

**FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Circuit Court Room
April 5, 2017
Regular Meeting 4:00 pm
Public Hearings 7:00pm**

MEMBERS PRESENT: John M. (Mike) Sheridan, Columbia District, Chair
Patricia Eager, Palmyra District
Tony O’Brien, Rivanna District
Donald W. Weaver, Cunningham District

ABSENT: Mozell Booker, Fork Union District, Vice Chair

ALSO PRESENT: Steven M. Nichols, County Administrator
Fred Payne, County Attorney
Kelly Belanger Harris, Clerk to the Board of Supervisors

CALL TO ORDER WORK SESSION

At 4:03pm, Chair Sheridan called the Regular Session of April 5, 2017 to order. After the recitation of the Pledge of Allegiance, a moment of silence was observed.

ADOPTION OF AGENDA

Mr. O’Brien asked the Board if an update by Sheriff Hess regarding opiate use and response might be included on the Agenda; with the consensus of the Board,

MOTION

Mr. Weaver moved to accept the Agenda, as amended. Mr. O’Brien seconded and the Agenda was adopted by a vote of 4-0. AYES: Sheridan, Eager, O’Brien, & Weaver. NAYS: None. ABSENT: Booker.

COUNTY ADMINISTRATOR’S REPORT

Mr. Nichols reported on the following topics:

- Staff Stars and Community Efforts
 - New safety railing along Main Street
 - Anthony Tanner, Public Works: Built/welded two custom-made oxygen bottle safety racks for Palmyra Rescue Station
 - Repairs at the Fork Union Community Center
 - Cheryl Elliott, Fluvanna’s Emergency Services Coordinator, was recently honored by the Virginia Emergency Management Association for her service on the Association’s Board
- Spotlight on Business : Stayton-Eurell Graphics
- Announcements and Updates
 - Victoria (Tori) Melton - New Deputy Treasurer III, Started work on Monday, April 3rd
 - Peter Welch selected as our new Assistant Public Works Director, Effective March 19th
 - Health Care Contributions Proposal for Married Couples when both are Employees - Increased health plan contributions approved by the Board on Mar 15th; Based on the new rates, the County would not accrue any savings while also saving employee costs; Recommend drop policy change plan
 - Another late night FUSD water line repair - Thank goodness for the new Bobcat!
 - VDOT Supplemental 6-Year Plan Update - Public Hearing planned for Wednesday, May 17th
 - FCPS Broadband Project Update: The RFP was posted on 2/10/2017; Mandatory site visits for all School, Library, and County facilities were completed last Friday 3/24/2017. Five companies participated in site surveys. The companies represented most of the different RFP proposal options available to respondents, including self-provisioned fiber, leased lit fiber, and leased dark fiber. Sealed bids are due to the School Board Office by April 14 at 2pm. Fluvanna County Consortium must award bid or decline all April 28.
 - Steve Nichols out of town on April 8-11, 2017 - Eric Dahl, Deputy County Administrator, will be Acting County Administrator.
- Next Meetings

Day	Date	Time	Purpose	Location
Wed	Apr 12	7:00 PM	BOS Meeting - Adopt FY18 Budget and CY17 Tax Rate	Courtroom
Wed	Apr 19	7:00 PM	Regular Meeting	Courtroom
Wed	May 3	4:00 PM	Regular Meeting	Courtroom
Wed	May 17	7:00 PM	Regular Meeting	Courtroom

PUBLIC COMMENTS #1

At 4:13pm Chair Sheridan opened the first round of Public Comments.

- Curtis Putnam, Columbia District, addressed the Board to inquire about Tab O: *CRM Request – Admin Building Bathrooms*.

With consent of the Board Mr. Nichols addressed Mr. Putnam's questions, noting that \$375,000 was allocated 6 years prior to fund renovations to the Administrative Building. Noting that there were not enough funds to complete the renovations, Staff returned to the Board to request the additional funds.

