

FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Circuit Courtroom, Fluvanna Courts Building
72 Main Street, Palmyra, VA 22963
January 21, 2026
Special Meeting/Closed Session 4:00pm
Regular Meeting 6:00pm
Work Session 7:00pm

MEMBERS PRESENT: Tony O’Brien, Rivanna District, Chair
Timothy M. Hodge, Palmyra District, Vice Chair
Chris Fairchild, Cunningham District
Mike Goad, Fork Union 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 4:03pm, Chair O’Brien called to order the Special Meeting of January 21, 2026.

14 - CLOSED MEETING

MOTION:	At 4:03pm, 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 – Organizational Efficiency Study Review, legal advice involving Substantial Accord determination.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:	Second		Motion		
VOTE:	Yes	Yes	Yes	Yes	Absent
RESULT:	4-0				

MOTION:	At 6:03 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	Abstain
RESULT:	4-0-1				

1 - CALL TO ORDER, PLEDGE OF ALLEGIANCE, & MOMENT OF SILENCE
At 6:03pm, Chair O’Brien called to order the Regular Meeting of January 21, 2026. After the recitation of the Pledge of Allegiance, a moment of silence was observed.

3 - ADOPTION OF AGENDA

- Mr. Dahl requested the addition of Confirmation of Local Emergency Declaration to New Business.

MOTION:	Accept the Agenda, for the January 21, 2026 Regular Meeting of the Board of Supervisors, as presented.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:			Motion		Second
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

4 - COUNTY ADMINISTRATOR’S REPORT

Mr. Dahl reported on the following topics:

Staff and Community Recognitions

- Fluvanna County Department of Social Services coordinated the Christmas sponsors program again this year.
 - 28 sponsors distributed 12 turkey/meal baskets at Thanksgiving, 10 Ham/meal baskets at Christmas, and Christmas gifts to 106 children and 14 adults.
 - A big thanks to Jane Wilson who does a phenomenal job coordinating the program each year, and to all of the sponsors!

Announcements and Updates

- Winter Ball for All will be held at the Fluvanna Middle School
- Saturday. February 7, 2026, from 6-9pm
- Registration ends Sunday, February 1, at Midnight.
- Ages 5-12, \$30 per 1 parent and 1 child, \$10 for additional siblings, \$30 for additional parent.

Next BOS Meetings:

Day	Date	Time	Purpose	Location
Wed	Feb 4	5:00 PM	Regular Meeting	Circuit Court
Wed	Feb 4	7:00 PM	County Administrator's FY27 Budget Proposal and Revenue/Expenditure Brief	Circuit Court
Wed	Feb 11	5:30 PM	BOS Budget Work Session - Constitutional Officer/Department Briefs	Morris Room

5 - PUBLIC COMMENTS #1

At 6:07pm, Chair O’Brien opened the first round of Public Comments.

- Don Reynard, 3135 Union Mills Rd, commented on the Coves at Monticello.
- Tracy Smith, 2 Sandy Beach Ct, commented on Tenaska.
- Patti Reynard, commented on Special use Permits, zoning, and taxes.
- Ray Bassi, 50 Smokewood Dr, commented on Tenaska.

With no one else wishing to speak, Chair O’Brien closed the first round of Public Comments at 6:24pm.

6 – BOARDS AND COMMISSIONS

None.

7 – PRESENTATIONS

Treasurer’s Report – Debbie Rittenhouse, Treasurer

- Ms. Rittenhouse gave the Board a brief overview of the January 2026 Treasurer’s Report.

8 - ACTION MATTERS

Coves at Monticello Performance Incentive Grant – Eric Dahl, County Administrator

At the March 2, 2022 Board of Supervisors meeting, the board approved the Development and Performance Agreement for the Coves at Monticello affordable workforce housing complex, by agreeing to provide semi-annual grants through the EDA based on a certain percentage of the taxes paid by the Developer due to the increased real estate assessment, which is billed after a certificate of occupancy for the project is issued.

