

FLUVANNA COUNTY BOARD OF SUPERVISORS
WORK SESSION MEETING
Former Board of Supervisors Room
Administration Building
January 20th 2010
5:00 p.m.

MEMBERS PRESENT: Gene F. Ott, Chairman
Mozell H. Booker
Joe Chesser
John Y. Gooch
Donald W. Weaver

ALSO PRESENT: G. Cabell Lawton, IV, County Administrator
Shelly H. Wright, Assistant County Administrator
Renee Hoover, Finance Director
Crystal Besecker, Budget Analyst
Alice F. Jones, Clerk to the Board of Supervisors

MEMBERS ABSENT: Shaun F. Kenney

CALL TO ORDER

Chairman Ott reconvened the meeting of January 6th 2010 on the FY10 Budget and Emergency Communications at 5:00 p.m. in the former Board Room, Palmyra, Virginia.

FY10 Budget

Mrs. Shelly H. Wright, Assistant County Administrator, provided a PowerPoint presentation to the Board of Supervisors regarding the FY10 Budget. She provided information on revenue, cash flow, expenditures, fund balance appropriations and a projection summary. She provided information on how the county fared with other surrounding localities in real property and personal property collections. She apprised the Board of what strategies the Treasurer was using in order to bring up the tax collection.

Ms. Renee Hoover, Finance Director, provided the Board with information on the cash flow trends from FY06 through FY10 indicating that April and October were the lowest points for each fiscal year.

Mrs. Wright then explained how the County arrived at its \$562,184 deficit and what strategies could be used to reduce the impact to the fund balance without cutting core services.

Board discussion ensued regarding the FY10 Budget.

Emergency Communications

Mr. Darren Coffey, Director of Planning and Community Development, provided an update to the Board of Supervisors regarding emergency communications and provided information on the primary areas of interest which includes public safety, cell towers, and broadband. He provided a review of recent activity.

It was the general consensus that a Telecommunications Committee be formed in order to proceed with this project.

ADJOURN

MOTION:

At 6:30 p.m. Mr. Weaver moved to adjourn the work session and Mrs. Booker seconded. The motion carried with a vote of 5-0. AYES: Booker, Chesser, Gooch, Weaver and Ott. NAYS: None. ABSENT: Kenney.

Gene F. Ott, Chairman

FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Circuit Courtroom
Fluvanna Courts Building
January 20th 2010
7:00 p.m.

MEMBERS PRESENT: Gene F. Ott, Chairman
Mozell H. Booker
Joe Chesser
John Y. Gooch
Donald W. Weaver

ALSO PRESENT: G. Cabell Lawton, IV, County Administrator
Frederick W. Payne, County Attorney
Shelly H. Wright, Assistant County Administrator
Renee Hoover, Finance Director
Amy Hall, Building Inspections Permits Clerk
Crystal Besecker, Budget Analyst
Alice F. Jones, Clerk to the Board of Supervisors

MEMBERS ABSENT: Shaun V. Kenney

CALL TO ORDER/PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

Chairman Ott called the regular meeting of January 20th 2010 to order at 7:00 p.m. in the Circuit Courtroom of the New Courts Building in Palmyra, Virginia and the Pledge of Allegiance was recited after which, Chairman Ott called for a moment of silence.

REPORTS

Mr. G. Cabell Lawton, IV, County Administrator, reported on the following topics:

- ***Meeting with School Board*** – apprised the Board there was a work session scheduled with the School Board on February 10th 2010 at 5:30 p.m. at the Historic Courthouse with the purpose of the work session being to discuss the FY11 budget
- ***Work Session*** – reminded the Board they would be holding a work session on Saturday, January 23rd 2010 at 9:00 a.m. in the Circuit Courtroom to discuss public water supply issues

PUBLIC COMMENTS #1

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

The following citizens addressed the Board with his concerns:

- Mr. Sam Patterson, Palmyra District, addressed the board and welcomed the new board members; addressed the issues of fiscal behavior, difficult financial times and tax increases
- Mr. Ray Signoreiti, Rivanna District, addressed the Board with his concerns about proposed increases in taxes and people on fixed incomes
- Mr. Emerson Farley, Fork Union District, addressed the Board regarding saving money by cutting services and postponing planning items such as the fire houses and Pleasant Grove

With no one else wishing to speak, Chairman Ott 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 Special Meeting of December 30th 2009
- Minutes of January 6th 2010
- Resolution to Adopt a Road Name: Keswick Tennis Drive
[request of the property owner to rename the private road

currently named Starling Drive. This change will be at the expense of the property owner]

- Panasonic ToughBook OEMS Grant Funding [grant from the Virginia Office of EMS for five Panasonic ToughBooks used for patient reporting.]

