

FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Circuit Court Room
January 8, 2013, 2:00 p.m. Regular Meeting
6:00 p.m. Work Session

MEMBERS PRESENT: Mozell H. Booker, Chairperson
Bob Ullenbruch, Vice Chairperson
Donald W. Weaver
Tony O'Brien
Mike Sheridan

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

Mr. Steven M. Nichols, County Administrator, called the meeting of Wednesday, January 8, 2013, to order at 2:00 p.m., in the Circuit Courtroom in Palmyra, Virginia; and the Pledge of Allegiance was recited, after which, Mr. Nichols called for a moment of silence.

2014 Organizational Meeting of the Fluvanna County Board of Supervisors

Election of Chairperson

This action will elect a new Chairperson to the Board of Supervisors for 2014.

Mr. Steven M. Nichols, County Administrator, opened the floor for nominations for Chairperson.

Supervisor Weaver nominated Supervisor Ullenbruch, no second, motion failed

Supervisor Ullenbruch nominated Supervisor Booker seconded by Mr. Sheridan.

VOTE COUNT: Supervisor Booker 4-1 AYES: Booker, Sheridan, Ullenbruch and O'Brien
NAYES: Weaver

With a vote of 4-1, Supervisor Booker was elected Chairperson.

Chairperson Booker welcomed the new supervisors to the first meeting of 2014.

Election of Vice-Chairperson

This action will elect a new Vice-Chairperson to the Board of Supervisors.

Chairperson Booker opened the floor for nominations for Vice-Chairperson.

Supervisor Weaver nominated Supervisor Ullenbruch seconded by Supervisor Sheridan

VOTE COUNT: Supervisor Ullenbruch 4-1 AYES: Booker, Weaver, Ullenbruch and Sheridan
NAYES: O'Brien

With a vote of 4-1, Supervisor Ullenbruch was elected Vice-Chairperson.

Resolution Entitled "Organizational Meeting of the Fluvanna County Board of Supervisors 2014"

The Code of Virginia requires an annual organizational meeting of the Board of Supervisors for the election of officers and the conduct of such other business as to meeting times and dates. Mr. Fred Payne, County Attorney, explained the history of why the Board meetings have been held at 2:00 p.m.. Supervisors discussed moving daytime meeting from 2:00pm to 4:00pm and have work session immediately following.

MOTION:

Mr. O'Brien moved to adopt the resolution [attached hereto] entitled "Organizational Meeting of the Fluvanna County Board of Supervisors 2014" which establishes the meeting place and the day and time of the meetings, including the change from 2:00 pm to 4:00 pm meetings on the first Wednesday. Mr. Sheridan seconded. The motion carried with a vote of 4-1. AYES: Sheridan, Booker, Ullenbruch, and O'Brien. NAYS: Weaver. ABSENT: None.

Selection of Dates for the Board Meetings

This action will adopt the Board of Supervisors 2014 Regular Meeting Calendar as presented.

MOTION:

Mr. Weaver moved to adopt the Board of Supervisors 2014 Regular Meeting Calendar as presented. Mr. Ullenbruch seconded. The motion carried with a vote of 5-0. AYES: Sheridan, Booker, Ullenbruch, O'Brien and Weaver. NAYS: None. ABSENT: None.

Adoption of Board By-Laws and Rules of Practice and Procedures

This action will adopt the Fluvanna County Board of Supervisors By-Laws and Rules of Practice and Procedures.

MOTION:

Mr. Weaver moved to adopt the Fluvanna County Board of Supervisors By-Laws and Rules of Practice and Procedures as amended. Mr. Ullenbruch seconded. The motion carried with a vote of 5-0. AYES: Sheridan, Booker, Ullenbruch, O'Brien and Weaver. NAYS: None. ABSENT: None.

Board of Supervisor Appointments/Boards & Commissions

The following appointments were made:

Weaver – Agricultural/Forestral Advisory Committee
 Weaver – Audit Committee
 Sheridan – Columbia Task Force
 Booker – Community Policy Management Team
 Booker – Emergency Services Director
 Booker – Fork Union Sanitary District Advisory Committee
 Sheridan – Parks & Recreation Board
 O'Brien – Piedmont Work Force Council
 O'Brien – Planning Commission
 Booker and Ullenbruch – Rivanna River Basin Commission
 Ullenbruch – Social Services Board
 Ullenbruch – Thomas Jefferson Area Community Criminal Justice Board
 O'Brien – Thomas Jefferson Planning District Commission
 Booker – Virginia Association of Counties Legislature Contact

MOTION:

Mr. Ullenbruch moved to appoint Board of Supervisor members to certain Boards, Committees and Commissions with, terms to expire December 31st 2015. Mr. Sheridan seconded. The motion carried with a vote of 5-0. AYES: O'Brien, Ullenbruch, Booker, Sheridan and Weaver. NAYS: None. ABSENT: None.

