

FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Circuit Court Room
January 21, 2015
Work Session 4:00 pm
Regular Meeting 7:00 pm

MEMBERS PRESENT:

Mozell Booker, Fork Union District, Chairperson
 Bob Ullenbruch, Palmyra District, Vice-Chairperson
 Tony O'Brien, Rivanna District (*Arrived at 4:16 pm*)
 Mike Sheridan, Columbia District (*Arrived at 4:08 pm*)
 Donald W. Weaver, Cunningham District

ALSO PRESENT:

Steven M. Nichols, County Administrator
 Fred Payne, County Attorney
 Kelly Belanger Harris, Clerk to the Board of Supervisors
 Cheryl Elliott Wilkins, Emergency Services Coordinator

WORK SESSION**CALL TO ORDER**

At 4:00pm, Chairperson Booker called the Work Session meeting of January 21, 2015 to order. After the recitation of the Pledge of Allegiance, a moment of silence was observed.

FY15 Budget and CIP Update – Eric Dahl, Finance Director, Mary Anna Twisdale, Management Analyst, & Mr. Josh Gifford, IT Director, Fluvanna County Public Schools

Mr. Dahl provided the Board of Supervisors with an update of the FY15 Budget and CIP. Mr. Gifford offered insight and clarification on several points of discussion regarding proposed technology upgrades school-wide that would allow for more reliable internet and broadband usage in the schools.

In response to the presentation and ensuing discussion, the Board directed staff to:

- Cancel the FY09 Ambulance rechassis, \$100,000;
- Hold and not proceed on the FY15 Pleasant Grove Restroom Facility, \$150,000;
- Hold and not proceed on the FY15 Pleasant Grove Picnic Shelter, \$35,000.

Cost Recovery Program – Cheryl Wilkins, Emergency Services Coordinator, presented to the Board several options for adopting a Cost Recovery Program for Emergency Services.

After thorough discussion of the potential options available, the Board directed Staff to:

- To move forward with an EMS Cost Recovery program;
- To advertise and hold a Public Hearing on February 18, 2015, to approve an ordinance to allow for EMS Cost Recovery;
- To proceed with procuring a billing provider;
- To return with a final billing policy and fee schedule on March 18, 2015.

At 6:03pm, Chairperson Booker thanked the work session participants and recessed for dinner and Closed Meeting.

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

At 6:03 pm, Mr. Weaver moved the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the provisions of Section 2.2-3711 A.1, 2.2-3711 A.3, Section 2.2-3711 A.6, and Section 2.2-3711 A.7 of the Code of Virginia, 1950, as amended, for the purpose of discussing Personnel, Real Estate, Investment of Funds, and Legal Matters. Mr. Ullenbruch seconded. The motion carried, with a vote of 5-0. AYES: Booker, Ullenbruch, O'Brien, Sheridan, and Weaver. NAYS: None. ABSENT: None.

RECESS FOR DINNER and CLOSED MEETING**RECONVENE FOR REGULAR MEETING****MOTION TO EXIT A CLOSED MEETING & RECONVENE IN OPEN SESSION**

At 7:05, Mr. Weaver moved that the Closed Meeting be adjourned and the Fluvanna County Board of Supervisors convene again in open session and "BE IT RESOLVED, the Board of Supervisors does hereby certify to the best of each member's 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." Mr. Sheridan seconded. The motion carried, with a roll call vote of 5-0. AYES: Booker, Ullenbruch, O'Brien, Sheridan, and Weaver. NAYS: None. ABSENT: None.

CALL TO ORDER

Chairperson Booker called the Regular Meeting of Wednesday, January 21, 2015, to order at 7:00 pm, in the Circuit Courtroom in Palmyra, Virginia. After the Pledge of Allegiance was recited, Chairperson Booker called for a moment of silence.

ADOPTION OF AGENDA

Mr. Weaver moved to accept the Agenda for the January 21, 2015 Regular Meeting of the Board of Supervisors. Mr. Ullenbruch seconded and the Agenda was adopted as presented, with a vote of 5-0. AYES: Booker, O'Brien, Sheridan, Ullenbruch, & Weaver. NAYS: None.

