

FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Fluvanna County Library, 214 Commons Blvd.
Palmyra, VA 22963
September 2, 2020
Regular Meeting 4:00pm

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 4:05pm Chair Sheridan called to order the Regular Meeting of September 2, 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 September 2, 2020 Regular Meeting of the Board of Supervisors.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:			Motion		Second
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

4 - COUNTY ADMINISTRATOR’S REPORT

Mr. Dahl reported on the following topics:

- Happy early Birthday to Mrs. Eager!
- Elected Officials VIRTUAL Breakfast
 - October 8th from 9:00 to 10:30am – details to follow
- **Free Drive through testing for COVID-19**
 - Tuesday, September 15th from 5pm-8pm
 - Fluvanna School Administration Building,
 - 14455 James Madison Hwy, Palmyra, VA
 - Call 434-972-6261 to schedule appointment
 - People can call to schedule an appointment:
 - o Fri., September 11 or Mon., September 14.
 - o from 8am-4:30pm
 - Walk-ins also welcome, although not guaranteed based upon demand.
- **Virginia Employment Commission - Fluvanna:**
 - Fluvanna has a workforce of 14,400
 - Continued Claims (receiving) as of Aug 22nd = 3.7% (526)
 - Initial Claims (applied) July 4 through July 25 = 0.6% (83)
 - Potential Unemployment = ~4.3%
- **Sheriff’s Office is now posting statistics on their website.**
 - Updated monthly
 - <https://www.fluvannacounty.org/sheriff/page/statistics>
- **September is National Preparedness Month**
- **Week 1 September 1-5: Make A Plan**
 - Talk to your friends and family about how you will communicate before, during, and after a disaster. Make sure to update your plan based on the Centers for Disease Control recommendations due to the coronavirus.
- **Week 2 September 6-12: Build A Kit**
 - Gather supplies that will last for several days after a disaster for everyone living in your home. Don’t forget to consider the unique needs each person or pet may have in case you have to

- Find out more at Ready.gov

FROM: Fluvanna Small Business Grants

- The list of funded businesses from Round 1 is available on <https://www.fluvannacounty.org/ced/page/fluvanna-small-business-grants>. It will be updated as businesses are funded.
- Round 2 opens on September 4. Signup form can be found on the above link. Round 2 is the final round and closes on September 18.
- We have \$502,000 available:
 - For profit/private schools: \$442,000
 - Non-profit: \$140,000

Next BOS Meetings:

Day	Date	Time	Purpose	Location
Wed	Sep 16	7:00 PM	Regular Meeting	Library
Wed	Oct 7	4:00 PM	Regular Meeting	Library
Wed	Oct 21	7:00 PM	Regular Meeting	Library

-Mrs. Booker asked Sheriff Hess about getting the statistics out to people who do not have access to computers.

5 - PUBLIC COMMENTS #1

At 4:17pm Chair Sheridan opened the first round of Public Comments.

- Rudy Garcia, 802 Rivanna Woods Drive, commented on the equity work being taken on by the Fluvanna County NAACP chapter. Some of the work being done is creating a database of offenses broken down by demographic. He asked additional funding be allotted to the Sheriff’s Office to continue the work in towards the database by upgrading the software used by the Sheriff’s Office.

With no one else wishing to speak, Chair Sheridan closed the first round of Public Comments at 4:20pm.

6 - PUBLIC HEARING

None.

7 - ACTION MATTERS

FY21 CARES Act Funding for Elections Supplemental Appropriation – Liz McIver, Management Analyst

- The Department of Elections is notifying local voter registration offices that they will be receiving separate CARES Act funding, that may be used for a number of expenses related to COVID-19 for the November 2020 federal elections only. These funds may be used toward any expenditures related to the protection of the health and safety of poll workers, staff, and voters during the federal election as well as those resulting from anticipated increased demand for absentee ballots by mail costs (e.g. printing ballots, printing envelopes, postage, etc.), equipment and temporary staff. Local voter registration offices may also utilize the funding for voter outreach to include mailings, public service announcements, etc. Funds cannot be utilized for items that would be needed regardless of the COVID-19 pandemic.
 - Fluvanna County received \$54,519
 - These funds must be spent by November 30, 2020 and are for additional election expenditures related to COVID19
- The Board of Supervisors asked the Registrar to present an outline of the preparation for the next election.

