

**FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Fluvanna County Library, 214 Commons Blvd.
Palmyra, VA 22963
June 2, 2021
Regular Meeting 4:00pm**

MEMBERS PRESENT:

John M. (Mike) Sheridan, Columbia District, Chair *(entered meeting at 4:22pm)*
Tony O'Brien, Rivanna District, Vice Chair *(entered meeting at 4:02pm)*
Mozell Booker, Fork Union District
Patricia Eager, Palmyra District
Donald W. Weaver, Cunningham District

ABSENT:

None.

ALSO PRESENT:

Eric M. Dahl, County Administrator
Kelly Belanger Harris, Assistant County Administrator
Fred Payne, County Attorney
Caitlin Solis, Clerk for the Board of Supervisors

1 - CALL TO ORDER, PLEDGE OF ALLEGIANCE, & MOMENT OF SILENCE

At 4:00pm Supervisor Booker called to order the Regular Meeting of June 2, 2021.
After the recitation of the Pledge of Allegiance, a moment of silence was observed.

3 - ADOPTION OF AGENDA

Mr. Dahl asked to add a few items to the agenda:

Under Unfinished Business, he added Board of Supervisors' Salary and the Coves at Monticello. Under New Business, Mr. Dahl added purchasing limits.

- Upon entering the meeting at 4:02pm, Mr. O'Brien took over as Vice Chair in Mr. Sheridan's absence, allowing Mrs. Booker to make the following motion.

MOTION:	Accept the Agenda, for the June 2, 2021 Regular Meeting of the Board of Supervisors, as amended.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Motion				Second
VOTE:	Yes	Yes	Yes	Absent	Yes
RESULT:	4-0				

4 - COUNTY ADMINISTRATOR'S REPORT

Mr. Dahl reported on the following topics:

Announcements and Updates – New Employee

- William White, Deputy in Training, Sheriff's Office, Started May 26th

Spotlight on Business:

DJ's Unique Finds Consignment & Thrift Shop

- Grand Opening was May 29.
- Located in Crofton Plaza, 100-A Crofton Plaza (across from the gas station)
- This is the store owner's second business #fromFluvanna. Delores "DJ" Hubert-Christmas also operates DJ's Unique Services, a cleaning company.
- You can find both businesses on the BuyfromFluvanna.org business directory.

Fluvanna Welcomes Stewart Tool Company!

- Governor Northam announced Stewart Tool Company, a California company, will add an east coast operation at 61 Edgecomb Road (former Kloeckner Metals) in Zion Crossroads.
- Stewart Tool will add 22 jobs over three years and invest \$9.1 million.
- Stewart Tool's Fluvanna operation will be led by the family company's third generation.

COVID Vaccine Summary Fluvanna:

- Vaccine Fully Administered – 25,782
- People with at least one dose – 14,953
- People fully vaccinated – 12,028
- Percent of Virginia population with at least one dose – 54.8%
- Percent of Virginia population fully vaccinated – 44.1%

Next BOS Meetings:

Day	Date	Time	Purpose	Location
Wed	Jun 16	7:00 PM	Regular Meeting	Library
Wed	July 7	4:00 PM	Regular Meeting	Library
Wed	July 7	7:00 PM	Regular Meeting	Library

5 - PUBLIC COMMENTS #1

At 4:08pm, Vice Chair O'Brien opened the first round of Public Comments.

- Lois Fulks, 331 Oak Creek Rd, Spoke in opposition of the Ballenger Bluff subdivision.
- Susan Scofield, 111 Fairview Ln, spoke in opposition of the Ballenger Bluff subdivision.

With no one else wishing to speak, Vice Chair O'Brien closed the first round of Public Comments at 4:18pm.

6 - PUBLIC HEARING - None.**7 - ACTION MATTERS**

Authorization to Advertise a Public Hearing – Proposed Amendment to County Code to add Section 8-7 – Eric Dahl, County Administrator and Eric Hess, Fluvanna County Sheriff

- This ordinance permits deputy sheriffs to apply to the Sheriff for approval to work off-duty.
- The Sheriff will have the authority to approve or deny the request, and may create reasonable rules, regulations and conditions for working off-duty. Deputies will only perform security, traffic-control, and other law enforcement functions.
- An application process and employment agreement will ensure the off-duty work does not interfere with a deputy's duties to the County or ability to respond to an emergency.

