

**FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Circuit Courtroom, Fluvanna Courts Building
72 Main Street, Palmyra, VA 22963
February 5, 2025
Regular Meeting 5:00pm**

MEMBERS PRESENT:

Chris Fairchild, Cunningham District, Chair
Tony O'Brien, Rivanna District, Vice Chair (*entered the meeting at 5:05pm, Participating remotely*)
Mike Goad, Fork Union District
Timothy M. Hodge, Palmyra District
John M. (Mike) Sheridan, Columbia District (*entered the meeting at 5:04pm*)

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 5:02pm, Chair Fairchild called to order the Regular Meeting of February 5, 2025. After the recitation of the Pledge of Allegiance, a moment of silence was observed.

3 - ADOPTION OF AGENDA

MOTION:	Accept the Agenda, for the February 5, 2025 Regular Meeting of the Board of Supervisors, as presented.				
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

- Happy belated birthday Mr. Hodge!
 - February 3rd

February is Teenage Violence Awareness Month

- In the United States, up to 19% of teens experience sexual or physical dating violence, about half face stalking or harassment, and as many as 65% report being psychologically abused
- Signs of teen dating violence can include:
 - Telling a partner who they can or cannot hang out with or follow on social media
 - Looking through messages on a partners' phone without permission
 - Inconsistent school attendance
 - Sudden request to change a class schedule
 - Constant worrying about making a partner angry
 - Joking about a partner's violent behavior or temper (US Department of Justice, Office of Justice Programs)
- Talk to your teens about healthy, safe relationships. For more information on teen dating violence and available resources, please visit www.loveisrespect.org, ojp.gov/feature/teen-dating-violence/overview or contact the Fluvanna Victim/Witness Assistance Program at 434-591-1985.

Next BOS Meetings:

Day	Date	Time	Purpose	Location
Wed	Feb 12	5:30 PM	Budget Work Session – Constitutional Officer Briefs	Morris Room
Wed	Feb 12	7:00 PM	County Administrator's FY26 Budget Proposal and Revenue/Expenditure Brief	Morris Room
Wed	Feb 19	5:00 PM	Budget Work Session – FCPS FY25 Adopted Budget Presentation	Morris Room
Wed	Feb 19	6:00 PM	Regular Meeting	Circuit Court

5 - PUBLIC COMMENTS #1

At 5:05pm, Chair Fairchild opened the first round of Public Comments. With no one wishing to speak, Chair Fairchild closed the first round of Public Comments at 5:05pm.

6 – BOARDS AND COMMISSIONS

None.

7 – PRESENTATIONS

None.

Remote Participation Certification for Mr. O’Brien

MOTION:	Accept remote participation for Tony O’Brien from his office due to illness.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:		Second			Motion
VOTE:	Yes	Yes	Yes		Yes
RESULT:	4-0				

8 - ACTION MATTERS

Incentive Plan for Fluvanna County Fire and EMS Volunteers – Eric Dahl, County Administrator
 Fluvanna County has been working on an incentive plan for County Fire and EMS volunteers. The goal is to drive recruitment, retention and increased participation of Fluvanna County Volunteers by providing an increased incentive plan for volunteers to staff fire houses and rescue stations more often for immediate response to calls. This will also decrease response times to fire and ems calls.

After considering different options that relate to personal property tax incentives and discussions with the Fire and Rescue Association, a standard Incentive Plan was created that is based upon duty crew hours and/or call hours.

The Incentive Plan provides three different tier incentive amounts based upon duty crew hours and/or call hours served and for leadership and administration.

Tier	Incentive Amount	Hour Requirement
1	\$595	288 Duty Crew Hours/year (minus number of call hours while on Duty Crew).
2	\$300	144 Duty Crew Hours/year (minus number of call hours while on Duty Crew).
3	\$175	Leadership / Administration (limit to 3 per station)

More specific guidelines and criteria can be found in the enclosed Incentive Plan for Fluvanna County Fire and EMS Volunteers.

The implementation date is a major consideration, for when to start the Incentive Plan. The ideal start date would occur for FY26, which would give plenty of time to have the necessary administrative components in place for tracking. If the BOS chooses to start the plan sooner, there would be a lot of administrative work to retroactively make the plan effective for January 1, 2025.

- *After some discussion, the Board agreed to begin the program with an effective date of January 1, 2025, and entering the information manually until July 1, 2025, then using the scheduling software to manage the information.*

MOTION:	Approve the Incentive Plan for Fluvanna County Fire and EMS Volunteers and for FY25 to certify the hours and times spent by volunteers to certify the logs be provided by each station or company chief with an effective date of January 1, 2025.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:			Motion		Second
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

Project Agreement with Enteros Design, P.C. for Space Needs Study – Dan Whitten, County Attorney

- The Board approved a Term Agreement with Enteros Design, P.C. on January 22, 2025 for professional services related to Architecture/Engineering Services for the new Administration & Social Services Building and the Renovation of the Existing Administration and Social Services Buildings
- It is anticipated that the proposed services under this proposal will include a space study and conceptual evaluation of the identified government buildings.
- The scope of services will include (i) programming; (ii) existing conditions assessment; (iii) preparing conceptual diagrams and narratives; and (iv) budget estimates and final report.