- Perrie Johnson, Fork Union District, petitioned the Board to approve the FY18 Budget at the higher end of the proposed tax rate.

With no one else wishing to speak, Chair Sheridan closed the first round of Public Comments at 4:17pm.

PUBLIC HEARINGS

At 7:00pm Meeting.

ACTION MATTERS

Appointment to the Youth Advisory Council—Steven M. Nichols, County Administrator, presented the candidate to fill the Fluvanna Representative on the Youth Advisory Council that was left vacant by the passing of Mr. Bill Hughes.

With no discussion,

MOTION

Mr. O'Brien moved to appoint Dr. Jacqueline Meyers to the Youth Advisory Council (YAC), replacing Mr. Bill Hughes, with a term to begin April 5, 2016 and to terminate June 30, 2019. Mr. Weaver offered second and the motion passed 4-0. AYE: Sheridan, Eager, O'Brien, & Weaver. NAY: None. ABSENT: Booker.

Agreement with VDOT Regarding "Watch for Children" Signage – Wayne Stephens, Public Works Director and County Engineer, addressed the Board, explaining the process by which the County may place "Watch for Children" signs in the County and requested the Board approve an agreement with VDOT allowing the County to place the signs. Mr. Stephens noted this action comes at the request of Mrs. Eager, on behalf of a County resident living in Sycamore Landing. Discussion focused long-term maintenance and upkeep, future requests, and determining who will place the signs.

MOTION

Mrs. Eager moved the Board of Supervisors approve the Agreement titled: "AGREEMENT FOR THE INSTALLATION AND MAINTENANCE OF "WATCH FOR CHILDREN" SIGNS BY COUNTY" between the County of Fluvanna and the Virginia Department of Transportation, and authorize the County Administrator to execute the Agreement, subject to approval as to form by the County Attorney. Mr. Weaver gave second and the motion passed 4-0. AYE: Sheridan, Eager, O'Brien, & Weaver. NAY: None. ABSENT: Booker.

E911 Radio Project: Black & Veatch Fourth Addendum—Cheryl Elliott, Emergency Services Coordinator requested an addendum to the Black and Veatch Contract, noting that this addendum for Emergency Communications Radio System Project Management and System Implementation Support Services is required to outline the changes with Black & Veatch, related to the Motorola Contract Fifth Amendment for Change Order #6:

- Relocates the potential Nahor Manor site (as described in CO#1) to the CVEC site on Salem Church Road in Palmyra, Virginia.
- Removes this road from the construction SOW and adjusts other site development construction costs from CO#1 due to the site move.
- Includes increased costs for additional structural design of the tower needed due to size/weight of CVEC's requested equipment to be placed on the tower.

This Black & Veatch contract addendum does not add additional services. CO#6 to the Motorola contract was approved by the BOS on March 15, 2017.

With no discussion,

MOTION

Mr. O'Brien moved the Board of Supervisors approve the "Fourth Addendum to Agreement for Emergency Communication Radio System Project Management and System Implementation Support Services" with Black & Veatch, with \$0 price adjustment for this modification, and authorize the County Administrator to execute the Agreement, subject to approval as to form by the County Attorney. Mrs. Eager seconded and the motion passed 4-0. AYE: Sheridan, Eager, O'Brien, & Weaver. NAY: None. ABSENT: Booker.

Authorization to Advertise a Public Hearing for an FY17 Budget Amendment—Eric Dahl, DCA & Finance Director, requested to place an advertisement for the an FY17 Budget Amendment. Mr. Dahl reminded the Board that Virginia Code requires a Public Hearing when the proposed amendment is larger than 1% of the operating budget. The Adopted FY2017 budget totals \$78,290,683 in revenues and expenditures. The proposed amendment for the Virginia Resource Authority Taxable Qualified Energy Conservation Revenue Bond (VirginiaSAVES Green Community Program - Fluvanna County Projects) Series 2017 (the "VRA Bond"), and the associated Energy Equipment Purchase financing calls for an increase of \$7,653,740 in revenues from the issuance of the VRA Bond and \$255,642 in expenses for the cost of issuance and \$7,398,098 in expenses for the equipment purchasing and project construction funds.

