

**FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Circuit Court Room
August 2, 2017
Regular Meeting 4:00pm**

MEMBERS PRESENT:

John M. (Mike) Sheridan, Columbia District, Chair
Mozell Booker, Fork Union District, Vice Chair
Patricia Eager, Palmyra District
Tony O'Brien, Rivanna District (Arrived at 4:03pm)
Donald W. Weaver, Cunningham District

ALSO PRESENT:

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

1 - CALL TO ORDER

At 4:02pm Chair Sheridan, called the Regular Meeting of August 2, 2017.
After the recitation of the Pledge of Allegiance, a moment of silence was observed.

3 - ADOPTION OF AGENDA

Mr. Nichols noted that Tab R: *Advertisement of the Proposed First Amendment to Structure Lease Agreement with New Cingular Wireless PCS, LLC*, was not indicated on the originally published Agenda. Supporting documentation was, however, included in the packet.

MOTION

Mr. Weaver moved to accept the Agenda, for the August 2, 2017 Regular Meeting of the Board of Supervisors. Mrs. Eager seconded and the Agenda was adopted by a vote of 5-0. AYES: Sheridan, Booker, Eager, O'Brien, and Weaver. NAYS: None. ABSENT: None.

SPECIAL PRESENTATION

Presentation of Certificate of Commendation, John Thompson—Steven M. Nichols, County Administrator, called forward Mr. John Thompson, Virginia Tech Extension, to present a Certificate of Commendation, for his decade of service as the Fluvanna County Extension Agent.
Chair Sheridan offered a personal note of thanks for Mr. Thompson's hard work and dedication, particularly toward the 4-H Program.

4 - COUNTY ADMINISTRATOR'S REPORT

Mr. Nichols reported on the following topics:

- 2016 Report to Citizens
 - Project Officer: Cheryl Elliott; propose an insert into an upcoming edition of the Fluvanna Review or Rural Virginian; Funding: FY18 BOS Personnel, FY18 BOS Contingency
- Staff Stars and Community Efforts
 - Kevin Zoll successfully completed all the rigorous requirements for his Certified Building Official designation!
 - Congratulations on recent Public Works staff Promotions!
 - Anthony Tanner -- To Grounds Maintenance Technician (PB-10)
 - Bobby James -- To Buildings Maintenance Technician (PB-09)
 - Clayton Morris -- To Facilities Maintenance Technician (PB-10)
 - Bruce Anderson -- To Grounds Maintenance Worker II (PB-08)
- Spotlight on Business
 - StoreYourBoard, founded in 2009, founder Josh Gordon, couldn't find suitable home storage racks to organize and store his wakeboards, he built his first rack, and StoreYourBoard was born. From 1 rack to now over 1,500 sporting goods products on its site. Customers all over the world.
- Announcements and Updates
 - New Buildings Maintenance Worker -- Denise Brown started work July 17th
 - New Deputy Treasurer I -- Stephanie Leedy started work July 31st
 - New Deputy Assistant Commonwealth's Attorney -- Todd Shockley started work August 1st
 - Columbia Hazard Mitigation Grant Extension -- Received FEMA approval to extend the grant end date for TJPDC's Acquisition of 4 Properties (Columbia) project from Sep 15, 2017, to Sep 15, 2018.
 - Well repair for the Courts Building -- Burned section of power cable from the well at the courts building.
 - Potential I-64 Tourism Signs for PG Park & Museum: One-time Cost: \$17,874.18. Interstate per sign: \$6,983.98. Off Ramp per sign: \$1,953.11. No annual or other fees (unless sign is damaged.) Funds from FY18 BOS Contingency?

➤ Next BOS Meetings

Day	Date	Time	Purpose	Location
Wed	Aug 16	4:00 pm 7:00 PM	Work Session Regular Meeting	Morris Room Courtroom
Wed	Sep 6	4:00 PM	Regular Meeting	Courtroom
Wed	Sep 20	7:00 PM	Regular Meeting	Courtroom

5 - PUBLIC COMMENTS #1

At 4:34pm Chair Sheridan opened the first round of Public Comments.

With no one else wishing to speak, Chair Sheridan closed the first round of Public Comments at 4:35pm.

6 - PUBLIC HEARING

None.

7 - ACTION MATTERS

Request to Advertise for Public Hearing - FCSS Food Bank Lease – Steve Nichols, County Administrator, presented a request to hold a Public Hearing on August 16, 2017 to consider a new lease with the Fluvanna Christian Services Society (FCSS.) This new lease allows the FCSS to place shed-style structures on County property at the Carysbrook complex and use the premises exclusively for the operation of a non-profit food pantry serving residents of Fluvanna County. Because of the time frame for advertising the Public Hearing, the request is to ratify an advertisement that has already been placed in the Fluvanna Review.

MOTION

Mr. O'Brien moved the Board of Supervisors ratify advertisement of a Public Hearing on August 16, 2017, of the proposed lease of County property to Fluvanna Christian Services Society (FCSS) for the purposes of supporting Food Bank operations in Fluvanna County. Mrs. Booker offered second and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

Quitclaim and Release Agreement with Fluvanna Christian Services Society, Inc. (FCSS), – Steve Nichols, County Administrator – Deferred by consensus of the Board.

Board of Supervisor's Meeting Date Change – Steve Nichols, County Administrator, proposed a change to the Board of Supervisors meeting calendar. The regular first Wednesday meeting date would be January 3, 2018. Owing to the winter holidays, Mr. Nichols recommended moving the first Wednesday meeting to January 10, 2017. This change does not affect any other meetings.

