

**FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Circuit Court Room
August 15, 2018
Regular Meeting 7:00pm**

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 (*Arrived at 7:11pm*)
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

1 - CALL TO ORDER, PLEDGE OF ALLEGIANCE, & MOMENT OF SILENCE

At 7:01pm Chair Sheridan, called to order the Regular Meeting of August 15, 2018.
After the recitation of the Pledge of Allegiance, a moment of silence was observed.

3 - ADOPTION OF AGENDA

Mr. Nichols noted the inclusion of New Business: Boards and Commissions

MOTION

Mrs. Booker moved to accept the Agenda, for the August 15, 2018 Regular Meeting of the Board of Supervisors. Mr. Weaver seconded and the Agenda was adopted by a vote of 4-0. AYES: Sheridan, Booker, Eager, and Weaver. NAYS: None. ABSENT: O'Brien.

4 - COUNTY ADMINISTRATOR'S REPORT

Mr. Nichols reported on the following topics:

- Community and County Staff Recognitions
 - School Bus Fire - From the Superintendent --Big thanks to our SRO's, Fluvanna Fire and Rescue, Sheriff's Office, Mr. Terry Carter (Bus Driver), FCPS staff, and the following community members:
 - Henry Woodfolk, Jason Black, Chad Harrison, Catherine Grey, Marsha Stanford
 - Fluvanna County Fair – August 15-18, 2018
 - Farm Museum Dedication, August 4, 2018
- Announcements and Updates
 - CIT Virginia Broadband Availability Map
 - The Virginia Fire Service Board approved a one year no cost extension to our Burn Building Grant Project - Completion of a valid building permit and begin construction by August 14, 2019. New project completion date is now August 14, 2020.
 - New Staff Members
 - Donald Pitcock - PT Facilities Assistant, (Senior Center Aide), Parks & Recreation
 - Holly Steele – Planner
 - Old Carysbrook Maintenance Shop Demolished
 - FCSS Food Bank Completed
- Meals Tax Referendum - § 24.2-687. *Authorization for distribution of information on referendum elections*
- Upcoming Meetings:

Day	Date	Time	Purpose	Location
Wed	Sep 5	4:00 PM	BOS Regular Meeting	Courtroom
Wed	Sep 19	7:00 PM	BOS Regular Meeting	Courtroom
Wed	Oct 3	4:00 PM	BOS Regular Meeting	Courtroom
Wed	Oct 17	7:00 PM	BOS Regular Meeting	Courtroom

5 - PUBLIC COMMENTS #1

At 7:25pm 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 7:25pm.

6 - PUBLIC HEARING

SUP 18:03 – Virginia Electric & Power Co—Brad Robinson, Senior Planner presented a request for a special use permit to construct an electric transmission substation (major utility), with respect to 27 acres of Tax Map 58, Section A, Parcel 57. The property is located off James Madison Highway (US Route 15), approximately 0.2 miles northeast of the intersection with Bremono Bluff Road (State Route 657). The parcel is within the Rural Residential Planning Area and the Fork Union Election District. Mr. Robinson reported that the Planning Commission reviewed this SUP request at their meeting on July 10, 2018. The Planning Commission voted unanimously to recommend approval with conditions.

At 7:31pm, Chair Sheridan opened the Public Hearing and with no one wishing to speak, closed the Public Hearing at 7:31pm.

With no discussion,

MOTION

Mrs. Booker moved to approve SUP 18:03, a request to construct a major utility with respect to 27 acres of Tax Map 58, Section A, Parcel 57, subject to the seven (7) conditions listed in the staff report. Mr. O'Brien gave second and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

Conditions:

1. Prior to development of the site, a site development plan that meets the requirements of the Fluvanna County Zoning Ordinance must be submitted for review and approval.
2. The size of the use shall not exceed 27 acres.
3. The property shall be maintained in a neat and orderly manner so that the visual appearance from the road and adjacent properties is acceptable to County officials.
4. The site shall be screened from view in accordance with the requirements of Sec. 22-24-7 of the Fluvanna County Code. Screening shall not be required within the transmission right-of-way.
5. The Board of Supervisors, or its representative, reserves the right to inspect the property for compliance with these conditions at any time.
6. Any noise generated by the activity on this site shall be limited to the maximum decibel level allowed by Sec. 15.1-9 A. d. of the County Code.
7. Under Sec. 22-17-4 F (2) of the Fluvanna County Code, the Board of Supervisors has the authority to revoke a Special Use Permit if the property owner has substantially breached the conditions of the Special Use Permit.

