

FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Circuit Court Room
June 7, 2017
Regular Meeting 4:00pm

MEMBERS PRESENT:

John M. (Mike) Sheridan, Columbia District, Chair
 Mozell Booker, Fork Union District, Vice Chair
 Patricia Eager, Palmyra District
 Tony O'Brien, Rivanna District
 Donald W. Weaver, Cunningham District

ALSO PRESENT:

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

CALL TO ORDER

At 4:03pm Chair Sheridan, called the Regular Meeting of June 7, 2017.
 After the recitation of the Pledge of Allegiance, a moment of silence was observed.

ADOPTION OF AGENDA

Mr. Nichols indicated that there was an inclusion after the Agenda was sent to the Board: Old Business-- VRA Financing Review for ZXR Water/Sewer Project.

MOTION

Mrs. Booker moved to accept the Agenda, as amended, for the June 7, 2017 Regular Meeting of the Board of Supervisors. Mr. Weaver seconded and the Agenda was adopted by a vote of 5-0. AYES: Sheridan, Booker, Eager, O'Brien, and Weaver. NAYS: None. ABSENT: None.

COUNTY ADMINISTRATOR'S REPORT

Mr. Nichols reported on the following topics:

- Staff Stars and Community Efforts
 - The Certificate of Achievement for Excellence in Financial Reporting has been awarded to County of Fluvanna. From Government Finance Officers Association of the United States and Canada (GFOA) for its comprehensive annual financial report (CAFR).
 - Business Appreciation Event held June 5th: Over 100 people representing more than over 50 businesses. Collaboration with EDA, Chamber, and Fluvanna Economic Development partners. Cunningham Creek Winery. Antioch Brewing Company, Fluvanna's FIRST Nanobrewery -- a sneak peek into their product and first ever tastings.
 - New Historic Courthouse signage: Post and base made in-house by Anthony Tanner
 - Job Fair held on Friday, 2nd: 42 job seekers and 22 employers – highly successful per Virginia Employment Commission. Next event will take place in the fall
 - Summer Reading at the Library is off to a GREAT start! Special thanks to Library Clerk, Liz McIver, for her help in planning the summer program.
- Spotlight on Business: Blue Ridge Balloon, LLC
- Announcements and Updates
 - Columbia Renewal Task Force: Columbia Area Renewal Effort (CARE)
 - E911 Radio Project Update: Final two towers stacked to 300' last week. Finishing touches in June and July. Remaining radio equipment to be installed in June. System to be tweaked and optimized in July. Coverage testing – August 1-12. Dispatch training – week of August 14. System cutover – August 22. Follow-up 30-day reliability test for the entire system.
 - Firefighter 1 class practiced firefighting techniques at Albemarle's burn building (Sat, Jun 3). Class is taught by Lake Monticello's Fire Chief, Richie Constantino. Building is similar to what FRA wants to build through grant funding.
 - NEW ROUNDABOUT PLANNED AT 618/53: VDOT will hold a design public hearing for a project to construct a roundabout at the intersection of Route 53 (Thomas Jefferson Parkway) and Route 618 (Lake Monticello Road) in Fluvanna County.
 - Old Columbia Town Hall is gone!
 - New Deputy Treasurer started work June 1st: Lori Roberts
 - New Report in BOS Package: Unassigned Fund Balance Report, Created by Management Analyst Marty Brookhart
 - Short-Term Rental Legislation-- Board directed staff to research AirBNB regulations, guidelines, and common practices in view of the increasing number of AirBNB operations in the county.

➤ Next Meetings

Day	Date	Time	Purpose	Location
Wed	Jun 21	7:00 PM	Regular Meeting	Courtroom
Wed	Jul 5	4:00 PM 7:00 PM	Regular Meeting Regular Meeting – Public Hearings	Courtroom
Wed	Aug 2	4:00 PM	Regular Meeting	Courtroom
Wed	Aug 16	7:00 PM	Regular Meeting	Courtroom

PUBLIC COMMENTS #1

At 4:27pm Chair Sheridan opened the first round of Public Comments.

