

**FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Historic Courthouse
February 1, 2012
2:00 p.m.**

MEMBERS PRESENT: Shaun V. Kenney, Chairman
Bob Ullenbruch, Vice-Chairman
Mozell H. Booker
Donald W. Weaver
Joe Chesser

ALSO PRESENT: Fred Payne, County Attorney
Darren Coffey, Interim County Administrator/Planning Director
Renee Hoover, Finance Director
Mary Weaver, Clerk, Board of Supervisors

CALL TO ORDER/PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

Chairman Kenney called the meeting of February 1st, 2012, to order at 2:00 p.m., in the Historic Courthouse in Palmyra, Virginia; and the Pledge of Allegiance was recited, after which, Chairman Kenney called for a moment of silence.

REPORTS

VDOT Report

Mr. David Crim, VDOT Residency Maintenance Manager for Culpeper office, reported on the following topics:

- Introduced Mr. Angelo Rayo, the new Culpeper Traffic Engineer.
- Handed out updated contact information listing for the VDOT office.
- Public Hearings forthcoming, in April, for State Route 6 Bridge over Rivanna River, and the intersection of Route 53 and Route 618 in April.
- Roundabout for intersection of Route 53 and Route 600.
- Speed studies have been requested for: Route 53, in front of new high school; Route 601, from Route 15 to Birdie Lane; and Route 652, from Route 15 to Route 654.
- Bids have been received for the sidewalks on Turkeysag Trail.

County Report

Mr. Darren Coffey, Interim County Administrator, reported on the following topics:

- Boards, Commissions and Committees updated list was handed out.
- Rivanna River Basin hosted lunch today; update on the State and Federal government activities regarding the TMDL.
- Over 365 residents registered for Earthquake assistance. Informational open house at Carysbrook Performance center tonight, February 1, 2012, at 7:00p.m., to discuss Earthquake assistance information.
- Budget committee focused on structural component of the budget.

FY13 Budget and Capital Improvements Plan (CIP) – Ms. Renee Hoover, Finance Director, reviewed, with the Board, the FY13 Budget, recommended by the Budget subcommittee, along with the Capital Improvements Plan, recommended for approval by the Planning Commission. Ms. Hoover discussed: the process, priorities set forth, proposed summary, Revenue and Expenditure highlights, General Assembly bills being monitored, and additional items to consider for the proposed FY13 budget.

PUBLIC COMMENTS #1

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

- Mel Sheridan, Commissioner of Revenue – addressed the Board in reference to FY13 budget recommendations.

With no one else wishing to speak, Chairman Kenney 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 from January 18th, 2012, meeting, as amended.
- FY12 Budget Supplement for Social Services Insurance Claim.
- FY12 Budget Supplement for Sheriff's Department Insurance Claim.

Mrs. Booker seconded. The motion carried, with a vote of 5-0. AYES: Ullenbruch, Booker, Kenney, Chesser and Weaver. NAYS: None. ABSENT: None.

ACCOUNTS PAYABLE

Renee Hoover, Finance Director, addressed the Board regarding the accounts payable. Mr. Weaver requested notations of detail on the accounts payable report, along with a breakdown of the juvenile detention center costs.

MOTION:

Mr. Weaver moved the Accounts Payable from December 28, 2011 through January 24, 2012, and Payroll for the month of December, 2011, in the amount of \$1,235,171.84, be ratified. Mr. Chesser seconded. The motion carried, with a vote of 5-0. AYES: Chesser, Booker, Ullenbruch, Kenney and Weaver. NAYS: None. ABSENT: None.

General Fund	\$ 486,054.67
Capital Improvements	72,434.59
Debt Service	31,686.57
Sewer	1,790.15
Fork Union Sanitary District	<u>2,447.72</u>
Total Expenditures by Fund	\$594,413.70
Payroll – December	640,758.14
Total Payables & Payroll	<u>\$ 1,235,171.84</u>

PUBLIC HEARING

None

PRESENTATIONS

Career and Technical Education (CTE) – Dr. Robert Mayfield, Chairman of the Virginia Department of Education Career and Technical Education Advisory Board, reviewed, with the Board, the importance of the education of our youth for the workforce; and reviewed, with the Board, the possibility of forming a council, to determine what is needed to teach young students the basics.

