

**FLUVANNA COUNTY BOARD OF SUPERVISORS**  
**REGULAR MEETING MINUTES**  
**Circuit Court Room**  
**March 4, 2015**  
**Regular Meeting 4:00 pm**

**MEMBERS PRESENT:**

Mozell Booker, Fork Union District, Chairperson  
 Bob Ullenbruch, Palmyra District, Vice-Chairperson  
 Tony O'Brien, Rivanna District  
 Mike Sheridan, Columbia District  
 Donald W. Weaver, Cunningham District

**ALSO PRESENT:**

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

**CALL TO ORDER**

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

**ADOPTION OF AGENDA**

After advising the Board that additional information had been received regarding the JRWA Service Agreement, Mr. Nichols recommended deferring the Action Matter: JRWA Service Agreement.

**MOTION**

Mr. Ullenbruch moved to accept the Agenda for the March 4, 2015, Regular Meeting of the Board of Supervisors, deferring Tab A: JRWA Service Agreement. Mr. Sheridan seconded and the Agenda was adopted as amended, by 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:

- Charlottesville Investment Collaborative
  - First entrepreneurial workshop focused on Fluvanna and Louisa County residents begins today
  - Being held at The Best Western at Zion Crossroads for the next 16 weeks
  - On June 10th, members of the Community Development team will be presenting information about the planning and building permit processes
- Louisa County & Louisa County Water Authority
  - Town Hall Meeting on Proposed Raw Water Line
  - Location: Kents Store ARC Community Center
  - Day/Date: Tuesday, April 7<sup>th</sup>
  - Time: 7:00 pm
- State Corporation Commission (SCC) to hold Public Hearings regarding Aqua Virginia rate increase request
  - Monday, March 16<sup>th</sup>, 2:00 pm and 7:00 pm, Circuit Courtroom
- Next Meeting
  - Wednesday, March 11, 7:00 pm – Budget Work Session (Morris Room)

**BOARD OF SUPERVISORS' UPDATES**

*Sheridan*— None

*Weaver*— Met with realtors regarding the sale of former elementary schools.

*Ullenbruch*— None

*O'Brien*— Piedmont Workforce Council; TJPDC 3/5/15.

*Booker*— YAC--Terrific Tuesdays going great, approximately 140 students; Rivanna River Basin Commission.

**PUBLIC COMMENTS #1**

Chairperson Booker opened the first round of Public Comments.

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

**PUBLIC HEARINGS**

None.

**ACTION MATTERS**

*Appointment to the Social Services Board, Fork Union District*—Kelly Belanger Harris, Clerk to the Board

**MOTION**

Mr. Weaver moved to appoint Deborah Johnson to the Social Services Board, replacing Laura Giles in the Fork Union District, with a term to begin immediately and to terminate June 30, 2017. Mr. Ullenbruch seconded and the motion passed 5-0. AYE: Booker, Ullenbruch, O'Brien, Sheridan, Weaver. NAY: None. ABSTAIN: None.

*FY16 Health Insurance Plan* – Gail Parrish, HR Manager, presented the recommended Employee Health Plan for FY16. Changes from FY15 include: a decrease in premiums; additional plans including a change in the way the Dental Plan is offered. The proposed changes provide no increase in costs for the County and employee premiums will not increase, and will decrease for some plans.

**MOTION**

Mr. O'Brien moved the Board of Supervisors accept the Anthem/Blue Cross Blue Shield FY16 The Local Choice Health Plan proposal to be effective July 1, 2015, and authorize the County Administrator to execute the plan and offer to

eligible employees the Key Advantage 250, Key Advantage 500, and High Deductible Health Plan with the County contributing up to:

- \$490 for an Employee only plan,
- \$685 for a Dual person plan, and
- \$890 for a Family plan.

Mr. Ullenbruch seconded and the motion passed 5-0. AYE: Booker, Ullenbruch, O'Brien, Sheridan, Weaver. NAY: None. ABSTAIN: None.

Mr. O'Brien further moved that the Board of Supervisors approve a County contribution of \$76 per month into the Health Savings Accounts of each employee enrolled in the High Deductible Health Plans. Mr. Ullenbruch seconded and the motion passed 5-0. AYE: Booker, Ullenbruch, O'Brien, Sheridan, Weaver. NAY: None. ABSTAIN: None.

*James River Water Authority (JRWA) Service Agreement* – Steve Nichols, County Administrator, deferred until later date.

*Zion Crossroads Water & Sewer System Engineering Design – Department of Corrections (DOC) Option* – Steve Nichols, County Administrator, presented a proposal to the Board to approve the design for the Zion Crossroads Water and Sewer System as recommended in the Preliminary Engineering report (PER) prepared by Rummel, Klepper, & Kahl (RK&K). Mr. Nichols noted that \$575,000 was set aside for system design work two years ago; no debt service would be taken on by approving this design though debt-financing would be necessary to construct the design. Chairperson Booker invited input from all Supervisors before entertaining a motion. Wide-ranging discussion included concerns over funding availability for the construction phase, the history of the water project, and concerns regarding the language included in the motion.

