

**FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Circuit Court Room
January 9, 2019
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

ABSENT: None.

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, AND MOMENT OF SILENCE

At 4:00pm Mr. Steven M. Nichols, County Administrator, called to order the 2019 Organizational Meeting. After the recitation of the Pledge of Allegiance, a moment of silence was observed.

2019 Organizational Meeting of the Fluvanna County Board of Supervisors

Election of Chair - This action will elect a Chair to the Board of Supervisors for 2019. Mr. Steven M. Nichols, County Administrator, called for nominations.

NOMINATION: Supervisor Sheridan

SUPERVISOR	NOMINATE	SECOND	AYE	NAY	ABSTAIN	ABSENT
Mozell H. Booker, Fork Union District			X			
Patricia B. Eager, Palmyra District	X		X			
Anthony P. O’Brien, Rivanna District			X			
John M. Sheridan, Columbia District					X	
Donald W. Weaver, Cunningham District		X	X			

Following the election of Chair, Mr. Nichols turned the gavel, and the meeting, over to Chair Sheridan.

Election of Vice-Chair - This action will elect a new Vice-Chairperson to the Board of Supervisors for 2019. Chair Sheridan opened the floor for nominations for Vice-Chair.

NOMINATION: Supervisor O’Brien

SUPERVISOR	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
Mozell H. Booker, Fork Union District	X		X			
Patricia B. Eager, Palmyra District		X	X			
Anthony P. O’Brien, Rivanna District					X	
John M. Sheridan, Columbia District			X			
Donald W. Weaver, Cunningham District			X			

Supervisors O’Brien was elected Vice Chair, and the nomination/voting process was complete.

Resolution Entitled “Organizational Meeting of the Fluvanna County Board of Supervisors 2019” - The Code of Virginia requires an annual organizational meeting of the Board of Supervisors for the election of officers and the conduct of such other business as to meeting times and dates.

MOTION: To adopt the Resolution entitled “*Organizational Meeting of the Fluvanna County Board of Supervisors 2019*” which designates the location, day, and time of meetings.

Meeting Place: Circuit Courtroom of the Fluvanna County Courts Building
Meeting Times: Day Meetings begin at 4:00 p.m. and end at 8:00 p.m., unless extended;
Night Meetings begin at 7:00 p.m. and end at 11:00 p.m., unless extended;
When scheduled, Work Sessions begin at 4:00 p.m. prior to the evening meeting.

SUPERVISOR	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
Mozell H. Booker, Fork Union District			X			
Patricia B. Eager, Palmyra District		X	X			
Anthony P. O’Brien, Rivanna District			x			
John M. Sheridan, Columbia District			X			
Donald W. Weaver, Cunningham District	X		X			

Selection of Dates for the Board Meetings - This action will adopt the Board of Supervisors 2019 Regular Meeting Calendar.

MOTION: To adopt the Board of Supervisors 2019 Regular Meeting Calendar as presented.

SUPERVISOR	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
Mozell H. Booker, Fork Union District		X	X			
Patricia B. Eager, Palmyra District	X		X			
Anthony P. O'Brien, Rivanna District			X			
John M. Sheridan, Columbia District			X			
Donald W. Weaver, Cunningham District			X			

Adoption of Board By-Laws and Rules of Practice and Procedures - This action will adopt the Fluvanna County Board of Supervisors By-Laws and Rules of Practice and Procedures.

MOTION: To adopt the Board of Supervisors By-Laws and Rules of Practice and Procedure.

SUPERVISOR	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
Mozell H. Booker, Fork Union District			X			
Patricia B. Eager, Palmyra District		X	X			
Anthony P. O'Brien, Rivanna District	X		x			
John M. Sheridan, Columbia District			X			
Donald W. Weaver, Cunningham District			X			

3 - ADOPTION OF AGENDA

MOTION

Mrs. Booker moved to accept the Agenda, for the January 9, 2019 Regular Meeting of the Board of Supervisors, as presented. 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.

