



**FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING AGENDA**

Carysbrook Performing Arts Center
8880 James Madison Hwy, Fork Union, VA 23055

March 1, 2023

Regular Meeting at 5:00 pm

Budget Work Session at 7:00 pm

TAB	AGENDA ITEMS
1	CALL TO ORDER
2	PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE
3	ADOPTION OF AGENDA
	SPECIAL PRESENTATION
	Recognition of Ed Zimmer – Eric Dahl, County Administrator
4	COUNTY ADMINISTRATOR'S REPORT
5	PUBLIC COMMENTS #1 (5 minutes each)
6	PUBLIC HEARING
7	ACTION MATTERS
A	County participation in Virginia Opioid Settlement (2 nd settlement) – Frederick W. Payne, County Attorney
7A	APPOINTMENTS
B	Board, Commission, and Committee Appointments – Eric Dahl, County Administrator
8	PRESENTATIONS (normally not to exceed 10 minutes each)
C	VDOT Quarterly Report – Scott Thornton, Residency Administrator/Louisa Residency
D	Free Hill Cemetery – Tricia Johnson, Fluvanna County Historical Society
9	CONSENT AGENDA
E	Minutes of February 15, 2023 – Caitlin Solis, Clerk to the Board
F	Minutes of February 22, 2023 – Caitlin Solis, Clerk to the Board
G	CRMF - CAR Water Leak – Don Stribling, FCPS Executive Director
H	FY23 Pay Rates and Classifications – Donna Snow, Director of Human Resources
I	Approval of Open Space Agreement for Andrew J. Mills, Jr. and Carol A. Mills – Andrew M. Sheridan, Jr., Commissioner of the Revenue
J	Approval of Open Space Agreement for David J. and Becky L. Peterson – Andrew M. Sheridan, Jr., Commissioner of the Revenue
10	UNFINISHED BUSINESS
K	BOS 2022-2023 Boards, Commissions and Committees Review – Eric Dahl, County Administrator
11	NEW BUSINESS

Fluvanna County is committed to providing an excellent quality of life for our citizens and businesses through the efficient delivery of core services and programs, while preserving the unique identity and rural character of the County.

TBD

12 – PUBLIC COMMENTS #2 (5 minutes each)

13 – CLOSED MEETING

TBD

RECESS – DINNER BREAK

RECONVENE @ 7:00pm

BUDGET WORK SESSION

County Department Budget Proposals & CIP – Eric Dahl, County Administrator

Budget Discussion – Eric Dahl, County Administrator

14 – ADJOURN



County Administrator Review

PLEDGE OF ALLEGIANCE

I pledge allegiance, to the flag,
of the United States of America,
and to the Republic for which it stands,
one nation, under God, indivisible,
with liberty and justice for all.

GENERAL RULES OF ORDER

1. It shall be the duty of the Chairman to maintain order and decorum at meetings. The Chairman shall speak to points of order in preference to all other members.
2. In maintaining decorum and propriety of conduct, the Chairman shall not be challenged and no debate shall be allowed until after the Chairman declares that order has been restored. In the event the Board wishes to debate the matter of the disorder or the bringing of order; the regular business may be suspended by vote of the Board to discuss the matter.
3. No member or citizen shall be allowed to use defamatory or abusive language directed at any member of the Board or other person, to create excessive noise, or in any way incite persons to use such tactics. The Chair shall be the judge of such breaches, however, the Board may by majority vote of the Board members present and voting to overrule the judgment of the Chair.
4. When a person engages in such breaches, the Chairman shall order the person's removal from the building, or may order the person to stand silent, or may, if necessary, order the person removed from the County property.

RULES OF PROCEDURE FOR PUBLIC HEARINGS

1. PURPOSE
 - The purpose of a public hearing is to receive testimony from the public on certain resolutions, ordinances or amendments prior to taking action.
 - A hearing is not a dialogue or debate. Its express purpose is to receive additional facts, comments and opinion on subject items.
2. SPEAKERS
 - Speakers should approach the lectern so they may be visible and audible to the Board.
 - Each speaker should clearly state his/her name and address.
 - All comments should be directed to the Board.
 - All questions should be directed to the Chairman. Members of the Board are not expected to respond to questions, and response to questions shall be made at the Chairman's discretion.
 - Speakers are encouraged to contact staff regarding unresolved concerns or to receive additional information.
 - Speakers with questions are encouraged to call County staff prior to the public hearing.
 - Speakers should be brief and avoid repetition of previously presented comments.
3. ACTION
 - At the conclusion of the public hearing on each item, the Chairman will close the public hearing.
 - The Board will proceed with its deliberation and will act on or formally postpone action on such item prior to proceeding to other agenda items.
 - Further public comment after the public hearing has been closed generally will not be permitted.

Fluvanna County is committed to providing an excellent quality of life for our citizens and businesses through the efficient delivery of core services and programs, while preserving the unique identity and rural character of the County.

**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT**

MEETING DATE:	March 1, 2023				
AGENDA TITLE:	County participation in Virginia Opioid Settlement (2 nd settlement)				
MOTION(s):	I move the Board of Supervisors approve the attached resolution approving the County's participation in the proposed settlement of opioid-related claims against certain entities named in the resolution and directing the County Attorney to execute the documents necessary to effectuate the County's participation in the settlements.				
BOS 2 YEAR GOALS?	Yes	No	If yes, list goals(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		X			
STAFF CONTACT(S):	Frederick W. Payne, County Attorney				
PRESENTER(S):	Frederick W. Payne, County Attorney				
RECOMMENDATION:	Approval				
TIMING:	Participation must be noted and all documents perfected and filed as soon as practicable but not later than March 15, 2023				
DISCUSSION:	Several entities have filed claims nationally against a number distributors and one manufacturer of opioid pharmaceuticals, which claims have been participated in by the Commonwealth and approximately 80 of its localities (to date). These claims have been tentatively settled by the agreement of all participating parties to accept a monetary settlement and, in return, releasing all claims to which they may be entitled against the settling distributors and manufacturer. The amount of the settlement is approximately \$26 billion nationally, of which approximately \$530 million will be paid over time to the Commonwealth, including the Opioid Abatement Fund, and the participating Virginia localities. It is contemplated that approximately 30% of the total will accrue to the Commonwealth's participating localities. The precise amounts to accrue to each locality cannot be calculated until all participating localities have filed the necessary documents to participate. The MOU to approve the negotiated settlement was signed by the Attorney General on behalf of the Commonwealth in August of 2021.				
FISCAL IMPACT:	Unknown at this time but probably substantial				
POLICY IMPACT:	Positive effect on abuse of opioid products and ability of the County to counter such abuse.				
LEGISLATIVE HISTORY:	None				

ENCLOSURES:	Resolution. For more detail regarding terms of the settlement please see www.nationalopioidsettlement.com				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
	X				



BOARD OF SUPERVISORS
 County of Fluvanna
 Palmyra, Virginia
RESOLUTION No. 07-2023

A RESOLUTION OF THE FLUVANNA COUNTY, VIRGINIA, BOARD OF SUPERVISORS APPROVING OF THE COUNTY’S PARTICIPATION IN THE PROPOSED SETTLEMENT OF OPIOID-RELATED CLAIMS AGAINST TEVA, ALLERGAN, WALMART, WALGREENS, CVS, AND THEIR RELATED CORPORATE ENTITIES, AND DIRECTING THE COUNTY ATTORNEY AND/OR THE COUNTY’S OUTSIDE COUNSEL TO EXECUTE THE DOCUMENTS NECESSARY TO EFFECTUATE THE COUNTY’S PARTICIPATION IN THE SETTLEMENTS

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, 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 Teva, Allergan, Walmart, Walgreens, and CVS to pay billions of 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 these pending settlements with Teva, Allergan, Walmart, CVS, and Walgreens shall be considered “Settlements” that are 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, and opioid manufacturer Janssen Pharmaceuticals; and

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

NOW THEREFORE BE IT RESOLVED that the Fluvanna County, Virginia, Board of Supervisors, this 1st day of March, 2023, approves of the County’s participation in the proposed settlement of opioid-related claims against Teva, Allergan, Walmart, Walgreens, CVS, and their related corporate entities, and directs the County Attorney and/or the County’s outside counsel to execute the documents necessary to effectuate the County’s participation in the settlements, including the required release of claims against settling entities.

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

Attest:

 Mozell H. Booker, Chair
 Fluvanna County Board of Supervisors

FLUVANNA COUNTY BOARD OF SUPERVISORS
BCC APPOINTMENTS STAFF REPORT

MEETING DATE:	March 1, 2023		
AGENDA TITLE:	Board, Commission, and Committee Appointments		
MOTION:	I move the Board of Supervisors approve the following Board, Commission, or Committee appointment(s):		
Board/Commission/Committee	Appointees	Begins Term	Ends Term
Region Ten Community Services Board – Fluvanna County Representative	Austin Baker Leslie Woodfolk	3/1/2023	12/31/2025
Planning Commission – Columbia District Representative	Carolyn Ley Lorretta Johnson-Morgan	3/1/2023	6/30/2026

BCC VACANCIES AND APPLICANTS

BCC Vacancies	Applicants	Appt	District	Current BCC Appointments / Other Notes
Region Ten Community Services Board – Fluvanna County Representative	Austin Baker	Appt	Rivanna	Term beginning immediately and ending December 31, 2025.
Region Ten Community Services Board – Fluvanna County Representative	Leslie Woodfolk	Appt	Cunningham	Term beginning immediately and ending December 31, 2025. Also serving on the Jaunt Board and JABA Advisory Council.
Planning Commission – Columbia District Representative	Carolyn Ley	Appt	Columbia	Term beginning immediately and ending June 30, 2026.
Planning Commission – Columbia District Representative	Lorretta Johnson-Morgan	Appt	Columbia	Term beginning immediately and ending June 30, 2026. Also serving on the Economic Development Authority.

DISCUSSION:

- Region Ten Community Services Board – Fluvanna County Representative – One position available. Term began January 1, 2023 and ending December 31, 2025.
- Planning Commission – Columbia District Representative – One position available. Unexpired term (previously held by Ed Zimmer who resigned January 15, 2023) began July 1, 2022 and ending June 30, 2026.

ENCLOSURES: Candidate Applications



APPLICATION TO SERVE ON BOARDS/COMMISSION/COMMITTEES

County of Fluvanna

Applicants are considered as vacancies occur and your application will be kept on file for three years.

Fluvanna County does not discriminate on the basis of race, color, national origin, sex, religion, age, or disability in employment or the provision of services. Before completing the application, please review the membership requirements for the Board, Commission, or Committee for which you are interested. Applicants who do not meet membership requirements will not be put forward for consideration.

