

**FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Circuit Court Room
March 05, 2014, 4:00 pm**

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

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

PLANNING COMMISSION MEMBERS PRESENT: Barry A. Bibb, Chairperson
Lewis Johnson
Patricia Eager
Ed Zimmer

MEMBERS ABSENT: Donald Gaines, Vice-Chairperson

ALSO PRESENT: Jason Stewart, Planning and Zoning Administrator
Steve Tugwell, Senior Planner
Jay Lindsey, Planner

CALL TO ORDER/PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

Chairperson Booker called the meeting of Wednesday, March 05, 2014, to order at 4:00 p.m., in the Circuit Courtroom in Palmyra, Virginia; and the Pledge of Allegiance was recited, after which, Chairperson Booker called for a moment of silence.

Mrs. Booker thanked all the staff and emergency personnel for a great job done during the snow storm.

COUNTY ADMINISTRATOR'S REPORT

Mr. Nichols reported on the following topics:

- Andrea Gaines, E911 Communications Director, received FY15 Public Safety Answering Points (PSAP) Grant Program approvals for a voice logging recorder and a PSAP training program.
- Public Works staff did a great job on clearing snow and ice, again!
- Ribbon cutting Ceremony for Sadie's Stay N'Play has been rescheduled for Monday, March 10th, at 9:00 am.
- Staff DMV checks completed. One administrative waiver was granted.
- BOS Strategic Initiatives and Action Plan format presented, discussed how to proceed.
- Discussed with the Board potential tree harvesting on county-owned parcels.
- Presented retail and bulk water rates from surrounding authorities and counties.
- Reviewed upcoming meetings scheduled.

Mr. Ullenbruch discussed the time frame for setting the tax rates.

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

Replacement of Squad 10 (Palmyra Fire) – Mr. Joe Rodish, Purchasing Officer, addressed this request to replace Squad 10 which is operated by the Palmyra Volunteer Fire Company.

MOTION:

Mr. Sheridan moved to approve the contract between Fluvanna County and Atlantic Emergency Solutions, Inc. in the amount of \$251,668.00 for the replacement of Squad 10 which is operated by the Palmyra Volunteer Fire Company subject to the approval of the County Attorney as to form. Mr. Ullenbruch seconded. The motion carried, with a vote of 5-0. AYES: Booker, Sheridan, O'Brien, Ullenbruch and Weaver. NAYS: None. ABSENT: None.

PRESENTATIONS

Shelter for Help in Emergency – Ms. Sarah Ellis, reviewed with the Board the services the Shelter for Help in Emergency provides for victims of domestic violence. Ms. Ellis also reviewed their proposed budget that was submitted.

Thomas Jefferson EMS Council – Mr. Stephen Rae, Executive Director, reviewed their proposed budget and services offered through Thomas Jefferson EMS Council.

CSA Budget Summary - Dr. Jackie Meyers, CSA Program Manager, reviewed with the Board the funding history, the adopted budget vs. actual expenditures, cost expenditures by child and services, and the top ten uses of community based funding.

Youth Service Needs Community Assessment Proposal – Dr. Jackie Meyers, CSA Program Manager, reviewed with the Board a proposal to do a Service Needs Community Assessment. Dr. Meyers addressed the needs, staffing, cost and findings for this request.

CONSENT AGENDA

Mr. Weaver questioned why some items were put on the consent agenda, and would like to see the budget report as a presentation instead of a consent agenda item.

The following items were approved under the consent agenda:

MOTION:

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

- Work Session Minutes of February 19, 2014 as amended.
- Minutes of February 19, 2014 as amended.
- Accounts Payable Report in the amount of \$2,073,434.28.
- Capital Reserve Maintenance Fund Request/Elevator Repairs, \$28,000.00
- Capital Reserve Maintenance Fund Request/Exterior Painting of Buildings, \$22,500.00.
- Capital Reserve Maintenance Fund Request/ Health Department Office Improvements, \$20,000.00.
- Budget Supplement for Replacement of Squad 10 (Palmyra Fire), \$11,668.00.
- FY14 YTD Budget Report through December 31, 2013.