4 - COUNTY ADMINISTRATOR'S REPORT

Mr. Nichols reported on the following topics:

- Community and County Staff Recognitions
- National Frame Building Association (NFBA) selected Fluvanna County Farm Heritage Museum Barn Project as 2018 2nd Place winning entry in the Institutional Buildings (\$0-6M) category
- Includes churches, schools, nonprofit organization offices, government buildings, other public buildings. Congratulations to:
 - Contractor: Fuog Interbuild
 - Fluvanna Historical Society and Mr. Marvin Moss for extraordinary fundraising efforts and design assistance
 - Staff Departments: Public Works, Parks & Recreation, and Finance
- Announcements and Updates
- FUSD Loan - An Internal Transfer for the outstanding principal balance of \$67,100.00 was made to the County. Effective December 15, 2018, the FUSD Note to the County is Paid in Full and Released
- VPSA Series 2012 Actual Escrow Earnings - Credit of \$311,179 applied to Jan 2019 debt service payment
- Wheelin' Sportsman harvested 5 deer at Pleasant Grove on Jan 4th
- Convenience Center Rain Shelter completed
- JABA and JAUNT Historical Funding Levels
- Upcoming Meetings

Day	Date	Time	Purpose	Location
Wed	Jan 23	4:00 PM 7:00 PM	Budget Work Session – Non-Profit Presentations Regular Meeting	Courtroom
Wed	Feb 6	4:00 PM 7:00 PM	Regular Meeting County Administrator's FY 20 Budget Proposal	Courtroom
Wed	Feb 13	7:00 PM	Budget Work Session – Constitutional Officers	Morris Room
Wed	Feb 20	4:00 PM 7:00 PM	FCPS FY20 Adopted Budget Work Session Regular Meeting	Courtroom
Wed	Feb 27	7:00 PM	Budget Work Session – Agency Briefs Set Maximum RE Tax Rate for Advertising	Morris Room

5 - PUBLIC COMMENTS #1

At 4:26pm Chair Sheridan opened the first round of Public Comments.

- Marshall Tomlin, 3422 Zion Rd, solicited help with noise along the 250 corridor from Zion Crossroads to the Fluvanna/Albemarle County line. Mr. Tomlin stated that the noise is generated by Cavalier Container.

With no one else wishing to speak, Chair Sheridan closed the first round of Public Comments at 4:29pm.

6 - PUBLIC HEARING

None.

7 - ACTION MATTERS

One Virginia 2021 Resolution of Support—Steven M. Nichols, County Administrator and Joe Shaver, One Virginia 2021 Representative, requested support for a Resolution in Support of Redistricting Reform in Virginia. Mr. Shaver reported that Senators Hanger, Locke, and Lewis have proposed Senate Joint Resolution 274, “Proposing an amendment to Section 6 of Article II of the Constitution of Virginia and proposing an amendment to the Constitution of Virginia by adding in Article II a section numbered 6-A, relating to apportionment; criteria for legislative and congressional districts; Virginia Citizens Redistricting Commission.” The Board agreed to modify the Resolution to include language to specifically support 2019 General Assembly Senate Joint Resolution 274. Following general discussion,

MOTION

Mrs. Eager moved the Board of Supervisors approve Resolution No. 02–2019 entitled “A RESOLUTION IN SUPPORT OF REDISTRICTING REFORM IN VIRGINIA,” as amended. On a second by Mrs. Booker, the motion passed 4-0-1. AYE: Sheridan, O’Brien, Booker, Eager. NAY: None. ABSENT: None. ABSTAIN: Weaver.

Preventive Maintenance and On-Call Repair and Emergency Services for Generators—Cyndi Toler, Purchasing Officer, presented a request to approve a contract with GenServ, LLC in order to maintain and service County-owner generators.

