

**FLUVANNA COUNTY BOARD OF SUPERVISORS**  
**REGULAR MEETING MINUTES**  
**Circuit Court Room**  
**June 3, 2015**  
**Regular Meeting 4:00pm**  
**Work Session 7:00pm**

**MEMBERS PRESENT:** Mozell Booker, Fork Union District, Chairperson  
 Tony O'Brien, Rivanna District (Arrived at 4:05 pm)  
 Mike Sheridan, Columbia District (Arrived at 4:05 pm)  
 Donald W. Weaver, Cunningham District

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

**ALSO PRESENT:** Steven M. Nichols, County Administrator  
 Fred Payne, County Attorney  
 Kelly Belanger Harris, Clerk to the Board of Supervisors  
 Cheryl Elliott, Emergency Services Coordinator (Work Session)

**CALL TO ORDER**

At 4:04 pm, Chairperson Booker called the Regular Meeting of June 3, 2015 to order.

**ADOPTION OF AGENDA**

**MOTION**

Mr. Weaver moved to accept the Agenda for the June 3, 2015, Regular Meeting of the Board of Supervisors. Mr. Sheridan seconded and the Agenda was adopted by a vote of 4-0. AYES: Booker, O'Brien, Sheridan, Weaver. NAYS: None. Absent: Ullenbruch.

**COUNTY ADMINISTRATOR'S REPORT**

Mr. Nichols reported on the following topics:

- Scottsville Memorial Day Wreath-Laying Ceremony; Mr. Ullenbruch represented the County.
- "The House at Pleasant Grove" documentary
  - A Fluco TV & LMOA Broadcast Group production
  - Produced and directed by: Julius Neelley
  - Cinematography by: David Small & Mark Vyrros
  - Edited by: Nikolai Jackson
  - Original score by: Jesse Rodriguez
  - Narrated by: Ron Krauss
  - Additional photography by: Marvin Moss, Peggy Alexander, Julius Neelley, and Gene Riek
  - Special thanks to: Fluvanna Historical Society, Fluvanna Parks and Recreation, Fluvanna County High School, Lake Monticello Broadcast Group
- We're getting noticed! Jason Smith has included the PG House and Museum on the State's historic sites website - [www.virginia.org/listings/historicsites/pleasantgrovepark/](http://www.virginia.org/listings/historicsites/pleasantgrovepark/)
- More PG House and Museum marketing:
  - Article in the Tiller, a quarterly magazine publication of the Virginia Canals and Navigations Society
  - Brian Coffield, P&R staff, and former Society president, authored the article on the museum grand opening, as well as other opportunities we have at the park
- Newly Certified Parks and Recreation Professional (CPRP)
  - Congratulations to Claire Lowande, Youth, Teen, and Family Recreation Program Specialist, who passed the difficult CPRP exam on Wednesday, May 27, 2015
  - Two more recreation specialists will be taking the exam later this fall
- Business Spotlight: Van der Linde Recycling – OPEN HOUSE
  - Previewed their new Municipal Solid Waste (MSW) Material Recovery Facility
  - Custom designed to process both co-mingled recyclables and "all-in-one" cans
- "Going Out of Business Sale" Permit
  - Virginia Code § 18.2-223. "Going out of business" sales; permit required.
  - No current County policy
  - Plan to handle with permit letter from County Administrator's Office for now
- Next meeting:
  - Wednesday, June 17, 7:00 pm – Regular Meeting

**BOARD OF SUPERVISORS' UPDATES**

*Sheridan*—FCHS Graduation.

*Weaver*—FCHS Graduation.

*Ullenbruch*— Absent.

*O'Brien*— None.

*Booker*—Eagle Scout Honor Court (Windingland.)

**PUBLIC COMMENTS #1**

Chairperson Booker opened the first round of Public Comments.

- George Cushnie, 5199 West River Road, addressed the Board with a request to name the new Rt. 6 Bridge. Mr. Cushnie suggested the name Temperance Bridge, in honor of the former historical Temperance Bridge, named by General John Hartwell Cocke, an associate of Thomas Jefferson, who was an activist in the temperance movement.
- Tricia Johnson, 317 Shannon Hill Rd, addressed the Board on behalf of the Fluvanna Historical Society to reiterate the historical significance of General John Hartwell Cocke.

