

FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Circuit Court Room
March 21, 2018
Regular Meeting 7:00pm

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
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, PLEDGE OF ALLEGIANCE, & MOMENT OF SILENCE

At 7:00pm Chair Sheridan, called to order the Regular Meeting of March 21, 2018.
After the recitation of the Pledge of Allegiance, a moment of silence was observed.

3 - ADOPTION OF AGENDA**MOTION**

Mrs. Booker moved to accept the Agenda, for the March 21, 2018 Regular Meeting of the Board of Supervisors. Mr. Weaver seconded and the Agenda was adopted by a vote of 5-0. AYES: Sheridan, Booker, Eager, O'Brien, and Weaver. NAYS: None. ABSENT: None.

4 - COUNTY ADMINISTRATOR'S REPORT

Mr. Nichols reported on the following topics:

- Announcements and Updates
 - Farm Museum - Footers and slab pored
 - Social Services holding "Celebrating Children Fair" – April 14, 2018
 - VDOT Announcements - Next round of rumble strips – beginning March 20
 - Steve Hurwitz; New LMOA General Manager

Upcoming Meetings:

| Day | Date | Time | Purpose | Location |
|-----|--------|-------------------------------|--|--------------------------|
| Wed | Mar 28 | 4:00 PM 7:00 PM | Budget Work Session ??? Regular Meeting (Resched. from Mar 21, 2018) | Morris Room Courtroom |
| Wed | Apr 4 | 4:00 PM 7:00 PM 7:00 PM | BOS Regular Meeting BOS Public Hearing - FY 2019 Budget BOS Public Hearing - CY2018 Tax Rate | Courtroom |
| Wed | Apr 11 | 7:00 PM | BOS Meeting Adopt FY19 Budget and CY18 Tax Rates | Courtroom |
| Wed | Apr 18 | 7:00 PM | BOS Regular Meeting | Courtroom |

5 - PUBLIC COMMENTS #1

At 7:06pm 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 7:07pm.

Before the Public Hearings, Mr. Nichols commented on the winter weather, and noted that the Board could defer the Public Hearings in the event that there were citizens who would have otherwise have attended.

6 - PUBLIC HEARING

ZMP 17:05 - 2428 Richmond Road LLC – Brad Robinson, Senior Planner – ***deferred until March 28, 2018.***

MOTION

Mr. O'Brien moved that the Board of Supervisors defer ZMP 17:05, a request to amend the Fluvanna County Zoning Map with respect to approximately 29.4 acres of Tax Map 4, Section A, Parcel 27, to rezone the same from A-1, Agricultural, General, to I-1, Industrial, Limited and I-2, Industrial, General, until 7:00pm, March 28, 2018. Mrs. Booker gave second and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

SUP 18:01 – Amber Hill LLC – Brad Robinson, Senior Planner - ***deferred until March 28, 2018.***

MOTION

Mr. O'Brien moved that the Board of Supervisors defer SUP 18:01, a request to construct a salvage and scrap yard with respect to 90.17 acres of Tax Map 4, Section A, Parcel 27A, subject to the fourteen (14) conditions listed in the staff report, until 7:00pm, March 28, 2018. Mr. Weaver seconded and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

7 - ACTION MATTERS

Deputy Treasurer I Salary Adjustment – Steven M. Nichols, County Administrator, presented a request to approve a salary increase for Ms. Wendy Snoddy, Deputy Treasurer I. Mr. Nichols noted that a new pay plan was presented and approved on December 6, 2017. The new pay plan approved increasing the salary range for pay band 9, where the Deputy Treasurer 1 - #1411 position resides. The approved salary increase for the Deputy Treasurer I positions was slated to take effect July 1, 2018, and the costs are included in the FY19 County Administrator's budget proposal. Jessica Rice, Human Resources Manager, reviewed the incumbent Deputy Treasurer I's training, certification, and education records and presented a recommended placement within the adjusted pay band.