Mrs. Toler provided the following background information:

- An Invitation for Bid (IFB) issued in October 2018
- Three Bids were received
- GenServ LLC was the low bid
- Preventative Maintenance Costs for all county generators (22), including at all E911 Tower sites, will be \$16,400 annually for quarterly preventative maintenance
- Additional charges for on call and emergency repairs:
 - Flat Rate Fee for Travel (per occurrence, if applicable) \$200.00
 - Mechanic Hourly Rate, Normal Time, 8 A.M. – 5 P.M. \$85.00
 - Electrician Hourly Rate, Normal Time, 8 A.M. – 5 P.M. \$85.00
 - Mechanic Overtime Hourly, After 5 P.M. & Holidays \$127.50
 - Electrician Overtime Hourly, After 5 P.M. & Holidays \$127.50
- Our prior generator service contract, signed in 2016, included one annual preventative maintenance visit for a flat fee of \$335 per generator. This has been inadequate service with multiple generator failures.

Chair Sheridan asks if this contract covers the Kents Store Rescue Building. Mrs. Toler indicated that Kents Store Rescue is not currently included in this contract; Mr. Nichols noted that staff will research the inclusion.

MOTION

Mr. O’Brien moved the Board of Supervisors approve the Preventive Maintenance and On-Call Repair and Emergency Services for Generators Contract with GenServ, LLC, authorize the County Administrator to execute the Agreement, subject to approval as to form by the County Attorney. Mrs. Eager gave second and the motion passed 5-0. AYE: Sheridan, O’Brien, Booker, Eager, & Weaver. NAY: None. ABSENT: None.

Zion Crossroad Elevated Water Storage Tank Contract—Cyndi Toler, Purchasing Officer brought forward a request to award a contract to CB&I, LLC in order to construct an elevated water storage tank as part of the Zion Crossroads Water and Sewer Project. Mr. Nichols reminded the Board that awarding the contracts does not constitute a Notice to Proceed.

Mrs. Toler noted that this was budgeted in the ZXR Water system project and provided the following background:

- May 2018: IFB’s issued for Construction
- Bid Opening on October 9, 2018 at the Fluvanna Community Center
- Bids Received
 - 2018-03 Water and Sewer System- 6 Bids
 - 2018-04 Elevated Water Tank- 4 Bids
 - 2018-05 Water Booster Station and Wastewater Pump Station- 6 Bids
- Low bids have been reviewed and approved by Dewberry Engineers and the County Attorney’s office.

	Estimated Construction Cost	Final Low Bid	Bidder	Bid to Estimate Difference
Elevated Water Storage Tank	\$2,239,400			
Elevated Water Storage Tank Subtotal	\$2,239,400	\$1,991,000	CBI	(\$248,400)

CB&I LLC is a 130 year old company, with extensive experience in designing, fabricating, and erecting storage tanks and has designed and built over 25,000 elevated water storage tanks. As part of the bidding documents, CB&I submitted a proposed revision to the design of the base cone to a diameter of 29’ – 9”; Dewberry engineers and former Director of Public Works, Wayne Stevens reviewed the revision and found it to be an acceptable change.

Following general discussion,

MOTION

Mrs. Eager moved the Board of Supervisors approve the Zion Crossroad Elevated Water Storage Tank Contract with CB&I LLC in the amount of \$1,991,000.00, and authorize the County Administrator to execute the Agreement, subject to approval as to form by the County Attorney. On a second by Mr. Weaver, the motion passed 5-0. AYE: Sheridan, O’Brien, Booker, Eager, & Weaver. NAY: None. ABSENT: None.

ZXR Sargent Water Booster Station and Wastewater Pump Station —Cyndi Toler, Purchasing Officer presented a request to award a contract to Sargent Corporation in order to construct a water booster station and wastewater pump station as part of the Zion Crossroads Water and Sewer Project.

Mrs. Toler reminded the Board that this was budgeted in the ZXR Water system project and provided the following background:

- May 2018: IFB’s issued for Construction
- Bid Opening on October 9, 2018 at the Fluvanna Community Center
- Bids Received
 - 2018-03 Water and Sewer System- 6 Bids
 - 2018-04 Elevated Water Tank- 4 Bids
 - 2018-05 Water Booster Station and Wastewater Pump Station- 6 Bids
- Low bids have been reviewed and approved by Dewberry Engineers and the County Attorney’s office.

