

FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Carysbrook Performing Arts Center
8880 James Madison Hwy, Fork Union, VA 23055
January 4, 2023
Regular Meeting 5:00pm

MEMBERS PRESENT:

Mozell Booker, Fork Union District, Chair
 Patricia Eager, Palmyra District, Vice Chair
 John M. (Mike) Sheridan, Columbia District
 Tony O'Brien, Rivanna District
 Chris Fairchild, Cunningham District

ABSENT:

None.

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, AND MOMENT OF SILENCE

At 5:13pm Mr. Eric M. Dahl, County Administrator, called to order the 2023 Organizational Meeting. After the recitation of the Pledge of Allegiance, a moment of silence was observed.

2021 ORGANIZATIONAL MEETING OF THE FLUVANNA COUNTY BOARD OF SUPERVISORS

Election of Chair - This action will elect a Chair to the Board of Supervisors for 2023. Mr. Eric M. Dahl, County Administrator, called for nominations.

- Mr. Fairchild nominated Supervisor Booker.

NOMINATION: Supervisor Booker

SUPERVISOR	NOMINATE	SECOND	AYE	NAY	ABSTAIN	ABSENT
Mozell H. Booker, Fork Union District					X	
Patricia B. Eager, Palmyra District		X	X			
Anthony P. O'Brien, Rivanna District			X			
John M. Sheridan, Columbia District			X			
Chris Fairchild, Cunningham District	X		X			
4-0-1 (Booker abstained)						

Following the election of Chair, Mr. Dahl turned the gavel, and the meeting, over to Chair Booker.

Election of Vice-Chair - This action will elect a new Vice-Chairperson to the Board of Supervisors for 2023. Chair Booker opened the floor for nominations for Vice-Chair.

- Mr. O'Brien nominated Supervisor Eager.

NOMINATION: Supervisor Eager

SUPERVISOR	NOMINATE	SECOND	AYE	NAY	ABSTAIN	ABSENT
Mozell H. Booker, Fork Union District			X			
Patricia B. Eager, Palmyra District					X	
Anthony P. O'Brien, Rivanna District	X		X			
John M. Sheridan, Columbia District			X			
Chris Fairchild, Cunningham District		X	X			
4-0-1 (Eager abstained)						

Supervisor Eager was elected Vice Chair, and the nomination/voting process was complete.

Resolution Entitled "Organizational Meeting of the Fluvanna County Board of Supervisors 2023" - The Code of Virginia requires an annual organizational meeting of the Board of Supervisors for the election of officers and the conduct of such other business as to meeting times and dates.

MOTION:	Adopt the resolution entitled "Organizational Meeting of the Fluvanna County Board of Supervisors 2023" which designates the location, day, and time of meetings. Meeting Place: <ul style="list-style-type: none"> • Carysbrook Performing Arts Center • Meeting Times: • Day Meetings begin at 5:00 p.m. and end at 9:00 p.m., unless extended
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	<ul style="list-style-type: none"> Night Meetings begin at 7:00 p.m. and end at 11:00 p.m., unless extended When scheduled, Work Sessions begin at 5:00 p.m. prior to the regular evening meeting 				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Fairchild
ACTION:		Second		Motion	
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

Selection of Dates for the Board Meetings - This action will adopt the Board of Supervisors 2023 Regular Meeting Calendar.

- During the month of July, only one meeting will be held on the first Wednesday starting at 5:00 p.m., breaking for dinner, then reconvening at 7:00 p.m. for public hearings.

MOTION:	Adopt the Board of Supervisors 2023 Regular Meeting Calendar as presented.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Fairchild
ACTION:		Second	Motion		
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

Adoption of Board By-Laws and Rules of Practice and Procedures - This action will adopt the Fluvanna County Board of Supervisors By-Laws and Rules of Practice and Procedures.

MOTION:	Adopt the Board of Supervisors By-Laws and Rules of Practice and Procedure.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Fairchild
ACTION:		Motion			Second
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

3 - ADOPTION OF AGENDA

- Mr. Dahl asked the Board to add a Resolution Requesting funding from the General Assembly to restore the Historic Courthouse to New Business.

