

**APPROVED MINUTES
KING WILLIAM COUNTY BOARD OF SUPERVISORS
WORK SESSION MEETING OF FEBRUARY 13, 2023**

A work session meeting of the Board of Supervisors of King William County, Virginia, was held on the 13th day of February, 2023 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 Hodges called the meeting to order.

AGENDA ITEM 2. APPROVAL OF ELECTRONIC PARTICIPATION BY A BOARD MEMBER

Vice Chair Garber made a motion to approve electronic participation by Supervisor Greenwood due to a personal matter (out of town). Supervisor Moskalski seconded the motion. The Chairman called for any discussion. The members of the Board of Supervisors were polled:

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

Supervisor Greenwood joined the meeting electronically via Zoom.

AGENDA ITEM 3. ROLL CALL

The members of the Board of Supervisors were polled:

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

AGENDA ITEM 4. REVIEW AND ADOPTION OF AMENDED MEETING AGENDA

Supervisor Moren made a motion to approve the amended agenda as presented. Supervisor Moskalski seconded. The Chairman called for any discussion. The members were polled:

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

AGENDA ITEM 5. WORK SESSION MATTERS

5.a. 2022 King William County Museum Report - Deborah Moren, Museum Chair

Mrs. Moren presented the annual report for the King William County Museum.

5.b. 2022 King William County Historical Society - David Brown, President

Deborah Moren presented the annual report for the King William County Historical Society and passed along Dr. Brown's apologies for being unable to attend.

5.c. EDA Request For New Position - Kenny Holderied & Charles Piersa

Mr. Holderied and Mr. Piersa presented a request for a paid EDA staff person. Their request was modified from an EDA Specialist to an Economic Development Director (EDD).

Vice Chair Garber asked the two-year projection for requirements. Mr. Piersa said the person's salary would be paid for by the business they are bringing in. Mr. Holderied said they do not want to put too high of a projection so as not to overwhelm the person.

Chairman Hodges asked Percy Ashcraft, County Administrator, if there was an office available right now for this person. Mr. Ashcraft said yes.

Regarding the reporting structure, Mr. Ashcraft said, if the position falls under the County Administrator, the person would be treated the same as any other department head and would have the same expectations. He said originally the EDA Board was to supervise this position.

Vice Chair Garber asked if the County Administrator would handle any employee discipline. Mr. Ashcraft said yes, the same as any other department director or manager.

Mr. Piersa said Mr. Ashcraft's knowledge would be good for the EDD.

Vice Chair Garber asked how the ask went from a Specialist to a Director. Mr. Holderied said the Board of Supervisors advised at their previous meeting that the initial salary was too low to attract a quality person.

Vice Chair Garber asked if this would grow into the EDD having their own staff. Mr. Holderied said if they're successful.

Supervisor Moren asked what determines success or failure. Mr. Piersa said it was listed under requirements.

Supervisor Moren asked for an example of how the EDD could convert a home-based business to a brick & mortar business. Mr. Holderied gave the example of a home-based trucking business that's grown larger and has employees reporting to a home. The EDD could assist with finding appropriate space in the county for the person to move their business.

Supervisor Moren said the EDD may uncover things people don't want uncovered. Supervisor Moskalski said they were talking about opportunities and assistance with finding a store-front. It would not be an enforcement position.

Chairman Hodges asked how much credit would the EDD get and how will the EDA monitor if the EDD is truly the one who brought the business in. Mr. Holderied said by reviewing call logs. He said it is a marriage between departments.

Supervisor Greenwood said the County had an EDD ten years ago and couldn't prove what the person accomplished. He said the problem is there is too long a wait and a lack of pad-ready sites. He said this is too much money with not enough work to justify it. He does not think the position is needed.

Mr. Holderied said the EDA is not making phone calls or trying for businesses to enter the county. It will always be organic if there's not a dedicated person.

Supervisor Moskalski said this was a more well-defined presentation and more in range of attracting a quality candidate. He said the county needs someone whose job it is or it will always be left to luck. He said Administration is already too busy and the work this person would do would be very different. He said New Kent has an Economic Development staff and is having success. It takes constant concerted effort and attention. With the PUD the Board just approved, there will be pad-ready sites in the county. He said the connections at the VEDP level need to know we're serious about Economic Development and this is what it's going to take.

Vice Chair Garber said he thinks the requirements are set very low and need to be more aggressive.

Vice Chair Garber asked Mr. Ashcraft if the salary would continue to come out of the capital fund beyond the initial period. Mr. Ashcraft said it would be the most logical since that money had already been appropriated to the EDA.

Vice Chair Garber asked how much time it would take to look at the position and gauge accomplishments. Mr. Ashcraft said 15-18 months.

Mr. Holderied said they feel they can get a high caliber individual in the \$70,000 range.

Vice Chair Garber said they would have to see progress being made and need a good way to weight it.

Supervisor Moskalski asked how many VEDP leads the county currently gets. Mr. Ashcraft said for Tier 4 and 5 leads, we are not in the game.

