

**FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Circuit Court Room
April 3, 2013, 2:00 p.m. Regular Meeting
6:00 p.m. Work Session**

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

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, April 3, 2013, to order at 2:00 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:

- FUSD staff doing a great job dealing with an aging system.
- Senior and Pre-K Easter Event was a great success
- Annual Easter Egg Hunt at Pleasant Grove on Saturday, March 30 – Parks and Recreation staff did a great job coordinating, 500 participants attended.
- Volunteers constructed bridge at Pleasant Grove, Saturday, March 30, to improve experience while hiking, biking or horseback riding at the park.
- The County Health Rating is #14 of 133 in VA.
- Ongoing and Upcoming State OEMS Inspections – Fluvanna Fire, Fluvanna Rescue and Lake Monticello Rescue.
- Still recruiting Emergency Services Coordinator.
- Reviewing UVa EMS contract.
- Proposed Parks and Rec Fee Schedule Review delayed until April 10th BOS meeting.
- County Administrator Performance Review coming due.

PUBLIC COMMENTS #1

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

- Roberta Ashmore, Palmyra District – addressed the Board in regards to a great job the Sherriff's Communications Department did during the emergency weather on March 6, 2013.
- Tony O'Brien, Palmyra District – requested the Board to reconsider the tax rate and help the schools.

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

PUBLIC HEARING

None

ACTION MATTERS

Approval of Procurement Policies and Procedures - Mr. Joe Rodish, Purchasing Officer, gave the Board an update of what he has been working on the first six months of this position. Mr. Rodish reviewed the new and revised Procurement Policies and Procedures.

MOTION:

Mr. Weaver moved to adopt and approve the revised Fluvanna County Procurement Policies and Procedures effective April 3, 2013. Mr. Chesser seconded. The motion carried, with a vote of 5-0. AYES: Kenney, Booker, Ullenbruch, Chesser and Weaver. NAYS: None. ABSENT: None.

Proclamation Designating April 2013 celebrating Children's Month – Mrs. Susan Muir, Social Services Director, informed the Board of the annual Celebrating Children Daycare Fair, at the Fluvanna County

Carysbrook Elementary School, on April 27, 2013, from 10 a.m. to 12 p.m. Ms. Karen Hebert, Ms. Shelia Compton, Mr. Jamie Vest, and Shannon Redman addressed the Board, with a short presentation of what Child Protective Services offers the residents in Fluvanna County, and requested proclaiming April "Celebrating Children's Month", in recognition of "Child Abuse Prevention Month," and the work done in Fluvanna County.

MOTION:

Mr. Chesser moved to approve the proclamation designating the month of April, 2013, as "Celebrating Children Month," in Fluvanna County, in observation of "Child Abuse Prevention Month". Mrs. Booker seconded. The motion carried, with a vote of 5-0. AYES: Kenney, Booker, Ullenbruch, Chesser and Weaver. NAYS: None. ABSENT: None.

Fluvanna Park and Ride Agreement between the County and Jefferson Centre LLC C/O C.B Richard Ellis – Mr. Steve Nichols, County Administrator addressed this request to use part of the Owner's property as a park and ride facility for the benefit of persons in carpools and commuters.

MOTION:

Mr. Chesser moved to authorize the County Administrator to execute the proposed Fluvanna Park and Ride Agreement between the County and Jefferson Centre LLC C/O C. B. Richard Ellis for use of a portion of their property for the benefit of persons in carpools and commuters, following approval of the agreement as to form by the County Attorney. Mr. Weaver seconded. The motion carried, with a vote of 5-0. AYES: Kenney, Booker, Ullenbruch, Chesser and Weaver. NAYS: None. ABSENT: None.

Renewal of a Memorandum of Understanding between Fluvanna County and the Fluvanna County Radio Control Flying Club – Mr. Wayne Stephens, Director of Public Works addressed this request to renew the MOU between Fluvanna County and the Fluvanna County Radio Control Flying Club.

MOTION:

Mr. Weaver moved to authorize the County Administrator to execute a renewed and updated Memorandum of Understanding (MOU) between the County and Fluvanna County Radio Control Flying Club, Inc., for their use of a portion of the landfill/convenience center property as a landing strip, following approval of the document as to form by the County Attorney. Mrs. Booker seconded. The motion carried, with a vote of 5-0. AYES: Kenney, Booker, Ullenbruch, Chesser and Weaver. NAYS: None. ABSENT: None.

Reclassification of Public Works Project Manager (#3670) Position – Mr. Wayne Stephens, Director of Public Works and Ms. Gail Parrish, Human Resources Manager addressed this request to reclassify the Public Works Project Manager position to fit the department staffing needs. Mr. Chesser requested the first bullet under Skills: read Project/Program Management.

