

**FLUVANNA COUNTY BOARD OF SUPERVISORS**  
**REGULAR MEETING MINUTES**  
**Circuit Courtroom**  
**Fluvanna Courts Building**  
**April 1<sup>st</sup> 2009**  
**2:00 p.m.**

**MEMBERS PRESENT:** Marvin F. Moss, Chairman  
Charles W. Allbaugh, Vice Chairman  
Mozell H. Booker  
John Y. Gooch  
Donald W. Weaver

**MEMBER ABSENT:** Gene F. Ott [due to illness]

**ALSO PRESENT:** G. Cabell Lawton, IV, County Administrator  
Frederick W. Payne, County Attorney  
Shelly H. Wright, Assistant County Administrator  
James Glass, VDOT Residency Administrator  
Renee Hoover, Finance Director  
Darren Coffey, Planning & Community Development Director  
Jackie Meyers, Fluvanna County Animal Response Team  
Pat Groot, Grants Administrator  
John Robins, Public Works Director  
Dwight Godwin, Operations Director  
Alice F. Jones, Clerk to the Board of Supervisors

**CALL TO ORDER/PLEDGE OF ALLEGIANCE**

Chairman Moss called the regular meeting of April 1<sup>st</sup> 2009 to order at 2:00 p.m. in the Circuit Courtroom of the New Courts Building in Palmyra, Virginia and the Pledge of Allegiance was recited.

**REPORTS**

Mr. James Glass, VDOT Residency Administrator, reported on the following topics:

- Maintenance Work Completed
- Maintenance Work Planned
- Construction
- Traffic Engineering
- Land Development and Permits

Mr. Glass also apprised the Board that due to cutbacks mowing will be reduced on major roads and non existent on secondary roads.

G. Cabell Lawton, IV, County Administrator, reported on the following topics:

- *Supervisor Ott* – unable to attend the meeting due to illness

- **Keith Meyerl** – apprised the Board that the Parks and Recreation Department will be hosting a going away party in honor of Keith Meyerl on Friday, April 3<sup>rd</sup> 2009 at noon at the Fork Union Community Center; requested to add an item to New Business to consider adopting a resolution recognizing his service to the County
- **Budget Public Hearing** – reminded the Board the public hearing for the FY10 Budget, Tax Rate Increase and CIP will be held Wednesday, April 8<sup>th</sup> 2009 in the Circuit Courtroom
- **Groundbreaking for High School** – apprised the Board that the groundbreaking for the new High School will be held on Tuesday, April 14<sup>th</sup> 2009 at 10:30 a.m.
- **League of Women Voters** – apprised the Board they have been invited to hear a briefing on “Green Issues and Green Building” hosted by the League of Women Voters; Monday, April 13<sup>th</sup> 2009 at 7:00 p.m. at the Fluvanna County Public Library
- **Kim Booth** – apprised the Board that Kim Booth is resigning her position as Economic Development Director; she and her family are moving back to Alaska; a search for a replacement is already underway
- **Petition Review** – updated the Board on the status of the petition review; approximately 3.5 days [125 hours] of staff time to review the petitions and deliver their findings to the County Attorney; the County Attorney has reviewed the work and given staff direction to continue with the process; definitive information will be available to the Board at the April 15<sup>th</sup> meeting

### **PUBLIC COMMENTS #1**

Chairman Moss opened the floor for the first round of public comments.

The following citizens addressed the Board with their concerns:

- Ms. Faith Stewart, Cunningham District, addressed the Board regarding the petition provided to the Board regarding the James River Water Authority and the budget public hearing
- Mr. Doug Johnson, Cunningham District, addressed the Board regarding the filing of a new petition with the Clerk of Circuit Court to be placed on the upcoming election ballot requesting a referendum in reference to the James River Water Authority
- Chris Fairchild, Rivanna District, commended Mr. Keith Meyerl for his work in helping the girls softball team to get up and running in partnership with Parks and Recreation
- Mr. Mel Sheridan, Commissioner of the Revenue, updated the Board indicating the Public Utility Rate came in at 100% [105.4%].

