

**FLUVANNA COUNTY BOARD OF SUPERVISORS**  
**REGULAR MEETING MINUTES**  
**Carysbrook Performing Arts Center**  
**8880 James Madison Hwy, Fork Union, VA 23055**  
**October 20, 2021**  
**Regular Meeting 7:00pm**

**MEMBERS PRESENT:**

John M. (Mike) Sheridan, Columbia District, Chair (*entered meeting at 5:04pm*)  
 Tony O'Brien, Rivanna District, Vice Chair (*entered meeting at 5:19pm*)  
 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

**2021 REDISTRICTING WORK SESSION – CALL TO ORDER, PLEDGE OF ALLEGIANCE, & MOMENT OF SILENCE**

At 5:01pm, Supervisor Booker called to order the 2021 Redistricting Work Session of October 20, 2021. After the recitation of the Pledge of Allegiance, a moment of silence was observed.

**2021 Redistricting Discussion – Eric Dahl, County Administrator**

- Redistricting timeline is accelerated between now and December 31, 2021.
- After today's presentation, there will be community meetings scheduled for the public to view and offer input.
- The Board of Supervisors discussed redistricting options for (2) five district scenarios, (1) six district scenario and (2) seven district scenarios.
- At the November 3<sup>rd</sup> meeting, there will be an authorization to advertise for the Special Public Hearing to be held on December 1, 2021.

**RECESS FOR DINNER AND CLOSED SESSION****CLOSED MEETING**

<b>MOTION:</b>	At 6:19pm, move 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.				
<b>MEMBER:</b>	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
<b>ACTION:</b>			Motion		Second
<b>VOTE:</b>	Yes	Yes	Yes	Yes	Yes
<b>RESULT:</b>	<b>5-0</b>				

<b>MOTION:</b>	At 7:04pm, 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 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."				
<b>MEMBER:</b>	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
<b>ACTION:</b>	Second		Motion		
<b>VOTE:</b>	Yes	Yes	Yes	Yes	Yes
<b>RESULT:</b>	<b>5-0</b>				

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

At 7:06pm, Chair Sheridan called to order the Regular Meeting of October 20, 2021. After the recitation of the Pledge of Allegiance, a moment of silence was observed.

**3 - ADOPTION OF AGENDA**

<b>MOTION:</b>	Accept the Agenda, for the October 20, 2021 Regular Meeting of the Board of Supervisors.				
<b>MEMBER:</b>	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
<b>ACTION:</b>	Second		Motion		
<b>VOTE:</b>	Yes	Yes	Yes	Yes	Yes
<b>RESULT:</b>	<b>5-0</b>				

*A.G. Dillard, Inc. Contingent Settlement Agreement – Eric Dahl, County Administrator*

<b>MOTION:</b>	Approve the Contingent Settlement Agreement with A.G. Dillard, Inc. dated October 7, 2021, relating to that Zion Crossroad Water and Sewer Line Agreement Under IFB 2018-03 as modified by those Notices to Proceed and Change Orders 1 through 7, (as modified, the "Agreement") such Contingent Settlement Agreement being a negotiated settlement in compromise related to issues under the Agreement, and further authorize the County Administrator to execute the Contingent Settlement Agreement subject to approval as to form by the County Attorney.				
<b>MEMBER:</b>	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
<b>ACTION:</b>		Second	Motion		
<b>VOTE:</b>	Yes	Yes	Yes	Yes	Yes
<b>RESULT:</b>	<b>5-0</b>				

**4 - COUNTY ADMINISTRATOR'S REPORT**

Mr. Dahl reported on the following topics:

## Announcements and Updates

- Happy Birthday Mr. Sheridan!
- October 26<sup>th</sup>

## New Employee

- Jennifer Schmack, Director of Economic Development, Started October 18th

## The Parks and Rec Halloween Festival at Pleasant Grove Park on October 30, 2021

- There will be a Semi-haunted trail and trunk or treat starting at 6:30pm until 8:30pm
- If you plan on handing out candy or treats from a trunk, you must register your vehicle's trunk at <https://fluvanna.recdesk.com> or call (434) 589-2016 Monday through Friday, 8 am - 5 pm
- Trunks must be registered by Monday, October 25th

