

FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Carysbrook Performing Arts Center
8880 James Madison Hwy, Fork Union, VA 23055
May 18, 2022
Work Session 5:00pm
Regular Meeting 7:00pm

MEMBERS PRESENT: John M. (Mike) Sheridan, Columbia District, Chair *(entered meeting at 5:07pm)*
Tony O’Brien, Rivanna District, Vice Chair *(entered meeting at 5:37pm)*
Mozell Booker, Fork Union District
Patricia Eager, Palmyra District
Chris Fairchild, 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

FLUVANNA PUBLIC UTILITIES PLANNING WORK SESSION – CALL TO ORDER

At 5:02pm, Supervisor Booker called to order the Work Session of May 18, 2022. After the recitation of the Pledge of Allegiance, a moment of silence was observed.

Richard Kincheloe, PE, Associate, Principal Engineer, gave the Board of Supervisors a high-level overview of the Utility Master Plan including the Fork Union Sanitary District (FUSD) and Palmyra Water System, and the Zion Crossroads Utility System.

After some discussion, the Board entered into closed session.

CLOSED MEETING

MOTION:	At 6:24pm, move the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the provisions of Section 2.2-3711 A.3, & A.5 of the Code of Virginia, 1950, as amended, for the purpose of discussing Real Estate – Fork Union real estate acquisition, and Prospective Industry – Prospective business.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O’Brien	Mr. Sheridan
ACTION:	Second			Motion	
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

MOTION:	At 7:14pm, 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.”				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O’Brien	Mr. Sheridan
ACTION:	Second			Motion	
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

- *The Board of Supervisors did not discuss A.5 Prospective Industry – Prospective business, and will need to return to closed session later in the meeting.*

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

At 7:15pm, Chair Sheridan called to order the Regular Meeting of May 18, 2022. After the recitation of the Pledge of Allegiance, a moment of silence was observed.

3 - ADOPTION OF AGENDA

- *Mr. Dahl requested the addition of discussing the Arts Council MOU, ZTA 21:03, BOS Retreat proposal, and Economic Development strategic goals in unfinished business. Mrs. Booker asked to revisit the AARP Livable Community – Charlottesville Area Alliance agenda item from the May 4, 2022 meeting.*

MOTION:	Accept the Agenda, for the May 18, 2022 Regular Meeting of the Board of Supervisors, as amended.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O’Brien	Mr. Sheridan
ACTION:	Second			Motion	
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

4 - COUNTY ADMINISTRATOR’S REPORT

None.

5 - PUBLIC COMMENTS #1

At 7:21pm, Chair Sheridan opened the first round of Public Comments.

- Pat Robinette, 1964 Bybees Church Rd, addressed the Board of Supervisors regarding personal property taxes increases.

With no one else wishing to speak, Chair Sheridan closed the first round of Public Comments at 7:24pm.

6 - PUBLIC HEARING

VDOT Secondary Six Year Plan— Scott Thornton, VDOT Residency Administrator presented the FY23 Secondary Six Year Plan.

At 7:26pm, Chair Sheridan opened the Public Hearing. With no one wishing to speak, Chair Sheridan closed the Public Hearing at 7:26pm.

MOTION:	Accept the Resolution for the VDOT Secondary Six-Year Plan (2022/23 through 2027/28) and VDOT Construction Priority List (2022/23) as required by sections 33.1-23 and 33.1-23.4 of the 1950 Code of Virginia.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O’Brien	Mr. Sheridan
ACTION:		Second		Motion	
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

ZMP 22:01 Fluvanna County Board of Supervisors – Douglas Miles, Community Development Director
ZMP 22:01 Fluvanna County Board of Supervisors – A request to rezone from A-1, Agricultural, General to the I-1, Industrial, Limited Zoning District of 33.8 +/- acres of Tax Maps 51 Section A Parcels 130, 138 and 139. The subject properties are generally located behind 5725 James Madison Highway (Route 15) and they are in the Fork Union Community Planning Area and in the Fork Union Election District.