With no one else wishing to speak, Chairman Moss closed the first round of public comments.

**CONSENT AGENDA**

The following item was pulled from the consent agenda:

- Minutes, March 11<sup>th</sup> 2009 [budget work session]

The following items were approved under the consent agenda:

**MOTION:**

Mr. Weaver moved to approve the consent agenda which consisted of:

- Minutes, March 18<sup>th</sup> 2009
- Byrne JAG Recovery Act Grant Application [in the amount of \$18,772; revenue and expenditure lines as assigned by the Finance Department]
- Budget Appropriation for K-9 Fund/Sheriff's Office [in the amount of \$200; revenue line #3-110-018990-0002 and expenditure line #4-110-023400-6010]
- Budget Appropriation for Drug Forfeiture Fund [in the amount of \$1,418.46; revenue line #3-110-018990-0002 and expenditure line #4-110-023400-6010]
- Resolution/Fair Housing Month 2009

Mr. Gooch seconded. The motion carried with a vote of 5-0. AYES: Allbaugh, Booker, Gooch, Weaver and Moss. NAYS: None. ABSENT: Ott.

**ACCOUNTS PAYABLE**

Renee Hoover, Finance Director, addressed the Board regarding the accounts payable.

**MOTION:**

Mr. Weaver moved the Accounts Payable from February 24<sup>th</sup> 2009 through March 23, 2009 and Payroll for the month of February in the amount of \$1,471,313.54 be ratified. Mr. Gooch seconded. The motion carried with a vote of 5-0. AYES: Allbaugh, Booker, Gooch, Weaver and Moss. NAYS: None. ABSENT: Ott.

Fund 100	General Fund	\$ 598,030.95
Fund 120	Community Programs (Parks & Rec)	4,838.12
Fund 130	Landfill	11,182.06
Fund 202	Federal Grants	500.80
Fund 302	Capital Improvements	18,919.00
Fund 401	Debt Service	47,859.34
Fund 502	Utility Fund	8,807.52
Fund 505	Fork Union Sanitary District	16,885.14
<u>Payroll</u>		<u>564,791.41</u>
Total		\$ 1,471,313.54

The Board **tasked** staff with providing an itemized copy of the January and February 2009 Payne & Hodous invoices.

**PUBLIC HEARING**

None

**PRESENTATIONS:**

Impact of GASB 45 Retiree Insurance (OPEB) for Fluvanna County

Ms. Renee Hoover, Finance Director, provided a PowerPoint presentation to the Board regarding GASB 45. She explained that GASB 45 is a financial reporting standard issued by the Governmental Accounting Standards Board and OPEB is Other Post-Employment Benefits [other meaning anything other than retirement benefits]. Ms. Hoover provided the Board with information regarding the requirements of GASB 45, the County's current plan; the Government Finance Officer's Association (GFOA) guide; the process of the rating analyst; the impact of funding GASB 45; and provided information on pros and cons of whether to fund or not to fund GASB 45. The recommendation is for the Board to fund GASB 45 in the amount of \$286,561 from the FY09 budget and/or fund balance and join the VML Pool. She apprised the Board that the next steps would be to adopt a resolution; modify the current Finance Board to include the Finance Director; execute a Trust Joinder Agreement; and then send in the contribution amount.

The Board **directed** staff to return to the Board of Supervisors for action regarding the GASB 45 Retiree Insurance [whether to fund or not to fund and where the funds would be provided from].

**ACTION MATTERS**

Proclamation/Celebrating Children's Month

Ms. Nicole Lloyd, Social Work Supervisor, addressed the Board regarding this issue along with Sarah Hill, Shannon McGuire and Kirby Seay.

**MOTION:**

Mrs. Booker moved the proclamation entitled "Celebrating Children Month in Fluvanna County – 2009" be adopted. Mr. Gooch seconded. The motion carried with a vote of 5-0. AYES: Allbaugh, Booker, Gooch, Weaver and Moss. NAYS: None. ABSENT: Ott.

