

**FLUVANNA COUNTY BOARD OF SUPERVISORS**  
**REGULAR MEETING MINUTES**  
**Carysbrook Performing Arts Center**  
**8880 James Madison Hwy, Fork Union, VA 23055**  
**October 19, 2022**  
**Regular Meeting 7:00pm**

**MEMBERS PRESENT:**

John M. (Mike) Sheridan, Columbia District, Chair  
 Tony O'Brien, Rivanna District, Vice Chair (*entered meeting at 7:08pm*)  
 Mozell Booker, Fork Union District  
 Patricia Eager, Palmyra District

**ABSENT:**

Chris Fairchild, Cunningham District

**ALSO PRESENT:**

Eric M. Dahl, County Administrator  
 Kelly 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 7:03pm, Chair Sheridan called to order the Regular Meeting of October 19, 2022. After the recitation of the Pledge of Allegiance, a moment of silence was observed.

**3 - ADOPTION OF AGENDA**

<b>MOTION:</b>	Accept the Agenda, for the October 19, 2022 Regular Meeting of the Board of Supervisors, as presented.				
<b>MEMBER:</b>	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
<b>ACTION:</b>	Motion	Second			
<b>VOTE:</b>	Yes	Yes	Absent	Absent	Yes
<b>RESULT:</b>	<b>3-0</b>				

**4 - COUNTY ADMINISTRATOR'S REPORT**

Mr. Dahl reported on the following topics:

## Announcements and Updates - New Employees

- Tara Bolton ,Communications Officer, E911, Started October 10th
- Stacey Morris, Communications Officer, E911, Started October 10th

18<sup>th</sup> Annual Halloween Festival and Trunk or Treat

- Saturday, October 29<sup>th</sup> at Pleasant Grove Park
- The Semi-Scary Haunted Trail and Trunk or Treat starts at 6:30 pm and ends at 8:30 pm.
- Free and Open to the Public
  - If you plan on handing out candy or treats from a trunk you must Register your Vehicle's Trunk at <https://fluvanna.recdesk.com> or call
  - (434) 589-2016 Monday thru Friday, 9am - 4pm.
  - *Trunks must be registered by 12 Noon, Thursday, October 27<sup>th</sup>!*

## Annual Friends of the Library Book Sale 2022

- Thursday, October 6- Saturday, October 22  
 Hours of the Library
  - Thursday, October 6 - Saturday, October 8 - Full Price
  - Tuesday, October 11 - Saturday, October 15 - 1/2 Price Sale (Library Closed Monday, October 10)
  - Monday, October 17 - Saturday, October 22 - \$5/Bag - We Provide the Bag!
- A SPECIAL THANKS TO OUR 2022 Book Sale Corporate SPONSOR - Monticello Country Real Estate & Our Lady of Peace
- Contact the Library if you have any questions! All proceeds benefit the Friends of the Fluvanna Library.

## October Is Domestic Violence Awareness Month

- If you are the victim of domestic violence, or know someone who is, help is only a phone call away.
- Call the Fluvanna Victim/Witness Assistance Program at 591-1985 or the
- Shelter for Help in Emergency (SHE) at 293-8509 for assistance.

## Habitat for Humanity 27th Home Dedication

- 3 PM on Sunday, November 13th at 440 Charney Way, Palmyra.
- The upcoming Home Dedication will honor a special lady who has worked very hard to become a Fluvanna homeowner.
- This is an event to also thank and honor our local volunteers, church communities, business partners and donors who have helped make this home happen.
- Houchens Place is a 64-acre neighborhood we own and are developing.

- Once complete, it will hold 26 homes and a recreation area. We are able to offer affordable homes to our partner families because we use local volunteers to help us build homes and enable us to sell them at cost.
- This saves each homebuyer approximately \$40,000.
- All of our homebuyers must meet qualifications to become part of our program including either living or working in Fluvanna County and successfully completing our financial literacy and homeownership classes.

Spotlight on Business - Quad County Business Summit

- In conjunction with the Quad County Business Summit, the QuadTank pitch competition was held on October 12, 2022
- 19 businesses, including 6 from Fluvanna applied to compete
- 2 Fluvanna businesses, Sweet Art Emporium and Herbert’s Wine Jelly were selected as semi-finalists
- Southern Revere Cellars from Louisa County claimed the \$6,750 cash prize

Spotlight on Business – Business Education Series

- Build Your Social Media, Guides Social Media Plan Building, and Networking Social
- Tuesday October 27
- 12:00pm -6:00pm
- Register at Fluvanna Chamber.org – Open to Chamber of Commerce members and non-members.