The first real estate tax bill meeting the terms of the Development and Performance Agreement was for real estate taxes due June 5, 2025, and the developer has paid the first real estate tax bill based upon the increased assessment. The developer has also met all other milestone terms in the agreement. The stipulated (base) 2021 assessed value of the property per the agreement is \$71,439.14. The current assessed value of the property to \$16,926,992.00. The difference between the assessed values is \$16,855,552.86 and at a current real estate tax rate of \$0.75 per 100, that equals an annual 2025 Performance Incentive Grant of \$126,416.65, equaling a first half payment at \$63,208.33 and second half payment at \$63,208.32, which is now due.

- The Board asked if Staff could supply information on the residents’ financial qualifications for housing at the Coves at Monticello.

MOTION:	Approve the Performance Incentive Grant amount of \$63,208.32 for FY26, with such payment to be made to the Economic Development Authority of Fluvanna County, Virginia, and for subsequent remittance to the developer Monticello Coves Realty Partners LP, and further authorize a supplemental appropriation of \$63,208.32 from Unassigned Fund Balance for payment of the grant funds.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:			Second		Motion
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

Containerized Live Fire Training Structure Construction Contract with Draeger, Inc. – Eric Dahl, County Administrator

- RFP 2025-04 was issued November 14 and closed December 11, 2025
- Draeger Inc. and Symtech Fire, LLC both submitted proposals
- Symtech was unable to complete the project within the timeframe required by the grant
- Total cost of \$730,305 for construction
- \$450,000 of this cost will be paid by the grant from the Virginia Department of Fire Programs
- Construction timeframe of 22-24 weeks
- Brock Construction, Inc. will be the general contractor for this part of the project.

MOTION:	Approve the Containerized Live Fire Training Structure Construction Contract with Draeger, Inc. in the amount \$730,305 and authorize the County Administrator to sign the contract subject to approval as to form by the County Attorney.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O'Brien	Mr. Sheridan
ACTION:			Second		Motion
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

Approval of Agreement with Daniel & Company, Inc. for Historic Courthouse restoration – Eric Dahl, County Administrator

- IFB 2025-03 was issued October 24 and closed December 4, 2025
- Three vendors submitted bids; Daniel & Company was selected as the lowest responsive and responsible bidder.
- The bid figure was \$1,897,000
- Daniel & Company, along with the other two bidders, identified Jam Studios as the subcontractor to do wood door and window restoration. Daniel & Co. was asked to identify alternate subcontractors
- Duffy Hoffman was found to be the most competitive alternate subcontractor, but this adds an additional cost of \$131,713
- Total contract cost is \$2,010,713

MOTION:	Approve the agreement with Daniel & Company, Inc. for restoration of the Historic Courthouse in the amount of \$2,010,713 and authorize the County Administrator to sign the agreement subject to approval as to form by the County Attorney.				
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:	Approve a supplemental appropriation in the amount of \$516,140 for the Historic Courthouse Restoration project, which includes increased costs for the restoration project and provides a 7.5% contingency fund, with such funds to come from Unassigned Fund Balance.				
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:	Approve a Building Permit fee waiver for the Historic Courthouse restoration project.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O'Brien	Mr. Sheridan
ACTION:		Second	Motion		
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

9 - PUBLIC HEARING

None.

10 - CONSENT AGENDA

The following items were approved under the Consent Agenda for January 21, 2026:

- *Minutes of January 7, 2026* – Caitlin Solis, Clerk to the Board
- *Minutes of January 13, 2026* – Caitlin Solis, Clerk to the Board
- *FY26 Sheriff's Office Supplemental Appropriation* – Theresa McAllister, Management Analyst II
- *FY26 Voluntary Contributions* – Theresa McAllister, Management Analyst II

- *Virginia Department of Emergency Management FY27 E-911 PSAP Education Program Grant Award* – Michael R. Grandstaff, Sheriff’s Office Staff; Sheriff Eric B. Hess, Sheriff
- *Position Description Update – Deputy Commissioner of the Revenue III* – Lauren Sheridan, Commissioner of the Revenue and Jennifer Whistleman, Director of Human Resources
- *CRMF - PG House Stair and Railing Replacement* – William F. Barber, Asst. Director of Public Works
- *CRMF - Request for Tree Removal and Pruning* – William F. Barber, Asst. Director of Public Works
- *CRMF - DIS Fuel Master Live* – Don Stribling, FCPS Executive Director

MOTION:	Approve the consent agenda, for the January 21, 2026 Board of Supervisors 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				