Name: Austin Baker	Election <input type="checkbox"/> Columbia <input type="checkbox"/> Cunningham <input type="checkbox"/> Fork Union District: <input type="checkbox"/> Palmyra <input checked="" type="checkbox"/> Rivanna <input type="checkbox"/> Other
EXPERIENCE/PROFESSIONAL EXPERTISE/EDUCATION (Please provides dates of education and experience. You may also provide a resume/CV.): B.S. in Psychology - Virginia Tech (Dec 2017) B.A. in Economics - Emory & Henry College (Nov 2021) Qualified Mental Health Professional-Child (employment and professional license) (2018-present) Virginia Army National Guard (2018-present) 5 years mental health experience including 3 Community Service Boards	
CURRENT OR PRIOR SERVICE ON BOARDS/COMMISSIONS/OR COMMITTEES: N/A	
CIVIC ACTIVITIES AND MEMBERSHIPS (Roles with fraternal, business, church, or social groups – please provide dates): Virginia Army National Guard, 2018-Present	
REASON(S) FOR WANTING TO SERVE FLUVANNA COUNTY: While I am a native of Southwest Virginia, Fluvanna County is my home now and I want to be a part of making it better place to live and raise a family.	

Fluvanna County Board, Committee, and Commission Attendance Policy

(Approved June 17, 2015)

1. BCC members shall attend at least two-thirds of all scheduled meetings in each calendar year while serving.
2. The Chairperson of the board, commission, or committee shall notify the Clerk to the Board of Supervisors of any absences exceeding this policy.
3. The Clerk shall report these findings to the Board of Supervisors, typically in closed session.
4. Appointees who do not meet the attendance requirement without a valid reason(s) may be deemed to have rendered an implied resignation of that appointment.
5. The Board may choose to accept the resignation and appoint another person to fill the appointed position. The Board may also override the implied resignation and extend the appointment, if extenuating circumstances so dictate.
6. This requirement shall apply to all boards, commissions, or committees listed on the attached application form, provided however, that if State or County Ordinance addresses attendance requirements in an alternative manner, such law shall prevail.

**PLEASE INDICATE BELOW THE BOARDS, COMMISSIONS, OR COMMITTEES (BCC)
ON WHICH YOU WISH TO SERVE.**

X	BCC	X	BCC	X	BCC
	Agricultural/Forestral District Advisory Committee	X	Finance Board	X	Piedmont Virginia Community College (PVCC) Board
	Board of Equalization (BOE)		Fluvanna Partnership for Aging Committee (FPA)	X	Planning Commission (PC)
	Board of Zoning Appeals (BZA)		Fork Union Sanitary District (FUSD) Advisory Committee	X	Region Ten Community Services Board
	Building Code of Appeals Board		James River Water Authority (JRWA)		Rivanna River Basin Commission
	Central Virginia Regional Jail (CVRJ) Authority		JAUNT Board	X	Social Services Board
	Columbia Task Force (CARE)		Jefferson Area Board of Aging (JABA) Advisory Council	X	Thomas Jefferson Planning District Commission (TJPDC)
	Community Policy & Management Team (CPMT)		Jefferson Area Board of Aging (JABA) Board of Directors		Thomas Jefferson Water Resources Protection Foundation
X	Economic Development Authority (EDA)	X	Library Board of Trustees		
	Economic Develop. & Tourism Advisory Council (EDTAC)	X	Monticello Area Community Action Agency (MACAA)		
	Family Assessment and Planning Team (FAPT)	X	Parks & Recreation Advisory Board (RAB)		

Submit by email (clerk@fluvannacounty.org) or mail to:

County of Fluvanna, Attention: Clerk, Board of Supervisors, PO Box 540, Palmyra, VA 22963

By signing below you are indicating that you have read and understand the Fluvanna County BCC Attendance Policy and that you agree to abide by the Bylaws of any Board, Commission, or Committee to which you may be appointed.

In accordance with Virginia Code §2.2-3705.1, by submitting this application, it is presumed that you are providing your personal contact information to be used for communicating with the County, and unless otherwise indicated by you, your personal contact information will not be shared publicly.

Applicant's Signature <i>(Typing name below serves as digital signature)</i>		Date	
Austin Baker (from file)		November 22, 2022	
Mailing Address (including City, State, & ZIP)		Physical Address (if different)	
678 Jefferson Drive, Palmyra, VA 22963			
Years Lived in Fluvanna	Phone #	Alternate Phone #	Email Address
2			

Office Use Only

Application Received On:	2022-11-23	Application Received By:	
Acknowledgement Sent:	2022-11-23	Caitlin Solis	
Renewal Date:		Remarks:	
Renewal Date:			
Renewal Date:			
Renewal Date:			

Austin Baker

2611 Hydraulic Road Apt. C
Charlottesville, VA 22901



SKILLS

-Registered as Qualified Mental Health Professional - Trainee

-Experience working under stressful conditions, often involving the public

-Certified for Firefighter I, Hazmat Operations & Awareness, and Mass Casualty Decontamination

-Experience effectively communicating with individuals from diverse backgrounds, including those in mental health crisis

EXPERIENCE

Virginia National Guard, Rocky Mount, VA - *Chemical, Biological, Radiological, & Nuclear Specialist*

February 2018 - PRESENT

- Knowledgeable in chemical, biological, radiological & nuclear agent characteristics and response techniques
- Train soldiers/civilians in the proper use of personal protective equipment and chemical agent monitoring equipment
- Respond to community needs in cooperation with state and local response agencies during times of need (Coronavirus outbreak)

Highlands Community Services, Abingdon, VA - *Therapeutic Day Treatment Specialist*

August 2019 - March 2020

- Worked to support children in developing appropriate behavior and emotional regulation in a public school setting
- Taught coping skills and social skills to elementary-aged children both one-on-one and in groups of 5-10 individuals
- Worked with teachers, school administrators, and mental health professionals to develop treatment plans to improve student classroom behavior and academic performance

Frontier Health, Weber City, VA - *Case Manager II*

October 2018 - August 2019

- Work with mental health and recovering substance abuse clients to develop personalized treatment goals
- Coordinate services with mental health professionals, physicians, and community agencies to ensure clients receive appropriate levels of care and access to available resources

Natural Tunnel State Park, Duffield, VA - *Park Ranger*

May 2014 - December 2017

- Audit daily park revenue, prepare financial reports and prepare bank deposits with amounts greater than \$10,000
- Teach guests about the park and local history and geography

EDUCATION

Virginia Tech, Blacksburg, VA- *Bachelor of Science: Psychology*

December 2017



APPLICATION TO SERVE ON BOARDS/COMMISSION/COMMITTEES

County of Fluvanna

Name: Leslie Woodfolk		Election <input type="checkbox"/> Columbia <input checked="" type="checkbox"/> Cunningham <input type="checkbox"/> Fork Union	
		District: <input type="checkbox"/> Palmyra <input type="checkbox"/> Rivanna <input type="checkbox"/> Other	
Mailing Address (including City, State, & ZIP) 362 Jefferson Drive Palmyra, VA 22963		Physical Address (if different)	
Years Lived in Fluvanna 52	Cell Phone – preferred? [REDACTED]	Home Phone – preferred?	Email [REDACTED]
EXPERIENCE/PROFESSIONAL EXPERTISE/EDUCATION (Please provides dates of education and experience.): General studies fluvanna county high school Piedmont community college Charlottesville va American national college Charlottesville va			
CURRENT OR PRIOR SERVICE ON BOARDS/COMMISSIONS/OR COMMITTEES:			
CIVIC ACTIVITIES AND MEMBERSHIPS (Roles with fraternal, business, church, or social groups – please provide dates): West Bottom Baptist Church-Usher/Sound Tech			
REASON(S) FOR WANTING TO SERVE FLUVANNA COUNTY: I love my county and want to give back to the community and I would like to see more growth in the county. To give back to the community and to help people Achieve their goals in life.			
Applicants are considered as vacancies occur and your application will be kept on file for three years. Fluvanna County does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provision of services. Submit by email (clerk@fluvannacounty.org) or mail to: Clerk, Board of Supervisors, PO Box 540, Palmyra, VA 22963 By signing below you are indicating that you have read and understand the attached Fluvanna County BCC Attendance Policy and that you agree to abide by the Bylaws of any Board, Commission, or Committee to which you may be appointed.			
Applicant's Signature <i>(Typing name below serves as digital signature)</i> Leslie Woodfolk		Date 4-20-2021	

PLEASE INDICATE BELOW THE BOARDS, COMMISSIONS, OR COMMITTEES ON WHICH YOU WISH TO SERVE.

X	Board, Commission, Committee
	Agricultural/Forestral District Advisory Committee
	Board of Equalization (BOE)
	Board of Zoning Appeals (BZA)
	Building Code of Appeals Board
	Central Virginia Regional Jail (CVRJ) Authority
	Columbia Task Force (CARE)
	Community Policy & Management Team (CPMT)
	Economic Development Authority (EDA)
	Economic Develop. & Tourism Advisory Council (EDTAC)
X	Family Assessment and Planning Team (FAPT)
	Finance Board
	Fluvanna Partnership for Aging Committee (FPA)
	Fork Union Sanitary District (FUSD) Advisory Committee
	James River Water Authority (JRWA)
X	JAUNT Board

X	Board, Commission, Committee (cont.)
X	Jefferson Area Board of Aging (JABA) Advisory Council
X	Jefferson Area Board of Aging (JABA) Board of Directors
	Library Board of Trustees
	Monticello Area Community Action Agency (MACAA)
	Palmyra Area Revitalization Committee (PARC)
	Parks & Recreation Advisory Board (RAB)
	Piedmont Virginia Community College (PVCC) Board
	Planning Commission
	Region Ten Community Services Board
	Rivanna River Basin Commission
x	Social Services Board
	Thomas Jefferson Planning District Commission (TJPDC)
	Thomas Jefferson Water Resources Protection Foundation
x	Youth Advisory Council (YAC)
	OTHER:

Fluvanna County Board, Committee, and Commission Attendance Policy

(Approved June 17, 2015)

1. BCC members shall attend at least two-thirds of all scheduled meetings in each calendar year while serving.
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Office Use Only	
Application Received On:	Application Received By:
Acknowledgement Sent:	
Renewal Date:	Remarks:
Renewal Date:	
Renewal Date:	
Renewal Date:	



APPLICATION TO SERVE ON BOARDS/COMMISSION/COMMITTEES

County of Fluvanna

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Name: Lorretta Johnson-Morgan	Election: <input checked="" type="checkbox"/> Columbia <input type="checkbox"/> Cunningham <input type="checkbox"/> Fork Union District: <input type="checkbox"/> Palmyra <input type="checkbox"/> Rivanna <input type="checkbox"/> Other
EXPERIENCE/PROFESSIONAL EXPERTISE/EDUCATION (Please provide dates of education and experience. You may also provide a resume/CV.): Computer Software Engineer at the University of Virginia for 35 years. Now Retired Degree for the National Business College High School Diploma from Fluvanna County High School	
CURRENT OR PRIOR SERVICE ON BOARDS/COMMISSIONS/OR COMMITTEES: Economic Development Board	
CIVIC ACTIVITIES AND MEMBERSHIPS (Roles with fraternal, business, church, or social groups – please provide dates): Member of Columbia Baptist Church Member of NAACP Member of the Fluvanna Leaders for Race & Diversity Graduate from the Fluvanna Leadership Program Volunteer with the Fluvanna County Sheriff Office (VIPs) program	
REASON(S) FOR WANTING TO SERVE FLUVANNA COUNTY: To serve as a representative and voice for my community and the County.	