MOTION:	Approve a supplemental appropriation of \$54,519.00 to the FY21 Registrar CARES Elect Budget.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second		Motion		
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

Basement Renovation

Scope of Work:

Renovate the basement of the Administration Building into a Multipurpose meeting room to serve functions such as the Board of Supervisors Meeting. Construction will include infill of existing overhead door openings, small vestibule addition, interior finished, lighting, sound system, HVAC system and renovated toilet rooms. This will allow for social distancing in public meetings.

- Contract Services: Remediation \$20,000
- Construction: Construction and Audio/Visual \$548,165
- Furniture: Board and Conference Room Furniture \$45,500
- Contingency: \$49,927
- A&E: \$68,210
- Estimated Total Cost: \$731,802



MOTION:	Approve a budget transfer of \$663,592 from the FY21 CARES Act Contingency line to the following FY21 CARES Act lines to complete the Administration Building Basement renovation. <ul style="list-style-type: none">Contract Services: Remediation \$20,000Construction: Construction and Audio/Visual \$548,165Furniture: Board and Conference Room Furniture \$45,500Contingency: \$49,927				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Motion	Second			
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

Ratify advertisement to hold a Public Hearing on an Ordinance Amendment to Reduce the Penalty for Late Payment of Taxes on Tangible Personal Property – Eric Dahl, County Administrator

The previous late fee penalty for outstanding personal property taxes greater than thirty days was twenty-five percent. This amendment allows taxpayers failing to pay real estate and tangible personal property taxes on June 5 or December 5, as applicable, shall incur a penalty of ten percent of the tax past due.

MOTION:	Ratify a Public Hearing advertisement to be held on September 16, 2020 in order to receive public comment on a proposed amendment of Sec. 20-1-2.1 of the Fluvanna County Code, with the ads running on September 3rd & 10th 2020.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:			Motion		Second
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

7A – BOARDS AND COMMISSIONS

None.

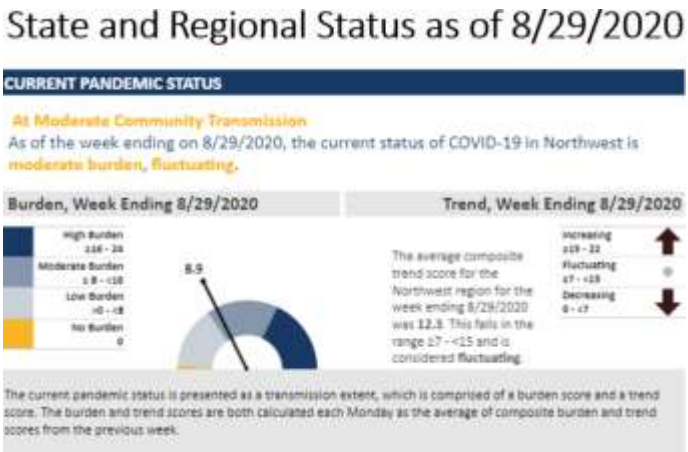
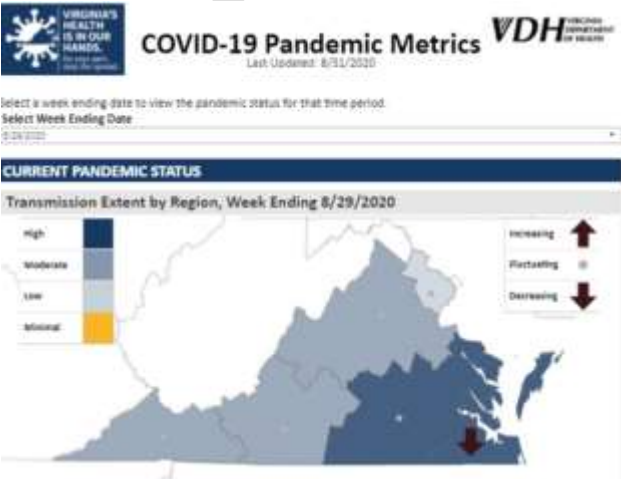
8 – PRESENTATIONS

