

**FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Morris Room, County Administration Bldg
Palmyra, VA 22963
June 20, 2024
Regular Meeting 6:00pm**

MEMBERS PRESENT:

Chris Fairchild, Cunningham District, Chair
John M. (Mike) Sheridan, Columbia District, Vice Chair
Mike Goad, Fork Union District
Tony O’Brien, Rivanna District

ABSENT:

Timothy M. Hodge, Palmyra District

ALSO PRESENT:

Eric M. Dahl, County Administrator
Kelly Harris, Assistant County Administrator
Dan Whitten, County Attorney
Caitlin Solis, Clerk for the Board of Supervisors

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

At 6:01pm, Chair Fairchild called to order the Regular Meeting of June 20, 2024. After the recitation of the Pledge of Allegiance, a moment of silence was observed.

3 - ADOPTION OF AGENDA

- Mr. Dahl asked to add Selection of Voting Credentials for the 2024 NACo Annual Business Meeting to the agenda, and defer Position Upgrades for the Commissioner of the Revenue’s Office to the July 3, 2024 meeting.

MOTION:	Accept the Agenda, for the June 20, 2024 Regular Meeting of the Board of Supervisors, as amended.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:		Second			Motion
VOTE:	Yes	Yes	Absent	Yes	Yes
RESULT:	4-0				

4 - COUNTY ADMINISTRATOR’S REPORT

Mr. Dahl reported on the following topics:

Announcements and Updates - New Employees

- Syreeta Grooms, Social Services, Benefits Program Specialist I, Started June 17th

The Fluvanna Library hosted The Charlottesville Band's Rivanna Winds on Saturday, June 15.

- Those in attendance listened to great "Dixieland" music and ice cream was served.
- There were almost 100 people in attendance.

Next BOS Meetings

Day	Date	Time	Purpose	Location
Wed	Jul 3	5:00 PM & 6:00 PM	Regular Meeting	Circuit Court
Wed	Aug 7	5:00 PM	Regular Meeting	Circuit Court
Wed	Aug 21	6:00 PM	Regular Meeting	Circuit Court

5 - PUBLIC COMMENTS #1

At 6:05pm, Chair Fairchild opened the first round of Public Comments.

- Kyle West, Charlottesville, VA, commented on utility scale solar.

With no one else wishing to speak, Chair Fairchild closed the first round of Public Comments at 6:10pm.

6 – BOARDS AND COMMISSIONS

None.

7 – PRESENTATIONS

None.

8 - ACTION MATTERS

Position Upgrades for the Commissioner of the Revenue’s Office – Mel Sheridan, Commissioner of the Revenue
 - The agenda item was deferred until July 3, 2024.

Preliminary Engineering Report Proposal for the Pleasant Grove Park Expansion of Water and Sewer – Dan Villhauer, Vice President – Dewberry

Many of the projects that are approved in the CIP for the Pleasant Grove Park require additional water and sewer in order to complete. These projects include a water park, new restroom facilities and water for the Pleasant Grove House. Dewberry Engineers proposes to evaluate the current well and capacity to see if there can be additional capacity obtained and/or where additional wells can be placed to augment the current arrangement at the park. Dewberry will also evaluate the plausibility and possible location of a sewer force main and grinder station that could be connected to the current Palmyra sewer system. Note that the Palmyra WWTP has adequate capacity to handle the additional sewer demand.

MOTION:	Approve a supplemental appropriation for the Public Utilities budget in the amount of \$39,685.00, with the funding to come from unassigned fund balance, for the development of a Preliminary Engineering Report for the County to access water and sewer expansion opportunities for Pleasant Grove Park.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:		Motion			Second
VOTE:	Yes	Yes	Absent	Yes	Yes
RESULT:	4-0				

Preliminary Engineering Report Proposal for the Fluvanna Women’s Correctional Center – Dan Villhauer, Vice President – Dewberry

The current agreement with the Fluvanna Women’s Correctional Center only allows the County to utilize 100K gallons of wastewater capacity per day. The Correctional Center does not have additional capacity for the County to obtain more without upgrading the current wastewater treatment plant. Also, Fluvanna County does not have nutrient credits to build a second plant in the area. Without additional wastewater capacity, the County will be limited on its ability to attract additional business to the Zion Crossroads Area. As an aside, state agencies do not have the same restrictions binding them to a finite number of nutrient credits. The out flow is determined by the capacity of the receiving stream.

MOTION:	Approve a supplemental appropriation for the Zion Crossroads Enterprise Fund budget in the amount of \$84,215.00, with the funding to come from unassigned fund balance, for the development of a Preliminary Engineering Report for the County to investigate expansion opportunities for the wastewater facility at the Virginia Department of Corrections – Fluvanna Women’s Correctional Center.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:				Second	Motion
VOTE:	Yes	Yes	Absent	Yes	Yes
RESULT:	4-0				

JAUNT Annual Shareholders Meeting Proxy Designation – Eric Dahl, County Administrator

Jaunt, Inc. will hold its annual shareholders’ meeting on July 10, 2024, and will need the governing body to appoint a proxy to vote its shares at that meeting. Proxies elect executive officers to the Jaunt Board of Directors, may be called upon to appoint the executive director position, and cast votes on any other matters that may come before them at shareholders’ meetings.

Jaunt may have recurring needs to convene its shareholders such as for the appointment of new directors which require shareholder action. The attached documents will allow more open-ended proxy participation for a 12 month or longer period. The designated proxy may be a Board of Supervisors member, appointed Jaunt Board Members, or the County Administrator.

