

**FLUVANNA COUNTY BOARD OF SUPERVISORS**  
**ORGANIZATIONAL MEETING AND REGULAR MEETING MINUTES**  
**Circuit Court Room**  
**August 03, 2016**  
**Regular Meeting 4:00 pm**

**MEMBERS PRESENT:** Mike Sheridan, Columbia District, Chair  
Mozell Booker, Fork Union District, Vice Chair  
Patricia Eager, Palmyra District  
Donald W. Weaver, Cunningham District

**MEMBERS ABSENT:** Tony O'Brien, Rivanna District

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

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

Chair Sheridan called to order the Regular Meeting of Wednesday August 3, 2016, at 4:00pm, in the Circuit Courtroom in Palmyra, Virginia. After the Pledge of Allegiance was recited, Chair Sheridan called for a moment of silence.

**ADOPTION OF AGENDA**

Noting that Tab T: Palmyra Rescue Building Facility Requirements has been deferred and VDOT SMART SCALE Program Overview has been added to Presentations,

**MOTION**

Mrs. Booker moved to accept the Agenda, as amended, for the August 3, 2016, Regular Meeting of the Board of Supervisors. Mr. Weaver seconded and the Agenda was adopted with a vote of 4-0. AYE: Sheridan, Booker, Eager, and Weaver. NAY: None. ABSENT: O'Brien.

**COUNTY ADMINISTRATOR'S REPORT**

Mr. Nichols reported on the following topics:

- New Employees:
  - New Administrative Program Specialist in the Public Works Department—Shannon Race, began work Wednesday, July 13th
  - New Facilities Maintenance Specialist in the Public Works—Peter Welch, began work Thursday, July 14th
  - New Senior Planner in the Planning/Zoning Dept.—Brad Robinson, began work Thursday, July 21st
  - New Senior Program Support Assistant in the Planning/Zoning Dept.—Stephanie Keuther, began work Monday, August 1st
- Historical Society working on a upcoming publication on Rosenwald Schools in Fluvanna
- The Fluvanna County Master Gardeners donated an owl weathervane to the Community Garden—Jan Pavlacka, a Community Garden member, volunteered his time to attach the weathervane to the existing picnic shelter in the Garden area
- Kudos for Planning/Zoning Department from Charlottesville-area realtor
- Kudos for VDOT—Assisted with opening up the site lines off the Route 15 bridge at the Route 53 intersection for one of our local businesses.
- Cunningham Creek Winery—Ribbon Cutting and Grand Opening held July 20<sup>th</sup>, Fluvanna's second winery
- QUAD-COUNTY BUSINESS SUMMIT: October 5th, 7:30 am – 1:00 pm, The Pavilion on Lakeland Farm, located in Orange, VA—Hosted by Fluvanna County, Greene County, Orange County, and Louisa County Offices of Economic Development, along with the Orange Downtown Alliance, Central Virginia Small Business Development Center and Orange County Chamber of Commerce.
- Proposed Community Meeting: "Land Management Along Utility Easements"
  - Likely in October at Library or Community Center. Would involve interested community members, VCE, Master Gardeners, P&R, other related organizations/agencies. **Board Direction:** Proceed with coordinating Community Meeting.
- Citizen Concern - Leash/Barking Dog Laws Leash laws for animals at large in Lake Monticello.
  - Would like to see a similar exception to the leash laws in neighborhoods like Sycamore Square or other neighborhoods of similar population densities. Requests that regulations against EXCESSIVE barking be put in place, at least in the more densely populated areas.
- EMS Cost Recovery: YTD Net Collections (as of 8/1/16) = \$336,092
- Virginia Initiative for Growth & Opportunity (GO Virginia): Draft RESOLUTION OF SUPPORT? For August 17th Agenda? **Board Direction:** add GO Virginia Support Resolution to the Aug 17, 2016, Consent Agenda.
- Next Meetings:
  - Wed, Aug 17, 4:00 PM, Land Use Work Session, Courtroom; 7:00 PM, Regular Meeting, Courtroom
  - Wed, Sep 7, 4:00 PM, Regular Meeting Courtroom
  - Wed, Sep 21, 7:00 PM, Regular Meeting, Courtroom

**BOARD OF SUPERVISORS UPDATE**

Booker—Fluvanna County Extension Leadership Council, Mayors and Chairs, VACO New Supervisors Forum at the Fluvanna County Library, Fluvanna Louisa Housing, Community Management, National Night Out,  
 Eager—Social Services Board, Planning Commission, National Night Out.  
 Sheridan—July Finance Board.  
 Weaver—July Jail Board.

**PUBLIC COMMENTS #1**

At 4:46pm, Chair Sheridan opened the first round of Public Comment.

Perry Johnson, 5039 James Madison Highway, School Board offered the Board a resource for the Rosenwald Schools. Karen Lindermath has written a thesis on these schools.

There being no one else wishing to speak, Chair Sheridan closed the first round of Public Comments at 4:46pm.

