

**FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Fluvanna County Library, 214 Commons Blvd.
Palmyra, VA 22963
June 1, 2022
Regular Meeting 5:00pm**

MEMBERS PRESENT:

John M. (Mike) Sheridan, Columbia District, Chair
Tony O'Brien, Rivanna District, Vice Chair (*entered meeting at 5:05pm*)
Mozell Booker, Fork Union District
Patricia Eager, Palmyra District
Chris Fairchild, Cunningham District

ABSENT:

None.

ALSO PRESENT:

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

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

At 5:03pm, Chair Sheridan called to order the Regular Meeting of June 1, 2022. After the recitation of the Pledge of Allegiance, a moment of silence was observed.

3 - ADOPTION OF AGENDA

MOTION:	Accept the Agenda, for the June 1, 2022 Regular Meeting of the Board of Supervisors, as presented.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
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 - New Employees

- Betty Patterson, Building Services I, Facilities department, Started May 23rd

MAY 2022 CARNIVAL

- Carnival was held May 11 - 14 with rain on the evening of May 13 & most of the day May 14. We were only open 1pm - 7:30pm on May 14.
- Expenses occurred to run the carnival = **\$4,874.13**
 - Sunbelt = **\$2,976.67** - for light towers (8).
 - Mo Johns = **\$1,390.00** - Portable toilets (2), Handicap toilets (3), Handwashing stations (3), and a roll off dumpster (1).
 - Sheriff's Department = **\$360.00** - for Friday and Saturday coverage.
 - Mulch Monkey = **\$147.46** - for 4 yards of mulch in the parking area.
- Revenue from the carnival - County = **\$5,723.25** / Valley Amusements (VA) = **\$13,169.75**
 - Wednesday, May 11 - County = **\$1,378.50** / VA = **\$4,135.50**
 - Thursday, May 12 - County = **\$1,208.25** / VA = **\$3,624.75**
 - Friday, May 13 - County = **\$2,401.50** (\$1,401.50 for bands plus \$1,000 for games) / VA = **\$3,204.50** (\$4,204.50 minus \$1,000 for games).
 - Saturday, May 14 - County = **\$735.00** / VA = **\$2,205.00**
- Overall revenue for the County from the carnival = **\$849.12**

2022 SUMMER ADULT KAYAKING PROGRAMS

- Adult kayaking on Lake Monticello.
 - Program was held on May 20, 2022 from 5pm - 8pm.
 - We had 12 participants with a wait list of 5 participants. Age range was 54 - 70 years old.
 - We started at Beach 4 and paddled to Beach 3 and then back to Beach 4.
- Upcoming adult kayak float on the Rivanna River.
 - Saturday, June 11 from 9am - 12pm.
 - Cost is \$25 with pre-registration required.
 - We currently have six spots available.

Next BOS Meetings:

Day	Date	Time	Purpose	Location
Wed	Jun 15	7:00 PM	Regular Meeting	Library
Wed	Jul 6	5:00 PM & 7:00 PM	Regular Meeting	Library
Wed	Aug 3	5:00 PM	Regular Meeting	Performing Arts Center

5 - PUBLIC COMMENTS #1

At 5:09pm, 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 5:10pm.

6 - PUBLIC HEARING

None.

7 - ACTION MATTERS

Fluvanna County Arts Council Memorandum of Understanding – Kelly Harris, Assistant County Administrator

- The Fluvanna County Arts Council has been in an agreement with the County regarding the use of the Carysbrook Performing Arts Center since at least 1994.
- The MOA was last updated in 2008.
- Subsequent to a proposal from the Arts Council to expand offerings at the Performing Arts Center and to assume more control over the scheduling of the space, staff began a review of the existing agreement.
- April 2020: Circuit Court closed to County meetings; Board of Supervisors and Planning Commission move to Morris Room in County Administration Building
- May 2020 – September 2021: Planning Commission and Board of Supervisors meeting at Fluvanna County Library
- In October 2021, the annual Library Book Sale eliminated the availability of the meeting rooms. At the same time, public hearings for both the Planning Commission and the Board of Supervisors required meeting in a larger space to accommodate anticipated resident attendance at the meetings.
- During COVID restrictions, the Arts Council canceled all indoor performances and activities.
- In October 2021, the Board of Supervisors and the Planning Commission began using the Performing Arts Center for public meetings. During COVID restrictions, this was not problematic, however, as restrictions have lifted and COVID cases have decreased the Arts Council has sought ways to once again offer in-person performances in the Performing Arts Center.
- Problems to be solved:
 - The Board of Supervisors and the Planning Commission need a long-term meeting space.
 - The Fluvanna County Arts Council needs an available space to offer activities to the community.
 - The proposed Memorandum of Agreement offers a compromise agreement to share the Performing Arts Center and provide management of the space for community art offerings.