With no discussion,

MOTION

Mrs. Eager moved to approve a salary increase for Ms. Wendy Snoddy, Deputy Treasurer 1, as presented, effective the first payroll in April 2018, with the FY18 \$588 increase for salary and benefit costs to come from existing FY18 Treasurer's Office Personnel Budget savings. Mrs. Booker seconded and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

Agreement for Broker Dealer Services and Authorization with Multi-Bank Securities, Inc. - Eric Dahl, Deputy County Administrator/Finance Director, brought forth a request to approve an agreement between the County of Fluvanna, Linda Lenherr, Treasurer, and Multi-Bank Securities. The Fluvanna County Finance Board has formulated a comprehensive review of policies, funds available, investment options and determining options for the greatest return of County funds. Through its search for options, the Finance Board was made aware of eConnectDirect, proprietary online investment solution, designed to help Virginia county Treasurers manage investments. Multi-Bank Securities, Inc. developer of eConnectDirect, provides access to thousands of fixed-income offerings and the ability to invest County funds in a more effective and transparent way. This tool helps treasurers efficiently find yield and opportunity across a suite of suitable investments, including U.S. agencies, federally-insured CDs and U.S. Treasuries. eConnectDirect is endorsed by the Virginia Association of Counties (VACo.)

Chair Sheridan noted that the Finance Board has been working on this agreement for approximately two years. Following little discussion,

Mrs. Booker moved the Board of Supervisors approve the "Agreement for Broker Dealer Services and Authorization" between County of Fluvanna, Linda Lenherr, Treasurer of the County of Fluvanna, Virginia and Multi-Bank Securities, Inc., for the purpose of investing Fluvanna County general funds, and further authorize the County Administrator to execute the agreement subject to approval as to form by the County Attorney.

Following a second by Mrs. Eager, Mr. Weaver called for discussion, inquiring if there are current funds to be invested. Mr. Nichols noted that once the account with eConnectDirect is set up and complete, Mrs. Lenherr, with Finance Board support, will determine what and where the funds are best invested. With no further discussion, the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

FY18 BOS Contingency Budget Transfer- Lake Monticello Volunteer Fire Department – Eric Dahl, Deputy County Administrator and Finance Director and Rich Constantino, Chief, Lake Monticello Fire Department requested a budget transfer to cover the cost of the unexpected repair of Lake Monticello's 2006 Pierce Dash Engine. If the request of approved, the following FY18 budget changes will be made: decrease of the BOS Contingency by \$12,192.15; increase the Fire & Rescue, Lake Monticello Operations budget by \$12,192.15. Prior to this action, the BOS Contingency budget was \$43,638.50. Chief Constantino noted that while funds are budgeted each year for repair and maintenance, they have not budgeted for a repair of this scale.

Following general discussion,

MOTION

Mrs. Booker moved the Board of Supervisors approve a budget transfer for \$12,192.15 from the FY18 BOS Contingency budget to the FY18 Fire & Rescue budget for unexpected engine repairs for Lake Monticello Fire Department's 2006 Pierce Dash. Mr. Weaver gave second and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

Fluvanna County Public Schools Reallocation of FY14 Carysbrook Upper Elementary CIP Funds - Don Stribling, Executive Director FCPS, requested a reallocation of FY14 CIP funds to the FY18 CIP. The request of reallocating FY14 CIP funds is proposed as the most efficient and effective way to start addressing immediate roofing needs at Carysbrook Elementary that were initially planned for the FY20 CIP. Mr. Stribling noted that water is currently penetrating the roof systems' gravel and insulated foam allowing water to come through the membrane into the school. Using a phased approach, Phase 1 - 100 Hallway - requests \$132,000 - \$145,000 for immediate repairs. Phases 2-4 would complete the roof system, and requests for proposals are being prepared. It is estimated that Phases 2 -4 would require \$325,000-\$400,000. The current estimates do not include the HVAC replacement component currently included in the FY20 CIP (\$1,300,000).

MOTION

Mr. O'Brien moved to reallocate CIP funds from the completed Carysbrook Upper Elementary FY14 CIP project (\$107,909.87) to the current FY18 CIP to begin immediate roofing needs at Carysbrook Elementary initially planned for the FY20 CIP. On a second by Mrs. Booker, the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

Land Records Management Contract – Eric Dahl, Deputy County Administrator and Finance Director brought forward a request to approve a contract between the County of Fluvanna and Logan Systems, Inc, for Land Records Management. The Clerk of the Circuit Court has maintained a contract with Logan Systems, Inc. for many years, with little fee change. Mr. Weaver noted that the funds for the contract were approved in the FY18 budget; Mr. Nichols reaffirmed that this request is to approve the contract.