COUNTY ADMINISTRATOR'S REPORT

Mr. Nichols reported on the following topics:

- DSS had another successful Christmas program this year
 - Coordinated by Jane Wilson, DSS staff
 - 180 children and 49 seniors were helped this year by 42 sponsors consisting of individuals, churches, doctor and dental offices, and several high school classes.
 - A big thanks goes out to Jane Wilson for coordinating the program and to all of the sponsors for making this happen!
- Congratulations to Cheryl Wilkins, Emergency Services Coordinator
 - Selected to attend the Emergency Management Professional Program L0101: Foundations of Emergency Management, in March 2015
- Senior Resources Guide
 - In Print and Online
 - Created by Partnership for Aging Committee
- New Stage at Pleasant Grove completed.
- Carysbrook Elementary Geographic Bee
 - The Geographic Bee is designed to motivate students to learn about the world and how it works.
 - Carysbrook Elementary Staff Facilitators
 - Michelle Farley and Corey Crawford
 - 3rd grade Winner
 - Kessler Potter, Ms. Flood's class
 - 4th grade Winner
 - Mason Blackburn, Mr. Dieter's class
- Market Fluvanna Awards Reception
 - Saturday, January 24, 2015, 3-5 pm
 - Fluvanna County Library
- New Palmyra fire vehicle being inspected in Wisconsin
- Finance Board Meeting
 - Mon, Jan 26th, 3-5 pm
- Two pending issues for future agendas
 - Dog Leash Policy for Pleasant Grove
 - Business License Fee Proposal
- RK&K Brief to BOS
 - Feb 18th Work Session at 4 pm
- Upcoming Meetings on Feb 4, 2015
 - 4:00 pm – Regular Meeting
 - 7:00 pm – Work Session (Revenue/Expenditures & Agency Briefs)

BOARD OF SUPERVISORS' UPDATES

Sheridan—Parks and Rec Advisory Board.

Weaver— No meetings in January.

Ullenbruch—Jail Board, and Jail Board Finances Review Committee organizational meeting.

O'Brien— No meetings in January.

Booker—Rivanna River Basin Commission. Recreation on the rivers, bringing economic development to Virginia by increasing outdoor/river activities.

PUBLIC COMMENTS #1

Chair Booker opened the first round of Public Comments.

With no one wishing to speak, Chair Booker closed the first round of Public Comments.

PUBLIC HEARINGS

None.

ACTION MATTERS

Bereavement Policy, Gail Parrish, Director of Human Resources, presented a proposal for an Employee Bereavement Policy. Ms. Parrish noted that many other counties in Virginia require staff to use Annual Leave in the event of the loss of an immediate family member. Ms. Parrish defined the family members that would be covered under the Bereavement Policy and noted the number of days that would be covered under the policy, as well as the employee classes that would be eligible. The Board discussed which employees would be covered and the benefits available to less than full-time employees.

MOTION

Mr. Ullenbruch moved the Board of Supervisors approve the N.10 Bereavement Leave Policy as presented. Mr. O'Brien seconded and the motion passed 5-0. AYES: Booker, Ullenbruch, O'Brien, Sheridan, and Weaver. NAYS: None. ABSENT: None.

PRESENTATIONS

None.

CONSENT AGENDA

The following items were pulled for discussion:

- Accounts Payable Report—Mr. Weaver questioned the number of Real Estate Payouts showing on the report. Mr. Mel Sheridan, Commissioner of the Revenue, clarified that this report is showing a quarterly accounting of the Real Estate Payouts. Mr. Weaver further questioned the completion time for Pleasant Grove and expenditures made, Bank of America credit card. Mr. Dahl noted that Parks and Recreation purchased new office furniture when they moved into Pleasant Grove. Mrs. Booker questioned the amount of money that was budgeted for Juvenile Detention. Mr. Nichols indicated that it was around \$184,000.
- Treasurer's Report—Mr. Weaver noted that revenue projections seem to be running close to actuals. Mr. Nichols asked for feedback on the style and content of the Report with Mrs. Booker indicating that the report is a good starting point and looks forward to future reports.

