

**FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Circuit Courtroom, Fluvanna Courts Building
72 Main Street, Palmyra, VA 22963
April 15, 2026
Regular Meeting 6:00pm**

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 6:00pm, Chair O’Brien called to order the Regular Meeting of April 15, 2026. After the recitation of the Pledge of Allegiance, a moment of silence was observed.

3 - ADOPTION OF AGENDA

- *Mr. Dahl requested the additions of Authorization to Advertise for a Public Hearing to Approve Easement Agreement and Fork Union Water Supply Project to New Business.*

MOTION:	Accept the Agenda, for the April 15, 2026 Regular Meeting of the Board of Supervisors, as amended.				
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:

Announcements and Updates

- Happy Birthday Mr. O’Brien! - April 21st

Please join the Fluvanna County Department of Social Services for the Celebrating Children Fair

- A family fun indoor event sponsored by the Fluvanna Department of Social Services.
- Saturday, April 25, 2026 from 10am to 2pm
- Carysbrook Elementary School
- Free Activities, Free Information, Free Snacks, Free Giveaways
- Magician, balloon art, bounce house, and more!

Haden Cemetery Volunteers

- Cathy Rigby and Catherine Oneill are volunteering their time to help clean up the Haden Cemetery near the Dog Park. They are working with Wade Parrish and Parks and Recreation to get approval of the work being completed. Work will be ongoing until completed.

Donation to the County

- The Fluvanna Rotary has donated a chipper and a picnic table to the County for use at Pleasant Grove Park on the disc golf course and trails.

Easter with Pre-K

- Parks and Recreation partnered with Central Elementary’s Pre-K program for the annual Easter event. Due to scheduling conflicts, Parks and Recreation went to the school this year to do activities in their classrooms.
- P&R staff divided up into three classrooms to do crafts, games, and a story. Staff rotated every 15 minutes so all students had an opportunity to experience each activity.
- Each student received an Easter bag that was decorated by our senior centers and filled by P&R.

Easter Egg Hunt In the Park

- Parks & Recreation’s Annual Easter Egg Hunt was held on Saturday, April 4 at 10am promptly. Egg hunt lasted approximately 7 minutes with over 400 youth hunting eggs!
- Parks and Rec set up 4 hunt zones with a total of 7,000 eggs spread out with one “Golden” egg in each zone worth an Easter basket if found.
 - o Infant to 3 = 2,000 eggs
 - o 4 to 6 = 2,000 eggs
 - o 7 to 9 = 2,000 eggs
 - o 10 to 12 = 1,000 eggs

- Fluvanna County High School students volunteered at various parts of the park for their Hands on Fluvanna day on April 3. They worked at the Dog Park, Trail clearing, Disc Golf Course, tree planting, and mulching/weeding at the Butterfly and Community Gardens.

UPCOMING EVENTS

- Fluvanna County Tire Drop Off at Pleasant Grove Park. April 25, 2026 9-11am.
- Carnival at Pleasant Grove Park. May 6-9, 2026

NEXT BOS MEETINGS

Day	Date	Time	Purpose	Location
Wed	May 6	5:00 PM	Regular Meeting	Circuit Court
Wed	May 20	6:00 PM	Regular Meeting	Circuit Court
Wed	Jun 3	5:00 PM	Regular Meeting	Circuit Court
Wed	Jun 17	6:00 PM	Regular Meeting	Circuit Court

5 - PUBLIC COMMENTS #1

At 6:08pm, Chair O’Brien opened the first round of Public Comments.

- Tracey Smith, 2 Sandy Beach Ct, commented on Tenaska.
 - Ray Bassi, 50 Smokewood Dr, commented on Tenaska.
 - Debbie Rittenhouse, Treasurer, commented on Taxing Authority Consulting Services (TACS) tax collection.
- With no one else wishing to speak, Chair O’Brien closed the first round of Public Comments at 6:21pm.