Regional Legislative Programs – David C. Blount, Deputy Director/Director of Legislative Services

- Mr. Blount presented an update on legislation going to the General Assembly special session in Richmond including Law Enforcement legislation, COVID-19, budget, K-12 public education, social justice reform, CARES Act funding, broadband.
- Mrs. Booker commented on the overall importance of broadband in the community especially since so many children are participating in distance learning.
- Mr. Sheridan asked for an update on bill proposing the removal of SRO’s

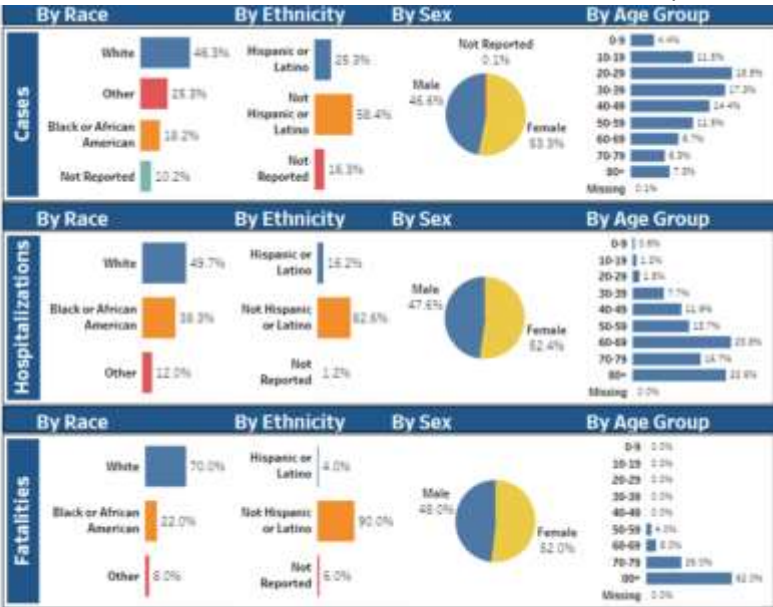
VDH/TJHD COVID-19 Pandemic Metrics – Ryan L. McKay, MPA, Senior Policy Analyst, Thomas Jefferson Health District

- Mr. McKay presented a state, region and county overview of the COVID-19 Pandemic



TJHD Cases by Demographics

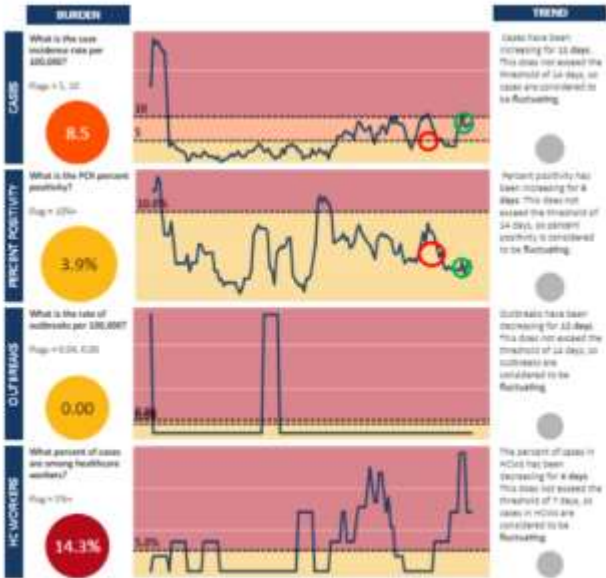
<https://www.vdh.virginia.gov/thomas-jefferson/tjhd-covid-19-data-portal/>



*Includes both people with a positive test (confirmed), and asymptomatic with a confirmed exposure to COVID-19 (clinically diagnosed).
*Hospitalization status at time case was investigated by VDH. This underrepresents the total number of people hospitalized in TJHD.
Data refreshed 8/31/2020

Fluvanna County Pandemic Metrics as of August 31st, 2020

- August 17th, 2020**
- Cumulative Cases: 203
 - 7-day rolling sum (8/10-8/17): 10
 - Percent Positivity, rolling 7-day average: 5.0%
- August 24th, 2020**
- Cumulative Cases: 210
 - 7-day rolling sum (8/10-8/17): 7
 - Percent Positivity, rolling 7-day average: 4.4%
- August 31st, 2020**
- Cumulative Cases: 226
 - 7-day rolling sum (8/24-8/31): 16
 - Percent Positivity, rolling 7-day average: 3.9%



VDH VIRGINIA DEPARTMENT OF HEALTH
To protect the health and wellness of all people in Virginia.

