



## FLUVANNA COUNTY BOARD OF SUPERVISORS

### REGULAR MEETING AGENDA

Circuit Courtroom, Fluvanna Courts Building

June 1, 2016, 4:00 pm

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#### TAB AGENDA ITEMS

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#### 1 – CALL TO ORDER, PLEDGE OF ALLEGIANCE, MOMENT OF SILENCE

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#### 2 – ADOPTION OF AGENDA

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#### 3 – COUNTY ADMINISTRATOR'S REPORT

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#### 4 – BOARD OF SUPERVISORS' UPDATES

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#### 5 – PUBLIC COMMENTS #1 (5 minutes each)

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#### 6 – PUBLIC HEARING

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None

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#### 7 – ACTION MATTERS

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- XYZ Scheduling of a Public Hearing to Consider a Draft Ordinance for Waiver of Fees for County Projects – Jason Smith, Director of Community & Economic Development
- A James River Water Authority and Fluvanna County Pump Station Relocation Agreement – Steve Nichols, County Administrator
- B Reclassification of Deputy Clerk III position to Deputy Clerk I position—Gail Parrish, Human Resources Manager & Tristana Treadway, Clerk of the Circuit Court
- C Staff Pay Increase for Permanent Additional Duties—Gail Parrish, Human Resource Manager & Tristana Treadway, Clerk of the Circuit Court
- D Appointment/Reappointment to Planning Commission, Cunningham District—Steven M. Nichols, County Administrator
- E Appointment/Reappointment to Planning Commission, Palmyra District—Steven M. Nichols, County Administrator
- F Appointment/Reappointment to Economic Development Authority—Steven M. Nichols, County Administrator
- G Appointment/Reappointment to the Library Board of Trustees—Steven M. Nichols, County Administrator
- H Financial Auditing Services Contract—Cyndi Toler, Purchasing Officer
- I Approval of the Surety for Taylor Ridge Estates Streets for VDOT Acceptance—Jason Stewart, Planning and Zoning Administrator
- J E911 Radio System Project Contract Amendment – Motorola Solutions, Inc.—Cheryl Elliott, Emergency Services Coordinator & Cyndi Toler, Purchasing Officer
- K E911 Radio System Project Management Addendum – Black & Veatch—Cheryl Elliott, Emergency Services Coordinator & Cyndi Toler, Purchasing Officer
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#### 8 – PRESENTATIONS (normally not to exceed 10 minutes each)

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None.

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**9 – CONSENT AGENDA**

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- L FY16 Budget Transfer For Commonwealth’s Attorney Building Repairs—Eric Dahl, Finance Director
- M FY16 CRMF Request - Commonwealths Attorney Building Repairs—Eric Dahl, Finance Director
- Mc FY16 Supplemental Budget Appropriation for CSA Purchase of Services—Dr. Jacqueline A. Meyers, CSA Program Manager
- N VDOT Secondary Street Acceptance Request—Taylor Ridge Estates—Jason Stewart, Planning and Zoning Administrator
- O VDOT Secondary Street Acceptance Request-Cunningham Meadows—Jason Stewart, Planning and Zoning Administrator
- P Resolution of the Designation of Rural Rustic Highway— Rte 1106, Andrew St—Jason Stewart, Planning and Zoning Administrator
- Q Resolution of the Designation of Rural Rustic Highway— Rte 1103, Rivanna St—Jason Stewart, Planning and Zoning Administrator
- R Resolution of the Designation of Rural Rustic Highway— Rte 1108, Saint Patrick St—Jason Stewart, Planning and Zoning Administrator
- S Resolution of the Designation of Rural Rustic Highway— Rte 1101, Tammany St—Jason Stewart, Planning and Zoning Administrator
- T FY16 Sheriff’s Department Insurance Claim - 2014 Ford Explorer VIN 0003—Eric Dahl, Finance Director
- U FY16 Sheriff’s Department Insurance Claim – 2011 Dodge Charger VIN 0697—Eric Dahl, Finance Director
- V FY16 Sheriff’s Department Insurance Claim – 2012 Dodge Charger VIN 2497—Eric Dahl, Finance Director
- W FY16 Sheriff’s Department Insurance Claim – 2012 Dodge Charger Vin 2942—Eric Dahl, Finance Director
- XYZ FY16 Sheriff’s Department Insurance Claim – 2012 Dodge Charger VIN 2945—Eric Dahl, Finance Director

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**10 – UNFINISHED BUSINESS**

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TBD

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**11 – NEW BUSINESS**

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FY17 Employee Pay Plan Update—Gail Parrish, Human Resources Manager

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**12 – PUBLIC COMMENTS #2 (5 minutes each)**

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**13 – CLOSED MEETING**

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TBD

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**14 – ADJOURN**

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Acting County Administrator Review

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## PLEDGE OF ALLEGIANCE

I pledge allegiance to the flag  
of the United States of America  
and to the Republic for which it stands,  
one nation, under God, indivisible,  
with liberty and justice for all.

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### ORDER

1. It shall be the duty of the Chairman to maintain order and decorum at meetings. The Chairman shall speak to points of order in preference to all other members.
2. In maintaining decorum and propriety of conduct, the Chairman shall not be challenged and no debate shall be allowed until after the Chairman declares that order has been restored. In the event the Board wishes to debate the matter of the disorder or the bringing of order; the regular business may be suspended by vote of the Board to discuss the matter.
3. No member or citizen shall be allowed to use abusive language, excessive noise, or in any way incite persons to use such tactics. The Chairman and/or the County Administrator shall be the judge of such breaches, however, the Board may vote to overrule both.
4. When a person engages in such breaches, the Chairman shall order the person's removal from the building, or may order the person to stand silent, or may, if necessary, order the person removed from the County property.

### PUBLIC HEARING RULES OF PROCEDURE

1. PURPOSE
  - The purpose of a public hearing is to receive testimony from the public on certain resolutions, ordinances or amendments prior to taking action.
  - A hearing is not a dialogue or debate. Its express purpose is to receive additional facts, comments and opinion on subject items.
2. SPEAKERS
  - Speakers should approach the lectern so they may be visible and audible to the Board.
  - Each speaker should clearly state his/her name and address.
  - All comments should be directed to the Board.
  - All questions should be directed to the Chairman. Members of the Board are not expected to respond to questions, and response to questions shall be made at the Chairman's discretion.
  - Speakers are encouraged to contact staff regarding unresolved concerns or to receive additional information.
  - Speakers with questions are encouraged to call County staff prior to the public hearing.
  - Speakers should be brief and avoid repetition of previously presented comments.
3. ACTION
  - At the conclusion of the public hearing on each item, the Chairman will close the public hearing.
  - The Board will proceed with its deliberation and will act on or formally postpone action on such item prior to proceeding to other agenda items.
  - Further public comment after the public hearing has been closed generally will not be permitted.

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*For the Hearing-Impaired – Listening device available in the Board of Supervisors Room upon request. TTY access number is 711 to make arrangements.  
For Persons with Disabilities – If you have special needs, please contact the County Administrator's Office at 591-1910.*