MOTION

Mrs. Booker moved to change the first regular Board of Supervisor's meeting of 2018 from the first Wednesday, January 3, 2018, to the second Wednesday, January 10, 2018, due to the Christmas and New Year's holiday periods. Mrs. Eager seconded and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

FY19 Budget Calendar – Marty Brookhart, Management Analyst, presented the draft Fiscal Year 2019 Budget Calendar.

MOTION

Mr. Weaver moved the Board of Supervisors approve the FY19 Budget Calendar, as proposed. Mrs. Eager seconded and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None.

8 - PRESENTATIONS

VDOT Quarterly Report—Alan Saunders, VDOT Resident Engineer, Louisa Residency, came before the Board to provide update of activities since visiting on May 17, 2017.

Highlights included:

- Smart Scale
- Intersection improvements – Rt 53/618 roundabout
- Rt 53 rumble stripes
- Columbia streets hard surfacing
- Rt 15/53 roundabout

Strategic Initiatives Update—Mary Anna Twisdale, Financial Services Specialist, presented an update on Strategic Initiatives.

9 - CONSENT AGENDA

The following items were discussed before approval:

Closed Landfill Gas Monitoring—Cyndi Toler, Purchasing Officer

Closed Landfill Groundwater Monitoring Program—Cyndi Toler, Purchasing Officer

Closed Landfill Quarterly Site Inspections—Cyndi Toler, Purchasing Officer
Advertisement of the Proposed First Amendment to Structure Lease Agreement with New Cingular Wireless PCS, LLC—Eric Dahl, Deputy County Administrator/Finance Director

The following items were approved under the Consent Agenda for August 2, 2017:

Minutes of the July 5, 2017 Meeting—Kelly Belanger Harris, Clerk to the Board
Additional Stipend for Double Duty – Sheriff’s Office—Eric B. Hess, Sheriff
FY17 Commonwealth's Attorney Supplemental Appropriation - Temporary Intern – Martin Brookhart, Management Analyst
FY17 Commonwealth's Attorney's Victim-Witness Grant Supplemental Appropriation – Martin Brookhart, Management Analyst
FY18 Library State Aid Supplemental Appropriation – Martin Brookhart, Management Analyst
MOU for sharing Charlottesville-UVA-Albemarle Public Safety Frequencies – Cheryl Elliott, Emergency Services Coordinator
Closed Landfill Gas Monitoring—Cyndi Toler, Purchasing Officer
Closed Landfill Groundwater Monitoring Program—Cyndi Toler, Purchasing Officer
Closed Landfill Quarterly Site Inspections—Cyndi Toler, Purchasing Officer
CRMF Request - Unexpected repairs to Courts building Well/Water System—Wayne Stephens, Director of Public Works/County Engineer
CRMF Request - Unexpected repairs to the Skid-Steer (Replacement of both drive tracks)—Wayne Stephens, Director of Public Works/County Engineer
Advertisement of the Proposed First Amendment to Structure Lease Agreement with New Cingular Wireless PCS, LLC—Eric Dahl, Deputy County Administrator/Finance Director

MOTION

Mr. Weaver moved to approved the consent agenda, for the July 5, 2017 Board of Supervisors meeting.
Mrs. Booker seconded and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O’Brien, & Weaver.
NAY: None. ABSENT: None.

10 - UNFINISHED BUSINESS

Mr. Weaver inquired of the banking services contract with BB&T Bank. Mrs. Cyndi Toler indicated that the contract is moving along and the County Attorney’s office is nearing completion. It is hoped that the contract will brought to the Board at the August 16, 2017 meeting.

11 - NEW BUSINESS

None.

12 - PUBLIC COMMENTS #2

At 5:49pm Chair Sheridan opened the second round of Public Comments.

Cheryl Elliott, Emergency Services Coordinator, informed the Board that coverage testing for the Radio Project will be conducted in the coming weeks.

With no one else wishing to speak, Chair Sheridan closed the second round of Public Comments at 6:01pm.

13 - CLOSED MEETING

MOTION TO ENTER INTO A CLOSED MEETING

At 6:02pm, 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.1, A.3, A.6. A.7, & A.8 of the Code of Virginia, 1950, as amended, for the purpose of discussing Personnel, Real Estate, Investment of Funds, Litigation, and Legal Matters. Mrs. Booker seconded. The motion carried, with a vote of 5-0. AYE: Sheridan, Booker, Eager, O’Brien, and Weaver. NAY: None. ABSENT: None.

MOTION TO EXIT A CLOSED MEETING & RECONVENE IN OPEN SESSION

At 7:56pm, 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. Weaver seconded. The motion carried, with a roll call vote, of 5-0. AYES: Sheridan, Booker, Eager, O’Brien, and Weaver. NAYS: None. ABSENT: None.

MOTION

Mr. O'Brien moved to approve a hiring salary of \$50,000 for the new CSA Coordinator, Mr. Bryan Moeller, effective August 18, 2017. Mr. Weaver seconded and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

14 - ADJOURN

MOTION

At 7:57pm Mr. Weaver moved to adjourn the regular meeting of Wednesday, August 2, 2017. Mrs. Booker seconded and the motion carried with a vote of 5-0. AYES: Sheridan, Booker, Eager, O'Brien, & Weaver. NAYS: None. ABSENT: None.

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

Kelly Belanger Harris
Clerk to the Board

John M. Sheridan
Chair

APPROVED