

FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Circuit Courtroom, Fluvanna Courts Building
72 Main Street, Palmyra, VA 22963
September 3, 2025
Regular Meeting 5:00pm

MEMBERS PRESENT: Chris Fairchild, Cunningham District, Chair
Tony O’Brien, Rivanna District, Vice Chair
Mike Goad, Fork Union District
Timothy M. Hodge, Palmyra District
John M. (Mike) Sheridan, Columbia District

ABSENT: None.

ALSO PRESENT: Eric M. Dahl, County Administrator
Kelly Harris, Assistant County Administrator
Dan Whitten, County Attorney
Caitlin Solis, Clerk for the Board of Supervisors

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

At 5:03pm, Chair Fairchild called to order the Regular Meeting of September 3, 2025. After the recitation of the Pledge of Allegiance, a moment of silence was observed.

3 - ADOPTION OF AGENDA

MOTION:	Accept the Agenda, for the September 3, 2025 Regular Meeting of the Board of Supervisors, as presented.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:		Second	Motion		
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

4 - COUNTY ADMINISTRATOR’S REPORT

Mr. Dahl reported on the following topics:

Art in the Park at Pleasant Grove Park

- Local artist and artisans, performers, food trucks, and children's activities.
- Step into a vibrant celebration of creativity at Art in the Park! This family-friendly event showcases an eclectic mix of local artists specializing in everything from woodworking and painting to sculpture and mixed media. Explore eye-catching art, chat with the creators, and snag a masterpiece that’s truly one-of-a-kind!
- Grab a bite from local food trucks and let the kids enjoy face painting and fun activities.

Groovin’ at the Grove

- The final Groovin’ at the Grove for 2025 will be September 13 following Art in the Park.
- FREE LIVE MUSIC with Jefferson Speedboat • Food Trucks and a BEER Garden from 4-7pm.
- RAIN OR SHINE! NO PETS ALLOWED IN THE BEER GARDEN OR EVENT AREA.
- The event will feature music from Jefferson Speedboat with food vendors Tasty Vittles and Arepas on Wheels.

Pleasant Grove Park ADA playground

- Playground is scheduled to be completed by Friday, September 5
- Grand opening Fluvanna county’s first public ADA playground
- Saturday, September 13, 2025 at 11am pleasant grove park playground

Next BOS Meetings

Day	Date	Time	Purpose	Location
Wed	Sept 17	6:00 PM	Regular Meeting	Circuit Court
Wed	Oct 1	5:00 PM	Regular Meeting	Circuit Court
Wed	Oct 15	6:00 PM	Regular Meeting	Circuit Court

5 - PUBLIC COMMENTS #1

At 5:06pm, Chair Fairchild opened the first round of Public Comments.

- Don Reynard, 3531 Union Mills Rd, commented on business assessments based on zoning.
- Tom Payne, 345 Paynes Ln, commented on Commissioners of the Revenue of the past and present, land use, and taxes.
- Patti Reynard, 3531 Union Mills Rd, commented on business assessments based on zoning

With no one else wishing to speak, Chair Fairchild closed the first round of Public Comments at 5:22pm.

6 – BOARDS AND COMMISSIONS

None.

7 – PRESENTATIONS

2025 Thomas Jefferson Planning District Legislative Program Update – David C. Blount, Deputy Director/Director of Legislative Services TJPDC

Mr. Blount gave the Board of Supervisors an update on 2025 Legislative Priorities including public education funding, budgets and funding; and land use and growth management.

VDOT Quarterly Report – Scott Thornton, Residency Administrator/Louisa Residency

Mr. Thornton introduced Chris Dicks, Ed Associate with VDOT, who presented the Quarterly Report, including maintenance, construction, and traffic studies.

- Mr. Goad asked VDOT to look at old signage in Fork Union that needs to be replaced.
- Mr. Hodge thanked VDOT for cutting down the trees at Crofton; asked for the “stop ahead” to be repainted on Paynes Mill Rd before Rt 250, and adding signage for a blind drive on Paynes Mill Rd. Beaverdam Rd, where the road crosses under I64, needs the rumble strip added to the double yellow center line to keep traffic from crossing over into oncoming traffic.
- Mr. O’Brien asked for VDOT to mow the obstructed viewshed looking left leaving the Palmyra Post Office onto Rt 15.
- Mr. Sheridan asked VDOT to look at the viewshed to the left when pulling out of Rebecca Dr on to Rt 600 to see if something could be done about the bank obstructing the view.

