

**FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Circuit Courtroom
Fluvanna Courts Building
October 5th, 2011
2:00 p.m.**

MEMBERS PRESENT: John Y. Gooch, Chairman
Shaun V. Kenney, Vice-Chairman
Donald W. Weaver
Mozell H. Booker
Joe Chesser
Chris Fairchild

ALSO PRESENT: Jay Scudder, County Administrator
Fred Payne, County Attorney
Darren K. Coffey, Director of Planning
Pat Groot, Grants Administrator
Tammy Johnson, Communications Director
Mary Weaver, Clerk, Board of Supervisors

CALL TO ORDER/PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

Chairman Gooch called the meeting of October 5th, 2011, 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, after which, Chairman Gooch called for a moment of silence.

REPORTS

Mr. Jay Scudder, County Administrator, reported on the following topics:

- *US Cellular Contract* – for Fork Union Tower has begun.
- *Career Day* – at Fluvanna High School, November 1, 2011, from 8am – 12pm.
- *Litter Grant* – awarded \$6,898.00 to Town of Columbia for litter clean-up.
- *Reassessment Kick-off Meetings* – Press Release has been sent out in reference to public information meetings for the upcoming reassessment.
- *Employee Picnic* – will be held on October 6, 2011, 5pm at Pleasant Grove Pole Barn.

PUBLIC COMMENTS #1

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

- Susan Swales, Old Farm Day Co-Chairman – addressed the Board in regards to Old Farm Day and the wonderful turn out.
- Craig Shiflett, Palmyra District – addressed the Board in regards to lowering the speed limit on Troy Road, Route 631.
- Jim Toms, Palmyra District – addressed the Board in regards to lowering the speed limit on Troy Road, Route 631.
- Elizabeth Franklin, Fluvanna Taxpayers Association, Co-Chairman – addressed the Board in regards to hiring Blue Ridge Mass Appraisal; also spoke in regards to hiring an Economic Development Director.
- Dennis Holder, Kents Store – addressed the Board in regards to hiring Blue Ridge Mass Appraisal; also spoke in regards to hiring an Economic Development Director.
- With no one else wishing to speak, Chairman Gooch closed the first round of public comments.

CONSENT AGENDA

The following items were approved under the consent agenda:

MOTION:

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

- Minutes of September 21st, 2011.
- Letter of Support for Urban/Residential Cost Share Program.

Mr. Chesser seconded. The motion carried with a vote of 6-0. AYES: Gooch, Weaver, Booker, Kenney, Fairchild and Chesser. NAYS: None. ABSENT: None

ACCOUNTS PAYABLE

Renee Hoover, Finance Director, addressed the Board regarding accounts payable. After some discussion the following motion was made:

MOTION:

Mr. Weaver moved that the Accounts Payable from August 31st, 2011, through September 27th, 2011, and payroll for the month of August, 2011, in the amount of \$1,346,352.87, be ratified. Mr. Kenney seconded. The motion carried with a vote of 6-0. AYES: Gooch, Weaver, Booker, Fairchild, Chessser and Kenney. NAYS: None. ABSENT: None.

General	\$ 407,347.64
Community Programs	1,084.00
Federal Grants	5,587.00
Capital Improvements	250,286.53
Debt Service	119,673.40
Sewer	1,813.43
Fork Union Sanitary District	<u>6,264.08</u>
Total Expenditures by Fund	792,056.08
<u>Payroll - August</u>	<u>554,296.79</u>
Total Payables & Payroll	\$ 1,346,352.87

PUBLIC HEARING

None

PRESENTATIONS

JAUNT's Annual Report – Ms. Donna Shaunesey, JAUNT Executive Director, discussed the growth of JAUNT and thanked the Board for their support. Also noted they are celebrating 35 years of service in Fluvanna County.

Central Virginia Regional Jail Expansion Update – Mr. Glenn Aylor, Superintendent Central Virginia Regional Jail, reviewed the jail history pointing out it operates at a low rate of \$53.71 a day. Mr. Aylor asked the Board to adopt a resolution to assist with planned expansion of the jail.

