

**FLUVANNA COUNTY BOARD OF SUPERVISORS
ORGANIZATIONAL MEETING AND REGULAR MEETING MINUTES
Circuit Court Room
February 3, 2016
Regular Meeting 4:00 pm**

MEMBERS PRESENT:

Mike Sheridan, Columbia District, Chair
Mozell Booker, Fork Union District, Vice Chair
Patricia Eager, Palmyra District,
Tony O'Brien, Rivanna District (*arrived at 4:13pm*)
Donald W. Weaver, Cunningham District

ALSO PRESENT:

Steven M. Nichols, County Administrator
Fred Payne, County Attorney
Eric Dahl, Finance Director
Kelly Belanger Harris, Clerk to the Board of Supervisors

CALL TO ORDER/PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

Chair Sheridan called to order the Regular Meeting of Wednesday, February 3, 2016, at 4:04 pm, in the Circuit Courtroom in Palmyra, Virginia. After the Pledge of Allegiance was recited, Chair Sheridan called for a moment of silence.

SPECIAL PRESENTATION

Chair Sheridan invited Mr. Weaver to come forward for a Special Presentation and Building Dedication. Joining Chair Sheridan and Mr. Weaver were Supervisors Booker, Eager, and O'Brien, and former Supervisors Norma Huttner, Gene Ott, and Robert Ullenbruch, who each gave testimony to Mr. Weaver's commitment to the County through his years of service. Joining Mr. Weaver for the dedication were his children, Donna Daugherty, Paula Sacre, Leslie Davis, Debra Weaver, & Todd Weaver.

ADOPTION OF AGENDA

Mr. Nichols recommended adding New Business-- Dewatering of the Bremo Power Plant Coal Ash Pond.
(*Mrs. Booker excused herself at 4:47pm.*)

MOTION

Mr. O'Brien moved to accept the Agenda for the February 3, 2016, Regular Meeting of the Board of Supervisors. Mr. Weaver seconded and the Agenda was adopted with a vote of 4-0. AYE: Sheridan, Eager, O'Brien, and Weaver. NAY: None. ABSENT: Booker.

COUNTY ADMINISTRATOR'S REPORT

Mr. Nichols reported on the following topics:

- Successful BOS Leadership Planning Offsite on January 30th
 - Kudos to Kelly Harris for overall planning, organizing, and facilitating with assistance from many other staff for set-up and breakdown
 - A number of staff tasks
 - Revised the County Vision Statement Fluvanna County...The heart of central Virginia and your gateway to the future.
 - Created draft 2016-17 Strategic Initiatives and Actions
 - Five Strategic Initiative Areas:
 - SERVICE DELIVERY
 - COMMUNICATION
 - PROJECT MANAGEMENT
 - ECONOMIC DEVELOPMENT AND TOURISM
 - FINANCIAL STEWARDSHIP AND EFFICIENCY
- Fluvanna County Business Climate Survey
 - Still seeking feedback from area businesses and business people
 - Send email to survey@fluvannacounty.org to receive a link to the survey
- Planning Grant Application to State Department of Housing and Community Development (DHCD) for potential Conversion of Columbia and Cunningham Schools to Independent Living Facilities
 - Collaboration between Piedmont Housing Alliance and JABA
 - On March 2nd Agenda for BOS Approval
- Upcoming Meetings:
 - Wednesday, February 10: 7:00 pm - Budget Work Session - Non-Profit Presentations
 - Wednesday, February 17: 4:00 pm – Budget Work Session - Constitutional Officers; 7:00 pm – Regular Meeting
 - Wednesday, February 24: 6:00 pm - Work Session with School Board; 7:00 pm - Budget Work Session - Adopted School Budget Brief

(*Mrs. Booker returned to the Meeting at 4:51pm.*)

BOARD OF SUPERVISORS UPDATE

Booker—YAC; conference call JABA.

Eager—FLDP.

O'Brien—TJPDC.

Sheridan— TJPDC Mayors and Chairs.

Weaver— None.

PUBLIC COMMENTS #1

At 4:55pm, Chair Sheridan opened the first round of Public Comments.

With no one wishing to speak, Chair Sheridan closed the first round of Public Comments at 4:55pm.

PUBLIC HEARINGS

None.