Palmyra Streetscape – Eric Dahl, County Administrator

- The Transportation Alternatives Program (TAP) is intended to help grant fund community based projects such as sidewalks and enhance the transportation experience by improving both the cultural and historical aspects of a locality’s transportation infrastructure and seeks to strengthen the local economy and further improve the quality of life for its residents.
- The grant will provide funding to construct concrete sidewalks and related concrete curbing along Stone Jail Street, remove Court Square (road) that bisects the lawn area between Civil War Park and the Historic Courthouse, provide properly marked and much needed angled and parallel parking spaces along the new proposed one-way road system and to further improve the Palmyra Village VDOT roads.
- The Palmyra Village Streetscape Project is a part of the BOS 2024 Work Plan Goals, G.1.
- On September 1, 2021, the board authorized and approved submission of the grant application.
- The County received notification on September 2, 2022 of being awarded the VDOT TAP grant funding in the amount of \$1,271,325 for the project.
- On October 19, 2022, the Board of Supervisors approved a supplemental appropriation of \$317,831 as its 20% match for the grant and approved a “Resolution Affirming Commitment To Fund The Locality Share Of Projects Under Agreement With The Virginia Department Of Transportation And Provide Signature Authority” for the Palmyra Village Streetscape project.
- In August 2023, VDOT notified the County recently of cost increases on this project and a needed reaffirmation before proceeding.
- The 2021 County match was \$317,831 and the BOS approved 2023 estimate increase to \$436,000 on August 2, 2023, an increase of \$118,169.
- Construction is proposed to begin October 2026.

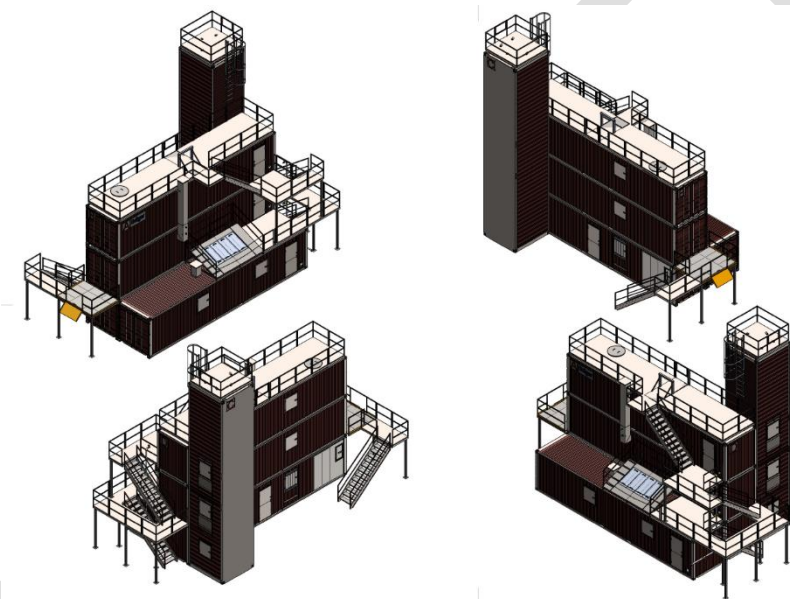
Palmyra Village Streetscape Project – Scope of Services

- Project Management Preparation of roadway plans to include drainage plans, signing and pavement marking plans, maintenance of traffic plans, erosion and sediment control plans, cross sections, utility relocation plans, and right of way plans.
- Public Involvement activities Environmental studies and acquisition of required environmental documents from applicable state and federal agencies.
- Acquisition of required stormwater management permits.
- Administration of right of way acquisition and utility relocations.
- Compilation of final plans, specifications, and estimate for the roadway and sidewalk improvement features into a bid proposal package.
- Bid proposal bidability review.
- Administration and advertisement of proposal Administration of bidder questions.
- Receipt of bids Administration of Contract award.
- Administration and oversight of construction, construction engineering services, and construction project close-out.

- The site work IFB was due Friday, August 22nd at 2pm.
 - 3 contractors submitted (2 local and 1 out of the area)
- The lowest site work bid was \$583,790

Description	Cost
Grant funding - Applies to Structure only	\$450,000
Costs (Est.): containers, props, equipment, training and shipping	(\$652,802)
Additional Building County Cost	(\$202,802)
County funding - Previous	\$38,320
Grant funding - Applies to Engineering	\$30,000
County funding	\$550,000
Previous Costs (Actual): Professional Services (site plan, structural, eletrical, architechural, bidding)	(\$67,200)
Costs (Actual): Professional Services (site plan, structural, eletrical, architechural, bidding)	(\$61,850)
Costs (Actual): construction phase services	(\$55,900)
Costs (Est.): special inspections and contingency fund	(\$25,000)
Costs (Est.): site work, special inspections, contingency fund and electric	(\$583,790)
Additional Sitework County Cost	(\$175,420)
TOTAL COUNTY ADDITIONAL FUNDING	\$378,222

Design



- The Board asked staff to bring the cost of the containers back at the next meeting to make a more informed decision on the amount needed to proceed with the project.