- The cost for the Space Study and Evaluation for the new building(s) is \$136,295.

MOTION:	Approve Project Agreement # 01 between Fluvanna County and Enteros Design, P.C. for the Space Needs Study for the Administration and Social Services Buildings totaling no more than \$136,295.00, and further authorize the County Administrator to execute the agreement subject to approval as to form by the County Attorney.				
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:	Approve a supplemental appropriation in the amount of \$136,295.00 from Unassigned Fund Balance to provide funding to complete the Space Needs Study with Enteros Design, P.C.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O'Brien	Mr. Sheridan
ACTION:		Second	Motion		
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

Authorization to Advertise for a Public Hearing to Adopt the Thomas Jefferson Solid Waste Management Plan – Isabella O'Brien, Planner II, Thomas Jefferson Planning District Commission

- Legislation passed during the 2019 Virginia General Assembly requires Dominion Energy to remove all coal ash currently stored in the North Ash Pond at Bremono Power station within 15 years.
- In keeping with the statute, Dominion Energy has submitted rezoning and Special Use Permit applications to Fluvanna County with plans to construct and operate a state-of-the-art, lined landfill on Dominion Energy property beside Bremono Power Station.
- The TJPDC is requesting that Fluvanna County hold a public hearing and provide public notice regarding a major amendment to the Thomas Jefferson Solid Waste Management Plan to include Dominion's proposed captive industrial landfill in Bremono Bluff in the plan.

MOTION:	Approve the Authorization to Advertise for a Public Hearing to discuss a major amendment to the Thomas Jefferson Solid Waste Management Plan.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O'Brien	Mr. Sheridan
ACTION:			Second	Motion	
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

Bike Repair and Information Station in Palmyra Village – Jennifer Schmack, Director of Economic Development
 The Fluvanna County Rotary Club, in collaboration with the Fluvanna Leadership Development Program (FLDP) and county agencies, proposes the installation of a Bike Repair and Information Station in historic Palmyra Village. This station will support cyclists traveling along the newly rerouted TransAmerica Bike Trail (Bike Route 76) and serve as a local resource for outdoor recreation.

The station will include an information kiosk highlighting local businesses and attractions, bike repair tools, and a bike rack. Four potential locations were identified, with the preferred site being county-owned land at the northeast side of Court Square near the Old Stone Jail due to its visibility and ease of installation.

Funding for the project will come from Rotary, with volunteers handling most construction efforts. The proposal requests county approval for the preferred site and limited support services. Future expansion opportunities may include additional amenities to further enhance tourism and outdoor recreation in Fluvanna County.

The project's integration with the Find Fluvanna tourism campaign and the County's Tourism Strategic Plan underscores its significance in attracting visitors and fostering community engagement. By providing essential amenities and information for travelers, we can anticipate a positive impact on both local businesses and the overall visitor experience.

MOTION:	Approve the designated location for a Bike Repair and Information Station on County-owned property in the historic Palmyra Village to be constructed by the Fluvanna County Rotary Club.				
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:

The following items were approved under the Consent Agenda for February 5, 2025:

- *Minutes of January 22, 2025* – Caitlin Solis, Clerk to the Board
- *CRMF - FCHS Bleachers and Gym* – Don Stribling, FCPS Executive Director
- *CRMF - FMS Recess Field Netting* – Don Stribling, FCPS Executive Director

MOTION:	Approve the consent agenda, for the February 5, 2025 Board of Supervisors meeting.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O'Brien	Mr. Sheridan
ACTION:		Second	Motion		
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	4-0				

11 - UNFINISHED BUSINESS

- *Mr. Goad inquired about the status of the staff survey. A formal agenda item will be brought back to the Board after the budget is complete.*
- *Mr. Goad asked for an update on special taxing districts for food and beverage tax. Mr. Whitten will research before the March 19, 2025 Public Hearing.*

12 - NEW BUSINESS

None.

13 - PUBLIC COMMENTS #2

At 6:00pm, Chair Fairchild opened the second round of Public Comments.

- Chief Lagomarsino thanked the Board for implementing the volunteer incentive program.

With no one else wishing to speak, Chair Fairchild closed the second round of Public Comments at 6:01pm.

RECESS FOR DINNER AND CLOSED SESSION**14 - CLOSED MEETING**

MOTION:	At 6:01pm, move the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the provisions of Section 2.2-3711 A.1, A.5, A.6 & A.8 of the Code of Virginia, 1950, as amended, for the purpose of discussing Personnel – employees of the Department of Emergency Services, Prospective Industry – prospective business updates in the Fork Union District, Investment of Funds – County Utility Easement in the Columbia District, shared septic and drain field easement for a county-owned property, Legal Matters –contract user grants under the water and sewer ordinance in Zion Crossroads, legal advice involving the Department of Emergency Services.				
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 8:25 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, February 5, 2025 at 8:26pm.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O'Brien	Mr. Sheridan
ACTION:			Motion		Second
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