

**FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Circuit Court Room
May 07, 2014, 4:00 pm**

MEMBERS PRESENT: Mozell Booker, Chairperson
Bob Ullenbruch, Vice-Chairperson
Donald W. Weaver
Tony O'Brien (*arrived at 4:08 pm*)
Mike Sheridan (*arrived at 4:49 pm*)

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

Chairperson Booker called the meeting of Wednesday, May 07, 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.

Chairperson Booker welcomed Rear Admiral Burhoe, President of FUMA, our recently appointed interim Sheriff, Eric Hess, County residents and staff to the regular Board meeting of May 7, 2014. She wished an early Happy Mother's Day to all the mothers in the audience.

COUNTY ADMINISTRATOR'S REPORT

Mr. Nichols reported on the following topics:

- Employee Health and Wellness Fair is Thursday, May 8th, 2014 at Carysbrook Softball Field.
- Sheriff's Office Drug Take Back collected 211 pounds of medications turned in for disposal; special thanks to Lt. David Wells and Master Deputy Keith Ayers.
- Fluvanna's 1st ever Earth Day Event was a huge success many thanks to Jonathan Pace, Anthony Tanner, Greg Sawyer, Robert Bryant and Wayne Stephens.
- Easter Egg Hunt at Pleasant Grove Park on Saturday, April 19th, 2014 had approximately 450 participants.
- Community Investment Collaborative Entrepreneurial Training Workshop, 6:00 pm, June 17, 2014, at the County Library.
- New and Improved BBQ Bands & Brews – Saturday, June 28, 2014.
- Fluvanna County Twitter account has been established (@FluvannaCounty).
- Purchasing Officer and staff efforts have received \$8,398.42 from selling surplus items over the past week.
- Upcoming meetings
 - Wednesday, May 21 – 7:00 pm, Regular Meeting
 - Wednesday, June 4 – 4:00 pm, Regular Meeting
 - 7:00 pm Work Session (County Facility Space Utilization and Strategic Initiatives Update)
 - Wednesday, June 18 – 7:00 pm, Regular Meeting

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

Community Volunteer Coordinator Position - Mr. Steven M. Nichols, County Administrator, addressed the Board with this request in regards to creating an unpaid volunteer position organized under the office of the County Administrator.

MOTION:

Mr. Ullenbruch moved the Board of Supervisors approve the creation of a Community Volunteer Coordinator, an unpaid volunteer position organized under the office of the county Administrator. Mr. Weaver seconded. The motion carried, with a vote of 4-0. AYES: Booker, Ullenbruch, O'Brien, and Weaver. NAYS: None. ABSENT: Sheridan.

Boards, Commissions, and Committees Compensation Plan – Mr. Steven Nichols, County Administrator, addressed the Board with this request in regards to setting comparative compensation levels for members on eligible Boards, Commissions, and Committees.

MOTION:

Mr. Weaver moved the Board of Supervisors adopt the new compensation plan for Fluvanna County representatives on the following Boards, Commissions, and Committees, effective July 1, 2014, with the annual increase of \$2,341.00 to be transferred from FY15 Personnel Contingency. Mr. Ullenbruch seconded. The motion carried, with a vote of 4-0. AYES: Booker, Ullenbruch, O'Brien, and Weaver. NAYS: None. ABSENT: Sheridan.

Fluvanna County Board, Commission, and Committee Compensation

Position	Position	No.	Current Annual	FY15 Annual
Planning Commission	Chair	1	\$1,500.00	\$2,400.00
Planning Commission	Member	4	\$1,500.00	\$2,100.00
Planning Commission	BOS Rep	1	\$1,500.00	\$2,100.00
Social Services Board	Chair	1	\$1,020.00	\$1,105.00
Social Services Board	Member	4	\$660.00	\$715.00
Social Services Board	BOS Rep	1	\$660.00	\$715.00
Electoral Board	Chair	1	\$2,257.58	\$2,064.50
Electoral Board	Vice Chair	1	\$2,257.58	\$2,064.50
Electoral Board	Secretary	1	\$4,514.90	\$4,129.00
Jail Board	Member	1	\$85.00 / Meeting	\$85.00 / Meeting
Jail Board	Sheriff	1	\$85.00 / Meeting	\$85.00 / Meeting
Board of Zoning Appeals	Member	5	\$60.00 / Meeting	\$60.00 / Meeting
Board of Equalization	Member	3	\$15.00 / Hour	\$20.00 / Hour
Board of Equalization	Admin Asst	1	\$15.00 / Hour	\$20.00 / Hour

Vacancy in the Office of Sheriff – Mr. Steven M. Nichols, County Administrator, addressed the Board with the resignation of Sheriff Washington and requested Petition for Special Election to fill the vacancy.

MOTION:

Mr. Ullenbruch moved to approve the Petition of the Fluvanna County Board of Supervisors for Special Election to Fill the Vacancy in the Office of Sheriff. Mr. O'Brien seconded. The motion carried, with a vote of 4-0. AYES: Booker, Ullenbruch, O'Brien, and Weaver. NAYS: None. ABSENT: Sheridan.

Appointment/Fluvanna Partnership for Aging, At-Large Position – Mr. Steven M. Nichols, County Administrator, addressed the Board with this request to fill one of the At-Large positions for the Partnership for Aging.

MOTION:

Mr. Weaver moved to appoint Ms. Stephanie Fick to the Fluvanna Partnership for Aging, At-Large Position, with a term to begin immediately and to terminate December 31, 2017. Mr. Ullenbruch seconded. The motion carried, with a vote of 4-0. AYES: Booker, Ullenbruch, O'Brien, and Weaver. NAYS: None. ABSENT: Sheridan.