With no one wishing to speak, Chair Sheridan closed the first round of Public Comments at 4:27pm.

PUBLIC HEARING

None.

ACTION MATTERS

FY18 Arts Grant Budget Transfer from BOS Contingency—Martin Brookhart, Management Analyst, brought forward a request to approve a budget transfer to cover a reduction in funding. Staff received notification that Arts Grant funding for FY18 will be cut to \$4,500.

On May 17th, the Board was presented with the following funding options:

- Option 1: Reduce FY18 Allocation to \$9,500
 - \$5,000 County Contribution (No Change)
 - \$4,500 Virginia Commission for the Arts Grant (-\$500)
- Option 2: Reduce FY18 Allocation to \$9,000
 - \$4,500 County Contribution (-\$500)
 - \$4,500 Virginia Commission for the Arts Grant (-\$500)
- Option 3: Keep FY18 Allocation at \$10,000
 - \$5,500 County Contribution (+\$500 from BOS Contingency)
 - \$4,500 Virginia Commission for the Arts Grant (-\$500)

The Board Directed Staff to move forward with “Option 3”. Approval of the motion as stated above will allow finance to decrease Arts Grant Revenue and decrease BOS Contingency by \$500. The FY18 allocation to the Fluvanna Arts Council will remain at \$10,000.

MOTION

Mrs. Booker moved the Board of Supervisors approve a budget transfer of \$500 from BOS Contingency to the FY18 Fluvanna Arts Council allocation to cover the \$500 reduction of Arts Grant Funding. Mr. O’Brien gave second and the motion passed 3-2. AYE: Sheridan, Booker, O’Brien. NAY: Eager & Weaver. ABSENT: None.

Temporary Intern Position for Commonwealth’s Attorney’s Office-- Jeffrey W. Haislip, Commonwealth’s Attorney, brought a request to approve a temporary intern position.

With no discussion,

MOTION

Mrs. Eager moved the Board of Supervisors approve the temporary intern position for Commonwealth’s Attorney’s Office with funding from the Drug Forfeiture Account not to exceed \$2,000. Mrs. Booker seconded and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O’Brien, & Weaver. NAY: None. ABSENT: None.

Public Works Position Changes – Wayne Stephens, Public Works Director / County Engineer, presented a proposal to initiate a change in staff positions and descriptions within Public Works. As Mr. Stephens explained, there are three Public Works vacancies to fill resulting from promotions and retirements. This revision to staff positions presents an efficient way to utilize staff skills while providing incentive for staff development & advancement within the Facilities Division. Certain Position Descriptions have been revised, combined and/or updated to reflect current duty requirements, incorporate needed skills, encourage the pursuit of training & licensure, and to ensure better service to taxpayers, residents, and the business community.

MOTION

Mrs. Eager moved to approve the following Position Descriptions changes:

OLD - Facility Maintenance Specialist, Pay Band 12, \$34,736

NEW - Facility Maintenance Technician, Pay Band 10, \$31,200

OLD - Maintenance Worker, Pay Band 07, \$25,584

NEW - Grounds Maintenance Technician, Pay Band 10, \$31,200

OLD - Maintenance Worker, Pay Band 07, \$25,584

NEW – Grounds Maintenance Worker 2, Pay Band 08, \$26,208

OLD - Maintenance Worker, Pay Band 07, \$25,584

NEW – Grounds Maintenance Worker 1, Pay Band 07, \$25,584

With funding to be within the existing FY17 Public Works personnel budget. Mrs. Booker gave second and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

Raymond James Contract Addendum for Bidding Agent Services - Eric Dahl, DCA/Director of Finance, returned to the Board with a request to approve a contract addendum between Fluvanna County and Raymond James Public Finance Investment Strategies Group.

After wide-ranging discussion, the Board tabled the issue.

PRESENTATIONS

None.