Mr. Ullenbruch seconded. The motion carried, with a vote of 5-0. AYES: Booker, Sheridan, O'Brien, Ullenbruch and Weaver. NAYS: None. ABSENT: None.

UNFINISHED BUSINESS

None

NEW BUSINESS

Board **directed staff** to research and present additional revenue sources at the May 21, 2014 Board meeting.

PUBLIC COMMENTS #2

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

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

RECESS for Dinner at 6:06pm

Mr. Ullenbruch left meeting, he was not feeling well.

RECONVENED at 7:00pm**Joint Work Session with the Planning Commission:**

The Board of Supervisors met with the Planning Commission to discuss UD's, UDAs, Planning and Zoning for Zion Crossroads Development & Water System Actions for WRT Service Districts. Mr. Jason Stewart, Planning and Zoning Administrator, and Mr. Jay Lindsey, Planner, reviewed with the Board some planning and zoning solutions for Fluvanna County to guide Economic Development to the Zion Crossroads area. Some of the concepts discussed were Zoning Overlay District, Floating Zones, Commercial/Industrial Zone. Resizing the CPA/UDA is also an option that was considered.

Mr. Wayne Stephens discussed with the Board four primary considerations for providing public water and sewer services:

- Planning – Should be based on County Comprehensive Plan, what water and sewer providers to use, conceptual planning for specific areas, adoption of rules, regulations & standards and final planning for specific areas, etc...

- Design – Procure engineering design services, preliminary and final design, cost estimates, acquisition of easements and property, preliminary rate analysis and agency approvals and permits.
- Construction – Project administration, bid, contract and construction phases, inspections and construction oversight, construction completion, final rate analysis, final inspection and system start-up.
- Operations and Maintenance – Adoption of rates, fees & charges, daily operation & maintenance of system, system permits & Regulatory requirements, personnel, meter reading, billing, collection, preventive maintenance & repairs, depreciation and replacement plan and periodic rate analysis.

Mr. Bobby Popowicz discussed with the Board the Economic Development Business and Strategic Plan, Technology Zone Overlay and Agreement Outline, the mission of the Economic Development Authority (EDA) and possible EDA initiatives.

CLOSED SESSION

MOTION TO ENTER INTO A CLOSED MEETING:

At 9:32 p.m., Mr. Weaver moved the Fluvanna County Board of Supervisors enter into a closed session, pursuant to the Virginia Code Section 2.2-3711A.1, 2.2-3711A.3, and 2.2-3711A.6 for discussion of Disposition of Personnel Matters, Real Estate, and Investment of Funds. Mr. Sheridan seconded. The motion carried, with a vote of 4-0. AYES: Booker, Sheridan, O'Brien and Weaver. NAYS: None. ABSENT: Ullenbruch.

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

At 11:38 p.m., Mr. Weaver moved the closed meeting be adjourned and the Fluvanna County Board of Supervisors reconvene again in open session. Mr. Sheridan seconded. The motion carried, with a vote of 4-0. AYES: Booker, Sheridan, O'Brien and Weaver. NAYS: None. ABSENT: Ullenbruch.

MOTION:

At 11:39 p.m., the following resolution was adopted by the Fluvanna County Board of Supervisors, following a closed meeting held Wednesday, March 5, 2014, on motion of Mr. Weaver, seconded by Mr. Sheridan and carried by the following vote of 5-0. AYES: Booker, Sheridan, Weaver, Ullenbruch and O'Brien. 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.”

EXTEND MEETING

MOTION:

Mr. Weaver moved to ratify the extension of the Board of Supervisors meeting to 1:00 a.m. Mr. Sheridan seconded. The motion carried with a vote of 4-0. AYES: Booker, Sheridan, O'Brien and Weaver. NAYS: None. ABSENT: Ullenbruch.

ADJOURN

MOTION:

At 11:40 p.m., Mr. O'Brien moved to adjourn the meeting of Wednesday, March 5, 2014. Mr. Sheridan seconded. The motion carried, with a vote of 4-0. AYES: Booker, Sheridan, O'Brien and Weaver. NAYS: None. ABSENT: Ullenbruch.

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

Mary L. Weaver, Clerk

Mozell H. Booker, Chairperson