Blue Ridge Mass Appraisal Reassessment Presentation – Mr. Matthew P. Hickey, Vice President Blue Ridge Mass Appraisal Company, LLC, reviewed with the Board the presentation that will be given at the kick-off meetings to inform the public of the reassessment process.

ACTION MATTERS

Contract for webGIS Services & Site Enhancements – Mr. Darren Coffey, Planning Director, addressed the Board regarding this item. Mr. Coffey requested a change of vendors for the online GIS service, from the existing to Timmons Group.

MOTION:

Mr. Kenney moved to authorize the County Administrator to execute a contract, after County Attorney approval as to form, with Timmons Group for Geographic Information System (GIS) support services, in an amount not to exceed current service costs, and paid from approved department budgets at existing funding levels. Mr. Chessser seconded. The motion carried with a vote of 6-0. AYES: Gooch, Weaver, Booker, Kenney, Fairchild and Chessser. NAYS: None. ABSENT: None

Town of Columbia Request for Services – Mrs. Pat Groot, Grants Administrator, addressed the Board regarding this item. The Town Council for The Town of Columbia has requested assistance from the County that will improve tax revenue, living conditions, and future planning for the Town. Mr. Fred Payne, County Attorney addressed some legal concerns and recommended using statute 15.2.2218. The Board discussed the financial cost to the County and the work that would be involved.

MOTION:

Mr. Kenney moved to approve drafting an agreement with the Town of Columbia to have the County collect and enforce Town taxation and instruct the County Administrator, in cooperation with the County Attorney, to prepare the required documents for consideration of the Board. Further moved to draft an agreement

with the Town of Columbia to share a Planning Commission, under statute 15.2-2218 of the Code of Virginia, and instruct the County Administrator, in cooperation with the County Attorney, to draft an ordinance and initiate the process to enable this relationship. Further moved to draft an agreement with the Town of Columbia to share services, offered by the County Planning and Community Development Department, including enforcement of selected Town Ordinances and instruct the County Administrator and County Attorney to prepare the required documents for consideration of the Board. Mrs. Booker seconded. The motion carried with a vote of 4-2. AYES: Gooch, Booker, Kenney, and Chesser. NAYS: Fairchild and Weaver. ABSENT: None

Contract approval for DeltAlert, Emergency/Mass Notification Vendor – Ms. Tammy Johnson, Communications Director, addressed the Board regarding this item. Ms. Johnson requested to change vendors for the Emergency Services Notification System, from the existing to Jacosoft, LLC (DeltAlert Emergency & Mass Notification System).

MOTION:

Mr. Kenney moved to approve the contract with Jacosoft, LLC, for implementation of the DeltAlert Emergency & Mass Notification System in the amount of \$8,800, and authorize the County Administrator to execute contracts and agreements associated with this contract, subject to approval as to form by the County Attorney. Mr. Chesser seconded. The motion carried with a vote of 6-0. AYES: Gooch, Weaver, Booker, Kenney, Fairchild and Chesser. NAYS: None. ABSENT: None

Thomas Jefferson Regional Brownfield Assessment and Planning Grant – Mr. Steve Williams, Executive Director for Thomas Jefferson Planning District Commission, explained to the Board that this project will focus on economic development, while addressing environmental contamination. The County's role would be to designate a staff member to serve on the advisory committee for approximately 6 meetings per year, for two years. No match or contribution is required.

MOTION:

Mr. Chesser moved to authorize the County Administrator to send a letter of support for the Thomas Jefferson Planning District Commission's application for the Regional Brownfield Assessment and Planning Grant. Mr. Kenney seconded. The motion carried with a vote of 6-0. AYES: Gooch, Weaver, Booker, Kenney, Fairchild and Chesser. NAYS: None. ABSENT: None

OLD BUSINESS

Economic Development Director Position – Mr. Jay Scudder, County Administrator, reviewed with the Board the Economic Development Director position description. The Board discussed the need for this position and what the focus would be. Mr. Chesser expressed the need to find other ways to bring revenue into the County. Mr. Fairchild suggested hiring a firm to create a plan to establish priorities and expected return on investment for economic development growth. The Board directed the County Administrator to develop a more definite plan showing detailed expenditures and duties that will be required of this position. The Board also directed the staff to receive estimates on the cost for using firms to establish a plan and return to the Board as an action item.

