

**FLUVANNA COUNTY BOARD OF SUPERVISORS  
REGULAR MEETING MINUTES  
Circuit Court Room  
June 04, 2014, 4:00 pm**

**MEMBERS PRESENT:** Mozell Booker, Chairperson  
Bob Ullenbruch, Vice-Chairperson (Left at 8:00pm)  
Donald W. Weaver  
Tony O'Brien (Arrived a 4:03 pm)  
Mike Sheridan (Arrived a 4:02 pm)

**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**

Chairperson Booker called the meeting of Wednesday, June 04, 2014, to order at 4:00 p.m., in the Circuit Courtroom in Palmyra, Virginia; and the Pledge of Allegiance was recited, after which, Chairperson Booker called for a moment of silence.

**COUNTY ADMINISTRATOR'S REPORT**

Mr. Steven M. Nichols reported on the following topics:

- Asked Board to move the State Budget Impacts, Fund Balance, and Year-End Shortfalls Presentation up on the agenda to after the VDOT Six-Year Plan Public Hearing.
- Bobby Popowicz, Director of Community Planning and Development, Roger Black, E&S Inspector and staff did a fantastic job organizing and presenting the Community Meeting in Scottsville.
- Standard & Poor's Financial Rating Service reviewed our financial credit rating and upgraded it from AA- to AA. Kudos to the Finance Department.
- BBQ, Bands & Brews is on Saturday, June 28, 2014 at Pleasant Grove. Attendees get to participate in voting for the Best Tasting BBQ this year.
- Piedmont Workforce Investment Board, Business Representative Vacancy, currently only one candidate applied.
- Still recruiting for the Community Volunteer Coordinator unpaid position.
- Reminder – Power Outage Friday scheduled for June 6, 2014, along portions of Highway 15 from Central Plains to Palmyra Fire Station to change out a transformer.
- Upcoming meetings
  - Wednesday, June 18 – 7:00 pm, Regular Meeting

**PUBLIC COMMENTS #1**

Chairperson Booker opened the floor for the first round of public comments.  
With no one wishing to speak, Chairperson Booker closed the first round of public comments.

**PUBLIC HEARING**

VDOT Six-Year Plan for Fiscal Years 2014/15 through 2019/2020 and the Secondary System Construction budget for Fiscal Year 2014/15 – Mr. Gregory Banks, VDOT Secondary Programming Coordinator, reviewed with the Board the proposed VDOT Secondary Six-Year Plan. Mr. Banks explained the changes in the funding on selected projects. Chairperson Booker opened the floor for the public hearing.

With no one wishing to speak Chairperson Booker closed the public hearing.

**MOTION:**

Mr. Ullenbruch moved the Board of Supervisors accept the Resolution for the VDOT Secondary Six-Year Plan (2014/15 through 2019/20) and VDOT Construction Priority List (2014/15) as required by sections 33.1-23 and 33.1-23.4 of the 1950 Code of Virginia. Mr. O'Brien seconded. The motion carried, with a vote of 5-0. AYES: Booker, Ullenbruch, O'Brien, Sheridan and Weaver. NAYS: None. ABSENT: None.

**PRESENTATION**

State Budget Impacts, Year-End Shortfalls and Fund Balance – Mr. Eric Dahl, Director of Finance, addressed the Board in regards to the FY14 Shortfalls & FY15 State Budget Impasse. Mr. Dahl discussed the current FY14 unassigned fund balance, the funds spent and the funds projected to be used. The projected end year balance will be approximately 1,000,000.00. Mr. Dahl reviewed the possible impacts of the FY15 State Budget Impasse on the county and schools; Cash flow, Essential vs. Non-Essential, Budget revisions, Delays, Jointly Funded Local Positions, Teacher Contracts and Bond Issuance. Mr. Dahl and Mr. Steven M. Nichols, County Administrator, discussed some staff recommendations;

- Hold any expenditures for CIP projects
- Defer all non-essential staff training/travel
- Implement temporary hiring freeze
- Hold staff pay raises.
- Develop plan for across the board cuts in non-personnel costs.

The Board discussed the possibility of implementing the staff recommendations. Mr. Ed Breslauer discussed the process of the reimbursement requests to project the unexpended funds for the schools. Ms. Gena Keller, School Superintendent, discussed ADM, mandates and the impact on the budget.

**ACTION MATTERS**

**VRS Resolution** - Mr. Ed Breslauer, Finance Director for Fluvanna County Schools, addressed the Board with this request in regards to the certified rate of 6.65% for VRS the School Board approved.

