

**FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Circuit Court Room
February 13, 2019
Special Meeting 5:00pm
Budget Work Session 7:00pm**

MEMBERS PRESENT: John M. (Mike) Sheridan, Columbia District, Chair
Tony O'Brien, Rivanna District, Vice Chair
Mozell Booker, Fork Union District
Patricia Eager, Palmyra 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, & MOMENT OF SILENCE

At 5:01pm Chair Sheridan called to order the Regular Meeting of February 13, 2019. After the recitation of the Pledge of Allegiance, a moment of silence was observed.

13 - CLOSED MEETING

MOTION TO ENTER INTO A CLOSED MEETING

At 5:01pm, 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.7 of the Code of Virginia, 1950, as amended, for the purpose of discussing Personnel, Prospective Industry, Investment of Funds, and Litigation. Mr. Weaver seconded. The motion carried, with a vote of 5-0. AYE: Sheridan, O'Brien, Booker, Eager, and Weaver. NAY: None. ABSENT: None.

MOTION TO EXIT A CLOSED MEETING & RECONVENE IN OPEN SESSION

At 6:58pm, 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." Mr. Weaver seconded. The motion carried, with a roll call vote, of 5-0. AYES: Sheridan, O'Brien, Booker, Eager, & Weaver. NAYS: None. ABSENT: None.

RECONVENE FOR BUDGET WORK SESSION

At 7:00pm, 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.

BUDGET PRESENTATIONS

Treasurer – Linda Lenherr, Treasurer provided brief remarks in support of the FY20 Budget Request. Mrs. Lenherr appealed to the Board to continue their care of and concern for County Employees during the budgeting process. Mrs. Lenherr highlighted real estate collections, collaborations with Constitutional Officers, other County Staff and Departments, and complimented and thanked her staff for the high quality of work they are able to accomplish.

Commissioner of the Revenue – Andrew (Mel) Sheridan, Commissioner of the Revenue spoke in support of the FY20 Budget Request.

- Mr. Sheridan focused on the following:
 - Great Office Staff
 - All Deputies in Career Development Program
 - 4 are certified to date (Ms. Brown rec's certificate 7/1/19)
 - 1 will become certified in 2019
 - Smooth transition to new offices
 - Transitioned office entirely to electronic forms (paper still available to public)
 - All IT work now done by office staff (with excellent support of IT Dept)
 - Operations Total: **2019** -\$38,991 **2020** -\$40,095

Mr. Sheridan thanked the Board for:

- Consistent funding
- Both operational and personnel
- Excellent Support from all County staff
- Solid team environment
- New Remodeled Office

Clerk of the Circuit Court – Tristana Pace Treadway, Clerk to the Circuit Court presented an overview of FY19 projects in support of the FY20 Budget request. Mrs. Treadway reported that several members of her staff are enrolled in a career development program. Mrs. Treadway noted that the FY20 Budget Request is \$2500 more than FY19.

Highlights included:

- By the numbers:

• Criminal Cases Commenced	369	• Assumed Names	87
• Civil Actions Commenced	297	• Marriage Licenses	100
• Wills & Estate initiated	173	• Notary Qualified	64
• Judgments/Financing Statements	701	• Passports	1076
• Deed Recorded	4014	• Restitution	378
• Concealed Handgun Permits	573		
- Changes/Improvements
 - Window tinting in Courtroom & throughout records room
 - Marriage license back scanning project complete
 - New audio system in Courtroom/Audio cabinet upgrade
 - 2019 Circuit Court Clerk's Office goes file-less
 - Voluntary Management Analysis completed 1/2019
 - APA financial audit completed 2/2019
 - Front Counter privacy/safety enhancements
 - Law Library Shelving
 - Heating/AC Unit Enclosure in Records Room
- Preservation
 - 3 Books Preserved & Returned
 - 6 Books Currently Out for Preservation
 - Information for New Grant Cycle Just Released

Sheriff – Sheriff Eric Hess provided comprehensive overview of Sheriff's Office activities in support of FY20 Budget Request.

Highlights included:

- CIP Project to install security cameras at Public Safety Building completed in FY19
- FCSO Pillars of 21st Century Policing

• Building Trust and Legitimacy	• Community Policing and Crime Reduction
• Policy and Oversight	• Training and Education
• Technology and Social Media	• Officer Wellness
- Safe Community Initiatives

• Business Watch	• Safe Exchange Program
• Project Lifesaver	• Community Event Notification
• Fluvanna Child ID	
- Business Watch
 - Increase communication between law enforcement, business owners, managers, and supervisors
 - Help build a safer environment for both the employee and your consumers
 - Built around three different elements
- Community Event Notifications – web-based form to inform the Sheriff's Office of events that may warrant additional resources and awareness
- Increased Calls for Service; little increase in Emergency Calls
- Work load increases
 - Arrests
 - Court Summons
 - Civil Process and Enforcement
- Judicial Case Load Increasing
 - State Compensation Board Request – 2 new deputy positions
 - Due to the amount of local case load courts have added additional courts days in each court.
 - Circuit Court will be adding a new judge.
 - Need to the two deputies requested to mitigate staffing gaps with the changes and increase to workload, as State Compensation Board assessed.
- Maintaining a balanced fleet for calls for service

Commonwealth's Attorney – Jeff Haislip, Commonwealth's Attorney gave brief synopsis of the work of the Commonwealth's Attorney's office.

Mr. Haislip reported on the following:

- The collaborative nature of the work, with the Clerk's Office and the Sheriff's Office
- Assistant Commonwealth's Attorney Todd Shockley is seeking to begin the Career Prosecutor Program.
- The nature and number of types of cases

- Implementation of Drug Court Program for Fluvanna County
- FY20 Budget request is \$290 above FY19 budget

Following the presentations, Mr. Nichols recognized Ms. Karen Davis, CFO, JAUNT, and noted that meetings between the County and JAUNT will soon be scheduled in order to discuss current trends in ridership and funding. Ms. Davis spoke to the willingness of JAUNT to partner with localities to find the best options for each locality. Mr. Nichols suggested community dialogue meetings with Board members, citizens, and involved agencies.

14 - ADJOURN

MOTION:

At 8:23pm Mr. O'Brien moved to adjourn the Special Meeting and the Budget Work Session of Wednesday, February 13, 2019. Mrs. Booker seconded and the motion carried with a vote of 5-0. AYES: Sheridan, O'Brien, Booker, Eager, & Weaver. NAYS: None. ABSENT: None.

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

 Kelly Belanger Harris
 Clerk to the Board

 John M. Sheridan
 Chair

APPROVED