Fluvanna County Board, Committee, and Commission Attendance Policy

(Approved June 17, 2015)

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ON WHICH YOU WISH TO SERVE.**

X	BCC	X	BCC	X	BCC
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	Board of Equalization (BOE)		Fluvanna Partnership for Aging Committee (FPA)	X	Planning Commission (PC)
	Board of Zoning Appeals (BZA)		Fork Union Sanitary District (FUSD) Advisory Committee		Region Ten Community Services Board
	Building Code of Appeals Board		James River Water Authority (JRWA)		Rivanna River Basin Commission
	Central Virginia Regional Jail (CVRJ) Authority		JAUNT Board		Social Services Board
	Columbia Task Force (CARE)		Jefferson Area Board of Aging (JABA) Advisory Council		Thomas Jefferson Planning District Commission (TJPDC)
	Community Policy & Management Team (CPMT)		Jefferson Area Board of Aging (JABA) Board of Directors		Thomas Jefferson Water Resources Protection Foundation
	Economic Development Authority (EDA)		Library Board of Trustees		
	Economic Develop. & Tourism Advisory Council (EDTAC)		Monticello Area Community Action Agency (MACAA)		
	Family Assessment and Planning Team (FAPT)		Parks & Recreation Advisory Board (RAB)		

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In accordance with Virginia Code §2.2-3705.1, by submitting this application, it is presumed that you are providing your personal contact information to be used for communicating with the County, and unless otherwise indicated by you, your personal contact information will not be shared publicly.

Applicant's Signature <i>(Typing name below serves as digital signature)</i>		Date	
Loretta Johnson Morgan		2-6-2023	
Mailing Address (including City, State, & ZIP)		Physical Address (if different)	
18 Lake Road, Troy , VA 22974			
Years Lived in Fluvanna	Phone #	Alternate Phone #	Email Address
57			

Office Use Only

Application Received On:	2-6-2023	Application Received By:	Leontyne Peck
Acknowledgement Sent:	2-6-2023		
Renewal Date:		Remarks:	
Renewal Date:			
Renewal Date:			
Renewal Date:			



APPLICATION TO SERVE ON BOARDS/COMMISSION/COMMITTEES

County of Fluvanna

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Name: Carolyn Ley	Election <input checked="" type="checkbox"/> Columbia <input type="checkbox"/> Cunningham <input type="checkbox"/> Fork Union District: <input type="checkbox"/> Palmyra <input type="checkbox"/> Rivanna <input type="checkbox"/> Other
EXPERIENCE/PROFESSIONAL EXPERTISE/EDUCATION (Please provides dates of education and experience. You may also provide a resume/CV.): 40+ Year Business Career - Tech industry and Real Estate Investment (currently active in both areas per our own small businesses). Most relevant positions in business Management, Account Management/Customer Service, Product Development, Financing. Relevant schooling is University of Maryland "University College" roughly 3 years in the 1980s. Focus was General Business courses. One relevant piece of my background is that my husband Neal and I developed a small urban infill subdivision in Raleigh, NC circa 2000/2002 (purchased the land, worked with Planning Commission and Board of Supervisors in Raleigh, worked with our civil engineer to design the subdivision and make changes in response to Community and Planning Commission Requests	
CURRENT OR PRIOR SERVICE ON BOARDS/COMMISSIONS/OR COMMITTEES: Not currently on any boards nor have I served on any boards for Fluvanna County.	
CIVIC ACTIVITIES AND MEMBERSHIPS (Roles with fraternal, business, church, or social groups – please provide dates): Over the years in Fluvanna have done various volunteer activities but I am not currently holding any special roles. Of note was serving on the School Board for Effort School and then helping with founding The Light Academy School and playing a major part in the school's acquisition of the old Cunningham School Building from Fluvanna County.	
REASON(S) FOR WANTING TO SERVE FLUVANNA COUNTY: I enjoy helping the community. I am an analytical person, and I do understand issues around Planning, so I would like to be of service to the community if I can.	

Fluvanna County Board, Committee, and Commission Attendance Policy

(Approved June 17, 2015)

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2. The Chairperson of the board, commission, or committee shall notify the Clerk to the Board of Supervisors of any absences exceeding this policy.
3. The Clerk shall report these findings to the Board of Supervisors, typically in closed session.
4. Appointees who do not meet the attendance requirement without a valid reason(s) may be deemed to have rendered an implied resignation of that appointment.
5. The Board may choose to accept the resignation and appoint another person to fill the appointed position. The Board may also override the implied resignation and extend the appointment, if extenuating circumstances so dictate.
6. This requirement shall apply to all boards, commissions, or committees listed on the attached application form, provided however, that if State or County Ordinance addresses attendance requirements in an alternative manner, such law shall prevail.

**PLEASE INDICATE BELOW THE BOARDS, COMMISSIONS, OR COMMITTEES (BCC)
ON WHICH YOU WISH TO SERVE.**

X	BCC	X	BCC	X	BCC
	Agricultural/Forestral District Advisory Committee		Finance Board		Piedmont Virginia Community College (PVCC) Board
	Board of Equalization (BOE)		Fluvanna Partnership for Aging Committee (FPA)	X	Planning Commission (PC)
	Board of Zoning Appeals (BZA)		Fork Union Sanitary District (FUSD) Advisory Committee		Region Ten Community Services Board
	Building Code of Appeals Board		James River Water Authority (JRWA)		Rivanna River Basin Commission
	Central Virginia Regional Jail (CVRJ) Authority		JAUNT Board		Social Services Board
	Columbia Task Force (CARE)		Jefferson Area Board of Aging (JABA) Advisory Council		Thomas Jefferson Planning District Commission (TJPDC)
	Community Policy & Management Team (CPMT)		Jefferson Area Board of Aging (JABA) Board of Directors		Thomas Jefferson Water Resources Protection Foundation
	Economic Development Authority (EDA)		Library Board of Trustees		
	Economic Develop. & Tourism Advisory Council (EDTAC)		Monticello Area Community Action Agency (MACAA)		
	Family Assessment and Planning Team (FAPT)		Parks & Recreation Advisory Board (RAB)		

Submit by email (clerk@fluvannacounty.org) or mail to:

County of Fluvanna, Attention: Clerk, Board of Supervisors, PO Box 540, Palmyra, VA 22963

By signing below you are indicating that you have read and understand the Fluvanna County BCC Attendance Policy and that you agree to abide by the Bylaws of any Board, Commission, or Committee to which you may be appointed.

In accordance with Virginia Code §2.2-3705.1, by submitting this application, it is presumed that you are providing your personal contact information to be used for communicating with the County, and unless otherwise indicated by you, your personal contact information will not be shared publicly.

Applicant's Signature <i>(Typing name below serves as digital signature)</i> Carolyn Ley		Date 1/31/2023	
Mailing Address (including City, State, & ZIP) 2299 Hunters Lodge Road, Troy, VA 22974		Physical Address (if different)	
Years Lived in Fluvanna 15	Phone # [REDACTED]	Alternate Phone #	Email Address [REDACTED]

Office Use Only

Application Received On:	1-31-2023	Application Received By:	Leontyne Peck
Acknowledgement Sent:	2-1-2023	Remarks:	
Renewal Date:			
Renewal Date:			
Renewal Date:			

**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT**

MEETING DATE:	March 1, 2023				
AGENDA TITLE:	VDOT Quarterly Report				
MOTION(s):	N/A				
BOS 2 YEAR GOALS?	Yes	No	If yes, list goal(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
			XX		
STAFF CONTACT(S):	Eric Dahl, County Administrator				
PRESENTER(S):	Scott Thornton, VDOT Residency Administrator				
RECOMMENDATION:	Information Only				
TIMING:	Routine				
DISCUSSION:	Quarterly VDOT update.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	VDOT Quarterly Report				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
					X

FLUVANNA COUNTY
February 2023

MAINTENANCE

The Palmyra and Zions Crossroads Area Headquarters for the month of January 2023.

- Mowing Rt6, Rt656, Rt600. Prune Rt15
- Callouts: Car fire, Slick Roads, Downed Stop Sign
- Pothole patching Rt629, Rt659, Rt670
- Asphalt patching Rt 53, Rt625, Rt649, Rt653
- Grade & place stone on Secondary Rt604, Rt759
- Tree debris removal- Rt250, Rt632

LAND DEVELOPMENT & PERMITS

**Aaron LeBeau,
P.E.**

Plans with outstanding comments or under review (Activity within last 90 days)

- McDonald Family Subdivision, **Review Underway**
- Bond Family Subdivision, **Review Underway**
- Carter Family Subdivision, **Review Underway**
- Harvest Acres Final Plat, **Review Underway**
- Musselman Family Final Plat, **Review Underway**

Plans found acceptable

- Zion CrossRoads Industrial Park, Lot 6 Construction Entrance

Other

-

LUP Permits Issued and Completed:

- VDOT issued permits in January 2023.
- VDOT closed 8 permits in January 2023.

