

**FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Morris Room, County Administration Building
July 1, 2020
Regular Meeting 4:00pm & 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:

Eric M. Dahl, County Administrator
Fred Payne, County Attorney
Caitlin Solis, Clerk for the Board of Supervisors

**Due to health concerns, Mrs. Booker and Mrs. Eager are attending the meeting virtually/by telephone*

- *Mozell Booker, (Calling from 258 Bass Lane)*
- *Patricia Eager, (Calling from 1107 Mechunk Creek Drive)*

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

At 4:02pm, Chair Sheridan called to order the Regular Meeting of July 1, 2020.

After the recitation of the Pledge of Allegiance, a moment of silence was observed.

3 - ADOPTION OF AGENDA

MOTION:	Accept the Agenda, for the July 1, 2020 Regular Meeting of the Board of Supervisors, as amended.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:			Second		Motion
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

4 - COUNTY ADMINISTRATOR'S REPORT

Mr. Dahl reported on the following topics:

Announcements and Updates:

- Governor Northam's Executive Order 67 Phase III – effective today

Phase III looks like this:

- Safer at home—especially if you are vulnerable
- Social gatherings should be limited to 50% occupancy of the event space, if applicable, or 250 participants, whichever is less.
- Continued social distancing
- Encourage telework whenever possible
- Face coverings recommended in public
- Easing limits on business and faith communities

Phase III: Guidelines for All Businesses

1. Physical distancing
2. Enhanced cleaning and disinfection
3. Enhanced workplace safety

- Free Drive through testing for COVID-19

- Monday, July 13 from 9am-11am
- Beaverdam Baptist Church, 1794 Richmond Rd, Troy, Va.
- Call 434-972-6261 to schedule appointment
- People must call to schedule an appointment from 8am-4:30pm on Thurs., July 9 or Fri., July 10.

Details about late July events will be added as time gets closer. July 23 – Fluvanna County site TBD

- **The Virginia Rent and Mortgage Relief Program (RMRP)**

- Launched on June 29, 2020
- Will offer financial assistance in the form of rent and mortgage payments on behalf of households who are experiencing financial instability due to the pandemic.
- The Virginia Department of Housing and Community Development (DHCD) has been authorized to distribute at least \$50 million to support rent and mortgage relief needs from April 1 until funds are expended, or Dec. 30, 2020, whichever comes first.

- RMRP is a gap measure for households who face eviction or foreclosure. It will provide options for households that have not been able to cover their rent or mortgage because they are unemployed or underemployed as a result of the COVID-19 pandemic.
- To learn more about housing rights and resources during this crisis, please visit www.StayHomeVirginia.com.

➤ **COVID-19 Fiscal Impact on Sales Tax Revenue:**

- The Free Enterprise Forum just released “Retail Report” with Virginia Department of Taxation compiled sales & use tax data which show that during 2020’s first four months (January-April) retail sales throughout the region were uneven compared with last year.
- Compared with April 2019, April 2020 state tax data reveals
 - Sales decreases in Albemarle County -17.36% and Charlottesville -29.72% and a slight decrease in Waynesboro -1.16%.
 - Sales increases, some substantial, in Augusta County +6.26%; Fluvanna County, +17.00%; Greene County, +11.46%; and, Louisa County, +22.14%
- Overall, during the first quarter of 2020 retail sales as compared to the first quarter of 2019:
 - Increased: Albemarle County +8.19%; Augusta County +9.33%; Fluvanna County, +24.09%; Greene County, +15.06%; and, Louisa County, +22.65%,
 - Decreased: Charlottesville, -1.16%; and, Waynesboro -0.07%.



➤ **Virginia Employment Commission - Fluvanna:**

- Fluvanna has a workforce of 14,400
- Continued Claims (receiving) as of June 20th = 6.9% (988)
- Initial Claims (applied) May 2 through May 23 = 1.7% (244)
- Potential Unemployment = ~8.5%

➤ **Spotlight on Business:**

Learning Ladder Academy

- A new childcare facility at 3739 Lake Monticello Road
- Fluvanna Chamber of Commerce ribbon cutting - July 9th @5:30 pm
- First day of care on July 13th
- Owned by Pandora Trent
- The facility is licensed to care for 32 children
- Learn more at www.LLAchildcare.com

➤ **Next BOS Meetings:**

Day	Date	Time	Purpose	Location
Wed	Aug 5	4:00 PM	Regular Meeting	Morris Room
Wed	Aug 19	7:00 PM	Regular Meeting	Morris Room
Wed	Sep 2	4:00 PM	Regular Meeting	Morris Room

5 - PUBLIC COMMENTS #1

At 4:15pm, Chair Sheridan opened the first round of Public Comments.