2015 Comp Plan – Economic Development

- The Fork Union Community Planning Area seeks to balance land uses and transportation improvements.
- Concentrating industrial development off of primary transportation corridors, such as US Route 15 could significantly enhance Fluvanna County’s tax base.
- Fluvanna County’s planned public water and sewer improvements along Route 15 provides necessary infrastructure for economic development purposes.

I-1, Light Industrial – Proffered Out Land Uses

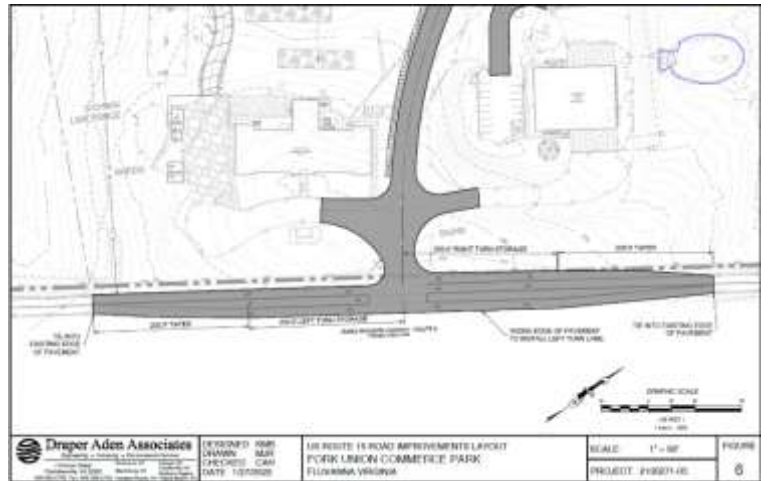
Fluvanna County, as applicant, has excluded the following I-1, by right land uses in this application:
Self-storage facilities, Car washes and Solid waste collection facilities

Fluvanna County, as applicant, has excluded the following I-1, by special use permit only land uses:
Commercial amusements, Manufactured home sales, Shooting ranges, outdoor and Solid waste material recovery facilities

2015 Comp Plan – Transportation Planning

- Fork Union Commerce Park will be on US Route 15 that is classified as a Minor Arterial Road by VDOT.
- The Traffic Impact Study (TIS) completed by EPR calls for left and right turn lanes along Route 15:

“a northbound left-turn lane with 200’ of storage with a 200’ taper and a southbound right-turn lane with 200’ of storage with a 200’ taper and extension of the right-turn lane into the proposed, subject property”



Fork Union Commerce Park



Fork Union Commerce Park

- The County purchased Tax Map 51-A-130 in 2019
- The County purchased Tax Maps 51-A-138 and 51-A-139 in 2021
- In 2021, the Board of Supervisors authorized staff to move forward with the site development work along with Draper Aden to include:
 - Preliminary Geotechnical Exploration & Report
 - Boundary and Topographic Surveys
 - Phase I Environmental Site Assessment
 - Waters of the US Delineation and Determination
 - Cultural Resources Review
 - Threatened & Endangered Species Review
 - Preliminary Engineering Report
 - Master Plan Development
 - Traffic Impact Analysis (required for rezoning)

Fork Union Commerce Park Summary

- Things for the County to complete next:
 - Rezoning
 - Official name of the park
 - Marketing of the park
 - Discuss with developers
- Long range plans:
 - Engineer the park
 - Install road
 - Determine sewer solution
 - Sell parcels

7:36pm, Chair Sheridan opened the Public Hearing. With no one wishing to speak, Chair Sheridan closed the Public Hearing at 7:36pm.