CONSTRUCTION

Bridge Projects:

- **On-Call Bridge Maintenance Contract BRDG-967-457,N501 (UPC 115014) –**
Scope: Bridge Maintenance (Various locations)
Estimated Contract Completion Date: June 30, 2022 (Term 3)
(Currently Inactive in the area)

Road Projects:

- **ADA Compliance 9999-967-317, N01 (UPC 119781)** various locations. Contract executed 02-07-2022
NTP: Specific to task orders
Scope: On call ADA compliance
Estimated Contract Completion Date: January 01, 2023 (T1)
- **On-Call District Signal Contract 9999-967-527, C501 (119130)–** Various Locations
Scope: Specific to each Task order
Estimated Contract Completion Date: December 22, 2023 (T1)
(Currently Inactive in the Area)

Schedules:

TRAFFIC STUDIES/ SPECIAL REQUESTS

- Marking requested on Route 659; passing zone.
Status: In Progress; passing zone removed, full installation pending completion by Contractor
- Safety Study Request on Rt 600; S.Boston Road near Lake Monticello; intersection of Rt600 & Riverside Ridge Drive.
Request received on 9/27/2022
Status: In Progress. Pending Installation, locations have been marked, awaiting clearance

**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT**

MEETING DATE:	March 1, 2023				
AGENDA TITLE:	Free Hill Cemetery				
MOTION(s):	N/A				
BOS 2 YEAR GOALS?	Yes	No	If yes, which goal(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
			X		
STAFF CONTACT(S):	Eric Dahl, County Administrator				
PRESENTER(S):	Tricia Johnson, Fluvanna County Historical Society				
RECOMMENDATION:	N/A				
TIMING:	Immediate				
DISCUSSION:	The Fluvanna County Historical Society will discuss the historical ownership of the Free Hill Cemetery in the former Town of Columbia.				
FISCAL IMPACT:	Unknown				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	None				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
	X				X

**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT**

MEETING DATE:	March 1, 2023				
AGENDA TITLE:	Adoption of the Fluvanna County Board of Supervisors February 15, 2023 Meeting Minutes.				
MOTION(s):	I move the meeting minutes of the Fluvanna County Board of Supervisors Regular Meeting on Wednesday February 15, 2023, be adopted.				
BOS 2 YEAR GOALS?	Yes	No	If yes, list goals(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				XX	
STAFF CONTACT(S):	Caitlin Solis, Clerk to the Board				
PRESENTER(S):	Eric Dahl, County Administrator				
RECOMMENDATION:	Approve				
TIMING:	Routine				
DISCUSSION:	None.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	Draft Minutes for February 15, 2023.				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
					X

FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Carysbrook Performing Arts Center
8880 James Madison Hwy, Fork Union, VA 23055
February 15, 2023
Work Session 5:00pm
Regular Meeting 7:00pm

MEMBERS PRESENT:

Mozell Booker, Fork Union District, Chair
Patricia Eager, Palmyra District, Vice Chair
John M. (Mike) Sheridan, Columbia District (*entered meeting at 5:28pm*)
Tony O'Brien, Rivanna District
Chris Fairchild, Cunningham District

ABSENT:

None.

ALSO PRESENT:

Eric M. Dahl, County Administrator
Kelly Harris, Assistant County Administrator
Fred Payne, County Attorney
Caitlin Solis, Clerk for the Board of Supervisors
Dr. Peter Gretz, FCPS Superintendent
Brenda Gilliam, FCPS Executive Director
Dr. James Kelley, FCSB Chair, Palmyra District
Perrie Johnson, FCSB Vice Chair, Fork Union District
Andre Key, FCSB Rivanna District
Brandi Critzer, Clerk to the School Board

WORK SESSION – CALL TO ORDER

At 4:59pm, Chair Booker called to order the Budget Work Session of February 15, 2023. After the recitation of the Pledge of Allegiance, a moment of silence was observed.

FLUVANNA COUNTY SCHOOLS BUDGET DISCUSSION

Fluvanna County Public Schools Superintendent Dr. Peter Gretz presented the FY24 Fluvanna County Public Schools Adopted Budget. Highlights of Dr. Gretz' presentation included:

Accomplished in FY24 Budget

Compensation:

- Some salary scales and pay bands are not last compared to Albemarle, Charlottesville, Louisa and Goochland
- All positions receive at least a 7% and as much as a 13% increase
- Driver Hourly Rate for special trips to match regular rate (from \$15 to \$20/hour)
- Leverages all state funding toward salary
 - o Including 1% retention bonus in Gov.'s proposal
- Absorbs health insurance increase

Student Mental Wellness and Behavioral Support

- Coordinator of Mental Health Services
- Moves 4 Behavioral Support Aides from (eliminated) Federal into Operating
- Assistant Principal at Central Elementary
- Instructional Assistant at Carysbrook Elementary (SPED numbers & severity of needs)

Efficiency

- Bring remaining 5 custodial contracts from 10 to 12 months
- Eliminate additional programs, supplies & supports provided through federal \$
- Eliminate hot spot devices and associated service used during pandemic
- Eliminate hourly administrative support at Central Elementary

RECESS FOR DINNER AND CLOSED SESSION

13 - CLOSED MEETING

MOTION:	At 6:37pm, move the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the provisions of Section 2.2-3711 A.1, A.3, A.5, A.7 & A.19 of the Code of Virginia, 1950, as amended, for the purpose of discussing Personnel - County Attorney position, Real Estate - Potential disposition of County property in Columbia, Prospective Industry - Prospective business update, Litigation - Gate Plaza LLC v. Fluvanna County Board of Supervisors, Public Safety - Kents Store Fire House incident.
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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:	At 7:17pm, move the Fluvanna County Board of Supervisors recess the closed meeting.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
ACTION:				Motion	Second
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

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

At 7:18pm, Chair Booker called to order the Regular Meeting of February 15, 2023. After the recitation of the Pledge of Allegiance, a moment of silence was observed.

3 - ADOPTION OF AGENDA

Mr. Dahl requested adding *Trash along County Roads* and *Budget Work Session Meeting Location Change Discussion* to New Business.

MOTION:	Accept the Agenda, for the February 15, 2023 Regular Meeting of the Board of Supervisors, as amended.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
ACTION:		Motion			Second
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

SPECIAL PRESENTATION

Resolution Honoring Bertha Armstrong – Eric Dahl, County Administrator

The Board of Supervisors presented a resolution to Bertha Armstrong recognizing her 52 years of service to the Monticello Area Community Action Agency (MACAA) in Fluvanna County.

MOTION:	Adopt the resolution entitled "A RESOLUTION HONORING MRS. BERTHA ARMSTRONG."				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	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:

Announcements and Updates - New Positions

- Theresa McAllister, Management Analyst of Finance, Finance Department, Started Feb 13th
- Jacob Lawrence Utilities Operator I, FUSD Department, Started Feb 13th

Fluvanna County Tire Drop Off and Hazardous Waste Collection

- Saturday, March 25, 2023 at Pleasant Grove Park
- Safe Disposal of Tires, Gasoline, Paints, Thinners, Solvents and Light Bulbs
- Questions, call Fluvanna County Parks and Recreation at (434) 589-2016
- Waste collection 10am - 2pm and Tire collection 10am - 12pm
- *Proof of Fluvanna County Residency is Required*
- *Arrive Early! Limited Collection Capacity*
- *When the trucks are full, event will close.*
- No commercial vehicles, no business disposals, no moving trucks, no trailers, no electronics, no asbestos, no tractor tires or big rig tires, 15 tires per, resident - all tires must be off rims

Virginia's Governor has signed a proclamation declaring Wednesday, February 15, 2023 as School Resource Officers (SRO) Appreciation Day in the Commonwealth of Virginia.

- A formal press release is going out by email, and the proclamation is being posted on the Commonwealth of Virginia's Center for School and Campus Safety website and Facebook page.
- We are always proud of the work and strong collaboration, Fluvanna County Public Schools (FCPS) and the Fluvanna County Sheriff's Office (FCSO) have in our School-Law Enforcement Partnership for the SRO program.
- This announcement solidifies the support and future direction of this program.
- Fluvanna's SRO team is constantly answering the call of school safety.

- Per the Virginia Center for School and Campus Safety, Fluvanna has a stellar model program for everyone else to follow.

Discovery Trail Meadow Prescribed Burn

- The next phase of Pleasant Grove Park's meadow prescribed burn will happen after February 19, 2023, in the Discovery Trail meadow when weather conditions are favorable. This area is located along Route 53 at the entrance to the Sheriff's Office and Library.
- Letters to land owners along Route 53 from D'Mary Store and Deli to Route 15 were mailed out February 13, 2023, and an in-person conversation was held with the landowner beside the meadow.
- The meadow area and trails leading to the meadow will be closed to the public for the day the burn happens. Access to the Sheriff's Office and Library should be not be affected.
- The meadows were prepped for the prescribed burn with bulldozing of the fire line on February 10, 2023. This involves removing the top layer of grass/brush/trees to dirt level about 3 feet from the outer edge of the meadows to contain the fire.
- Chuck Wright, Forester for the Virginia Department of Forestry, will be the lead Forester during the prescribed burn. He has submitted early burn exemption paperwork and it has been approved so the prescribed burn can legally happen before 4pm after February 15, 2023.

Winter Ball for All Dance

- Held in the Main Gym of the Fluvanna Middle School
 - February 11, 2 - 4pm - 51 registrants for a total of 102 participants
 - February 11, 7 - 9pm - 85 registrants for a total of 170 participants
 - Two dance total served = 272 participants
- Entertainment
 - Event DJ was Keith Brown
 - Photos provided by OHHRyanNiceShots LLC.
 - There was food, drinks, cupcakes, and candy
 - Each registrant received a goody bag upon departure
- Special Thanks
 - The FUMA Interact Club, FCHS SGA & other volunteers whom helped with this event.

Next BOS Meetings:

Day	Date	Time	Purpose	Location
Wed	Feb 22	7:00 PM	BOS Budget Work Session - County Agency Briefs - Set Max RE Tax Rate for Advertising	Performing Arts Center
Wed	Mar 1	5:00 PM	Organizational/Regular Meeting	Performing Arts Center
Wed	Mar 1	7:00 PM	Budget Work Session – County Department Briefs/CIP Review	Performing Arts Center
Wed	Mar 8	7:00 PM	Budget Work Session	Performing Arts Center

5 - PUBLIC COMMENTS #1

At 7:36pm, Chair Booker opened the first round of Public Comments. With no one wishing to speak, Chair Booker closed the first round of Public Comments at 7:36pm.

6 - PUBLIC HEARING

SUP 22:04 S.B. Cox Inc. – Douglas Miles, Community Development Director

SUP 22:04 S.B. Cox Inc. – A Special Use Permit request in the I-2, General Industrial Zoning District to permit a (solid waste) materials recovery facility with respect to 90 +/- acres of Tax Map 4 Section A Parcel 27A.

The subject property is located generally south of Richmond Road (US 250) and at the terminus of Memory Lane (SR 698) in the Rural Residential Planning Area and the Palmyra Election District.