MOTION

Mr. Weaver moved the Board of Supervisors approve the term contract between Fluvanna County and Logan Systems, Inc., for Land Records Management Contract, totaling \$36,500 annually and further authorize the County Administrator to execute the agreement subject to the County Attorney approval as to form. Mrs. Eager gave second and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

Advertisement of Public Hearing for Proposed Ordinance Amendment Regarding County Code Chapter 15 – Motor Vehicles and Traffic—Steven M. Nichols, County Administrator requested authorization to conduct a public hearing on April 18, 2018 with regard to amending the county code regarding vehicles. With little discussion,

MOTION

Mrs. Eager moved the Board of Supervisors authorize staff to advertise a Public Hearing on April 18, 2018, entitled, "AN ORDINANCE TO AMEND AND REENACT CHAPTER 15, ARTICLE 2, SECTIONS 15-2-1 THROUGH 15-2-3 OF THE FLUVANNA COUNTY CODE REGARDING LICENSE FEES FOR CERTAIN VEHICLES." Mrs. Booker seconded and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

8 - PRESENTATIONS

None.

9 - CONSENT AGENDA

The following items were discussed before approval:

Accounts Payable Report for February 2018—Eric Dahl, Deputy County Administrator/Finance Director

The following items were approved under the Consent Agenda for March 21, 2018:

Accounts Payable Report for February 2018—Eric Dahl, Deputy County Administrator/Finance Director

Proclaiming March 2018 Red Cross Month—Steven M. Nichols, County Administrator

Proclaiming March 2018 Colon Cancer Awareness Month—Steven M. Nichols, County Administrator

MOTION

Mr. Weaver moved to approved the consent agenda, for the March 21, 2018 Board of Supervisors meeting, and to ratify Accounts Payable and Payroll for February 2018, in the amount of \$1,914,688.26. Mr. O'Brien seconded and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

10 - UNFINISHED BUSINESS

Mrs. Eager - Oliver Creek Rd. and Country Lane – complaint about trash. Mr. Nichols suggested directing Planning Staff to investigate ordinance amendments regarding portable toilets and trash receptacles on construction sites.

MOTION

Mrs. Booker moved to direct staff to research current County ordinances related to requirements for garbage receptacles and portable toilets on construction sites, and to report on suggested or necessary amendments. Mr. O'Brien seconded and the motion passed unanimously. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

Mr. O'Brien asked for an update on County notification system. Ms. Debbie Smith reported on Everbridge, a software solution for alerting County citizens about issues of public safety.

11 - NEW BUSINESS

Mrs. Booker reported on the Equal Justice Initiative. EJI, an organization in Montgomery, AL. is collecting the stories of every person lynched in the United States, working with the communities from where the victims lived. The EJI will collect soil from the site of the lynching and display this soil in the National Memorial for Peace and Justice and Legacy Museum, in Montgomery, AL. There will be a public soil collection ceremony at 1:00pm

on March 27, 2018 at the Palmyra Boat Ramp, the approximate location of the 1892 lynching. Mr. Nichols played a short video produced by the Equal Justice Initiative highlighting the purpose and work of the organization.

12 - PUBLIC COMMENTS #2

At 8:04pm Chair Sheridan opened the second round of Public Comments.

With no one else wishing to speak, Chair Sheridan closed the second round of Public Comments at 8:04pm.

13 - CLOSED MEETING

MOTION TO ENTER INTO A CLOSED MEETING

At 8:05pm, 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.8 of the Code of Virginia, 1950, as amended, for the purpose of discussing Legal Matters. Mr. Weaver 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 8:55pm, 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." Mrs. Booker seconded. The motion carried, with a roll call vote, of 5-0. AYES: Sheridan, Booker, Eager, O'Brien, and Weaver. NAYS: None. ABSENT: None.

14 - ADJOURN

MOTION:

At 8:55 Mr. O'Brien moved to adjourn the regular meeting of Wednesday, March 21, 2018 until March 28, 2018 at 7:00pm. Mr. Weaver 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