MOTION:	Approve ZMP 22:01, a request to amend the Fluvanna County Zoning Map to conditionally rezone from A-1, Agricultural, General to the I-1, Industrial, Limited Zoning District with respect to approximately 33.8 +/- acres of Tax Maps 51 Section A Parcels 130, 138 and 139 with Proffers dated April 7, 2022.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O’Brien	Mr. Sheridan
ACTION:	Motion	Second			
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

7 - ACTION MATTERS

Naming of the County-Owned Business Park in Fork Union – Jennifer Schmack, Director of Economic Development

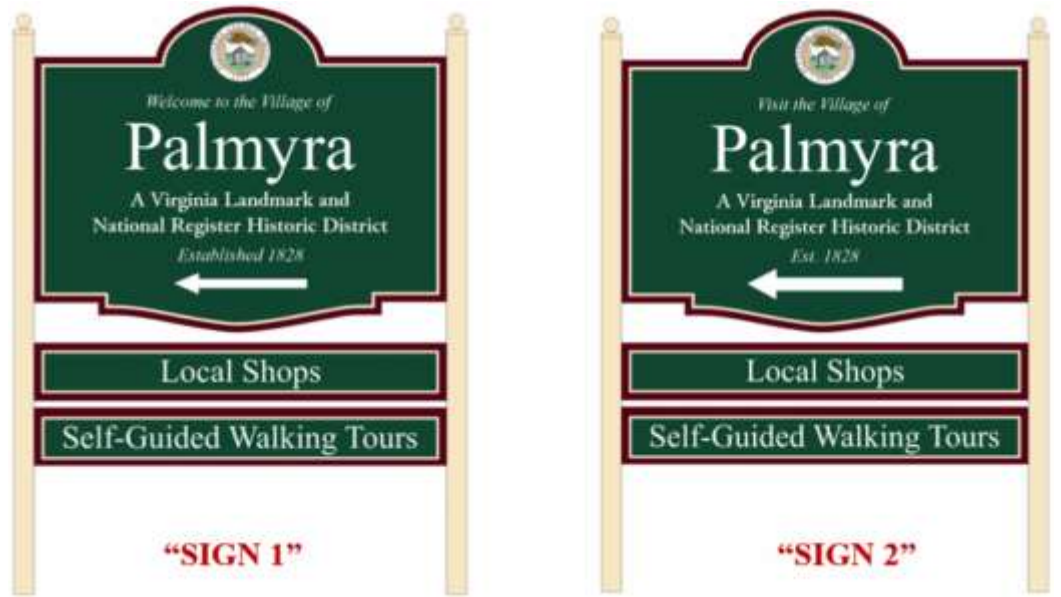
- As the County moves forward with the completion of the rezoning of the remaining parcels for the County-owned business park in Fork Union, it is beneficial to have an approved name designation as the County markets the property more for interested businesses.
- The County-owned parcels that make up the business park are 51-A-129, 51-A-130, 51-A-129A, 51-A-139 and 51-A-138.
- Things for the County to complete next:
 - Rezoning - Today
 - Official name of the park - Today
 - Marketing of the park and discuss with developers - Ongoing
- Long range plans:
 - Signage – Temporary “Future Home of the Fork Union _____ Park”
 - Design/engineer the infrastructure (road and utilities)
 - Design/engineer the entire park (pads, road and utilities)
 - Determine sewer solution (individual septic, package plant, central WWTP)
 - Businesses acquiring parcels in the park

MOTION:	Approve and designate the official name for the County-owned business park in Fork Union as the Fork Union Business Park.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O’Brien	Mr. Sheridan
ACTION:	Motion	Second			
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

Village of Palmyra Sign – Aaron Spitzer, Director of Parks and Recreation

- This project was first brought to the county’s attention during a BOS directed committee called PARC (Palmyra Area Revitalization Committee) that was from 2018 - 2020. This committee’s recommendation for the sign is labeled “Sign 1” in the following slides.
- After PARC ended, EDTAC (Economic Development and Tourism Advisory Council) took over the project in 2022 to finalize it. EDTAC has some suggested changes to “Sign 1” so their revision sign will be labeled “Sign 2”.
- These two committees’ feel that there is a definite need for this sign as they hear so often where is the Village of Palmyra. This sign will help to promote a Historic District of Fluvanna as well as assist the local shops with drawing in business that otherwise would not come in the area.
- Our Economic Development Office has been working with the “Village” businesses since February 2022 and is in support of this sign to help promote area business.
- There has been no monies previously budgeted for this sign. With approval of a not to exceed \$2,000 BOS contingency budget transfer, this project could be completed. Any monies not spent on implementation of the sign will be returned to the BOS contingency budget.
- Below is the quote I received from Graphic Garage for the project on April 15, 2022. The request (\$2,000) is higher than the quote below (\$1,590.10) due to the possibility of mark-up on materials since the time of the quote to ordering of the sign.
- Quote sent on April 15, 2022.
 - (1) 48in x 60in x 3/4in sign = \$670.60
 - (2) 8.5in x 60in x 1/2in sign = \$280.00
 - (2) PT posts = \$84.00
 - (2) PVC sleeves = \$90.00
 - (2) PVC round finial caps = \$28.50
 - Mounting hardware = \$117.00
 - Installation = \$320.00
 - Total for sign and installation - \$1590.10