BOS Two Year Work Plan Updates – Kelly Harris, Assistant County Administrator

- Ms. Harris gave the Board a brief update on the progress of the 2024 BOS Two Year Plan as of August 2025.

8 - ACTION MATTERS

Deed of Gift from BHL Group LLC, Rural Land Tracts LLC and Catlett Land Company LLC – Dan Whitten, County Attorney

BHL Group LLC, Rural Land Tracts LLC and Catlett Land Company LLC is the owner of an approximately 29-acre property located on the west side of U.S. 15 and identified as Tax Map No. 11-9-3. The owner is willing to gift a 1.018-acre portion of the property, as shown on the plat, to the County in order to construct a sewer lift station that will be part of the Zion Crossroads Water and Sewer System.

MOTION:	Accept the Deed of Gift from BHL Group LLC, Rural Land Tracts LLC and Catlett Land Company LLC for a 1.018 acre parcel and authorize the County Administrator to execute the Deed of Gift subject to approval as to form by the County Attorney.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:				Motion	Second
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

9 - PUBLIC HEARING

Resolution Endorsing an Application for Transportation Alternatives Funds for The Fork Union Streetscape Project – Eric Dahl, County Administrator; Todd Fortune, Director of Planning

The County is working on an application for funding from the Transportation Alternatives (TA) Program to undertake a streetscape project in Fork Union. The application is due to VDOT no later than COB September 15. The project, as envisioned, would entail crosswalks and ADA access at two points on U.S. 15: near Pettit-Foster Lane, and near the entrance to the Fork Union Pharmacy and Sal’s Italian Restaurant; and sidewalk improvements to accommodate the ADA access. The remainder of the existing sidewalks between those two points would be rehabbed by VDOT separately as part of its routine maintenance.

The estimated project cost is \$513,523 – which assumes this can be built as a no-plan project (still waiting for verification from VDOT). This cost breaks out as \$410,818 in federal funds administered through VDOT and \$102,705 in matching funds.

The resolution that the Board is being asked to consider is required as part of the funding application submittal. If the Board decides to authorize submission of the application, the resolution will need to be approved. It will then need to be signed and included in the application package.

At 7:07pm, Chair Fairchild opened the Public Hearing.
- Tom Payne, 345 Paynes Ln, spoke in favor of the project and suggested the Board to keep access to waterlines running parallel to the new sidewalk in mind.
With no one else wishing to speak, Chair Fairchild closed the Public Hearing at 7:09pm.

MOTION:	Approve a resolution endorsing an application for Transportation Alternatives funds for the Fork Union Streetscape Project, and to authorize the county staff to submit the application for funds to VDOT by the program application deadline of September 15, 2025				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:		Motion	Second		
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

10 - CONSENT AGENDA

The following items were discussed before approval:
O - Paving Services Contract with S.L. Williamson, Inc.
The following items were approved under the Consent Agenda for September 3, 2025:
- Minutes of August 14, 2025 – Caitlin Solis, Clerk to the Board
- Minutes of August 20, 2025 – Caitlin Solis, Clerk to the Board
- Director of Human Resources Position Description Update – Eric Dahl, County Administrator
- Human Resources Generalist Position Description Update – Eric Dahl, County Administrator
- Paralegal Position Description Update and Regrade – Eric Dahl, County Administrator
- Resolution to Authorize Fluvanna County’s Participation in The Proposed Settlement of Opioid-Related Claims Against Eight Opioid Manufacturers – Dan Whitten, County Attorney
- Amend Policy 4.4 Small Purchasing Procedures regarding cooperative purchases under \$100,000 – Dan Whitten, County Attorney
- Paving Services Contract with S.L. Williamson, Inc. – Dan Whitten, County Attorney

MOTION:	Approve the consent agenda, for the September 3, 2025 Board of Supervisors meeting.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:			Motion		Second
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

11 - UNFINISHED BUSINESS

None.