6 – 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
JABA Board of Directors	Chris Baca (I)		Reappt	3/1/2026	2/29/2028
JABA Advisory Council	Catherine Rigby		Appt	5/1/2026	4/30/2028
Monticello Area Community Action Agency (MACAA) – Fluvanna Citizen Representative	David Harlow		Appt	4/15/2026	6/30/2026
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:		Motion	Second		
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

7 – PRESENTATIONS

The Barn at Pleasant Grove – McKinley Jones, Project Representative/Fluvanna Resident

Ms. Jones presented the plan for a new agricultural building to replace the rented tent used by the 4-H livestock show at the annual County Fair.

8 - ACTION MATTERS

Draft VDOT Secondary Six Year Plan & Authorization to Advertise a Public Hearing for the Secondary Six Year Plan – Scott Thornton, VDOT Residency Administrator

Mr. Thornton reviewed the proposed Secondary Six Year Plan in advance of the Authorization to Advertise the Secondary Six Year Plan Public Hearing on May 20, 2026.

MOTION:	Authorize staff to advertise for a public hearing regarding the Virginia Department of Transportation Secondary Six Year Plan.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:		Motion	Second		
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

Child Abuse Prevention Month – Sara Phillip, Senior CPS Worker, gave a short presentation about local CPS numbers and what DSS staff is experiencing.

Fluvanna County 2025

- **442** Referrals
- **151** Valid Referrals
 - **90** Family Assessments
 - **57** Investigation with **24** Founded Investigations
 - **4** Out of Family Investigation with **2** Founded Investigations
 - **4** Substance Exposed Infants
- Average of **19**- Children in Foster Care
- **58** Cases worked with Law Enforcement

MOTION:	Proclaim the month of April 2026 as Celebrating Children Month in Fluvanna County in observation of Child Abuse Prevention Month.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O'Brien	Mr. Sheridan
ACTION:			Motion		Second
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

Resident Access and Business License Modules Implementation – Eric Dahl, County Administrator

The County has been working with Tyler Technologies for some time to implement Tyler Payments and Citizen Self-Service. The Tyler Payments platform has been implemented for in-person electronic payments, but the Citizen Self Service module has encountered a few implementation issues and there currently is a better online resident interface with Resident Access. This product is especially important for the Treasurer’s office functions and better access for the residents to make online payments for many different applications, e.g. real estate taxes, personal property taxes, utility bills, animal license and other business-related taxes to name a few. The annual fee for Resident Access would be substituted by the Citizen Self-Service annual fee. Tyler Technology will have one-time implementation costs of \$6,200 associated with this request.

With the County implementation of a Food and Beverage Tax and the Transient Occupancy Tax, the Commissioner of the Revenue has been utilizing a manual tracking system and it doesn’t provide the necessary functionality to appropriately track and/or assess payments. Tyler Technologies has a Business License - Enterprise Business Management module specifically for tracking Food and Beverage Tax, Transient Occupancy Tax and other business-related functions. Besides providing better County regulatory compliance and ensuring payments are being made, this will also allow businesses online functionality to file taxes, have user account access, access forms, and other functionality. The annual fee associated with this product is \$2,652 and the one-time implementation and form set-up costs are \$10,920.

To have this implemented in the most expedient and efficient way, it is recommended for the County to use an outside third-party support experienced in Tyler Technology implementation to be the bridge between Tyler Technology, the Treasurer and Commissioner of the Revenue offices and IT. The estimated one-time cost is \$20,000.

A portion of this implementation work was a priority in the 2024 BOS Work Plan, as well as an identified modernization improvement in Organizational Efficiency Study.

MOTION:	Approve the implementation of the Tyler Technology Resident Access and Business License modules at a cost of \$19,772 and funding for third-party implementation support at an estimated cost not to exceed \$20,000, and authorize a supplemental appropriation for \$39,772 to come from Unassigned Fund Balance, and further authorize the County Administrator to sign any necessary agreements 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

SUP 26:08 Lenherr – Jason Overstreet, Senior Planner

The applicant is requesting a Special Use Permit (SUP) to allow a specialty retail store in order to sell swimming pool supplies and equipment on a on a 3.1-acre parcel located at 4643 Thomas Jefferson Parkway, Palmyra, Virginia and identified as Tax Map 18-A-4. The applicant currently operates RDL Pool Supply at the Turkeysag Trail shopping center and intends to relocate the business if permitted.

