

FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Circuit Court Room
February 4, 2015
Regular Meeting 4:00 pm
Work Session 7:00 pm

MEMBERS PRESENT:

Mozell Booker, Fork Union District, Chairperson
 Bob Ullenbruch, Palmyra District, Vice-Chairperson
 Tony O'Brien, Rivanna District (*Arrived at 4:03pm*)
 Mike Sheridan, Columbia District (*Arrived at 4:03pm*)
 Donald W. Weaver, Cunningham District

ALSO PRESENT:

Steven M. Nichols, County Administrator
 Fred Payne, County Attorney
 Eric Dahl, Finance Director
 Mary Anna Twisdale, Management Analyst
 Kelly Belanger Harris, Clerk to the Board of Supervisors

CALL TO ORDER

At 4:00 pm, Chairperson Booker called the Regular Meeting of February 4, 2015 to order.
 After the recitation of the Pledge of Allegiance, a moment of silence was observed.

ADOPTION OF AGENDA**MOTION**

Mr. Weaver moved to accept the Agenda for the February 4, 2015, Regular Meeting of the Board of Supervisors. Mr. Ullenbruch seconded and the Agenda was adopted as presented, with a vote of 5-0. AYES: Booker, O'Brien, Sheridan, Ullenbruch, & Weaver. NAYS: None.

COUNTY ADMINISTRATOR'S REPORT

Mr. Nichols reported on the following topics:

- Very successful Market Fluvanna Awards Reception with a great turnout at the Library!
- Terrific Tuesdays, the Youth Advisory Council and Schools collaborative effort, has over 100 children signed up.
- Visit to West Central Primary School—Mr. Weaver and Mrs. Booker
- Business Spotlight
 - The Chamber of Commerce held the first half of a two part Chamber Board Retreat on January 30th to help figure out how they can best serve the business community. The second half of the retreat will take place on February 6th.
 - Applications Available for the Fluvanna-Louisa WIBO Entrepreneurship Workshop, "How To Build a Growing Profitable Business"
 - Charlottesville Investment Collaborative (CIC) is currently taking applications for the 1st Fluvanna-Louisa WIBO Workshop
 - Held in Zion Crossroads on Wednesday evenings starting March 4th.
 - CIC is moving to Citizen's Commonwealth Center at 300 Preston Ave.
- RK&K final Preliminary Engineering Report (PER) Brief
 - Feb 18th Work Session at 4:00 pm
 - Need BOS Comments on draft PER by this Friday, Feb 6th
- JRWA Service Agreement
 - Approved by JRWA Board on Feb 3, 2015
 - On BOS agenda Feb 18th (Louisa BOS Feb 17th)
- Finance Board Meeting
 - Mon, Feb 9th, 3-5 pm
 - VACo/VML rep to brief on Virginia Investment Pool (VIP)
- Business License Fee Proposal
 - On BOS agenda Feb 18th
- Partnership for Aging Committee Officer Elections
 - Chair: Deborrah Foreman
 - Vice Chair: Bobbie Gallo
 - Secretary: Stephanie Fick
 - Potential membership change request
- Chamber of Commerce has requested that Community Development Director, Bobby Popowicz, serve as a Ex-Officio member of the Chamber Board
- Pleasant Grove House
 - Two photo-cell activated, 'dusk-to-dawn' exterior lights have been installed on the parking-lot side of the Comfort Station.
 - Lights on the breezeway have had photo-cell controls added so that they, too, will operate 'dusk to dawn'.
- Carysbrook Signage
 - The new, large, Carysbrook sign was torn from its mounts by wind sometime Monday evening. We are working on getting it replaced and reinstalled using improved sign mounts.

- MACAA Move
 - MACAA move is nearly complete. A Grand Opening will happen in the coming weeks.
- Inmate Work Crew
 - Last week, the inmate labor force cleaned up the wooded area behind the buildings at Carysbrook.
 - Removed two dump truck loads of trash, metal and debris, much of which was apparently dumped there while the site was being used as a school.
 - Next targets for the inmate crew are two dump sites in Columbia, and then the wooded area behind the Community Center.
- State Corporation Commission (SCC) to hold Public Hearings regarding Aqua Virginia rate increase request
 - Monday, March 16th
 - 2:00pm and 7:00pm
 - Fluvanna County Circuit Courtroom

BOARD OF SUPERVISORS' UPDATES

Sheridan—Kents Store FD Awards. Delegate Lee Ware was present at the Awards; also received letter of support from Congressman Hurt.

