

**FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Circuit Courtroom, Fluvanna Courts Building
72 Main Street, Palmyra, VA 22063
October 2, 2024
Regular Meeting 5:00pm**

MEMBERS PRESENT:

Chris Fairchild, Cunningham District, Chair
John M. (Mike) Sheridan, Columbia District, Vice Chair
(entered meeting at 5:59pm)
Mike Goad, Fork Union District
Timothy M. Hodge, Palmyra District
Tony O'Brien, Rivanna District *(entered meeting at 5:06pm)*

ABSENT:

None.

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 5:00pm, Chair Fairchild called to order the Regular Meeting of October 2, 2024. After the recitation of the Pledge of Allegiance, a moment of silence was observed.

3 - ADOPTION OF AGENDA

- Mr. Dahl asked to move FY25 FCPS Grants Supplemental Appropriation from the Consent Agenda to Action Matters.

MOTION:	Accept the Agenda, for the October 2, 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	Yes	Absent	Absent
RESULT:	3-0				

4 - COUNTY ADMINISTRATOR'S REPORT

Mr. Dahl reported on the following topics:

Announcements and Updates - New Employees

- William York, Economic Development, Small Business Development and Tourism Specialist., Started September 24th

24' Bridge Behind Library Reopening/Reclosing

- In January 2024, the bridge behind the library was deemed unsafe by Parks and Recreation staff followed by agreement from the County Administrator and County Attorney then closed.
- The county had RK&K come check out the bridge in June 2024 to see what they estimated the cost to be (\$150,000.00) to fix the current bridge or replace it.
- My trail staff member (Matt Stancil) and myself had the idea to use an excavator to lift the bridge to move it back about three feet to be able secure it on level ground while winching the other side to slide it about a foot to line it up with the trail hoping to make it useable again.
- With the assistance of Greg Sawyer from FUSD operating the mini-excavator, Matt Stancil was able to work with him to reposition the bridge in late August 2024.
- Matt then rebuilt the bridge how it previously was using new materials. We were able to reopen the bridge to hikers and bikers on September 20, 2024 feeling they will be safe using the bridge. Horses are prohibited from crossing over the bridge, signage is visible. Total cost \$1,031.82. Bridge wood materials \$925.92 and signage \$105.90.

Next BOS Meetings

Day	Date	Time	Purpose	Location
Wed	Oct 16	6:00 PM	Regular Meeting	Circuit Court
Wed	Nov 6	5:00 PM	Regular Meeting	Circuit Court
Wed	Nov 20	6:00 PM	Regular Meeting	Circuit Court

5 - PUBLIC COMMENTS #1

At 5:09pm, Chair Fairchild opened the first round of Public Comments.

- James Kelley, 363 Manor Blvd, commented on Fluvanna County Public Schools Funding Appropriation Method discussion at the last meeting.

With no one else wishing to speak, Chair Fairchild closed the first round of Public Comments at 5:12pm.

6 – BOARDS AND COMMISSIONS

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 Planning and Management Team (CPMT) – Parent Representative	Kristen Hoberg		Appt	10/2/2024	6/30/2026
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:			Motion	Second	
VOTE:	Yes	Yes	Yes	Yes	Absent
RESULT:	4-0				

7 – PRESENTATIONS

2024 Fluvanna County Fair Review – Aaron Spitzer, Director of Parks and Recreation

Attendance

- This year’s County Fair was a success with 7,887 paying visitors and an estimated 9,500+ visitors over the four days with Wednesday free admission and Thursday 17 and under free.

Parks and Recreation Expenses

- Advertising - \$748.35, Fair Tri-Folds and Fluvanna Review ads (2). Budget - \$2,200.00
- General Supplies - \$5,188.03, Fun Zone, Banners, Staff T-Shirts, and various stores. Budget - \$7,300.00
- Contract Services - \$21,314.70, Gibson Tent Rental, Sunbelt (lights), Porta Johns, Dumpster, and Security from Sheriff’s Office. Budget - \$22,200.00
- Total Expenses = \$27,251.08

