

**FLUVANNA COUNTY BOARD OF SUPERVISORS  
REGULAR MEETING MINUTES  
Circuit Court Room  
January 2, 2013, 2:00 p.m. Regular Meeting  
6:00 p.m. Work Session**

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

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

**CALL TO ORDER/PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE**

Mr. Steven M. Nichols, County Administrator, called the meeting of Wednesday, January 2, 2013, to order at 2:00 p.m., in the Circuit Courtroom in Palmyra, Virginia; and the Pledge of Allegiance was recited, after which, Mr. Nichols called for a moment of silence.

**2013 Organizational Meeting of the Fluvanna County Board of Supervisors**

**Election of Chairman**

This action will elect a new Chairman to the Board of Supervisors for 2013.

Mr. Steven M. Nichols, County Administrator, opened the floor for nominations.

Supervisor Ullenbruch nominated Supervisor Kenney for Chairman.

VOTE COUNT: Supervisor Kenney 5-0 AYES: Chesser, Kenney,  
Weaver, Ullenbruch and Booker

With a unanimous vote, Supervisor Kenney was elected Chairman.

**Election of Vice Chairman**

This action will elect a new Vice Chairman to the Board of Supervisors.

Chairman Kenney opened the floor for nominations for Vice Chairman.

Supervisor Weaver nominated Supervisor Ullenbruch seconded by Mrs. Booker

VOTE COUNT: Supervisor Ullenbruch 5-0 AYES: Chesser, Kenney,  
Weaver, Ullenbruch and Booker

With a unanimous vote, Supervisor Ullenbruch was elected Vice-Chairman.

**Resolution Entitled "Organizational Meeting of the Fluvanna County Board of Supervisors 2013"**

The Code of Virginia requires an annual organizational meeting of the Board of Supervisors for the election of officers and the conduct of such other business as to meeting times and dates.

**MOTION:**

Mr. Chesser moved to adopt the resolution [attached hereto] entitled "Organizational Meeting of the Fluvanna County Board of Supervisors 2013" which solidifies the meeting place and the day and time of the meetings. Mr. Weaver seconded. The motion carried with a vote of 5-0. AYES: Chesser, Booker, Ullenbruch, Kenney and Weaver. NAYS: None. ABSENT: None.

**Selection of Dates for the Board Meetings**

This action will adopt the Board of Supervisors 2013 Regular Meeting Calendar as amended.

**MOTION:**

Mr. Weaver moved to adopt the Board of Supervisors 2013 Regular Meeting Calendar as presented. Mr. Ullenbruch seconded. The motion carried with a vote of 5-0. AYES: Chesser, Booker, Ullenbruch, Kenney and Weaver. NAYS: None. ABSENT: None.

**Adoption of Board By-Laws and Rules of Practice and Procedures**

This action will adopt the Fluvanna County Board of Supervisors By-Laws and Rules of Practice and Procedures.

**MOTION:**

Mrs. Booker moved to adopt the Fluvanna County Board of Supervisors By-Laws and Rules of Practice and Procedures as amended. Mr. Chesser seconded. The motion carried with

a vote of 5-0. AYES: Chesser, Booker, Ullenbruch, Kenney and Weaver. NAYS: None.  
ABSENT: None.

### **SPECIAL PRESENTATION**

*Post-Election Economic Outlook* – Mr. Terry Rephann, Regional Economist at Weldon Cooper Center, reviewed with the Board the following topics:

- National Economic Trends
- Planning District and Fluvanna County Recent Economic Performance
- Planning District and Fluvanna County Tax Revenue Trends
- The Fiscal Cliff and American Taxpayer Relief Act of 2012
- American Taxpayer Relief Act State Impacts
- Planning District American Taxpayer Relief Act Impacts

### **COUNTY ADMINISTRATOR'S REPORT**

Mr. Nichols reported on the following topics:

- The Sheriff's Office and Fire/Rescue Team have accomplished the FCC Narrow Banding Mandate for the Emergency Communications System and all portable and mobile radios.
- Kudos Ms. Barbara Horlacher for her hard work in saving the County over \$10 million dollars with bond refinancing.

