

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

MEMBERS PRESENT:

Mozell Booker, Fork Union District, Chairperson
Bob Ullenbruch, Palmyra District, Vice-Chairperson
Tony O'Brien, Rivanna District (Arrived at 4:03 PM)
Mike Sheridan, Columbia District (Arrived at 4:14 PM)
Donald W. Weaver, Cunningham District

MEMBERS ABSENT:

None.

ALSO PRESENT:

Steven M. Nichols, County Administrator
Fred W. Payne, County Attorney
Kelly Belanger Harris, Clerk to the Board of Supervisors

CALL TO ORDER

At 4:01pm, Chair Booker called the Regular Meeting of November 4, 2015 to order. After the recitation of the Pledge of Allegiance, Mr. Weaver read the following tribute to Mr. Thomas Bugg, former County Supervisor:

Tom Bugg, former member of the Board of the Fluvanna County Supervisors for 12 years, was put to rest on Monday, November 2, 2015 at Seay's Chapel United Methodist Church in Fluvanna County. In attendance were former and present Supervisors, Tom Payne, Ryland Watts, Mozell Booker, Don Weaver, and County Attorney, Fred Payne.

Mr. Bugg graduated from Fluvanna County High School and later from VPI after the war. As a prisoner of war from October 6, 1944 to April 28, 1945, he was marched through Europe until, out of 1400 prisoners, he was one of 400 that lived through that winter march. A true hero and patriot, the Board wishes to salute and thank him for his service.

Following this tribute, a moment of silence was observed.

ADOPTION OF AGENDA**MOTION**

Mr. Weaver moved to accept the Agenda for the November 4, 2015 Regular Meeting of the Board of Supervisors with addition of the Central Virginia Regional Jail Authority Appointment to New Business. Mr. Ullenbruch seconded and the Agenda was adopted by a vote of 4-0. AYES: Booker, Ullenbruch, O'Brien, and Weaver. NAYS: None. ABSENT: Sheridan.

COUNTY ADMINISTRATOR'S REPORT

Mr. Nichols reported on the following:

- Congratulations to our newly elected officials:
 - BOARD OF SUPERVISORS - PALMYRA DISTRICT—Patricia B. Eager
 - CLERK OF CIRCUIT COURT—Tristana Pace Treadway
 - SCHOOL BOARD - FORK UNION DISTRICT—Perrie J. Johnson
 - SCHOOL BOARD - PALMYRA DISTRICT—Brenda P. Pace
 - SOIL AND WATER CONSERVATION DIRECTOR—Angus A. Murdock, Thomas A. "Tom" Pratley
- Gail Parrish, HR Manager
 - Singled out by Workers Compensation Auditor for exemplary performance and support.
- Fluvanna County Ornament for the Governor's Mansion Tree, "Fluvanna County's Old Courthouse"
 - Created by Catherine Hamilton – Fluvanna Art Association Member
- Patrick Dempsey, FLDP Class Member
 - Identified a serious safety issue that had not been noticed or reported previously. Temporary fix now in place while permanent solution implemented
- Congratulations to Jonathan Pace, Active Older Adult & Special Events Recreation Program Specialist, Passed his Certified Parks and Recreation Professional (CPRP) exam in October.
 - All 4 program staff are now CPRP certified
 - No other P&R department in Virginia has all program staff CPRP certified!
- New Chamber of Commerce President, Debbie Lucado, Union Bank
- Fluvanna County Business Climate Survey
- New Planner Onboard Monday, Oct 26th--Mr. James Newman
- New Kayaks (4) at Parks & Recreation
- New Fire Truck for Palmyra Station
- Breakfast for our Elected State Representatives
 - Getting assistance from David Blount, TJPDC Legislative Liaison
 - Was not able to coordinate schedules for a fall event
 - Working on plans to schedule in the spring

BOARD OF SUPERVISORS' UPDATES

Sheridan—Absent for updates.

Weaver—Social Services Board.

Ullenbruch—Social Services Board.

O'Brien—None.

Booker—Mayors and Chairs.

Following updates by the Board of Supervisors, Mr. Sheridan read into the official record a letter dated October 22, 2015, and declaring his disqualification from any and all actions and discussion regarding the Louisa County Water Authority Special Use Permit 15:06 application. Letter attached at end of minutes.

PUBLIC COMMENTS #1

Chair Booker opened the first round of Public Comments.

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

PUBLIC HEARINGS

None.