**MOTION:**

Mr. Weaver moved the Board of Supervisors approve the VRS Resolution supporting Fluvanna County Public School Board's electing to pay the VRS Board Certified Rate of 6.65%. Mr. Ullenbruch seconded. The motion carried, with a vote of 5-0. AYES: Booker, Ullenbruch, O'Brien, Sheridan and Weaver. NAYS: None. ABSENT: None.

**Request to Advertise Revised Rates for Fork Union Sanitary District Water System** – Mr. Wayne Stephens, Public Works Director, addressed the Board with this request in regards to advertising for a Public Hearing for Revised Rates for Fork Union Sanitary District Water System. Mr. Ullenbruch felt raising the rates isn't a solution, but just a band aid. The Board discussed the day and time to hold the public hearing. Mr. Fred Payne, recommended not advertising a specific time the public hearing will be held, just which meeting it will be held at.

**MOTION:**

Mr. Weaver moved the Board of Supervisors direct County Staff and the County Attorney to prepare and advertise a Notice of a Public Hearing to be held on July 2, 2014, for a proposed increase to the monthly water rates at the Fork Union Sanitary District Water System. The advertised rate shall be as recommended by the Fork Union Sanitary District Advisory Committee on April 8, 2014, and presented by County Staff at the May 7, 2014 meeting of the Fluvanna County Board of Supervisors, and is as follows:

- Base Monthly Charge (includes first 2,000 gallons of water usage) - \$ 21.00, and,
- For each 1,000 gallons used from 2,001 to 300,000 gallons - \$ 11.00, and,
- For each 1,000 gallons used in excess of 300,000 gallons - \$ 11.00.

Mr. Sheridan seconded. The motion carried, with a vote of 5-0. AYES: Booker, Ullenbruch, O'Brien, Sheridan and Weaver. NAYS: None. ABSENT: None.

**Contract Award – Emergency Communications Radio System Upgrade** – Ms. Cheryl Wilkins, Emergency Services Coordinator, and Mr. Joe Rodish, Purchasing Officer, addressed the Board with this request in regards to upgrading existing and adding communications equipment with a "Sole Source" contract to Motorola Solutions, Inc. Mr. Ullenbruch expressed concern about not having the contract to read. Mr. Fred Payne, clarified that there is a standard being followed to use "Sole Source".

Mr. Steve Garner, Clear Communications representative, addressed the Board to clarify the process and the cellular towers proposed for use with this contract.

The Board discussed and requested to defer this request to the June 18, 2014, meeting to allow time to review the contract.

**Appointment/Piedmont Virginia Community College Board, At-Large Position** – Mr. Steven M. Nichols, County Administrator, addressed the Board with this request to fill the At-Large position for the Piedmont Virginia Community College Board. The Board discussed that many good candidates applied for this position and would like to hear from the candidates before making a decision. The Board deferred this request to schedule the candidates to address the Board at the July 2, 2014 meeting.

**RECESS for Dinner at 6:23pm****RECONVENED at 7:05pm**

**Appointment/Social Services Board, Cunningham District Position**– Mr. Steven M. Nichols, County Administrator, addressed the Board with this request to fill the Cunningham District Position for the Social Services Board.

**MOTION:**

Mr. Weaver moved to appoint Ms. Linda Mitchell to the Social Services Board, Cunningham District Position, with a term to begin July 1, 2014 and to terminate June 30, 2018. Mr. Ullenbruch seconded. The motion carried, with a vote of 5-0. AYES: Booker, Ullenbruch, O'Brien, Sheridan and Weaver. NAYS: None. ABSENT: None.

**Appointment/Social Services Board, Columbia District Position**– Mr. Steven M. Nichols, County Administrator, addressed the Board with this request to fill the Columbia District Position for the Social Services Board.

**MOTION:**

Mr. Sheridan moved to reappoint Ms. Kathy Brent to the Social Services Board, Columbia District Position, with a term to begin July 1, 2014 and to terminate June 30, 2018. Mr. Weaver seconded. The motion carried, with a vote of 5-0. AYES: Booker, Ullenbruch, O'Brien, Sheridan and Weaver. NAYS: None. ABSENT: None.

**Appointment/Library Board of Trustees, At-Large Positions (4)** – Mr. Steven M. Nichols, County Administrator, addressed the Board with this request to fill the Cunningham District Position for the Social Services Board.

**MOTION:**

Mr. Ullenbruch moved to reappoint Mr. Frits Geurtsen, Ms. Barbara Goshorn, Ms. Sherron Haley, and Ms. Elva Key to the Library Board of Trustees, At-Large Positions, with terms to begin July 1, 2014 and to terminate June 30, 2018. Mr. Weaver seconded. The motion carried, with a vote of 5-0. AYES: Booker, Ullenbruch, O'Brien, Sheridan and Weaver. NAYS: None. ABSENT: None.