MOTION:	Approve County Staff and the County Attorney to prepare and advertise a Notice of a Public Hearing to be held on July 7, 2021, at 7:00 pm, for a proposed amendment of the County Code to add Section 8-7. Employment of off-duty deputy sheriffs, which will allow deputies to work private events off-duty.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second	Motion			
VOTE:	Yes	Yes	Yes	Absent	Yes
RESULT:	4-0				

- Chair Sheridan entered the meeting at 4:22pm

CARE Task Force Charter Extension – Eric Dahl, County Administrator

- The CARE Task Force was established by the BOS on July 5, 2017.
- The Task Force Charter was previously extended from Dec 31, 2017 until June 30, 2018, July 1, 2018 until June 30, 2019, July 1, 2019 to June 30, 2020 and again from July 1, 2020 to June 30, 2021
- The Task Force requests to continue work through December 31, 2021

MOTION:	Approve a six-month extension of the CARE Task Force Charter until December 31, 2021.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Motion		Second		
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

Authorized Salaries of General Registrar and Local Electoral Board Members 2021-2022 – Donna Snow, HR Manager

Background:

- The Code of Virginia (§ 24.2-108 and § 24.2-111) mandates the governing body of each county or city to pay compensation to their general registrar and electoral board members in accordance with the compensation expense plan established in the 2021 Virginia Acts of Assembly (Chapter 552).
- The local governing body will be reimbursed by the Department of Elections for state authorized salary payments to the extent of funds provided in the 2021 Virginia Acts of Assembly (Chapter 552).
- The authorized salary takes into account changes made by the General Assembly and Governor to adjust General Registrar salaries to equal the salaries for Local Treasurers as established under Item 74 of the appropriation act.

Salary Change:

General Registrar Salary	State Reimbursed	Fluvanna Supplement	Total Salary
FY21	\$ 54,123	\$ 11,107	\$ 65,230
FY22 base	\$ 83,484	\$ 0	\$ 83,484

BOS Direction:

- Does the General Registrar qualify for the FY22 5% staff COLA?
 - If she was a new employee hired March 1, 2021, she wouldn't qualify.
 - If she was an existing employee moving into a different position, she would qualify.
 - Regarding the new salary change, the Commonwealth is increasing the base salary to higher level with no supplement required from the County.
 - The County has supplemented the General Registrar salary previously, as well as other state supported local employees.
 - The FY22 budget did include \$3,261 COLA based on the General Registrar's previous salary.
 - If the BOS provides a 5% COLA, an additional \$913 would be required above what is already in the FY22 budget.
 - With existing vacancies, any increase could be offset within the FY22 Budget.

MOTION:	Approve a supplemental appropriation of \$18,548 in the Registrars FY22 Budget from the Department of Elections state funding increase for the General Registrar and Electoral Boards annual salary, as mandated and established in the 2021 Virginia Acts of Assembly Chapter 552.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Motion		Second		
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

7A – BOARDS AND COMMISSIONS

MOTION:	Move the Board of Supervisors approve the following Board, Commission, or Committee appointment(s)/reappointments(s):				
BOARD/COMMISSION/COMMITTEE	APPOINTEES	APPT/REAPPT	BEGINS TERM	ENDS TERM	
Agricultural-Forestal District Advisory Council – <i>Land Use</i>	Deborah Murdock	Reappoint	07/01/2021	06/30/2025	
Economic Development and Tourism Advisory Council (EDTAC) – <i>Business Representative</i>	Nina Monroe	Reappoint	07/01/2021	06/30/2024	
Fluvanna Partnership for Aging (FPA) – <i>At-Large</i>	Edna C. Harris	Appoint	06/05/2021	12/31/2021	
JABA Board of Directors – <i>Fluvanna Citizen Representative</i>	Paul Bevins	Reappoint	07/01/2021	06/30/2023	
JAUNT Board - <i>Fluvanna Representative</i>	Harold E. Morgan	Reappoint	07/01/2021	06/30/2024	
Library Board of Trustees – <i>At-large</i>	Edna C. Harris	Appoint	07/01/2021	06/30/2025	
Planning Commission – <i>Fork Union District Representative</i>	Lewis Johnson	Reappoint	07/01/2021	06/30/2025	
Social Services Board – <i>Fork Union District Representative</i>	Deborah Johnson	Reappoint	07/01/2021	06/30/2025	
Thomas Jefferson Water Resources Protection Foundation – <i>Fluvanna Citizen Representative</i>	John Easter	Reappoint	02/01/2020	01/31/2024	