Supplemental Appropriation/Fluvanna County Animal Response Team (VDEM Pet Trailer with Supplies)

This is a request for a supplemental appropriation of \$20,000 from the Virginia Department of Emergency management (VDEM) for a Pet Trailer with supplies for 80 companion animals in a governor-declared disaster.

**MOTION:**

Mr. Allbaugh moved that the Board of Supervisors approve a supplemental appropriation of \$20,000 to the state grant fund 3-204-024040-0001 for a grant awarded through the Virginia Department of

Emergency Management (VDEM) for a Pet Trailer with supplies for eighty (80) companion animals. The following general ledger lines will be increased: 4-204-024040-3100 – Professional Services and 4-204-024040-8202 - Equipment. Mr. Gooch seconded. The motion carried with a vote of 5-0. AYES: Allbaugh, Booker, Gooch, Weaver and Moss. NAYS: None. ABSENT: Ott.

#### COPS Recovery Act Grant Application

This is a request to increase the Sheriff's Office staffing by five (5) deputies which will allow the Sheriff's Office to implement the Community Policing based approach to law enforcement in Fluvanna County. No match is required. The grant provides thirty-six (36) months of funding for approved entry-level salaries and fringe benefits of full-time officers. At the conclusion of federal funding the County must retain all sworn officer positions awarded for a minimum of twelve (12) months following the thirty-six (36) month period at an additional cost of \$250,000. The County must also provide the funding to equip the five new positions, estimated at \$181,046 which includes an equipped vehicle, uniforms, weapons, and other necessary accessories (rain gear, safety apparel, hand cuffs, evidence collection, etc.).

Ms. Pat Groot, Grants Administrator, introduced this issue.

Sheriff Washington addressed the Board on his behalf.

#### MOTION:

Mr. Allbaugh moved that the Board of Supervisors approve submission of the US DOJ COPS grant application to fund up to five (5) new entry-level Deputy positions in the amount of up to \$750,000 for the Sheriff's office to expand the community policing program in the County; further moved that if the grant was awarded, staff will appear back before the Board for acceptance and appropriation. Mr. Gooch seconded. The motion carried with a vote of 4-1. AYES: Allbaugh, Booker, Gooch and Moss. NAYS: Weaver. ABSENT: Ott.

#### Proposed Schedule Change at the Solid Waste Convenience Center

The Convenience Center is taking in less solid waste than expected and the costs of operations are exceeding revenues. In an effort to reduce these losses, the Landfill Committee recommends reducing the hours of operations.

Mr. John Robins, Public Works Director, introduced this issue.

#### MOTION:

Mr. Weaver moved to direct staff to change the hours of operation at the Fluvanna County Solid Waste Convenience Center to the following:

*Monday, Wednesday, Friday and Saturday from 8:00 a.m. to 5:00 p.m.*

and to modify the staffing to one full time employee and two part time employees (less than 30 hours each week).

Mr. Allbaugh seconded. The motion carried with a vote of 5-0. AYES: Allbaugh, Booker, Gooch Weaver and Moss. NAYS: None. ABSENT: Ott.

The Board **directed** staff to return to the Board of Supervisors to discuss whether to change the holiday schedule regarding the landfill operation [whether to consider changing the hours of operation to comply with the holiday schedule as presented in the personnel manual].

Renewal of the Memorandum of Understanding (MOU) with the Fluvanna County Flying Club

The Landfill Committee recommends continuing to allow the Fluvanna County Flying Club, Inc. the use of a portion of the unused landfill property as shown on the attached plan and as presented in the attached proposed memorandum of understanding.

Mr. John Robins, Public Works Director, addressed the Board regarding this issue.

MOTION:

Mr. Allbaugh moved to extend the Memorandum of Understanding for two (2) months to consider citizen concerns. Mr. Gooch seconded. The motion carried with a vote of 5-0. AYES: Allbaugh, Booker, Gooch Weaver and Moss. NAYS: None. ABSENT: Ott.