**PUBLIC HEARINGS**

None.

**ACTION MATTERS**

*Ambulance Restocking Agreement for Cost Recovery (Revised)*—Cheryl Elliott, Emergency Services Coordinator, presented an updated agreement with Rector and Visitors of the University of Virginia Medical Center to maintain appropriate supplies in the ambulance used by the contract rescue crew in support of Fluvanna County's public safety efforts.

After general discussion,

**MOTION**

Mrs. Booker moved the Board of Supervisors approve the Ambulance Restocking Agreement between the Rector and Visitors of the University of Virginia on behalf of its Medical Center, and the County of Fluvanna, documenting the relationship among the Medical Center, the Rescue Squads and the County with regard to restocking of ambulance pharmaceutical and medical supplies, and further authorize the County Administrator to execute the agreement subject to approval as to form by the County Attorney. Mr. Weaver seconded and the motion passed 4-0. AYE: Sheridan, Booker, Eager, & Weaver. NAY: None. ABSENT: O'Brien.

*E911 Radio Project: Project Management Addendum (Black & Veatch)*—Cheryl Elliott, Emergency Services Coordinator, brought forward an addendum to the contract with Black and Veatch, regarding project management of the E911 Radio Project. This addendum specifies that current changes will have a \$0 price adjustment to the contract.

With no discussion,

**MOTION**

Mrs. Eager moved the Board of Supervisors approve the "Second Addendum to Agreement for Emergency Communication Radio System Project Management and System Implementation Support Services" with Black & Veatch, with \$0 price adjustment for this modification, and authorize the County Administrator to execute the Agreement, subject to approval as to form by the County Attorney. Mrs. Booker seconded and the motion passed 4-0. AYE: Sheridan, Booker, Eager, & Weaver. NAY: None. ABSENT: O'Brien.

*Ground Survey Services for Zion Crossroads Water and Sewer System*—Cyndi Toler, Purchasing Officer, came before the Board with a request to approve a supplemental appropriation to be used to complete preliminary design phase of the project.

After clarification of total budget and funding options,

**MOTION**

Mrs. Booker moved the Board of Supervisors approve a supplemental appropriation for \$30,000 from Uncommitted Fund Balance to the Zion Crossroads Water and Sewer System project budget with the funds necessary to complete the 65% preliminary design phase of the project. Mrs. Eager offered second and the motion passed 4-0. AYE: Sheridan, Booker, Eager, & Weaver. NAY: None. ABSENT: O'Brien.

And,

Mrs. Booker moved the Board of Supervisors to approve Task Order #3 between Fluvanna County and Bowman Consulting Group LTD to complete the ground surveying services for the Zion Crossroads Water & Sewer System totaling \$92,000.00, and further authorize the County Administrator to execute the agreements subject to approval as to form by the County Attorney. Mrs. Eager offered second and the motion passed 4-0. AYE: Sheridan, Booker, Eager, & Weaver. NAY: None. ABSENT: O'Brien.

**PRESENTATIONS**

*Crofton Park Master Plan Proposal* — Steven M. Nichols, County Administrator, invited Mr. Marvin Moss, President of the Heritage Trails Foundation, to provide an overview of a proposal for "Crofton Park." Mr. Moss sought permission for Land Planning and Design Associates, Inc., (LPDA) to access County-owned property in order to create a trail Master Plan for the proposed "Crofton Park." **Board concurred with the proposal.**

*Palmyra Rescue Building Facility Requirements* — Cheryl Elliott, Emergency Services Coordinator--**DEFERRED**

*VDOT SMART SCALE Program Overview* – Jason Stewart, Planning/Zoning Administrator, briefed the Board on the VDOT SMART SCALE Program, formerly known as HB2. Virginia's SMART SCALE is focused on matching transportation projects with funding and ensuring the best use of limited tax dollars. Transportation projects are scored based on an objective, outcome-based process that is transparent to the public and allows decision-makers to be held accountable to taxpayers. Once

projects are scored and prioritized, the Commonwealth Transportation Board (CTB) has the best information possible to select the right projects for funding. The County must submit “Notice of Intent to Apply” by August 15, 2016, with final deadline for applications on September 30, 2016.