### **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.

### **PUBLIC HEARING**

None

### **ACTION MATTERS**

*Thomas Jefferson Water Resources Protection Foundation* Mr. Steven M Nichols, County Administrator addressed this request to restore participation with the Thomas Jefferson Water Resources Protection Foundation.

#### **MOTION:**

Mr. Weaver moved to restore Fluvanna County's participation with the Thomas Jefferson Water Resources Protection Foundation, retroactive to November 7, 2012. Mrs. Booker seconded. The motion carried, with a vote of 5-0. AYES: Kenney, Booker, Ullenbruch, Chesser and Weaver. NAYS: None. ABSENT: None.

*Piedmont Workforce Investment Board* – Mr. Steven M. Nichols, County Administrator, addressed this request to restore participation with the Piedmont Workforce Investment Board.

#### **MOTION:**

Mr. Weaver moved to restore Fluvanna County's participation with the Piedmont Workforce Investment Board, retroactive to November 7, 2012 and reappoint Mr. Chris Fairchild to the Piedmont Workforce Investment Board, Citizen Representative, with a term to begin immediately and to terminate June 30, 2015.

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

### **PRESENTATIONS**

*VDOT Report* – Mr. Joel DeNunzio, Charlottesville Residency Administrator, reviewed with the Board accomplishments for 2012 and projects scheduled for 2013. Mr. DeNunzio offered the supervisors to meet personally with him to discuss transportation needs and concerns they may have.

Mr. Weaver addressed concern with the curve on Rte 620, Rolling Road, near Blue Mountain Lane.

*CSA Fiscal Year 2012 Review* – Dr. Jacqueline A. Meyers, Comprehensive Services Act Coordinator, reviewed with the Board a brief overview of the CSA services and spending in 2012.

*FY12 Comprehensive Annual Financial Report (CAFR)* – Ms. Barbara Horlacher, Finance Director, reviewed with the Board the FY12 Comprehensive Annual Financial Report. Mr. David Foley, Robinson Farmer and Cox, gave an overview of the 2012 audit results.

Debt Refinancing Update – Ms. Barbara Horlacher, Finance Director, reviewed with the Board the final results of the Virginia Public School Authority (VPSA) Series 2012D that was refinanced. There is a gross savings of \$10,648,980 from FY 2013 through FY 2036.

**CONSENT AGENDA**

The following item was pulled from the consent agenda:

- Capital Reserve Maintenance Fund Request /Roots URAL Blower for the School’s Wastewater Treatment Plant

The following items were approved under the consent agenda:

**MOTION:**

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

- Minutes from December 19, 2012.
- FY13 Budget Supplement for Sheriff’s Department Insurance Claims.
- FY13 Budget Transfer for Emergency Management Services Department.
- Capital Reserve Maintenance Fund Request/3-Phase Static Uninterruptible Power Supply.
- FCPS Capital Reserve Maintenance Fund Request/Roots URAL Blower for the School’s Wastewater Treatment Plant.

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

Capital Reserve Maintenance Fund Request /Roots URAL Blower for the School’s Wastewater Treatment Plant – The Board discussed and the following motion was made:

**MOTION:**

Mr. Weaver moved to deny a Capital Reserve Maintenance Fund Request to replace the Roots URAL Blower for the School’s Wastewater Treatment Plant, at a cost of \$1,364.73.

Mr. Ullenbruch seconded. The motion carried, with a vote of 3-2. AYES: Kenney, Ullenbruch and Weaver. NAYS: Booker and Chesser. ABSENT: None.

The Board discussed the County policy and intent for the Capital Reserve Maintenance Fund. Ms. Keller spoke in regards to what drove them to bring this request before the Board.

Mr. Weaver left the meeting for an appointment at 4:15 p.m.

**ACCOUNTS PAYABLE REPORT**

Ms. Barbara Horlacher, Finance Director addressed the Board regarding the Accounts Payable Report.

**MOTION:**

Mrs. Booker moved the Accounts Payable and Payroll be ratified for the period November 17, 2012 through December 14, 2012 in the amount of \$1,939,325.13. Mr. Chesser seconded. The motion carried, with a vote of 4-0. AYES: Kenney, Booker Ullenbruch and Chesser. NAYS: None. ABSENT: Weaver.