-Lois Mastro, 63 Forest Dr., thanked the Board for the opportunity to speak and expressed her desire to serve on the EDA board.

-Dr. William Whelan, E. Market St., Charlottesville, expressed his desire to serve Fluvanna with CPMT.

-Andre Key, 17 Ashton Rd, expressed his desire to serve Fluvanna with CPMT.

-Rudy Garcia, 802 Rivanna Woods Dr., asked the Board to consider CARES Act funds for recovering operations management of non-profits.

With no one else wishing to speak, Chair Sheridan closed the first round of Public Comments at 4:30pm.

7 - ACTION MATTERS

County Attorney Compensation Agreement – Eric Dahl, County Administrator

- The County Attorney has proposed the same service rates for FY21 as are currently in effect. The agreement calls for a flat monthly fee of \$10,000 and includes additional services and periodic on-site work. Other rates and terms are specified below.

Position	Prior	New
Frederick W. Payne, County Attorney	\$310	\$310
Donna R. DeLoria, Dep County Attorney	\$265	\$265
William W. Tanner, Dep County Attorney	\$240	\$240

Kristina M. Hofmann, Asst County Attorney	\$215	\$215
Associate	\$150	\$150
Paralegals	\$ 95	\$ 95
Assistants (when applicable)	\$ 75	\$ 75

MOTION:	Approve the County Attorney's Compensation Agreement for Fiscal Year 2021 services, effective July 1, 2020, with no change in rates from FY20.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:		Motion			Second
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

CARE Task Force Charter Renewal & Appointment Extensions – Eric Dahl, County Administrator

- The CARE Task Force was established by the BOS on July 5, 2017.
- The Task Force Charter was previously extended from Dec 31, 2017 until June 30, 2018, July 1, 2018 until June 30, 2019, and again from July 1, 2019 to June 30, 2020
- The Task Force requests to continue work through FY21; interested members are requesting reappointment:
 - Johnson, Tricia - Fluvanna Historical Society representative
 - Sheridan, Mike - Fluvanna County Columbia District Supervisor
 - Wells, David - Sheriff's Office representative
 - Dahl, Eric - Fluvanna County Administrator
 - Miles, Douglas - Fluvanna County Community & Economic Development representatives
 - Robinson, Brad - Fluvanna County Community & Economic Development representatives
 - Hickman, Calvin - Fluvanna County Public Works representative
 - Spitzer, Aaron - Fluvanna County Parks & Recreation representative

MOTION:	Approve a one-year extension of the CARE Task Force Charter until June 30, 2021 and further move to extend Task Force member appointments for terms to end June 30, 2021.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Motion		Second		
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

Funds for Recovery and Operations Management: Fluvanna Small Business Grant – Nonprofits – Bryan Rothamel, Economic Development Coordinator

- Fluvanna County received \$2,379,202 of Coronavirus Aide, Relief, and Economic Security funding. The county can use the money to give small business grants to companies who experienced disruption from COVID-19.
- Organizations must show an increase in costs due to COVID-19 health emergency, provide an IRS Tax Exemption Determination Letter, and a budget for use of requested funds.
- In response to COVID-19 disruptions, area communities have utilized the Community Investment Collaborative's expertise in grant allocation to disburse funds.
- Staff recommends the following grants for organizations designated a 501(c)3, 501(c)4, or 501(c)6 that are based in Fluvanna, operational as of March 27, 2020, and engaged in activities legal under the law: organizations providing community needs, as defined under priority section: up to \$15,000, other "nonprofit" organizations \$5,000.
- Priority for grant disbursement is as follows with the first listed as highest and last listed as lowest: provided food for community, provided childcare for community, provided other household needs for community (clothing or other items), did not provide community needs.
- Community needs must be conducted on an ongoing business during the COVID-19 health crisis to be eligible.
- Paycheck Protection Program (PPP) funding does not disqualify a business, but will serve as tiebreaker.
- Religious organizations are eligible, but must meet requirements and will be awarded grant in accordance with priority as defined.
- The grant may be used to cover costs incurred from: personal protective equipment (PPE), redesign of operational structure, payroll or other operating expenses, rent or mortgage payments, teleworking, or debt incurred as a result of COVID-19 disruption.
- Ineligible businesses include for-profit entities and private schools.