7 - ACTION MATTERS

Authorization to Apply for a Louisa County Conditional Use Permit—Jason Stewart, Planning & Zoning Administrator, requested authorization to apply for a Conditional Use Permit in Louisa as part of the ongoing Zion Crossroads Water and Sewer project. Two parcels of the Zions Crossroads Water Project, identified as Tax Map Numbers 51-2-11 and 51-22-3, are located in Louisa County which requires a Conditional Use Permit application and approval from the Louisa County Board of Supervisors. In aid of this project, Louisa County has agreed to waive the application fees. With approval, the CUP application will be submitted by August 20th; the Louisa County Planning Commission will hold a public hearing on October 7, 2018 and the Louisa County Board of Supervisors public hearing would tentatively consider the request on November 5, 2018.

With no discussion,

MOTION

Mr. O'Brien moved to authorize staff to make application for a Conditional Use Permit from the Louisa County Board of Supervisors in regards to two parcels of the Zions Crossroads Water project that are located in Louisa County. On a second by Mr. Weaver the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

FY18 Facilities Budget Transfer—Eric Dahl, Deputy County Administrator and Finance Director requested a transfer of funds into the FY18 Facilities budget. Mr. Dahl and Mr. Wayne Stephens, Director of Public Works, provided the following background:

- The FY18 Facilities budget (through June 30, 2018) is currently over-expended by \$63,646.16. A budget transfer of \$64,000 is recommended in order to bring the Facilities budget under budget for FY18.
- Over-expended related to:
 - The Sheriff's Office reconfiguration/renovation ~\$17K
 - ADA Ramps at the Treasurer/COR Building ~\$15K
 - Excess HVAC repairs (Community Center, Historic Courthouse, Kents Store Fire Station) ~\$12K
 - FSPCA repairs ~\$5K
 - Library Roof Repair ~\$5K
 - Excess miscellaneous plumbing repairs

Mr. Dahl recommended:

- Budget transfer of \$76,000 to cover FY18 Facilities Department costs.
- Increase:
 - FY18 Facilities - \$895,867 to \$971,867

- Decrease:
 - FY18 Public Works - \$269,048 to \$253,548
 - FY18 General Services - \$547,859 to \$490,859
 - FY18 Convenience Center - \$176,628 to \$173,128

MOTION

Mr. O'Brien moved the Board of Supervisors approve a budget transfer of \$15,500 from the FY18 Public Works budget, \$57,000 from the FY18 General Services budget, and \$3,500 from the FY18 Convenience Center budget, and transfer \$76,000 to the FY18 Facilities budget for additional facilities projects and unforeseen maintenance costs. Mrs. Booker gave second and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

Middle School Unspent Debt Proceeds—Eric Dahl, Deputy County Administrator and Finance Director requested direction from the Board to designate usage of unspent debt proceeds.

Mr. Dahl provided background:

- The Board of Supervisors approved the Middle School HVAC and Renovation CIP project in FY15 for \$5.1M, with the funding to come from debt proceeds.
- The project included the following: New HVAC for the Middle School (including Main Gym and Annex Gym), new roofing, electrical upgrades, new ceiling & LED lights, gym flooring, plumbing & gym locker room renovation.
- The BOS and School Board approved the debt issuance and VPSA (Virginia Public School Authority) debt was issued for the project in October 2015.
- Working during multiple summers and winter breaks, FCPS completed the project.
- After completion, there are unspent principal, and interest proceeds totaling \$99,314.82:
 - Principal: \$73,618.39
 - Interest: \$25,696.43, plus ongoing earned interest
- Bond Counsel and VPSA Bond Counsel, have indicated the following options are allowable:
 - Requisition the funds for other Middle School capital projects
 - Reimburse the County general fund for interest expense payments made
 - funds go into the County General Fund and build up fund balance
 - funds go into the County General Fund County and then the BOS can choose to reallocate an amount for another purpose (e.g. the S. C. Abrams Building)
 - Apply the funds as a prepayment to pay down principal (Cannot prepay without penalty until 2024)

Mr. Chuck Winkler indicated there are pressing needs in S. C. Abrams Academy, including asbestos abatement and remodeling to modernize the building.