At 7:06pm, Chair O'Brien opened the Public Hearing. With no one wishing to speak, Chair O'Brien closed the Public Hearing at 7:06pm.

MOTION:	Approve SUP 26:08, a request to permit a specialty retail store on a 3.1-acre parcel located at 4643 Thomas Jefferson Parkway, Palmyra, Virginia and identified as Tax Map 18-A-4.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O'Brien	Mr. Sheridan
ACTION:	Motion	Second			
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

ZTA 26:10 – Amendments to the Fluvanna County Zoning Ordinance, amending § 22-15-2 to include signs for volunteer fire departments and rescue squads as being exempt from requirements in the County Sign Ordinance – Dan Whitten, County Attorney; Todd Fortune, Director of Planning
 - Mr. Goad read a disclosure statement that can be found attached to the minutes.

At 7:11pm, Chair O'Brien opened the Public Hearing.

- John Lye, commented on the condition of the previous sign and spoke in support of the ZTA 26:10. With no one else wishing to speak, Chair O'Brien closed the Public Hearing at 7:12pm.

MOTION:	Finding that the proposed zoning ordinance amendment is appropriate for the public necessity, convenience, and general welfare and is good zoning practice, I move that the Board of Supervisors approve ZTA 26:10 an ordinance to amend and reordain "The Code of the County of Fluvanna, Virginia" by amending § 22-15-2 to include signs for volunteer fire departments and rescue squads as being exempt from requirements in the County Sign Ordinance.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O'Brien	Mr. Sheridan
ACTION:	Motion		Second		
VOTE:	Yes	Abstain	Yes	Yes	Yes
RESULT:	4-0-1				

10 - CONSENT AGENDA

The following items were approved under the Consent Agenda for April 15, 2026:

- Minutes of March 11, 2026 – Caitlin Solis, Clerk to the Board
- Minutes of March 18, 2026 – Caitlin Solis, Clerk to the Board
- Minutes of March 25, 2026 – Caitlin Solis, Clerk to the Board
- Minutes of April 1, 2026 – Caitlin Solis, Clerk to the Board
- FY26 Sheriff's Office Supplemental Appropriation – Theresa McAllister, Management Analyst II
- County Attorney and Board of Supervisors Budget Transfers – Eric Dahl, County Administrator
- CRMF - PG Caretaker House Demolition Request – Dale Critzer, Director of Public Works

MOTION:	Approve the consent agenda, for the April 15, 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

None.

12 - NEW BUSINESS

Authorization To Advertise for a Public Hearing to Approve Easement Agreement – Dan Whitten, County Attorney

- Fluvanna County owns the property identified as TM # 30-A-1, also known as Pleasant Grove Park.
- The County desires to place underground the powerline that currently runs above the stage near the Pleasant Grove House.
- The County will need to pay the construction cost of \$1,307.

MOTION:	Advertise a public hearing to be held May 6, 2026 to approve an underground utility easement agreement to Central Virginia Electric Cooperative.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O'Brien	Mr. Sheridan
ACTION:		Motion	Second		
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

Fork Union Water Supply Project – Eric Dahl, County Administrator and Dan Whitten, County Attorney

- Mr. Whitten gave a brief update on the Fork Union Water Supply Project. There is a need to survey property along the project which will reach 50 feet from the center of the road along the water line. The County Attorney Office sent 225 certified letters to property owners to inform them their property will need to be accessed, and to give permission for the work to begin.