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

#### **PUBLIC HEARINGS**

SUP 15-03 Anthony A. Smith—Steve Tugwell, Senior Planner, came before the Board with a request for a special use permit to allow for a commercial amusement with respect to 2.43 acres of Tax Map 22, Section 4, Parcel A.

- Chair Booker invited the applicant to address the Board and answer any questions that the Board may have.
- Mr. Weaver, noting that Mr. Smith had held a concert last year, questioned the prior year's event.
- Mr. Smith noted that last year, though there was no security on site, the event was attended by approximately 500 people and had no issues with security.
- Mrs. Booker questioned the anticipated traffic. Mr. Smith noted there will be traffic direction and parking help.

Chair Booker opened the Public Hearing.

- Andrew Pullen, 553 Plain Dealing Rd, spoke with regards to the readiness of the Kent Store Fire Department and the placement of fire trucks and firefighters.

Chair Booker closed the Public Hearing and opened the floor to discussion.

There being no further discussion,

#### **MOTION**

Mr. Sheridan moved that the Board of Supervisors approve SUP 15:03, a special use permit request to allow for a commercial amusement with respect to 2.43 acres of Tax Map 22, Section 4, Parcel A, [if approved] subject to the fifteen (15) conditions listed in the staff report. Mr. O'Brien seconded and the motion passed 4-0. AYE: Booker, O'Brien, Sheridan, Weaver. NAY: None. ABSENT: Ullenbruch.

Conditions:

1. No more than one (1) concert event will be held per year during the months of May and August.
2. Event will serve alcohol with an approved permit as regulated and issued by the Virginia Alcohol Beverage Control Agent. Physical barriers will be placed around designated drinking areas.
3. No less than one (1) portable toilet per every one-hundred (100) people, one (1) handicap accessible unit, and a hand-wash unit, as required by the Health Department.
4. One (1) licensed security officer per every one-hundred (100) people is required, as well as one (1) EMT or off-duty fire and rescue personnel dedicated to the event, and shall be on the premises at all times during the event. An E911 address shall be clearly identified for this property to ensure that all emergency services can locate the property.
5. Event time shall be from 4:30 p.m. until 2 a.m.
6. Event parking shall be located on adjacent parcel (Tax Map 22-4-C), with the owner's written permission, and also on the A.R.C. club property (Tax Map 22-A-60), with the owner's written permission.
7. Proper signage for parking and for entering and exiting the site, along with traffic control measures are required. At least two (2) 24"x36" brown or green signs with white text that are professionally made shall be displayed at the site entrance.
8. All food vendors working at the event must be certified by the Virginia Dept. of Health.
9. The property owner shall remove all trash created by the event from the property within 48 hours.
10. The site must meet all VDOT requirements.
11. The site must be in compliance with all Department of Forestry requirements.
12. This Special Use Permit shall remain in effect for the period of time that Mr. Smith owns the property known as Tax Map parcel 22-4-A provided that all required conditions are adhered to; any amendment to this Special Use Permit or subsequent Special Use Permit regarding the same or similar commercial amusement events on Tax Map parcel 22-4-A shall take precedence when there shall be any conflicting conditions; at any time that Mr. Smith shall no longer retain ownership of this property, this Special Use Permit shall be considered invalid and all commercial amusement events allowed by this permit shall immediately cease.
13. Under Sec. 22-17-4 F (2) of the Fluvanna County Code, the Board of Supervisors has the authority to revoke a Special Use Permit if the property owner has substantially breached the conditions of the Special Use Permit.
14. The property shall be maintained in a neat and orderly manner so that the visual appearance from the road and adjacent properties is acceptable to County officials.
15. The Board of Supervisors, or its representative, reserves the right to inspect the business for compliance with these conditions at any time.

#### **ACTION MATTERS**

*Appointment to the Fluvanna Partnership for Aging*—Kelly Belanger Harris, Clerk to the Board,

#### **MOTION**

Mr. Sheridan moved to appoint to the Fluvanna Partnership for Aging Committee (FPA): Deborah Foreman to the At Large position replacing Stephanie Fick, with a term to begin May 1, 2015, and to terminate December 31, 2017.