COUNTY ADMINISTRATOR'S REPORT

Mr. Nichols reported on the following topics:

- Happy Birthday to Mr. Ullenbruch (January 14).
- Mr. Scott Scudamore who was on the Parks and Recreation Advisory Board has passed away.
- Introduced new Recreation Program Specialist, Jonathan Pace, started on Monday December 9th, 2013.
- The new Legal Counsel for the James River Water Authority (JRWA) will be Hefty & Wiley, PLC.
- Supervisors can be issued County cell phones during their time in office, if desired.
- Deer Hunt at Pleasant Grove on January 3, 2014, was successful. Six hunters participated and 8 female deer were taken.
- Return On Investment (ROI) Community Modelling Meetings begin on January 9, 2014.

PUBLIC COMMENTS #1

Chairperson Booker opened the floor for the first round of public comments.

With no one wishing to speak, Chairperson Booker closed the first round of public comments.

PUBLIC HEARING

None

ACTION MATTERS

General Reassessment Services Contract Award – Mr. Joe Rodish, Purchasing Officer, addressed this request to accept the most qualified firm for General Reassessment Services based upon the evaluation criteria contained within the RFP that was advertised.

MOTION:

Mr. Ullenbruch moved to accept a proposal from Blue Ridge Mass Appraisal Company for the purpose of administering general reassessments in CY2014 and CY2016, contingent upon approval of the contract as to form by the County Attorney. Mr. Weaver seconded. The motion carried, with a vote of 5-0. AYES: Booker, Ullenbruch, O'Brien, Sheridan and Weaver. NAYS: None. ABSENT: None.

FCPS MUNIS Implementation Funding Supplement – Ms. Gena Keller, School Superintendent, addressed this request to increase funding for the Public Schools MUNIS System Implementation to cover the MUNIS staff travel during the implementation phase.

MOTION:

Mr. Ullenbruch moved to increase funding for Fluvanna County Public Schools MUNIS System Implementation in the amount of \$20,000, such funds to come from the FY14 Board of Supervisors Contingency budget. Mr. Weaver seconded. The motion carried, with a vote of 5-0. AYES: Booker, Ullenbruch, O'Brien, Sheridan and Weaver. NAYS: None. ABSENT: None.

Clerk of the Circuit Court Position change (Accretion of Duties) – Gail Parrish, Human Resources Manager, addressed this request to increase Deputy Clerk Wood's salary to compensate for the significant changes in job requirements and additional knowledge and skills required to perform the duties.

MOTION:

Mr. Weaver moved the Board of Supervisors approve a 10% salary increase due to accretion of duties for Deputy Clerk II Deborah G. Wood to be effective December 29, 2013, with the increase amount of \$1,900 for the remainder of FY14 to be transferred from the FY14 Personnel Contingency to FY14 Clerk of the Circuit Court to fund the salary increase through the remainder of FY14. Mr. Ullenbruch seconded. The motion carried, with a vote of 5-0. AYES: Booker, Ullenbruch, O'Brien, Sheridan and Weaver. NAYS: None. ABSENT: None.

PRESENTATIONS

Radon Testing & Risk in Fluvanna County – Mrs. Cheryl Wilkins, Emergency Services Coordinator, and Mr. Ryan Paris, Radiation Safety Specialist and Radon Coordinator, Virginia Department of Health, reviewed with the Board the risk of Radon, naturally occurring radioactive decay, in Fluvanna County and the testing procedures for it. Radon testing kits are available free of charge for residents through the Health Department. Mrs. Wilkins reviewed some options available to the county to promote awareness. The Board **directed staff** to draft a proposed change to County Code and assess the costs for requiring passive Radon Reduction New Construction (RRNC) in new home construction.

Voluntary Contributions Program Update – Mrs. Linda Lenherr, Treasurer, reviewed with the Board how the voluntary contributions were going. To date the County has received \$1,186.84 in contributions. Mrs. Lenherr asked the Board how they would like to proceed with this program. **Board requested** the Treasurer to continue including Voluntary Contribution forms in mailings for Real Property bills when not sent to mortgage institutions.

Vehicle Usage – Mr. Wayne Stephens, Director of Public Works, reviewed with the Board the process and policies in place for tracking the county vehicles and fuel being used. Mr. Ullenbruch was concerned about bulk diesel fuel usage from the tank at Pleasant Grove. Sheriff Washington discussed their procedure when investigating for misuse fuel and equipment. Staff will present a proposal for a new policy at the February 5th meeting.