Revenue:

VDEM EMS Computer Grant - \$18,250; 3-100-24040-2162

Expenditure Refunds (FCRS) - \$1,250; 3-100-018030-0003

Expenditures: 4-100-32200-5700 - \$19,500

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

ACCOUNTS PAYABLE

None

PUBLIC HEARING

CPA 09:01/Amendment to Comprehensive Plan

This is a Comprehensive Plan Amendment to the future land use map to add 61.95 acres of Tax Map 8, Section A, Parcel A14A into the Rivanna Community Planning Area. The property is zoned A-1, Agricultural, General and is located on the northeast corner of the intersection of Route 53 (Thomas Jefferson Parkway) and Route 618 (Lake Monticello Road). The property is located in the Rivanna Election District and is within the Rural Residential Planning Area.

Mr. Darren Coffey, Director of Planning and Community Development, addressed the Board regarding this issue.

Chairman Ott opened the public hearing.

With no one wishing to speak, Chairman Ott closed the public hearing.

Mr. Keith Smith representing the applicant addressed the Board and answered any question they posed.

MOTION:

Mrs. Booker moved to adopt the "Comprehensive Plan Amendment" the Future Land Use Map to add 61.95 acres of Tax Map 8, Section A, Parcel A14A. Mr. Chesser seconded. The motion carried with a vote of 5-0. AYES: Booker, Chesser, Gooch, Weaver and Ott. NAYS: None. ABSENT: Kenney.

PRESENTATIONS:

Proposed Carysbrook Concession Stand

Mr. Chris Fairchild, Softball Association, addressed the Board regarding a request to build a concession stand at the old Carysbrook high school ball field. The Fluvanna Girl's Softball League (FGSL) Board of Directors began a fund raising campaign in order to build a new concession, bathroom and equipment stand conducive with the historic architecture of the old Carysbrook high school. The building will be brick with a slate type roof and white columns. The League would like to have the Board's approval to build the concession stand.

Mr. Lawton, County Administrator, addressed the Board and indicated the Board of Supervisors would be the general contractor on the job and that there were zoning issues involved. He indicated that staff would work with Mr. Fairchild and come back to the Board with recommendations on how to proceed.

It was the general consensus that the project move forward.

TJPDC Regional Broadband Initiative

Mr. Steve Williams, TJPDC Executive Director, briefed the Board of Supervisors on the work that has been done thus far and the anticipated tasks ahead to prepare a competitive application for Round 2 funding for a regional broadband infrastructure. Mr. Williams asked the Board for their endorsement for the proposal's framework in anticipation of including such an endorsement in the application packet.

Update of the Performance Contract for Energy Savings with Siemens

Mr. John Robins, Public Works Director, introduced Mr. Kirk Johnson, Siemens, and turned the PowerPoint presentation over to him. Mr. Johnson provided background information on energy and environmental solutions for Fluvanna County. He indicated there was significant energy waste with the County office buildings. Mr. Johnson proposed [with the Board's agreement to proceed] to perform a detailed audit, define the County's needs and to work with the County to assemble a program to meet those needs. The items that would be included in the audit were mentioned along with the items not included for the Administration Building, the Department of Social Services, the MACCA building, the Auditorium and the new court house facility.

Municipal Software

Ms. Renee Hoover, Finance Director, provided the Board with a PowerPoint presentation on Municipal Software. Ms. Hoover indicated that the current hardware housing the AS400 platform expires in April 2010 and users of the AS400 wish to modernize financial and management tools to increase efficiency and transparency. The current system has been onsite since 1990 and requires a tape backup which has a high risk for data loss and a full-system backup failure. Currently, the system requires redundant processes; shadow systems are necessary to maintain accuracy; endless hours are spent troubleshooting; the customer service is less than adequate; maintenance is almost non-existent; and after April 2010, IBM will no longer be supporting this system [there will be no technical support available]. The benefits of a new system are integrity and stability; increase efficiency and transparency; updated technology; reduce redundancy; ability to offer online services; user friendly system that allows easy access to data; and enables staff to focus on analysis, forecasting, planning and reporting in real time. Ms. Hoover provided information on the budget for the project along with the annual operating costs comparison.

Mr. Andrew M. Sheridan, Commissioner of the Revenue; Mrs. Linda H. Lenherr, Treasurer; and Ms. Laura Donovan, Social Services representative; all addressed the Board regarding this issue.

Mrs. Shelly Wright, Assistant County Administrator, addressed the procurement process.

Board discussion ensued and it was the general consensus of the Board that staff proceed with vendor discussions.