MOTION:	Approve to allocate \$100,000 of the \$2.379 million Fluvanna County received from the Commonwealth of Virginia, as part of The Coronavirus Aid, Relief, and Economic Security (CARES) Act, to be used for the Funds for Recovery and Operations Management (FROM): Fluvanna Small Business Grants for non-profit entities in response to the COVID-19 disruption, with the grant requirements as presented. The FROM: Fluvanna Small Business Grants will be administered by the Community Investment Collaborative for a fee no more than 3 percent.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:		Second	Motion		
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

Registrar's Office Lease – Bryan Rothamel, Economic Development Coordinator

Mrs. Booker made a comment in support of choosing the Palmyra location over a location in Fork Union due to the phone and internet options in Palmyra to better support the Registrar's Office.

- The General Assembly now requires no excuse, 45-day early voting starting the November 2020 General Election.
- The Registrar's Office physical location is not set-up to handle early voting effectively. Using a satellite location would still require the Registrar's Office to be used for early voting.
- County Administration sought a permanent move of the Registrar's Office to allow early voting, handicap accessibility, ample parking, training space, secure storage of voting equipment, ease of access for County voters.
- The Jefferson Centre has two open retail spots that would satisfy the current office deficiencies.
- The Registrar and the Electoral Board members have toured the facility with County Administration.
- County Administration negotiated a lease to run from July 15, 2020 to July 14, 2023 with two additional one-year renewals.
- We will have to pay CBS Rentals, property manager of the building, \$5,000 to upfit the property for lease. We will also have internal costs to prepare the building for occupancy such as signs, IT infrastructure, furniture and storage security.

MOTION:	Approve the Agreement of Lease for Shopping Center Space between Fluvanna County, as Tenant, and Jefferson Centre Properties, LLC, as Landlord, for Suites 115 and 116 in the Jefferson Centre Shopping Center to be used by the County Registrar's Office at a first year monthly lease amount of \$3,491.67 and authorize the County Administrator to execute the Agreement, subject to approval as to form by the County Attorney.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second		Motion		
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

FY21 BOS Contingency Budget Transfer- Registrar's Office Relocation – Mary Anna Twisdale, Director of Finance

- During the FY21 Budget Process, \$5,000 was budgeted in BOS Contingency for the Registrar's Office move.
- An Additional \$15,000 is needed to complete the relocation

Anticipated costs of move

- Build out of new office space - \$5,000
- IT set up, equipment and connections - \$5,000
- Signage/Advertising - \$5,000
- Furniture - \$ 2,000
- Secure Storage - \$3,000

The following FY21 budget changes will be made:

- Decrease: BOS Contingency Budget - \$20,000
- Increase: Registrar, Facilities & IT budgets totaling - \$20,000
- The FY21 BOS Contingency balance is \$150,000 prior to this action.

MOTION:	Approve a budget transfer of \$20,000 from the FY21 BOS Contingency budget to: <ul style="list-style-type: none"> • FY21 Registrar's Office budget - \$ 2,000 • FY21 Facilities budget - \$13,000 • FY21 Information Technology budget - \$5,000 for the Registrar's Office Relocation.
----------------	--

MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:			Motion		Second
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

FY21 Pay Rates and Classifications – Jessica Rice, Human Resources Manager

- Each year, the BOS is presented with a schematic detailing County positions and pay bands for approval.
- The FY21 Pay Rates and Classifications Schematic has been adjusted to reflect the BOS approved minimum starting pay for full-time and part-time positions, \$14.00 and \$12.00 per hour, respectively.
- Pay bands have been adjusted to eliminate compression caused by increasing the minimum pay as noted above.
- The revision also incorporates the position changes and reclassifications approved in the FY21 adopted budget, as well as removal of unfunded positions and sheriff’s office positions. The Sheriff’s Office has a separate pay plan.
- There are no additional funds requested as a result of the pay band adjustments.

MOTION:	Approve the FY21 Pay Rates and Classifications, as presented.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:			Second		Motion
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

Parks Facility & Equipment Rental Fee Adjustment Proposal – Aaron Spitzer, Director of Parks and Recreation

- Parks and Recreation’s facility and equipment rental fees have not been updated for 12 years, other than a few additions implemented on April 1, 2015.
- Parks and Recreation is investing in some new equipment and with these rate increases, they are still below market rental rates.
- Standard fees have been set for events and weddings, instead of floating fees.
- Parks and Recreation will start advertising the new rates as soon as they are approved.
- Existing rentals will still be honored at the old rate.