	Estimated Construction Cost	Final Low Bid	Bidder	Bid to Estimate Difference
Water Booster Station	\$642,600			
Wastewater Pump Station	\$888,000			
Water Booster & Wastewater Pump Station Subtotal	\$1,530,600	<u>\$1,900,000</u>	Sargent Corp.	\$369,400

- Sargent Corp has been in business since 1927 and has a long, successful history of similar and more extensive projects.

Following brief discussion,

MOTION

Mr. O’Brien moved the Board of Supervisors approve the Zion Crossroads Water Booster Station and Wastewater Pump Station Contract with Sargent Corporation in the amount of \$1,900,000.00, and authorize the County Administrator to execute the Agreement, subject to approval as to form by the County Attorney. On a second by Mrs. Booker, the motion passed 5-0. AYE: Sheridan, O’Brien, Booker, Eager, & Weaver. NAY: None. ABSENT: None.

7A – BOARDS AND COMMISSIONS

MOTION

Mrs. Booker moved and Mr. Weaver seconded, that the Board of Supervisors recommend, to the Circuit Court, appointment to:

Board of Zoning Appeals	Peter Von Keyserling	Jan 1, 2019	De 31, 2022
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8 - PRESENTATIONS

Community Volunteer Update – Carol Tracy Carr, Community Volunteer Coordinator provided an update on Fluvanna Community Volunteers.

Highlights of accomplishments in 2018 were recounted by Ms. Carr:

- Initial Steps Taken in 2018
 - Met with the county agencies that utilize volunteers
 - Contacted organizations in original database
 - Published updated volunteer opportunity database
 - Researched best methods to broadcast information to the County
 - Formed an Community Volunteer Coordinator Advisory Group
 - Participated in 2019 Virginia Governor’s Volunteerism and Community Service Awards
- Updated the Existing Database of Volunteer Opportunities

- 29 organizations - Primarily in Fluvanna and County-supported
- Identifying best ways to broadcast opportunities
 - County Website
 - Newspaper publications
 - Email Distribution List (Fan Mail)
 - Social Media
 - Attending meetings of County organizations
 - Brief presentations at community meetings
- Creation of the Volunteer Coordinator Advisory Group
- Proposed Initiatives for the Coming Year
 - Launch the community outreach on a broader scale
 - Explore opportunities for increased student involvement in volunteer activities in the community
 - Explore collaboration with the newly formed FLDP Alumni Group
 - Discuss possible coordination of information sharing between food organizations in the County
 - Explore possibility of a Speakers Bureau for the County
 - Develop mechanisms for recognition and valuation of County volunteers

9 - CONSENT AGENDA

The following items were discussed before approval:

CRMF Request – Historic Courthouse Repairs—Steven M. Nichols, County Administrator

The following items were approved under the Consent Agenda for January 9, 2019:

Approval of Open Space Contract Renewal for Ginger Smith Johnson—Andrew M. Sheridan, Commissioner of the Revenue

Public Works Director Salary – Jessica Rice, HR Manager

CRMF Request – Historic Courthouse Repairs—Steven M. Nichols, County Administrator

CRMF Request – Social Services Building Heat Pump—Steven M. Nichols, County Administrator

MOTION

Mr. Weaver moved to approved the consent agenda, for the January 9, 2019 Board of Supervisors meeting. 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

None.

12 - PUBLIC COMMENTS #2

At 5:18pm Chair Sheridan opened the second round of Public Comments.

- Bob Livengood, 124 Mead Lane, representing Budget Electrical, approached the Board to solicit support for an electrician apprenticeship program in Fluvanna County Schools.

With no one else wishing to speak, Chair Sheridan closed the second round of Public Comments at 5:20pm.

13 - CLOSED MEETING

MOTION TO ENTER INTO A CLOSED MEETING

At 5:20pm, 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.5, A.6, & A.8 of the Code of Virginia, 1950, as amended, for the purpose of discussing Personnel, Real Estate, and Legal Matters. 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 7:34pm, 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.

14 - ADJOURN

MOTION:

At 7:35pm 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.