Structure Lease Agreement

The Board issued a Special Use Permit for a tower on this site on June 18<sup>th</sup> 2008. The Deputy County Attorney has reviewed the lease and approved it as to form. The tower would be built at no cost to the County but will be solely owned by the County. In recognition of the Contractor's cost to construct the tower and accompanying compound, the Contractor will receive 50% rent abatement for the first ten (10) years. The first year's rent is \$1,975 with the carrier responsible for \$988.

Mrs. Shelly H. Wright, Assistant County Administrator, addressed the Board regarding this issue.

MOTION:

Mr. Allbaugh moved to authorize the County Administrator, subject to approval as to form by the County Attorney, to execute the "Structure Lease Agreement" with USCOC of Virginia RSA #2, Inc., to construct a communications tower to be owned by the County on the County's landfill property. Mrs. Booker seconded. The motion carried with a vote of 5-0. AYES: Allbaugh, Booker, Gooch, Weaver and Moss. NAYS: None. ABSENT: Ott.

**OLD/NEW BUSINESS**

**Resolution/Appreciation for Parks and Recreation Director**

**MOTION:**

Mrs. Booker moved to adopt the resolution [attached hereto] entitled “Resolution of Appreciation for the Service of Keith A. Meyer!”. Mr. Gooch seconded. The motion carried with a vote of 5-0. AYES: Allbaugh, Booker, Gooch, Weaver and Moss. NAYS: None. ABSENT: Ott.

Other old business discussed was when the interest would be drawn from the SNAP Fund for the High School.

**PUBLIC COMMENTS #2**

Chairman Moss opened the floor for the second round of public comments.

- Mr. Doug Johnson, Cunningham District, addressed the Board regarding response of Board members to constituents and County representation
- Sheriff Washington apprised the Board that the week of April 12<sup>th</sup> through 18<sup>th</sup> 2009 is National Telecommunications Week [E-911]

With no one else wishing to speak, Chairman Moss closed the second segment of public comments.

**CLOSED MEETING**

None

**ADJOURN**

**MOTION:**

At 5:01 p.m., Mr. Allbaugh moved to adjourn the meeting of Wednesday, April 1<sup>st</sup> 2009. Mr. Gooch seconded. The motion carried with a vote of 5-0. AYES: Allbaugh, Booker, Gooch, Weaver and Moss. NAYS: None. ABSENT: Ott.



**BOARD OF SUPERVISORS**  
**County of Fluvanna**  
**Palmyra, Virginia**

**RESOLUTION OF APPRECIATION**  
**For the Service of Keith A. Meyerl**

At a regular monthly meeting of the Fluvanna County Board of Supervisors held on Wednesday, April 1, 2009, in Palmyra, Virginia, the following action was taken:

---

<b><u>Present</u></b>	<b><u>Vote</u></b>
Marvin F. Moss, Chairman	Yea
Charles W. Allbaugh, Vice-Chairman	Yea
Mozell H. Booker	Yea
John Y. Gooch	Yea
Gene F. Ott	Absent
Donald W. Weaver	Yea

---

On a motion by Mrs. Booker seconded by Mr. Gooch and voted in the affirmative, the following resolution was adopted:

**WHEREAS**, Keith A. Meyerl served as the Director of Parks and Recreation from March 2006 until April 2009, and previously served as the Recreation Center Supervisor; and,

**WHEREAS**, Keith A. Meyerl made significant advances in the quality and quantity of recreation programming in the community; and,

**WHEREAS**, Keith A. Meyerl was instrumental in developing community partnerships that increased services and created positive public-private relationships; and,

**WHEREAS**, Keith A. Meyerl improved the professional image of the Parks and Recreation Department; and,

**WHEREAS**, Keith A. Meyerl greatly improved the special events on Pleasant Grove and assisted in the development of its recreational facilities, making Pleasant Grove a viable park year-round;

**NOW, THEREFORE, BE IT RESOLVED** that the Fluvanna County Board of Supervisors appreciates the service of Keith A. Meyerl and wishes him well in his future professional endeavors.

---

Marvin F. Moss, Chairman