

**FLUVANNA COUNTY BOARD OF SUPERVISORS  
REGULAR MEETING MINUTES  
Circuit Courtroom  
Fluvanna Courts Building  
January 4<sup>th</sup> 2012  
2:00 p.m.**

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

**ALSO PRESENT:** Darren K. Coffey, Interim County Administrator  
Frederick W. Payne, County Attorney  
Renee Hoover, Finance Director  
Mary L. Weaver, Clerk, Board of Supervisors

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

Mr. Darren K. Coffey, Interim County Administrator, called the organizational meeting of January 4<sup>th</sup> 2012 to order at 2:00 p.m. in the Circuit Courtroom of the Courts Building in Palmyra, Virginia and the Pledge of Allegiance was recited after which, Mr. Coffey called for a moment of silence.

2012 Organizational Meeting of the Fluvanna County Board of Supervisors

Election of Chairman and Vice Chairman

Election of Chairman

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

Mr. Darren K. Coffey, Interim 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 the majority of AYES, 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

Supervisor Booker nominated Supervisor Chesser.

VOTE COUNT: Supervisor Chesser 2-3 AYES: Chesser and Booker  
Supervisor Ullenbruch 3-2 AYES: Weaver, Kenney and  
Ullenbruch

With the majority of AYES, Supervisor Ullenbruch was elected Vice-Chairman.

Selection of Dates for the Board Meetings

This action will adopt the Board of Supervisors 2012 regular Meeting Calendar as presented.

MOTION:

Mr. Weaver moved to adopt the Board of Supervisors 2012 regular Meeting Calendar as presented [which does not include any joint meetings or work sessions]. Mr. Ullenbruch seconded. The motion carried with a vote of 5-0.

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

ABSENT: None.

Resolution Entitled “Organizational Meeting of the Fluvanna County Board of Supervisors 2012”

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. Weaver moved to adopt the resolution [attached hereto] entitled “Organizational Meeting of the Fluvanna County Board of Supervisors 2012” which solidifies the meeting place and the day and time of the meetings. 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 Procedures

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

#### MOTION:

Mr. Weaver moved to adopt the Fluvanna County Board of Supervisors By-Laws & Rules of Practice & 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.

#### Appointments/Boards & Commissions

The following appointments were made:

Booker and Kenney - Affordable Housing Task Force  
Weaver - Agricultural/Forestral Advisory Committee  
Weaver - Audit Committee  
Booker - Community Policy Management Team  
Ullenbruch - Court Green Committee  
Chesser - Economic Development Commission  
Kenney - Emergency Services Director  
Chesser - Fluvanna Transportation Safety Commission  
Booker - Fork Union Sanitary District Advisory Committee  
Weaver - Landfill Advisory Committee  
Ullenbruch and Booker - Palmyra Wastewater Committee  
Booker - Parks & Recreation Board  
Kenney - Piedmont Work Force Council  
Chesser - Planning Commission  
Chesser and Ullenbruch- Rivanna River Basin Commission  
Booker - Social Services Board  
Kenney - Thomas Jefferson Area Community Criminal Justice Board  
Ullenbruch- Thomas Jefferson Partnership for Economic Development  
Chesser - Thomas Jefferson Planning District Commission  
Kenney - Virginia Association of Counties Legislature Contact

#### MOTION:

Mr. Weaver moved to approve the designated names in each category as shown here in the Boards, Commissions and Committees. Mrs. Booker seconded. The motion carried with a vote of 5-0. AYES: Chesser, Ullenbruch, Booker, Kenney and Weaver. NAYS: None. ABSENT: None.

#### **Board of Supervisors Regular Meeting**

Chairman Kenney proceeded with the regular meeting of the Board of Supervisors for Wednesday, January 4<sup>th</sup> 2012.

#### **REPORTS**

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

- Estimating increase in VRS rates, state is lowering Constitutional Officers and employee costs, no pending change to the VRS employee share of 5% to those hired after July 1, 2011, less money from state for Communications Tax, decreasing funding for Electoral Boards localities can supplement.
- Board of Supervisors retreat on Friday January 6, 2012 at the Water Street Conference Center in Charlottesville, from 8:00am to 4:00pm.
- Speed study on Route 15 in Troy has been completed, advising posting of 40mph south bound, requesting same posting for north bound.
- February 1<sup>st</sup>, 2012 Board of Supervisors meeting will be held in the Historic Courthouse.
- Farmer's Table, local foods festival, being organized by the extension office for August 19<sup>th</sup>, 2012 at Pleasant Grove. Free to the public.

#### **PUBLIC COMMENTS #1**

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

The following citizen addressed the Board:

- Scott Lee, representative for Congressman Robert Hurt, of Albemarle - send greetings and congratulations to the Board and assistance whenever needed.

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 of December 21<sup>st</sup>, 2011
- FY12 Budget Supplement for Library Telecommunication Reimbursement

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

### **ACCOUNTS PAYABLE**

Renee Hoover, Finance Director, addressed the Board regarding the accounts payable.