Next BOS Meetings:

Day	Date	Time	Purpose	Location
Wed	Nov 2	5:00 PM	Regular Meeting	Performing Arts Center
Thu	Nov 10	8:30AM	Elected Officials Breakfast	Library
Wed	Nov 16	7:00 PM	Regular Meeting	Performing Arts Center
Wed	Dec 7	5:00 PM	Regular Meeting	Performing Arts Center

**5 - PUBLIC COMMENTS #1**

At 7:11pm, Chair Sheridan opened the first round of Public Comments.

- Corven Flynn, 319 Shiloh Church Rd, mentioned a community event at Fork Union Baptist Church, and made comments regarding road safety, and real estate assessments.

With no one else wishing to speak, Chair Sheridan closed the first round of Public Comments at 7:15pm.

**6 - PUBLIC HEARING**

*Noise Control Ordinance* – Eric Dahl, County Administrator & Fred Payne, County Attorney

- The principal purpose of this action would be to provide for a new standard for review of noise complaints which the Sheriff believes will be easier and more equitable to enforce, as well as to substitute civil penalties as specifically authorized by statute in lieu the current criminal penalties.
- This ordinance will repeal Chapter 15.1 and add new Chapter 15.2 to regulate excessive noise and activities related and to provide for penalties for violations.

At 7:15pm, Chair Sheridan opened the Public Hearing.

- Mrs. Booker asked Mr. Payne to speak on points made by a citizen via email sent to the Board earlier in the day.

With no one else wishing to speak, Chair Sheridan closed the Public Hearing at 7:30pm.

MOTION:	Adopt an ordinance to: (i) Repeal Chapter 15.1 of the Fluvanna County Code, in its entirety; (ii) to Add a New Chapter 15.2 in its Place to Regulate Excessive Noise and Activities Related thereto and to Provide for Penalties for Violations thereof in its entirety				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O’Brien	Mr. Sheridan
ACTION:		Second		Motion	
VOTE:	Yes	Yes	Absent	Yes	Yes
RESULT:	<b>4-0</b>				

**7 - ACTION MATTERS**

*FY23 CIP Additional Funding Request for Fork Union Tanker 20* – John Lye, Chair of Fluvanna FRA and Chris Aley, Fork Union Fire Chief

- In the approved FY23 CIP budget, \$604,000 was approved for Fork Union Tanker 20. Chief Aley has received three bid proposals, but due to the current unexpected high inflation right now, all of the bids have come in at a higher price than were expected when preparing the FY23 CIP request for this apparatus.
- The current lowest Unit Cost is \$669,171.00. If the County choses to prepay on the contract upfront, discounts are available as follows:

- Opt 1) Prepay at signing \$450,000.00, \$22,758.00 Discount, Final cost \$646,413
- Opt 2) Prepay at signing \$550,000.00, \$26,258.00 Discount, Final cost \$642,913
- At the September 7, 2022 Board of Supervisors meeting, \$38,913 of additional funding was approved for Fork Union Tanker 20. Upon further research into the cooperative contract selected by Fork Union Fire, additional funding of \$2,000 is needed for the HGAC Cooperative Contract fee and \$3,321 for the Performance Bond Fee. With the County choosing to make a prepayment to save on overall costs, a performance bond is needed to protect the County’s upfront payment.

<b>MOTION:</b>	Approve additional funding for the FY23 CIP Fork Union Tanker 20 in the amount of \$5,321, with funding to come from ARPA funds				
<b>MEMBER:</b>	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O’Brien	Mr. Sheridan
<b>ACTION:</b>	Second	Motion			
<b>VOTE:</b>	Yes	Yes	Absent	Yes	Yes
<b>RESULT:</b>	<b>4-0</b>				

*Fork Union Rosenbauer Pumper/Tanker Purchase Agreement – Donna Allen, Purchasing Officer; Tori Melton, Director of Finance*

- In the FY23 budget, \$604,000 was budgeted for replacement of Fork Union Tanker 20.
- In September 2022 the board increased that amount by \$38,913 due to price increases from Manufacturers, totaling \$642,913 in approved funding for the equipment.
- There is a request from the FRA for additional funding of \$5,321. Additional funding was needed to cover the \$2,000 cost for the HGAC Cooperative Contract fee and \$3,321 Performance Bond fee. With the County choosing to make a prepayment to save on overall cost, the performance bond protects the County’s upfront payment.
- There is a sizable discount given to us if we prepay for a large portion of the vehicles. The details of those discounts are listed below:
  1. Fork Union Pumper - **Total Cost \$648,234**; Prepayment amount \$550,000; Discount Amount \$26,258