After discussion of the pulled items, the following were approved under the Consent Agenda:

- Minutes of January 7, 2015 – Kelly Belanger Harris, Clerk to the Board
- Treasurer's Report—Linda Lenherr, Treasurer
- Accounts Payable Report—Eric Dahl, Finance Director
- Transfer Ownership of Surplus County Vehicle to School Board—Joe Rodish, Procurement Officer
- Resolution for Rural Rustic Roads, Rte 714, Union Church Road and Rte 1007, Stoneleigh Road –Bobby Popowicz, Community Development Director
- Open Space Application, Mrs. Ann C. Hoskin—Mel Sheridan, Commissioner of the Revenue

MOTION

Mr. Ullenbruch moved to approve the items on the Consent Agenda for December 17, 2014, and to ratify Accounts Payable and Payroll for December 2014 in the amount of \$3,513,498.37. Mr. Sheridan seconded and the motion passed 5-0. AYES: Booker, Ullenbruch, O'Brien, Sheridan, and Weaver. NAYS: None. ABSENT: None.

UNFINISHED BUSINESS

Fluvanna Rescue Update—Cheryl Wilkins, Emergency Services Coordinator, and members of Fluvanna Rescue Association (FRA): Jamie Stafford, Fluvanna Rescue President; Len Bozza, President, Lake Monticello Fire Department and Rescue Squad, Inc.; Andrew Pullen, Kents Store Fire Company Chief; John Lye, Lake Monticello Water Rescue Chief; and Mike Brent, Fluvanna Fire Chief. Ms. Wilkins highlighted the current state of rescue services in the County and briefed the Board on possibilities for sustainable short- and long-term plans. Staff and FRA leadership indicated potential difficulties in the options presented, as well as noting the possibilities for success among those same options. Current rescue operations include no coverage by Fluvanna Rescue on Thursday nights, and one weekend, per rotation. The contract crew currently covers daytime hours only; however, it is able to staff the Thursday night and weekend vacancy at a non-contract, higher rate. Ms. Wilkins suggested delaying additional hours by the contract crew until the coverage is included in the contracted rates, no later than March 1, 2015.

No option was chosen at the end of discussion; the Board requested the Fluvanna Fire and Rescue to return for a Work Session at 7:00 pm after the Regular Meeting on May 6, 2015, to present a viable plan for sufficient and reliable Emergency Services in Fluvanna County.

NEW BUSINESS

None.

PUBLIC COMMENTS #2

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

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

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

At 9:07 pm, Mr. Weaver moved the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the provisions of Section 2.2-3711 A.3, Section 2.2-3711 A.6, and Section 2.2-3711 A.7 of the Code of Virginia, 1950, as amended, for the purpose of discussing Personnel, Real Estate, Investment of Funds, and Legal Matters. Mr. Sheridan seconded. The motion carried, with a vote of 5-0. AYES: Booker, Ullenbruch, O'Brien, Sheridan, and Weaver. NAYS: None. ABSENT: None.

MOTION TO EXIT A CLOSED MEETING & RECONVENE IN OPEN SESSION

At 11:12pm, Mr. Weaver moved that the Closed Meeting be adjourned and the Fluvanna County Board of Supervisors convene again in open session and "BE IT RESOLVED the Board of Supervisors certifies that to the best of each member's 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.” Mr. Sheridan seconded. The motion carried, with a roll call vote of 5-0. AYES: Booker, Ullenbruch, O’Brien, Sheridan, and Weaver. NAYS: None. ABSENT: None.

MOTION

Mr. O’Brien moved that the County provide defense for the County Attorney and his firm in the case now pending in the Circuit Court of the City of Richmond under style of Davenport & Co. LLC v Payne, et al. Mr. Weaver seconded and the motion passed with a vote of 5-0. AYES: Booker, Ullenbruch, O’Brien, Sheridan, and Weaver. NAYS: None. ABSENT: None.