Supervisor Greenwood asked if this was a legal use of capital funds. Ms. Brown said the funds originally came from the Unassigned fund. They would transfer the funds from capital to the General Fund and reduce what's remaining – about \$700,000 currently.

Supervisor Moren asked how the position would be advertised. Ms. McInteer said the same way as any other position.

Supervisor Moskalski asked if there would be a hiring committee. Mr. Ashcraft said it would be organized through Human Resources.

Vice Chair Garber asked if it is a capital or budgeted item. Mr. Ashcraft said capital. Supervisor Moskalski said he's fine with it coming from capital.

Supervisor Moskalski said success should be measured in results rather than rote duties.

Supervisor Greenwood asked how much the West Point person was paid and how much they brought in. He said more information is needed.

Mr. Holderied said they need a seasoned sales veteran to make meaningful calls and follow-ups.

Supervisor Moren said they have to get a qualified person and asked if performance bonuses were a possibility. Mr. Ashcraft said that could be explored. The person could be on an employment contract with provisions.

Mr. Holderied said they are hoping the person stays 5-10 years and would like to get someone in the \$70,000's. He asked if commission was possible. Mr. Ashcraft said no, but bonuses could be done if it were a contract position.

Supervisor Moskalski made a motion to allow the County Administrator to advertise the position. Supervisor Garber seconded. The Chairman called for any discussion.

Supervisor Greenwood said more functions and responsibilities needed to be defined.

The members were polled:

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

5.d. Engaging an Architect for Design of New Library - Percy C. Ashcraft, County Administrator

Mr. Ashcraft said this is the first step in investigating a new library building. The county has property on Route 30 now and it's a good time to discuss retaining an architect to investigate size, cost, and usage.

He said the RFP does not commit the Board to anything. It is proposed to use the proffer fund, not General Fund dollars.

Chairman Hodges asked if we've talked to Pamunkey Regional Library (PRL) about helping with funding. Mr. Ashcraft said no, but we would when we had more information.

Supervisor Moren asked if it should be done as a Request for Information rather than a Request for Proposal which says we have an intention to build, and funding is secure. Mr. Ashcraft said we've gone past the RFI process. The Board has already looked into it and public participation has already happened. A RFP is non-binding and gathers more information.

Chairman Hodges asked if there's a lease on the current library location and when it ends. Mr. Ashcraft said yes and he does not know the end date. Vice Chair Garber said PRL pays the rent. Mr. Ashcraft added through the County's appropriation.

Supervisor Moskalski said this is a good step. We've already agreed on the land and that it's needed.

Vice Chair Garber said an architectural design will give a vision and asked if it could be modified based on price. Mr. Ashcraft said yes. It's already known that it has to fit on three acres with no wiggle room. It could also provide a public meeting space.

Chairman Hodges asked if the land transfer has been done. Mr. Hudgins said not yet.

Supervisor Greenwood said he agrees we should have our own library building.

Supervisor Moskalski made a motion to refine and advance the RFP for Architectural and Engineering Services for King William Library. Vice Chair Garber seconded. The Chairman called for any discussion. The members were polled:

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

5.e. Discussion of Adjustment of BOS Salaries Beginning January 1, 2024 - Percy C. Ashcraft, County Administrator

Mr. Ashcraft said this issue was not brought forward by any current member of the Board of Supervisors and gave further information regarding the proposed adjustment:

- The increase would not affect the current Board of Supervisors members.
- The increase would take effect on January 1, 2024, after the upcoming election.
- The Board is not giving itself a raise and it is not accurate to say the members are voting for a raise for themselves.
- The Board of Supervisors does not receive COLA.
- The current Board of Supervisors members have been more than fair and not asked for expense reimbursements.
- Staff recommends an increase from \$10,000 per year to \$12,050 per year for Board members and an increase from \$11,200 per year to \$13,070 per year for the Chair.

Chairman Hodges asked if it looked like the County will be able to give raises to employees. Mr. Ashcraft said he thinks so.

Supervisor Moren said King William seems to be compensated well compared to other counties. Mr. Ashcraft said he thinks the current economic climate justifies an increase.

Vice Chair Garber asked how many other Board of Supervisors have more than one meeting per month. Mr. Ashcraft said he did not know.

Supervisor Moskalski said they used to have one meeting per month when he was first elected plus a couple budget meetings. The rate has not been adjusted since he came on the Board while the duties have increased. They used to get per diems for serving on additional Boards and Commissions as well.

Supervisor Greenwood said the County cut health insurance for Board members so it's actually been decreased. He said current Board members don't ask for mileage reimbursement. He asked why they are not considered Constitutional Officers when it comes to raises.

Supervisor Moskalski said because they are not paid by the Compensation Board. He suggested \$11,000 for members and \$12,320 for the Chair.

Supervisor Moren said no one does this job for the money.

Supervisor Greenwood made a motion to increase salaries for the Board of Supervisors to \$11,000 for members and \$12,320 for the Chair. Vice Chair Garber seconded the motion. The Chairman called for any discussion.

Supervisor Moren said we are well above the average other counties pay.