Weaver— None.

Ullenbruch—Met several times with Jail Board *ad hoc* Budget Committee. Actively pursuing solutions to reduce Jail Board budget. Moving forward with paring down the costs to the counties. There are potential costs to the reduction including the loss of inmate work crews in the County. Attended the Kents Store Fire Department Awards.

O'Brien—Met with Chamber of Commerce to discuss BPOL proposition. Discussed budget challenges for FY16. TJPDC on 2/5/15. Kudos to Market Fluvanna.

Booker— CSA Community Planning and Management Team, discussed the State audit. Thomas Jefferson Planning District Mayors and Chairs meeting, discussed strategic plan, broadband. Mrs. Booker and Mr. Nichols will be giving a presentation in Richmond on February 7, 2015 to the VACo Board Chair Supervisors' class.

PUBLIC COMMENTS #1

Chair Booker opened the first round of Public Comments.

With no one wishing to speak, Chair Booker closed the first round of Public Comments.

PUBLIC HEARINGS

None.

ACTION MATTERS

Fluvanna County Parks & Recreation Dog Leash Policy Proposal—Jason Smith, Director of Parks and Recreation, presented a proposed change to the current policy regarding dogs in county park areas. Mr. Smith advised the Board that the new policy would require dogs on county park property to be on a leash at all times, except at prescribed times in designated areas. Mr. Weaver inquired about the feedback from citizens, with Mr. Nichols and Mr. Ullenbruch each stating they have spoken with citizens with concerns, both for and against a leash policy. Mr. Ullenbruch voiced his concern that the County is taking a reactionary stance against a few dogs/owners and hopes a solution can be found that does not require a formal policy. On the advice of the Mr. Payne, Mr. Ullenbruch moved to defer adopting any policy until a more complete draft policy is presented to the Board, indicating the times and places dogs may be off-leash.

MOTION:

Mr. Ullenbruch moved to defer the adoption of a leash policy for dogs on County park property. Mr. O'Brien seconded and the motion passed, 5-0. AYES: Booker, O'Brien, Sheridan, Ullenbruch, & Weaver. NAYS: None.

Approval of Addendum to UVa Employee Leasing & Medical Direction Agreement - Cheryl Wilkins, Emergency Services, briefed the Board on the terms of the addendum to the current UVa Employee Leasing & Medical Direction Agreement. There being no discussion,

MOTION:

Mr. Ullenbruch moved to approve the Second Addendum to the Employee Leasing & Medical Direction Agreement between UVa and County of Fluvanna to:

- Increase staffing to provide nighttime emergency medical coverage at the rates specified in the Addendum and at the annual cost of approximately \$311,000
- Increase Medical Directorship to full-time coverage at an additional cost of \$5,000 per year,

And further authorize the County Administrator to execute the Addendum, following County Attorney approval as to form.

Mr. Weaver seconded the motion passed 5-0. AYES: Booker, Ullenbruch, O'Brien, Sheridan, and Weaver. NAYS: None. ABSENT: None.

Scheduling Public Hearing for Draft EMS Cost Recovery Ordinance - Cheryl Wilkins, Emergency Services Coordinator, presented a draft ordinance and sought the Board's approval for scheduling a Public Hearing to seek public input on an ordinance to allow for Emergency Services Cost Recovery. There being no discussion,

MOTION:

Mr. Weaver moved to approve scheduling of a public hearing for the purpose of considering the draft ordinance for establishment of an EMS Cost Recovery Program, as attached. Mr. Sheridan seconded, the motion passed 5-0. AYES: Booker, Ullenbruch, O'Brien, Sheridan, and Weaver. NAYS: None. ABSENT: None.

Advertisement of the Proposed FY16 Real Property Tax Rate Increase—Steve Nichols, County Administrator, explained to the Board that the schedule for holding a Public Hearing for setting a minimum tax rate can accommodate moving the issue to a later date. The item is being pulled from tonight's agenda and will be added to the February 18, 2015 meeting agenda.