TJHD Community Testing in Fluvanna

Date	Location	# tested	# positive	# tests available
4/25 (first test site in TJHD)	Fork Union	22	0	48
6/5	Fluvanna HS	45	3	48
6/22	Fork Union	35	2	48
7/13	Beaverdam	67	1	72
7/23	Kents Store	50	1	72
8/12	Palmyra	61	0	125
9/15	Palmyra	Pending	Pending	125
TOTALS		280	7	538

Face Covering Distribution

- 1780 masks to Fluvanna County pantries 40 to FCHD staff
- 610 to FCHD clients
- 1700 to Fluvanna NAACP
- 2000 to Fluvanna County Govt for schools, courts, etc.
- 550 to Fluvanna County grooming establishments and convenience stores
- 200 to Fluvanna Leadership for Race and Diversity
- 28 to Fluvanna County JAUNT riders

Summary Messages about COVID-19 in VA

- The COVID-19 situation in Virginia continues to evolve

- A successful (efficacious and safe) vaccine in the near future is possible but not certain.
 - COVID-19 will continue to spread in Virginia in coming months and maybe longer
 - Observation, open communication, and coordination among public health, emergency services, clinical care, the public, and other partners is critical
 - information updates will be available and communicated via www.vdh.virginia.gov/coronavirus
- The Board of Supervisors asked for a total number of people tested in Fluvanna.

9 - CONSENT AGENDA

- The following items were approved under the Consent Agenda for September 2, 2020:
- Minutes of August 19, 2020 – Caitlin Solis, Clerk to the Board
 - FY21 REPP (Radiological Emergency Preparedness Program) Grant Application – Debbie Smith, Emergency Management Coordinator

MOTION:	Approve the consent agenda, for the September 2, 2020 Board of Supervisors meeting.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second		Motion		Abstain
VOTE:	Yes	Yes	Yes	Yes	
RESULT:	4-0-1				

10 - UNFINISHED BUSINESS

Youth Outdoor Gym Program Proposal – Aaron Spitzer, CPRP Director of Parks and Recreation
Background:

- On August 12, 2020, the Fluvanna County School Board voted to keep school facilities closed to students and implement 100% K-12 virtual instruction through at least November 2, 2020.
- This decision was based on the premise that students congregating at 50% capacity indoors, created too much of a health risk for the community.
- Fluvanna County Parks and Recreation department would like to offer a free all outdoor gym program geared towards 1st through 8th grade levels or 3rd through 10th grade levels from September 8 14 - October 29, since nothing like it is currently offered.

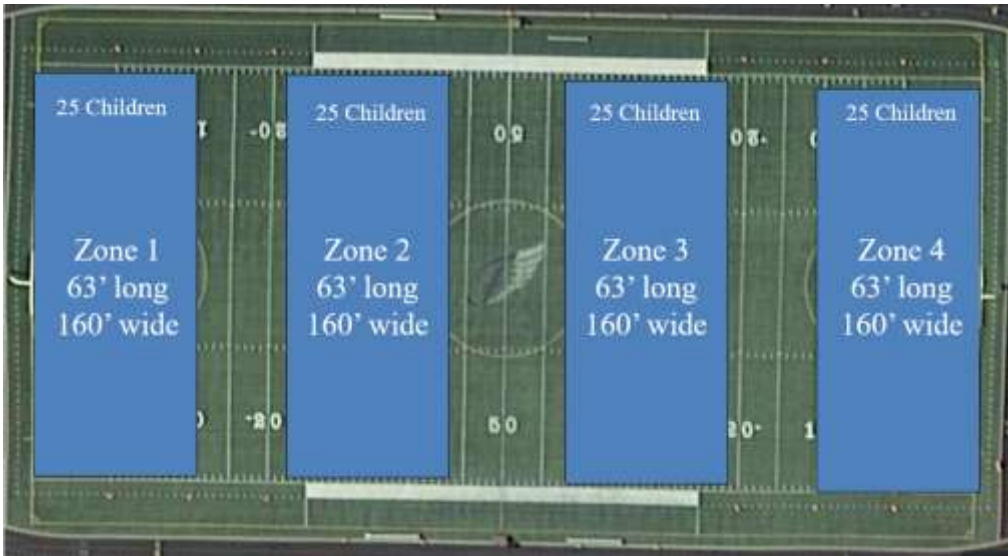
Possible Program Participants and Activities