Waste Water Treatment Update – Mr. Chuck Winkler, Assistant School Superintendent, reviewed, with the Board, concerns of the wastewater treatment plants at the Carysbrook and high school sites. The sites are in dire need of repair. Installing equalization tank, heaters, and beginning to install a lining are some of the needed repairs. The Carysbrook site will need to be replaced soon. Mr. Winkler would like to request the allocation of \$100,000.00, to assist in the repairs needed for the wastewater treatment sites.

Chairman Kenney **directed staff** to initiate an action item for this request on the February 15th, 2012 agenda.

ACTION MATTERS

Authorization to conduct a telephone and electricity audit – Mr. Darren Coffey, Interim County Administrator, addressed this request. This is strictly a financial exercise, to review our telephone and electricity bills to find potential areas of savings.

MOTION:

Mr. Weaver moved to authorize the Interim County Administrator to execute a contract, after County Attorney approval as to form, with Cost Control Associates for telephone and electricity bill audit services, and paid from a portion of the savings achieved from the audits. Mr. Chesser seconded. The motion carried with a vote of 5-0. AYES: Kenney, Ullenbruch, Booker, Weaver and Chesser. NAYS: None. ABSENT: None.

Authorization to implement and disburse funds for the Workforce Development and Micro Finance Initiatives – Mr. Darren Coffey, Interim County Administrator, addressed this request. Memorandums of Understandings with the Economic Development Commission (EDC), Community Investment Collaborative (CIC), and the Fluvanna Education Foundation (FEF) will be established; and the County Administrator will have the authority to disburse these funds for these two programs, under the parameters previously discussed by the Board.

Board Discussion – Mr. Weaver doesn't feel we should be using tax payers' money for scholarships. Mrs. Booker reminded the Board that these scholarships are not only for high school students going to college, but for adults in the community, to give them a start. Mr. Kenney - This is geared specifically towards recommendations, coming from the Thomas Jefferson Planning District and the Commonwealth of Virginia, that say here is where the jobs are needed; here is where to focus your resources. These are loans not handouts, but hand ups. Mr. Coffey – This is not only for the unemployed, but for the underemployed. Mr. Ullenbruch – Average life of a business in Fluvanna County is four years.

MOTION:

Mrs. Booker moved to authorize the Interim County Administrator to implement and disburse the funds appropriated by the Board of Supervisors for the Workforce Development and Microfinance Initiatives, in accordance with the general parameters identified by the Board. Mr. Chesser seconded. The motion carried with a vote of 3-2. AYES: Kenney, Booker and Chesser. NAYS: Ullenbruch and Weaver. ABSENT: None.

UNFINISHED BUSINESS

Rural Rustic Road Improvements/Garden Lane(Rt. 636) – Mr. Darren Coffey, Interim County Administrator, addressed this request. Property owners will be unimpacted by this improvement. Mr. Weaver and Mr. Ullenbruch requested to add a guard rail after all of the road improvements.

MOTION:

Mr. Weaver moved that the Board of Supervisors limit the Rural Rustic Road improvement on Garden Lane from Route 53 to a safe point past the Aqua Virginia entrance, as determined by VDOT with a wooden rustic guard rail to protect the adjoining properties. Mr. Chesser seconded. The motion carried with a vote of 5-0. AYES: Kenney, Ullenbruch, Booker, Weaver and Chesser. NAYS: None. ABSENT: None.

NEW BUSINESS

Government Reform Committee: – Mr. Ullenbruch would like to form a temporary Government Reform Committee to; look at how to do business as a county and to streamline, add or remove unneeded committees and commissions; and to look at constitutional offices to see if there is a physical need for all the offices. This committee will bring recommendations to the Board in a timely manner. Some findings may require a referendum vote, would like to require five citizen representatives, one from each district, and two supervisors to be on the committee; and would like them to report back to the Board at the first meeting in July.