PRESENTATIONS

VDOT Quarterly Report—Andrew Scott, Engineer Trainee, presented in Mr. Joel DeNunzio's stead. Mr. Scott highlighted several projects affecting Fluvanna County, including the construction of a left-hand turn lane on Rt. 53 at Lake Monticello Rd (near Effort Baptist Church) and the proposed roundabout at the intersection of Rt. 53 (Thomas Jefferson Parkway) and Rt. 15 (James Madison Highway.)

Town of Columbia Task Force Update – Pat Groot, Task Force Chair, and TJPDC Grants Administrator, gave the Board an update on the Columbia Task Force, including the history of the formation of the Task Force, scope of objectives, goals, accomplishments, and possibilities for progress. At the completion of the presentation, Ms. Groot asked the Board for direction regarding the continuation of the Task Force. Mr. Sheridan offered appreciation for the hard work that the Task Force has put forth. The Board directed the Task Force to return with a plan for consideration after the March 17, 2015, special election for the Proposed Repeal and Annulment of the Town Charter.

Fiscal Year 2016 Budget Proposal and FY 2017-2020 Projected Budgets (The Five-Year Financial Plan) – Steve Nichols, County Administrator, and Eric Dahl, Finance Director, presented the County Administrator's Budget Proposal for the coming fiscal year. For the first time, staff has added operating budget projections for four additional years (FY 17-20) into the budget development process to provide an overall five-year budget projection for Board consideration and planning.

The combined FY 2016 budget, totaling \$66,814,747, has reasonable and appropriate assumptions for revenues and expenditures to support the General Fund, Capital Improvement Fund, School Fund, Cafeteria Fund, and both utility funds. It is balanced on a real property tax rate of \$0.895 per \$100 of assessed value, which would result in a 4% tax increase for the average homeowner from this year's equalized rate of \$0.86. (FY15 Rate - \$0.88.)

Mr. Nichols reported that the budget proposal endeavors to maintain and enhance critical services, provide stable funding for the school system, continue our investment in the County's deteriorating infrastructure, fund the James River Water Authority project, plan for the Zion Crossroads Water/Sewer System project, support human service needs, preserve quality-of-life assets, and fund organizations valued by the residents of Fluvanna County.

Mr. Nichols also highlighted several pressures on the County budget for next and future years.

RECESS FOR DINNER and CLOSED MEETING**CLOSED MEETING****MOTION TO ENTER INTO A CLOSED MEETING**

At 6:03 pm, Mr. Weaver moved the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the provisions of Section 2.2-3711 A.6 of the Code of Virginia, 1950, as amended, for the purpose of discussing Investment of Funds. Mr. Sheridan seconded. The motion carried, with a vote of 5-0. AYES: Booker, Ullenbruch, O'Brien, Sheridan, and Weaver. NAYS: None. ABSENT: None.

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

At 7:11pm, 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, the Board of Supervisors does hereby certify to the best of each member's 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." Mr. O'Brien seconded. The motion carried, with a roll call vote of 5-0. AYES: Booker, Ullenbruch, O'Brien, Sheridan, and Weaver. NAYS: None. ABSENT: None.

CONSENT AGENDA

The following were approved under the Consent Agenda:

- Minutes of January 21, 2015 – Kelly Belanger Harris, Clerk to the Board
- Cancellation of FY12 CIP Project – Ambulance Rechassis – Mary Anna Twisdale, Management Analyst

MOTION

Mr. Weaver moved to approve the items on the Consent Agenda for February 4, 2014. Mr. O'Brien seconded and the motion passed 5-0. AYES: Booker, Ullenbruch, O'Brien, Sheridan, and Weaver. NAYS: None. ABSENT: None.

UNFINISHED BUSINESS

None.

NEW BUSINESS

None.

PUBLIC COMMENTS #2

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

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

WORK SESSION

Registrar FY16 Budget Presentation— Catherine Hobbs, Chair, Electoral Board, and Joyce Pace, Registrar, briefed the Board on their budget request for FY16. Ms. Hobbs noted that changes to the baseline budget were brought about because of the unusual year before a presidential election. Included in the revision are two primaries, and a general election: this includes a primary in March 2016 (presidential) and one in June 2016 (U.S. Senate.) Ms. Hobbs also highlighted changes to state requirements that may increase election-related costs. There was no discussion.