**MOTION**

Mr. O'Brien moved that the Board of Supervisors direct staff to develop the Zion Crossroads Water and Sewer System based on recommendations from the "Preliminary Engineering Report (PER) for Water and Wastewater Services to Zion Crossroads Planning Area" prepared by Rummel, Klepper & Kahl (RK&K) consulting engineers and dated January 2015;

And further direct the County Administrator to begin the process for negotiating a phased design of the infrastructure described in the PER recommendations and to begin developing policies and procedures for the operation of the new water and sewer systems for Board of Supervisors' review and approval. Mr. Sheridan seconded and the motion passed 3-2. AYE: Booker, O'Brien, Sheridan. NAY: Ullenbruch, Weaver. ABSTAIN: None.

*Confirmation of Declaration and Rescindment of Local Emergency Declaration*—Steve Nichols, County Administrator,

**MOTION**

Mr. Sheridan moved to confirm the decision to correct the typographical date error for the local emergency declaration within Fluvanna County in response to a significant winter storm event, making the declaration to be effective 4 p.m. on February 16, 2015, and to be ended, effective as of midnight, March 7, 2015. Mr. Weaver seconded and the motion passed 5-0. AYE: Booker, Ullenbruch, O'Brien, Sheridan, Weaver. NAY: None. ABSTAIN: None.

**PRESENTATIONS**

*Crofton Park Proposal* – Jason Smith, Director of Parks and Recreation, and Marvin Moss, Fluvanna Historical Society, presented a proposal to begin a Historical Society-funded study for creation of a park on County-owned property along the Rivanna River, near the site of the historic, former town Bernardsburg (near Crofton Bridge on South Boston Road.) The Historical Society and the Heritage Trails Foundation plan pursue a concept plan and seek out funds for the creation and maintenance of the proposed park. With the Board indicating willingness to accept a study initiated by the Historical Society, Mr. Nichols highlighted three staff concerns: the potential use of LPDA for project design; the shelf-life of a plan that is not acted upon within a reasonable amount of time, resulting in additional staff time and county funds to bring current; and the pressure on staff to maintain an additional county property.

*Subdivision Requirements*—Jason Stewart, Planning and Zoning Administrator, updated the Board with a presentation regarding approved subdivisions. Discussion focused on ramifications and next steps when a developer defaults on a development, identification of responsible party (successor developer), road clearing and maintenance needs, and VDOT acceptance of subdivision roads into the secondary road system.

**CONSENT AGENDA**

Mr. Weaver asked for clarification on Tab L - Information Technology Internal Budget Transfer. Mr. Jonathan McMahon, Information Technology Director, noted that the money is a transfer within his budget and not a request for additional funds.

Mr. Ullenbruch asked for a brief description of the Project Lifesaver Program. Captain Von Hill explained that Project Lifesaver was first designed to help those affected by Alzheimer's disease to help family members and the Sheriff's Office track anyone who may wander as a result of cognitive impairment.

The following were approved under the Consent Agenda:

- *Minutes of the February 18, 2015 Regular Meeting*—Kelly Belanger Harris, Clerk to the Board
- *Proclamation Celebrating the 40th Anniversary of JABA*—Jason Smith, Director of Parks and Recreation
- *Project Lifesaver Program*—Eric Hess, Sheriff
- *VDOT Secondary Street Acceptance Request*—Zion Industrial Park—Bobby Popowicz, Director of Community Development
- *Capital Reserve Maintenance Fund Request: Fluvanna Middle School Track*—Chuck Winkler, FCPS Assistant Superintendent
- *Information Technology Internal Budget Transfer* – Jonathan McMahon, IT Director

- *Capital Reserve Maintenance Fund Request: Work Space Renovation and Space Utilization CIP Project (Formerly MACAA Relocation Project)*—Wayne Stephens, Public Works Director & County Engineer
- *Capital Reserve Maintenance Fund Request: Utility Trailer*—Wayne Stephens, Public Works Director & County Engineer

**MOTION**

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

**UNFINISHED BUSINESS**

None.

**NEW BUSINESS**

Chairperson Booker brought up the possibility of having a Board, Commission, and Committee members appear before the Board of Supervisors periodically for the BOS to express appreciation for their efforts in support of County functions. Mr. Sheridan suggested choosing an evening meeting, after Budget Season is over.

**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.

**CLOSED MEETING**

**MOTION TO ENTER INTO A CLOSED MEETING**

At 6:40 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.1, A.3, A.5, A.6, & A.7 of the Code of Virginia, 1950, as amended, for the purpose of discussing Personnel, Real Estate, Prospective Industry, Investment of Funds, and Legal Matters. Mr. Sheridan seconded. The motion carried, with a vote of 5-0. AYES: Booker, Ullenbruch, O’Brien, Sheridan, and Weaver. NAYS: None. ABSENT: None.

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

At 8:11pm, 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. Sheridan seconded. The motion carried, with a roll call vote of 5-0. AYES: Booker, Ullenbruch, O’Brien, Sheridan, and Weaver. NAYS: None. ABSENT: None.

**MOTION TO EXTEND**

**MOTION**

Mr. Weaver moved to extend the regular meeting to 9pm. Mr. Sheridan seconded and the motion passed 5-0. AYES: Booker, Ullenbruch, O’Brien, Sheridan, and Weaver. NAYS: None. ABSENT: None.

**ADJOURN**

**MOTION:**

At 8:12pm, Mr. Weaver moved to adjourn the meeting of Wednesday, March 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

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Mozell H. Booker  
Chairperson