MOTION:	Accept the Agenda, for the January 4, 2023 Regular Meeting of the Board of Supervisors, as amended.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
ACTION:				Motion	Second
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

- Jennifer (Jenny) Minor, Facilities & Programs Assistant Part-Time, Parks and Recreation Department, Started December 28th

WHEELIN' Sportsman Hunt at Pleasant Grove Park; December 29, 2022

- Four hunters had a great 50+ degrees and clear weather day last Thursday between 2 - 5:31pm.
- One deer was harvested during the event; marked with orange star on the left in green area.
- Thanks to Fred Payne, Sheriff Hess and the Sheriff's Department along with volunteers Dan Palmateer and Emily Beasley Brown whom is a Fluvanna native; as well as Parks & Recreation Staff Eric Armentrout, Travis Lawson and Aaron Spitzer all assisted with the event.

Next BOS Meetings:

Day	Date	Time	Purpose	Location
Wed	Jan 18	5:00 PM	Work Session – Non-Profit Presentations	Performing Arts Center
Wed	Jan 18	7:00 PM	Regular Meeting	Performing Arts Center
Wed	Feb 1	5:00 PM	Regular Meeting	Performing Arts Center
Wed	Feb 1	7:00pm	County Administrator's FY24 Budget Proposal and Revenue/Expenditure Brief	Performing Arts Center

5 - PUBLIC COMMENTS #1

At 5:39pm, Chair Booker opened the first round of Public Comments. With no one wishing to speak, Chair Booker closed the first round of Public Comments at 5:39pm.

6 - PUBLIC HEARING

None.

7 - ACTION MATTERS

None.

7A – BOARDS AND COMMISSIONS

None.

8 – PRESENTATIONS

Fluvanna Community Center Renovation Update – Eric Dahl, County Administrator

- The Board requested staff to bring forward a list of renovations for the Fluvanna Community Center.
- The list of requested renovation items can be seen in the FY24 Capital Improvement Plan (CIP) request for the Fluvanna Community Center.
- Fluvanna County Community Center renovation costs
 - Patch and paint interior walls, doors, hard ceilings, exterior doors, windows, etc. \$50K.
 - Install carpet in the auditorium and entrance area \$30K.
 - Renovate bathrooms with new fixtures, stalls and vanities \$80K.
 - Install new roof \$250K.
 - Install sound system for auditorium \$20K.
 - Replace end of life span HVAC heat pumps \$90k.
 - Install concrete sidewalk to connect all the way around building \$80k.
 - Have HVAC engineer evaluate noise reduction options for auditorium area \$10K.
 - Install new flooring in building hallway \$30K.
 - Have contractor/engineer investigate and provide solution to leaking basement \$10K.
 - TOTAL: \$650,000

Mr. Dahl asked the Board if they would like to wait to include all items in the FY24 CIP or proceed with any items on the list to get the Community Center modernized, and ready for use by the public and possibly ready for the Board to move into the Community Center. After some discussion, the Board asked staff to select some items to be brought forward in a formal motion.

Proposed Memorandum of Agreement with Persimmon Tree Players for Storage and Rehearsal Space – Kelly Harris, Assistant County Administrator

- Storage shed on the Fluvanna Community Center property that belongs to the Persimmon Tree Players
- When beginning a preliminary review of current and needed memoranda of understanding/agreement, County Administration became aware of the need for an MOA with Persimmon Tree Players with regards to the continued placement of the storage shed on County property, if the County chooses.
- When contacted about entering into an agreement with the County, Persimmon Tree Players inquired about rehearsal/performance space for the Persimmon Tree Players.
- Persimmon Tree Players would like to utilize the Fluvanna Community Center auditorium and stage for rehearsal purposes.

Staff was directed to proceed with a MOA for rehearsal space and allowing a storage shed to be left on the Fluvanna County Community Center property, and allow the flexibility to move the Persimmon Tree Players to a different venue if needed.

