

**FLUVANNA COUNTY BOARD OF SUPERVISORS**  
**REGULAR MEETING MINUTES**  
**Circuit Court Room**  
**May 6, 2015**  
**Regular Meeting 4:00pm**

**MEMBERS PRESENT:** Mozell Booker, Fork Union District, Chairperson  
 Tony O'Brien, Rivanna District  
 Mike Sheridan, Columbia District

**MEMBERS ABSENT:** Bob Ullenbruch, Palmyra District, Vice-Chairperson  
 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

**CALL TO ORDER**

At 4:01 pm, Chairperson Booker called the Regular Meeting of May 6, 2015 to order. There being an absence of quorum, Chair Booker recessed until 6:00 pm on May 6, 2015.

**CALL BACK TO ORDER**

At 6:04 pm, Chairperson Booker called the Regular Meeting of May 6, 2015 back to order.

**ADOPTION OF AGENDA**

**MOTION**

Mr. O'Brien moved to accept the Agenda for the May 6, 2015, Regular Meeting of the Board of Supervisors, noting the deferral of Tab E: Reappointment to the Piedmont Workforce Investment Board—Kelly Belanger Harris, Clerk to the Board. Mr. Sheridan seconded and the Agenda was adopted by a vote of 3-0. AYES: Booker, O'Brien, Sheridan, NAYS: None.

**COUNTY ADMINISTRATOR'S REPORT**

Mr. Nichols reported on the following topics:

- AARP Tax Helpers efforts at the Library
  - Prepared 642 current year returns (635 e-files and 7 paper), 6 prior year returns, 12 amended returns, and 8 state-only returns
  - 10% increase over last year
- New PG Museum Display
  - Brian Coffield, P&R staff, worked with the Historical Society and a local citizen
  - An actual piece of the Virginia Airline Railway
- Earth Day Event at Pleasant Grove Park, Wed, Apr 22
  - Collaboration with Rivanna Master Naturalists, DGIF, Thomas Jefferson Soil and Water Conservation District, Chesapeake Wildlife Heritage, Fluvanna Master Gardeners, the Virginia Native Plant Society, the Virginia Bluebird Society, Fluvanna County Schools, and our Public Works Department
  - Hosted 250 1st graders for nature educational hikes and other adventures.
  - Youth planted trees and wildflowers along hedgerows as well as helping plant wildflowers in the parks new Pollinator garden.
  - Everyone's looking forward to next year's event!
- Earth Day Event, Sat, Apr 25
  - Hosted 10 vendors; approximately 200 attended educational attractions
  - Four 90' trailers full of tires were collected
  - 27,194 pounds of hazardous waste collected; in 2014 - 26,000 lbs collected
  - Fluvanna Master Gardeners demonstrated planting in the community garden
  - Carol Heiser from the Department of Game and Inland Fisheries (DGIF) gave a speech on backyard wildlife and pollinator gardening
  - Gave planting demonstration in the new pollinator garden
  - Assistance from Community Volunteers, Public Works staff, and Parks & Rec
- New Fluvanna County Community Comments webpage — My Two Cents!
  - Designed and implemented by Jonathan McMahon and Kelly Belanger Harris
- New Fluvanna Business
  - Budget Electrical and Mechanical (B.E.M.)
  - Opened for business on April 27, 2015
  - Plans of expansion already being discussed
  - Mr. Scott Bazzare, President
  - Over 30 years of experience in Commercial Electrical and Mechanical work
  - B.E.M. is located in downtown Palmyra next to the BP Gas Station
- Kidd's Store (at Rt 6 and Rolling Road)
  - Now offering delivery service! (Small service charge)
  - Friday and Saturday, 5:00 – 10:00 pm
- SUP for Music Concert (Kents Store)

- Propose to fast track process to meet applicant's timelines
- Planning Commission Public Hearing – May 27th
- BOS Public Hearing – June 3rd
- Potential Fire Hydrants along James River Water Pipeline
  - 13-14 sites identified
  - Need to verify locations with Fluvanna Fire Officials
  - Need to verify costs
- Wednesday, May 20
  - 4:00 pm – Work Session
  - 7:00 pm – Regular Meeting

#### **BOARD OF SUPERVISORS' UPDATES**

*Sheridan*—Columbia Task Force meeting scheduled for May 8, 2015.

*Weaver*—Absent.

*Ullenbruch*— Absent.

*O'Brien*—Thomas Jefferson Planning District Commission; Piedmont Workforce Council—luncheon;

*Booker*— Mayors and Chairs Meeting.

#### **PUBLIC COMMENTS #1**

Chairperson Booker opened the first round of Public Comments.

Audrey Vetter, Lake Monticello/Cherokee Section, addressed the Board regarding traffic concerns on Lake Monticello Road near the entrances to the Cherokee Section of Lake Monticello.

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

#### **PUBLIC HEARINGS**

None.

#### **ACTION MATTERS**

*Supplemental Funding Request for the James River Water Authority (JRWA)* – Steve Nichols, County Administrator, presented a request from the James River Water Authority (JRWA) for supplemental funding request to pay for costs associated with the Interim Agreement, ahead of debt financing.

##### **MOTION**

Mr. O'Brien moved the Board of Supervisors approve a supplemental appropriation for the James River Water Authority (JRWA) in the amount of \$362,500.00 for costs associated with PPEA Interim Agreement for administrative, engineering, and water withdrawal system design efforts, with funding to come from Uncommitted Fund Balance, and such funds to be repaid to Fluvanna County from JRWA bond issuance proceeds. Mr. Sheridan seconded and the motion carried 3-0. AYE: Booker, O'Brien, Sheridan. NAY: None.