MOTION:

Mr. Chesser moved to adopt and approve with amendments, re-classification of the current position titled Project Manager, classification number 3670 and pay grade 17 to the position title of Assistant Public Works Director/Project Manager, classification number 3680, pay grade 18 effective June 1, 2013. Mr. Ullenbruch seconded. The motion carried, with a vote of 5-0. AYES: Kenney, Ullenbruch, Booker, Weaver and Chesser. NAYS: None. ABSENT: None.

Appointment/Rivanna River Basin Commission (RRBC), Citizen Representative Position –

MOTION:

Mrs. Booker moved to appoint Mr. Marvin Moss to the Rivanna River Basin Commission (RRBC), Citizen Representative Position, with a term to begin April 1, 2013 and to terminate March 31, 2017. Mr. Chesser seconded. The motion carried, with a vote of 5-0. AYES: Kenney, Ullenbruch, Booker, Weaver and Chesser. NAYS: None. ABSENT: None.

Appointment/James River Water Authority (JRWA), Citizen Representative Position – Mr. Steve Nichols addressed this request to fill the expiring position. The board discussed the two candidates.

MOTION:

Mr. Weaver moved to appoint Mr. Erick Gomez to the James River Water Authority (JRWA), Citizen Representative Position, with a term to begin April 20, 2013 and to terminate April 19, 2017. Mr. Ullenbruch seconded. The motion carried, with a vote of 3-2. AYES: Kenney, Ullenbruch and Weaver. NAYS: Booker and Chesser. ABSENT: None.

Appointment/JAUNT Board –

MOTION:

Mr. Chesser moved to appoint Pat Thomas to the JAUNT Board, with a term to begin immediately and to terminate June 30, 2013. Mrs. Booker seconded. The motion carried, with a vote of 5-0. AYES: Kenney, Ullenbruch, Booker, Weaver and Chesser. NAYS: None. ABSENT: None.

PRESENTATIONS

2012 Rivanna Watershed Snapshot Update –Ms. Leslie Middleton, Executive Director Rivanna River Basin Commission (RRBC), reviewed with the Board 2012 Rivanna Watershed Snapshot and the plans to move forward with this information.

CONSENT AGENDA

The following items were approved under the consent agenda:

MOTION:

Mr. Weaver moved to approve the consent agenda, which consisted of:

- Minutes from March 19, 2013 as amended.
- Minutes of March 20, 2013.
- Resolution for National Crime Victims' Rights Week.
- FY13 Health Insurance Budget Transfer.
- FY13 Parks & Rec Personnel Budget Correction.

Mrs. Booker 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.

MOTION:

Mr. Weaver moved the Accounts Payable and Payroll be ratified for the period February 23, 2013 through April 3, 2013 in the amount of \$1,784,336.95. Mr. Ullenbruch seconded. The motion carried, with a vote of 5-0. AYES: Kenney, Booker, Ullenbruch, Weaver and Chesser. NAYS: None. ABSENT: None.

General Fund	\$ 533,969.89
Capital Improvements	\$ 295,129.00
Sewer	\$ 3,926.97
Fork Union Sanitary District	<u>\$ 7,970.65</u>
Total Expenditures by Fund	\$ 840,996.51
 Payroll –	 \$ 943,340.44

Total Payables & Payroll

\$1,784,336.95

UNFINISHED BUSINESS

None

NEW BUSINESS

Board is in receipt of a packet from Aqua Virginia, will be discussed in closed session.

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 4:11 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-4 and 2.23711-A-6 for discussion of Personnel Matters, Privacy of Individuals 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 4:57 p.m., Mr. Weaver moved the closed meeting be adjourned and the Fluvanna County Board of Supervisors reconvene again in open session. Mr. Ullenbruch seconded. The motion carried, with a vote of 5-0. AYES: Kenney, Ullenbruch, Weaver, Booker and Chesser. NAYS: None. ABSENT: None.

MOTION:

At 4:58 p.m., the following resolution was adopted by the Fluvanna County Board of Supervisors, following a closed meeting held Wednesday, April 3, 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.”

BOARD RECESSED AT 4:59 p.m. for Dinner**BOARD RECONVENED AT 6:00 p.m. for a Work Session with Staff Updates**

Mr. Steve Nichols discussed having the VDOT Six-Year Plan presentation at the work session for May 1, 2013 and conduct the Public Hearing on May 15, 2013.

The new Fluvanna *FAN Mail* was sent out on April 1 2013 and will be sent out periodically with information about events in the County.

Convenience Center – Mr. Wayne Stephens, Public Works Director, reviewed with the Board the operation of the Convenience Center and the options to convert to a flat rate to save money. The Board discussed adjusting the hours of operation to be open later in the evenings.

Carysbrook Gym – Mr. Jason Smith, Parks and Recreation, discussed with the Board the history and options of reopening the Carysbrook Gym. The Board discussed the options and cost to opening and maintaining the Carysbrook Gym. Mr. Smith is going to work with the Parks and Recreation Advisory to find options to make the Carysbrook Gym self-sustaining.

Information Technology Update – Mr. Jonathan McMahon, Information Technology Director, reviewed with the Board the various projects that have been completed and are being worked.

