

**FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Circuit Court Room
July 3, 2012, 2:00 p.m.**

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

MEMBERS ABSENT: Mozell H. Booker

ALSO PRESENT: Steven M. Nichols, County Administrator
Fred Payne, County Attorney
Mary L. Weaver, Clerk to the Board of Supervisors

CALL TO ORDER/PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

Chairman Kenney called the meeting of July 3, 2012, to order at 2:00 p.m., in the Circuit Courtroom in Palmyra, Virginia; and the Pledge of Allegiance was recited, after which, Chairman Kenney called for a moment of silence.

COUNTY ADMINISTRATOR'S REPORT

Mr. Steven M. Nichols, County Administrator reported on the following topics:

- Staff Announcements and Kudos – Fire and EMS crew did a great during the storm over the weekend. Roger Smith, FUSD/Sewer, did a great job keeping me informed with power outages through the weekend with the storm.
- New Employees – Introduced Mr. Andrew Notman, Information Technology Technician, and announced that Mr. Wayne Stephens starts work on July 9th as our new Public Works Director.
- Fluvanna Housing Foundation Building – in need of repair.
- County Signage – looking at improving the signage around the county to allow easier location of buildings and offices.
- Ongoing Reviews – reviewed the status of the following items; Boards, Commissions, and Committees, County Vehicle Fleet, Purchasing Procedures, Timekeeping, Departmental Budget Reviews, Easy to understand Taxes Chart with Equalization Rate, Real New High School Costs and County Debt and Future payoffs, Options, and Scenarios.

PUBLIC COMMENTS #1

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

With no one 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. Chesser moved to approve the consent agenda, which consisted of:

- FY12 Budget Supplement for Sheriff's Department Insurance Claim
- License Plate Reader Application.

Mr. Ullenbruch seconded. The motion carried, with a vote of 4-0. AYES:

Ullenbruch, Kenney, Chesser and Weaver. NAYS: None. ABSENT: Booker.

ACCOUNTS PAYABLE

Ms. Barbara Horlacher, Finance Director addressed the Board regarding the accounts payable.

MOTION:

Mr. Weaver moved the Accounts Payable and payroll from May 26, 2012, through June 25, 2012, in the amount of \$1,402,437.69, be ratified. Mr. Ullenbruch seconded. The motion carried, with a vote of 4-0. AYES: Chesser, Ullenbruch, Kenney and Weaver. NAYS: None. ABSENT: Booker.

General Fund	\$ 611,712.44
Federal Grants	\$ 3,500.00
Capital Improvements	\$ 189,015.59
Debt Service	\$ 350.00
Sewer	\$ 5,048.43
Fork Union Sanitary District	\$ 5,874.05
Total Expenditures by Fund	\$ 815,500.51
Payroll – May	\$ 589,937.18
Total Payables & Payroll	<u>\$1,402,437.69</u>

PUBLIC HEARING

None

PRESENTATIONS

None

ACTION MATTERS

Elimination and Creation of Funded Staff Positions – Mr. Steven M. Nichols, County Administrator, addressed this request to eliminate the Director of Facilities and create a Senior Procurement Specialist position in the Department of Finance along with a salary raise for both the Buildings and Grounds Supervisors to acknowledge additional duties they will receive. Mr. Fred Payne, County Attorney, addressed his concurrence with the added position. Mr. Weaver requested a quarterly procurement and financial report be given.

MOTION:

Mr. Chesser moved to eliminate the Director of Facilities position effective July 7, 2012, and transfer the appropriated FY13 funding for salary and benefits in the amount of \$73,472.00 to the FY13 Non-Departmental Personnel Contingency.

Also create a Senior Procurement Specialist position in the Department of Finance, Pay Band 15, and transfer \$59,176.00 for FY13 salary and benefits to the Department of Finance from the FY13 Non-Departmental Personnel Contingency.

Also increase the Buildings Supervisor salary by 5% from \$30,000.00 to \$31,500.00, such funding to be transferred from the FY13 Non-Departmental Personnel Contingency, with the increase to be retroactive to July 1, 2012.

Also increase the Grounds Supervisor salary by 5% from \$30,000.00 to \$31,500.00, such funding to be transferred from the FY13 Non-Departmental Personnel Contingency, with the increase to be retroactive to July 1, 2012.

Mr. Weaver seconded. The motion carried, with a vote of 4-0. AYES: Chesser, Ullenbruch, Kenney and Weaver. NAYS: None. ABSENT: Booker.