Parks and Recreation Revenues

- Gate Sales - \$23,505.00 (\$3 of the \$5 gate fee). 7,887 paying visitors; we did not take gate sales on Wednesday or for anyone under 18 years old on Thursday and everyday children under the age of 2 years old got in free.
- Carnival Ride Sales - \$17,940.00. \$100 for each food/concession (11) as well as 25% of all ticket sales.
- Fair Vendors - \$6,420.00. 4 Sponsors, 18 food, and 69 non-food.
- Total Revenue = \$47,865.00

Fair Board’s Expenses

- Stage Entertainment - \$1,860.00. DJ Crazy Craig, South Canal Street, Wes Iseli, and Cheap Whiskey.
- Fair Grounds Entertainment - \$33,509.00. Virginia Giant, Axe Women of Maine, Beer Garden, Rodeo, Barrel Train, Mechanical Bull and Petting Zoo.
- Parking - \$6,190.00. HS Cross Country (Thursday) and Virginia Veterans Security LLC (Friday and Saturday).
- General Supplies - \$26,789.51. Fair Books, Wristbands/bags, Card Reader, Golf Carts, Banners, Tent Rental, Bleachers, Advertising, Signs, Volunteers, Axe Throwing, Welcome Tent, Grant Payments and miscellaneous items.
- Total Expenses = \$68,348.51

Fair Board’s Revenues

- Sponsors - \$42,600.00
- Gate Sales - \$11,752.00. Fair Board received \$2 per gate sale transaction over 3 days.
- Fair Ground Activities - \$31,412.00. Corn Hole tournament, Excavator challenge, Virginia Giant, Beer Garden, and Rodeo. Virginia Giant had 558 sales (\$10 per ride). Beer Garden had 770 sales (\$8 per drink). Rodeo had 964 sales (\$20 per ticket).
- Total Revenue = \$85,764.00

Special Needs Event

- Valley Amusements opened up rides and a few games for area youth and adults with special needs on Friday from 10am – 12:30pm. The Axe Women of Maine put on a show, plus the 4-H Tent and Bar “C” Ranch Petting Zoo also opened for viewing of the animals.
 - Approx. 60 participants that came to this event.
 - EW Thomas and Pyramid Excavating and Paving whom provided meals for the participants and staff.

- SPECIAL THANKS to Valley Amusements, Pyramid Excavating and Paving, the Fluvanna County Public Schools, Fluvanna County Fair Board, and Parks and Recreation whom partnered together to provide this unique experience.

Home Arts Competition

- Melinda Braid and Susan Edginton organized and ran the competition this year – very difficult to secure volunteers & judges.
 - We had over 115 entries, which was down from last year.
 - A new category was introduced this year - Lego sculptures!
 - We will be expanding several categories for next year based on feedback that we received this year.
 - We only had 21 volunteers to cover over 90 hours of work (registration, setting up the displays and manning the 3 sheds).
 - For next year, we will be focusing efforts on looking for volunteers, increasing our entries, and getting more judges by reaching out to groups in the community and the schools.

Recognitions

- 2024 Fair Board
 - President - Wade Parrish
 - Vice President - Kirsten Cropp
 - Secretary - Rachel Crenshaw
 - Treasurer - Channing Snood
 - Home Arts Directors - Melinda Braid and Susan Edginton
 - 4-H Director - Kim Mayo
 - Equipment & Flowers - George and Gene Goin
 - County Representatives - Brendan Krett and Aaron Spitzer
- Thanks to Fluvanna Fire and Rescue and the Fluvanna Sheriff’s Department for being at the Fair to help out with any emergencies that arose!
- Special THANK YOU to all the volunteers that helped at various events throughout the Fair!

8 - ACTION MATTERS

Handicap Hunt – Aaron Spitzer, Director of Parks and Recreation

- The Sheriff’s office continues to believe that it is necessary to reduce the numbers of deer on Pleasant Grove Park and that the best means of such control is through a managed hunt under the auspices of Wheelin’ Sportsmen, a group affiliated with the National Wild Turkey Federation.
- The proposal is to permit a small (7-10) group of hunters to take deer during the current hunting season on December 27, 2024.
- All hunters will be wheel-chair bound or otherwise handicapped, will be duly licensed and will be escorted by qualified volunteers from the community.
- Similar hunts were held in December/January of 2013-2023 with safety and success. It is expected that, if approved, this hunt will be similar, with minor changes based on previous years’ experience.

