

**FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Circuit Court Room
February 14, 2018
Work Session 4:00 pm**

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 (*arrived at 4:10pm*)
Donald W. Weaver, Cunningham District

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

CALL TO ORDER WORK SESSION
At 4:02pm, Chair Sheridan called the Work Session Meeting of February 14, 2018 to order. After the recitation of the Pledge of Allegiance, a moment of silence was observed.

PRESENTATIONS
Commonwealth’s Attorney Budget Brief – Jeff Haislip, Commonwealth’s Attorney, presented the FY19 Commonwealth’s Attorney Budget request. Mr. Haislip particularly highlighted the change of the Victim/Witness Advocate position, noting that the change from non-exempt to exempt did not include an increase in salary in acknowledgement of increased duties. Mr. Nichols indicated this was an oversight in the County Administrator’s Proposed Budget and was intended to be included.

Treasurer’s Budget Brief – Linda Lenherr, Treasurer, presented a request for FY19 Budget, indicating agreement with the proposed budget. Mrs. Lenherr advocated for the placement of a “drop box” to facilitate collections of tax payments when the Treasurer’s Office is not open or for those who may have difficulty coming into the Treasurer’s Office.

Commissioner of the Revenue Budget Brief – Andrew (Mel) Sheridan, Commissioner of the Revenue, thanked the Board for their support and presented the FY19 budget request.

- Mr. Sheridan highlighted:
- All Deputies in Career Development Program
 - 3 are certified to date, 1 will become certified in 2018, 1 will become certified in 2019
 - Maintained full continuity for both office moves
 - Transitioned office almost entirely to electronic format
 - All IT work that was previously done by a 3rd party, now done by COR staff

- Mr. Sheridan thanked the Board for:
- Consistent funding - Both operational and personnel
 - Excellent Support from all County staff - Solid team environment
 - New Remodeled Office

Mr. Sheridan spoke briefly about Pearson’s Appraisal Service, Inc, newly contracted to provide appraisal/reappraisal services in the county. Mr. Nichols suggested a work session with Pearson to gain a better understanding of Pearson’s methodology. This work session would occur in spring 2018, on a date to be determined.

Clerk of the Circuit Court Budget Brief – Tristana Pace Treadway, Clerk to the Circuit Court, presented the FY19 Budget for the Clerk of the Circuit Court’s office. Mrs. Treadway expressed satisfaction with the proposal.

Mrs. Treadway presented the past five years’ workload:

Calendar Year	Criminal Cases Comm.	Civil Actions Comm.	Wills/ Estates Initiated	Judgments, Admins, Leins	Deeds Recorded	Financing Statements	Fictitious Names	Marriage Licenses	Notary Qualified	Concealed Hand Gun Permits	Restitution	Passports Issued
2013	460	175	153	833	4833	20	80	109	56	549	298	904
2014	494	300	157	803	4842	20	82	111	53	461	303	820
2015	385	310	166	842	4062	23	97	108	61	478	305	1254
2016	420	269	134	754	3950	18	76	90	78	541	296	1170
2017	524	320	147	715	4174	20	76	121	61	518	271	1908

Mrs. Treadway also noted that the Clerk’s Office is attempting to go paperless, but there are obstacles to implementing full digital record retention.

Sheriff’s Budget Brief – Sheriff Eric Hess, brought forward a request for FY19 funding, focusing on the philosophy and mission of the Sheriff’s Office.

The Sheriff highlighted the Mission and Vision of the Sheriff’s Office and highlighted 21st century policing has a focus on:

- Building Trust and Legitimacy
- Policy and Oversight
- Technology and Social Media
- Community Policing and Crime Reduction
- Training and Education

- Officer Wellness

Sheriff Hess reported on the last five years of workload, and noted that staffing will be an area of future concern and challenge. Of particular concern at present is the aging fleet of cars; Sheriff Hess provided a list of all current vehicles in the Sheriff's fleet, highlighting the vehicles that are no longer serviceable.

Following the Constitutional Officers' Presentations, Mr. Nichols solicited input from the Supervisors in participating in Town Hall forums related to the proposed CVEC Broadband initiative. Consensus favored moving forward with participation.

In addition, Mr. Nichols noted that the County will be meeting with the Pierce Benefits Group and the Schools staff, in order to gauge the possibility of combining health insurance plans for all county employee, including schools employees. Mr. Nichols also reminded the Board that the 2018-2019 Strategic Initiatives, determined at the 2018 Planning Retreat, will be coming to the Board on February 21, 2018 for adoption.

ADJOURN

MOTION:

At 5:10pm Mrs. Booker moved to adjourn the Work Session meeting of Wednesday, February 14, 2018. Mr. O'Brien seconded and the motion carried with a vote of 5-0. AYES: Sheridan, Booker, Eager, O'Brien, and Weaver. NAYS: None. ABSENT: None.

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

Kelly Belanger Harris
Clerk to the Board

John M. Sheridan
Chair