MOTION:	Approve the Memorandum of Agreement between the County of Fluvanna and the Fluvanna County Arts Council for space sharing and management of the Carysbrook Performing Arts Center, 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. Fairchild	Mr. O'Brien	Mr. Sheridan
ACTION:		Motion	Second		
VOTE:	No	Yes	Yes	Yes	Yes
RESULT:	4-1				

7A – BOARDS AND COMMISSIONS

- Bryan Moeller addressed the Board of Supervisors on behalf of the Community Policy and Management Team (CPMT) and expressed their recommendation to reappoint Cassondra Winfrey to the Community Policy and Management Team (CPMT) – Vendor Rep.
- *Mr. Fairchild questioned the protocol for speakers recommending applicants on boards, committees, and commissions. After some discussion, Mrs. Booker asked for a written procedure outlining what is acceptable during BCCs appointments.*
- Rudy Garcia addressed the Board regarding his reappointment to the Economic Development Authority (EDA) – At-Large.
- Brittany Gray addressed the Board regarding her appointment to the Economic Development Authority (EDA) – At-Large.
- Peggy Shanklin addressed the Board regarding her appointment to the Economic Development Authority (EDA) – At-Large.
- Fred Lang, addressed the Board regarding his appointment to the Piedmont Virginia Community College Board (PVCC) – Citizen Representative
- Ben Shaw, addressed the Board regarding his appointment to the Piedmont Virginia Community College Board (PVCC) – Citizen Representative

- Valerie Palamoutian, addressed the Board regarding her appointment to the Piedmont Virginia Community College Board (PVCC) – Citizen Representative
- Charles Haden Thomas Parrish, addressed the Board regarding his appointment to the Piedmont Virginia Community College Board (PVCC) – Citizen Representative

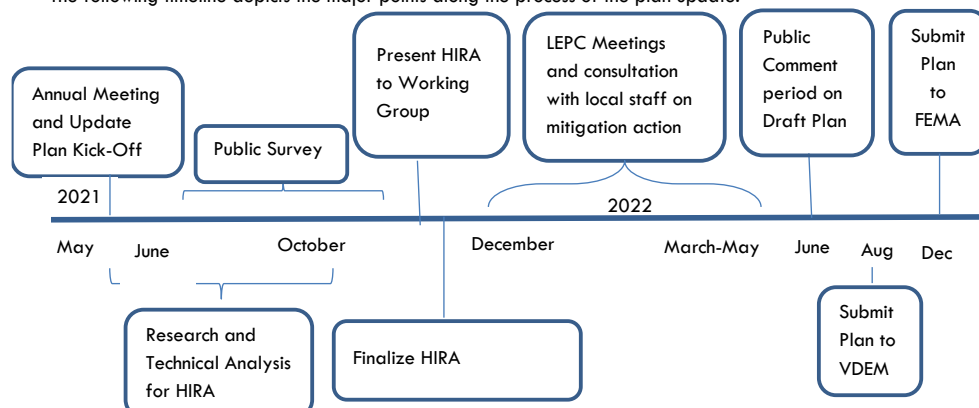
MOTION:	Move the Board of Supervisors approve the following Board, Commission, or Committee appointment(s)/reappointments(s):				
BOARD/COMMISSION/COMMITTEE	APPOINTEES		APPT/ REAPPT	BEGINS TERM	ENDS TERM
Community Policy and Management Team (CPMT) – Vendor Rep	Cassandra Winfrey (I)		Reappt	7/1/2022	6/30/2024
Economic Development Authority (EDA) – At-Large	Rudy Garcia (I)		Reappt	7/1/2022	6/30/2026
Economic Development Authority (EDA) – At-Large	Brittany Gray		Appt	7/1/2022	6/30/2026
Economic Development Authority (EDA) – At-Large	Joshua Bower		Appt	7/1/2022	6/30/2026
Piedmont Virginia Community College Board (PVCC) – Citizen Representative	Dr. Fred Lang		Appt	7/1/2022	6/30/2026
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O’Brien	Mr. Sheridan
ACTION:	Second			Motion	
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