Fluvanna County Required Screening

As specifically described within the Planning Staff Report and as specifically conditioned in this Special Use Permit request – Buffers, Mature Vegetation and Supplemental Evergreen Plantings will be required. As the Applicant has offered up and agreed to a one hundred (100) foot buffer to be completed on this subject property and that will include the entire perimeter of the 90 acre site and then specifically additional engineering site work will be completed by the Applicant on their sixteen (16) acre Materials Recovery Facility property for site operations.

VDOT Traffic Analysis – Access Management

- The Applicant's civil engineer, Labella Associates has worked with VDOT Louisa Residency Office Land Use Engineer during the Fall of 2022 through on-site visits to determine the required VDOT road improvements which are a part of SUP Application not Traffic Study document.

- The VDOT Access Management and Design Standards for Entrances and Intersections has been prepared by the VDOT Land Use Engineer with the specific requirements and they have been made as the SUP case conditions for the proposed land use request.

At 8:14pm, Chair Booker opened the Public Hearing.

- Andrea Johnson, 73 Hunters Branch Rd, spoke in opposition to SUP 22:04
- Salvatore Zambito, 394 Glen Cir, spoke in opposition to SUP 22:04
- Constance Wyant, 2266 Richmond Rd, commented on the amount of trash along Rte. 250
- Tom Payne, 345 Paynes Ln, spoke in support of SUP 22:04
- Katie Ward, 249 Buck Ridge Rd, spoke in opposition to SUP 22:04
- Robert Moore, spoke in opposition of SUP 22:04
- Elizabeth Cating, 2451 Richmond Rd, spoke in opposition to SUP 22:04
- Walker Ward, 249 Buck Ridge Rd, spoke in opposition to SUP 22:04

With no one else wishing to speak, Chair Booker closed the Public hearing at 8:46pm.

- The applicant communicated that the property is permitted by DEQ and is required to periodically monitor the stream for pollutants, and debris currently on the property will be removed from the stream.
- After some discussion by the Board, the applicant agreed to erect an eight foot berm on two sides of the property to reduce noise pollution for the neighboring properties.

MOTION:	<p>Approve SUP 22:04 S.B. Cox Inc. a Special Use Permit request to permit a solid waste material recovery facility with respect to 90 +/- acres of Tax Map 4 Section A Parcel 27A in an I-2, General Industrial zoning district and subject to the twelve (12) case conditions found in the Staff Report.</p> <ol style="list-style-type: none"> 1. The administrative site development plans will be in substantial conformance with the Preliminary Site Plan prepared by LaBella, dated October 14, 2022 and the Materials Recovery Facility Plan, prepared by LaBella, dated October 14, 2022; with both plans being subject to final engineering and revisions necessary to meet both the requirements of these Special Use Permit conditions and as otherwise required by law, such as VDEQ, VDH and VDOT requirements. 2. The applicant shall inspect and record Memory Lane prior to site construction and VDOT will need in writing that the applicant is responsible to repair all damages done to Memory Lane (SR 698) during site construction as well as having that as a part of their approved site development plans. 3. The applicant shall construct or bond for construction the site entrance(s) to the proposed facilities to meet VDOT entrance and intersection requirements prior to the issuance of a Zoning Permit. The applicant shall notify VDOT and Fluvanna County in writing prior to commencing any construction or logging activity on the Site. 4. A Traffic Management Plan for the materials recovery facility use shall be provided to VDOT and Fluvanna County for site development plan review and approval purposes. 5. A minimum one hundred (100) foot buffer shall be maintained along all property lines that adjoin agricultural, residential or business districts. Land clearing is not permitted within this buffer area, except for the removal of dead or diseased vegetation and/or maintenance purposes. The applicant shall meet the required Zoning Ordinance buffer and screening requirements by supplementing the existing screening materials to the reasonable satisfaction of the Zoning Administrator. 6. The applicant will only accept construction or demolition waste and other inert materials with the sole intent to be recycled and all other solid waste will be transported outside of Fluvanna County to an approved sanitary landfill location. 7. The applicant will operate the materials recovery facility Monday through Friday, from 6:00 am to 6:00 pm and on Saturday from 8:00 am to 2:00 pm; with no Sunday operations. 8. The applicant will be responsible for compliance with the Fluvanna County lighting and noise ordinance requirements, that are amended from time to time. 9. The site shall be maintained in a neat and orderly manner so that the visual appearance from the public right-of-way and adjacent properties is acceptable to County officials. 10. The Board of Supervisors, or its representative, reserves the right to inspect the property for compliance with these conditions at any time, upon reasonable notice.
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	11. Under Section 22-17-4 F (2) of the Fluvanna County Code, the Board of Supervisors has the authority to revoke a Special Use Permit if the property owner has substantially breached the conditions of the Special Use Permit.				
	12. A berm eight feet in height shall be installed along the entire northern boundary of the 16 acre site, and another eight foot berm shall be installed on the southern boundary of the 16 acre site, north of the storm water pond.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
ACTION:		Second		Motion	
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

7 - ACTION MATTERS

Kents Store Firehouse Remediation Contract – Eric Dahl, County Administrator

Timeline

- Wednesday, January 25th:
 - The Absolute Plumbing blackwater incident (water/sewage sludge) occurred a little after 3pm.
 - After the County was notified, the County notified Kents Store representatives around 3:30pm of the incident
 - In-person/telephone communication between the County, Kents Store/Fluvanna Fire and a remediation contractor occurred.
- Wednesday, January 25th:
 - Absolute Plumbing removed the sludge and the floors were mopped with an antibacterial cleaning solution several times, but more intensive microbial remediation and restoration is required.
 - H2O Disaster Services came out and sealed off the affected areas from firehouse bays, applied anti-microbial and set-up a large air filtration device.
- Thursday, January 26th:
 - The County arranged for an environmental assessment with TJJ Environmental Health Consultants, Inc.
- Friday, January 27th:
 - TJJ Environmental Health Consultants, Inc. performed the environmental assessment inspection
 - The County arranged for a remediation and restoration company to quote the job on Monday, January 30th, after the assessment report is received.
- Saturday, January 28th:
 - The County received the environmental assessment from TJJ Environmental Health Consultants, Inc.
- Monday, January 30th:
 - Kents Store arranged for Ecosystems Environmental Services, Inc. to perform environmental assessment inspection.
- Tuesday, January 31st:
 - The County began working with Rainbow Restoration and H2O Disaster Services to provide a scope of work and bid the job.
- Wednesday, February 1st:
 - The County received the second environmental assessment from Ecosystems Environmental Services, Inc.
- Thursday, February 2nd:
 - The County sent both assessment reports to both Rainbow Restoration and H2O Disaster Services to quote the job, and to the extent the reports conflict or call for a different scope for a particular issue, provide a quote to the report which requires more robust cleaning or more robust remediation control.
 - Spoke to Absolute Plumbing's owner about the incident and he indicated taking "full responsibility."
- Friday, February 3rd:
 - Spoke to Cincinnati Insurance on Absolute Plumbing's insurance claim
 - The County received a complete proposal back from Rainbow Restoration
 - The H2O Owner was out of the area and could not provide a proposal until Monday, February 6th.
 - The County engaged and signed a contract for remediation work with Rainbow Restoration around 6:30pm, with remediation work beginning Monday, February 6th.
- Monday, February 6th:
 - Rainbow Restoration began remediation work
 - Spoke to Absolute Plumbing's owner again about the incident, status and he again indicated taking "full responsibility."
- Tuesday, February 7th:
 - Received list of tangible items of Kents Store Fire Department that were destroyed during the black water incident at Kents Store Firehouse.

MOTION #1:	ratify and approve that Remediation Contract between Fluvanna County and Fischer Restoration, LLC, doing business as Rainbow Restoration, for remediation, but not restoration, of the damages at the Kents Store Fire Station
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	as more specifically set forth in the Remediation Contract as a small emergency procurement under Virginia Code 2.2-4303(F) as damages caused to Kents Store Fire Station need to be corrected as soon as possible such that first-responders can return to normal operations and full use of the fire station as soon as possible, for a cost in an amount not to exceed \$24,138.65, and further authorize the County Administrator to execute the agreements subject to approval as to form by the County Attorney, and ratify past actions taken by the County Administrator consistent therewith.				
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 #2:	Approve a Capital Reserve Maintenance Fund Request in the amount \$63,000.00 of for the purpose of paying the initial remediation and restoration costs for the Kents Store firehouse, with the County seeking full reimbursement for damages to the building and its contents from the remediation and restoration work.				
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 #3:	Approve the Restoration Contract between Fluvanna County and Fischer Restoration, LLC, doing business as Rainbow Restoration, for restoration of the damages at the Kents Store Fire Station as more specifically set forth in the Restoration Contract as a small emergency procurement under Virginia Code 2.2-4303(F) as damages caused to Kents Store Fire Station need to be corrected as soon as possible such that first-responders can return to normal operations and full use of the fire station as soon as possible, for a cost in an amount not to exceed \$30,196.14, and further authorize the County Administrator to execute the agreements subject to approval as to form by the County Attorney.				
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

None.

8 – PRESENTATIONS

Pleasant Grove Park Projects Update – Aaron Spitzer, Director of Parks and Recreation
Fence and Gate Project:

This presentation is to inform the BOS of a fence and gate installation near the front of Pleasant Grove Park. The fence and gate will be able to block the gravel portions of Pleasant Grove Drive and Lippard Lane in the park. Sheriff Hess supports this project as it will help with patrolling the park after it closes at dusk. Sheriff Hess also said that the Sheriff's Office will close the gates at dusk and open them at dawn.

Eagle Scouts Projects:

Parks and Recreation is working with multiple Boy Scouts to become Eagle Scouts through various other projects currently happening at the park. We are partnering to complete a 20' x 20' stage in front of the house, replacing a broken fence between the house and the pole barn, and replacing a kiosk near the soccer parking area where we had to move a trail entrance due to constant wet ground.

PG Park Additional Bathroom Facilities:

There have been citizen suggestions to have a working bathroom near the soccer field area. Public Utilities with Parks and Recreation has started the process to investigate what it will take to get such facilities in that area. We believe that an Engineer Study needs to be done first before moving forward.