<b>MOTION:</b>	Approve the agreement between Fluvanna County and Rosenbauer South Dakota, LLC for the purchase of a Rosenbauer Commander 2000 Gallon Tanker totaling \$648,234, and further authorize the County Administrator to execute the agreement subject to approval as to form by the County Attorney				
<b>MEMBER:</b>	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O’Brien	Mr. Sheridan
<b>ACTION:</b>	Motion	Second			
<b>VOTE:</b>	Yes	Yes	Absent	Yes	Yes
<b>RESULT:</b>	<b>4-0</b>				

*Palmyra Village Streetscape Project - VDOT: Transportation Alternatives Program Grant Award – Eric Dahl, County Administrator*

- The Transportation Alternatives Program (TAP) is intended to help grant fund community based projects such as sidewalks and enhance the transportation experience by improving both the cultural and historical aspects of a locality’s transportation infrastructure and seeks to strengthen the local economy and further improve the quality of life for its residents.
- The VDOT - Transportation Alternatives Program (TAP) Grant will provide funding to construct concrete sidewalks and related concrete curbing along Stone Jail Street, remove Court Square (road) that bisects the lawn area between Civil War Park and the Historic Courthouse, provide properly marked and much needed angled and parallel parking spaces along the new proposed one-way road system and to further improve the Palmyra Village VDOT roads.
- The Palmyra Village Streetscape Project is a part of the Board’s current BOS Goals, C3.1.
- On September 1, 2021, the board authorized and approved submission of the grant application.
- The County received notification on September 2, 2022 of being awarded the VDOT TAP grant funding in the amount of \$1,271,325 for the project.
- VDOT’s original estimates for the project have increased from a year ago, increasing the County match from \$268,600 to \$317,831



Palmyra Village Streetscape Project – Scope of Services

- Project Management Preparation of roadway plans to include drainage plans, signing and pavement marking plans, maintenance of traffic plans, erosion and sediment control plans, cross sections, utility relocation plans, and right of way plans.
- Public Involvement activities Environmental studies and acquisition of required environmental documents from applicable state and federal agencies.
- Acquisition of required stormwater management permits.
- Administration of right of way acquisition and utility relocations.
- Compilation of final plans, specifications, and estimate for the roadway and sidewalk improvement features into a bid proposal package.
- Bid proposal bidability review.
- Administration and advertisement of proposal Administration of bidder questions.
- Receipt of bids Administration of Contract award.
- Administration and oversight of construction, construction engineering services, and construction project close-out.
  
- In order to move forward with the grant award, the County must:
  - Approve and allocate its 20% match of \$317,831 of the total project cost of \$1,589,156. The County match will be expended over 4 fiscal years between FY23 and FY26, per the VDOT Administered – Locally Funded Project Administration Agreement.
  - Adopt the “Resolution Affirming Commitment To Fund The Locality Share Of Projects Under Agreement With The Virginia Department Of Transportation And Provide Signature Authority.”
- After some discussion, Chair Sheridan asked for a vote.

<b>MOTION:</b>	Approve a supplemental appropriation of \$317,831 from unassigned fund balance to allocate its required 20% match for the VDOT Transportation Alternatives Program (TAP) grant for the Palmyra Village Streetscape CIP project				
<b>MEMBER:</b>	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O’Brien	Mr. Sheridan
<b>ACTION:</b>	Second			Motion	
<b>VOTE:</b>	Yes	Yes	Absent	Yes	Yes
<b>RESULT:</b>	<b>4-0</b>				

<b>MOTION:</b>	Adopt the resolution entitled “Resolution Affirming Commitment To Fund The Locality Share Of Projects Under Agreement With The Virginia Department Of Transportation And Provide Signature Authority” for the Palmyra Village Streetscape project				
<b>MEMBER:</b>	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O’Brien	Mr. Sheridan
<b>ACTION:</b>		Second		Motion	
<b>VOTE:</b>	Yes	Yes	Absent	Yes	Yes
<b>RESULT:</b>	<b>4-0</b>				

**8 – PRESENTATIONS**

*Central Virginia Partnership for Economic Development Update* – Helen Cauthen, CVPED President  
 Helen Cauthen, President of the Central Virginia Partnership for Economic Development, gave an overview of the CVPED mission, advancing innovative strategies for regional economic prosperity. Ms. Cauthen reviewed the CVPED Leadership, Partnership with Go Virginia and Virginia Career Works, the Program of Work and Results; and discussed the Attract, Retain and Align Talent Initiative.