General Fund	\$ 912,640.45
Capital Improvements	\$ 337,283.25
Debt Service	\$ 29,686.57
Sewer	\$ 5,720.15
Fork Union Sanitary District	\$ 6,014.22
<b>Total Expenditures by Fund</b>	<b>\$1,291,344.62</b>

Payroll – November \$ 647,980.51

**Total Payables & Payroll \$1,939,325.13**

**UNFINISHED BUSINESS**

None.

**NEW BUSINESS**

Mrs. Booker asked what would like to be accomplished for 2013. Mrs. Booker would like to see a checklist of the status for the various water options.

Mr. Ullenbruch attended the Senior Citizens luncheon was a great success and quite an eye opener for him.

**PUBLIC COMMENTS #2**

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

- Ms. Elizabeth Franklin, Columbia District, addressed the Board in regards to a citizen’s observation of the Capital Reserve Maintenance Funds.
- Mr. Jon Carrier, Palmyra District, addressed the Board in regards to school security.

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

**CLOSED MEETING**

None

**BOARD RECESSED AT 4:38 p.m. for Dinner**

**BOARD RECONVENED AT 6:00 p.m. for a Work Session with the Commissioner of Revenue and Treasurer**

*Commissioner of the Revenue Updates* – Mr. Mel Sheridan, Commissioner of Revenue, reviewed with the Board the results of the reassessment, the options of doing reassessments in-house vs. out sourcing along with effects the reassessment will have on public utilities. The Board of Equalization will begin January 17, 2013, and will be using the building across from the Commissioner of the Revenue/Treasurers Office. Mr. Sheridan also discussed Land Use Options and Open Space Programs.

*Treasurer Updates* – Ms. Linda Lenherr, Treasurer, reviewed with the Board Personal Property and Real Estate collection amount and collection percentages.

The Board **requested** the Treasurer review collection options for personal property taxes and to research County funds investment options.

**ADJOURN**

**MOTION:**

At 7:13 p.m., Mr. Ullenbruch moved to adjourn the meeting of Wednesday, January 2, 2013. Mr. Weaver seconded. The motion carried, with a vote of 5-0. AYES: Kenney, Booker, Chesser, Ullenbruch and Weaver. NAYS: None. ABSENT: None.

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

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Mary L. Weaver, Clerk

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Shaun V. Kenney, Chairman



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

**RESOLUTION**

At a regular monthly meeting of the Fluvanna County Board of Supervisors held on Wednesday, January 2<sup>nd</sup> 2013, in Palmyra, Virginia, the following action was taken:

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<b><u>Present</u></b>	<b><u>Vote</u></b>
Mozell Booker	YEA
Joe Chesser	YEA
Bob Ullenbruch	YEA
Shaun V. Kenney	YEA
Donald W. Weaver	YEA

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On a motion by Mr. Chesser seconded by Mr. Weaver and carried by a vote of 5-0 the following resolution was adopted:

**Organizational Meeting of the Fluvanna County Board of Supervisors 2013**

**WHEREAS**, the Code of Virginia requires an annual organizational meeting for the Board of Supervisors for the election of officers and the conduct of such other business as to meeting times and dates and,

**WHEREAS**, the Board of Supervisors does now conduct such an organizational meeting.

**NOW, THEREFORE BE IT RESOLVED** by the Board of Supervisors that it does hereby designate the Circuit Courtroom in the Fluvanna Courts Building as its meeting place for regular meetings to be held on the first Wednesday of each month at 2:00 p.m. and the third Wednesday of each month at 7:00 p.m. Except the month of August when the only meeting shall be on the first Wednesday starting at 2:00 p.m., breaking for dinner, then reconvening at 7:00 p.m. for public hearings. Work Sessions to be held on the first Wednesday of each month at 6:00 p.m. with the exception of August.

**FURTHER BE IT RESOLVED** by the Board of Supervisors that it does hereby designate the fourth Wednesday at 7:00 p.m. as the meeting date for any such regular meeting that is postponed due to weather or such other circumstances.

Adopted this 2<sup>nd</sup> day of January 2013  
by the Fluvanna County Board of Supervisors

ATTEST:

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Steven M. Nichols, County Administrator