Potential projects discussed included:

Palmyra Streetscape	Ruritan Lake Rd (619) and Route 53 (roundabout)
Fork Union Streetscape (add'l phases)	Accommodations on Route 53 (bike lanes)
Route 250 Widening - Route 15 west to Troy Rd (631)	Possible pedestrian/bike bridge connecting Palmyra and Pleasant Grove Park (Sheridan)
Lake Monticello Rd (618) / South Boston Rd (600)	North Boston Rd (633) – from Paynes Mill Rd (600) going east toward Troy Rd (631) (Eager)
Lake Monticello Rd Improvements (618) due to high amount of accidents	

The Board prioritized the following projects for submission to VDOT:

Potential SMART SCALE Projects	BOS Ranking
1. Ruritan Lake Rd (619) and Route 53 ( roundabout)	A
2. North Boston Rd (633) – from Paynes Mill Rd (600) going east toward Troy Rd (631)	A
3. Palmyra Streetscape	A
4. Lake Monticello Rd (618) / South Boston Rd (600)	B
5. Accommodations on Route 53 (bike lanes)	B
6. Route 603 - One Lane Bridges (Tabscot Road)	B
7. Route 250 Widening - Route 15 west to Troy Rd (631)	C
8. Fork Union Streetscape (add'l phases)	C

**CONSENT AGENDA**

The following items were discussed before approval:

*AP Report, June 2016*—Eric Dahl, Deputy County Administrator & Finance Director

The following items were approved under the Consent Agenda:

- Minutes of the July 6, 2016*—Kelly Belanger Harris, Clerk to the Board
- AP Report, June 2016*—Eric Dahl, Deputy County Administrator & Finance Director
- FY17 Supplemental Appropriation Request for Families Learning Together (FLT) Program* — Ed Breslauer, FCPS Finance Director
- FY16 Aid to Localities Funding – Fire Department*—Martin Brookhart, Management Analyst
- FY17 Schools Cafeteria Fund Supplemental Appropriation* — Ed Breslauer, FCPS Finance Director
- CRM - FCHS Equipment Shed* — Martin Brookhart, Management Analyst
- CRM – FCPS Floor Scrubber* — Martin Brookhart, Management Analyst
- FY16 Department of Social Services Share of the Cost Allocation Funds* — Martin Brookhart, Management Analyst
- FY17 Library State Aid Budget Supplement* — Martin Brookhart, Management Analyst
- Replacement of Thermal Imaging Cameras for Fire and Rescue*—Cyndi Toler, Purchasing Officer
- Gas Monitoring for Closed Landfill*—Cyndi Toler, Purchasing Officer
- Groundwater Monitoring Program for Closed Landfill*—Cyndi Toler, Purchasing Officer
- Quarterly Site Inspection for Closed Landfill*—Cyndi Toler, Purchasing Officer
- FY16 Voluntary Contributions*—Martin Brookhart, Management Analyst

**MOTION**

Mr. Weaver moved to approve the items on the Consent Agenda, including Accounts Payable in the amount of \$2,160,691.35, for August 3, 2016. Mrs. Booker seconded and the motion passed 4-0. AYE: Sheridan, Booker, & Eager, and Weaver. NAY: None. ABSENT: O’Brien.

**UNFINISHED BUSINESS**

None.

**NEW BUSINESS**

Mrs. Eager asked for a review of expenses. Mr. Nichols indicated that Staff would present a list of possible expense reductions at the August 17, 2016.

**PUBLIC COMMENTS #2**

At 5:55pm, Chair Sheridan opened the floor for the second round of public comments. With no one else wishing to speak, Chair Sheridan closed the second round of public comments at 5:55pm.

**CLOSED MEETING**

**MOTION TO ENTER INTO A CLOSED MEETING**

At 5:54pm, Mr. Weaver moved the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the provisions of Section 2.2-3711 A.1, A.3, and A.7, & A.19, of the Code of Virginia, 1950, as amended, for the purpose of discussing Personnel, Real Estate, Legal Matters, and Public Safety. Mrs. Booker seconded and the motion carried, with a vote of 4-0. AYE: Sheridan, Booker, Eager, and Weaver. NAY: None. ABSENT: O’Brien.

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

At 9:55pm, Mr. Weaver moved that the Closed Meeting be adjourned and the Fluvanna County Board of Supervisors convene again in open session and “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.” Mrs. Booker seconded. The motion carried, with a roll call vote of 4-0. AYE: Sheridan, Booker, Eager, and Weaver. NAY: None. ABSENT: O’Brien.

**MOTION TO EXTEND**

Mrs. Eager moved to extend the August 3, 2016 Board of Supervisors meeting until 11:00pm. Mrs. Booker seconded and the motion passed 4-0. AYE: Sheridan, Booker, Eager, & Weaver. NAY: None. ABSENT: O’Brien.

**MOTION**

Mrs. Eager moved the Fluvanna County Board of Supervisors adopt the resolution entitled “Community Service Award Resolution Recognizing Rudy Garcia”. Mr. Weaver seconded and the motion passed 4-0. AYE: Sheridan, Booker, Eager, & Weaver. NAY: None. ABSENT: O’Brien.

**ADJOURN**

**MOTION:**

At 9:57pm, Mr. Weaver moved to adjourn the meeting of Wednesday, August 3, 2016. Mrs. Booker seconded and the motion carried with a vote of 4-0. AYE: Sheridan, Booker, Eager, & Weaver. NAY: None. ABSENT: O’Brien.

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

\_\_\_\_\_  
Kelly Belanger Harris  
Clerk to the Board

\_\_\_\_\_  
John M. Sheridan  
Chair