Mr. Nichols noted that any action to reallocate the unspent debt proceeds would take place during a later meeting of the Board.

Following brief discussion,

MOTION

Mrs. Booker moved to approve Option 2 for the Middle School project unspent VPSA debt proceeds in the amount of approximately \$99,300 plus interest accrued, whereby the County will:

2. Reimburse the County General Fund for VPSA interest expense payments made.

Mr. O'Brien gave second and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

FY20 Budget Calendar—Eric Dahl, Deputy County Administrator and Finance Director presented the FY20 Budget Calendar.

Following limited discussion,

MOTION

Mrs. Booker moved the Board of Supervisors approve the FY20 Budget Calendar, as presented. Mrs. Eager seconded and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

7A – BOARD, COMMISSIONS, & COMMITTEES APPOINTMENTS**MOTION**

Mrs. Booker moved and Mrs. Eager seconded, that the Board of Supervisors approve the following Board, Commission, or Committee appointment(s):

Palmyra Area Revitalization Committee (PARC)	Kris Krechoweckyj	Immediately	6/30/2020
Palmyra Area Revitalization Committee (PARC)	Kornel Krechoweckyj	Immediately	6/30/2020
Palmyra Area Revitalization Committee (PARC)	Jan Pavlacka	Immediately	6/30/2020
Palmyra Area Revitalization Committee (PARC)	Jackie Bland	Immediately	6/30/2020
Fluvanna Partnership for Aging (FPA)	Curtis Putnam	07/01/2018	06/30/2022

AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

8 - PRESENTATIONS

None.

9 - CONSENT AGENDA

The following items were discussed before approval:

Accounts Payable Report, June 2018—Eric Dahl, Deputy County Administrator & Finance Director

Accounts Payable Report, July 2018—Eric Dahl, Deputy County Administrator & Finance Director

School Resource Officer (SRO) Incentive Grant—Captain Von Hill, Sheriff's Office

The following items were approved under the Consent Agenda for August 15, 2018:

Minutes of August 1, 2018—Kelly Belanger Harris, Clerk to the Board

Accounts Payable Report, June 2018—Eric Dahl, Deputy County Administrator & Finance Director

Accounts Payable Report, July 2018—Eric Dahl, Deputy County Administrator & Finance Director

School Resource Officer (SRO) Incentive Grant—Captain Von Hill, Sheriff's Office

Policy 2.8.5. – Employee Learn and Earn Program—Steven M. Nichols, County Administrator

MOTION

Mr. Weaver moved to approved the consent agenda, for the August 15, 2018 Board of Supervisors meeting, and to ratify Accounts Payable and Payroll for June 2018, in the amount of \$2,261,918.47, and July 2018 in the amount of \$5,953,533.94 . Mrs. Booker seconded and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

10 - UNFINISHED BUSINESS

None.

11 - NEW BUSINESS

Mileage for Fluvanna Citizens serving on Boards, Commissions, and Committees—Steven M. Nichols, County Administrator responded to a query from Mrs. Booker regarding the reimbursement of mileage driven by Boards, Commissions, and Committees appointees in service to the County. Following general discussion The Board directed staff to update policies to reflect the option for County-appointed board, commission, and committee (BCC) members to seek mileage reimbursement for their county business-related travel to and from BCC meetings outside the county.

12 - PUBLIC COMMENTS #2

At 8:41pm Chair Sheridan opened the second round of Public Comments.

With no one wishing to speak, Chair Sheridan closed the second round of Public Comments at 8:41pm.

13 - CLOSED MEETING

None.

14 - ADJOURN**MOTION:**

At 8:41pm Mr. O'Brien moved to adjourn the regular meeting of Wednesday, August 15, 2018. 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

John M. Sheridan
Chair