Stephanie Fick to the Cunningham District position replacing Deborah Foreman, with a term to begin May 1, 2015, and to terminate December 31, 2017. Mr. Weaver seconded and the motion passed 4-0. AYE: Booker, O'Brien, Sheridan, Weaver. NAY: None. ABSENT: Ullenbruch.

*Appointment to the Jefferson Area Board for Aging Board (JABA)*—Kelly Belanger Harris, Clerk to the Board

MOTION

Mr. O'Brien moved to reappoint Mr. William Hughes to the Jefferson Area Board for Aging (JABA) Board of Directors, with a term to begin July 1, 2015 and to terminate June 30, 2017. Mr. Sheridan seconded and the motion carried 4-0. AYE: Booker, O'Brien, Sheridan, Weaver. NAY: None. ABSENT: Ullenbruch.

*Appointment/Reappointment to the Social Services Board*—Kelly Belanger Harris, Clerk to the Board

MOTION

Mr. O'Brien moved to reappoint Tom Payne to the Social Services Board Palmyra District, with a term to begin July 1, 2015 and to terminate June 30, 2019. Mr. Sheridan seconded and the motion carried 4-0. AYE: Booker, O'Brien, Sheridan, Weaver. NAY: None. ABSENT: Ullenbruch.

*Amendment to the Bylaws for Fluvanna Partnership for Aging (FPA) Committee*—Steven M. Nichols, County Administrator,  
MOTION

Mr. O'Brien moved to approve the Bylaws of the Fluvanna Partnership for Aging Committee, as amended. Mr. Weaver seconded and the motion passed 4-0. AYE: Booker, O'Brien, Sheridan, Weaver. NAY: None. ABSENT: Ullenbruch.

**PRESENTATIONS**

*Cooperative Extension Kitchen Requirements*—John Thompson, Extension Agent, came before the Board to present an opportunity to invest in kitchen equipment available from non-profit agency that is liquidating their equipment. The items in question are not items that appeared on the original list of required/requested items, but would enhance the usability of the Extension Kitchen. After spirited discussion on the merits and anticipated consumers of a commercial kitchen in the County, the Board requested Mr. Thompson to return to the Board on July 1, 2015 with this proposal as an Action Item.

**CONSENT AGENDA**

The following item was pulled for discussion from the June 3, 2015 Consent Agenda:

- Tab H: Minutes of May 20, 2015 Meeting—Kelly Belanger Harris, Clerk to the Board
  - Mr. Weaver expressed concern about the wording of the Motion to Approve the Consent Agenda from May 20, 2015. The Minutes were then approved with changes.

The following items were approved under the Consent Agenda for June 3, 2015:

- *Minutes of May 20, 2015 Meeting*—Kelly Belanger Harris, Clerk to the Board
- *FCPS CRM Funding Request – Bus AC*—Chuck Winkler, Assistant School Superintendent
- *FCPS CRM Funding Request: High School Gymnasium Floor*—Chuck Winkler, FCPS Assistant Superintendent
- *FY15 Supplemental Appropriation Request for Early Childhood Special Education Program Federal Grant Funds*—Ed Breslauer, FCPS Director of Finance
- *FY15 Supplemental Appropriation Request for Families Learning Together (FLT) Program*—Ed Breslauer, FCPS Director of Finance
- *FY15 Supplemental Appropriation Request for Families Learning Together (FLT) Program 2*—Ed Breslauer, Schools Director of Finance
- *FY15 Supplemental Appropriation Request for Middle School Teacher Corps Program State Grant Funds*—Ed Breslauer, FCPS Director of Finance
- *FY15 Supplemental Appropriation Request for the State Alternative Assessment Assistance Incentive Grant Program*—Ed Breslauer, FCPS Director of Finance

MOTION

Mr. Weaver moved to the items on the Consent Agenda for June 3, 2015. Mr. Sheridan seconded and the motion passed 4-0. AYES: Booker, O'Brien, Sheridan, Weaver. NAYS: None. ABSENT: Ullenbruch.