Facility Rental Rates, Current and Proposed:

Current Fees				New Proposed Fees			
Facility Requested	Unit	Resident Fees	Non Resident Fees (15%)	Facility Requested	Unit	Resident Fees	Non Resident Fees (15%)
Carysbrook Gymnasium (w/ tarp)	Hour	\$75.00	\$86.25	Carysbrook Gymnasium	Hour	\$80.00	\$92.00
Carysbrook Gymnasium (w/out tarp)	Hour	\$50.00	\$57.50				
Carysbrook Athletic Field (w/ lights)	Hour	\$20.00	\$23.00	Carysbrook Sports Complex Baseball Field	Hour	\$25.00	\$28.75
Carysbrook Athletic Field (w/o lights)	Hour	\$10.00	\$11.50	Carysbrook Sports Complex Softball Field	Hour	\$25.00	\$28.75
Comm. Center Multi-Purpose Rm (125 people)	Hour	\$75.00	\$86.25	Comm. Center Multi-Purpose Rm (125 people)	Hour	\$90.00	\$103.50
				Comm. Center Multi-Purpose Rm (125 people) w/ABC	Hour	\$100.00	\$115.00
Comm. Center Meeting Rm (30 people)	Hour	\$20.00	\$23.00	Comm. Center Meeting Room (30 people)	Hour	\$30.00	\$34.50

Current Fees				New Proposed Fees			
Facility Requested	Unit	Resident Fees	Non Resident Fees (15%)	Facility Requested	Unit	Resident Fees	Non Resident Fees (15%)
Pleasant Grove Park Pole Barn (w/ electricity)	Day	\$100.00	\$115.00	Pleasant Grove Park Pole Barn 8am-1pm	Day	\$80.00	\$92.00
Pleasant Grove Park Pole Barn (w/o electricity)	Day	\$75.00	\$86.25	Pleasant Grove Park Pole Barn 3pm-Dusk	Day	\$80.00	\$92.00
				Pleasant Grove Park Pole Barn Day	Day	\$150.00	\$172.50
Pleasant Grove Park Baseball/Softball Field	Hour	\$10.00	\$11.50	Pleasant Grove Park Baseball/Softball Field	Hour	\$15.00	\$17.25
Pleasant Grove Park Soccer Field (3 avail)	Hour	\$10.00	\$11.50	Pleasant Grove Park Soccer Field (3 avail)	Hour	\$15.00	\$17.25
Civil War Park	Day	\$50.00	\$57.50	Civil War Park	Day	N/A	N/A
Eastern Trailhead Large Pavilion (40 people)	Day	\$50.00	\$57.50	Eastern Trailhead Large Pavilion (40 people)	Day	\$50.00	\$57.50
Eastern Trailhead Small Pavilion (25 people)	Day	\$25.00	\$28.75	Eastern Trailhead Small Pavilion (25 people)	Day	\$25.00	\$28.75

Equipment Rental Rates, Current and Proposed:

Current Fees				New Proposed Fees			
Equipment Requested	Unit	Resident Fees	Non Resident Fees (15%)	Equipment Requested	Unit	Resident Fees	Non Resident Fees (15%)
Chairs (150 avail)	Day	\$1.00	\$1.15	Chairs (150 avail)	Day	\$4.00	\$4.60
Tables - 6' Rectangular (70 avail)	Day	\$3.00	\$3.45	Tables - 6' Rectangular (70 avail)	Day	\$6.00	\$6.90
Tables - 8' Round (12 avail)	Day	\$5.00	\$5.75	Tables - 8' Round (12 avail)	Day	\$8.00	\$9.20
14' x 20' Tent Canopy (2 avail)	Day	\$75.00	\$86.25	14' x 20' Tent Canopy (2 avail)	Day	\$100.00	\$115.00
18' x 30' Tent Canopy (4 avail)	Day	\$100.00	\$115.00	18' x 30' Tent Canopy (4 avail)	Day	\$150.00	\$172.50
Canoes (8 avail; includes life vest and paddle)	Weekday	\$25.00	\$28.75	Canoes (8 avail; includes life vest and paddle)	Weekday	\$25.00	\$28.75
Canoes (8 avail; includes life vest and paddle)	Weekend	\$45.00	\$51.75	Canoes (8 avail; includes life vest and paddle)	Weekend	\$60.00	\$69.00
Kayaks (4 avail; includes life vest and paddle)	Weekday	\$25.00	\$28.75	Kayaks (8 avail; includes life vest and paddle)	Weekday	\$25.00	\$28.75
Kayaks (4 avail; includes life vest and paddle)	Weekend	\$45.00	\$51.75	Kayaks (8 avail; includes life vest and paddle)	Weekend	\$60.00	\$69.00

Pleasant Grove Park Event/Wedding Rental Areas:

Pole Barn Area



House Grounds Area



- Mr. Weaver asked if staff could provide how much the County made in rentals over the years and what the projected amounts will be once the fees are increased.