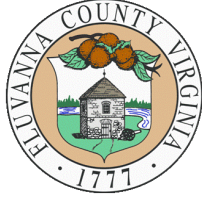
ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

Kelly Belanger Harris
Clerk to the Board

John M. Sheridan
Chair

APPROVED



BOARD OF SUPERVISORS
 County of Fluvanna
 Palmyra, Virginia

RESOLUTION No. 01-2019

**A RESOLUTION RECOGNIZING THE
 2019 ORGANIZATIONAL MEETING OF THE BOARD OF SUPERVISORS**

At the annual Organizational Meeting of the Fluvanna County Board of Supervisors held in the Fluvanna County Courts Building at 4:00 PM on Wednesday, January 9, 2019, the following resolution was adopted by the Board of Supervisors, the vote being as shown below and recorded in the minutes of the meeting.

WHEREAS, the Code of Virginia requires an annual organizational meeting for the Board of Supervisors for the election of officers and the conduct of such other business as to meeting times and dates and,

WHEREAS, the Board of Supervisors does now conduct such an organizational meeting;

NOW, THEREFORE BE IT RESOLVED by the Board of Supervisors that it does hereby designate the Circuit Courtroom in the Fluvanna Courts Building as its meeting place for Regular Meetings to be held on the first Wednesday of each month at 4:00 p.m. and the third Wednesday of each month at 7:00 p.m., except for the month of July when the only meeting shall be on the first Wednesday starting at 4:00 p.m., breaking for dinner, then reconvening at 7:00 p.m. for additional business or public hearings. When scheduled, Work Sessions will be held the third Wednesday of each month at 4:00 p.m. prior to the regular meeting.

BE IT FURTHER RESOLVED by the Board of Supervisors that it does hereby designate the fourth Wednesday at 7:00 p.m. as the meeting date for any such regular meeting that is postponed due to weather or such other circumstances.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Fluvanna County Board of Supervisors at the annual Organizational Meeting of the Board held on the 9th day of January, 2019;

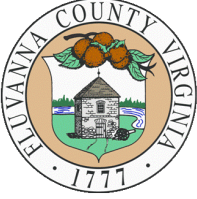
	AYE	NAY	ABSTAIN	ABSENT	MOTION	SECOND
Mozell H. Booker, Fork Union District	X					
Patricia B. Eager, Palmyra District	X					X
Anthony P. O'Brien, Rivanna District	X					
John M. Sheridan, Columbia District	X					
Donald W. Weaver, Cunningham District	X				X	

A Copy, teste:

Kelly Belanger Harris

Clerk to the Board of Supervisors

Fluvanna County, Virginia

**BOARD OF SUPERVISORS**

County of Fluvanna
Palmyra, Virginia

RESOLUTION No. 02 - 2019**A RESOLUTION IN SUPPORT OF REDISTRICTING REFORM IN VIRGINIA**

WHEREAS, the County of Fluvanna supports redistricting reform in Virginia for state legislative and congressional districts; and

WHEREAS, the County of Fluvanna maintains that transparent and nonpartisan legislative districting is a reform essential to build more trustworthy, accountable, and healthy democracy for our state and nation; and

WHEREAS, the County of Fluvanna maintains that redistricting reform is necessary to eliminate the conflict of interest that allows General Assembly members to pick their voters; and

WHEREAS, the County of Fluvanna maintains that eliminating political data would help resolve the problem of split precincts and divided jurisdictions throughout Virginia, and

WHEREAS, action is needed now given the multi-year process required to amend the Virginia Constitution in order to institute a reformed redistricting process by the time the next redistricting occurs in 2021.

NOW, THEREFORE, BE IT RESOLVED that the County of Fluvanna fully supports and urges action to protect and promote democracy in Virginia through redistricting reform.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Fluvanna County Board of Supervisors at the annual Organizational Meeting of the Board held on the 9th day of January, 2019;

	AYE	NAY	ABSTAIN	ABSENT	MOTION	SECOND
Mozell H. Booker, Fork Union District	X					X
Patricia B. Eager, Palmyra District	X				X	
Anthony P. O'Brien, Rivanna District	X					
John M. Sheridan, Columbia District	X					
Donald W. Weaver, Cunningham District			X			

Attest:

John M. Sheridan, Chair

Fluvanna County Board of Supervisors