Human Resources – Ms. Gail Parrish, Human Resource Manager, reviewed with the Board the turnover rate for the County in the past year.

Community Study (Youth Support/Activities) – Dr. Jacqueline Meyers, CSA Program Manager, presented the Board with her idea of a community study for Fluvanna County to help the children in need better.

Economic Development/Planning/Zoning Update – Mr. Bobby Popowicz updated the board with where we’ve been and where we are headed. Showed the Board a draft of the proposed Economic Development Brochure that he has been working on.

Zion Crossroads Master Plan – Mrs. Allyson Finchum, Planning Director, reviewed the Comprehensive Plan for Zion Crossroads. The Board would like to have a plan of what we would want for the Zion Crossroads area and put together a working group to start creating a Master Plan for Zion Crossroads

Mr. Weaver discussed hearing the Fluvanna Taxpayers Association Educational Cost Research Project presentation. Mr. Nichols suggested having it presented at a work session. Board requested presentation be presented at the May 1st work session.

ADJOURN

MOTION:

At 8:54 p.m., Mr. Weaver moved to adjourn the meeting of Wednesday, April 3, 2013 to April 10, 2013. Mr. Ullenbruch 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

Mary L. Weaver, Clerk

Shaun V. Kenney, Chairman

APPROVED

PROCLAMATION

*By virtue of the authority vested in me,
I hereby proclaim the month of April as*

CHILD ABUSE PREVENTION MONTH

Whereas, preventing child abuse and neglect is a community responsibility that depends on involvement among people throughout the community; and

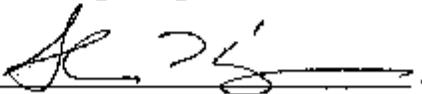
Whereas, child maltreatment occurs when people find themselves in stressful situations, without community resources, and don't know how to cope; and

Whereas, the majority of child abuse cases stem from situations and conditions that are preventable in an engaged and supportive community; and

Whereas, all citizens should become involved in supporting families in raising their children in a safe, nurturing environment; and

Whereas, effective child abuse prevention programs succeed because of partnerships created among families, social service agencies, schools, faith communities, civic organizations, law enforcement agencies, and the business community.

Therefore, I do hereby proclaim April as Child Abuse Prevention Month and call upon all citizens, community agencies, faith groups, medical facilities, and businesses to increase their participation in our efforts to support families, thereby preventing child abuse and neglect and strengthening the communities in which we live.

Now therefore I, 

do hereby recognize April 2013 as Child Abuse Prevention Month in 3 April, 2013 BOS Mtg and I call this observance to the attention of all our citizens.



RESOLUTION
National Crime Victims' Rights Week

At a regular monthly meeting of the Fluvanna County Board of Supervisors held on Wednesday, April 3, 2013, in Palmyra, Virginia, the following resolution was adopted on a motion by Mr. Weaver, seconded by Mrs. Booker, and voted in the affirmative:

WHEREAS, over 18.7 million Americans are directly harmed by crime each year, suffering physical and emotional injury, as well as financial loss, and each impacts many more family members, friends, coworkers and neighbors;

WHEREAS, crime can leave a lasting physical, emotional, or financial impact on people of all ages and abilities, and of all economic, racial, and social backgrounds;

WHEREAS, in 1982 the President's Task Force on Victims of Crime envisioned a national commitment to supporting crime victims;

WHEREAS, thousands of victim assistance programs now provide help and support to child victims of violence and sexual abuse; stalking victims; survivors of homicide victims; victims of drunk-driving crashes; victims of burglaries and larcenies, and victims of domestic, dating, and sexual violence, and other crimes;

WHEREAS, today, the victim assistance community faces new challenges to reach and serve all victims, including victims of new types of crimes including cybercrimes, terrorism and human trafficking;

WHEREAS, the last 31 years have taught us that by working together, we can help meet the needs of victims of crime with respect and dignity and to support them as they seek to overcome their challenges and regain control over their lives;

WHEREAS, now is the time to embrace new solutions that involve new partnerships with underserved communities and a greater emphasis on learning what works in meeting victims' needs;

WHEREAS, National Crime Victims' Rights Week, April 21-27, provides an opportunity for us to reaffirm our commitment to victims by honoring the improvements that have been made, while working to find new solutions to the new challenges faced by victims; and

WHEREAS, the **Fluvanna Victim/Witness Assistance Program** is joining forces with other victim service programs, criminal justice officials, and concerned citizens throughout Fluvanna County and the Commonwealth of Virginia to raise awareness of victims' rights and observe National Crime Victims' Rights Week;

NOW, THEREFORE, BE IT RESOLVED that the Fluvanna County Board of Supervisors does hereby proclaim the week of April 21-27, 2013 as Crime Victims' Rights Week and reaffirms our commitment to respect and enforce victims' rights and address their needs during National Crime Victims' Rights Week and throughout the year.

Chairman
Fluvanna County Board of Supervisors

April 3, 2013