

1. Agenda Summary September 23, 2019

Documents:

[REGULAR SESSIONN AGENDA SUMMARY SEPTEMBER 23 2019.PDF](#)

1.I. Minutes - September 9 2019 Regular Session

Documents:

[MINUTES REGULAR SESSION SEPTEMBER 9 2019.PDF](#)

1.II. Resolution For Public Participation Policy

Documents:

[RESOLUTION FOR PUBLIC PARTICIPATION POLICY.PDF](#)

**POQUOSON CITY COUNCIL  
REGULAR SESSION MEETING  
MONDAY, SEPTEMBER 23, 2019, 7:00 P.M.**

**A. MEETING CALLED TO ORDER**

**B. INVOCATION AND PLEDGE OF ALLEGIANCE**

**C. SPECIAL PRESENTATIONS**

- **Certificate of Appreciation – Lester Nagel, Board of Zoning Appeals**
- **New Employee Introduction – Bryan Harrell, Senior Building Inspector**

**D. AUDIENCE FOR VISITORS**

**E. APPROVAL OF THE MINUTES**

- (a) Regular Session September 9, 2019**

**F. NEW BUSINESS**

- 1. Resolution Establishing an Audience for Visitors and Public Hearing Public Participation Policy**

**G. COMMENTS OF THE CITY MANAGER**

**H. COUNCIL DIRECTIVES**

**I. ADJOURNMENT**

**MINUTES OF THE CITY COUNCIL MEETING  
SEPTEMBER 9, 2019 7:00 P.M.  
REGULAR SESSION**

**PRESENT:** The Honorable W. Eugene Hunt, Jr., Mayor  
The Honorable Carey L. Freeman, Vice Mayor  
The Honorable Herbert R. Green, Jr.  
The Honorable Thomas J. Cannella II  
The Honorable David A. Hux  
The Honorable Charles M. Southall III

J. Randall Wheeler, City Manager  
Evie Insley, City Clerk  
D. Wayne Moore, City Attorney

**ABSENT:** The Honorable Jana D. Andrews

**MEETING CALLED TO ORDER:**

Mayor Hunt called the meeting to order at approximately 7:00 p.m.

**SPECIAL PRESENTATIONS:**

- **Proclamation for Constitution Week**

Mayor Hunt presented to the assembled members of the Daughters of the American Revolution and Children of the American Revolution a Proclamation to recognize Constitution Week from September 17 - 23, 2017, recognizing the 232nd anniversary of the Constitution of the United States of America.

- **New Employee Introduction -- Bryan Harrell, Senior Building Inspector**

Bryan was unable to attend so his introduction will be rescheduled for September 23, 2019.

**INVOCATION AND PLEDGE OF ALLEGIANCE:**

Mayor Hunt rendered the invocation and led the audience in the Pledge of Allegiance.

**AUDIENCE FOR VISITORS:**

None

**APPROVAL OF THE MINUTES:**

1. Councilman Green moved, seconded by Councilman Cannella, to adopt the minutes of the regular session held on August 26, 2019 as submitted. Recorded vote on the motion:

**YES:** Councilmembers Hux, Southall, Green, Cannella, Vice Mayor Freeman and Mayor Hunt

**NO:** None

2. Councilman Green moved, seconded by Councilman Cannella, to adopt the minutes of the work session held on August 26, 2019 as submitted. Recorded vote on the motion:

**YES:** Councilmembers Southall, Hux, Green, Cannella, Vice Mayor Freeman and Mayor Hunt

**NO:** None

**NEW BUSINESS:**

1. **Resolution to Dissolve the Existing York-Poquoson Social Services Board, to Create a Board Comprised of the Poquoson City Manager and the County Administrator for York County, and Create a Social Services Advisory Board**

City Manager Randy Wheeler presented Council with a resolution to dissolve the existing York/Poquoson Social Services Board, to create an Administrative Board comprised of the County Administrator of York County and the City Manager of Poquoson and to create a Social Services Advisory Board.

The County and City entered into an agreement on January 1, 1977 to establish and create a joint welfare board and to agree to the joint operation of the York-Poquoson Social Services Department. The process began a few months ago to update the 42 year old agreement in an effort to identify opportunities to achieve greater efficiencies and administrative support which would benefit both the County and City. Currently the governing bodies of 42 of the 120 Virginia Social Services departments have made the decision to transition to an advisory board. The primary reasons for this change relate to enhanced integration and efficiency of the operations, increased budget accountability and providing members of the advisory board the opportunity to focus on formulation and implementation of local services programs. The current vacancy in the position of Director of the York-Poquoson Social Services department has made this an ideal time to make these changes prior to hiring a new director.

Virginia Code §63.2-305 allows the City and County to benefit from citizen advice with regard to programs while managing the business side of the Social Services much like other units of local government. The change to the advisory board would designate the County Administrator and City Manager as the administrative board members with the Social Service Board serving in an advisory capacity.

Councilman Green moved, seconded by Councilman Southall to adopt the resolution to dissolve the existing York/Poquoson Social Services Board, to create a board comprised of the Poquoson City Manager and the County Administrator for York County and to create a Social Services Advisory Board. Recorded vote on the motion:

**YES:** Councilmembers Cannella, Southall, Hux, Green, Vice Mayor Freeman and Mayor Hunt

**NO:** None

**2. Resolution Establishing a Policy Regarding Donations of Real Property to the City of Poquoson.**

City Manager Randy Wheeler presented Council with a resolution establishing a policy regarding donations of real property to the City of Poquoson based on Council comments at the August 19, 2019 Retreat held at the Community Center.