8 – PRESENTATIONS

Thomas Jefferson Planning District Commission Regional Hazard Mitigation Plan Update – Ian S. Baxter, MPP, Planner II TJPDC

- The purpose of the Natural Hazard Mitigation Plan is to prepare for natural disasters before the occur, thus reducing loss of live, property damage, and disruption of commerce
- Plan is a data driven document based on past historical hazard events and the potential for future events based on historical data
- Plan assesses risks from Natural Hazards
- Incentive: The Federal Emergency Management Agency (FEMA) requires Natural HMPs as a condition for eligibility to receive certain mitigation grant program funds and grants.
- Virginia Department of Emergency Management encourages regional Natural Hazard Mitigation Plans to help jurisdictions address issues regionally
- VDEM Maintains a Statewide Hazard Mitigation Plan
- Required Sections of the Natural Hazard Mitigation Plan Document:
 1. Planning Process – the process through which the plan was developed, including public input
 2. Community Profile – general information about communities in the planning district
 3. Hazard Identification and Analysis – general information about potential hazards in the planning district, the historic record of hazard events, and the probability of future events
 4. Vulnerability Assessment – analysis of the human impact hazards could cause, with estimated potential losses for various hazard scenarios
 5. Capabilities Assessment – a survey of current local capacity to mitigate natural hazards
 6. Mitigation Strategy – goals, objectives, and action items selected to mitigate hazards identified in the region

The following timeline depicts the major points along the process of the plan update:



Board of Supervisors Minutes
Hazard Identification and Risk Assessment (HIRA)

June 1, 2022

- Describes all natural hazards that affect the Planning District and provide an analysis on location, extent, severity, and probability of occurrence
- General descriptions of events
- Data on events such as frequency, duration, severity and financial impact
- Hazards are presented in order of the relative risk they pose to the region
- Hazards are rated based on a risk matrix developed by Kaiser Permanente

EVENT	PROBABILITY	HUMAN IMPACT	PROPERTY IMPACT	BUSINESS IMPACT	RISK
	Likelihood this will occur	Possibility of death or injury	Physical losses and damages	Interruption of services	Relative threat*
SCORE	0 = N/A 1 = Low 2 = Moderate 3 = High	0 = N/A 1 = Low 2 = Moderate 3 = High	0 = N/A 1 = Low 2 = Moderate 3 = High	0 = N/A 1 = Low 2 = Moderate 3 = High	0 - 100%
Hurricane/high wind/windstorms	3	2	2	2	74%
Flooding	3	1	2	2	65%
Winter storms/weather	3	1	1	2	56%
Communicable Disease/Pandemic	2	2	1	2	30%
Lightning	2	1	1	1	22%
Wildfire	2	1	1	1	22%
Drought / Extreme Heat	2	1	1	1	22%
Dam Failure	1	2	2	2	22%
Tornado	2	1	1	1	22%
Earthquake	1	1	2	2	19%
Landslide	1	1	1	1	11%
AVERAGE SCORE	1.88	1.37	1.5	1.58	33%

Hazard Vulnerability Assessment

- Provides an overview and analysis of vulnerability in the Thomas Jefferson Planning District using factors including the HIRA, projected population growth and settlement patterns and the location of existing people and infrastructure
- Utilize Planning tools including FEMA’s HAZUS models for Hurricanes, earthquakes and flood and the Wildfire Risk Assessment for wildfires.
- Presents information on expected losses
- Understand risk based on location

Next Steps

- Public Comment
- Submit to VDEM and FEMA
- Work towards formal adoption by all localities

[Activity Code] Mitigation Action: [Jurisdiction]	
Category:	One of the goal categories listed above that is supported by the action
Action Item (Describe):	Brief description of action item
Hazard (s):	The hazard(s) the action is intended to mitigate
Lead Agency/Department Responsible:	Identify the local agency, department, or organization that is best suited to accomplish the action.
Estimated Cost:	An estimate of the costs required to complete the project or continue the project for the course of 5-years; this amount should be estimated until a final dollar amount can be determined.
Funding Method: (General Revenue, Contingency/Bonds, External Sources, etc.)	Potential sources of funds to complete the action, when applicable
Implementation Schedule:	Timeframe for which the action is expected to be completed
Priority	Placement in the order of importance and urgency