Following general discussion,

MOTION

Mr. O'Brien moved the Board of Supervisors authorize staff to advertise for a public hearing on an FY17 budget amendment of \$7,653,740 from the issuance of the Virginia Resource Authority Taxable Qualified Energy Conservation Revenue Bond (VirginiaSAVES Green Community Program – Fluvanna County Projects) Series 2017, and the associated Energy Equipment Lease Purchase financing previously approved February 15, 2017. Mrs. Eager seconded and the motion passed 4-0. AYE: Sheridan, Eager, O'Brien, & Weaver. NAY: None. ABSENT: Booker.

Child Abuse Prevention Month Presentation and Proclamation—Kirby Baughn, Family Services Supervisor, Fluvanna Department of Social Services, gave a presentation outlining the activities of the Family Services division of Social Services, and highlighted that April is National Child Abuse Prevention Month. Mrs. Baughn described the characteristics of abuse and neglect, provided Fluvanna statistics (July 2015 – June 2016,) and briefly discussed the role Social Services plays in allegations of child abuse and/or neglect.

Following general discussion,

MOTION

Mrs. Eager moved the Fluvanna County Board of Supervisors approve the Proclamation Proclaiming the month of April 2017 as Celebrating Children Month in Fluvanna County in observation of Child Abuse Prevention Month. Mr. O'Brien seconded and the motion passed 4-0. AYE: Sheridan, Eager, O'Brien, & Weaver. NAY: None. ABSENT: Booker.

PRESENTATIONS

National Crime Victims' Rights Week Presentation—Jeff Haislip, Commonwealth's Attorney and Sherri Stader, Director of the Fluvanna County Victim/Witness Assistance Program, in commemoration of Victims' Rights Week, presented Mrs. Lisa Black, the Victim Perseverance Award. Mrs. Black, the victim of a car wreck caused by a drunk driver, has shown great strength, patience, and resilience during her recovery and the criminal justice process. In honor of her perseverance, this award shall henceforth be called the Lisa Black Victim Perseverance Award.

JABA - Memory Clinic and Dementia Care Coordinator Program—George Worthington, JABA Supervisor for ADRC Development – *rescheduled*.

Crofton Trail Master Plan Proposal - Marvin Moss, Fluvanna Heritage Trail Foundation, provided an update on the proposed Crofton Trail Master Plan, as prepared by Land Planning Design Associates. Mr. Moss indicated that he will be fundraising for this project, and requested the Board allocate CIP funds in out-years to spur momentum. At the end of his presentation, Mr. Moss gave an update on the status of the Heritage Farm Museum, and indicated that the Farm Museum committee would like to have a groundbreaking at Old Farm Day, May 6, 2017.

Columbia Area Update – Steve Nichols, County Administrator, provided an update on activities in the former Town of Columbia and the Hazard Mitigation Grant. Mr. Nichols noted that things are beginning to move along, including: the process to acquire and demolish properties identified in the grant; purchase contracts are being drafted and once the properties are acquired, a demolition contractor will be hired. He also updated the board on replacement of street signage and the potential removal of derelict vehicles and equipment along the roadside.

2017 Fluvanna County Residents Survey – Steve Nichols, County Administrator, presented an overview of the 2017 Fluvanna County Residents Survey. Highlights included: generally, residents believe Fluvanna is a good place to live, raise children, has excellent public safety services, and there are not enough jobs, or business development in the county. The complete survey results will be posted on the County website.

Opiate and Heroin Prevalence in Commonwealth of Virginia—Sheriff Eric Hess gave an overview of the severity of opiate addiction nationally and locally. While noting that Fluvanna does not appear to have the issues with heroin addiction of other counties, there is a presence in the County. Sheriff Hess reported that Narcan, an opiate-overdose reversal agent, is available without a prescription in pharmacies in the area.