MOTION:	Authorize the Sheriff to conduct a deer hunt at Pleasant Grove Park on December 27, 2024 for the purpose of controlling deer numbers, such hunt to be managed by Wheelin’ Sportsmen, a non-profit organization providing outdoor recreation opportunities for handicapped hunters.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:		Motion	Second		
VOTE:	Yes	Yes	Yes	Yes	Absent
RESULT:	4-0				

Authorization to Advertise E&S Ordinance – Dan Whitten, County Attorney

- Except for the fee update, Chapter 6 has not been updated since 2015.
- In June of 2023 the State Water Control Board approved and adopted the Virginia Erosion and Stormwater Management (VESM) Regulation (9VAC25-875) and approved the repeal of the Erosion and Sediment Control Regulations (9VAC25-840), Erosion and Sediment Control and Stormwater Management Certification Regulations (9VAC25-850), and Virginia Stormwater Management Program Regulation (9VAC25-870).
- The VESM Regulation and repeal of the other regulations became effective July 1, 2024.
- Also, on July 1, 2024, Chapters 68 and 758 of the 2016 Acts of Assembly become effective. Those Acts, referred to as the “Consolidation Bill,” combine stormwater management and erosion and sediment control requirements under the Virginia Erosion and Stormwater Management Act (VESMA), §§ 62.1-44.15:24 through 62.1-44.15:50 of the Code of Virginia.
- DEQ developed a VESCP model ordinance to incorporate requirements in the VESMA and VESM Regulation; that model ordinance is the basis for this revised Chapter 6.
- If a VESCP authority elects to adopt more stringent ordinances, the authority must report to the DEQ when more stringent erosion and sediment control ordinances are determined to be necessary.

MOTION:	Advertise a public hearing to be held November 20, 2024 to repeal and reenact County Code Chapter 6 - Erosion and Sedimentation Control.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O'Brien	Mr. Sheridan
ACTION:		Second		Motion	
VOTE:	Yes	Yes	Yes	Yes	Absent
RESULT:	4-0				

Authorization to Advertise a Public Hearing for a Lease Agreement with Fluvanna Christian Service Society, Inc. to Lease Property at Carysbrook Complex – Dan Whitten, County Attorney

- Since 2018, FCCS has leased property at Carysbrook Complex from the County for three storage buildings owned by FCCS.
- The buildings have been the primary location of the food pantry.
- The food pantry has moved to the MACAA space, but FCCS wants to use one building for a freezer to be used by MACAA for overflow freezer items.
- FCCS would like to use the buildings to store donations for the Happy Face Christmas toy and clothes distribution program.
- Lease term will be 5 years with automatic with an automatic 5-year renewal term.

MOTION:	Advertise a public hearing to be held November 20, 2024 for the lease of property to the Fluvanna Christian Service Society, Inc.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O'Brien	Mr. Sheridan
ACTION:		Motion	Second		
VOTE:	Yes	Yes	Yes	Yes	Absent
RESULT:	4-0				

BOS Retreat and Workplan – Eric Dahl, County Administrator

Following the 2024 Board of Supervisors Planning Retreat, retreat facilitator, Kimball Payne of the Berkley Group, and County Staff, refined the goals established at the retreat into a work plan with due dates. It is anticipated this work plan will be updated as projects progress and that staff will present updates to the Board on a regular schedule.

- Mr. Dahl gave a brief run-through of the 2024 Board of Supervisors Workplan.

MOTION:	Approve the 2024 Board of Supervisors Work Plan as presented.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O'Brien	Mr. Sheridan
ACTION:		Second	Motion		
VOTE:	Yes	Yes	Yes	Yes	Absent
RESULT:	4-0				

FY25 FCPS Grants Supplemental Appropriation – Tori Melton, Director of Finance and Brenda Gilliam, Executive Director for Instruction and Finance

- The Adopted FY2025 budget totals \$107,505,194 in revenues and expenditures. The proposed amendment for the FCPS Budget calls for an increase of \$3,211,343.17 in revenues and expenditures.
- Per Code of Virginia 15.2-2507, any additional appropriation which increases the total budget by more than 1% of the total expenditure budget for that fiscal year requires a public hearing.
- Notice of the public hearing must be advertised at least once in a newspaper of general circulation in the locality at least 7 days prior to the hearing.