## VPSA Fall 2021 C Bond Sale

- VPSA Bond was sold October 19, 2021
- School bus financing
  - Local All-In True Interest Cost 1.1919%
- Abrams Academy and Carysbrook Elementary Projects
  - Local All-In True Interest Cost 1.9994%

## Next BOS Meetings:

Day	Date	Time	Purpose	Location
Wed	Nov 3	5:00 PM	Regular Meeting	Performing Arts Center
Wed	Nov 17	7:00PM	Regular Meeting	Performing Arts Center
Wed	Dec 1	5:00 PM	Regular Meeting	Performing Arts Center

**5 - PUBLIC COMMENTS #1**

At 7:12pm, Chair Sheridan opened the first round of Public Comments.

- Jisun Bae, Fairfax, VA, spoke to the Board of Supervisors about Falun Gong practitioners' religious persecution in China and the forced harvesting of inmate's organs for sale.
- Tiny Tang, Fairfax, VA, also addressed the Board regarding the forced organ harvesting of people imprisoned for their beliefs. She also requested the Board's support by passing a resolution to educate the citizens about the barbaric practice of forced organ harvesting in China

With no one else wishing to speak, Chair Sheridan closed the first round of Public Comments at 7:20pm.

**6 - PUBLIC HEARING**

None.

**7 - ACTION MATTERS**

*Authorization to Advertise a Public Hearing for "AN ORDINANCE TO AMEND CHAPTER 20, TAXATION, OF THE CODE OF THE COUNTY OF FLUVANNA, VIRGINIA BY ADDING ARTICLE 10, CIGARETTE TAX" – Eric Dahl, County Administrator & Kelly Belanger Harris, Assistant County Administrator*

- During the 2020 General Assembly session, Virginia counties received the authority to levy taxes on the sale of cigarettes, effective July 1, 2021. State legislation encourages local cigarette stamping and tax collection through regional cigarette tax boards and establishes a state-level taskforce to develop methods to modernize stamping and tax collection. This ordinance will allow the County as a member of the Blue Ridge Cigarette Tax Board to levy, charge and enforce a cigarette tax of \$0.02 cents per cigarette and other matters related thereto as specifically set forth in the proposed new Article 10.
- On September 15, 2021, the Board held a public hearing and adopted an Ordinance Approving the Formation Of A Joint Entity to be Known as the Blue Ridge Cigarette Tax Board (BRCTB) and Bestowing on Such Entity All Powers Necessary and Proper for the Performance of its Duties as Provided by Law, as well as an agreement establishing the BRCTB and defining its powers, duties, and other procedures.
- Since September 15, 2021, additional counties also have approved formation of the BRCTB. These include Augusta, Albemarle, Greene, Nelson, and Orange counties. The City of Charlottesville and Madison County are also considering participation. The regional board is modeled on the Northern Virginia Cigarette Tax Board, which serves 19 localities.
- TJPDC has been meeting with the County and the other participating localities to discuss the role of the BRCTB, timeline, shared costs, and activities required to stand up the BRCTB by January 1, 2022. For the first year of operation, the BRCTB's administrative expenses is anticipated to include start-up and one-time expenses currently estimated at \$217,500. These expenses would include stamp development, technology equipment, start-up staffing costs, the purchase of a vehicle for compliance/enforcement activities, tracking software, and the establishment of a \$140,000 reserve.

