

**FLUVANNA COUNTY BOARD OF SUPERVISORS  
REGULAR MEETING MINUTES  
Circuit Court Room  
March 13, 2013, 7:00 p.m. Work Session  
(March 6, 2013 rescheduled meeting)**

**MEMBERS PRESENT:** Shaun V. Kenney, Chairman  
Bob Ullenbruch, Vice-Chairman  
Donald W. Weaver  
Mozell H. Booker  
Joe Chesser

**CONSTITUTIONAL OFFICERS PRESENT:** Mel Sheridan, Commissioner of Revenue  
Linda Lenherr, Treasurer  
Jeff Haislip, Commonwealth Attorney  
Ryant Washington, Sheriff  
B.E. Peterson, Clerk

**ALSO PRESENT:** Steven M. Nichols, County Administrator  
Fred Payne, County Attorney  
Mary Weaver, Clerk to the Board of Supervisors

**CALL TO ORDER/PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE**

Chairman Kenney called the meeting of Wednesday, March 13, 2013, to order at 7:00 p.m., in the Circuit Courtroom in Palmyra, Virginia; and the Pledge of Allegiance was recited, after which, Chairman Kenney called for a moment of silence.

**COUNTY ADMINISTRATOR'S REPORT**

Mr. Nichols reported on the following topics:

- Sheriff's Office Grant Update, \$150,000 E911 grant approved and awarded by VITA. Received \$2,000.00 towards training for E911 personnel. Thanks to Andrea Gaines and CenturyLink
- Pleasant Grove Trail Clean Up was Saturday, March 9<sup>th</sup>. Fluvanna Parks and Recreation partnered with Charlottesville Area Mountain Bike Club and cleaned up about 6 miles of trails. Volunteer hours saved the county approximately \$550.75.
- Fluvanna Extension Office won two of the five 2013 Virginia Cooperative Extension Northern District Programming Awards: Interdisciplinary and Program Impact.
- Emergency Services Coordinator, Robert Truoccolo, resigned effective Monday, March 11, 2013.
- Columbia Public Hearings St. James Revitalization, CDBG and Shared county Town Planning Commission were rescheduled for March 20, 2013.
- Take time to register with the County's emergency notification system CodeRED High-Speed Notification Messaging System.
- Fireworks at Pleasant Grove would cost \$8,000, if approved, and would occur on Saturday, June 8, in conjunction with the annual Carnival.
- The Flying Club Memorandum of Understanding expires in June, and is under review.
- State may be providing a 3% raise for State employees; still determining if the increase would apply to Department of Social Services staff.

**PUBLIC COMMENTS #1**

Chairman Kenney opened the floor for the first round of public comments.

- Mr. Scott Valentine, Fluvanna Chamber of Commerce President – addressed the Board in regards to the proposed Special Event/Rental Fee Structure.

With no one else wishing to speak, Chairman Kenney closed the first round of public comments.

**PUBLIC HEARING**

None

**ACTION MATTERS**

Parks & Recreation Activities, Events, and Equipment Rental Fee Structure - Mr. Jason Smith, Parks

and Recreation Director, addressed this request to amend the fee structure for Parks and Recreation activities and events. The Board discussed the various fees.

**MOTION:**

Mr. Ullenbruch moved approve the proposed fee structure for Parks and Recreation with change of \$1.00 per youth participant for Fluvanna Youth Sports Leagues activities and events with all proposed fees to be effective immediately, with the exception of the youth sports fees, which will be effective July 1, 2013. Mr. Weaver seconded. The motion failed, with a vote of 3-2. AYES: Ullenbruch and Weaver. NAYS: Kenney, Booker and Chesser. ABSENT: None.

The **Board directed staff** to advertise the Parks & Recreation Activities, Events, and Equipment Rental Fee Structure for citizen review and brought back for discussion at the April 3, 2013 meeting.

**Appointment/Economic Development Authority (EDA) –**

**MOTION:**

Mr. Chesser moved to appoint Ms. Shelley Murphy, to the Economic Development Authority (EDA) At-Large Position, with a term to begin immediately and to terminate June 30, 2016. Mr. Weaver seconded. The motion carried, with a vote of 5-0. AYES: Kenney, Ullenbruch, Booker, Weaver and Chesser. NAYS: None. ABSENT: None.

**PRESENTATIONS**

**Clerk of the Circuit Court Budget Brief** – Mr. Bouson Peterson, Clerk to the Circuit Court, reviewed with the Board the duties of the Circuit Court office, his staff salaries and the increase of court activity. Mr. Peterson requested to retain all his staff and would like to salary increases for his staff.

**Commissioner of the Revenue Budget Brief** – Mr. Mel Sheridan, Commissioner of the Revenue, reviewed with the Board the duties of his office and his request for training funds for his new employees.

**Commonwealth's Attorney Budget Brief** – Mr. Jeff Haislip, Commonwealth's Attorney, reviewed with the Board his budget and request for additional funds for a new software program.