MOTION:	Authorize staff to advertise for a Public Hearing on an FY25 budget amendment of \$3,211,343.17 from the FCPS carryover of state and federal funds, with a public hearing to be held on November 20, 2024.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O'Brien	Mr. Sheridan
ACTION:		Second		Motion	
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

9 - PUBLIC HEARING

None.

10 - CONSENT AGENDA

The following items were discussed before approval:

K - Four-for-Life Supplemental Appropriation

The following items were approved under the Consent Agenda for October 2, 2024:

- *Minutes of September 18, 2024* – Caitlin Solis, Clerk to the Board
- *Registrar's Office Location Lease Renewal* – Tori Melton, Director of Finance
- *Accounts Payable Report for August 2024* – Theresa McAllister, Management Analyst

- *Four-for-Life Supplemental Appropriation* – Theresa McAllister, Management Analyst
- *Services Agreement for Legal Services* – Dan Whitten, County Attorney
- *Environmental Monitoring and Reporting Services for County Landfill* – Dan Whitten, County Attorney
- *Temporary Staff Stipend for Additional Duties - White* – Dan Whitten, County Attorney
- *Approval of Open Space Agreement for April M. Baber* – Andrew M. Sheridan, Jr., Commissioner of the Revenue
- *Approval of Open Space Agreement for Colin B. Gates and Jenna P. Gates* – Andrew M. Sheridan, Jr., Commissioner of the Revenue
- *Approval of Open Space Agreement for Ronald P. Lauziere and Wanda A. Lauziere* – Andrew M. Sheridan, Jr., Commissioner of the Revenue
- *CRMF - CEN Fan Modules for Chillers* – Don Stribling, FCPS Executive Director
- *CRMF - FMS Bat Exclusion* – Don Stribling, FCPS Executive Director
- *CRMF - Fork Union Fire Company Bay 5 Roll Up Door Repair* – Dale Critzer, Assistant Director of Public Works
- *CRMF - Library Unit 4 Replacement* – Dale Critzer, Assistant Director of Public Works
- *CRMF - Public Safety Building Sewer System* – Dale Critzer, Assistant Director of Public Works

MOTION:	Approve the consent agenda, for the October 2, 2024 Board of Supervisors meeting, and to ratify Accounts Payable and Payroll for August 2024, in the amount of \$ 5,348,912.58.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O'Brien	Mr. Sheridan
ACTION:			Motion	Second	
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

11 - UNFINISHED BUSINESS

Fluvanna County Public Schools Funding Appropriation Method

- Mr. Goad asked Dr. Kelley for clarification on a few items in the *Categorical Transfers within the School Board Budget* document provided to the Board of Supervisors by Dr. Gretz.

12 - NEW BUSINESS

Staff Survey

- Mr. Goad asked about the staff survey completed in 2023. The Board commented on the methodology and timing of the next survey. The Board asked staff to bring back information in companies that offer survey consulting at the first meeting in November.

13 - PUBLIC COMMENTS #2

At 6:26pm, Chair Fairchild opened the second round of Public Comments.

- Mr. Kelley, 363 Manor Blvd, gave some recommendations on survey best practices to use in the future. With no one else wishing to speak, Chair Fairchild closed the second round of Public Comments at 6:31pm.

14 - CLOSED MEETING

MOTION:	At 6:31pm, move the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the provisions of Section 2.2-3711 A.5, & A.8 of the Code of Virginia, 1950, as amended, for the purpose of discussing Prospective Industry – Prospective business updates in the Fork Union District; Legal Matters – Contract user grants under the water and sewer ordinance in Zion Crossroads.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O'Brien	Mr. Sheridan
ACTION:				Motion	Second
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

MOTION:	At 8:09 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	Yes	Yes	Yes
RESULT:	5-0				

15 - ADJOURN

MOTION:	Adjourn the regular meeting of Wednesday, October 2, 2024 at 8:11pm.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	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

Christopher S. Fairchild
Chair

APPROVED