CONSENT AGENDA

Accounts Payable – Mrs. Barbara Horlacher, Finance Director, answered questions in regards to the Accounts Payable.

MOTION:

Mr. Weaver moved the Accounts payable and Payroll be ratified for the period November 27, 2013 through December 27, 2013 in the amount of \$2,901,952.84. Mr. Ullenbruch seconded. The motion carried, with a vote of 5-0. AYES: Booker, Ullenbruch, O'Brien, Sheridan and Weaver. NAYS: None. ABSENT: None.

Minutes of December 18, 2013 –

MOTION:

Mr. Ullenbruch moved the regular meeting minutes of the Fluvanna County board of Supervisors for Wednesday, December 18, 2013 be adopted. Mr. Weaver seconded. The motion carried, with a vote of 3-2. AYES: Booker, Ullenbruch, and Weaver. ABSTAINED: Sheridan and O'Brien NAYS: None. ABSENT: None.

UNFINISHED BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENTS #2

Chairperson Booker opened the floor for the second round of public comments.

- Mr. Robert Earl, Cunningham District – congratulated the Board for electing a female chairperson, and supported the open discussion of Radon as a regional issue.

With no one else wishing to speak, Chairperson Booker closed the second round of public comments.

CLOSED MEETING

None

BOARD RECESSED AT 4:38 p.m. for Dinner

BOARD RECONVENED AT 6:00 p.m. for Work Session

Economic Development and Infrastructure – Mr. Steve Nichols, County Administrator, reviewed with the Board the need for Economic Development and Infrastructure. Fluvanna’s homeowners currently account for 93% of real estate values in the county. Staff needs long term direction to implement Infrastructure and Economic Development. The Board discussed the future of FUSD and would like Fred Payne, County Attorney, to discuss the legalities of FUSD at the next Board meeting. Mr. Nichols, Mr. Stephens, Director of Public Works and the Board discussed the various options to bring water to Zion Crossroads. The **Board authorized staff** to proceed with the hydrogeological testing in the Zion Crossroads area. Mrs. Horlacher, Finance Director, discussed the financial needs and potential impact to support Fluvanna’s long term growth along with various options to save money.

ADJOURN

MOTION:

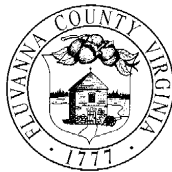
At 7:51 p.m., Mr. Ullenbruch moved to adjourn the meeting of Wednesday, January 8, 2014. Mr. Weaver seconded. The motion carried, with a vote of 5-0. AYES: Sheridan, Booker, Ullenbruch, O’Brien and Weaver. NAYS: None. ABSENT: None.

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

Mary L. Weaver, Clerk

Mozell H. Booker, Chairperson



BOARD OF SUPERVISORS
County of Fluvanna
Palmyra, Virginia

RESOLUTION

At a regular monthly meeting of the Fluvanna County Board of Supervisors held on Wednesday, January 8th 2014, in Palmyra, Virginia, the following action was taken:

<u>Present</u>	<u>Vote</u>
<i>Mozell Booker</i>	<i>YEA</i>
<i>Robert Ullenbruch</i>	<i>YEA</i>
<i>Mike Sheridan</i>	<i>YEA</i>
<i>Tony O'Brien</i>	<i>YEA</i>
<i>Donald W. Weaver</i>	<i>YEA</i>

Organizational Meeting of the Fluvanna County Board of Supervisors 2014

WHEREAS, the Code of Virginia requires an annual organizational meeting for the Board of Supervisors for the election of officers and the conduct of such other business as to meeting times and dates and,

WHEREAS, the Board of Supervisors does now conduct such an organizational meeting.

NOW, THEREFORE BE IT RESOLVED by the Board of Supervisors that it does hereby designate the Circuit Courtroom in the Fluvanna Courts Building as its meeting place for regular meetings to be held on the first Wednesday of each month at 4:00 p.m. and the third Wednesday of each month at 7:00 p.m. Except the month of August when the only meeting shall be on the first Wednesday starting at 4:00 p.m., breaking for dinner, then reconvening at 7:00 p.m. for public hearings. Work Sessions to be held on the first Wednesday of each month immediately following the regular meeting with the exception of August.

FURTHER BE IT RESOLVED by the Board of Supervisors that it does hereby designate the fourth Wednesday at 7:00 p.m. as the meeting date for any such regular meeting that is postponed due to weather or such other circumstances.

Adopted this 8th day of January 2014
by the Fluvanna County Board of Supervisors

ATTEST:

Steven M. Nichols, County Administrator