City Manager Wheeler explained that from time to time private land owners approach the City with an offer to donate real property. Often the parcels offered for donation are unbuildable due to size, pervasive wetlands or are land locked. In accepting a donation the City incurs financial liability for the title report, survey, deed preparation and recording of the title. It also has the effect of removing parcels from the tax rolls. However, Council is mindful that certain types of properties may have public value.

The policy presented authorizes the City Manager to review each proposed donation and recommend for City Council consideration only those parcels which constitute significant public value. City Council would then consider recommendations from the City Manager.

Councilman Green moved, seconded by Councilman Cannella to adopt the resolution establishing a policy regarding donations of real property to the City of Poquoson. Recorded vote on the motion:

**YES:** Councilmembers Green, Hux, Cannella, Southall, Vice Mayor Freeman and Mayor Hunt

**NO:** None

**3. Resolution Ratifying a Proclamation issued by the City Manager Declaring a State of Emergency in the City of Poquoson on September 5, 2019**

City Manager and Director of Emergency Services Randy Wheeler presented Council with a resolution ratifying a Proclamation declaring a State of Emergency in the City of Poquoson on September 5, 2019 after having determined that the Council could not be convened for the purpose of passing a resolution establishing an emergency due to the expected impacts from Hurricane Dorian.

Councilman Green moved, seconded by Vice Mayor Freeman to adopt the resolution ratifying a proclamation issued by the City Manager declaring a State of Emergency in the City of Poquoson on September 5, 2019. Recorded vote on the motion:

**YES:** Councilmembers Hux, Southall, Green, Cannella, Vice Mayor Freeman and Mayor Hunt

**NO:** None

**COMMENTS OF THE CITY MANAGER:**

City Manager Randy Wheeler thanked the Emergency Operation staff and all other staff members and community for their preparation of the storm. He also thanked the City of Hampton for the use of their shelter. Mr. Wheeler advised citizens that free storm debris pick-up would require a Federal Disaster Declaration, he does not foresee this happening. The Convenience Site which was cancelled due to citizen parking for Hurricane Dorian is rescheduled for Saturday, September 14<sup>th</sup> and the normal second opening of the Convenience Site will be held on Saturday, September 21<sup>st</sup>. Citizens can call for bulky

item pick-up of which one a year is at no charge. Each additional pick-up per year will be charged the appropriate fee.

**COUNCIL DIRECTIVES:**

Councilman Hux thanked the management at Langley Speedway for making their parking lot available for citizens to use during the impending storm.

Mayor Hunt advised Council he had the opportunity to visit City Hall and watch employees in action during the storm and witness the great job they do.

**ADJOURNMENT:**

There being no further business, Councilman Green moved, seconded by Vice Mayor Freeman to adjourn the meeting. Recorded vote on the motion:

**YES:** Councilmembers Cannella, Green, Southall, Hux, Vice Mayor Freeman and Mayor Hunt.

**NO:** None

The meeting was adjourned at approximately 7:21 p.m.



## **CITY OF POQUOSON**

**Office of the City Manager**  
**J. Randall Wheeler**

**500 City Hall Avenue, Poquoson, Virginia 23662-1996**  
**(757)868-3000 Fax (757)868-3101**

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September 23, 2019

**To:** City Council

**From:** City Manager

**Subject:** **Audience for Visitors and Public Hearing Public Participation Policy**

Presented for Council consideration is a resolution establishing an Audience for Visitors and Public Hearing Public Participation Policy based on Council comments at the August 19, 2019 Special Meeting held at the Community Center.

The policy presented for consideration does not include time limits on speakers but does address speaker cards, general procedures for speakers as well as the use of the City's audiovisual equipment.

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION ESTABLISHING AN AUDIENCE FOR VISITORS AND  
PUBLIC HEARING PUBLIC PARTICIPATION POLICY**

**WHEREAS**, the City Council held a Special Meeting on August 19, 2019 at the Community Center to discuss establishing an Audience for Visitors and Public Hearings Public Participation Policy; and

**WHEREAS**, the City Council wishes to establish an Audience for Visitors and Public Hearing Public Participation Policy.

**NOW, THEREFORE, BE IT RESOLVED**, by the Council of the City of Poquoson, Virginia that the following policy pertaining to public participation for Audience for Visitors and Public Hearings is hereby established as follows:

**Section 1:** Audience for Visitors and Public Hearings are held for the purpose of receiving the public's view on issues being considered by City Council or issues of interest to the public and not intended as question and answer sessions.

**Section 2:** The City Council requests members of the public with questions to put questions in writing and provide to the City Clerk who will forward them to the Council or the appropriate staff member who can best answer each question.

**Section 3:** Members of the public wishing to address City Council during Audience for Visitors or a Public Hearing are requested to complete a speaker card and provide to the City Clerk prior to the start of the published start time of the City Council Meeting.

**Section 4:** The Presiding Officer shall recognize each person who has completed a speaker card and then afford an opportunity for any other person who wishes to make public comments.

**Section 5:** Each speaker shall be recognized by the Presiding Officer, normally the Mayor, when recognized speakers are asked to go directly to the podium and address the Presiding Officer and state their name and address for the record.

**Section 6:** Individuals wishing to utilize the City's audiovisual equipment as part of their presentation must submit their materials two business days prior to the meeting.

ADOPTED: \_\_\_\_\_

TESTE: \_\_\_\_\_  
City Clerk