- After some discussion, the Board agreed on sign 1 with “est. 1828” and the smaller arrow at the bottom.

MOTION #1	Approve a budget transfer of up to \$2,000 from the FY22 BOS contingency budget to the FY22 Parks and Recreation budget to install a new Village of Palmyra sign along Route 15.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
ACTION:		Motion		Second	
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

MOTION #2	Approve the Village of Palmyra sign # 1 with changes as presented.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
ACTION:	Second	Motion			
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

7A – BOARDS AND COMMISSIONS

The applicants were invited to address the Board of Supervisors prior to consideration.

- Rudy Garcia, addressed the Board regarding his reappointment to the Finance Board
- Tim Hodge, addressed the Board regarding his appointment to the Finance Board
- Gerri Russel, addressed the Board regarding her appointment to the Planning Commission – Fork Union District Representative
- David M. Goad, addressed the Board regarding his appointment to the Planning Commission – Fork Union District Representative

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 – Landowner	Andrew Pullen	Reappt	7/1/2022	6/30/2026
Agricultural-Forestal District Advisory Council – Landowner	Tim Hodge	Appt	7/1/2022	6/30/2026
Finance Board - Citizen Representative	Rudy Garcia	Reappt	7/1/2022	6/30/2026
Library Board of Trustees – At-Large	Barbara Goshorn	Reappt	7/1/2022	6/30/2026
Library Board of Trustees – At-Large	Sherron Haley	Reappt	7/1/2022	6/30/2026
Library Board of Trustees – At-Large	Charles Haden Thomas Parrish	Appt	7/1/2022	6/30/2026
Planning Commission – Columbia	Ed Zimmer	Reappt	7/1/2022	6/30/2026
Planning Commission – Fork Union	David M. Goad	Appt	5/18/2022	6/30/2025
Planning Commission – Rivanna	Gequetta Murray-Key	Reappt	7/1/2022	6/30/2026

MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
ACTION:	Second			Motion	
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

8 – PRESENTATIONS

None.

9 - CONSENT AGENDA

The following items were approved under the Consent Agenda for May 18, 2022:

- *Minutes of May 4, 2022* – Caitlin Solis, Clerk to the Board
- *Union Mills Agricultural/Forestral District Review and Renewal* – Jason Overstreet, Senior Planner
- *Accounts Payable Report for April 2022* – Tori Melton, Management Analyst

MOTION:	Approve the consent agenda, for the May 18, 2022 Board of Supervisors meeting, and to ratify Accounts Payable and Payroll for April 2022, in the amount of \$3,008,054.41.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
ACTION:	Second			Motion	
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

10 - UNFINISHED BUSINESS

Performing Arts MOU – Eric Dahl, County Administrator

ZTA 21:03 – Eric Dahl, County Administrator

Board of Supervisors Retreat proposal – Eric Dahl, County Administrator

Economic Development strategic goals – Eric Dahl, County Administrator

AARP Livable Community – Mrs. Booker, Fork Union Supervisor

11 - NEW BUSINESS

None.

12 - PUBLIC COMMENTS #2

At 9:15pm, 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 9:15pm.