**Appointment/Planning Commission, Fork Union District Position**– Mr. Steven M. Nichols, County Administrator, addressed the Board with this request to fill the Fork Union District Position for the Planning Commission.

**MOTION:**

Mr. Weaver moved to reappoint Mr. Lewis Johnson to the Planning Commission, Fork Union District Position, with a term to begin July 1, 2014 and to terminate June 30, 2018. Mr. Ullenbruch seconded. The motion carried, with a vote of 5-0. AYES: Booker, Ullenbruch, O'Brien, Sheridan and Weaver. NAYS: None. ABSENT: None.

Appointment/Planning Commission, Columbia District Position– Mr. Steven M. Nichols, County Administrator, addressed the Board with this request to fill the Columbia District Position for the Planning Commission.

**MOTION:**

Mr. Sheridan moved to reappoint Mr. Ed Zimmer to the Planning Commission, Columbia District Position, with a term to begin July 1, 2014 and to terminate June 30, 2018. Mr. O'Brien seconded. The motion carried, with a vote of 5-0. AYES: Booker, Ullenbruch, O'Brien, Sheridan and Weaver. NAYS: None. ABSENT: None.

Appointment/Planning Commission, Rivanna District Position– Mr. Steven M. Nichols, County Administrator, addressed the Board with this request to fill the Rivanna District Position for the Planning Commission.

**MOTION:**

Mr. O'Brien moved to reappoint Mr. Donald Gaines to the Planning Commission, Rivanna District Position, with a term to begin July 1, 2014 and to terminate June 30, 2018. Mr. Weaver seconded. The motion carried, with a vote of 5-0. AYES: Booker, Ullenbruch, O'Brien, Sheridan and Weaver. NAYS: None. ABSENT: None.

Appointment/Thomas Jefferson Emergency Medical Services Council (TJEMSC)– Mr. Steven M. Nichols, County Administrator, addressed the Board with this request to fill the TJEMSC position.

**MOTION:**

Mr. Ullenbruch moved to reappoint Ms. Cheryl Wilkins to the TJEMSC Position, with a term to begin July 1, 2014 and to terminate June 30, 2016. Mr. Sheridan seconded. The motion carried, with a vote of 5-0. AYES: Booker, Ullenbruch, O'Brien, Sheridan and Weaver. NAYS: None. ABSENT: None.

Appointment/Parks & Recreation Advisory Board, At-Large Position– Mr. Steven M. Nichols, County Administrator, addressed the Board with this request to fill the Parks & Recreation Advisory Position.

**MOTION:**

Mr. Sheridan moved to reappoint Mr. Jerry Custer to the Parks and Recreation Advisory Board District, At-Large Position, with a term to begin July 1, 2014 and to terminate June 30, 2017. Mr. Ullenbruch seconded. The motion carried, with a vote of 5-0. AYES: Booker, Ullenbruch, O'Brien, Sheridan and Weaver. NAYS: None. ABSENT: None.

**PRESENTATIONS**

Pleasant Grove Mowing & Land Management Plan – Mr. Wayne Stephens, Public Works Director, reviewed with the Board the primary goals of managing the mowing of the Pleasant Grove Property. Mr. Stephens discussed the timber/wildlife overall health condition of the wooded areas as Pleasant Grove. America Timber Management, Inc., assessed Pleasant Grove in March 2014 and recommended cutting timber in several areas in order to assure the overall health of the forest and suitable habitat. Implementing some recommendations would net approximately \$50,000 in revenue for the County. The Board discussed the various options of cutting, replanting and natural re-vegetation available. Mr. Mike Sheridan inquired about having a reservoir. Mr. Fred Payne, County Attorney, mentioned that there are serious regulatory issues with creating a reservoir on a live stream.

Pleasant Grove House Museum Update – Mr. Jason Smith, Parks & Recreation Director, reviewed with the Board the proposed floor plan of the Pleasant Grove House. The preparation of the construction documents will begin in mid-June, with the Graphic Production and Bidding & Negotiations in July, and the delivery & installation of exhibits expected for September. Staffing will include two part-time staff at 20 hours per week when museum opens. Future staffing requirements will be evaluated according to needs as they arise.

Mr. Ullenbruch left the meeting at 8:00pm.

**CONSENT AGENDA**

Mr. Weaver would like to see a history of personnel costs for the past five to ten years, just to see where we have come.