MOTION:	Approve the proposed updated fee structures for the Parks and Recreation Rental and Special Event Application and Checklist, as presented.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Motion		Second		
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

Interagency Contract with DEQ for the ZXR West Waterline Extension – Cyndi Toler, Purchasing Officer

- In February 2020, the Virginia Department of Environmental Quality (DEQ) approached the County about extending the Zion Crossroads waterline on Hwy 250 1.3 miles west of where it currently terminates on Memory Lane, to properties contaminated by an old petroleum release. Four petroleum-impacted properties currently have water treatment systems until a permanent solution is provided. In addition, two nearby properties are at risk of petroleum contamination. This project extension helps to provide a reliable water source to the affected residents of the County and advances a Phase 2 component earlier with the assistance of DEQ. The estimated cost of the waterline extension will be \$1,500,000.
- The County has coordinated with DEQ and after discussions, we have received a letter outlining their proposal and available funding. Our county attorney's office has reviewed two separate interagency contracts with DEQ; the first will be for Engineering Services, were DEQ will fund up to \$200,000, and the second will be for Construction Services, were DEQ will fund up to \$800,000 and/or excess of remaining Engineering funds.
- The contract period shall continue through a period not-to-exceed June 30, 2021.

MOTION:	Approve the Interagency Contract between the County of Fluvanna, Virginia, and the Commonwealth of Virginia Department of Environmental Quality (DEQ), for the Zion Crossroads West Waterline Extension engineering costs reimbursement not-to-exceed up to \$200,000, subject to modifications deemed appropriate by
----------------	---

	the County Administrator and the County Attorney and further authorize the County Administrator to execute the agreements subject to approval as to form by the County Attorney.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:		Motion	Second		
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

Project Agreement #7 with Dewberry for the ZXR West Waterline Extension System Design and Related Services – Cyndi Toler, Purchasing Officer

- In February 2020, the Virginia Department of Environmental Quality (DEQ) approached the County about extending the Zion Crossroads waterline on Hwy 250 1.3 miles west of where it currently terminates on Memory Lane, to properties contaminated by an old petroleum release. Four petroleum impacted properties currently have water treatment systems until a permanent solution is provided. In addition, two nearby properties are at risk of petroleum contamination. This project extension helps to provide a reliable water source to the affected residents of the County and advances a Phase 2 component earlier with the assistance of DEQ. The estimated cost of the waterline extension will be \$1,500,000.
- The County has coordinated with DEQ and after discussions, we have received a letter outlining their proposal and available funding. Our county attorney's office has reviewed two separate interagency contracts with DEQ; the first will be for Engineering Services, were DEQ will fund up to \$200,000, and the second will be for Construction Services, were DEQ will fund up to \$800,000 and/or excess of remaining Engineering funds.
- To move forward, we need to engage Dewberry Engineers Inc. for multiple components relating to design and engineering services of the Zion Crossroads West Waterline Extension in Fluvanna County.
- The scope of services relating to this project agreement shall include, but is not limited to, preliminary design; subsurface utility engineer; surveying; geotechnical engineering; environmental investigation and permitting; PRV design; final design.
- A future project agreement shall include, but is not limited to, construction phase services; drafting of any construction bid documents and review of bids; inspection services; and related engineering, review, environmental, geotechnical, and architectural services.
- The firm may also be expected to assist the County with review of construction plans and specifications for the water and sewer system.

