

**FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Circuit Court Room
May 15, 2019
Regular Meeting 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 to the Board of Supervisors

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

At 7:00pm Chair Sheridan called to order the Regular Meeting of May 15, 2019.
After the recitation of the Pledge of Allegiance, a moment of silence was observed.

3 - ADOPTION OF AGENDA

MOTION

Mrs. Booker moved to accept the Agenda, for the May 15, 2019 Regular Meeting of the Board of Supervisors. Mr. Weaver seconded and the Agenda was adopted by a vote of 5-0. AYES: Sheridan, O'Brien, Booker, Eager, and Weaver. NAYS: None. ABSENT: None.

4 - COUNTY ADMINISTRATOR'S REPORT

Mr. Nichols reported on the following topics:

- Carnival (May 8 – 11) – County Revenue: 2019 - 5,228; 2018 - \$5,589
 - Estimated 2019 Crowd Total – 1,260 (based on \$15 arm band sales)
- Eagle Scout Project Completed late April
 - Jeremy Armentrout – Scout Troop 154 - Installed 3 benches along the front 9 of the Disc Golf Course (Holes 1, 4, 7)
- Announcements and Updates
 - Additional Work Session on June 5th - Need to review the Space Utilization Study to get Board guidance and direction
 - Visitor at the Treasurer's Office - A bear was seen on the security camera walking through the village green.
 - Floor Problems at Treasurer's Office Lobby
- Upcoming Meetings

Day	Date	Time	Purpose	Location
Wed	Jun 5	4:00 PM 7:00 PM	Regular Meeting Facility Planning/Space Utilization Work Session	Courtroom Morris Room
Wed	Jun 19	4:00 PM 7:00 PM	Property Maintenance Work Session (with PC) Regular Meeting	Courtroom
Wed	Jul 2	4:00 PM 7:00 PM	Regular Meeting	Courtroom

5 - PUBLIC COMMENTS #1

At 7:09pm 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 7:09pm.

6 - PUBLIC HEARING

VDOT Secondary Six Year Plan—Bethel Kefyalew, VDOT, Louisa Residency presented the draft Secondary Six Year Plan and Construction Priority List. Ms. Kefyalew noted that the draft plan includes the estimated 2025 allocation. The future allocation estimate includes \$96,000 that is not yet attached to a project; Ms. Kefyalew recommended putting this amount toward the two projects that are not currently fully-funded in the draft plan. Supervisor concerns:

- White Hill Rd. referenced in draft plan; should be White Hall Rd.
- Constituent concerns regarding storm water runoff from Rt. 618 onto their property
- A speed concern at Branch Rd/Antioch Springs Rd. The Board requested a speed study of the area.

At 7:14pm, Chair Sheridan opened the Public Hearing.
There being no one wishing to speak, Chair Sheridan closed the Public Hearing.
With no additional discussion,

MOTION

Mrs. Eager moved to accept the Resolution for the VDOT Secondary Six-Year Plan (2019/20 through 2024/25) and VDOT Construction Priority List (2019/20) as required by sections 33.1-23 and 33.1-23.4 of the 1950 Code of Virginia. Mrs. Booker gave second and the motion passed 5-0. AYE: Sheridan, O'Brien, Booker, Eager, & Weaver. NAY: None ABSENT: None.

SUP 19:03 – Michael Brookman – Holly Steele, Planner requested consideration of a special use permit to construct a specialty retail store for the sale of firearms, with respect to 10.549 acres of Tax Map 52, Section 8, Parcel 2. The property is located off of James Madison Highway (State Route 15), approximately 0.1 miles east of the intersection with East River Rd. (State Route 6) and is currently zoned A-1. This request was recommended for approval 5-0 at the May 7, 2019 Planning Commission meeting.

Chair Sheridan called for questions.

Mrs. Booker, concerned about customers using the Fork Union Animal Hospital driveway, asked whether there is an additional entrance that can be used for the proposed business. Ms. Steele indicated that there is a separate entrance on adjacent property and an easement-in-perpetuity on the Fork Union Animal Hospital property to access Mr. Brookman's property. Mr. Nichols noted that VDOT generally requires 225ft between commercial entrances and may not approve two entrances so close together.

Chair Sheridan invited the applicant, Michael Brookman, forward.

Mr. O'Brien inquired of the meaning of "specialty firearms." Mr. Brookman noted that he is a Federal Firearms Licensed business and sells personal firearms, hunting firearms, and ammunition. Mr. Brookman detailed the security measures he will put in place with the express intent of prohibiting theft of his merchandise.

Chair Sheridan opened the Public Hearing at 7:27pm.

- Candace Waycaster, Hospital Manager at Fork Union Veterinary Hospital, voiced concerns regarding access to the proposed business and subsequent disruptions to the veterinary clinic business and general atmosphere of the clinic property.

Mr. Payne noted that the Board is approving the use of the property, not access to the property.