Scottsville Rescue Revenue Recovery

Mr. John Bowers, Scottsville Volunteer Rescue Squad President and J. R. MacDonald, Chief, provided the Board with a PowerPoint presentation providing background information on revenue recovery. Mr. Bowers indicated that a viability study of revenue recovery began in 2007 at the request of the Albemarle Board of Supervisors. Participants in the 2007 study included a member of the Board of Supervisors and representatives from Charlottesville-Albemarle Rescue Squad, Western Albemarle Rescue Squad, Scottsville Volunteer Rescue Squad and Albemarle County Fire/Rescue. The current revenue recovery program set to begin February 1st 2010 has been designed and will be implemented at the behest of the Albemarle County Board of Supervisors. They indicated that approximately twenty (20) percent of their runs are in Fluvanna County.

ACTION MATTERS

Financial Advisory/Davenport and Company [review of contract]

This item was moved to Closed Session.

OLD/NEW BUSINESS

The following items were discussed:

- interviewing volunteers for boards and commissions
- implementing a hiring freeze
- the proposed joint work session with the School Board office [to be held on February 10th 2010 at the Historic Courthouse at 5:30 p.m.
- BOS work session scheduled for Saturday, January 23rd 2010 at 9:00 a.m. in the Circuit Courtroom to discuss every aspect of water and AquaVirginia is to be present at the work session

PUBLIC COMMENTS #2

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

The following citizens addressed the Board:

- Mrs. Laura Lee, Cunningham District, addressed the Board regarding the Scottsville Rescue Squad
- Ms. Claudia Thomas, Columbia District, addressed the Board regarding budget cuts and increasing taxes

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

CLOSED MEETING

MOTION TO ENTER INTO A CLOSED MEETING:

At 5:25 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 issues and personnel. Mr. Chesser seconded. The motion carried by a vote of 5-0. AYES: Booker, Chesser, Gooch, Weaver and Ott. NAYS: None. ABSENT: Kenney

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

At 5:46 p.m., Mr. Weaver moved the closed meeting be adjourned and the Fluvanna County Board of Supervisors convene again in open session. Mr. Gooch seconded. The motion carried by a vote of 5-0. AYES: Booker, Chesser, Gooch, Weaver and Ott. NAYS: None. ABSENT: Kenney

MOTION:

At 5:48 p.m. the following resolution was adopted by the Fluvanna County Board of Supervisors following a closed meeting held Wednesday, January 6th 2010 on motion of Mr. Weaver, seconded by Mr. Chesser and carried by the following vote: AYES: Booker, Chesser, Gooch, Weaver and Ott. NAYS: None. ABSENT: Kenney

“**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.”

CLOSED MEETING ACTION

Financial Advisor/Davenport and Company [review of contract]

On January 6th 2010, the Board requested to review the contract between Davenport & Company LLC and the Board of Supervisors of Fluvanna County.

Mr. Gene F. Ott, Chairman, addressed the Board of Supervisors regarding this issue.

MOTION:

Mr. Weaver moved that the Board of Supervisors terminate the agreement dated November 18th 2009, between the Board of Supervisors and Davenport and Co., LLC, pursuant to Section 6.1 of that agreement, effective sixty (60) days from January 20th 2010; and that the county attorney be **directed** to give notice of such termination in accordance with the terms of said agreement. Mr. Chesser seconded. The motion carried with a vote of 3-2. AYES: Chesser, Weaver and Ott. NAYS: Booker and Gooch. ABSENT: Kenney.

ADJOURN

MOTION:

At 5:50 p.m., Mr. Weaver moved to adjourn the meeting of Wednesday, January 20th 2010 to Saturday, January 23rd 2010 at 9:00 a.m. in the Circuit Courtroom for a work session to discuss public water supply issues. Mrs. Booker seconded. The motion carried with a vote of 5-0. AYES: Booker, Chesser, Gooch, Weaver and Ott. NAYS: None. ABSENT: Kenney.

**RESOLUTION TO ADOPT A ROAD NAME:
Keswick Tennis Drive**

WHEREAS, the establishment of an Enhanced 9-1-1 emergency telephone system in Fluvanna County has become effective; and

WHEREAS, such system requires the assignment of names to all streets and roads in the county, the assignment of building numbers to all buildings having telephones and/or occupancies, and the erection of appropriate street signs at intersections; and

WHEREAS, County staff has recommended this road name for consideration; and,

WHEREAS, the Board of Supervisors is empowered to name streets, roads and alleys within the County in accordance with Section 18-2 of the Fluvanna County Code;

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Fluvanna County pursuant to Section 18-2 of the Fluvanna County Code that the road located off of James Madison Highway just south of Hazel Lane, be named Keswick Tennis Drive.