Schedule

- July 2020: Notice to Proceed;
- Sept 2020: Preliminary design Submission
- Sept 2020: FCDPW Review
- Nov 2020: Field Activities (SUE, Geotech, Environmental, Survey)
- Dec 2020: 100% Design Submission
- Mar 2021: County/Regulatory Agency Review
- Mar 2021: Bid Documents Submission

MOTION:	<p>Approve a Project Agreement #7 between the County of Fluvanna, Virginia, and Dewberry Engineers Inc., for the Zion Crossroads West Waterline Extension design and related services:</p> <ol style="list-style-type: none"> 1. Preliminary Design - \$11,950 2. Subsurface Utility Engineer (SUE) - \$31,369 3. Surveying - \$32,280 4. Geotechnical Engineering - \$17,745 5. Environmental Investigation & Permitting – \$13,520 6. PRV Design - \$9,160 7. Final Design - \$33,745 <p>Totaling \$149,769, and subject to prior execution of the DEQ Interagency Contract and further authorize the County Administrator to execute the agreements subject to approval as to form by the County Attorney.</p>				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:		Second	Motion		
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

7A – BOARDS AND COMMISSIONS

MOTION:	Move the Board of Supervisors approve the following Board, Commission, or Committee appointment(s):				
	- Community Policy Management Team (Vendor), Dr. William Whelan, Term July 1, 2020, through June 30, 2022.				
	- Community Planning and Management Team (Dept. of Juvenile Justice appointee), Martha Carroll, Term July 1, 2020, through n/a.				
	- Economic Development Authority, Lois Mastro, Term July 1, 2020, through June 30, 2023.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second	Motion			
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

8 - PRESENTATIONS

VDOT Quarterly Report— Bethel Kefyalew, VDOT, Louisa Residency

- Mrs. Booker asked about the asphalt dropped on the road and asked what was going to be done to smooth it out. Ms. Kefyalew remarked that it was a temporary fix before the contractor can come by and fix the road.
- Mr. Sheridan asked if the abbey lane is a state maintained road and if the knocked down sign can be replaced.
- Mrs. Booker asked if there could be a turn lane added going into the Dollar General in Fork Union.
- Mrs. Eager asked about Ridgeway Farm off Beaverdam Rd. and wanted to know if the bond was released.

FY20 YTD Revenue Report – Mary Anna Twisdale, Director of Finance

FY20 YTD Budget Report – Property Tax:

As of June 30, 2020

- 2nd half Real Estate revenue collections are \$11,588,314 or 98.1% of the \$11,818,360 budgeted.
- 2nd half Personal Property Tax collections are \$3,211,234 or 92.7% of the \$3,462,947 budgeted.
- 2nd half vehicle license fees are \$827,345 or 89% of the \$925,000 budgeted.
- Sales Tax collections are \$1,799,445 or 99.97% of the \$1,800,000 budgeted. These collections run 2 months behind. We are estimating accruals of approximately \$300,000 additional back to FY20.

FY20 YTD Budget Report:

Total Real Estate Tax	99.9%	
Total Public Service Tax	108.4%	
Total Personal Property Tax	97.9%	
Mobile Home Tax	89.9%	
Machinery and Tools Tax	160.6%	
Prop Tax Penalty & Interest	121.2%	Accrue Penalties 60 days
Other Local Taxes	93.2%	Accrue Sales & Communication Tax 60 days, Vehicle Admin Fees 30 days,
Permits & Fees	104.1%	
Fines & Forfeitures	88.4%	
Use of Money/Prop	120.5%	
Charges for Services	88.8%	Accrue Cost Recovery 60 days
Misc. Revenue	52.3%	
Recovered Costs	62.6%	
State Non Categorical	85.2%	
State Shared Expenses	93.6%	Accrue Comp Board 30 days
State Categorical	60.3%	Accrue CSA 90 days, PPTRA
Federal Categorical	95.4%	

Total Revenue Shortfall \$2,500,847 as of 6/30/20

9 - CONSENT AGENDA

The following items were discussed before approval:

P - *CRMF - PW21-002 - SCADA Room HVAC* – Dale Critzer, Assistant Director of Public Works

S - *Equipment and Fleet Maintenance Technician Position Description* – Jessica Rice, Human Resources Manager

T - *University of Virginia Propel Management Consulting Program* – Bryan Rothamel, Economic Development Coordinator

The following items were approved under the Consent Agenda for July 1, 2020:

- *Minutes of June 17, 2020* – Caitlin Solis, Clerk to the Board
- *CRMF - FCPS - FCHS Compressor Replacement* – Don Stribling, FCPS
- *CRMF - PW21-001 - Public Safety HVAC Replacement* – Dale Critzer, Assistant Director of Public Works
- *CRMF - PW21-002 - SCADA Room HVAC* – Dale Critzer, Assistant Director of Public Works
- *FY20 Reassessment Budget Transfer* – Liz McIver, Management Analyst
- *FY21 Employee Assistance Program (EAP) Coverage* – Jessica Rice, HR Manager
- *Equipment and Fleet Maintenance Technician Position Description* – Jessica Rice, Human Resources Manager
- *University of Virginia Propel Management Consulting Program* – Bryan Rothamel, Economic Development Coordinator