Vice Chair Garber said many of those counties only have one meeting per month.

The members were polled:

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

5.f. Discussion of BOS Members Participating in the County's Health Insurance Program - Percy C. Ashcraft, County Administrator

Mr. Ashcraft said this was a staff-driven concept and no member of the Board asked them to look at this. He said it is not unusual for counties to offer Board members the opportunity to participate in county health insurance programs. This was a benefit that used to be available to the Board previously but was eliminated.

Chairman Hodges asked how much the increase would be. Ms. McInteer said \$818/month for an individual with a \$500 deductible and \$1,100/month for an individual with a lower deductible.

Chairman Hodges said he pushed to get rid of it eight years ago.

Vice Chair Hodges said not many counties offer it. Ms. McInteer said that is correct. She said currently, only full-time employees are eligible, not part-time.

Supervisor Moren said this is a disincentive to attract good people to run for the Board. Vice Chair Garber said it might entice some people to run. He said he would not use it.

Chairman Hodges said the rates could potentially be 15% higher. Ms. McInteer said yes, she should know for sure soon.

Supervisor Moren made a motion to reject Board members participating in the County's health insurance program. Vice Chair Garber seconded the motion. The Chairman called for any discussion. The members were polled:

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

AGENDA ITEM 6. BOARD OF SUPERVISORS' REQUESTS

Supervisor Garber said he would like to have TACS here before the next property auction.

Supervisor Moren had no requests.

Supervisor Moskalski had no requests and said All Points would be here on February 27th.

Supervisor Greenwood said he'd like to hear from Virginia Power and Rappahannock Electric on how they're implementing the All Points project. He'd like a definite date when we'll have internet and get clarification on the installation cost.

Vice Chair Hodges said it's going to be a tough budget year.

AGENDA ITEM 7. CLOSED MEETING

7.a. Motion to Convene Closed Meeting

Supervisor Moskalski 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 appointment of individuals to Boards and Commissions and the performance and resignation of specific employees; in accordance with Section 2.2-3711 (A)(3) of the Code of Virginia regarding real property used for a public purpose, specifically pertaining to the acquisition of real property for a public purpose; in accordance with Section 2.2-3711 (A)(7) of the Code of Virginia to consult with legal counsel, consultants, and/or staff on a matter of actual litigation in which the County is involved because discussion in an open meeting may adversely affect the litigation position or negotiating strategy of the Board; and in accordance with Section 2.2-3711 (A)(8) of the Code of Virginia to consult with legal counsel on a specific legal matter regarding bonds requiring the provision of legal advice by counsel. Supervisor Moren seconded. The Chairman called for any discussion. The members were polled:

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

7.b. Motion to Reconvene in Open Session

Supervisor Moskalski made a motion to reconvene in open session; seconded by Supervisor Moren. The Chairman called for any discussion. The members were polled:

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

7.c. Certification of Closed Meeting

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

Supervisor, 3rd District: Stephen K. Greenwood	Aye (Zoom)
Supervisor, 4th District: C. Stewart Garber, Jr. – Vice Chair	Aye
Supervisor, 5th District: Edwin H. Moren, Jr.	Aye
Supervisor, 2nd District: Travis J. Moskalski	Aye
Supervisor, 1st District: William L. Hodges – Chair	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 13th day of February, 2023, 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 13th day of February, 2022.

7.d. Action On Closed Meeting

Supervisor Moren made a motion to approve extending the term of Scoots Curry on the Recreation Commission to June 30, 2024 and of Veda Frazier representing District 4 until June 30, 2025; seconded by Vice Chair Garber. The Chairman called for any discussion. The members were polled:

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

AGENDA ITEM 8. APPOINTMENT

8.a. Resolution 23-15 - Appointment to the VA250 Planning Committee

Supervisor Moren made a motion to appoint Stacy Johnson to the VA250 Planning Committee through the commemoration period of 2022-2026. Supervisor Moskalski seconded the motion. The Chairman called for any discussion. The members were polled:

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

**RESOLUTION 23-15
APPOINTMENT(S) TO THE VA250 PLANNING COMMITTEE**

WHEREAS the King William County Board of Supervisors established the King William County VA250 Planning Committee via Resolution 22-66 on August 22, 2022 to plan and coordinate programs occurring within the County and communicate regularly with VA250 in order to promote and commemorate the 250th anniversary of Virginia's participation in American independence; and

WHEREAS an additional applicant has expressed interest in serving on the VA250 Planning Committee; and

WHEREAS the Board of Supervisors now desires to make an appointment to the VA250 Planning Committee;

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of King William County, Virginia that Stacy Johnson be appointed to the VA250 Planning Committee through the commemoration period of 2022-2026.

DONE this 13th day of February, 2023.

AGENDA ITEM 9. ADJOURN OR RECESS

Supervisor Moskalski made a motion to adjourn; seconded by Supervisor Greenwood. The members were polled:

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

COPY TESTE:

William L. Hodges, Chairman
Board of Supervisors

Christine H. Branch
Clerk to the Board of Supervisors