#### **MOTION:**

Mr. Weaver moved the Accounts Payable from November 29 through December 27, 2011 and Payroll for the month of November 2011 in the amount of \$1,263,895.23 be ratified. Mrs. Booker seconded. The motion carried with a vote of 5-0. AYES: Chesser, Booker, Ullenbruch, Kenney and Weaver. NAYS: None. ABSENT: None.

General Fund	\$ 554,694.17
Community Programs	.00
Federal Grants	17,850.00
Capital Improvements	16,769.09
Debt Service	21,997.40
Sewer	5,743.88
Fork Union Sanitary District	<u>5,830.81</u>
Total Expenditures by Fund	\$622,885.35
<u>Payroll - November</u>	<u>641,009.88</u>
Total Payables & Payroll	\$ 1,263,895.23

### **PUBLIC HEARING**

None

### **PRESENTATIONS:**

None

### **ACTION MATTERS**

None

### **UNFINISHED BUSINESS**

The following items were discussed:

- VDOT patched the holes in front of the Parks and Recreation building.
- Mr. Weaver directed staff for a scale of the teachers' salaries of the surrounding counties.
- How much money is involved in the option 3 pick for the schools?

### **NEW BUSINESS**

The following items were discussed:

- Chairman Kenney appointed Mr. Ullenbruch and Mr. Chesser to the Budget subcommittee.
- February 1<sup>st</sup> meeting will be the CIP and initial budget presentation.
- Chairman Kenney directed staff to have the proposed budget to be presented to each district and receive public feedback.
- Chairman Kenney appointed Mr. Ullenbruch and Mr. Chesser to the Fire and EMS committee.
- The Board directed staff to compile a list of Revenue by departments for review by the Budget Committee.
- The Board directed staff to research the possibility of combining the Finance Board and OPEB Board.
- Address concerns made in public comments.
- Purchase stylists for Board members to use with their iPads.

## **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 2:45 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 - pending litigation. Mr. Ullenbruch seconded. The motion carried with a vote of 5-0. AYES: Chesser, Booker, Ullenbruch, Kenney and Weaver. NAYS: None. ABSENT: None.

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

At 2:53 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: Chesser, Booker, Ullenbruch, Kenney and Weaver. NAYS: None. ABSENT: None.

### **MOTION:**

At 2:54 p.m. the following resolution was adopted by the Fluvanna County Board of Supervisors following a closed meeting held Wednesday, January 4<sup>th</sup> 2012 on motion of Mr. Weaver seconded by Mrs. Booker and carried by the following vote: AYES: Chesser, Ullenbruch, Booker, Kenney and Weaver. 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.”

## **RECESS**

### **MOTION:**

At 2:55 p.m., Mr. Weaver moved to recess to the Board of Supervisors retreat on Friday, January 6<sup>th</sup> at the Water Street Conference. Mrs. Booker seconded. The motion carried with a vote of 5-0. AYES: Chesser, Booker, Ullenbruch, Kenney and Weaver. NAYS: None. ABSENT: None.

## **RECONVENE**

Chairman Kenney reconvened the meeting on Friday, January 6<sup>th</sup>, 2012 at the Water Street Conference Center for the Board of Supervisors Retreat. Chairman Kenney turned the meeting over to Mr. Grant Tate, CEO, The Bridge, LTD, to facilitate the retreat. The following topics were discussed:

- Purpose of Meeting
- Desired outcomes/goals of the meeting
- Ground rules
- Code of Ethics
- External Factors
- Needs and Priorities
- Budget Process

The Board directed staff to have departments rank their services from 1-5 in priority with 5 being the highest and 1 the lowest.

The Board directed staff to work with the Budget Committee and project a 3 year budget along with 4 scenarios;

- Meet State Mandates
- Do Nothing (keep level)
- Moderate Steady – State
- Aggressive Steady – State

The Board also wants an updated 5 year financial forecast on the scenario that is chosen.

**ADJOURN**

**MOTION:**

At 2:34p.m. Mrs. Booker moved to adjourn the BOS Retreat of January 6<sup>th</sup>, 2012. Mr. Ullenbruch seconded. The motion carried with a vote of 5-0.  
AYES: Booker, Chesser, Ullenbruch, Kenney, and Weaver. NAYS:  
None.

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

\_\_\_\_\_  
Mary L. Weaver, Clerk

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Shaun V. Kenney, Chairman

APPROVED



**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 4<sup>th</sup> 2012, in Palmyra, Virginia, the following action was taken:

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

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

Organizational Meeting of the Fluvanna County Board of Supervisors 2012

**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 February 1<sup>st</sup> when the meeting will be held in the Historic Courthouse due to Court being in session, in the month of July when the first meeting will be held on Tuesday July 3<sup>rd</sup> due to the holiday, 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 and in the month of November when the second meeting will be held on Tuesday November 20<sup>th</sup>, due to the holiday.

**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 4<sup>th</sup> day of January 2012  
by the Fluvanna County Board of Supervisors

ATTEST:

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Darren K. Coffey, Interim County Administrator