MOTION:	Approve the consent agenda, for the July 1, 2020 Board of Supervisors meeting.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:			Second		Motion
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

13 - CLOSED MEETING

MOTION:	At 6:09pm, move the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the provisions of Section 2.2-3711 A.6 of the Code of Virginia, 1950, as amended, for the purpose of discussing Investment of Funds.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:			Motion		Second
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

MOTION:	At 7:33pm, move 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."				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:					
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

6 - PUBLIC HEARING

Public Hearing to Readopt the Continuity of Operations Emergency Ordinance – Eric Dahl, County Administrator

- On April 1, 2020, the BOS approved the Emergency Ordinance entitled "Emergency Ordinance to Effectuate Temporary Changes in Certain Deadlines and to Modify Public Meeting and Public Hearing Practices and Procedures to Address Continuity of Operations Associated with Pandemic Disaster."
- The approval of this Emergency Ordinance allowed for the Board of Supervisors to meet during the COVID-19 emergency and in the event there is not a physical quorum, under Virginia Code §15.2-1413, which makes virtual/telephone meetings during a disaster allowed for the "continuity of government" and also matters directly related to the emergency. There are certain functions of government that must still proceed and this will allow for continuity of government.
- This does not allow for all normal business matters of the County to be handled, but for matters that are necessary for continuity of government functions and related to the emergency.
- In counties, emergency ordinances may be adopted without prior notice (as was done on April 1, 2020); however, no such ordinance shall be enforced for more than sixty days unless readopted in conformity with the provisions of Virginia Code §15.2-1427. To continue with this Emergency Ordinance for another 60-day period, and considering Governor Northam's Safer-At-Home Order is in effect, the County must hold a Public Hearing to readopt the Emergency Ordinance.

- This Public Hearing was advertised on June 18th and 25th.
- Readopting this Emergency Ordinance shall remain in full force and effect for a period of another 60 days, unless amended, rescinded or readopted by the Board in conformity with the notice provisions set forth in Virginia Code §15.2-1427 and 15.2-1413, but in no event shall such ordinance be effective for more than 6 months.

At 7:38pm, Chair Sheridan opened the Public Hearing Public Comments.

With no one wishing to speak, Chair Sheridan closed the Public Comments at 7:38pm.

MOTION:	Approve the Ordinance entitled “To Readopt an Emergency Ordinance to Effectuate Temporary Changes in Certain Deadlines and to Modify Public Meeting and Public Hearing Practices and Procedures to Address Continuity of Operations Associated with Pandemic Disaster.”				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:		Second	Motion		
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

Public Hearing for an Ordinance to Amend Sections 4-1-1 and 8-5 of the Fluvanna County Code to Conform to the Recodification of Title 55 (Now Title 55.1) of the Code of Virginia – Eric Dahl, County Administrator

- The Code of Virginia recodified TITLE 55 (NOW TITLE 55.1). Sections 4-1-1 and 8-5 of the Fluvanna County Code and said Sections of the Fluvanna County Code are being amended to comply to the Code of Virginia.
- Amendments to the Fluvanna County Code require advertisement of a public hearing and a public hearing to be held to receive public comment on the proposed amendments.
- This Public Hearing was advertised on June 18th and 25th.

At 7:41pm, Chair Sheridan opened the Public Hearing Public Comments.

With no one wishing to speak, Chair Sheridan closed the Public Comments at 7:41pm.

MOTION:	Approve “An Ordinance To Amend Sections 4-1-1 And 8-5 Of The Fluvanna County Code To Conform To The Recodification Of Title 55 (Now Title 55.1) Of The Code Of Virginia, Relating To Declaration Of Boundary Lines As A Lawful Fence And Disposal Of Unclaimed Personal Property In The Possession Of The Sheriff.”				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:			Motion		Second
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

7 - ACTION MATTERS

AG Dillard Change Order #4 – Eric Dahl, County Administrator

- Change order for AG Dillard of a few unexpected cost changes related to the Zion Crossroad Water Project, increasing the cost of \$88,656.45.