9 - CONSENT AGENDA

The following items were discussed before approval:

H - Approval of Open Space Agreement for Sarah and Seth Radcliff

The following items were approved under the Consent Agenda for February 15, 2023:

- *Minutes of February 1, 2023* – Caitlin Solis, Clerk to the Board
- *Minutes of February 8, 2023* – Caitlin Solis, Clerk to the Board

- *Virginia Department of Environmental Quality Local Government Guarantee* – Tori Melton, Director of Finance
- *Accounts Payable Report for January 2023* – Tori Melton, Director of Finance
- *Approval of Open Space Agreement for Sarah and Seth Radcliff* – Andrew M. Sheridan, Jr., Commissioner of the Revenue

MOTION:	Approve the consent agenda, for the February 15, 2023 Board of Supervisors meeting, and to ratify Accounts Payable and Payroll for January 2023, in the amount of \$4,085,696.25.				
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

Fluvanna County Community Center Renovation Update – Eric Dahl, County Administrator

The Board requested staff to bring forward a list of renovations for the Fluvanna Community Center. The list of requested renovation items can be seen in the FY24 Capital Improvement Plan (CIP) request for the Fluvanna Community Center. Of the \$650,000 CIP request, Mr. Dahl proposed a portion of the items as part of the recommended FY24 CIP. Below shows what items have been recommended in FY24 (or sooner if the Board chooses) and what items were recommend to be deferred until FY25.

1. Patch and paint interior walls, doors, hard ceilings, exterior doors, windows, etc. \$50K.
 2. Install carpet in the auditorium and entrance area \$30K.
 3. Renovate bathrooms with new fixtures, stalls and vanities \$80K.
 4. Install new roof \$250K.
 5. Install sound system for auditorium \$20K.
 6. Replace end of life span HVAC heat pumps \$90k.
 7. Install concrete sidewalk to connect all the way around building \$80k.
 8. Have HVAC engineer evaluate noise reduction options for auditorium area \$10K.
 9. Install new flooring in building hallway \$30K.
 10. Have contractor/engineer investigate and provide solution to leaking basement \$10K.
- FY24 (or sooner) Project Costs: \$150,000
 - FY25 (or sooner) Project Costs: \$500,000

- The Board agreed to discuss the improvements during the budget cycle.

11 - NEW BUSINESS

Trash along the County Roads – the Board discussed options for litter pick up along the County roads.

Budget Work Session Meeting Location Change Discussion – By consensus, the Board of Supervisors changed the February 22, March 8 and March 22 Work Session times to begin at 5:30pm and move the location to the Morris Room in the County Administration Building on those dates.

12 - PUBLIC COMMENTS #2

At 10:40pm, Chair Booker opened the second round of Public Comments. With no one wishing to speak, Chair Booker closed the second round of Public Comments at 10:40pm.

13 - CLOSED SESSION

MOTION:	At 10:40pm, move the Fluvanna County Board of Supervisors resume the closed meeting, pursuant to the provisions of Section 2.2-3711 A.1, A.3 & A.19 of the Code of Virginia, 1950, as amended, for the purpose of discussing Personnel - County Attorney position, Real Estate - Potential disposition of County property in Columbia, Public Safety - Kents Store Fire House incident.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
ACTION:				Motion	
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	BY CONSENSUS				

MOTION:	At 12:04am, 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
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	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:				Motion	Second
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

MOTION TO EXTEND

- At 12:05am, a motion was made to extend the Board of Supervisors meeting.

MOTION:	Approve a motion to extend the February 15, 2023 Regular Board of Supervisors meeting to 12:15am.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
ACTION:				Second	Motion
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

14 - ADJOURN

MOTION:	Adjourn the regular meeting of Wednesday, February 15, 2023 at 12:05am.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	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

 Mozell H. Booker
 Chair



BOARD OF SUPERVISORS
 County of Fluvanna
 Palmyra, Virginia
RESOLUTION No. 06-2023

**A RESOLUTION HONORING
 MRS. BERTHA ARMSTRONG**

WHEREAS, Mrs. Bertha Armstrong, a lifelong and dedicated resident of Fluvanna County, has devoted her time and considerable talents to support and serve her community, and advocate most especially for those in need of assistance; and;

WHEREAS, Mrs. Bertha Armstrong, has completed fifty-two years of outstanding service to the Monticello Community Action Agency and to the County of Fluvanna and its residents; and

WHEREAS, Mrs. Armstrong has been a dedicated community servant in her fifty-two years employed by the Monticello Area Community Action Agency (MACAA) in various capacities, most recently as Rural Outreach Director, serving the counties of Fluvanna as well as the counties of Louisa, and Nelson; and

WHEREAS, Mrs. Bertha Armstrong has earned the admiration and respect of her co-workers, her employees, numerous volunteers, members of the Fluvanna community, county leaders, and the countless individuals and families whose lives she has impacted; and

WHEREAS, Mrs. Bertha Armstrong has served individuals and families facing crises by offering compassion and respect, providing food and clothing, securing material and financial resources to cover rent or utility costs, managing the Food Pantry and the Thrift Shop, and advocating for those in need; and

NOW, THEREFORE, BE IT RESOLVED, on this 15th of February 2023, that the FLUVANNA COUNTY BOARD OF SUPERVISORS does hereby recognize BERTHA ARMSTRONG for her dedicated service, compassionate leadership, and many contributions to the County of Fluvanna, with respect and gratitude; and

BE IT FURTHER RESOLVED the Board takes great pleasure in recognizing the significant contributions of Mrs. Armstrong and herewith expresses its sincere gratitude for the invaluable contributions to the County of Fluvanna and its residents.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Fluvanna County Board of Supervisors of Fluvanna County on this 15th day of February 2023.

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

Attest:

 Mozell H. Booker, Chair
 Fluvanna County Board of Supervisors

**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT**

MEETING DATE:	March 1, 2023				
AGENDA TITLE:	Adoption of the Fluvanna County Board of Supervisors February 22, 2023 Meeting Minutes.				
MOTION(s):	I move the meeting minutes of the Fluvanna County Board of Supervisors Regular Meeting on Wednesday February 22, 2023, be adopted.				
BOS 2 YEAR GOALS?	Yes	No	If yes, list goals(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				XX	
STAFF CONTACT(S):	Caitlin Solis, Clerk to the Board				
PRESENTER(S):	Eric Dahl, County Administrator				
RECOMMENDATION:	Approve				
TIMING:	Routine				
DISCUSSION:	None.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	Draft Minutes for February 22, 2023.				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
					X

**FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Carysbrook Performing Arts Center
8880 James Madison Hwy, Fork Union, VA 23055
February 22, 2023
Work Session 5:30pm**

MEMBERS PRESENT:

Mozell Booker, Fork Union District, Chair
Patricia Eager, Palmyra District, Vice Chair
John M. (Mike) Sheridan, Columbia District
Tony O'Brien, Rivanna District
Chris Fairchild, Cunningham District

ABSENT:

None.

ALSO PRESENT:

Eric M. Dahl, County Administrator
Kelly Harris, Assistant County Administrator
Caitlin Solis, Clerk for the Board of Supervisors

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

At 5:30pm, Chair Booker called to order the Work Session of February 22, 2023. After the recitation of the Pledge of Allegiance, a moment of silence was observed.

BUDGET REVIEW – AGENCY PRESENTATIONS

Health Department – Ryan McKay, Director of Administration, Blue Ridge Health District

- Mr. McKay requested \$325,553 to support two clinical staffing to increase access to health services in Fluvanna County:
 - Office Support Specialist
 - Public Health Nurse
- Funding also supports a portion of a Public Health Nurse Supervisor
- 5% state employee salary increase effective July 10, 2023
- Health insurance premiums (projected 4% increase)

Fluvanna SPCA – Katelyn Mancini, President and Gerri Russell, Treasurer

Ms. Mancini requested \$ 356,204 for FY24 funding for critical shelter needs

- Chipped paint in kennels. Unhealthy environment and potential health hazard. State vet has issued a verbal warning.
- Painting ceilings. Excess moisture in building is causing mold and peeling paint on ceilings.
- Aging building with limited space. Donations pile up in the hallways. Our manager's office is in a closet. Cats have nowhere to socialize and are caged 24/7. Isolation room is extremely small.
- Installation of an updated ventilation system. The shelter has such a strong odor it is a turn off at the front door.
- Staff break room is in progress. This has already been well received and will help with morale and staff retention.

Cooperative Extension – Kim Mayo, Senior Extension Agent

- FY24 request of \$ 121,929
- \$14,000 increase in contract services as set forth by Virginia Tech
- Line items have remained the same from last year

Library – Cyndi Hoffman, Director

- Funding and State Library Aid
 - The State Library requires us to have local operating expenditures of at least 50% of the median statewide local operating expenditures per capita
 - 2021 – Fluvanna is \$15.78 per capita – we are 79th out of 94 libraries – State minimum Requirement is \$11.86 per capita
- Revenues
 - The library brought in \$5,444.40 in fines, taxes, printouts last year
 - State Aid – FY24 estimate \$133,953 (In 2008 it was \$49,000 – we were the lowest funded library in the state – so we have come a long way)
- Total budget in Co. Admin's Budget:
 - \$522,525 (includes estimated \$133,953 in State Aid)
 - Local Funding requested = \$388,572

Registrar – Joyce Pace, Registrar

- FY24 Registrar's Budget request of \$472,160 is \$100,000 more than FY23 due to having a March primary. The potential June primary will require additional funds if held.
- \$50,000 of the request is to replace seven aging voting machines.

Social Services – Kim Mabe, Director

- Social Services FY24 Budget Request of \$3,410,931
 - Maintain current level of funding to avoid losing state/federal funds
 - Pay increase for employees
 - Internal Alignment
 - Approval of CIP Request to fund one vehicle replacement

Fire and Rescue Association – Chris Aley, Chief, Fork Union Fire Department & Vice Chair of FRA

- Chief Aley asked the Board fully fund the FY24 request of \$1,479,321
- Asked the Board to revisit funding the CIP request to replace Brush Truck 30.

ACTION MATTERS**Advertisement of the Proposed FY24 Real Property Tax Rate Increase – Tori Melton, Director of Finance**

- This action will allow adequate time to meet the advertising submittal deadline for the Fluvanna Review March 2nd, 2023 in accordance with Virginia Code Section 58.1-3321 then hear public comments on April 12, 2023 regarding the proposed real property tax increase.

After some discussion, a motion was made to advertise the maximum tax rate of \$.885 per \$100 for CY23.

MOTION:	Authorize staff to advertise the FY24 proposed real property tax rate for public hearing on April 12, 2023; the advertised proposed real property tax rate is \$.885 per \$100, effective for calendar year 2023.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
ACTION:				Motion	
VOTE:					
RESULT:	Motion Failed				

After more discussion, the Board of Supervisors made a motion to advertise the maximum tax rate of \$.865 per \$100 for CY23.

