

**FLUVANNA COUNTY BOARD OF SUPERVISORS  
ACTIONS TAKEN ON OCTOBER 5, 2016**

No.	Item- 7:00 pm Regular Meeting	Action
1	Adoption of Agenda: with changes—Tab N: Update of Treasurer’s Office Position Descriptions pulled from Agenda, added Fluvanna Fire update;	<b><u>BOARD APPROVED</u></b> <b>5-0</b>
2	Determination of Violation of County Code Chapter 10 (Garbage, Refuse, and Waste): determined that the property at 21708 James Madison Highway, Tax Map Number 5-11-5B, is in violation of the provisions of Chapter 10, Garbage, Refuse, and Waste, of the Fluvanna County Code, and that proper legal notice be given to the subject property owner under the provisions of Sec 10-1-2 of Fluvanna County Code in regards to the removal of all unlawful substances accumulated on the subject property and that upon failure of the subject property owner to comply with notice that the Board of Supervisors authorize the County Administrator to take action under the provisions of Sec. 10-1-3 of the Fluvanna County Code to remove the any and all trash, garbage, refuse, litter and like substances found on the subject property with the costs of removal being charged to the subject property owner under the provisions of §§ 10-1-3.1 and 10-1-3.2 of the Fluvanna County Code;	<b><u>BOARD DETERMINED</u></b> <b>5-0</b>
3	Position Description Change for Children Services Act (CSA) Position: approved the following position description revisions and pay band changes: FROM: CSA Manager – Position 1351, band 17, \$47,476 TO: CSA Coordinator – Position 1351, band 14, \$40,040;	<b><u>BOARD APPROVED</u></b> <b>5-0</b>
4	Clerk to the Board Position Upgrade: approved the following position description revision and grade change: FROM: Administrative Assistant / Clerk to the Board, Pay Band 13, \$37,440 TO: Executive Assistant / Clerk to the Board, Pay Band 17, \$47,476 With the change to be effective October 9, 2016, and increased funding change to come from the existing FY17 County Administration Personnel budget;	<b><u>BOARD APPROVED</u></b> <b>5-0</b>
5	FY17 Pay Band and Schematic Update: approved an updated FY17 Salary Schedule and Schematic List of Classes with the following changes: <ul style="list-style-type: none"> <li>• Increase the Minimum Base Salary for Pay Band 17 from \$47,224 to \$47,476</li> <li>• Increase the Mid-Range Salary for Pay Band 17 from \$58,868 to \$58,994</li> <li>• Move the CSA Program Manager, Job Class 1711, from Pay Band 17, to CSA Coordinator, Job Class 1711, Pay Band 14</li> <li>• Move the Administrative Assistant/Clerk of the Board, Job Class 1091, from Pay Band 13, to Executive Assistant/Clerk of the Board, Job Class 1091, Pay Band 17</li> <li>• Move the Chief Deputy Treasurer, Job Class 1451, from Pay Band 14 to Pay Band 17</li> </ul>	<b><u>BOARD APPROVED</u></b> <b>5-0</b>