MOTION:	Approve the Zion Crossroads Water and Sewer Change Order #4 with AG Dillard with an Increase in cost of \$88,656.45, and authorize the County Administrator to execute the Change Order, subject to approval as to form by the County Attorney.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:		Motion	Second		
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

10 - UNFINISHED BUSINESS

Local Allocations for Federal CARES Coronavirus Relief Funds – Eric Dahl, County Administrator

- The Fluvanna County Fire and Rescue Chiefs made a request of CARES Act funds to purchase Clorox 360 fogging machines to disinfect the stations. A request of six machines has been made for the Fire and Rescue stations, as well as one for the Sherriff's Office.

MOTION:	I move the board of Supervisors approve a budget transfer from the CARES Act contingency line to the PPE Equipment line for \$46,500.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:			Second		Motion
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

11 - NEW BUSINESS

None.

12 - PUBLIC COMMENTS #2

At 7:53pm, 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 7:53pm.

14 - ADJOURN

MOTION:	Adjourn the regular meeting of Wednesday, July 1, 2020 at 7:53pm.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:			Motion		Second
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

 Caitlin Solis
 Clerk to the Board

 John M. Sheridan
 Chair



BOARD OF SUPERVISORS

County of Fluvanna
Palmyra, Virginia

PROCLAMATION 04-2020

University of Virginia Propel Management Consulting Program

WHEREAS, during the spring of 2020, a Public Health Emergency was declared in response to the COVID-19 pandemic; and

WHEREAS, COVID-19 caused disruptions in nearly all sectors of daily life; and

WHEREAS, as a result of the Public Health Emergency, Students at the University of Virginia could not participate in summer internship opportunities; and

WHEREAS, the University of Virginia Career Center looked to give students meaningful and educational summer work experience; and

WHEREAS, the University of Virginia Career Services, in collaboration with the Central Virginia Small Business Development Center, created the Propel Management Consulting Program; and

WHEREAS, businesses from Fluvanna have suffered from the inability to conduct face-to-face transactions because of the COVID-19 health crisis; and

WHEREAS, University of Virginia Propel interns conducted research into creating a more responsive and resilient business climate in Fluvanna; and

WHEREAS, University of Virginia Propel interns completed a two-week study of the Fluvanna County economy on June 12 and provided solutions to help businesses from Fluvanna; and

WHEREAS, University of Virginia Propel interns learned real world experience through the assistance of alumni consultants, an experience that will undoubtedly help them in their future careers; and

WHEREAS, the Fluvanna County Board of Supervisors offers its gratitude to the University of Virginia Propel interns, and will work to implement the best ideas in a timely fashion; and

NOW, THEREFORE, the Fluvanna County Board of Supervisors does hereby proclaim the University of Virginia Propel Management Consulting Program interns, and whose names are attached to this proclamation, as **honorary residents** of Fluvanna County for the fantastic and beneficial work they have completed.

Passed and adopted this 1st day of July, 2020.

John M. Sheridan

Chair, Board of Supervisors

University of Virginia 2020 Propel Interns

Ryan Afshari	Iris Kennedy	Nishant Saxena
Ryan Ahmadiyar	Andrew Kraemer	Alec Scicchitano
Zara Ali	Keltoum Laghjibi	Garrett Scocos
Nikolas Almaas	Sydney Lawrence	Jiaying Shi
Alexandria Anderson	Harry Lazar	Javeeria Siddiq
John Bonham	Samuel Lisner	Jewel Simon
Claire Bright	Michele Liu	Carl Spana
Shreyash Daga	Zhongwen Luo	Benjamin Stein
Evan Derector	Justin Magill	Fatima Tahir
Mohammad Sadegh Eghdami	Andrew McCracken	Agatha Tatang
Fateh Abadi	Amelia McCrory	Jake Temares
Joseph Elsis	Kent McLaughlin	Ruth Tesfai
Louisa Evola	Sahil Mehta	Emmanuel Toroitich
Callie Freeman	Seth Miller	Charlotte Tsang
Robert Giller	Alex Naupari	Justin Vosburgh
Natalie Groder	Ashley Ontiri	Jessica Wang
Xiaolin Guan	Lerene-Jade Palugod	Lauren Weis
Carter Head	Kayla Perkins	Isaiah Woo
Marvin Hicks	Holly Power	Katherine Woodward
Mohammed Hossain	Noah Rempfer	Eric Zhang
Adam Hunt, Jeannette Jiang	Elizabeth Robertson	Xinyuan Zhang
Josephine Johannes	Hannah Rollins	Yiwei Zhang
Taylor Kamhong	Jana Saleh	Ruijie Zhu