<b>MOTION:</b>	Approve County Staff and the County Attorney to prepare and advertise a Notice of a Public Hearing to be held on November 17th, 2021, at 7:00 pm, for a proposed amendment of the Code of the County of Fluvanna, Virginia, Chapter 20, Taxation, to add a new Article 10, Cigarette Tax.				
<b>MEMBER:</b>	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
<b>ACTION:</b>	Second		Motion		
<b>VOTE:</b>	Yes	Yes	Yes	Yes	Yes
<b>RESULT:</b>	<b>5-0</b>				

**7A – BOARDS AND COMMISSIONS**

<b>MOTION:</b>	Move the Board of Supervisors approve the following Board, Commission, or Committee appointment(s)/reappointment(s) with terms as presented:				
<b>BOARD/COMMISSION/COMMITTEE</b>	<b>APPOINTEES</b>	<b>APPT/REAPPT</b>	<b>BEGINS TERM</b>	<b>ENDS TERM</b>	
Parks and Recreation Advisory Board – Youth Representative	Madeline Fulk	reappoint	10/01/2021	09/30/2024	
<b>MEMBER:</b>	<b>Mrs. Booker</b>	<b>Mrs. Eager</b>	<b>Mr. O'Brien</b>	<b>Mr. Sheridan</b>	<b>Mr. Weaver</b>
<b>ACTION:</b>	Motion				Second
<b>VOTE:</b>	Yes	Yes	Yes	Yes	Yes
<b>RESULT:</b>	<b>5-0</b>				

**8 - PRESENTATIONS**

*FCPS CARES, ARPA, and ESSER (Elementary and Secondary School Emergency Relief) Funds – Brenda Gilliam, Executive Director for Instruction and Finance*

Dr. Peter Gretz, School Superintendent, gave an overview of CARES and ESSER Funding.

CARES ACT ESSER I

- Grant Term: until September 30, 2022
- Total Allocation: \$298,293.53
- Private School Set-Aside: \$11,650.80
- Online technology subscriptions to support remote learning;
  - Upgrade internet connectivity to support increased bandwidth use;
  - Staff development in virtual and hybrid/remote learning;
  - Additional chromebooks and adapters;
  - Hotspots to students who do not have internet in the home;

- Headsets/mics, document cameras, and prometean panels;
- Sanitization needs to support health mitigation plan.

#### CARES VISION

- Grant Term: until September 30, 2022
- Total Allocation: \$30,000
- Private School Set-Aside: \$3,170.92
- Budget Activities:
  - Data plan to support 200 hotspots for disadvantaged students who do not have internet access in the home.

#### CARES CLEANING

- Grant Term: until September 30, 2022
- Total Allocation: \$14,428.00
- Private School Set-Aside: \$1,525.00
- Budget Activities:
  - Cleaning/sanitizing supplies.

#### CARES FACILITIES

- Grant Term: until September 30, 2022
- Total Allocation: \$37,500
- Private School Set-Aside: \$3,963.65
- Budget Activities:
  - Toilet seat lids and touchless trash cans in all of our isolation clinics;
  - Touchless water bottle stations in schools;
  - Additional air filters to support more frequent replacement cycle.

#### CARES SPED

- Grant Term: until September 30, 2022
- Total Allocation: \$13,012.45
- Private School Set-Aside: \$515.17
- Budget Activities:
  - IPADs for special education students with significant communication needs to support remote/virtual learning.

#### CARES School Nutrition

- Grant Term: until September 30, 2022
- Total Allocation: \$100,000
- Private School Set-Aside: N/A
- Budget Activities:
  - Cafeteria Workers and Cafeteria Manager benefits.
    - Staff continued to receive their benefits for April, May, June & July even though they were working limited hours. Also employees working in July received additional due to hourly pay.
  - Milk, Food & Packaging

#### CRRSA ESSER II

- Grant Term: until September 30, 2023
- Total Allocation: \$1,210,697.15
- Budget Activities:
  - Two Reading Specialist positions at the Elementary and Middle School levels;
  - One Elementary Math Specialist position to provide direct services to students, support teachers in the classroom, and provide school wide professional development to address learning loss among students;
  - One additional Instructional Technology Resource Teacher will support an increased teacher and student need in the area of educational technology in order to address virtual teaching and learning needs;
  - Funds will also be used to support the salaries for a summer school program focused on recovery of learning loss during COVID;
  - Online technology subscriptions to support virtual teaching, learning and assessment;
  - Upgrade internet connectivity to support increased bandwidth;
  - Chromebooks and adapters to support 1:1 device initiative;
  - Headsets/mics and document cameras;
  - Cleaning and sanitation supplies;
  - Disposable gloves

#### CRRSA ESSER II Unfin Learning

- Grant Term: until September 30, 2023
- Total Allocation: \$327,289.20

- Budget Activities:
  - Salaries and benefits of two additional core teachers K-4;
  - Stipends for FCPS teachers to provide after school targeted remediation, extension and enrichment opportunities for students;
  - Teacher stipend for position of Virtual Virginia coordinator;
  - Contractual services with Virtual Virginia to provide instruction for students who request 100% virtual for the 2021-2022 school year.
  - Intervention programs in Reading and Math;
  - Teacher-driven formative assessment platform.