MOTION

Mrs. Eager moved that the Board of Supervisors approve SUP 19:03 Michael Brookman's request for a Special Use Permit (SUP 19:03) to construct a specialty retail store for the sale of firearms, with respect to 10.549 acres of Tax Map 52, Section 8, Parcel 2, located in the Fork Union District, subject to the nine (9) conditions listed in the staff report. Mr. Weaver gave second and the motion passed 5-0. AYE: Sheridan, O'Brien, Booker, Eager, & Weaver. NAY: None. ABSENT: None.

Staff 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 site must meet all Virginia Department of Transportation requirements.
3. The site must meet the requirements set forth by the Virginia Department of Health.
4. 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.
5. Hours of operation shall be between 10:00 am and 6:00 pm Monday through Saturday.
6. The Board of Supervisors, or its representative, reserves the right to inspect the business for compliance with these conditions at any time.
7. All outdoor storage of materials shall be screened from the view of public roads, rights-of-way, and adjacent properties as required by Sec. 22-24-7 3. iii of the zoning ordinance.
8. The facility shall be constructed and receive final inspection from the Fluvanna County Department of Building Inspections within two (2) years of the date of approval of the special use permit or the SUP approval will expire and require a new SUP;
9. 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;"

An Ordinance To Amend and Reenact Chapter 15, Article 2, Section 15-2-3 Of The Fluvanna County Code Regarding Exemptions From License Fees For Certain Vehicles—Steven M. Nichols, County Administrator requested amendment of Chapter 15, Article 2, Section 15-2-3 of the Fluvanna County Code Regarding Exemptions From License Fees For Certain Vehicles.

At 7:44pm, Chair Sheridan opened the public hearing open; there being no one wishing to speak, the public hearing was closed at 7:44pm.

With no discussion,

MOTION

Mr. O'Brien moved that the Fluvanna County Board of Supervisors approve "AN ORDINANCE TO AMEND AND REENACT CHAPTER 15, ARTICLE 2, SECTION 15-2-3 OF THE FLUVANNA COUNTY CODE REGARDING EXEMPTIONS FROM LICENSE FEES FOR CERTAIN VEHICLES." Mrs. Eager gave second and the motion passed 5-0. AYE: Sheridan, O'Brien, Booker, Eager, & Weaver. NAY: None. ABSENT: None.

7 - ACTION MATTERS

FSPCA Public Animal Shelter Agreement - Revised 2019—Steven M. Nichols, County Administrator requested approval of the 2019 FSPCA Public Animal Shelter Agreement. A per capita increase, from \$6/capita to \$8/capita, increases the County responsibility by \$100,000 for FY20. This increase includes the contractual agreement for the FSPCA to provide County shelter services (as required by State Code) and an increase in funding to allow for increased salaries for FSPCA employees.

Geri Russel, President of the FSPCA, spoke with regards to historical funding levels.

Following general discussion,

MOTION

Mr. O'Brien moved to approve the revised Agreement with the Fluvanna Society for the Prevention of Cruelty to Animals (FSPCA) to provide Public Animal Shelter Services for Fluvanna County. Mrs. Eager gave second and the motion passed 4-1. AYE: Sheridan, O'Brien, Booker, & Eager. NAY: Weaver.

ABSENT: None.

Voluntary Long-term Care Program—Jessica Rice, Human Resources Manager requested authorization to participate in the Commonwealth of Virginia (COV) Voluntary Group Long Term Care Insurance Program. This one-time opportunity to opt-in to the program allows employees to purchase from Genworth directly; premiums are not deducted from payroll. Mrs. Rice noted that participation requires a 3 year term of participation, coordination of training with Genworth, and a list of all eligible employees to be used by Genworth in their marketing and education efforts. There is no program management required of the County. Mrs. Eager asked about portability of the plan; Mrs. Rice indicated that the plan is fully portable should an employee leave employment with the County. Mrs. Rice noted that we do not currently offer a comparable product.

Following little discussion,

MOTION

Mrs. Eager moved the Board of Supervisors approve Fluvanna County participation in the Commonwealth of Virginia (COV) Voluntary Group Long Term Care Insurance Program as presented, and authorize the County Administrator to sign the adoption agreement for program enrollment. Mrs. Booker provided second and the motion passed 5-0. AYE: Sheridan, O'Brien, Booker, Eager, & Weaver.

NAY: None. ABSENT: None.

Deputy Commissioner of the Revenue IV Position Description—Jessica Rice, Human Resources Manager presented a request to approve a new position in the Commissioner of the Revenue's office.

- Currently, the Commissioner of the Revenue office has Deputy 1, 2, & 3 position descriptions that are approved by the BOS and are active.
- The County does not currently have an active Deputy IV position, although it is allowable by the Commonwealth.
- The additional fiscal, budgetary, and land use program responsibilities as outlined in the Deputy IV position description are above the level of work expected from a Deputy COR III.
- No additional FTEs are requested with this position description.
- With the creation of a Deputy COR IV, the Commissioner can fill any combination of positions with the approved 4 FTEs, with the caveat that only one Deputy COR IV spot can be filled at any time.
- Compensation Board funding will remain the same. 2 Master Deputy IVs are already funded. One is allotted for the Chief Deputy and one is for this Deputy IV position.
- Compensation for the additional duties outlined in the Deputy COR IV position was included in the FY 19 budget and carried forward in the recently adopted FY 20 budget.