ACTION MATTERS

Benefits Consulting & Third Party Administrator Proposal – Gail Parrish, HR Manager, presented a proposal to secure a Benefits Consulting and Third Party Administrator. Ms. Parrish noted that as she is not a broker, she is unable to negotiate fees and services with insurance companies. Without negotiation, Ms. Parrish believes that insurance benefits will increase by at least 10%. Pierce Group has the capability to negotiate as a broker. In addition to the services the County currently receives from FFGA, our current 3rd Party Administrator, Pierce Group Benefits provides Health Care Premium negotiation and plan administration, which FFGA does not provide. Pierce Group Benefits also provides an IT Benefits System that will interact with the County's HR module in Munis. The system will eliminate staff time to manually enter all benefits and changes, as well as the monthly reconciliation of vendor invoices with employee payroll deductions. The total annual cost will be about \$14,120 and Pierce Benefits Group will not begin charging for fees until July 2016. Pierce Benefit group also agrees not to increase the fees for a minimum of 3 years.

MOTION

Mrs. Booker moved to approve the Service Contract for Benefits Consulting and 3rd Party Administrative Services between Pierce Group Benefits and the County of Fluvanna to:

- Provide a comprehensive benefits package to include all services as specified in the contract at no fee to the County.
 - Provide Consulting and Administrative services for the County's Health plan at an agent fee of \$7 per participant per month; invoice starting July 2016. If the County obtains a Health Plan that provides agent commissions, the agent fee is waived.
 - Provide the IT support program, BenSelect, at a fee of \$2 per participant per month, invoice starting July 2016.
- And further authorize the County Administrator to execute the contract, subject to County Attorney approval as to form.

Mrs. Eager seconded and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, and Weaver. NAY: None. ABSENT: None.

Appointment to the Fluvanna Partnership for Aging Committee – Steve Nichols, County Administrator, presented an administrative adjustment to the Fluvanna Partnership for Aging, appointing Linda Bernick, who currently serves as the At-Large member, as the Palmyra District representative. This moves opens the At-large position, a position that may be easier to fill than one restricted by Election District.

MOTION

Mrs. Eager moved to appoint Linda Bernick to the Fluvanna Partnership for Aging (FPA) Committee, Palmyra District position, replacing Deborah Foreman who has resigned, with a term to begin immediately, and to terminate December 31, 2017. Mr. Weaver seconded and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, and Weaver. NAY: None. ABSENT: None.

Ratification of Declaration of Local Emergency—Steven M. Nichols, County Administrator.

MOTION

Mr. Weaver moved to confirm the decision for a local emergency declaration within Fluvanna County in response to a significant winter storm event, making the declaration effective 10 a.m. on Friday, January 22, 2016, and to be ended, effective retroactively, as of noon, January 26, 2016. Mrs. Booker seconded and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, and Weaver. NAY: None. ABSENT: None.

PRESENTATIONS

PVCC Annual Update—Dr. Frank Friedman, President, PVCC, came before the Board to give an Annual Update to the Board about the status of Piedmont Virginia Community College. Dr. Friedman noted that each PVCC meets with the leadership of the each of the counties that are served by PVCC once every 7 years. As this is Fluvanna's year to meet with the PVCC College Board, Dr. Friedman extended an invitation to the Board for a meeting planned for March 2016. Dr. Friedman remarked that Fluvanna County has a strong presence in the college, and dual enrollment at the Fluvanna High School is among the highest in the service area.

VDOT Quarterly Update—Joel DeNunzio, Residency Administrator, thanked the Board for the opportunity to update the Board on VDOT happenings in Fluvanna. Mr. DeNunzio gave an overview of the status of the opening of the Louisa Residency Office, HB2 scoring of Fluvanna projects, safety improvements on Thomas Jefferson Parkway (Rt. 53) and received Board remarks and concerns.

Recess for Dinner and Closed Meeting**CLOSED MEETING****MOTION TO ENTER INTO A CLOSED MEETING**

At 5:58pm, 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, A.6, and A.7, of the Code of Virginia, 1950, as amended, for the purpose of discussing Personnel, Investment of Funds, and Legal Matters. Mrs. Booker seconded and the motion carried, with a vote of 5-0. AYE: Sheridan, Booker, Eager, O'Brien, and Weaver. NAY: None. ABSENT: None.

Mrs. Booker did not return from Closed Session and was absent for the remainder of the meeting.

MOTION TO EXIT A CLOSED MEETING & RECONVENE IN OPEN SESSION

At 7:04pm, 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 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.” Mr. O’Brien seconded. The motion carried, with a roll call vote of 4-0. AYE: Sheridan, Eager, O’Brien, and Weaver. NAY: None. ABSENT: Booker.

Reconvene into Open Session

Once reconvened, Chair Sheridan noted a change in order of the Meeting Agenda: the Budget Work Session Presentations were moved ahead of remaining Agenda Items D & E, & New Business.