12 - NEW BUSINESS

Tenaska Public Meeting - Mr. Fairchild brought up the Tenaska informational meeting and proposed having a meeting available for the public to discuss their concerns with the County, outside of Public Hearings, such as a town hall. After some discussion, the Board did not agree that such a meeting was necessary.

13 - PUBLIC COMMENTS #2

- At 7:47pm, Chair Fairchild opened the second round of Public Comments.
- Tracey Smith, 2 Sandy Beach Ct, thanked the Board for their help having the trees at Crofton cut down, and public communications.
 - Patti Reynard, 3531 Union Mills Rd, commented on public communications and taxes.
 - Tom Payne, 345 Paynes Ln, thanked the Board for their service.
 - Mike Goad, 62 Campbells Trace, commented on land use, taxes, and zoning.
 - Don Reynard, 3531 Union Mills Rd, commented on assessment values of commercial real estate.
- With no one else wishing to speak, Chair Fairchild closed the second round of Public Comments at 8:04pm.

RECESS FOR DINNER AND CLOSED SESSION

14 - CLOSED MEETING

MOTION:	At 8:04pm, move the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the provisions of Section 2.2-3711 A.5, A.6, A.7 & A.8 of the Code of Virginia, 1950, as amended, for the purpose of discussing Prospective Industry – prospective business in the Columbia and Cunningham Districts; Investment of Funds – Contract User Grant under the water and sewer ordinance in Zion Crossroads, organizational assessment proposal review; Litigation – litigation involving the Department of Emergency Services; Legal Matters – employee survey, County facility naming policy.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:				Motion	Second
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

MOTION:	At 9:28 pm, 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:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:			Second	Motion	
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

MOTION TO EXTEND

- At 9:29pm, a motion was made to extend the Board of Supervisors meeting.
- | | | | | | |
|---------|--|----------|-----------|-------------|--------------|
| MOTION: | Approve a motion to extend the September 3, 2025 Regular Board of Supervisors meeting to 9:59pm. | | | | |
| MEMBER: | Mr. Fairchild | Mr. Goad | Mr. Hodge | Mr. O’Brien | Mr. Sheridan |
| ACTION: | | | Motion | | Second |
| VOTE: | Yes | Yes | Yes | Yes | Yes |
| RESULT: | 5-0 | | | | |

15 - ADJOURN

MOTION:	Adjourn the regular meeting of Wednesday, September 3, 2025 at 9:29pm.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:		Motion		Second	
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

Caitlin Solis
Clerk to the Board

Christopher S. Fairchild
Chair



BOARD OF SUPERVISORS
County of Fluvanna
Palmyra, Virginia

RESOLUTION No. 19-2025

**A RESOLUTION FOR THE BOARD OF SUPERVISORS OF THE COUNTY OF FLUVANNA,
VIRGINIA
AS AN ENDORSEMENT OF THE FORK UNION STREETScape PROJECT**

WHEREAS, in accordance with the Commonwealth Transportation Board construction allocation procedures, it is necessary that a resolution be received from the sponsoring local jurisdiction or agency requesting the Virginia Department of Transportation (VDOT) to establish a project in the County of Fluvanna.

NOW, THEREFORE, BE IT RESOLVED, that the County of Fluvanna requests the Commonwealth Transportation Board to establish a project for the construction of the Fork Union Streetscape Project.

BE IT FURTHER RESOLVED THAT: The County of Fluvanna hereby agrees to provide its share of the total cost for preliminary engineering, right-of-way and construction of this project in accordance with the project financial documents subject to appropriation.

BE IT FURTHER RESOLVED THAT: The County of Fluvanna hereby agrees to enter into a project administration agreement with VDOT and provide the necessary oversight to ensure the project is developed in accordance with all applicable federal, state and local requirements for design, right-of-way acquisition, and construction of the project.

BE IT FURTHER RESOLVED THAT: If the County of Fluvanna subsequently elects to cancel the project, the County of Fluvanna hereby agrees to reimburse VDOT for the total amount of costs expended by VDOT through the date VDOT is notified of such cancellation. The County of Fluvanna also agrees to repay any funds previously reimbursed that are later deemed ineligible by the Federal Highway Administration or VDOT.

BE IT FURTHER RESOLVED THAT: The Board of Supervisors of the County of Fluvanna hereby grants authority for the County Administrator to apply for funds and execute project administration agreements, as well as other documents necessary for approved projects.