- Parks and Recreation can handle 100 children from each grade, 1st - 8th or 3rd - 10th
 - Children will be divided into four stations, up to 25 children per station.
 - Each station will have 8’x8’ individual area with 6’ between each area.
 - Can be accomplished on a football field and track at a Fluvanna school facility.
 - Can possibly be accomplished at the carnival/rodeo area at Pleasant Grove Park.
- Outdoor Gym Program Activities

P&R is willing to work with school gym teachers to offer programs that satisfy weekly requirements.

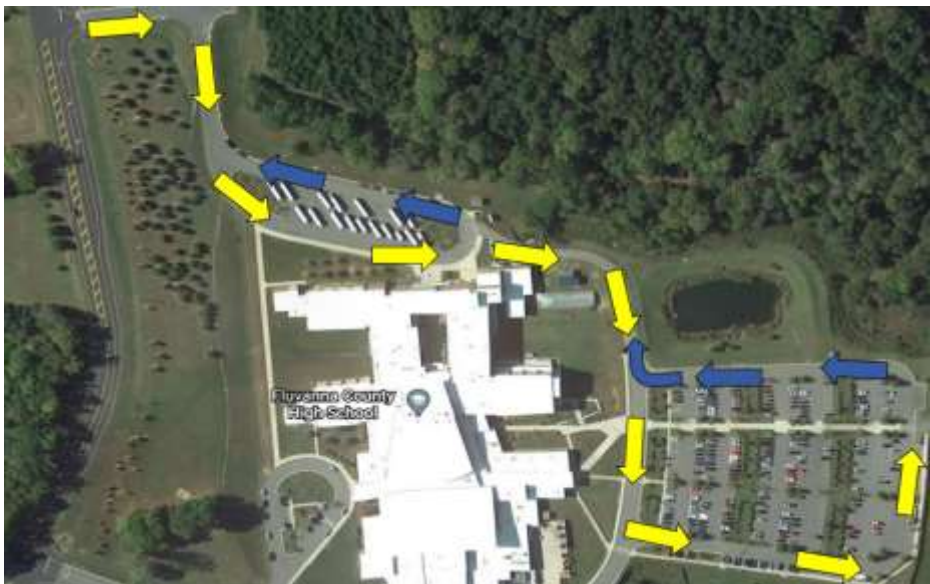
- All stations will stretch at the same time (10 minutes).
- One station will be walking/running around a track (25 minutes).
- One station will be calisthenics with no equipment (25 minutes).
- One station will be yoga (25 minutes).
- One station will be mental exercises (25 minutes).

Layout of Program Participants – (3 feet = 1 yard)





Drop-Off and Pick-Up Layout (bus entrance)



Potential Outdoor Gym Program Grade Schedule

- Mondays
 - First Grade 9am - 11am; Drop-Off time 8:40am - 9am, Pick-Up time 11am - 11:20am.
 - Fifth Grade 2pm - 4pm; Drop-Off time 1:40pm – 2pm, Pick-Up time 4pm - 4:20pm.
- Tuesdays
 - Second Grade 9am - 11am; Drop-Off time 8:40am - 9am, Pick-Up time 11am - 11:20am.
 - Sixth Grade 2pm - 4pm; Drop-Off time 1:40pm – 2pm, Pick-Up time 4pm - 4:20pm.
- Wednesdays
 - Third Grade Grade 9am - 11am; Drop-Off time 8:40am - 9am, Pick-Up time 11am - 11:20am.
 - Seventh Grade 2pm - 4pm; Drop-Off time 1:40pm – 2pm, Pick-Up time 4pm - 4:20pm.
- Thursdays
 - Fourth Grade 9am - 11am; Drop-Off time 8:40am - 9am, Pick-Up time 11am - 11:20am.
 - Eighth Grade 2pm - 4pm; Drop-Off time 1:40pm – 2pm, Pick-Up time 4pm - 4:20pm.