#### ARP ESSER III

Grant Term: until September 30, 2024

Total Allocation: \$2,704,053.81

#### Budget Activities:

- 12 additional core content teachers in the areas of Reading and Math for three years;
- Stipends for FCPS teachers to provide after school targeted remediation, extension and enrichment opportunities for students;
- Stipends for a summer school program focused on recovery of learning loss during COVID;
- Contract services with Virtual Virginia to provide instruction for students who request 100% virtual instruction;
- Cleaning and sanitation supplies;
- Storage shed to increase utilization of classroom space.

*October EDTAC Update* – Andy Sorrell, Economic Development and Tourism Advisory Council, Chair  
Gave a brief update on the Economic Development and Tourism Advisory Council (EDTAC) activities since the April update.

- In September, EDTAC provided a letter of support for the VDOT TAP Grant
- The committee is working to advertise Parks and Rec events such as the upcoming Halloween Festival and the Holiday Lights event
- EDTAC is working to update the 2022-2024 Strategic Plan with an emphasis on the Palmyra Village, and continuing PARC efforts, as well as focusing on African American Heritage in the County
- In August, EDTAC ran the home arts competition at the County Fair

#### *Compensation and Classification Study* – Donna Snow, Human Resources Manager

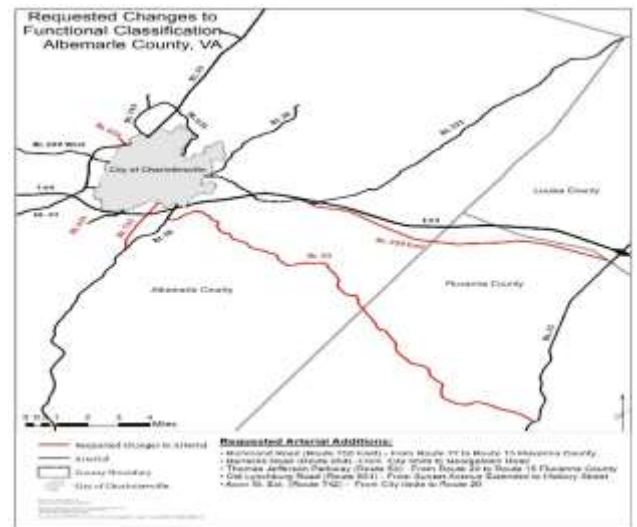
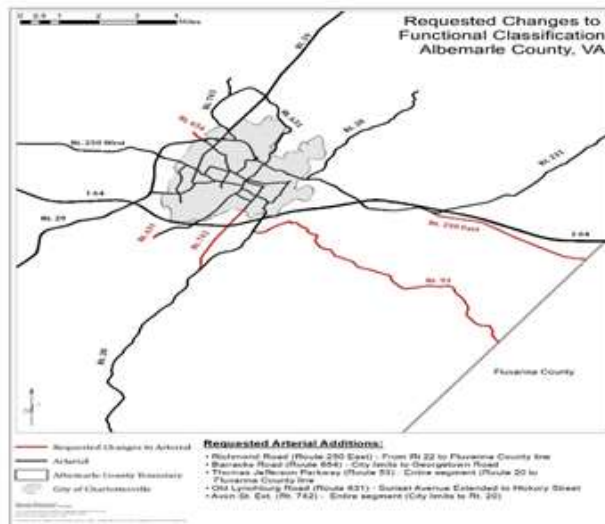
- Pursuing the completion of a compensation and classification study, not to exceed \$35K.
- The study would include an overall evaluation of the County's current grade structure, and actual salaries compared with other relevant competitors.
- A recommended restructuring (if necessary) of the County's compensation structure for administrative classifications and recommendations for implementing proposed changes.
- Would allow the County to attract and retain a talented workforce at market rates.
- The last compensation study that was approved by the Board of Supervisors was September 3, 2008.
- As we are moving into the FY23 budget process, this will assist staff and the Board to address compensation for the County Staff.
  - Mr. O'Brien mentioned there were similar concerns from the TJPDC meeting and there was a possible regional salary study suggested.
  - The Board agreed that a salary study would be beneficial for the County, especially going into budget season.