Sheriff’s Office Firing Range Improvements – Reserve Deputy Mel Sheridan & Sheriff Eric Hess, Sheriff’s Office

- The Fluvanna County Sheriff’s Office Weapons Training Team conduct both in the classroom and at the firing range.
- Mandatory in-service weapons training is conducted throughout the year at a range that currently has no electricity or lighting.
- The Training Team of dedicated professionals strives to provide far more than basic weapons qualification, electricity and lighting would greatly enhance their efforts.
- The financial impact of a one-time cost to install electric improvements is around \$6,000, plus Fluvanna County staff time to excavate conduit trenches with County equipment.
- There would be a nominal ongoing monthly electric cost of no more than \$50/month.
- If the board chooses to have staff move forward with this request, funding options could either be FY22 Sheriff’s Office budget savings, BOS Contingency (FY22 or FY23 depending on timing) or Capital Reserve Maintenance Fund.
 - The BOS gave head nods to split the cost with the Sheriff’s Office and to bring the agenda item to the next meeting under consent agenda.

Children’s Services Act Semi-Annual Report – Bryan Moeller, CSA Coordinator

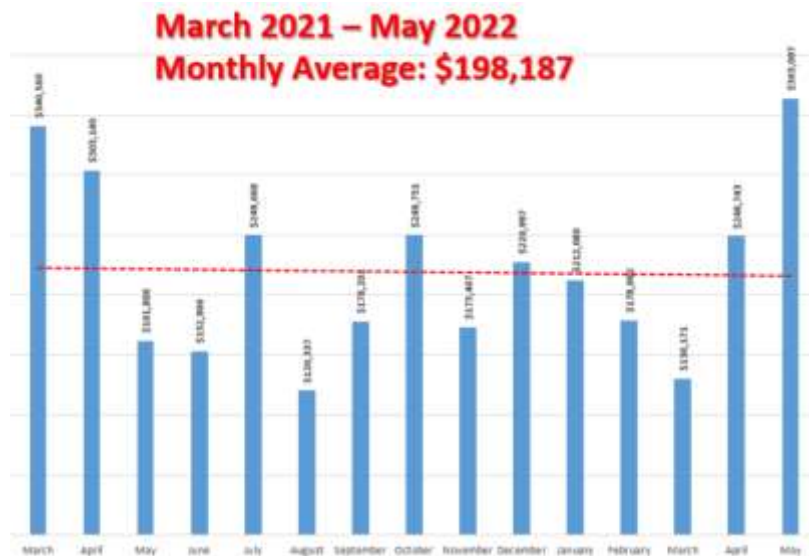
FY 2022 Spending (As of 5/31/2021)

- FY21 CSA Purchase of Services (POS)
 - Adopted Spending Authority: \$3,004,786
 - Expenditures + Encumbrances: \$2,850,350
 - Remaining Balance: \$173,830

CSA Expenditure History (Purchase of Services)



CSA Expenditures by Month



- Educational Day Placements expenses 11% higher in FY 2022 vs FY 2021 - (\$1,001,497 vs \$ 893,815)
- Number of youth served increased by 20% - (117 vs 94)

Effective July 1, 2022:

- Rate setting for Private Day Schools
 - Most schools will be paid by CSA a rate lower than currently being proposed by each school.
 - Differential may need to be funded by FCPS.
- HB 2117 (2021 General Assembly)
 - Requires a plan be developed by November, 2022, to transfer CSA funds for educational placements to the Department of Education
 - Impact on local portion of this funding to be determined

CSA is growing

- DocuSign is improving efficiency
 - 2,900 Provider Agreements, Purchase of Services Orders, and Invoices processed.
 - 725 staff hours saved
- August, 2022 – 2 new case managers at Fluvanna County Public Schools
- Statewide CSA Coordinator Mentoring group launched

Pleasant Grove Park Light Poles/Fixtures Donation from UVA – Aaron Spitzer, Director of Parks and Recreation

- Musco Lighting approached me around the beginning of May to ask if Fluvanna County would be interested in a set of light poles/fixtures (2) to be donated from UVA. Each light pole/fixture will have 12 illuminates.
- UVA is currently taking the poles/fixtures down in order to put a building in that place and don't have a need for the poles/fixtures at any other location on their grounds.
- Musco Lighting knows that we are in the process of putting up lights at the soccer fields and softball field at Pleasant Grove Park and thought that we may have a need for the poles/fixtures.
- The original thought was to use the donated light poles/fixtures in the "rodeo" field at Pleasant Grove Park to help with having to purchase light towers for events in that area. Under further review, the lights are proposed to illuminate the parking lot at the soccer fields.
- Each light pole/fixture that is to be donated to the County is worth \$35,000 - \$40,000 each which makes to donation worth at least \$70,000.
- These poles/fixtures will look like the ones at the FCHS athletic fields (non-LED) but will be different than the new lights at the soccer/softball fields (LED).