BUDGET PRESENTATIONS

Registrar/Electoral Board — Catherine Hobbs, Chair, Electoral Board, presented a request for funds for FY17. Noting that is a Presidential Election year, voter turnout is expected to be more than 100% greater than the election last year, and will increase time and funding requirements. Ms. Hobbs brought attention to the fact that a recommended increase to the Registrar’s wages is not included in this budget proposal; this increase is based on legislative changes to the duties of Registrar and is recommended and fully supported by the Electoral Board and Board of Elections.

Health Department — Dr. Denise Bonds, Director, Thomas Jefferson Health District, brought forward an FY17 funding request. Dr. Bonds briefly updated the Board on Health Department Services and solicited feedback and input from the Board.

Virginia Cooperative Extension — John Thompson, Extension Agent, *not present*.

Library — Cyndi Hoffman, Library Director, gave a comprehensive overview of the FY17 Library Budget and request. Citing FY16 statistics, Ms. Hoffman highlighted the number of library participants for the summer program, number of books checked out, and revenue generated by library fines and state aid. A request for increased worker hours and an additional half-time position was not included in the request.

Department of Social Services — Kim Mabe, Director, presented an overview of the Social Services Department, focusing on: salary structure, high staff turnover, and strategies for employee retention.

Fire and Rescue Services — Cheryl Elliott, Emergency Services Coordinator, Mike Brent, County Fire Chief, and John Lye, President of the Fire and rescue Association, gave an overview of services provided by the Fluvanna Fire and Rescue Association, a break out of the calls per agency, and associated funds. Chief Brent spoke briefly about a newly proposed County Fire/EMS Chief position.

MOTION TO EXTEND

At 8:26pm, Mr. O’Brien moved to extend the meeting until midnight. Mr. Weaver seconded and the motion passed 4-0. AYE: Sheridan, Eager, O’Brien, Weaver. NAY: None. ABSENT: Booker.

PRESENTATIONS

Fiscal Year 2017 Budget Proposal and FY 2018-2021 Projected Budgets (The Five-Year Financial Plan) — Steve Nichols, County Administrator, and Eric Dahl, Finance Director, provided the Board with an overview of the FY17 Budget Proposal, highlighting the collaborative nature of the process and noting the hard work by Mary Anna Twisdale, Management Analyst, and Eric Dahl, Finance Director. Presentation and discussion focused on: County debt has been scrutinized to provide options for management; FY17 Budget Proposal keeps the tax rate the same as FY16; services will not increase with this budget; staff salaries will remain the same, benefits may remain level, but could increase; real estate reassessments could increase, bringing greater revenue.

FY17 Revenues and Expenditures — Eric Dahl, Finance Director, presented expected revenue and expenditures for FY17. Included in the breakdown of the revenue sources were: property taxes as the largest revenue sources, delinquent tax payments, Public Service Corporation Tax, sales tax, and Commonwealth funding for schools. Expenditure breakdown highlighted: school division spending, water projects, and CIP projects.

CONSENT AGENDA

The following items were approved under the Consent Agenda:

Fluvanna Parks and Recreation and JABA MOU Addendum No. 1 — Jason Smith, Parks & Recreation Director
A Resolution Recognizing Donald W. Weaver and the Dedication of the Donald W. Weaver Building — Steven M. Nichols, County Administrator

MOTION

Mr. Weaver moved to approve the items on the Consent Agenda for February 3 2016. Mr. O’Brien seconded and the motion passed 4-0 for Tab E; 3-0-1 for Tab F with Mr. Weaver abstaining.

Tab E: AYE: Sheridan, Eager, O’Brien, and Weaver. NAY: None. ABSENT: Booker.

Tab F: AYE: Sheridan, Eager, O’Brien. NAY: None. ABSENT: Booker. ABSTAIN: Weaver.

UNFINISHED BUSINESS

None.

NEW BUSINESS

Dewatering of the Bremo Power Plant Coal Ash Pond, Steven M. Nichols, County Administrator, canvassed the Board for direction on responding to community concerns regarding the recently approved permit to dewater the Dominion-Bremo coal-ash ponds.

PUBLIC COMMENTS #2

At 10:22pm, Chair Sheridan opened the floor for the second round of public comments. With no one else wishing to speak, Chair Sheridan closed the second round of public comments at 10:22pm.

ADJOURN

MOTION:

At 10:23pm, Mr. Weaver moved to adjourn the meeting of Wednesday, February 3, 2016. Mr. O'Brien seconded and the motion carried with a vote of 4-0. AYE: Sheridan, Eager, O'Brien, and Weaver. NAY: None. ABSENT: Booker.