#### *VDOT Functional Road Classification* – Douglas Miles, Community Development Director

Route 53 & Route 250 in Fluvanna to Route 15

- Albemarle, in conjunction with Fluvanna, is requesting to change both Thomas Jefferson Parkway (Route 53) and also Richmond Road (Route 250) as they both connect to Route 15
- These roads are proposed to be reclassified from Major Collectors over to Minor Arterials in the VDOT Functional Classification road system which has been discussed with VDOT
- VDOT uses Functional Classifications for road design and funding purposes; determining the urban network to identify the thoroughfare system and VDOT road construction priorities
- VDOT's allocation of Transportation Funding it looks at Primary roads (arterials) versus Collector roads; and local secondary streets





- These two corridors are seeing an increase in development and are major connector roads between the urbanized areas in each County and connecting with Route 15 (north / south)
- A VDOT statewide review of the Functional Classifications typically occurs following a decennial census (2020) and the most recent classification update was done back in 2014
- VDOT staff indicated these two road changes could be beneficial to Fluvanna County for any future road funding requests and it helps create better Gateway corridors
- Albemarle County’s Board has adopted these changes in 2021 and Fluvanna Staff would like to bring forward the VDOT Resolution of Intent to the Fluvanna Board for your consideration
  - The Board agreed the project is beneficial and directed staff to bring forward a resolution of intent.

**VDOT Right of Way Land Acquisition – Eric Dahl, County Administrator**

- Fluvanna County staff would like to discuss the acquisition of surplus VDOT right-of-way, located in the northwest quadrant of James Madison Highway (Route 15) and Main Street (SR 1001) immediately adjacent to the Fluvanna County complex. The parcel is located below the County Courthouse and Administration Building parking lot.
- With the County having a plan in place to move the County Administration Building for the future and allowing for the expansion of the Courthouse complex, having adjoining and additional land available could be beneficial for future use.
- The process to acquire VDOT property is very detailed and is governed by the Code of Virginia.
- A meeting with VDOT to review the requirements for the ROW is needed to make an informed decision moving forward.
- Below Fluvanna Courthouse and County Administration Building Parking Lot
- Estimated acreage - 0.60
  - The Board agreed the acquisition of the parcel is beneficial, and directed staff to pursue the purchase from VDOT.



**9 - CONSENT AGENDA**

The following items were approved under the Consent Agenda for October 20, 2021:

- *Minutes of October 6, 2021* – Caitlin Solis, County Administrator
- *BOS 2021 Bylaws & Rules of Practice* – Eric Dahl, County Administrator
- *FY21 to FY22 FCPS State and Federal Grant Carryover* – Tori Melton, Management Analyst & Brenda Gilliam, Executive Director for Instruction and Finance
- *Mutual Aid Agreement Between Fluvanna County and Cumberland County* – Debbie Smith, Emergency Management Coordinator
- *Approval of Open Space Contract for Gary Glenn Becker* – Andrew M. Sheridan, Jr., Commissioner of the Revenue
- *Approval of Open Space Contract for Roy Howard and Constance G. Haislip* – Andrew M. Sheridan, Jr., Commissioner of the Revenue
- *Approval of Open Space Contract for Twila S. Harvey Life Estate, Dean Strelvel and Christina Corrigan* – Andrew M. Sheridan, Jr., Commissioner of the Revenue
- *CRMF - Bobcat Skid Steer Repairs* – Dale Critzer, Assistant Director of Public Works