Appointment/Community Policy and Management Team (CPMT) Citizen Representative Position – Mr. Steven M. Nichols, County Administrator, addressed the Board with this request to fill the Citizen Representative position for the CPMT.

MOTION:

Mr. Ullenbruch moved to appoint Mr. William Hughes to the Community Policy and Management Team (CPMT), Citizen Representative Position, with a term to begin immediately and to terminate December 31, 2014. This position replaces that of Mr. Gene Ott, who resigned. Mr. O'Brien seconded. The motion carried, with a vote of 4-0. AYES: Booker, Ullenbruch, O'Brien, and Weaver. NAYS: None. ABSENT: Sheridan.

PRESENTATIONS

VDOT Report and VDOT Six-Year Plan for Fiscal Years 2014/15 through 2019/20 and the Secondary System Construction Budget for Fiscal Year 2014/15 – Mr. Greg Banks, VDOT Secondary Programming Coordinator, reviewed with the Board the project priorities scheduled in the six-year plan for Fluvanna. Mr. Banks asked the Board to give him any additions or changes they would like to see prior to the Public Hearing on June 4, 2014. The Board discussed dirt roads needing hard surfacing and the rural addition program. Mr. Ullenbruch and Mr. Weaver inquired about the wooden guard rail that was requested for Garden Lane.

Fork Union Sanitary District Options – Mr. Wayne Stephens, Public Works Director, addressed the Board in regards to the financial situation and rate options for the Fork Union Sanitary District to assist it being more self-sufficient. The Fork Union Sanitary District Advisory Committee recommended implementing Option 5 rates (\$21.00 for up to 2K gal and \$11.00 for >2K gal with no ad valorem tax). Rear Admiral Burhoe, President of FUMA, addressed the Board in favor of a rate increase if it means reliable water service. The Board discussed the various rate options in depth along with other possible options. The **Board directed** staff to present a resolution for new FUSD water rates (Option 5) at the May 21, 2014 meeting.

Radon Ordinance Review – Mr. Darius Lester, Building Official and Ms. Cheryl Wilkins, Emergency Services Coordinator, reviewed with the Board the research and education that was done in regards to Radon in Fluvanna. Staff recommends continuing with community education, providing home testing kits, providing radon information brochures for new construction applicants, as requested and not making any changes to the county ordinances at this time.

CONSENT AGENDA

The following items were approved under the consent agenda:

MOTION:

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

- Public Hearing Minutes of April 09, 2014.
- Minutes of April 16, 2014.

- Accounts Payable Report, \$1,661,828.22.
- Declaration/Virginia Cooperative Extension Day.
- FY14 FCPS Federal School Improvement Grant, \$4,100.00.
- FY14 Local Emergency Management Performance Grant, \$15,000.00

Mr. O'Brien seconded. The motion carried, with a vote of 5-0. AYES: Booker, Ullenbruch, Sheridan, O'Brien, and Weaver. 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.

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

RECESS for Dinner at 6:25pm

RECONVENED for Work Session at 7:05pm

Alternative Revenue Sources and Options – Mr. Steven M. Nichols, County Administrator, reviewed with the Board, Fluvanna County's existing revenue and potential sources of new revenue (BPOL Tax, Business License Fee, Meals Tax, Revenue Recovery, etc.). Some of the ideas were taken from a project from participants in the Fluvanna Leadership Development Program for 2014. Comparisons were done with the local area counties and other counties around the Commonwealth of similar size. Staff recommended to:

- Develop financial analysis and plan to implement: BPOL Business License Fee & EMS Revenue Recovery.
- Perform financial analysis and investigate implementing a Meals Tax.
- Perform financial analysis and investigate changing various Planning fees (based on cost recovery).
- Finalize Fluvanna County Proffer Guidance for BOS review.
- Review significant differences in revenue collections by comparison counties for existing taxes, fees, interest, etc.
- Consider using some of the additional revenue to reduce the Personal Property Tax Rate (at least for businesses)

The board discussed the various options.

Strategic Initiatives Action Plan Update – Mr. Steven M. Nichols, County Administrator, reviewed with the Board the status of what initiatives are in progress and pending on the Strategic Initiative Action Plan. Mr. Nichols also briefed the Board on what the BOS Champions responsibilities are and who is assigned to what initiatives.

CLOSED MEETING

MOTION TO ENTER INTO A CLOSED MEETING:

At 8:16 p.m., Mr. Weaver moved the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the Virginia Code Section 2.2-3711A.1, 2.2-3711A.3, 2.23711 A.5, 2.23711 A.6 and 2.23711 A.7 for discussion of Disposition of Personnel Matters, Real Estate, Prospective Industry, Investment of Funds and Legal Matters. Mr. Sheridan seconded. The motion carried, with a vote of 5-0. AYES: Booker, Ullenbruch, Sheridan, O'Brien and Weaver. NAYS: None. ABSENT: None.

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

At 10:35 p.m., Mr. Weaver moved the closed meeting be adjourned and the Fluvanna County Board of Supervisors reconvene again in open session and **"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." The motion carried, with a roll call vote of 5-0. AYES: Booker, Ullenbruch, Sheridan, O'Brien and Weaver. NAYS: None. ABSENT: None.

ADJOURN

MOTION:

At 10:37 p.m., Mr. Weaver moved to adjourn the meeting of Wednesday, May 07, 2014. Mr. Sheridan seconded. The motion carried, with a vote of 5-0. AYES: Booker, Ullenbruch, Sheridan, O'Brien, and Weaver. NAYS: None. ABSENT: None.

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

Mary L. Weaver, Clerk

Mozell H. Booker, Chairperson