The following items were approved under the consent agenda:

**MOTION:**

Mr. O'Brien moved to approve the consent agenda, which consisted of:

- Minutes of May 21, 2014.
- Accounts Payable Report, \$1,646,554.95.
- Resolution Recognizing Elijah Baker Nalle as an Eagle Scout.
- Supplemental Budget Appropriation for CSA Purchase of Services, \$398,000.
- Revised Capital Reserve Maintenance Fund Request for unexpected facility repairs or replacements, \$12,060 (\$500 less than original).
- Donation of Fitness Equipment.
- FY14 FCPS Federal Grant, \$10,000.
- FY14 Information Technology Insurance Claim, \$1,080.05.
- FY14 Cunningham and Columbia Schools Electric Costs Budget Transfer, \$22,000.
- Fluvanna County Radio Control Model Airplane Flying Club MOU.

Mr. Sheridan seconded. The motion carried, with a vote of 4-0. AYES: Booker, Sheridan, O'Brien,

and Weaver. NAYS: None. ABSENT: Ullenbruch

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

None

**PUBLIC COMMENTS #2**

Chairperson Booker opened the floor for the second round of public comments.

With no one wishing to speak, Chairperson Booker closed the second round of public comments.

**Work Session**

**County Facility Space Utilization Planning** –Mr. Wayne Stephens, Public Works Director, reviewed with the Board a space utilization study that was done reflecting all county owned buildings and their current use. The current renovations underway and expected to be completed by October 2014 are;

- Pottery studio moving to Fluvanna County Community Center
- MACAA Thrift Store and offices moving to basement of Carysbrook Gymnasium
- Public Works Building & Grounds moving to current MACAA building

Mr. Stephens also reviewed some potential relocation possibilities:

- Relocate some P&R staff to Pleasant Grove House.
- Relocate Extension office to Fork Union Community Center.
- Relocate Commonwealth's Attorney office to Administrative Building and terminate current lease.
- Relocate Animal Control & Sheriff's investigators to basement of Treasurer's building.
- Convert basement of Administration Building to centralized, secure storage area.

Mr. Steven M. Nichols, County Administrator, discussed the potential need to construct a consolidated Administration Building at Pleasant Grove Office Complex and the potential rehab of the current County Administration Building.

Board discussed the various needs and options. Staff will compile different options with estimated costs and return to the Board at a future meeting. Mrs. Booker asked for tours of the buildings for the Board members.

Mr. O'Brien inquired about getting a Boys and Girls Club in the Palmyra area.

**Strategic Initiatives Action Plan Update** – Mr. Steven M. Nichols, County Administrator, reviewed with the Board the current status of the Strategic Initiative Action Plan. Dr. Jackie Meyers is the coordinator of the Strategic Initiatives for the county. Staff is working on a Core of Services Annual Report for citizens to be presented with the CAFR to show what the County has accomplished over the past fiscal year as a support organization.

**CLOSED MEETING**

None

**ADJOURN**

**MOTION:**

At 09:05 p.m., Mr. Weaver moved to adjourn the meeting of Wednesday, June 04, 2014. Mr. O'Brien seconded. The motion carried, with a vote of 4-0. AYES: Booker, Sheridan, O'Brien, and Weaver. NAYS: None. ABSENT: Ullenbruch.

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

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

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Mozell H. Booker, Chairperson



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

**RESOLUTION**

At a regular monthly meeting of the Fluvanna County Board of Supervisors held at 4:00 p.m. on Wednesday, June 4, 2014 in Palmyra, Virginia, the following action was taken:

<u>Present</u>	<u>Vote</u>
Mozell H. Booker, Chairman	YEA
Bob Ullenbruch, Vice Chairman	YEA
Mike Sheridan	YEA
Tony O'Brien	YEA
Donald W. Weaver	YEA

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

**RESOLUTION  
VDOT Secondary Six-Year Plan (2014/15 through 2019/20)  
and  
VDOT Construction Priority List (2014/15)**

**WHEREAS**, Sections 33.1-23 and 33.1-23.4 of the 1950 Code of Virginia as amended, provides the opportunity for each county to work with the Virginia Department of Transportation in developing a Secondary Six-Year Road Plan; and

**WHEREAS**, this Board had previously agreed to assist in the preparation of this Plan, in accordance with the Virginia Department of Transportation policies and procedures, and participated in a public hearing on the proposed Plan (2014/15 through 2019/20) as well as the Construction Priority List (2014/15) on June 4<sup>th</sup>, 2014 after duly advertised so that all citizens of the County had the opportunity to participate in said hearing and to make comments and recommendations concerning the proposed Plan and Priority List; and

**WHEREAS**, Greg Banks, Secondary Programming Coordinator, Virginia Department of Transportation, appeared before the Board and recommended approval of the Six-Year Plan for Secondary Roads (2014/15 through 2019/20) AND Construction Priority List (2014/15) for Fluvanna County.