CLOSED MEETING

MOTION:	At 9:15pm, move the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the provisions of Section 2.2-3711 A.5 of the Code of Virginia, 1950, as amended, for the purpose of discussing Prospective Industry – Prospective business.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
ACTION:	Second			Motion	
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

MOTION:	At 9:56pm, 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.”				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
ACTION:	Second			Motion	
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

MOTION:	Adjourn the regular meeting of Wednesday, May 18, 2022 at 9:56pm.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
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



BOARD OF SUPERVISORS
County of Fluvanna
Palmyra, Virginia

RESOLUTION No. 09-2022

**A RESOLUTION TO APPROVE VDOT SECONDARY SIX-YEAR PLAN
(2022/23 through 2027/28) and
VDOT CONSTRUCTION PRIORITY LIST (2022/23)**

At a regular monthly meeting of the Fluvanna County Board of Supervisors held at 7:00 p.m. on Wednesday, May 18, 2022 in Palmyra, Virginia, the following action was taken:

WHEREAS, Sections 33.2-331 of the 1950 Code of Virginia as amended, provides the opportunity for each county to work with the Virginia Department of Transportation in developing a Secondary Six-Year Road Plan; and

WHEREAS, this Board had previously agreed to assist in the preparation of this Plan, in accordance with the Virginia Department of Transportation policies and procedures, and participated in a public hearing on the proposed Plan (2022/23 through 2027/28) as well as the Construction Priority List (2022/23) on May 18, 2022 after duly advertised so that all citizens of the County had the opportunity to participate in said hearing and to make comments and recommendations concerning the proposed Plan and Priority List; and

WHEREAS, Scott Thornton, Residency Administrator, Virginia Department of Transportation - Louisa Residency, appeared before the Board and recommended approval of the Six-Year Plan for Secondary Roads (2022/23 through 2027/28) AND Construction Priority List (2022/23) for Fluvanna County.

NOW, THEREFORE, BE IT RESOLVED that since said Plan appears to be in the best interest of the Secondary Road System in Fluvanna County and of the citizens residing on the Secondary System, said Secondary Six-Year Plan (2022/23 through 2027/28) and Construction Priority List (2022/23) are hereby approved as presented at the public hearing.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Fluvanna County Board of Supervisors at a meeting of the Board held on the 18th day of May 2022.

	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				X	
John M. Sheridan, Columbia District	X					
Chris Fairchild, Cunningham District	X					

Adopted this 18th day of May, 2022
by the Fluvanna County Board of Supervisors

ATTEST:

John M. Sheridan, Chair
Fluvanna County
Board of Supervisors



BOARD OF SUPERVISORS
County of Fluvanna
Palmyra, Virginia

RESOLUTION No. 10-2022

**A RESOLUTION TO AUTHORIZE RENEWAL OF THE UNION MILLS
AGRICULTURAL/FORESTAL DISTRICT FOR AN ADDITIONAL TEN-YEAR
PERIOD TO EXPIRE MAY 15, 2032**

At a regular meeting of the Board of Supervisors of the County of Fluvanna held at the Carysbrook Performing Arts Center at 5:00 p.m. on the 18th day of May 2022, at which the following members were present, the following resolution was adopted by a majority of all members of the Board of Supervisors, the vote being recorded in the minutes of the meeting as shown below:

WHEREAS, the Fluvanna County Board of Supervisors approved the creation of the Union Mills Agricultural/Forestal District on May 15, 2002 for a ten-year period; and

WHEREAS, the Fluvanna County Board of Supervisors approved the renewal of the Union Mills Agricultural/Forestal District on May 2, 2012; and

WHEREAS, the district will expire on May 15, 2022; and

WHEREAS, in accordance with Section 15.2-4311 of the Code of Virginia, the Fluvanna County Planning & Community Development Department contacted the current property owners of parcels identified in the Union Mills Agricultural/Forestal District and advised them that the approved district would expire on May 15, 2022 and inquired whether the owners desired that the property remain in or be removed from the district.

NOW, THEREFORE BE IT RESOLVED on this 18th day of May 2022 that the Fluvanna County Board of Supervisors hereby renews the Union Mills Agricultural/Forestal District for an additional ten-year period to expire on May 15, 2032.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Fluvanna County Board of Supervisors at the regular meeting of the Board held on the 18th day of May, 2022;

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

Attest:

John M. Sheridan, Chair
Fluvanna County Board of Supervisors