*Dominion Environmental Stewardship Grant Award*—Steve Nichols, County Administrator, briefed the Board on an award from the Dominion Environmental Stewardship Grant to continue work on the Pleasant Grove Pollinator Garden.

##### **MOTION**

Mr. Sheridan moved to accept the \$5,000.00 Dominion Environmental Stewardship Grant Award to be used for a pollinator garden fence, kiosks, interpretive signage and additional tree tubes to be positioned at Pleasant Grove Park. Mr. O'Brien seconded and the motion carried 3-0. AYE: Booker, O'Brien, Sheridan. NAY: None.

#### **PRESENTATIONS**

*VDOT Quarterly Report and Six Year Plan Presentation*—Greg Banks, VDOT Secondary Planning Coordinator, Charlottesville Residency, briefed the Board on the Secondary Six Year Plan, in preparation for the Public Hearing on May 20, 2015. Jamie Glass, Program Coordinator, Charlottesville Residency, also spoke to the concerns voiced by that Ms. Vetter. Mr. Glass reiterated that previous VDOT studies have concluded that speed limit and signage is appropriate for the road and noted that the issue is an enforcement issue, rather than a VDOT issue.

*2014 Development Activity Report*—Jay Lindsey, Long Range Planner, presented the Development Activity Report (DAR), presented annually, as required by State Code, to the Planning Commission and the Board of Supervisors. The DAR summarizes development activities in Fluvanna for the preceding year. It is intended to make clear the impacts of growth on the county.

*CSA Overview and Budget Summary*—Dr. Jacqueline A. Meyers, CSA Program Manager, gave an overview of the CSA process, a breakdown of the budget and funding (including changes to County and State mandates, and State reimbursements), and current trends statewide and in the County.

*Strategic Initiatives Update*—Dr. Jacqueline A. Meyers, CSA Program Manager, brought before the Board status updates to Strategic Initiatives. Discussion included: Business Appreciation; Economic Development; performance measures for core services; debt management/reduction; and, County revenue sources. The Board directed staff to continue working on developing options and revenue projections for Board consideration, including a change to Vehicle License Fees, potential implementation of a Business License Fee, and revision of Business Equipment Taxes.

#### **MOTION TO EXTEND**

At 7:53 pm, Mr. Sheridan moved that the meeting be extended until 10pm. Mr. O'Brien seconded and the motion passed 3-0. AYE: Booker, O'Brien, Sheridan. NAY: None.

*Public Works Projects Update*—Wayne Stephens, Public Works Director and County Engineer, apprised the Board of ongoing and completed FY15-funded projects. Among those that are completed or nearing completion are new lights on Commons Blvd.; Carysbrook Field Lighting, and the Zion Crossroads CPA Water and Sewer. Current projects in process include: Fork Union Streetscape, Administration Building improvements and repairs, and Space Renovation and Utilization. Noting that there are several projects on hold, Mr. Stephens advised the Board that the well at Pleasant Grove House is contaminated and will need to be replaced.

*FY15 3rd Quarter Budget Report*—Mary Anna Twisdale, Management Analyst, offered a brief update of FY15 3<sup>rd</sup> Quarter budget, noting that departments should have used around 75% of their budget.

#### **CONSENT AGENDA**

The following item was pulled from consideration and deferred to a later date:

- Reappointment to the Piedmont Workforce Investment Board—Kelly Belanger Harris, Clerk to the Board

The following were approved under the Consent Agenda:

- Minutes of the April 8, 2015 Work Session Meeting—Kelly Belanger Harris, Clerk to the Board
- Minutes of the April 15, 2015 Work Session Meeting—Kelly Belanger Harris, Clerk to the Board
- Reappointment to the Piedmont Workforce Investment Board—Kelly Belanger Harris, Clerk to the Board
- FY15 BOS Contingency Budget Transfer—Eric Dahl, Finance Director
- Municipal Clerks Week Proclamation—Kelly Belanger Harris, Clerk to the Board
- Piedmont Workforce Network Chief Local Elected Officials Agreement (CLEO) – Bobby Popowicz, Community Development Director

#### **MOTION**

Mr. Sheridan moved to the items on the Consent Agenda for May 6, 2015. Mr. O'Brien seconded and the motion passed 3-0. AYES: Booker, O'Brien, Sheridan. NAYS: 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.

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

8:29 pm, Mr. O'Brien moved the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the provisions of Section 2.2-3711 A.3, A.5, & A.7 of the Code of Virginia, 1950, as amended, for the purpose of discussing, Real Estate, Prospective Business, and Legal Matters. Mr. Sheridan seconded and the motion carried, with a vote of 3-0. AYES: Booker, O'Brien, and Sheridan. NAYS: None. ABSENT: Ullenbruch, Weaver.

#### **MOTION TO EXIT A CLOSED MEETING & RECONVENE IN OPEN SESSION**

Mr. O'Brien 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 3-0. AYES: Booker, O'Brien, and Sheridan. NAYS: None. ABSENT: Ullenbruch, Weaver.

#### **ADJOURN**

##### **MOTION:**

At 9:15 pm Mr. Sheridan moved to adjourn the meeting of Wednesday, May 6, 2015. Mr. O'Brien seconded and the motion carried with a vote of 3-0. AYES: Booker, O'Brien, Sheridan, and Weaver. NAYS: None.

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

\_\_\_\_\_  
Kelly Belanger Harris  
Clerk to the Board

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Mozell H. Booker  
Chairperson