ACTION MATTERS

TJPDC Legislative Program—David Blount, TJPDC Legislative Liaison, brought to the Board the draft Legislative Program to be advanced by the Thomas Jefferson Planning District Commission.

MOTION

Mr. Ullenbruch moved to adopt the Draft Thomas Jefferson Planning District Legislative Program for 2016.

Mr. Weaver seconded and the motion passed 5-0. AYE: Booker, Ullenbruch, O'Brien, Sheridan, & Weaver.

NAY: None. ABSENT: None.

Vehicle for Crime Scene Investigator—Sheriff Eric Hess, Sheriff's Department, presented a proposal, requested by Mr. Ullenbruch, to purchase a new crime scene vehicle for the Sheriff's Department. Sheriff Hess described specifications for the vehicle and responded to general questions from the Board.

MOTION

Mr. Ullenbruch moved to approve the purchase of a Ford F150 truck as a replacement Investigation Crime Scene vehicle for the Sheriff's Office, with the total price including accessories not to exceed \$35,000, and with such funds to come from the Unassigned Fund Balance. Mr. O'Brien seconded and the motion passed 4-1. AYE: Booker, Ullenbruch, O'Brien, Sheridan. NAY: Weaver. ABSENT: None.

Additional Degrees, Certifications, and Licensures Policy—Gail Parrish, Human Resources Manager, returned to the Board with modifications to the Additional Degrees, Certifications, and Licensures Policy, as directed by the Board, for approval.

MOTION

Mr. Weaver moved to ratify the updated Policy I.5, Additional Compensation for Degrees, Licensures and Certifications as presented, and with the elimination of the degree applicability requirement. Mr.

Sheridan seconded and the motion passed 5-0. AYE: Booker, Ullenbruch, O'Brien, Sheridan, & Weaver.

NAY: None. ABSENT: None.

Approval of the Agreement for the Zion Crossroads Water & Sewer System Design—Eric Dahl, Finance Director & Cyndi Toler, Purchasing Officer, a request to engage Dewberry Engineers Inc. for multiple projects relating to design and construction services of the water and sewer system at Zion Crossroads in Fluvanna County. Ms. Toler noted that the firm may also be expected to assist the County with review of construction plans and specifications for the water and sewer system. Task orders for each project related to the water and sewer system described herein shall be issued by the County Administrator as services are needed and approved by the Board of Supervisors.

After broad discussion,

MOTION

Mr. O'Brien moved the Board of Supervisors approve a term agreement between the County of Fluvanna, Virginia, and Dewberry Engineers Inc., for Zion Crossroads Water & Sewer System design and related services, along with issuing the following task orders:

1. PER Validation - \$22,550
2. Geotechnical Engineering for Water and Sewer Lines - \$49,800
3. Environmental Investigation & Permitting Services Entire Project – \$25,210
4. Utility Designation along Route 250 and at the Women's Prison – \$57,530
5. Water and Sewer Lines – Preliminary Design (through 65%) – \$64,380
6. Elevated Water Storage Tank - Design - \$86,865
7. Water Booster Station - Design - \$54,475
8. Sewage Pump Station - Design - \$69,885

Totaling \$430,695, and further authorize the County Administrator to execute the agreements subject to approval as to form by the County Attorney.

Mr. Sheridan seconded and the motion passed 3-2. AYE: Booker, O'Brien, Sheridan. NAY: Ullenbruch, Weaver. ABSENT: None.

PRESENTATIONS

VDOT Quarterly Report—Joel DeNunzio, VDOT Charlottesville Residency Administrator, presented the quarterly report of Virginia Department of Transportation activities in Fluvanna County. Mr. DeNunzio highlighted the completion of the bridge over the Hardware River on Rt. 6, and possible changes to VDOT Residency locations.

Farm Heritage Museum Update—Marvin Moss, Fluvanna Historical Society, brought before the Board an update on the progress of the Farm Heritage Museum. Mr. Moss informed the Board of Farm Heritage Museum finances, and asked the Board to consider raising a CIP allocation from \$10,000 to \$15,000 in order to expedite building the museum.

FCPS FY17 Budget Focus—Gena Keller, FCPS Superintendent, presented a report of preliminary discussions regarding the FY17 budget process, highlighting successes of the past year and challenges for the upcoming budget season.

FY15 Annual and FY16 Mid-Year Parks & Recreation Reports—Jason Smith, Parks and Recreation Director, presented an update to the Board on Parks and Recreation activities, expenditures, and revenue. The Board expressed their appreciation for the tracking data being maintained by P&R.