Erosion and Sediment Control Position Funding – Mr. Steven M. Nichols, County Administrator, addressed with the Board his concern that the motion to transfer the funds for retaining the Erosion and Sediment Control Position was not recorded. Mr. Fred Payne, County Attorney suggested to ratify the motion in the staff report for June 20, 2012.

MOTION:

Mr. Chesser moved to ratify the motion from the June 20, 2012 Board of Supervisors Meeting;

amend the FY 2013 Adopted Budget to:

- Transfer \$31,550.00 from FY13 TJSWCD non-profit funding to FY13 Building Inspections Department salary and benefits, and transfer \$20,000.00 from FY13 Planning Department salary and benefits to

FY13 Building Inspections Department salary and benefits.
Mr. Weaver seconded. The motion carried, with a vote of 4-0. AYES: Chesser, Ullenbruch, Kenney and Weaver. NAYS: None. ABSENT: Booker

Aqua Virginia PPEA Proposal – Mr. Steven M. Nichols, County Administrator, addressed with the Board that the PPEA guidelines were misread and would like to formally accept the unsolicited proposal for the purpose of Publication and Conceptual Phase consideration. Mr. Fred Payne, County Attorney, reminded the Board that this action does not mean that this proposal is being accepted just being said to be considered.

MOTION:

Mr. Chesser moved to formally accepted the AQUA Virginia Unsolicited PPEA Proposal for the purpose of Publication and Conceptual Phase consideration pursuant to paragraph IV (A) 2 of the Fluvanna County PPEA Guidelines.
Mr. Weaver seconded. The motion carried, with a vote of 4-0. AYES: Chesser, Ullenbruch, Kenney and Weaver. NAYS: None. ABSENT: Booker.

UNFINISHED BUSINESS

Update on Fire & EMS Study Team Visit – Mr. Steven M. Nichols, County Administrator, reviewed with the Board that the Fire and EMS Study Team met Friday and Saturday, June 29 – 30, 2012. Met with Mr. Chesser, representatives from Louisa County and Scottsville EMS, and local fire/EMS officials to talk about fire and EMS services in our locale. Town Hall meeting was held on Friday, June 29, 2012. The team received good information from their visit and will come back in September or October with a report in final form of observations and ideas about what could be done differently.

Update on Water Infrastructure Information Meetings – Mr. Steven M. Nichols, County Administrator, reviewed with the Board the current status of the water infrastructure. Mr., Robert Popowicz, Community Development Director, has designated to be our single point of contact for water issues, coordinate meetings, and setup functions on a reoccurring basis. The Fluvanna Chamber of Commerce sponsored several public information sessions. TJPDC has modified their Return on Investment package to include scenarios with and without partnerships. Mr. Popowicz and his staff are putting together a comprehensive map list of all water opportunities we see.

The Board would like to have a work session on water issues at the second session of the August 1, 2012 meeting.

NEW BUSINESS

None

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.

CLOSED MEETING

MOTION TO ENTER INTO A CLOSED MEETING:

At 2:43 p.m., Mr. Weaver moved the Fluvanna County Board of Supervisors enter into a closed session, pursuant to the Virginia Code Section 2.2-3711-A-5 for discussion of prospective industry. Mr. Chesser seconded. The motion carried, with a vote of 4-0. AYES: Kenney, Ullenbruch, Weaver and Chesser. NAYS: None. ABSENT: Booker.

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

At 3:03p.m., Mr. Weaver moved the closed meeting be adjourned and the Fluvanna County Board of Supervisors reconvene again in open session. Mr. Ullenbruch seconded. The motion carried, with a vote of 4-0. AYES: Kenney, Ullenbruch, Weaver and Chesser. NAYS: None. ABSENT: Booker.

MOTION:

At 3:04 p.m., the following resolution was adopted by the Fluvanna County Board of Supervisors, following a closed meeting held Tuesday, July 3, 2012, on motion of Mr. Weaver, seconded by Mr. Ullenbruch, and carried by the following vote of 4-0. AYES: Kenney, Ullenbruch, Weaver, and Chesser. NAYS: None. ABSENT: Booker.

“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 3:05 p.m., Mr. Weaver moved to adjourn the meeting of Tuesday, July 3, 2012. Mr. Ullenbruch seconded. The motion carried, with a vote of 5-0. AYES: Kenney, Ullenbruch, Weaver and Chesser. NAYS: None. ABSENT: Booker.

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

Mary L. Weaver, Clerk

Shaun V. Kenney, Chairman

APPROVED