RECESS FOR DINNER AND CLOSED MEETING

CLOSED MEETING

MOTION TO ENTER INTO A CLOSED MEETING

At 6:13pm, Mr. O'Brien moved the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the provisions of Section 2.2-3711 A.1. A.3, A.6, & A.7 of the Code of Virginia, 1950, as amended, for the purpose of discussing Personnel, Real Estate, Investment of Funds, and Legal Matters. Mr. Weaver seconded. The motion carried, with a vote of 4-0. AYE: Sheridan, Eager, O'Brien, and Weaver. NAY: None. ABSENT: Booker.

MOTION TO EXIT A CLOSED MEETING & RECONVENE IN OPEN SESSION

At 7:16pm, Mr. O'Brien moved that the 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." Mr. Weaver seconded. The motion carried, with a roll call vote, of 4-0. AYES: Sheridan, Eager, O'Brien, and Weaver. NAYS: None. ABSENT: Booker.

RECONVENE IN OPEN SESSION AND CALL TO ORDER

At 7:17pm Chair Sheridan, reconvened the April 5, 2017 Regular Meeting.

CONSENT AGENDA

The following item was discussed before approval:

Local Workforce Development Area Re-Designation—Steven M. Nichols, County Administrator

The following items were approved under the Consent Agenda for April 5, 2017:

- Minutes of March 1, 2017*—Kelly Belanger Harris, Clerk to the Board
- Minutes of March 8, 2017*—Kelly Belanger Harris, Clerk to the Board
- Minutes of March 15, 2017*—Kelly Belanger Harris, Clerk to the Board
- First Amendment to CVEC Contract of Sale*—Cheryl Elliott, Emergency Services Coordinator
- Local Workforce Development Area Re-Designation*—Steven M. Nichols, County Administrator
- CRM Request – Admin Building Bathrooms*—Wayne Stephens, Director of Public Works and County Engineer
- Canine Fund Transfer*—Captain Von Hill, Sheriff’s Office
- FY17 Aid to Localities Funding – Fire Department*—Martin Brookhart, Management Analyst
- FY17 FCPS National Board Certification Incentive Grant*—Ed Breslauer, FCPS Finance Director
- FY17 FCPS Title IA Supplemental Appropriation Request*—Ed Breslauer, FCPS Finance Director
- FY17 Records Preservation Grant Supplemental Appropriation*—Martin Brookhart, Management Analyst
- Local Government Education Week Proclamation*—Steven M. Nichols, County Administrator

MOTION

Mr. O’Brien moved to approve the items on the Consent Agenda for April 5, 2017. Mr. Weaver seconded and the motion passed 4-0. AYE: Sheridan, Eager, O’Brien, & Weaver. NAY: None. ABSENT: Booker.

UNFINISHED BUSINESS

None.

NEW BUSINESS

Mrs. Eager asked for an update on the Strategic A7 - *Perform a comprehensive review and update of all ordinances, rules, policies, and practices relating to junk cars, trash and litter, waste tires, condemnation of structures, etc.* Mr. Nichols reported that Planning Staff will be updating the Board on April 19, 2017 regarding this topics.

Mrs. Eager also reported on an FLDP presentation highlighting businesses in the County; an FLDP participant identified 300 business in the County that do not currently appear on a list maintained by the Commissioner of the Revenue, and feels there are probably another 300 not identified.

PUBLIC COMMENTS #2

At 7:33pm, 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 7:33pm.

FY18 BUDGET AND CY17 TAX RATES PUBLIC HEARINGS

Calendar Year 2017 Tax Rates—Eric Dahl, DCA & Finance Director, gave a brief overview of the process by which tax rates are determined, as well as the current and equalized rates. Mr. Nichols reminded the Board that the maximum advertised tax rate for Calendar Year 2017 was \$.925/\$100. Mr. Payne stated for the record that Virginia Code requires there be one week between the Public Hearing and adoption of the Budget and Tax Rates.