Central Virginia Regional Housing Project (CVRHP) Appointment – Eric Dahl, County Administrator

- Mr. Dahl asked if a Board member would like to be appointed to the CVRHP Board with TJPDC. The Board briefly discussed and decided to give the Planning Commission an opportunity to fill the vacancy. If the Planning Commission does not wish to participate on CVRHP, the Board would appoint a member.
- Mr. O’Brien brought up a one-time bonus for teachers and constitutional officers proposed by the state. Mr. Dahl will bring details back at the next Board meeting.

13 - PUBLIC COMMENTS #2

At 7:39pm, Chair O’Brien opened the second round of Public Comments.

With no one wishing to speak, Chair O’Brien closed the second round of Public Comments at 7:39pm.

RECESS FOR DINNER AND CLOSED SESSION

14 - CLOSED MEETING

MOTION:	At 7:40pm, move the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the provisions of Section 2.2-3711 A.5, & A.8 of the Code of Virginia, 1950, as amended, for the purpose of discussing Prospective Industry – prospective business update in the Fork Union and Columbia Districts; and Legal Matters – legal advice involving Valley Link.				
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:	At 8:58 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, April 15, 2026 at 8:58pm.				
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

Anthony O’Brien
Chair



BOARD OF SUPERVISORS

County of Fluvanna
Palmyra, Virginia

PROCLAMATION 01-2026

Child Abuse Prevention Month

WHEREAS, children are the foundation of a sustainable and prosperous society, and our welfare as a Commonwealth and a nation is built on a foundation of safe and healthy child development; and

WHEREAS, child abuse is among our nation's foremost public health issues, with studies revealing a direct link between the abuse and neglect of children and long-term psychological, emotional, and physical effects, often with lifelong consequences for victims of abuse and potential impact for future generations; and

WHEREAS, in State Fiscal Year 2024, Virginia received more than 33,000 completed reports of child abuse or neglect, involving over 53,000 children; and

WHEREAS, these numbers reflect the thousands of families across the Commonwealth who rely on strong community partnerships, prevention programs and supportive services to keep children safe and help families thrive; and

WHEREAS, childhood trauma, including abuse and neglect, effects every segment of our community, and finding solutions requires input and action from everyone; and

WHEREAS, child sexual abuse is one of the leading public health issues affecting children, carrying profound and long-lasting consequences for their physical, emotional, and psychological well-being; and

WHEREAS, child trafficking, also known as the commercial sexual exploitation of children (CSEC), is a grave human rights violation that poses serious public health and criminal justice concerns, occurring daily across the United States; and

WHEREAS, the prevention of child abuse, exploitation, and trafficking requires a collective effort, with widespread community engagement, education, and awareness playing a vital role in protecting children and reducing harm; and

WHEREAS, protective factors such as economic and social supports create conditions that reduce or eliminate risk and promote the social, emotional, and developmental well-being of children; and

WHEREAS, every child is entitled to love and care in a safe and nurturing environment free from abuse and neglect with access to the support and educational opportunities needed to help them grow and thrive; and

WHEREAS, creating communities where Virginia's families are supported and strengthened through meaningful partnerships between schools, professional health services, community and faith-based organizations, businesses, and law enforcement can prevent child abuse and neglect; and

WHEREAS, through partnership with numerous state agencies and non-governmental organizations, the Commonwealth of Virginia established a five-year child welfare prevention plan targeting resources and services to prevent abuse and neglect; and

WHEREAS, April is National Child Abuse Prevention Month, a time for Virginians and Americans to be reminded of the courage and responsibility it takes to raise a child as we strive to increase awareness about child abuse and neglect while creating safe and healthy environments for children to live with supportive families and engaged communities;

NOW, THEREFORE, the Fluvanna County Board of Supervisors, does hereby recognize April 2026, as **CHILD ABUSE PREVENTION MONTH** in Fluvanna County and urge all citizens to recognize this month by dedicating ourselves to the task of improving the quality of life for all children and families.

Passed and adopted this 15th day of April, 2026.

Anthony O'Brien
Chair, Board of Supervisors