Potential Outdoor Gym Program Grade Schedule

- Mondays
 - Third Grade 9am - 11am; Drop-Off time 8:40am - 9am, Pick-Up time 11am - 11:20am.
 - Seventh Grade 2pm - 4pm; Drop-Off time 1:40pm – 2pm, Pick-Up time 4pm - 4:20pm.
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 - Fourth Grade 9am - 11am; Drop-Off time 8:40am - 9am, Pick-Up time 11am - 11:20am.
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- Wednesdays
 - Fifth Grade Grade 9am - 11am; Drop-Off time 8:40am - 9am, Pick-Up time 11am - 11:20am.
 - Ninth Grade 2pm - 4pm; Drop-Off time 1:40pm – 2pm, Pick-Up time 4pm - 4:20pm.
- Thursdays
 - Sixth Grade 9am - 11am; Drop-Off time 8:40am - 9am, Pick-Up time 11am - 11:20am.
 - Tenth Grade 2pm - 4pm; Drop-Off time 1:40pm – 2pm, Pick-Up time 4pm - 4:20pm.

Staffing Needs

- P&R will need 5 - 6 employees to run this program
 - 1 to 2 full-time staff employees.
 - Composed of current staff.

- 2 to 5 part-time staff employees will be needed to be hired.
 - Program will run 31 days and require two, three hour shifts.
 - Staff would work morning shift, afternoon shift, or both shifts.
 - Cost for five part-time staff for 930 hours = ~\$12,090.00
 - Currently have 920 hours available that were not used from Summer Camp Counselor staff.
 - No additional funds will be required to hire and schedule staff to offer this program as it can be funded by the current P&R part-time salary budget.

Operating Guidelines

- Temperature checks will be required for all children before entering the facility.
- Mask will be required to be worn at all times while in transition at the facility.
- We will require everyone entering the facility to use hand sanitizer.
- We will only allow one child at each 8’x8’ location.
- Parents will not be able to go inside or stay at the facility during the program.
- Parents must pre-register their child(ren) for the program no later than the Friday prior.
 - All registrations will go through our online registration program, RecDesk.
 - If a parent has no internet capabilities, they can call one of our offices and we can register them for the table.
- All child(ren) are required to bring their own water bottle/mat.
- If a child(ren) cannot stay at their area or abide by P&R guidelines, the parent will be contacted immediately to pick up the child from the facility.

MOTION:	Approve the program entitled “Youth Outdoor Gym Program” as presented and discussed in the presentation for up to eight grade levels by the Parks and Recreation Department to run September 14 - October 29, 2020, Monday - Thursday at the designated times on the Fluvanna High School football turf field and track.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:			Motion		Second
VOTE:	No	No	Yes	Yes	Yes
RESULT:	3-2				

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

- After a lengthy discussion, the BOS decided to table the Childcare discussion until more information is available.
- Mr. O’Brien asked for an update on the status of the touchless fixtures for the restrooms.
- Mr. Payne commented on the broadband update and asked the Board of Supervisors to clarify if they want to proceed with the long broadband line or the short line.
 - o After a lengthy discussion, the Board agreed to proceed with the long line of broadband expansion.

11 - NEW BUSINESS

None.

12 - PUBLIC COMMENTS #2

At 6:35pm, Chair Sheridan opened the second round of Public Comments.
With no one else wishing to speak, Chair Sheridan closed the second round of Public Comments at 6:35pm.

13 - CLOSED MEETING

MOTION:	At 6:35pm, move 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 of the Code of Virginia, 1950, as amended, for the purpose of discussing Personnel, Prospective Industry and 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 8:57pm, 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.”
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MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:			Motion		Second
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:					

- At 8:57pm, a motion was made to extend the Board of Supervisors meeting.

MOTION:	Approve a motion to extend the September 2, 2020 Regular Board of Supervisors meeting to 9:30pm.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:			Second		Motion
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

14 - ADJOURN

MOTION:	Adjourn the regular meeting of Wednesday, September 2, 2020 at 8:57pm.				
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