<b>MOTION:</b>	Approve the consent agenda, for the October 20, 2021 Board of Supervisors meeting.				
<b>MEMBER:</b>	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
<b>ACTION:</b>		Second			Motion
<b>VOTE:</b>	Yes	Yes	Yes	Yes	Yes
<b>RESULT:</b>	<b>5-0</b>				

**10 - UNFINISHED BUSINESS**

- Mr. O'Brien gave an update on the JAUNT Board meeting. Mr. O'Brien mentioned Harold Morgan, Fluvanna Representative on the JAUNT Board, said he would be happy to present a JAUNT Board update.
- Mrs. Booker asked who is responsible for replacing street signs that are down. Sheriff Hess informed the board that road signs are replaced through the Sheriff office specifically, Mr. Michael Grandstaff, E911 coordinates the repair and replacement of road signs and 911 signs.
- Mr. Weaver suggested the BOS pursue the resolution to stand against human trafficking.

**11 - NEW BUSINESS**

- Mr. Spitzer requested a mask requirement for any children not actively playing in the basketball program in Carysbrook Gym as well as spectators to make the program consistent with school sport requirements since Parks and Rec is using the school's facilities for older children's games. The Board agreed consistency with the school program would be beneficial.

**12 - PUBLIC COMMENTS #2**

At 8:36pm, 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 8:36pm.

**14 - ADJOURN**

<b>MOTION:</b>	Adjourn the regular meeting of Wednesday, October 20, 2021 at 8:36pm.				
<b>MEMBER:</b>	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
<b>ACTION:</b>			Second		Motion
<b>VOTE:</b>	Yes	Yes	Yes	Yes	Yes
<b>RESULT:</b>	<b>5-0</b>				

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

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Caitlin Solis  
Clerk to the Board

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John M. Sheridan  
Chair



**BOARD OF SUPERVISORS**  
 County of Fluvanna  
 Palmyra, Virginia  
**RESOLUTION No. 22-2021**

**A Resolution to Adopt the Mutual Aid Agreement Between  
 Fluvanna County and Cumberland County**

WHEREAS, Fluvanna County (“Fluvanna”) and Cumberland County (“Cumberland”) desire to enter into an agreement for mutual aid in the event of an emergency; and

WHEREAS, the Fluvanna County Board of Supervisors recognizes the need to prepare for, respond to, and recover from emergencies, and natural and manmade disasters and to provide for the safety and well-being of its citizens and visitors; and

WHEREAS, it is deemed to be mutually beneficial to Cumberland and Fluvanna and to have an agreement concerning mutual aid with regard to the services of Cumberland and the services of Fluvanna; and

WHEREAS, Fluvanna and Cumberland desire that the terms and conditions for the provision of services be set forth in an agreement being that Mutual Aid Agreement Between Fluvanna County and Cumberland County attached hereto as **Exhibit 1**; and

WHEREAS, pursuant to the Code of Virginia Section 44-146.20 the approval by the Fluvanna County Board of Supervisors and the governing body of Cumberland County is required to adopt the Mutual Aid Agreement Between Fluvanna County and Cumberland County;

NOW, THEREFORE, BE IT RESOLVED by the Fluvanna County Board of Supervisors, this Mutual Aid Agreement Between Fluvanna County and Cumberland County, is officially adopted, and replaces any prior agreement between Fluvanna and Cumberland; and

IT IS FURTHER RESOLVED AND ORDERED that the County Administrator shall execute the Mutual Aid Agreement Between Fluvanna County and Cumberland County and take any further actions as the County Administrator deems necessary or appropriate to effectuate such agreement after approval as to form by the County Attorney; and

IT IS FURTHER RESOLVED AND ORDERED that the County Administrator may take any other actions authorized under such agreement while the agreement is in force and effect as the County Administrator who is the Director of Emergency Management deems necessary or appropriate thereunder after consultation with the Emergency Management Coordinator.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Fluvanna County Board of Supervisors of Fluvanna County on this 20 day of October 2021.

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

Attest:

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 John M. Sheridan, Chair  
 Fluvanna County Board of Supervisors