Chairman Kenney requested Mr. Ullenbruch type up his request and give it to Mr. Coffey. The Board **directed staff** to place on the agenda for February 15th, 2012, under Unfinished Business, the consideration of establishing a Government Reform Committee.

Emergency Medical Services(EMS) Funds – Chairman Kenney requested taking the funds that have been identified for the EMS and moving them, from their current lines, into the Board Contingency Fund.

MOTION:

Mr. Ullenbruch moved that the Board of Supervisors take the \$150,000.00 that was allocated from the four lines: Reassessment, Holiday and Discretionary, Line of Duty Act and Economic Development Reserve; and move to the Board Contingency fund. Mrs. Booker seconded. The motion carried, with a vote of 5-0. AYES: Kenney, Ullenbruch, Booker, Weaver and Chesser. NAYS: None. ABSENT: None.

Fire and Rescue Committee – Mr. Chesser proposed to expand this committee to include Public Safety, which would consist of representatives from the Sheriff's office, Dispatch and State Police. The Board **directed staff** to expand the committee in order to function as a Public Safety Committee to advise the Board.

Public Budget Presentations – The Board **directed staff** to plan for two public budget presentations, and to pursue a time slot on Lake TV, to get public input on the budget.

Audit Corrections – Mr. Chesser would like to see if the items identified in the audit have been corrected. The Board **directed staff** to follow up on the progress of fixing the discrepancies, and report back at the next meeting.

Funding Framework for School System – The Board discussed fixing the local contribution per student to a set amount. They agreed to not pursue that strategy at this time.

Telecommunication Towers – Mr. Coffey discussed the placement process of telecommunication towers.

PUBLIC COMMENTS #2

Chairman Kenney opened the floor for the second round of public comments. With no one wishing to speak, Chairman Kenney closed the second segment of public comments.

The Board entered into a closed meeting with the School Board.

CLOSED MEETING

MOTION TO ENTER INTO A CLOSED MEETING:

At 5:06 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 Legal Matters regarding construction of the new high school and personnel reporting to the Board and personnel reporting to the County Administrator. Mrs. Booker seconded. The motion carried, with a vote of 5-0. AYES: Kenney, Ullenbruch, Booker, Weaver and Chesser. NAYS: None. ABSENT: None.

The School Board left the closed meeting at 5:45 p.m.

MOTION:

Mr. Chesser moved to ratify the extension of the meeting to 6:30 p.m. Mrs. Booker seconded. The motion carried, with a vote of 5-0. AYES: Booker, Chesser, Ullenbruch, Kenney, and Weaver. NAYS: None.

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

At 6:13 p.m., Mr. Weaver moved the closed meeting be adjourned and the Fluvanna County Board of Supervisors reconvene again in open session. Mrs. Booker seconded. The motion carried, with a vote of 5-0. AYES: Kenney, Ullenbruch, Booker, Weaver and Chesser. NAYS: None. ABSENT: None.

MOTION:

At 6:14 p.m., the following resolution was adopted by the Fluvanna County Board of Supervisors, following a closed meeting held Wednesday, February 1st, 2012, on motion of Mr. Weaver, seconded by Mr. Ullenbruch, and carried by the following vote: AYES: Kenney, Ullenbruch, Booker, Weaver, and Chesser. 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 6:15 p.m., Mr. Chesser moved to adjourn to February 8, 2012, at 7:00 p.m. in the Morris Room of the County Administration Building. Mr. Ullenbruch seconded. The motion carried, with a vote of 5-0. AYES: Kenney, Ullenbruch, Booker, Weaver and Chesser. NAYS: None. ABSENT: None.

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

Mary L. Weaver, Clerk

Shaun V. Kenney, Chairman

APPROVED