ADJOURN

MOTION:

At 9:53pm Mr. Ullenbruch moved to adjourn the meeting of Wednesday, January 21, 2015. Mr. Sheridan seconded and the motion carried with a vote of 5-0. AYES: Booker, Ullenbruch, O’Brien, Sheridan, and Weaver. NAYS: None. ABSENT: None.

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

Kelly Belanger Harris
Clerk to the Board

Mozell H. Booker
Chairperson





FLUVANNA COUNTY, VIRGINIA

BOARD OF SUPERVISORS

**RURAL RUSTIC ROAD PROJECT
ROUTE 714, UNION CHURCH ROAD**

The Board of Supervisors of Fluvanna County, in regular meeting on the 21st day of January, 2015, adopted the following:

RESOLUTION

WHEREAS, Section 33.1-70.1 of the *Code of Virginia*, permits the hard surfacing of certain unpaved roads deemed to qualify for designation as a Rural Rustic Road; and

WHEREAS, any such road must be located in a low-density development area and have no more than 1,500 vehicles per day; and

WHEREAS, the Board of Supervisors of Fluvanna County, Virginia desires to consider whether Route 714 Union Church Road, From: Route 640 Shores Road To: End of State Maintenance should be designated a Rural Rustic Road; and

WHEREAS, the Board is unaware of pending development that will significantly affect the existing traffic on this road; and

WHEREAS, the Board believes that this road should be so designated due to its qualifying characteristics; and

WHEREAS, this road is in the Board's six-year plan for improvements to the secondary system of state highways.

NOW, THEREFORE, BE IT RESOLVED, the Board hereby designates this road a Rural Rustic Road, and requests that the Residency Administrator for the Virginia Department of Transportation concur in this designation.

BE IT FURTHER RESOLVED, the Board requests that this road be hard surfaced and, to the fullest extent prudent, be improved within the existing right-of-way and ditch-lines to preserve as much as possible the adjacent trees, vegetation, side slopes, and rural rustic character along the road in their current state.

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Virginia Department of Transportation Residency Administrator.

Recorded Vote	
Moved By: _____	Ullenbruch
Seconded By: _____	Sheridan
Yeas: _____	5
Nays: _____	0

A Copy Teste:

Signed _____	
Printed Name	Mozell H. Booker
Title	Chair, Board of Supervisors



FLUVANNA COUNTY, VIRGINIA

BOARD OF SUPERVISORS

**RURAL RUSTIC ROAD PROJECT
ROUTE 1007, STONELEIGH ROAD**

The Board of Supervisors of Fluvanna County, in regular meeting on the 21st day of January, 2015, adopted the following:

RESOLUTION

WHEREAS, Section 33.1-70.1 of the *Code of Virginia*, permits the hard surfacing of certain unpaved roads deemed to qualify for designation as a Rural Rustic Road; and

WHEREAS, any such road must be located in a low-density development area and have no more than 1,500 vehicles per day; and

WHEREAS, the Board of Supervisors of Fluvanna County, Virginia desires to consider whether Route 1007 Stoneleigh Road, From: 0.09 miles East Route 15 James Madison Highway To: Route 601 Courthouse Road should be designated a Rural Rustic Road; and

WHEREAS, the Board is unaware of pending development that will significantly affect the existing traffic on this road; and

WHEREAS, the Board believes that this road should be so designated due to its qualifying characteristics; and

WHEREAS, this road is in the Board's six-year plan for improvements to the secondary system of state highways.

NOW, THEREFORE, BE IT RESOLVED, the Board hereby designates this road a Rural Rustic Road, and requests that the Residency Administrator for the Virginia Department of Transportation concur in this designation.

BE IT FURTHER RESOLVED, the Board requests that this road be hard surfaced and, to the fullest extent prudent, be improved within the existing right-of-way and ditch-lines to preserve as much as possible the adjacent trees, vegetation, side slopes, and rural rustic character along the road in their current state.

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Virginia Department of Transportation Residency Administrator.

Recorded Vote

Moved By: Ullenbruch

Seconded By: Sheridan

Yeas: 5

Nays: 0

A Copy Teste:

Signed _____

Printed Name Mozell H. Booker

Title Chair, Board of Supervisors