**Sheriff's Budget Brief** – Sheriff Ryant Washington, reviewed with the Board the priorities of his department and his request for additional funding for two new programs and an educational stipend for staff.

**Treasurer's Budget Brief** – Ms. Linda Lenherr, Treasurer, reviewed with the Board her request for part-time personnel.

**CONSENT AGENDA**

The following items were approved under the consent agenda:

**MOTION:**

Mrs. Booker moved to approve the consent agenda, which consisted of:

- Minutes from February 20, 2013.
- Minutes of February 27, 2013.
- Capital Reserve maintenance Request for new School Signage.

Mr. Ullenbruch seconded. The motion carried, with a vote of 5-0. AYES: Kenney, Booker, Ullenbruch, Chesser and Weaver. NAYS: None. ABSENT: None.

**ACCOUNTS PAYABLE AND BUDGET REPORT**

Ms. Barbara Horlacher, Finance Director addressed the Board regarding the Accounts Payable Report.

**MOTION:**

Mr. Weaver moved the Accounts Payable and Payroll be ratified for the period January 26, 2013 through February 22, 2013 in the amount of \$1,862,222.84. Mr. Chesser seconded. The motion carried, with a vote of 5-0. AYES: Kenney, Booker Ullenbruch, Weaver and Chesser. NAYS: None. ABSENT: None.

General Fund	\$1,154,167.54
Capital Improvements	\$ 262,007.19

Debt Service	\$ 3,150.00
<b>Total Expenditures by Fund</b>	<b>\$1,419,324.73</b>
Payroll	\$ 442,898.11
<b>Total Payables &amp; Payroll</b>	<b>\$1,862,222.84</b>

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

Mr. Steven Nichols, County Administrator, updated the Board on the status of the draft water agreement from Department of Corrections and the PPEA from Aqua Virginia. Mr. Fred Payne explained to the Board what the next steps would be for a PPEA contract.

The Thomas Jefferson Partnership for Economic Development is having a Branding event on March 21, 2013 at 10:30am.

**PUBLIC COMMENTS #2**

Chairman Kenney opened the floor for the second round of public comments. With no one wishing to speak, Chairman Kenney closed the second round of public comments.

**CLOSED MEETING****MOTION TO ENTER INTO A CLOSED MEETING:**

At 10:01 p.m., Mr. Weaver moved the Fluvanna County Board of Supervisors enter into a closed session, pursuant to the Virginia Code Section 2.2-3711-A-1, 2.2-3711-A-3, 2.2-3711-A-6 and 2.23711-A-7 for discussion of Personnel Matters, Real Estate, Investment of Funds and Legal Matters. Mrs. Booker seconded. The motion carried, with a vote of 5-0. AYES: Kenney, Ullenbruch, Weaver, Booker and Chesser. NAYS: None. ABSENT: None.

**MOTION TO EXIT A CLOSED MEETING & RECONVENE IN OPEN SESSION:**

At 10:38 p.m., Mr. Weaver moved the closed meeting be adjourned and the Fluvanna County Board of Supervisors reconvene again in open session. Mrs. Booker seconded. The motion carried, with a vote of 5-0. AYES: Kenney, Ullenbruch, Weaver, Booker and Chesser. NAYS: None. ABSENT: None.

**MOTION:**

At 10:39 p.m., the following resolution was adopted by the Fluvanna County Board of Supervisors, following a closed meeting held Wednesday, March 13, 2013, on motion of Mr. Weaver, seconded by Mrs. Booker, and carried by the following vote of 5-0. AYES: Kenney, Ullenbruch, Weaver, Booker and Chesser. NAYS: None. ABSENT: None.

**“BE IT RESOLVED** to the best of my 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.”

**GENERAL BUDGET DISCUSSION**

Mr. Nichols requested from the Board a general sense of what items they would like to discuss in the budget to prepare for advertising the proposed FY14 budget and tax rate at the March 20, 2013, meeting.

**EXTEND MEETING****MOTION:**

Mr. Weaver moved to extend the Board of Supervisors meeting to 12:00am. Mrs. Booker seconded. The motion carried with a vote of 5-0. AYES: Kenney, Ullenbruch, Chesser, Booker and Weaver. NAYS: None. ABSENT: None.

The Board discussed the non-profit departments and salary raises along with different options to move money around. The Board would like to have a budget discussion after the Joint Work Session with Louisa on Tuesday, March 19, 2013.

**ADJOURN**

**MOTION:**

At 11:43 p.m., Mr. Chesser moved to adjourn the meeting of Wednesday, March 13, 2013. Mrs. Booker seconded. The motion carried, with a vote of 5-0. AYES: Kenney, Booker, Chesser, Ullenbruch and Weaver. NAYS: None. ABSENT: None.

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

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Mary L. Weaver, Clerk

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Shaun V. Kenney, Chairman

APPROVED