FUSD Rate Structure—Wayne Stephens, Public Works Director and County Engineer, returned to the Board with an updated FUSD rate structure and modelling. Mr. Stephens noted necessary improvements that are worked into the plan, as well as when solvency is expected.

FY15 4th Quarter Budget Report—Mary Anna Twisdale, Management Analyst, presented the FY15 4th quarter budget report. Ms. Twisdale responded to questions regarding the Central Virginia Regional Jail debt, CSA expenditures, and Social Services.

FY16 1st Quarter Budget Report—Mary Anna Twisdale, Management Analyst, presented a report on first quarter finances.

CONSENT AGENDA

The following were approved under the Consent Agenda:

Minutes of October 7, 2015 Meeting—Kelly Belanger Harris, Clerk to the Board

Minutes of October 21, 2015 Meeting—Kelly Belanger Harris, Clerk to the Board

Litter Grant Award—Jason Smith, Parks and Recreation Director

MOTION

Mr. Weaver moved to approve the items on the Consent Agenda for November 4, 2015. Mr. Ullenbruch seconded and the motion passed 5-0. AYES: Booker, Ullenbruch, O'Brien, Sheridan, and Weaver. NAYS: None. ABSENT: None.

UNFINISHED BUSINESS

None.

NEW BUSINESS

Appointment/Reappointment to the Central Virginia Regional Jail Board—Steven M. Nichols, County Administrator, brought

MOTION

Mr. Sheridan moved to appoint Bob Ullenbruch as Fluvanna citizen representative, with a term to begin January 1, 2016. Mr. Weaver seconded and the motion passed 5-0. AYES: Booker, Ullenbruch, O'Brien, Sheridan, and Weaver. NAYS: None. ABSENT: None.

PUBLIC COMMENTS #2

At 7:26pm Chair Booker opened the second section of Public Comments.

With no one wishing to speak, Chair Booker closed the second round of public comments at 7:26pm.

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

At 7:27pm, Mr. Weaver moved the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the provisions of Section 2.2-3711 A.6 & A.7 of the Code of Virginia, 1950, as amended, for the purpose of discussing Investment of Funds and Legal Matters. 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.

MOTION TO EXIT A CLOSED MEETING & RECONVENE IN OPEN SESSION

At 9:33pm, 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 and the motion

carried, with a roll call vote of 5-0. AYES: Booker, Ullenbruch, O’Brien, Sheridan, and Weaver. NAYS: None. ABSENT: None.

ADJOURN

MOTION:
At 9:34pm Mr. Weaver moved to adjourn the meeting of Wednesday, November 4, 2015. Mr. Sheridan seconded and the motion carried with a vote of 5-0. AYES: Booker, Ullenbruch, O’Brien, Sheridan, & Weaver. NAYS: None. ABSENT: None.

ATTEST: FLUVANNA COUNTY BOARD OF SUPERVISORS

Kelly Belanger Harris
Clerk to the Board

Mozell H. Booker
Chairperson

APPROVED



COUNTY OF FLUVANNA

"Responsive & Responsible Government"

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BOARD OF SUPERVISORS

Mozell H. Booker, Chair
Fork Union District

Robert Ullenbruch, Vice Chair
Palmyra District

Mike Sheridan
Columbia District

Donald W. Weaver
Cunningham District

Tony O'Brien
Fluvanna District

STAFF

Steven M. Nichols
County Administrator

Kelly Belanger Harris
Clerk to the Board

October 22, 2015

COPY

Mrs. Mozell Booker
Chairperson
Fluvanna County Board of Supervisors
132 Main Street
Palmyra, VA 22963

Dear Mrs. Booker:

I write with respect to the raw waterline which is proposed to be built between Columbia and Ferncliff by the Louisa County Water Authority and the application for special use permit which is currently pending before the Board of Supervisors (SUP 15:06). It has been brought to my attention that a portion of this line is proposed to be located on real property owned by me. I have discussed this fact with the county attorney, and he has advised me that this probably gives me a personal interest in the board's consideration of that special use permit.

He has further advised me that, while my interest may fall within one of the exemptions provided by law, the better practice would be for me to disqualify myself from participating in the board's consideration of the special use permit.

Accordingly, from now on, I will not vote or in any manner act on behalf of the board with respect to this permit application; will not attend any portion of a closed meeting authorized by the Virginia Freedom of Information Act when the permit application is discussed; and will not discuss the permit application with other governmental officers or employees at any time.

I request that this disqualification be recorded in the County's public records.

John M. Sheridan
Supervisor
Columbia District