	<ul style="list-style-type: none"> <li>• Move the Chief Deputy Commissioner of the Revenue, Job Class 1551, from Pay Band 14 to Pay Band 17</li> <li>• Move the Chief Deputy Clerk, Job Class 1851, from Pay Band 14 to Pay Band 17;</li> </ul>	
6	<p>Deed of Gift from Fluvanna Rescue Squad – 90 Rescue Ln, Palmyra VA 22963: approved the Deed of Gift of 90 Rescue Ln, Palmyra, Virginia, 22963, designated on the tax maps of the County of Fluvanna, Virginia as Tax Map Parcel 30-A-110A, for no consideration, as a gift only, and authorize the County Administrator to execute the Deed of Gift, subject to approval as to form by the County Attorney;</p> <p>And,</p> <p>approved the costs for legal, title and survey with an amount not to exceed \$2,000, with funding to come from the FY17 BOS Contingency;</p> <p>And,</p> <p>acknowledged and recognized the prompt and professional survey services performed on 90 Rescue Lane, Palmyra VA 22963 (Palmyra Rescue Building) that were provided by J. Andrew Graff of Old Albemarle Surveying, LLC, and for the generosity shown by charging the County of Fluvanna \$1.00 for those surveying services;</p>	<p><b><u>BOARD APPROVED</u></b> 5-0</p> <p><b><u>BOARD APPROVED</u></b> 5-0</p> <p><b><u>BOARD APPROVED</u></b> 5-0</p>
7	<p>Minutes of September 21, 2016 Board of Supervisors Meeting: As presented;</p>	<p><b><u>BOARD APPROVED</u></b> 5-0</p>
8	<p>FY17 FCPS Security Equipment Grant Supplemental Appropriation: approved the supplemental appropriation of \$65,574 to the Fluvanna County Public Schools FY17 budget for funds received from the Commonwealth of Virginia Security Equipment Grant;</p>	<p><b><u>BOARD APPROVED</u></b> 5-0</p>
9	<p>Approval of Open Space Contract for Mayfair Farm, Inc.: approved the open space contract for Mayfair Farm, Inc. for tax map parcel 26-A-A41; agreement shall remain in effect for a term of ten (10) consecutive years;</p>	<p><b><u>BOARD APPROVED</u></b> 5-0</p>
10	<p>Approval of Open Space Contract for Minnie M. McGehee: approved the open space contract for Ms. McGehee for tax map parcels 53-14-1, 53-14-2, 53-14-3, 53-14-4, 53-2-A, 53-2-1B and 53-2-1C; agreement shall remain in effect for a term of five (5) consecutive years;</p>	<p><b><u>BOARD APPROVED</u></b> 5-0</p>
11	<p>Approval of Open Space Contract for Valentine Associates, LLC: approved the open space contract for Valentine Associates, LLC for tax map parcels 54-A-69, 54-A-71 &amp; 54-A-75; agreement shall remain in effect for a term of five (5) consecutive years;</p>	<p><b><u>BOARD APPROVED</u></b> 5-0</p>
12	<p>Approval of Open Space Renewal Contract for Samuel R. &amp; DeNae D. Babbit: approved the open space renewal contract for Mr. &amp; Mrs. Babbitt for tax map parcels 52-8-2, 52-8-4 &amp; 52-8-5; agreement shall remain in effect for a term of five (5) consecutive years;</p>	<p><b><u>BOARD APPROVED</u></b> 5-0</p>
13	<p>Approval of Open Space Contract for Carl E. Beuchert, III &amp; Catherine M. Alessi: approved the open space contract for Mr. Beuchert &amp; Ms. Alessi for tax map parcel 9-A-1A; agreement shall remain in effect for a term of ten (10)</p>	<p><b><u>BOARD APPROVED</u></b> 5-0</p>

	consecutive years;	
14	Approval of Open Space Contract for Roy Howard & Constance Haislip: approved the open space contract for Mr. & Mrs. Haislip for tax map parcel 48-9-3X; agreement shall remain in effect for a term of five (5) consecutive years;	<b><u>BOARD APPROVED</u></b> <b>5-0</b>
15	Approval of Open Space Contract for Kenneth B. & Linda S. Handy: approved the open space contract for Mr. & Mrs. Handy for tax map parcel 4-25-6; agreement shall remain in effect for a term of five (5) consecutive years;	<b><u>BOARD APPROVED</u></b> <b>5-0</b>
16	Approval of Open Space Contract for Ernest J. & Carolyn H. Marrs: approved the open space contract for Mr. & Mrs. Marrs for tax map parcels 29-A-71 & 29-A-72; agreement shall remain in effect for a term of five (5) consecutive years;	<b><u>BOARD APPROVED</u></b> <b>5-0</b>
17	Closed Session: Personnel, Real Estate, Legal Matters.	<b><u>NO ACTION</u></b>

**Board Tasks and Directives:**

Staff **directed** to prepare the draft Business License Fee ordinance for review and approval to advertise at the October 19, 2016, BOS Meeting.