CONSENT AGENDA

The following items were discussed before approval:

Accounts Payable Report, April 2017—Eric Dahl, Finance Director and Deputy County Administrator

The following items were approved under the Consent Agenda for June 7, 2017:

Minutes of May 3, 2017—Kelly Belanger Harris, Clerk to the Board

Minutes of May 17, 2017—Kelly Belanger Harris, Clerk to the Board

CRMF - FCPS Floor Scrubbers—Ed Breslauer, FCPS Finance Director

CRMF - FCPS Middle School Painting—Ed Breslauer, FCPS Finance Director

FY17 FCPS Families Learning Together Supplemental Appropriation—Ed Breslauer, FCPS Finance Director

FY17 FCPS Title VIB Supplemental Appropriation—Ed Breslauer, FCPS Finance Director

Temporary Staff Stipend for Additional Duties (Twisdale) - Eric Dahl, DCA/Director of Finance

Accounts Payable Report, April 2017—Eric Dahl, Finance Director and Deputy County Administrator

MOTION

Mr. Weaver moved to approve the items on the Consent Agenda for June 7, 2017, as presented, and Ratified Accounts Payable and Payroll for April 2017 in the amount of \$2,985,973.59. Mrs. Booker seconded and the motion passed 4-0. AYE: Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: Sheridan.

UNFINISHED BUSINESS

VRA Financing Review for ZXR Water/Sewer Project – Eric Dahl, DCA /Finance Director, presented an update on Zion Crossroads Water/Sewer Project Financing.

Mr. Dahl reported the following:

- May 1st: VRA Summer Pool Application Submitted
 - Total request: \$8.5 Million
 - Amount can still be adjusted
- June 1: County's Loan Request Approved by VRA
- June 7: Update on Amount/Term Options
- June 21: Adopt Resolution for Maximum Amount/Term/Rate
- Debt would be issued in August 2017
- Interest only for FY18
- First full payment due in FY19 (Oct 2018)
- Current Cash Set-Aside: \$4 Million
- Current Project Cost Estimate: \$10.2 Million

Following discussion regarding length of repayment terms, the Board directed staff to prepare documents for the June 21, 2017, meeting on the Zion Crossroads Water and Sewer Project financing in the amount of \$8.5M for 20 years at an interest rate not to exceed 4.00%.

NEW BUSINESS

Mr. Weaver inquired about utilizing inmates from CVRJ; Sheriff Hess indicated that he would investigate and return to the Board with an answer regarding frequency and potential for more days of work.

Mrs. Booker commented on positive changes at Papa Jim's Ice Cream shop.

PUBLIC COMMENTS #2

At 5:39pm Chair Sheridan opened the second round of Public Comments.

With no one else wishing to speak, Chair Sheridan closed the second round of Public Comments at 5:39pm.

CLOSED MEETING

MOTION TO ENTER INTO A CLOSED MEETING

At 5:39pm, Mr. O'Brien 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 of the Code of Virginia, 1950, as amended, for the purpose of discussing Personnel, Real Estate, Prospective Industry, and Investment of Funds. Mrs. Booker seconded. The motion carried, with a vote of 5-0. AYE: Sheridan, Booker, Eager, O'Brien, and Weaver. NAY: None. ABSENT: None.

MOTION TO EXIT A CLOSED MEETING & RECONVENE IN OPEN SESSION

At 8:28pm, Mr. O'Brien 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." Mrs. Booker seconded. The motion carried, with a roll call vote, of 5-0. AYES: Sheridan, Booker, Eager, O'Brien, and Weaver. NAYS: None. ABSENT: None.

MOTION TO EXTEND

Mr. O'Brien moved to extend the meeting until 9:00pm. On a second from Mrs. Booker, the motion passed unanimously. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

OLD BUSINESS

Mr. Jason Smith gave an update on the proposed sale of the Cunningham and Columbia Elementary Schools.

ADJOURN

MOTION:

At 8:33pm Mr. O'Brien moved to adjourn the regular meeting of Wednesday, Date. Mrs. Booker seconded and the motion carried with a vote of 5-0. AYES: Sheridan, Booker, Eager, O'Brien, & Weaver. NAYS: None. ABSENT: None.

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

Kelly Belanger Harris
Clerk to the Board

Mozell H. Booker
Vice Chair