	AYE	NAY	ABSTAIN	ABSENT	MOTION	SECOND
Chris Fairchild, Cunningham District	X					
John M. Sheridan, Columbia District	X					
Mike Goad, Fork Union District	X				X	
Timothy Hodge, Palmyra District	X					X
Anthony P. O'Brien, Rivanna District	X					

Attest:

Christopher Fairchild, Chair
Fluvanna County Board of Supervisors

In my capacity as the duly appointed Clerk of the County of Fluvanna, I hereby certify that Resolution #19-2025 which is hereto attached, was adopted at a duly called and constituted meeting of the Fluvanna County Board of Supervisors held at the Fluvanna County Circuit Court, 72 Main Street, Palmyra, Virginia 22963 on September 3, 2025. Said meeting was called to order by Chris Fairchild, Chair, at 5:00 p.m. with the following members present who remained in attendance throughout and constituted a quorum:

- Chris Fairchild, Cunningham District, Chair
- Tony O’Brien, Rivanna District, Vice Chair
- Mike Goad, Fork Union District
- Timothy M. Hodge, Palmyra District
- John M. (Mike) Sheridan, Columbia District

The Board of Supervisors of the County of Fluvanna voted to adopt attached Resolution #19-2025.
Given under my hand this 3RD day of September, 2025.

Clerk

NOTE: The following section is applicable when a scanned or photocopy version is made and submitted. Do not include if an original is submitted:

STATE OF VIRGINIA
COUNTY OF FLUVANNA

Attested Photocopy:
On this 3rd day of September, 2025, I _____ attest that the preceding document is a true, exact, complete and unaltered photocopy made by me of Resolution #19-2025.

Clerk



BOARD OF SUPERVISORS
County of Fluvanna
Palmyra, Virginia

RESOLUTION No. 20-2025

A RESOLUTION AUTHORIZING THE COUNTY’S PARTICIPATION IN THE PROPOSED SETTLEMENT OF OPIOID-RELATED CLAIMS AGAINST EIGHT OPIOID MANUFACTURERS, AND DIRECTING THE COUNTY ATTORNEY TO EXECUTE THE DOCUMENTS NECESSARY TO EFFECTUATE THE COUNTY’S PARTICIPATION IN THE SETTLEMENT

WHEREAS, the opioid epidemic that has cost thousands of human lives across the country also impacts the Commonwealth of Virginia and its counties and cities, including the County of Fluvanna, by adversely impacting the delivery of emergency medical, law enforcement, criminal justice, mental health and substance abuse services, and other services by Fluvanna’s various departments and agencies; and

WHEREAS, the Commonwealth of Virginia and its counties and cities, including Fluvanna County, have been required and will continue to be required to allocate substantial taxpayer dollars, resources, staff energy and time to address the damage the opioid epidemic has caused and continues to cause the citizens of the Commonwealth and Fluvanna; and

WHEREAS, settlement proposals have been negotiated that will cause the opioid manufacturers Alvogen, Amneal, Apotex, Hikma, Indivior, Mylan, Sun, and Zydus (collectively, “the Manufacturers”) to pay an aggregate of approximately \$720 million dollars nationwide to resolve opioid-related claims against them; and

WHEREAS, the County has approved and adopted the Virginia Opioid Abatement Fund and Settlement Allocation Memorandum of Understanding (the “Virginia MOU”), and affirms that this pending settlement with the Manufacturers shall be considered a “Settlement” that is subject to the Virginia MOU, and shall be administered and allocated in the same manner as the opioid settlements entered into previously with opioid distributors McKesson, Cardinal Health, and AmerisourceBergen, opioid manufacturers Janssen Pharmaceuticals, Teva Pharmaceuticals, and Allergan, and retail pharmacy chains CVS, Walgreens, Walmart, and Kroger; and

WHEREAS, the County Attorney has reviewed the available information about the proposed settlement and has recommended that the County participate in the settlement in order to recover its share of the funds that the settlement would provide;

NOW THEREFORE BE IT RESOLVED that the Fluvanna County Board of Supervisors, this 3rd day of September, 2025, authorizes the County’s participation in the proposed settlement of opioid-related claims against the Manufacturers, and directs the County Attorney to execute the documents necessary to effectuate the County’s participation in the settlement, including the required release of claims against the Manufacturers.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Fluvanna County Board of Supervisors on this 3rd day of September, 2025.

	AYE	NAY	ABSTAIN	ABSENT	MOTION	SECOND
Chris Fairchild, Cunningham District	X					
John M. Sheridan, Columbia District	X					X
Mike Goad, Fork Union District	X					
Timothy Hodge, Palmyra District	X				X	
Anthony P. O’Brien, Rivanna District	X					

Attest:

Christopher S. Fairchild, Chair
Fluvanna County Board of Supervisors