Mr. Weaver asked about budgeted funds; Mr. Nichols noted that this is an administrative process that completes the action begun during budget to allow for a Deputy Commissioner IV position.

MOTION

Mrs. Eager moved to approve the new position description, #2020 Deputy Commissioner of the Revenue IV, Pay Band 14, as presented. On a second by Mr. O'Brien, the motion passed 5-0. AYE: Sheridan, O'Brien, Booker, Eager, & Weaver. NAY: None. ABSENT: None.

8 - PRESENTATIONS

None.

9 - CONSENT AGENDA

The following items were discussed before approval:

Accounts Payable Report, April 2019—Mary Anna Twisdale, Director of Finance

The following items were approved under the Consent Agenda for May 15, 2019:

Minutes of April 24, 2019—Kelly Belanger Harris, Clerk to the Board

Minutes of May 1, 2019—Kelly Belanger Harris, Clerk to the Board

Appointment of Zoning Administrator – Dahl—Steven M. Nichols, County Administrator

Accounts Payable Report, April 2019—Mary Anna Twisdale, Director of Finance

FY19 Animal Friendly Supplemental Appropriation—Mary Anna Twisdale, Director of Finance

*ZXR Project Agreement #12 Amendment – Dewberry—Cyndi Toler, Purchasing Officer
Commissioner of the Revenue Position Description Updates—Jessica Rice, Human Resources Manager*

MOTION

Mr. Weaver moved to approved the consent agenda, for the May 15, 2019 Board of Supervisors meeting, and to ratify Accounts Payable and Payroll for April 2019 in the amount of \$2,328,045.33. Mr. O’Brien seconded and the motion passed 5-0. AYE: Sheridan, O’Brien, Booker, Eager, & Weaver. NAY: None. ABSENT: None.

10 - UNFINISHED BUSINESS

None.

11 - NEW BUSINESS

Mrs. Eager – Overgrown soccer fields at Pleasant Grove Sports Complex

Mrs. Booker – Bremono Bluff Rd. concerns

Chair Sheridan – Dogwood Road bridges

Mr. Nichols – 2020 Census Complete Count Committee. The Board agreed to pursue participation in a regional effort through TJPDC.

Chair Sheridan recognized National Law Enforcement Recognition Day

12 - PUBLIC COMMENTS #2

At 8:36pm 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 8:36pm.

14 - ADJOURN

MOTION:

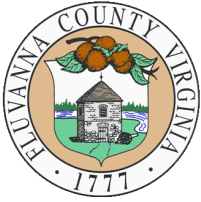
At 8:36pm Mr. Weaver moved to adjourn the regular meeting of Wednesday, May 15, 2019. Mrs. Booker seconded and the motion carried with a vote of 5-0. AYES: Sheridan, O’Brien, Booker, Eager, & Weaver. NAYS: None. ABSENT: None.

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

Kelly Belanger Harris
Clerk to the Board

John M. Sheridan
Chair



BOARD OF SUPERVISORS
 County of Fluvanna
 Palmyra, Virginia

RESOLUTION No. 06-2019

**A RESOLUTION TO APPROVE VDOT SECONDARY SIX-YEAR PLAN
 (2019/20 through 2024/25) and
 VDOT CONSTRUCTION PRIORITY LIST (2019/20)**

At a regular monthly meeting of the Fluvanna County Board of Supervisors held at 7:00 p.m. on Wednesday, May 15, 2019 in Palmyra, Virginia, the following action was taken:

WHEREAS, Sections 33.2-331 of the 1950 Code of Virginia as amended, provides the opportunity for each county to work with the Virginia Department of Transportation in developing a Secondary Six-Year Road Plan; and

WHEREAS, this Board had previously agreed to assist in the preparation of this Plan, in accordance with the Virginia Department of Transportation policies and procedures, and participated in a public hearing on the proposed Plan (2019/20 through 2024/25) as well as the Construction Priority List (2019/20) on May 15, 2019 after duly advertised so that all citizens of the County had the opportunity to participate in said hearing and to make comments and recommendations concerning the proposed Plan and Priority List; and

WHEREAS, Bethel Kefyalew, Operations Engineer, Virginia Department of Transportation - Louisa Residency, appeared before the Board and recommended approval of the Six-Year Plan for Secondary Roads (2019/20 through 2024/25) AND Construction Priority List (2019/20) for Fluvanna County.

NOW, THEREFORE, BE IT RESOLVED that since said Plan appears to be in the best interest of the Secondary Road System in Fluvanna County and of the citizens residing on the Secondary System, said Secondary Six-Year Plan (2019/20 through 2024/25) and Construction Priority List (2019/20) are hereby approved as presented at the public hearing.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Fluvanna County Board of Supervisors at a meeting of the Board held on the 15th day of May, 2019.

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

Adopted this 15th Day of May 2019

by the Fluvanna County Board of Supervisors

ATTEST:

John M. Sheridan, Chair
 Fluvanna County
 Board of Supervisors