E-911 Signs – Mrs. Booker inquired on the process for replacing the green E-911 signs.

Library State Funding – the Library is at risk of losing state funding due to a low per capita level. A waiver is available.

Road in front of the new High School – VDOT is aware of the problem and looking into repairing it.

Budget Work Session – discussed having a follow-up budget work session from the August 17th, 2011 work session with an agenda and outside facilitator.

EXTEND MEETING

MOTION:

Mr. Weaver moved to extend the Board of Supervisors meeting to 7:00pm.

Mr. Fairchild seconded. The motion carried, with a vote of 6-0. AYES: Booker, Chesser, Gooch, Kenney, Weaver and Fairchild. NAYS: None.

VDOT – sign for Kents Store still not replaced. Mr. Scudder will check into it.

Mr. Kenney inquired about the status of a trail between Sycamore Square and Pleasant Grove.

Health Insurance – Mr. Weaver requested staff to monitor the health insurance. He would like to see what we have in today, and what the expenses are along with the balance for the next six months.

Audit – Where are we in the audit process? Should have a report in November, bank reconciliations are behind.

Aqua Virginia – discussed the progress of the Aqua Virginia meetings.

NEW BUSINESS

MACCA Food Pantry – is very low asked staff to assist with a food drive.

PUBLIC COMMENTS #2

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

- Adrian Miller, Rivanna District – addressed the Board in regards to the approval of the Telecommunications Master Plan, the hiring of an Economic Development Director and the water line talks with Aqua Virginia.
- Dennis Holder, Columbia District – addressed the Board in regards to hiring an Economic Development Director.
- Garland Nuckols, Public Works Director – informed the Board of an increased concern of house fires this winter, due to possible unknown damage from the earthquake.

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

CLOSED MEETING

MOTION TO ENTER INTO A CLOSED MEETING:

At 6:16 p.m., Mr. Weaver moved the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the provisions of Section 2.2-3711 of the Code of Virginia, 1950, as amended, for the purpose of discussing Real Property Acquisition and legal matters. Mr. Kenney seconded. The motion carried with a vote of 6-0. AYES: Gooch, Weaver, Booker, Kenney, Fairchild and Chesser. NAYS: None. ABSENT: None.

MOTION TO EXIT A CLOSED MEETING & RECONVENE IN OPEN SESSION:

At 6:52 p.m., Mr. Weaver moved the closed meeting be adjourned and the Fluvanna County Board of Supervisors convene again in open session. Mr. Kenney seconded. The motion carried with a vote of 6-0. AYES: Gooch, Weaver, Booker, Kenney, Fairchild and Chesser. NAYS: None. ABSENT: None.

MOTION:

At 6:53 p.m., the following resolution was adopted by the Fluvanna County Board of Supervisors, following a closed meeting held Wednesday, September 21st, 2011, on motion of Mr. Weaver, seconded by Mr. Fairchild and carried by the following vote: AYES: Gooch, Kenney, Booker, Chesser, Fairchild and Weaver. NAYS: None. ABSENT: None.

“BE IT RESOLVED to the best of my knowledge (i) only public business matters lawfully exempted from open meeting requirements under Section 2.2-3711-A of the Code of Virginia, 1950, as amended, and (ii) 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 meeting.”

ADJOURN

MOTION:

At 6:54 p.m., Mr. Kenney moved to adjourn the meeting of Wednesday, October 5th, 2011. Mr. Weaver seconded. The motion carried, with a vote of 6-0. AYES: Chesser, Gooch, Kenney, Booker, Weaver and Fairchild. NAYS: None.
ABSENT: None

John Y. Gooch, Chairman

APPROVED