11 - UNFINISHED BUSINESS

Public Hearing Process

Mr. Fairchild brought up the Planning Commission meeting where Project Expedition was heard. He asked for staff to create documentation outlining the practices of hearing applicants and the public during public hearings

12 - NEW BUSINESS

Local Emergency Declaration – Eric Dahl, County Administrator

In anticipation of major winter weather forecast for central Virginia, Fluvanna County Public Safety and Emergency Management Staff determined that the threat of potential injury from winter weather, forecast to impact Central Virginia, was great enough to warrant coordinated local government action to prevent or alleviate any potential damage, loss, hardship, or suffering. A Declaration of Local Emergency grants Fluvanna County access to state and federal resources in order to address any public safety needs that may arise as a result of the anticipated storm and its residual effects.

This action is consistent with the requirements of the Code of Virginia Emergency Services and Disaster Law.

Code of Virginia § 44-146.21. Declaration of local emergency.

- (a) A local emergency may be declared by the local director of emergency management with the consent of the governing body of the political subdivision. In the event the governing body cannot convene due to the disaster or other exigent circumstances, the director, or in his absence, the deputy director, or in the absence of both the director and deputy director, any member of the governing body may declare the existence of a local emergency, subject to confirmation by the governing body at its next regularly scheduled meeting or at a special meeting within 45 days of the declaration, whichever occurs first. The governing body, when in its judgment all emergency actions have been taken, shall take appropriate action to end the declared emergency.

MOTION:	Approve the RESOLUTION FOR THE DECLARATION OF LOCAL EMERGENCY effective January 24, 2026 at midnight, in response to the effects of winter weather systems impacting the area.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:			Motion		Second
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

13 - PUBLIC COMMENTS #2

At 6:58pm, Chair O’Brien opened the second round of Public Comments.

- Ray Bassi, 50 Smokewood Dr, commented on planning commission meeting process and procedures. With no one else wishing to speak, Chair O’Brien closed the second round of Public Comments at 7:01pm.

FY26 NON-PROFIT BUDGET PRESENTATIONS

- Jaunt
- Region Ten Community Services Board
- Virginia Career Works
- Rivanna Conservation Alliance
- TJEMS
- Fluvanna/Louisa Housing Foundation

MOTION:	At 8:26pm, 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 – legal advice involving Substantial Accord determination.				
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 9:30 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:			Motion		Second
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

15 - ADJOURN

MOTION:	Adjourn the regular meeting of Wednesday, January 21, 2026 at 9:31pm.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	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

Anthony O’Brien
Chair



BOARD OF SUPERVISORS
County of Fluvanna
Palmyra, Virginia

RESOLUTION No. 03-2026

RESOLUTION FOR THE DECLARATION OF LOCAL EMERGENCY

WHEREAS, the National Weather Service has indicated a strong potential for hazardous winter weather for Fluvanna County through the weekend of January 24 & 25, 2024, expected to bring significant snowfall amounts and dangerously cold temperatures, potentially causing significant disruption, impacting transportation, and causing power outages; and

WHEREAS, County Public Safety and Emergency Management Staff, and the Director of Emergency Management, determined that the threat of potential injury from the forecasted weather was great enough to warrant coordinated local government action to prevent or alleviate any potential damage, loss, hardship, or suffering;

NOW, THEREFORE, BE IT RESOLVED that, pursuant to Virginia Code Section 44-146.21, the Director of Emergency Management has declared the existence of a local emergency for Fluvanna County, which such local emergency exists throughout Fluvanna County effective beginning at midnight, January 24, 2026 and expiring on February 1, 2026, and to which declaration the Board of Supervisors hereby consents; and

BE IT FURTHER RESOLVED that during the existence of said local emergency, the Director of Emergency Management and the Acting Director of Emergency Services, of Fluvanna County respectively, shall have the powers, functions, and duties prescribed by Virginia Code Section 44-146.21(c) and by the Fluvanna County Emergency Operations Plan in order to mitigate and recover from the effects of said local emergency.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Fluvanna County Board of Supervisors at a regular meeting of the Board held on the 21st day of January, 2026:

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

A Copy, teste:

Caitlin Solis
Clerk to the Board of Supervisors
Fluvanna County, Virginia

Anthony O'Brien
Chair, Board of Supervisors
Fluvanna County, Virginia