**NOW, THEREFORE, BE IT RESOLVED** that since said Plan appears to be in the best interest of the Secondary Road System in Fluvanna County and of the citizens residing on the Secondary System, said Secondary Six-Year Plan (2014/15 through 2019/20) and Construction Priority List (2014/15) are hereby approved as presented at the public hearing.

Adopted this 4<sup>th</sup> day of June 2014  
by the Fluvanna County Board of Supervisors

ATTEST:

\_\_\_\_\_  
Mozell H. Booker, Board of Supervisor, Chairperson

**Local Governing Body Concurrence with School Division  
Electing to Pay the VRS Board-Certified Rate**

(In accordance with the 2014 Appropriation Act Item 468(H))

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## **Resolution**

BE IT RESOLVED, that the Fluvanna County Board of Supervisors does hereby acknowledge that the Fluvanna County Public Schools has made the election for its contribution rate to be based on the employer contribution rates certified by the Virginia Retirement System Board of Trustees pursuant to Virginia Code § 51.1-145(I) resulting from the June 30, 2013 actuarial value of assets and liabilities (the “Certified Rate”); and

BE IT ALSO RESOLVED, that the Fluvanna County Board of Supervisors does hereby certify to the Virginia Retirement System Board of Trustees that it concurs with the election of the Fluvanna County Public Schools to pay the Certified Rate, as required by Item 468(H) of the 2014 Appropriation Act; and

NOW, THEREFORE, the officers of Fluvanna County Public Schools are hereby authorized and directed in the name of the Fluvanna County Board of Supervisors to execute any required contract to carry out the provisions of this resolution. In execution of any such contract which may be required, the seal of the Fluvanna County Board of Supervisors, as appropriate, shall be affixed and attested by the Clerk.

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Mozell H. Booker, Board Chairman

### **CERTIFICATE**

I, Mary L Weaver, Clerk of the Fluvanna County Board of Supervisors certify that the foregoing is a true and correct copy of a resolution passed by the Fluvanna County School Board and ratified by Fluvanna County Board of Supervisors at a lawfully organized meeting of the Fluvanna County Board of Supervisors held at Fluvanna County Circuit Court, Palmyra, Virginia at 4 o’clock on June 4, 2014. Given under my hand and seal of the Fluvanna County Board of Supervisors this 4<sup>th</sup> day of June, 2014.

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Mary L. Weaver, Clerk to the Board of Supervisors

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**This resolution must be passed prior to July 1, 2014 and received by  
VRS no later than July 10, 2014.**



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

**RESOLUTION**

**Recognizing Elija Baker Nalle Award of Eagle Scout Status**

**WHEREAS**, the Boy Scouts of America was incorporated by Mr. William D. Boyce on February 8, 1910; and

**WHEREAS**, the Boy Scouts of America was founded to promote citizenship, training, personal development and fitness of individuals; and

**WHEREAS**, Elija Baker Nalle has completed all the requirements for becoming an Eagle Scout; and

**WHEREAS**, Elija has been examined by an Eagle Scout Board of Review and deemed worthy of the Eagle Scout award; and

**WHEREAS**, Boy Scout Troop 138 will be convening a Eagle Scout Court of Honor on June 28, 2014 at 2pm at Pleasant Grove Park Pavilion, Palmyra, Virginia; and

**WHEREAS**, the Fluvanna County Board of Supervisors fully supports the programs of the Boy Scouts of America and recognizes the important services they provide to the youth of our Country.

**NOW, THEREFORE BE IT RESOLVED** that the Fluvanna County Board of Supervisors joins Elija's family and friends in congratulating him on his achievements, the award of Eagle Scout status and acknowledges the good fortune of the County to have such an outstanding young man as one of its citizens.

Adopted this 4<sup>th</sup> day of June 2014  
by the Fluvanna County Board of Supervisors

ATTEST:

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Mozell H. Booker, Chairperson  
Fork Union District

\_\_\_\_\_  
Robert Ullenbruch, Vice Chairperson  
Palmyra District

\_\_\_\_\_  
Mike Sheridan, Supervisor  
Columbia District

\_\_\_\_\_  
Tony O'Brien, Supervisor  
Rivanna District

\_\_\_\_\_  
Donald W. Weaver, Supervisor  
Cunningham District