

FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Circuit Court Room
June 6, 2018
Regular Meeting 4:00pm

MEMBERS PRESENT: John M. (Mike) Sheridan, Columbia District, Chair *(Arrived at 4:01pm)*
Mozell Booker, Fork Union District, Vice Chair
Patricia Eager, Palmyra District
Tony O’Brien, Rivanna District *(Arrived at 4:08pm)*
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 4:00pm Vice Chair Booker, called to order the Regular Meeting of June 6, 2018.
After the recitation of the Pledge of Allegiance, a moment of silence was observed.

3 - ADOPTION OF AGENDA

MOTION
Mr. Weaver moved to accept the Agenda, for the June 6, 2018 Regular Meeting of the Board of Supervisors. Mrs. Booker seconded and the Agenda was adopted by a vote of 4-0. AYES: Sheridan, Booker, Eager, O’Brien, and Weaver. NAYS: None. ABSENT: O’Brien.

4 - COUNTY ADMINISTRATOR’S REPORT

Mr. Nichols reported on the following topics:

- Spotlight on Business: AG Dillard Inc.
- Announcements and Updates
 - Farm Heritage Museum Dedication and Celebration - Saturday, August 4th, 5:00 – 8:00 pm
 - Flooding at PG Park - Below the Dog Park
- Upcoming Meetings

Day	Date	Time	Purpose	Location
Wed	Jun 20	7:00 PM	BOS Regular Meeting	Courtroom
Wed	Jul 11	4:00 PM 7:00 PM	BOS Regular Meeting BOS Public Hearings	Courtroom
Wed	Aug 1	4:00 PM	BOS Regular Meeting	Courtroom
Wed	Aug 15	7:00 PM	BOS Regular Meeting	Courtroom

5 - PUBLIC COMMENTS #1

At 4:05pm Chair Sheridan opened the first round of Public Comments.

- Charity Howell, Outreach Coordinator for Senator Mark Warner, approached the Board to introduce herself.

With no one else wishing to speak, Chair Sheridan closed the first round of Public Comments at 4:06pm.

Mr. Weaver noted that Mrs. Booker and Sheriff Hess represented the County at the Scottsville Memorial Day Ceremony. Mr. Weaver also wanted to bring awareness to the amount of scholarship money that was awarded to Fluvanna County High School graduating seniors.

6 - PUBLIC HEARING

None.

7 - ACTION MATTERS

FCPS Carysbrook Elementary, Roof Project Phase I —Chuck Winkler, FCPS Superintendent, Andy Wills, FCPS Maintenance Supervisor, requested that \$150,000 be approved for FY18 CIP in order to complete Phase I of the Carysbrook Elementary School. Mr. Winkler noted that the current roof is out of warranty; the replacement roof would carry a warranty of 20 years.

- Informal estimate for Phase I has come in at \$250,000 for 24,000 sq. ft.
- FCPS currently has \$107,000 in the CIP for this project.
- We have begun the RFP process.
- Bids for completion of the project are estimated at \$550,000 – \$700,000 (65,000 sq. ft.) which would be included in the FY20 CIP requests.

Following general discussion,

MOTION

Mrs. Booker moved move the Board of Supervisors approve a supplemental appropriation of \$150,000 to the FY18 Carysbrook Elementary Roof Project Phase I CIP, with funding to come from Unassigned Fund Balance. Mr. O'Brien seconded and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

CARE Task Force Charter and Membership Extension – Steve Nichols, County Administrator requested an extension of the CARE Task Force and extension of the membership.

With little discussion,

MOTION

Mrs. Eager moved to approve a one-year extension of the CARE Task Force Charter until June 30, 2019 and further move to extend Task Force member appointments for terms to end June 30, 2019. Mrs. Booker seconded and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

FY19 Pay Rates and Classifications – Jessica Rice, HR Manager presented a request to amend the approved FY19 Pay Rates and Classifications, in order to correct certain administrative errors. Mrs. Rice noted that the Board approved the FY18 Schematic List of Classes on December 6, 2017. However, there were a number of typographical errors and misalignment of positions between the list presented and the summary of changes. The revision also incorporates the position changes approved in the FY19 Adopted Budget. In addition, the range between Minimum and Maximum hourly/salary amounts in each pay band has increased from 40% to 50%. This expansion of the ranges more accurately reflects actual staff pay and minimizes the number of staff who are near the top of their pay band range. There are no new costs resulting from the corrections.

Following general discussion,

MOTION

Mrs. Eager moved to approve the revised FY19 Pay Rates and Classifications, as presented. Mr. Weaver gave second 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:

Policy 5.2 - Website Privacy and External Link Policy – Steve Nichols, County Administrator
Senior Program Support Assistant, Building Inspections - Jason Smith, Community & Economic

The following item was deferred:

FY19 Pay Increase - County Administrator – Jessica Rice, HR Manager

The following items were approved under the Consent Agenda for June 6, 2018:

Minutes of April 18, 2018—Kelly Belanger Harris, Clerk to the Board
Minutes of May 2, 2018—Kelly Belanger Harris, Clerk to the Board
Policy 5.2 - Website Privacy and External Link Policy – Steve Nichols, County Administrator
Senior Program Support Assistant, Building Inspections - Jason Smith, Community & Economic Development Director & Jessica Rice, HR Manager
Farm Heritage Museum Amendment #3—Cyndi Toler, Purchasing Officer
Memorandum of Understanding (MOU) Between of the County of Fluvanna and Fluvanna County Radio Control Flying Club, LLC—Cyndi Toler, Purchasing Officer
Resolution of the Designation of Rural Rustic Highway— Rte 680 - Middle Fork Road—Jason Stewart, Planning & Zoning Administrator

MOTION

Mr. Weaver moved to approved the consent agenda, with changes, for the June 6, 2018 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

County Staff Pay Raise Inclusion Policy—Jessica Rice, Human Resources Manager provided clarifying language to the County Staff Pay Raise Inclusion Policy. The item will be returned to the Board for consideration at a later date.

FCSS Food Bank Building – Chair Sheridan inquired of the status of the payment to the FCSS for old building. Mr. Nichols indicated that once the FCSS is completely moved into the new buildings, the sale will be completed.

11 - NEW BUSINESS

None.

12 - PUBLIC COMMENTS #2

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

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

13 - CLOSED MEETING**MOTION TO ENTER INTO A CLOSED MEETING**

At 4:59pm, 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.7 of the Code of Virginia, 1950, as amended, for the purpose of discussing Personnel & Litigation. 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 5:47pm, 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.

Following Closed Session, Mrs. Eager inquired of an approved SUP from several years ago. Mr. Payne indicated that the Board cannot express a preference on what landowners do with their property before it comes before the Board.

Mrs. Booker expressed concern about a business in Fork Union that has overgrown grass and weeds and inquired about County remedies. Mr. Payne noted there are ways to approach this with changes to the County code.

14 - ADJOURN**MOTION:**

At 5:59pm Mr. O'Brien moved to adjourn the regular meeting of Wednesday, June 6, 2018. 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