MOTION:	Approve the designation of James Schoenster to act as proxy at the annual meeting and any special meetings of the shareholders of Jaunt upon all such matters as may come before the shareholders, including without limitation the election of directors; this appointment shall be valid for the following term until the end of their term in office, including any renewals thereof.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:		Second			Motion
VOTE:	Yes	Yes	Absent	Yes	Yes
RESULT:	4-0				

9 - PUBLIC HEARING

Public Hearing to Amend Section 9-2-2 and 9-2-4 of the County Code Increase FUSD Water Rates and Charges – Dan Whitten, County Attorney

- The water rates and charges for FUSD are intended to cover operation and maintenance costs for the water and sewer system.
- Water rates have not increased since August 2014.
 - The monthly charges for the first 2,000 gallons (minimum charge) would increase from \$21.00 to \$24.00
 - For each additional 1,000 gallons above the first 2,000 gallons, the rate would increase from \$11.00 to \$11.22
- The water connection charge has not changed since May 2010.
 - The water connection/availability of \$4,500 would increase a \$6,500 water connection fee

At 7:01pm, Chair Fairchild opened the Public Hearing. With no one wishing to speak, Chair Fairchild closed the Public Hearing at 7:01pm.

MOTION:	Amend Section 9-2-2 and 9-2-4 of the County Code to increase Fork Union Sanitary District water rates and charges				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O'Brien	Mr. Sheridan
ACTION:				Motion	Second
VOTE:	Yes	Yes	Absent	Yes	Yes
RESULT:	4-0				

Public Hearing to Increase Building Inspection Fees – Dan Whitten, County Attorney; Andy Wills, Building Official
 Building Inspection fees have not been adjusted since 2009; increasing fees could potentially increase revenue ~ \$25,000.

At 7:03pm, Chair Fairchild opened the Public Hearing. With no one wishing to speak, Chair Fairchild closed the Public Hearing at 7:03pm.

MOTION:	Approve the amendments to the County Code to amend Sec. 5-2-2. - Schedule of building fees				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O'Brien	Mr. Sheridan
ACTION:		Motion		Second	
VOTE:	Yes	Yes	Absent	Yes	Yes
RESULT:	4-0				

10 - CONSENT AGENDA

The following items were discussed before approval:

The following items were approved under the Consent Agenda for June 20, 2024:

- *Minutes of June 5, 2024 – Caitlin Solis, Clerk to the Board*
- *Clerk of the Circuit Court Position Descriptions – Tristana Treadway, Clerk of the Circuit Court*
- *Accounts Payable Report for May 2024 – Theresa McAlister, Management Analyst*
- *Approval of Advisory Services Contract with Raymond, James & Associates – Dan Whitten, County Attorney*

MOTION:	Approve the consent agenda, for the June 20, 2024 Board of Supervisors meeting, and to ratify Accounts Payable and Payroll for May 2024, in the amount of \$2,132,511.27.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O'Brien	Mr. Sheridan
ACTION:		Motion		Second	
VOTE:	Yes	Yes	Absent	Yes	Yes
RESULT:	4-0				

11 - UNFINISHED BUSINESS

- Mr. Fairchild asked when the Board of Supervisors Retreat will be scheduled. Mr. Dahl informed the Board there are a couple of proposals that need to be reviewed and brought to the Board at the July meeting.
- Mr. O'Brien asked when the next Solar Committee will be scheduled. Mr. Whitten said it is not going to be scheduled before the public hearing at the July meeting.

12 - NEW BUSINESS

Selection of Voting Credentials for the 2024 NACo Annual Business Meeting – Eric Dahl, County Administrator
 Fluvanna County must designate a voting delegate or proxy prior to 5 p.m. EDT on Sunday, July 8, 2024 to cast their vote during the Annual Business Meeting. Voting credentials verify a member county, parish, or borough's

eligibility to vote and the number of votes they can cast at the Annual Business Meeting. To be eligible to vote, NACo members are required to:

- Register for the 2024 Annual Conference
- Pay 2024 NACo membership dues in full, and
- Designate the voting delegate(s) for the county by 5 p.m. EDT on Monday, July 8.

Voting delegates and proxies decide all business, motions and the election of officers during the Annual Business Meeting.

MOTION:	Approve John M. Sheridan be appointed Voting Delegate, representing Fluvanna County by casting votes at the 2024 Annual Business Meeting of the National Association of Counties.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O'Brien	Mr. Sheridan
ACTION:		Second		Motion	
VOTE:	Yes	Yes	Absent	Yes	Abstain
RESULT:	3-0-1				

13 - PUBLIC COMMENTS #2

At 7:10pm, Chair Fairchild opened the second round of Public Comments. With no one wishing to speak, Chair Fairchild closed the second round of Public Comments at 7:11pm.

14 - CLOSED MEETING

MOTION:	At 7:11pm, move the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the provisions of Section 2.2-3711 A.8 of the Code of Virginia, 1950, as amended, for the purpose of discussing Legal Matters – Insurance proceeds related to the Kents Store Fire Building.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O'Brien	Mr. Sheridan
ACTION:		Second		Motion	
VOTE:	Yes	Yes	Absent	Yes	Yes
RESULT:	4-0				

MOTION:	At 8:06 pm, 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:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O'Brien	Mr. Sheridan
ACTION:		Motion			Second
VOTE:	Yes	Yes	Absent	Yes	Yes
RESULT:	4-0				

15 - ADJOURN

MOTION:	Adjourn the regular meeting of Wednesday, June 20, 2024 at 8:08pm.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O'Brien	Mr. Sheridan
ACTION:		Second			Motion
VOTE:	Yes	Yes	Absent	Yes	Yes
RESULT:	4-0				

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

Caitlin Solis
Clerk to the Board

Christopher S. Fairchild
Chair