Adopted this 20th day of January 2010

Alice F. Jones
Clerk to the Board of Supervisors

**FLUVANNA COUNTY BOARD OF SUPERVISORS
WORK SESSION MINUTES
Circuit Courtroom
Fluvanna Courts Building
January 23rd 2010
9:00 a.m.**

MEMBERS PRESENT: Gene F. Ott, Chairman
Shaun V. Kenney, Vice Chairman
Mozell H. Booker
Joe Chesser
John Y. Gooch [arrived late]
Donald W. Weaver

ALSO PRESENT: G. Cabell Lawton, IV, County Administrator
Shelly H. Wright, Assistant County Administrator
Frederick W. Payne, County Attorney
Mary Weaver, Clerk

CALL TO ORDER

Chairman Ott reconvened the meeting of January 20th 2010 for a work session to discuss public water supply issues at 9:00 a.m. in the Circuit Courtroom of the New Courts Building in Palmyra, Virginia.

Fluvanna Concession Stand

Chairman Ott apprised the Board that there was grant money available to help with the building of a concession stand at the Carysbrook girls' softball field. The grant requires no County match and grant funds would pay for materials and other expenses associated with construction of the concession stand proposed by the Fluvanna Girls Softball League (FGSL). The County would administer the grant in collaboration with the leaders of the FGSL.

MOTION:

Mr. Weaver moved that the Board of Supervisors authorize submission of a grant application to the Charlottesville Area Community Foundation (CACF) for up to \$15,000 to construct a concession stand at Carysbrook and if awarded, authorize a supplemental appropriation of the amount awarded and authorize the County Administrator to execute all agreements and contracts associated with this grant, subject to approval as to form by the County Attorney. Mr. Chesser seconded. The motion carried with a vote of 5-0. AYES: Booker, Chesser, Kenney, Weaver and Ott. NAYS: None. ABSENT: Gooch.

Appointment of Interim County Administrator

With the resignation of Mr. Lawton, the Board will need to appoint an Interim County Administrator until such time a new County Administrator is hired.

MOTION:

Supervisor Gooch arrived during the motion.

Mr. Kenney moved that Shelly H. Wright be offered the position of Interim County Administrator and have her salary increased at a rate of \$2,500 per month for the duration of her service as Interim Administrator. Mrs. Booker seconded. The motion carried with a vote of 5-1. AYES: Booker, Chesser, Gooch, Kenney and Ott. NAYS: Weaver. (Mr. Weaver indicated that the increase was too much.)

PRESENTATION

Mr. Cliff Parker, AquaVirginia, provided the Board of Supervisors with a PowerPoint presentation regarding what they had to offer Fluvanna County in regards to a regional water supply. Mr. Parker indicated they have proposed several different concepts aimed at utilizing the Lake Monticello water plant and resources; are consistently flexible to work with any regional partner; have offered practical solutions and shared technical information; are ready and committed to serve the community and they

remain interested in a cooperative approach. Cost estimates were provided along with a regional growth estimate, estimated initial capital investment and project phasing costs.

WATER DISCUSSION BY THE BOARD OF SUPERVISORS

Board discussion ensued and the following topics were discussed:

- Priority of CIP projects
- Cost of water project
- Priorities for water
- James River Water Authority

PUBLIC COMMENTS

Chairman Ott opened the floor for public comments.

The following citizens addressed the Board and expressed their concerns and recommendations regarding the AquaVirginia presentation:

- Mr. Marvin Moss, Columbia District; Ms. Elizabeth Franklin, Columbia District; Mr. Adrian Miller, Palmyra District; an unnamed gentleman; Mr. Dennis Holder, Columbia District; and Mr. Emerson Farley, Fork Union District

With no one else wishing to speak, Chairman Ott closed the public comment section.

Further Board discussion ensued and it was decided that Chairman Ott and Supervisor Chesser will meet with Louisa to discuss the water line project and report back to the Fluvanna Board at their February 3rd 2010 meeting.

Mr. Frederick W. Payne, County Attorney, wanted to make it clear that Chairman Ott and Supervisor Chesser were meeting with Louisa as individual board members and not as a committee.

ADJOURN

MOTION:

Mr. Gooch moved to adjourn the meeting of January 20th 2010 which was reconvened on January 23rd 2010 for a work session. Mr. Kenney seconded. The motion carried with a vote of 6-0. AYES: Booker, Chesser, Gooch, Kenney, Weaver and Ott. NAYS: None.

Gene F. Ott, Chairman