Health Department FY16 Budget Presentation – Dr. Denise Bonds, Director, Thomas Jefferson Health District, introduced herself to the Board as the new Health Director for the Thomas Jefferson Health District, and offered a brief run-down on services offered by the regional Health Department. Dr. Bonds noted that there is no increase in their budget request; this budget returns to FY15 levels. Dr. Bonds indicated that she would like to come back at a less-busy time to give a more in-depth presentation of services. There was no discussion.

Virginia Cooperative Extension FY16 Budget Presentation – John Thompson, Extension Agent, gave a brief summary of the Extension operating budget, services offered by regional Extension, and a comprehensive overview of the planned Teaching/Commercial Kitchen renovation at the Fluvanna Community Center, in Fork Union. Mr. Thompson highlighted the opportunities available to the County if a Teaching/Commercial Kitchen were available for Extension, County, and citizen use. The projected costs of the project total \$32,000. Funds for the renovation have been requested from various sources including: the Fluvanna EDA, Tenaska, USDA Rural Development, Thomas Jefferson Planning District, and others. There was no discussion.

MOTION TO EXTEND THE MEETING

At 7:51pm Mr. Weaver moved to extend the meeting until 11pm. Mr. Sheridan seconded and the motion passed on a vote of 5-0. AYES: Booker, Ullenbruch, O'Brien, Sheridan, and Weaver. NAYS: None. ABSENT: None.

Library FY16 Budget Presentation – Cyndi Hoffman, Library Director, presented highlights of the services and programs of the County Library, and noted that current spending per capita puts Fluvanna County Library third from the bottom of libraries in Virginia. The increase in the request for FY16 takes into account a new Books-By-Mail program that satisfies a requirement for localities over 25,000 population to have a branch library, and a request for improving network speed. Ms. Hoffman briefed the Board on a proposal by the Jefferson Madison Regional Library to drop the non-resident fee for Fluvanna residents who wish to use the JMRL if Fluvanna County agrees to pay a stipend to JMRL. The Library Board does not recommend funding this stipend; individual users can decide if they'd like to participate in JMRL. The Board indicated that it would not like to support a stipend to the JMRL to drop its non-resident user fee.

Department of Social Services FY16 Budget Presentation – Kim Mabe, Director, presented the Board the FY16 funding request for Fluvanna Social Services. Ms. Mabe highlighted programs and services of Fluvanna DSS, and increasing case-load demands. Discussion focused on staff shortage, overtime, and the impact of hiring/not hiring additional staff for the department.

Fire and Rescue Services FY16 Budget Presentation – Cheryl Wilkins, Emergency Services Coordinator, offered an overview of the funding request for Fire and Rescue services in the County. Ms. Wilkins noted that there are slight increases since the FY15 budget request, and that the goal of the Fire and Rescue Association is to move toward a 100% county-funded operational model. Ms. Wilkins indicated that the Lake Monticello Volunteer Fire and Rescue is asking for \$65,000 to help fund a new building; however, if a move to 100% funding for operations were achieved, LMVFR would not seek support for the building project. Mr. Nichols noted that it has not been custom to provide funds for infrastructure to LMVFRS, but that the model may need to be revisited.

Mr. O'Brien inquired after the increase in insurance costs: Mr. Nichols noted that this is partly Worker's Compensation fees and new costs not previously included in the budget. Other discussion focused on the amount of funding each company receives and the percentages therein.

FY16 Revenues and Expenditures – Eric Dahl, Finance Director, gave an overview of projected revenues and expenditures for FY16. Highlights of the discussion included capital projects, County revenue streams, real property assessments, and the potential tax rate based on FY16 Revenues and Expenditures.

ADJOURN

MOTION:

At 9:53pm, Mr. Ullenbruch moved to adjourn the meeting of Wednesday, February 4, 2015. Mr. Sheridan seconded and the motion carried with a vote of 5-0. AYES: Booker, Ullenbruch, O'Brien, Sheridan, and Weaver. NAYS: None. ABSENT: None.

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

Kelly Belanger Harris
Clerk to the Board

Mozell H. Booker
Chairperson