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

Kelly Belanger Harris
Clerk to the Board

John M. Sheridan
Chair

APPROVED



BOARD OF SUPERVISORS
 County of Fluvanna
 Palmyra, Virginia

RESOLUTION No. 03-2016

A RESOLUTION RECOGNIZING DONALD W. WEAVER AND THE DEDICATION OF THE DONALD W. WEAVER BUILDING

At a regular meeting of the Board of Supervisors of Fluvanna County held in the Fluvanna County Courts Building at 4:00 PM on Wednesday, February 3, 2016, at which the following resolution was adopted by a majority of all members of the Board of Supervisors, the vote being recorded in the minutes of the meeting and as shown below.

WHEREAS, during his long tenure of service to the citizens of Fluvanna County, Donald W. Weaver has served as the Cunningham District representative on the School Board from 1980 to 1987, as the Cunningham District representative on the Board of Supervisors from 1990 to present, and on numerous County and area boards, commissions, and committees over the past 35 years; and

WHEREAS, in view of his tireless dedication and continuing years of service, the Fluvanna County Board of Supervisors wishes to recognize these efforts by dedicating the Clerk of the Circuit Court's former office building, more recently housing the offices of the Children's Services Act Coordinator, in his honor;

NOW THEREFORE BE IT RESOLVED, on this 3rd day of February 2016, the Fluvanna County Board of Supervisors does hereby name the old Clerk's Office Building located adjacent to the Historic Courthouse in honor of Donald W. Weaver, and

BE IT RESOLVED FURTHER, the Fluvanna County Board of Supervisors wishes to express deep gratitude to Donald W. Weaver for his long and continuing service to the County of Fluvanna.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Fluvanna County Board of Supervisors at a regular meeting of the Board held on the 3rd day of February, 2016:

	AYE	NAY	ABSTAIN	ABSENT	MOTION	SECOND
Mozell H. Booker, Fork Union District				X		
Patricia B. Eager, Palmyra District	X					
Anthony P. O'Brien, Rivanna District	X					X
John M. Sheridan, Columbia District	X					
Donald W. Weaver, Cunningham District			X		X	

A Copy, teste:

Kelly Belanger Harris
 Clerk to the Board of Supervisors
 Fluvanna County, Virginia



BOARD OF SUPERVISORS
 County of Fluvanna
 Palmyra, Virginia

RESOLUTION No. 04-2016

A Resolution for the Declaration of Local Emergency

At a regular meeting of the Fluvanna County Board of Supervisors held in the Fluvanna County Courts Building at 4:00 PM on Wednesday, February 3, 2016, the following resolution was adopted by the Board of Supervisors, the vote being as shown below and recorded in the minutes of the meeting.

WHEREAS, the Board of Supervisors of Fluvanna County does hereby find that:

- i. That the actual and predicted extreme cold temperatures and heavy snowfall and otherwise dangerously inclement weather in Fluvanna County is or threatens to be of sufficient severity and magnitude to warrant coordinated local government action to prevent or alleviate the damage, loss, hardship or suffering threatened or caused thereby;
- ii. That a state of emergency throughout the Commonwealth has previously been declared by the Governor;
- iii. That, due to the extreme winter weather, a condition of peril to life and property necessitates the proclamation of the existence of a local emergency;

NOW, THEREFORE, BE IT RESOLVED that, pursuant to Virginia Code Section 44-146.21, the Director of Emergency Services has declared the existence of a local emergency for Fluvanna County, which such local emergency exists throughout Fluvanna County effective retroactively as of 10 a.m. on January 22, 2016, to which declaration the Board of Supervisors hereby consents; and

BE IT FURTHER RESOLVED that during the existence of said local emergency, the Director of Emergency Management and the Emergency Services Coordinator of Fluvanna County respectively, shall have the powers, functions and duties prescribed by Virginia Code Section 44-146.21(c1) and by the Fluvanna County Emergency Services Plan in order to mitigate the effects of said local emergency; and

BE IT FURTHER RESOLVED pursuant to Virginia Code Section 44-146.21, that the local emergency heretofore declared within Fluvanna County effective 10 a.m. on January 22, 2016, be, and it is hereby, **DECLARED TO BE ENDED**, effective retroactively as of noon, January 26, 2016.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Fluvanna County Board of Supervisors at a regular meeting of the Board held on the 3rd day of February, 2016:

SUPERVISORS	AYE	NAY	ABSTAIN	ABSENT	MOTION	SECOND
Mozell H. Booker, Fork Union District	X					X
Patricia B. Eager, Palmyra District	X					
Anthony P. O'Brien, Rivanna District	X					
John M. Sheridan, Columbia District	X					
Donald W. Weaver, Cunningham District	X				X	

A Copy, teste:

 Kelly Belanger Harris
 Clerk to the Board of Supervisors
 Fluvanna County, Virginia