MOTION:	Authorize staff to advertise the FY24 proposed real property tax rate for public hearing on April 12, 2023; the advertised proposed real property tax rate is \$.865 per \$100, effective for calendar year 2023.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
ACTION:				Second	Motion
VOTE:	Yes	No	Yes	Yes	No
RESULT:	5-0				

14 - ADJOURN

MOTION:	Adjourn the Work Session of Wednesday, February 22, 2023 at 7:57pm.				
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

Mozell H. Booker
Chair



Capital Reserve Maintenance Fund Request

MOTION: I move that the Board of Supervisors approve a Capital Reserve Maintenance Fund Request in the amount of **\$21,500.00** for the purpose(s) of: fixing a water leak in the Carysbrook parking lot.

Section 1 - REQUEST

Requesting Department/Agency FCPS	Dept/Agency Contact Don Stribling	Date of Request 02/15/2023
Phone (434) 589-5948	Fax (434) 589-5393	Fiscal Year FY23

Reserve Fund Purpose Category: **Unexpected facility repairs or replacements**

Description of Project/Repair	Qty	Unit Price	Total Price
Carysbrook Elementary parking lot water leak	1	\$21,500.00	\$21,500.00
			\$0.00
			\$0.00
			\$0.00

Total Request: \$21,500.00

Description and justification for proposed use.

In a joint partnership with the Fork Union Sanitary District, FCPS is requesting the following funds to be used for this project. This request is in conjunction with a non related CRM initiative that the FUSD replace, update, and move the current meter box at Carysbrook Elementary for a more beneficial collaboration and clarification for any future projects.

Department/Agency Head Name Don Stribling	Signature Don Stribling <small>Digitally signed by Don Stribling DN: cn=Don Stribling, o=FCPS, ou=FCPS, email=sstribling@apps.fluvco.org, c=US Date: 2018.08.21 13:12:45 -04'00'</small>	Date 02/15/2023
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Section 2 - REVIEW

Recommended? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	County Finance Director Tori Melton <small>Digitally signed by Tori Melton Date: 2023.02.22 16:16:42 -05'00'</small>	Date 02/22/2023
Recommended? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	County Administrator Eric Dahl <small>Digitally signed by Eric Dahl Date: 2023.02.23 15:52:04 -05'00'</small>	Date

Section 3 - BOARD OF SUPERVISORS

Approved? <input type="checkbox"/> Yes <input type="checkbox"/> No	Decision Date	Comments
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**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT**

MEETING DATE:	March 1, 2023				
AGENDA TITLE:	FY23 Pay Rates and Classifications				
MOTION(s):	I move the Board of Supervisors to approve the FY23 Pay Rates and Classifications.				
BOS 2 YEAR GOALS?	Yes	No	If yes, list goal(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				X	
STAFF CONTACT(S):	Donna Snow, Director of Human Resources				
PRESENTER(S):	Donna Snow, Director of Human Resources				
RECOMMENDATION:	Approve				
TIMING:	Normal				
DISCUSSION:	Each year the BOS is presented the schematic detailing of County positions and Pay bands for approval. The FY23 Pay Rates and Classifications has been adjusted to reflect the changes and reclassifications that were approved with the Compensation Study. There are no additional funds requested of the pay band adjustments.				
FISCAL IMPACT:	None				
POLICY IMPACT:	None				
LEGISLATIVE HISTORY:	None				
ENCLOSURES:	FY23 Pay Rates and Classifications				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
				X	COAD

FY23 Pay Rates and Classifications			Mid-Range 25% above Min; Max 50% above Min			* 2,184 hrs annually incl. 208 hrs scheduled OT		
Fluvanna County Effective 7/31/22			Full-Time Hourly Rates			Full-Time Annual Pay (Expected)		
Pay Band	Class	Position Title	Minimum	Mid-Range	Maximum	Minimum	Mid-Range	Maximum
5	4090	P&R Camp Counselor Seasonal	\$12.52	\$15.65	\$18.78	NA	NA	NA
	8851	Library Clerk						
6	1612	Registrar Clerk	\$13.15	\$16.43	\$19.72	NA	NA	NA
	4131	Facilities Assistant						
	4132	Museum Attendant						
7	3150	Building Services Worker I	\$13.80	\$17.25	\$20.70	\$28,710	\$35,887	\$43,065
	3461	Convenience Ctr Attendant						
	4065	Park Maintenance Worker						
8	3151	Building Services Worker II	\$14.49	\$18.12	\$21.74	\$30,145	\$37,681	\$45,218
	3171	Grounds Maintenance Worker I						
	8831	Library Assistant I						
9	3172	Grounds Maintenance Worker II	\$15.22	\$19.02	\$22.83	\$31,652	\$39,565	\$47,478
	8832	Library Assistant II						
	1020	Commercial Kitchen Coordinator						
10	1511	Deputy Commissioner I	\$15.98	\$19.97	\$23.97	\$33,234	\$41,543	\$49,851
	1811	Deputy Clerk I						
	2540	Deputy Treasurer I						
	3180	Facility Maintenance Technician						
	3611	Utility Operator I (Trainee)						
	7401	Assistant Equipment & Fleet Maintenance Technician						

FY23 Pay Rates and Classifications Fluvanna County Effective 7/31/22			Mid-Range 25% above Min; Max 50% above Min			* 2,184 hrs annually incl. 208 hrs scheduled OT		
			Full-Time Hourly Rates			Full-Time Annual Pay (Expected)		
Pay Band	Class	Position Title	Minimum	Mid-Range	Maximum	Minimum	Mid-Range	Maximum
11	1052	Administrative Assistant- Admin Asst.	\$16.78	\$20.97	\$25.17	\$34,896	\$43,620	\$52,344
	1092	Admin Program Assistant- PT						
	1093	Children's Services Act (CSA) Programs Assistant						
	1094	Law Enforcement Support Technician						
	1250	Human Resources Assistant						
	1321	Financial Services Technician						
	7400	Equipment & Fleet Maintenance Technician						
	8833	Children's Prgram Specialist-Library						
12	1521	Deputy Commissioner II	\$17.62	\$22.02	\$26.42	\$36,641	\$45,801	\$54,962
	1611	Deputy Registrar-Assistant Registrar						
	1821	Deputy Clerk II						
	2530	Deputy Treasurer II						
	3181	Facilities Maintenance Specialist						
	3531	Utilities System Operator II						
	4112	Active Seniors &Therapeutic Recreation Coordinator						
	4113	Recreational Programs and Special Events Coordinator						
	4114	Athletics and Special Events Coordinator						
9102	EMT Basic Life Support (BLS)							
13	3431	Convenience Center Manager - Recycle Coordinator	\$18.50	\$23.12	\$27.75	\$38,473	\$48,091	\$57,710
	6211	Communications Officer I (No EMD Certification)*	\$18.50	\$23.12	\$27.75	\$38,473	\$48,091	\$57,710
14	1081	Paralegal/Legal Assistant	\$19.42	\$24.28	\$29.13	\$40,397	\$50,496	\$60,596
	1430	Deputy Treasurer III						
	1831	Deputy Clerk III						
	2030	Deputy Commissioner of the Revenue III						
	3371	Grounds Maintenance Supervisor						
	3391	Buildings Supervisor						
	1051	Administrative Program Specialist						
	4115	Parks and Recreation Services Specialist						
	6213	Communications Officer II (With EMD Certification)*						

FY23 Pay Rates and Classifications Fluvanna County Effective 7/31/22			Mid-Range 25% above Min; Max 50% above Min			* 2,184 hrs annually incl. 208 hrs scheduled OT		
			Full-Time Hourly Rates			Full-Time Annual Pay (Expected)		
Pay Band	Class	Position Title	Minimum	Mid-Range	Maximum	Minimum	Mid-Range	Maximum
15	1122	IT Systems Technician	\$20.39	\$25.49	\$30.59	\$42,417	\$53,021	\$63,626
	1330	Financial Services Specialist						
	2211	Code Inspector - Building & Site Inspector						
	3632	Utility Systems Operator III						
	6212	Communications Team Lead*						
	1251	Human Resources Generalist						
16	1541	Deputy Commissioner of the Revenue IV	\$21.41	\$26.77	\$32.12	\$44,538	\$55,672	\$66,807
	2111	Code Inspector - Code Enforcement Officer						
	2112	Code Inspector - E&SC Plans Reviewer						
	3631	Utilities Specialist						
17	3670	Project Manager, PT/Temp	\$22.48	\$28.10	\$33.73	\$46,765	\$58,456	\$70,148
	5130	Planner/GIS Technician						
	1331	Accountant						
	1332	Judicial Assistant						
	9101	EMT Advanced Life Support (ALS)						
	6251	Communications Supervisor (911 Center)*						
18	1381	Purchasing Officer	\$23.61	\$29.51	\$35.41	\$49,103	\$61,379	\$73,655
	2351	Senior Planner						
	7300	HVAC Specialist						
	6281	Communications Operations Coordinator (E911)*						
19 Exempt	1091	Executive Assistant / Clerk to the Board	\$24.79	\$30.98	\$37.18	\$51,558	\$64,448	\$77,337
	1384	Management Analyst I						
	1551	Chief Deputy Commissioner of the Revenue						
	1711	Victim/Witness Manager						
	1851	Chief Deputy Clerk						
	2510	Chief Deputy Treasurer						
	3550	Utilities Manager						
20 Exempt	1385	Management Analyst II	\$26.03	\$32.53	\$39.04	\$54,136	\$67,670	\$81,204
21 Exempt	1351	CSA Manager	\$27.33	\$34.16	\$40.99	\$56,843	\$71,054	\$85,265
	9410	Emergency Management Coordinator						