9 - CONSENT AGENDA

The following items were approved under the Consent Agenda for January 4, 2023:

- *Minutes of December 21, 2022* – Caitlin Solis, Clerk to the Board
- *Accounts Payable Report for November 2022* – Tori Melton, Director of Finance
- *Assistant Equipment and Fleet Maintenance Technician Position Description* – Donna Snow, Director of Human Resources

MOTION:	Approve the consent agenda, for the January 4, 2023 Board of Supervisors meeting, and to ratify Accounts Payable and Payroll for November 2022, in the amount of \$2,151,317.66.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
ACTION:		Motion	Second		
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

10 - UNFINISHED BUSINESS

TBD

11 - NEW BUSINESS

Resolution for Funding for the Historic Courthouse – Eric Dahl, County Administrator

Mr. Sheridan spoke to Delegate Lee Ware for support in funding the Historic Courthouse. Delegate Ware suggested bringing before the General Assembly a Resolution Requesting Funding for the Historic Courthouse. Staff was directed to draft the resolution to be submitted by January 13, 2023.

12 - PUBLIC COMMENTS #2

At 6:29pm, Chair Booker opened the second round of Public Comments. With no one wishing to speak, Chair Booker closed the second round of Public Comments at 6:29pm.

13 - CLOSED MEETING

MOTION:	At 6:29pm, move the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the provisions of Section 2.2-3711 A.5, A.7, & A.19 of the Code of Virginia, 1950, as amended, for the purpose of discussing Prospective Industry – Prospective business update, Litigation – Flint Condemnation, Public Safety – Structure of Emergency Services.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
ACTION:				Motion	Second
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

MOTION:	At 7:10pm, 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. Fairchild	Mr. O'Brien	Mr. Sheridan
ACTION:		Second		Motion	
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

FY24 NON-PROFIT BUDGET PRESENTATIONS

- Fluvanna Chamber of Commerce
- Fluvanna County Arts Council
- Central Virginia Partnership for Economic Development
- Virginia Career Works - Piedmont Region
- Fluvanna Leadership Development Program
- Fluvanna-Louisa Housing Foundation

14 - ADJOURN

MOTION:	Adjourn the regular meeting of Wednesday, January 4, 2023 at 8:18pm.				
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

Mozell Booker
Chair



BOARD OF SUPERVISORS
 County of Fluvanna
 Palmyra, Virginia

RESOLUTION No. 01-2023

**A RESOLUTION RECOGNIZING THE
 2023 ORGANIZATIONAL MEETING OF THE BOARD OF SUPERVISORS**

At the annual Organizational Meeting of the Fluvanna County Board of Supervisors held in the Carysbrook Performing Arts Center at 5:00 PM on Wednesday, January 4, 2023, the following resolution was adopted by the Board of Supervisors, the vote being as shown below and recorded in the minutes of the meeting.

WHEREAS, the Code of Virginia requires an annual organizational meeting for the Board of Supervisors for the election of officers and the conduct of such other business as to meeting times and dates and,

WHEREAS, the Board of Supervisors does now conduct such an organizational meeting;

NOW, THEREFORE BE IT RESOLVED by the Board of Supervisors that it does hereby designate the Auditorium in the Carysbrook Performing Arts Center as its meeting place for Regular Meetings to be held on the first Wednesday of each month at 5:00 p.m. and the third Wednesday of each month at 7:00 p.m., except for the month of July when the only meeting shall be on the first Wednesday starting at 5:00 p.m., breaking for dinner, then reconvening at 7:00 p.m. for additional business or public hearings. When scheduled, Work Sessions will be held the third Wednesday of each month at 5:00 p.m. prior to the regular meeting.

BE IT FURTHER RESOLVED by the Board of Supervisors that it does hereby designate the fourth Wednesday at 7:00 p.m. as the meeting date for any such regular meeting that is postponed due to weather or such other circumstances.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Fluvanna County Board of Supervisors at the annual Organizational Meeting of the Board held on the 4th day of January, 2023;

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

A Copy, teste:

Caitlin Solis

Clerk to the Board of Supervisors

Fluvanna County, Virginia