- The County would need to purchase precast foundations for the poles/fixtures which would cost \$10,000 (\$5,000 each) including delivery.
 - There would also be a cost to connect the poles/fixtures to electricity which would be \$20,000 - \$30,000 but this would be done when the other lights are installed to cut back on cost. If we were to have to put in an additional dedicated panel box for these poles/fixtures the price would go up to \$30,000 - \$40,000.
 - Total possible cost for the County to set and hook-up the light poles/fixtures would be ~\$50,000.
- *The Board of Supervisors agreed to proceed with installing the donated light poles at the soccer field parking lot. The BOS agreed to bring the agenda item to the next meeting under consent agenda.*

Noise Control Ordinance Amendment Discussion – Major David Wells, Sheriff’s Office & Fred Payne, County Attorney

- The current regulations for noise control are found in Chapter 15.1 of the County Code.
 - These provisions were adopted in 2001 and were revised in light of the Virginia Supreme Court’s decision in *Tanner v. City of Va. Beach*, 277 Va. 432 (2009).
 - Among others things, these revisions included provisions for use of sound meters.
 - Since that time, the Sheriff has found that these provisions have made the ordinance practically unenforceable and recommends that the ordinance be again revised to lessen the reliance on the sound meters and refining the other provisions of the ordinance as has been done elsewhere in Virginia.
 - If the Board authorizes the staff to go forward, appropriate provisions will be drafted and brought back to the Board for advertising and public hearing.
- *The Board of Supervisors authorized the updating of the ordinance to make it more enforceable.*

9 - CONSENT AGENDA

The following items were approved under the Consent Agenda for June 1, 2022:

- *Minutes of May 18, 2022* – Caitlin Solis, Clerk to the Board
- *Personnel Policy Update* - Donna Snow, Director of Human Resources
- *FY22 Circuit Court Preservation Funds Supplemental Appropriations* - Tori Melton, Management Analyst
- *FY22 ARPA Municipal Utility Funds Supplemental Appropriation* - Tori Melton, Management Analyst
- *FY22 CARES Act Supplemental Appropriation* - Tori Melton, Management Analyst
- *FY22 – 51 Kents Store Way Insurance Claim* - Tori Melton, Management Analyst
- *FY22 Department of Social Services Share of the Cost Allocation Funds* - Tori Melton, Management Analyst

MOTION:	Approve the consent agenda, for the June 1, 2022 Board of Supervisors meeting.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O’Brien	Mr. Sheridan
ACTION:	Second			Motion	
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

10 - UNFINISHED BUSINESS

None.

11 - NEW BUSINESS

None.

12 - PUBLIC COMMENTS #2

At 7:31pm, 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 7:31pm.

13 - CLOSED MEETING

MOTION:	At 7:31pm, move the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the provisions of Section 2.2-3711 A.1, A.3, A.5, A.7 & A.19 of the Code of Virginia, 1950, as amended, for the purpose of discussing Personnel – County Administrator performance evaluation and employee performance matters, Real Estate – Disposition of county-owned property, Prospective Industry – Prospective business, Litigation – Actual litigation in connection with Quigley Properties LLC. and Public Safety – EMS Services.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O’Brien	Mr. Sheridan
ACTION:	Second			Motion	
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

MOTION:	At 9:41pm, move Closed Meeting be adjourned and the Fluvanna County Board of Supervisors convene again in open session and “BE IT RESOLVED, the Board of				
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	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. Fairchild	Mr. O'Brien	Mr. Sheridan
ACTION:		Second		Motion	
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

MOTION TO EXTEND

- At 9:42pm, a motion was made to extend the Board of Supervisors meeting.

MOTION:	Approve a motion to extend the June 1, 2022 Regular Board of Supervisors meeting to 10:00pm.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
ACTION:	Second			Motion	
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

14 - ADJOURN

MOTION:	Adjourn the regular meeting of Wednesday, June 1, 2022 at 9:42pm.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
ACTION:	Second			Motion	
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