At 7:38pm, Chair Sheridan opened the Public Hearing. There being no one wishing to speak, Chair Sheridan closed the Public Hearing at 7:39pm.

Fiscal Year 2018 Budget—Eric Dahl, DCA & Finance Director, provided a recap of budget items discussed during the many Budget Work Sessions, and Regular Meetings.

Mr. Dahl highlighted current and proposed CIP funding as well as current and proposed tax rates:

Fiscal Year	Capital Fund	Tax Category	FY17 Adopted	FY18 Proposed
2018	\$1,447,100			
2019	\$11,374,400	Real Property	\$0.917	\$0.907
2020	\$3,830,180	Mobile Homes	0.917	0.907
2021	\$4,505,680	Personal Property (Residential)	4.35	4.35
2022	\$17,689,180	Personal Property (Business)	4.35	2.90
TOTAL:	\$38,846,540	Machinery & Tools	2.00	1.90

Mr. Nichols provided a review and overview of the proposed budget. Clarifying that there are additional changes since the Board’s last review, and highlighted some of these changes: additional revenue from the State for schools, staffing changes that decreased staffing costs, and various decreases in departmental budgets based on reduced number of projects. Mr. Nichols then demonstrated the impact of an employee raise (1%, 1.5%, & 2%) and noted some increases in operational expenses, including advertising for Public Hearings, which increased by 25%.

Following very generalized and brief discussion, at 7:58, Chair Sheridan opened the Public Hearing. There being no one wishing to speak, Chair Sheridan closed the Public Hearing at 7:58pm.

CLOSED MEETING

MOTION TO ENTER INTO A CLOSED MEETING

At 7:59pm, Mr. O’Brien moved the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the provisions of Section 2.2-3711 A.1, A.3, A.6, & A.7 of the Code of Virginia, 1950, as amended, for the purpose of discussing Personnel, Real Estate, Investment of Funds, and Legal Matters. Mr. Weaver seconded. The motion carried, with a vote of 4-0. AYE: Sheridan, Eager, O’Brien, and Weaver. NAY: None. ABSENT: Booker.

MOTION TO EXIT A CLOSED MEETING & RECONVENE IN OPEN SESSION

At 9:13pm, Mr. O'Brien moved that the 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." Mr. Weaver seconded. The motion carried, with a roll call vote, of 4-0. AYES: Sheridan, Eager, O'Brien, and Weaver. NAYS: None. ABSENT: Booker.

MOTION

Mr. O'Brien moved the Board of Supervisors approve a performance bonus for Ms. Gail Parrish, Human Resources Manager, in the amount of \$350.00 from FY17 Employee Recognition funds, to acknowledge her extraordinary efforts on the County's FY18 Employee Health Insurance Plan. Mrs. Eager seconded and the motion passed 4-0. AYE: Sheridan, Eager, O'Brien, and Weaver. NAY: None. ABSENT: Booker.

MOTION

Mrs. Eager moved that the Board of Supervisors authorize the County Administrator and the County Attorney to accept the sum of \$80,332.65 in satisfaction of the obligation of the guarantor/issuer of the Letter of Credit guaranteeing the satisfactory construction of Country Creek Way in Fox Hollow Subdivision, provided that collected funds be received by the County not later than Close of Business, on April 12, 2017. Mr. Weaver seconded and the motion carried 4-0. AYE: Sheridan, Eager, O'Brien, and Weaver. NAY: None. ABSENT: Booker.

ADJOURN

MOTION:

At 9:16pm Mr. O'Brien moved to adjourn the Regular Meeting and Budget Work Session of Wednesday, April 5, 2017. Mr. Weaver seconded and the motion carried with a vote of 4-0. AYES: Sheridan, Eager, O'Brien and Weaver. NAYS: None. ABSENT: Booker.

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

Kelly Belanger Harris
Clerk to the Board

John M. Sheridan
Chair