Parks and Recreation Advisory Board (RAB) – <i>At-large position</i>		Sandra L. Patterson	Appoint	06/05/2021	06/30/2022
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:		Motion	Second		
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

8 - PRESENTATIONS

Children’s Services Act - Semi-Annual Update – Bryan Moeller, CSA Coordinator
FY 2021 Spending (As of 5/31/2021)

FY21 CSA Purchase of Services (POS)

- Adopted Spending Authority: \$3,034,170
- Expenditures + Encumbrances: \$2,860,340
- Remaining Balance: \$173,830

CSA Expenditure History (Purchase of Services)



CSA Expenditures by Month



Educational Day Placements expenses 15% higher in FY 2021 vs FY 2020 (\$893,815 vs \$776,910)

Treatment Foster Care expenses doubled year over year (\$195,078 vs 96,807)

Annual survey completed by a locality’s Community Policy and Management Team (CPMT), to identify services that are either not present or at inadequate levels to address specific service needs (“service gap”)

Fluvanna County’s CPMT identified 5 service gaps:

1. Family Foster Care Homes
2. School-based Mental Health Services
3. Substance Abuse Counseling/Treatment
4. Medication Management
5. Intensive Care Coordination

Effective July 1, 2021:

- Family First Prevention Services Act
 - Funding for Evidence-Based Practices for families whose children are at risk of entering foster care
 - May increase residential costs for some foster care children
- HB 2117
 - Requires a plan be developed to transfer CSA funds for educational placements to the Department of Education
 - Impact on local portion of this funding to be determined

3 new case manager positions added

- Fluvanna County Public Schools – 2
- Social Services – 1

All seats on both the Community and Policy Management Team and the Family Assessment and Planning Team are filled (No vacancies)

Effective Feb 1, 2021, the Community and Policy Management Team now seat two Family Assessment and Planning Teams (FAPTs)

New CSA Program Assistant Position

9 - CONSENT AGENDA

The following items were approved under the Consent Agenda for June 2, 2021:

- Minutes of May 19, 2021 – Caitlin Solis, Clerk to the Board of Supervisors
- ZXR Sargent Corp Change Order 3 – Cyndi Toler, Purchasing Officer

MOTION:	Approve the consent agenda, for the June 2, 2021 Board of Supervisors meeting				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:		Second			Motion
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

10 - UNFINISHED BUSINESS

Board of Supervisors Salary – Eric Dahl, County Administrator

- The Board directed staff to bring a presentation and motion to the June 16, 2021 meeting.

Coves at Monticello – Eric Dahl, County Administrator

- Staff will reach out to the developer to see if they would like to present during the July 7, 2021 meeting.

11 - NEW BUSINESS

Small Purchasing Limits – Cindy Toler, Purchasing Officer

- Requesting a change of purchasing limits to lessen the involvement from the County Attorney’s office
- Solicitations are a large percent of the cost and time.
- The Board directed staff to bring a presentation forward at a later meeting

12 - PUBLIC COMMENTS #2

At 5:39pm Chair Sheridan opened the second round of Public Comments.

- Lois Fulks, 331 Oak Creek, thanked the Board for the opportunity to speak and spoke in opposition of the Ballenger Bluff Subdivision.

With no one else wishing to speak, Chair Sheridan closed the second round of Public Comments at 5:45pm.

13 - CLOSED MEETING

MOTION:	At 5:45pm, move the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the provisions of Section 2.2-3711 A.1 & A.3 of the Code of Virginia, 1950, as amended, for the purpose of discussing Personnel and Real Estate.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:			Motion		Second
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

MOTION:	At 7:44pm, move 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
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	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.”				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:			Motion		Second
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

14 - ADJOURN

MOTION:	Adjourn the regular meeting of Wednesday, June 2, 2021 at 7:45pm.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second				Motion
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

Caitlin Solis
Clerk to the Board

John M. Sheridan
Chair

APPROVED