**9 - CONSENT AGENDA**

The following items were discussed before approval:

G - *Virginia Department of Environmental Quality Local Government Guarantee* – Eric Dahl, County Administrator

The following items were approved under the Consent Agenda for October 19, 2022:

- *Minutes of October 5, 2022* – Caitlin Solis, Clerk to the Board
- *Virginia Department of Environmental Quality Local Government Guarantee* – Eric Dahl, County Administrator
- *CRMF - Central Fire Control Systems* – Don Stribling, FCPS
- *CRMF - FCHS Hot Water Heater* – Don Stribling, FCPS
- *CRMF - FCHS Track Surface* – Don Stribling, FCPS
- *CRMF - FMS Fire Control Main Board* – Don Stribling, FCPS
- *CRMF - FMS Fire Control System* – Don Stribling, FCPS

<b>MOTION:</b>	Approve the consent agenda, for the October 19, 2022 Board of Supervisors meeting.				
<b>MEMBER:</b>	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O’Brien	Mr. Sheridan

<b>ACTION:</b>	Motion			Second	
<b>VOTE:</b>	Yes	Yes	Absent	Yes	Yes
<b>RESULT:</b>	<b>4-0</b>				

**10 - UNFINISHED BUSINESS**

*Cost of Community Services* - Mr. O'Brien brought up the Cost of Community Services documents provided by Mr. Dahl, and asked for a breakdown of census information by households by married, unmarried, with children, and no children.

**11 - NEW BUSINESS**

- Mrs. Booker mentioned the memorial for Gequetta Murray-Key, Dr. James Kelley, Palmyra District Representative for the School Board, confirmed the memorial will be held at the Fluvanna County High School at 1pm Sunday, October 30, 2022.

**12 - PUBLIC COMMENTS #2**

At 8:29pm, 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 8:29pm.

**13 - CLOSED MEETING**

<b>MOTION:</b>	At 8:29pm, move the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the provisions of Section 2.2-3711 A.1, A.6, & A.19 of the Code of Virginia, 1950, as amended, for the purpose of discussing Personnel – Boards, committees, and commissions attendance compliance and County Attorney fees; Investment of Funds – Louisa County Water Agreement; Public Safety – Structure of Emergency Services.				
<b>MEMBER:</b>	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
<b>ACTION:</b>	Second			Motion	
<b>VOTE:</b>	Yes	Yes	Absent	Yes	Yes
<b>RESULT:</b>	<b>4-0</b>				

<b>MOTION:</b>	At 9:32pm, 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."				
<b>MEMBER:</b>	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
<b>ACTION:</b>	Second			Motion	
<b>VOTE:</b>	Yes	Yes	Absent	Yes	Yes
<b>RESULT:</b>	<b>4-0</b>				

**14 - ADJOURN**

<b>MOTION:</b>	Adjourn the regular meeting of Wednesday, October 19, 2022 at 9:32pm.				
<b>MEMBER:</b>	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
<b>ACTION:</b>	Second			Motion	
<b>VOTE:</b>	Yes	Yes	Absent	Yes	Yes
<b>RESULT:</b>	<b>4-0</b>				

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

\_\_\_\_\_  
Caitlin Solis  
Clerk to the Board

\_\_\_\_\_  
John M. Sheridan  
Chair



**BOARD OF SUPERVISORS**  
 County of Fluvanna  
 Palmyra, Virginia  
**RESOLUTION No. 17-2022**

**A RESOLUTION AFFIRMING COMMITMENT TO FUND  
 THE LOCALITY SHARE OF PROJECTS UNDER AGREEMENT  
 WITH THE VIRGINIA DEPARTMENT OF TRANSPORTATION  
 AND PROVIDE SIGNATURE AUTHORITY**

WHEREAS, the County of Fluvanna is a recipient of Virginia Department of Transportation funds under various grant programs for transportation-related projects; and

WHEREAS, the Virginia Department of Transportation requires each locality, by resolution, to provide assurance of its commitment to funding its local share; and

THEREFORE, IT IS HEREBY RESOLVED, by the Board of Supervisors of Fluvanna County hereby commits to fund its local share of preliminary engineering, right-of-way, and construction (as applicable) of the project(s) under agreement with the Virginia Department of Transportation in accordance with the project financial document(s); and

BE IT FURTHER RESOLVED that the County Administrator and/or his designees is authorized to execute all agreements and/or addendums for any approved projects with the Virginia Department of Transportation.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Fluvanna County Board of Supervisors of Fluvanna County on this 19<sup>th</sup> day of October 2022.

	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						
Chris Fairchild, Cunningham District						

Attest:

\_\_\_\_\_

John M. Sheridan, Chair

Fluvanna County Board of Supervisors