**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 and Closed Session**

**CLOSED SESSION**

MOTION TO ENTER INTO A CLOSED MEETING

At 5:32pm 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 & A.6, & A.7 of the Code of Virginia, 1950, as amended, for the purpose of discussing Real Estate, Investment of Funds, and Legal Matters. Mr. Sheridan seconded and the motion carried, with a vote of 4-0. AYES: Booker, O'Brien, Sheridan, and Weaver. NAYS: None. ABSENT: Ullenbruch.

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

At 7:08pm, 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. O'Brien seconded. The motion carried, with a roll call vote of 4-0. AYES: Booker, O'Brien, Sheridan, and Weaver. NAYS: None. ABSENT: Ullenbruch.

**WORK SESSION**

At 7:09pm Chair Booker opened the Work Session and welcomed those in attendance. Those attending were:

- Scott Carpenter—Lake Monticello Fire Chief; FRA President
- Andrew Pullen—Kents Store Fire Chief
- Gloria Vest—Fluvanna Rescue Treasurer; FRA Secretary
- Crystal Mayo— Fluvanna Rescue Captain
- Joe Orsolini – Lake Monticello Rescue Chief
- Mike Brent—Fluvanna County Fire Chief (he's over Fluvanna Fire Department)
- Jamie Stafford- Fluvanna Rescue President
- Len Bozza—Lake Monticello Volunteer Fire Department and Rescue Squad, Inc. (LMVRDRS) President

After wide-ranging discussion and input from all present, the following conclusions were reached:

- Short-Term Plan (next 18-24 months)
  - Continue with 24/7 contract crew support
  - Fluvanna Rescue Volunteers will run from ST1 (Palmyra) and ST3 (Kents Store), as available (currently 2-4 nights/month)
  - Fluvanna Rescue to seek community volunteers to help reinvigorate their Board of Directors and to better support organizational requirements and volunteer providers: President, Vice President, Secretary, Treasurer, Chief, and ad hoc members (2)
  - Consolidate all Fluvanna Rescue resources to ST1 (Palmyra) and ST3 (Kents Store) to serve as bases for ambulances, supplies, equipment, records, etc.
  - Update/renovate Station 1 (Palmyra) and ST3 (Kents Store) facilities.
  - Maintain four Fluvanna Rescue ambulances (fifth ambulance to be sold).
  - Defer work to develop MOU with Kents Store and Fork Union Fire Companies to house a Fluvanna Rescue (or County) ambulance
  - Mothball and/or sell ST2 (Fork Union) with Fluvanna Rescue Board to determine disposition
  - Realign "first due" map lines to better utilize resources and update Dispatch Protocols.
  - Implement robust, realistic volunteer recruitment & retention program, with training component
  - Develop plan for future volunteer/career/contract structure in collaboration with existing county agencies
  - Mutual aid policies and response patterns. FRA policy drafted in October 2014 may be too complicated and weighted on call classification. A suggestion for simplification includes:
    - a) The County requires two staffed crews 24/7, usually one crew at Palmyra and one crew at Lake Monticello.
    - b) Always respond with a "free" crew for MCI events. Then Dispatch will tone for additional crew(s) to backfill Fluvanna County coverage.
    - c) For other mutual aid requests, send one "free" crew and then Dispatch will tone for an additional crew to backfill Fluvanna County coverage.
- Long-Term Plan (24 months +)
  - Hire County Fire/EMS Chief in FY17
  - Obtain County EMS license in FY17/18; "Fluvanna Rescue" volunteers run under new County license
  - Create new County Department--Includes EMS Supervisor & EMS providers; Expect further decline in volunteer availability; County staff (or contract) EMS personnel will be required; Contract EMS is expensive long-term; allows for filling response needs short-term; Provides oversight and uniformity for all Rescue Services (policy, management and consistent staffing); Includes a Volunteer Division under County Department

**ADJOURN****MOTION:**

At 8:46pm Mr. O'Brien moved to adjourn the meeting of Wednesday, May 6, 2015. Mr. Sheridan seconded and the motion carried with a vote of 4-0. AYES: Booker, O'Brien, Sheridan, Weaver. NAYS: None. ABSENT: Ullenbruch.

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

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

\_\_\_\_\_  
Mozell H. Booker  
Chairperson