FY23 Pay Rates and Classifications			Mid-Range 25% above Min; Max 50% above Min			* 2,184 hrs annually incl. 208 hrs scheduled OT		
Fluvanna County Effective 7/31/22			Full-Time Hourly Rates			Full-Time Annual Pay (Expected)		
Pay Band	Class	Position Title	Minimum	Mid-Range	Maximum	Minimum	Mid-Range	Maximum
22 Exempt	9100	EMS Supervisor	\$28.70	\$35.87	\$43.04	\$59,686	\$74,607	\$89,529
23 Exempt	3680 7510	Assistant Public Works Director Assistant Public Works Director- Utilities	\$30.13	\$37.66	\$45.19	\$62,670	\$78,337	\$94,005
24 Exempt			\$31.64	\$39.55	\$47.45	\$65,803	\$82,254	\$98,705
25 Exempt	2250	Building Official	\$33.22	\$41.52	\$49.83	\$69,094	\$86,367	\$103,641
26 Exempt	6291 8800	Director of Communications (911 Center) Library Director	\$34.88	\$43.60	\$52.32	\$72,548	\$90,685	\$108,822
27 Exempt	1750 1150 4290	Assistant Commonwealth's Attorney Assistant County Administrator Director of Parks and Recreation	\$36.62	\$45.78	\$54.93	\$76,175	\$95,219	\$114,263
28 Exempt			\$38.45	\$48.07	\$57.68	\$79,984	\$99,980	\$119,976
29 Exempt	1120 1600 2450 3690 1130	Director of Information Technology Director of Elections/General Registrar Director of Economic Development Director of Public Works Director of Human Resources	\$40.38	\$50.47	\$60.56	\$83,983	\$104,979	\$125,975
30 Exempt	2000	Director of Community Development	\$42.40	\$52.99	\$63.59	\$88,182	\$110,228	\$132,273
31 Exempt	1390	Director of Finance	\$44.51	\$55.64	\$66.77	\$92,591	\$115,739	\$138,887
32 Exempt			\$46.74	\$58.43	\$70.11	\$97,221	\$121,526	\$145,832
33 Exempt	1001	County Attorney	\$49.08	\$61.35	\$73.62	\$102,082	\$127,602	\$153,123
34 Exempt			\$51.53	\$64.41	\$77.30	\$107,186	\$133,982	\$160,779
35 Exempt			\$54.11	\$67.64	\$81.16	\$112,545	\$140,681	\$168,818

FY23 Pay Rates and Classifications			Mid-Range 25% above Min; Max 50% above Min			* 2,184 hrs annually incl. 208 hrs scheduled OT		
Fluvanna County Effective 7/31/22			Full-Time Hourly Rates			Full-Time Annual Pay (Expected)		
Pay Band	Class	Position Title	Minimum	Mid-Range	Maximum	Minimum	Mid-Range	Maximum
36			\$56.81	\$71.02	\$85.22	\$118,172	\$147,715	\$177,258
Exempt								
	Special	Seasonal Time Keepers		\$16.00	Per Game			
	Special	Seasonal Referees		\$28.00	Per Game			



FY23 Law Enforcement Pay Rates and Classifications

Fluvanna County

Effective 7/31/22

Pay Band	Class	Position Title	Full-Time Hourly Rates (2184 hours)			Full-Time Annual Pay (Expected)		
			Mid Range 25% above Min, Max is 50%			Minimum	Mid-Range	Maximum
			Minimum	Mid-Range	Maximum			
105	6070	Deputy Sheriff-In Training	\$21.43	\$26.79	\$32.14	\$46,800	\$58,500	\$70,200
106	6065	Deputy Sheriff -Part Time (No Benefits)	\$22.49	\$28.11	\$33.74	N/A	N/A	N/A
106	6060	Deputy Sheriff	\$22.49	\$28.11	\$33.74	\$49,120	\$61,400	\$73,680
106	6521	School Resource Officer	\$22.49	\$28.11	\$33.74	\$49,120	\$61,400	\$73,680
107	6050	Deputy Sheriff- Investigator	\$24.80	\$31.00	\$37.19	\$54,155	\$67,694	\$81,233
108	6040	Deputy Sheriff- Sergeant	\$26.04	\$32.55	\$39.05	\$56,863	\$71,079	\$85,295
109	6030	Deputy Sheriff- Lieutenant	\$28.71	\$35.88	\$43.06	\$62,692	\$78,365	\$94,038
110	6035	Deputy Sheriff- LT of Investigations	\$30.14	\$37.68	\$45.21	\$65,826	\$82,283	\$98,739
111	6020 (EXEMPT)	Deputy Sheriff- Captain@2080 hrs.	\$31.65	\$39.56	\$47.47	\$69,118	\$86,397	\$103,677
112	6010 (EXEMPT)	Chief Deputy Sheriff- Major@2080 hrs.	\$34.89	\$43.61	\$52.34	\$76,202	\$95,253	\$114,303

**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT**

MEETING DATE:	March 1, 2023				
AGENDA TITLE:	Approval of Open Space Agreement for Andrew J. Mills, Jr. and Carol A. Mills				
MOTION(s):	I move to approve the open space agreement for Andrew J. Mills, Jr. and Carol A. Mills for tax map parcel 26-16-18; agreement shall remain in effect for a term of five (5) consecutive years.				
BOS 2 YEAR GOALS?	Yes	No	If yes, which goal(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				X	
STAFF CONTACT(S):	Andrew M. Sheridan, Jr., Commissioner of the Revenue				
PRESENTER(S):	Andrew M. Sheridan, Jr., Commissioner of the Revenue				
RECOMMENDATION:	Approval				
TIMING:	Immediate				
DISCUSSION:	This property qualifies for an open space agreement with Fluvanna County in accordance with Code Section 58.1-3229 et. seq. of the Virginia State Code.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	In accordance with Section 58.1-3229 et. seq. of Virginia State Code.				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	<ul style="list-style-type: none"> - Andrew J. Mills, Jr. and Carol A. Mills' executed open space agreement - Map of tax map parcel 26-16-18 				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other

Prepared by (Landowner's name and address):

Mills, Andrew J. Jr. & Carol A.

32 Riverside Drive

Palmyra, VA 22963

Tax Map Parcel: 26-16-18

Return to: County of Fluvanna
132 Main Street
Palmyra, VA 22963

This instrument is exempt from Clerk's fees pursuant to Virginia Code Sections 17.1-266 and 17.1-279(E)



OPEN SPACE USE AGREEMENT

THIS AGREEMENT, made this 16th day of February, 2023, by and between Andrew J. Mills, Jr. & Carol A. Mills, party(ies) of the first part, hereinafter called the Grantor (whether one or more), and the COUNTY OF FLUVANNA, a political subdivision of the Commonwealth of Virginia, party of the second part, hereinafter called the County:

WITNESSETH

WHEREAS, the Grantor owns certain real estate, described below, hereinafter called the Property; and

WHEREAS, the County is the local governing body having real estate tax jurisdiction over the Property; and

WHEREAS, the County has determined:

- A. That it is in the public interest that the Property should be provided or preserved for conservation of agricultural and forestal land and of wildlife; and

- B. That the Property meets the applicable criteria for real estate devoted to open-space use as prescribed in Article 4 (Section 58.1-3229 et. seq.) of Chapter 32 of Title 58.1 of the Code of Virginia, and the standards for classifying such real estate prescribed by the Director of the Virginia Department of Conservation and Recreation; and
- C. That the provisions of this agreement meet the requirements and standards prescribed under section 58.1-3233 of the Code of Virginia for recorded commitments by landowners not to change an open-space use to a non-qualifying use; and

WHEREAS, the Grantor is willing to make a written recorded commitment to preserve and protect the open-space uses of the Property during the term of this agreement in order for the Property to be taxed on the basis of a use assessment, and the Grantor has submitted an application for such taxation to the Commissioner of the Revenue of the County pursuant to Section 58.1-3234 of the Code of Virginia and Section 20-4-2(d) of the Fluvanna County Code; and

WHEREAS, the County is willing to extend the tax for the Property on the basis of a use assessment commencing with the next succeeding tax year and continuing for the term of this agreement, in consideration of the Grantor's commitment to preserve and protect the open-space uses of the property, and on the condition that the Grantor's application is satisfactory and that all other requirements of Article 4, Chapter 32, Title 58.1 of the Code of Virginia and Section 20-4-2(d) of the Fluvanna County Code are complied with.

NOW, THEREFORE, in consideration of the foregoing recitals and the mutual benefits, covenants and terms herein contained, the parties hereby **COVENANT** and **AGREE** as follows:

- 1. This agreement shall apply to all the following described real estate:

Tax Map Parcel: 26-16-18 (10.0 acres)

- 2. The Grantor agrees that during the term of this agreement:
 - A. There shall be no change in the use or uses of the Property that exist as of the date of this agreement to any use that would not qualify as open-space use. The qualifying use for the Property is conservation of agricultural and forestal land and of wildlife.
 - B. There shall be no display of billboards, signs or other advertisements on the property except to (i) state solely the name of the Grantor and the address of the Property, (ii) advertise the sale or lease of the Property, (iii) advertise the sale of goods or services produced pursuant to the permitted use of the Property, or (iv) provide warnings. No sign shall exceed four feet by four feet.
 - C. There shall be no construction, placement or maintenance of any structure on the Property unless such structure is either:

- 1) on the Property as of the date of this agreement; or
 - 2) related to and compatible with the open-space uses of the Property which this agreement is intended to protect or provide for.
- D. There shall be no dumping, storage, or accumulations of trash, garbage, ashes, waste, junk, abandoned property or other unsightly or offensive material on the Property.
 - E. There shall be no filling, excavating, mining, drilling, removal of topsoil, sand, gravel, rock, minerals, or other materials which alters the topography of the Property, except as required in the construction of permissible building structures and features under this agreement.
 - F. There shall be no construction or placement of fences, screens, hedges, walls or other similar barriers which materially obstruct the public's view of scenic areas of the Property.
 - G. There shall be no removal or destruction of trees, shrubs, plants and other vegetation, except that the Grantor may: (1) engage in agricultural, horticultural or silvicultural activities, provided that there shall be no cutting of trees, other than selective cutting and salvage of dead or dying trees, within 100 feet of a scenic river, a scenic highway, a Virginia Byway or public property listed in the approved State Comprehensive Outdoor Recreation Plan (Virginia Outdoors Plan); and (2) remove vegetation which constitutes a safety, a health or an ecological hazard, e.g., vegetation classified as a noxious weed pursuant to the Code of Virginia (1950), as amended.
 - H. There shall be no alteration or manipulation of natural water courses, shores, marshes, swamps, wetlands or other water bodies, nor any activities or uses which adversely affect water quality, level or flow.
 - I. On areas of the Property that are being provided or preserved for conservation of land, floodways or other natural resources, or that are to be left in a relatively natural or undeveloped state, there shall be no operation of dune buggies, all-terrain vehicles, motorcycles, motorbikes, snowmobiles or other motor vehicles, except to the extent necessary to inspect, protect or preserve the area.
 - J. There shall be no industrial or commercial activities, conducted on the Property, except for the continuation of agricultural, horticultural or silvicultural activities; or activities that are conducted in a residence or an associated outbuilding such as a garage, smokehouse, small shop or similar structure which is permitted on the property.
 - K. There shall be no separation or split-off of lots, pieces or parcels from the Property. The Property may be sold or transferred during the term of this agreement only as the same entire parcel that is the subject of this agreement, provided, however, that the Grantor may grant to a public body or bodies open-space, conservation or historic preservation easements which apply to all or part of the Property.
3. This agreement shall be effective upon acceptance by the County, provided, however, that the real estate tax for the Property shall not be extended on the basis of its use value until the next succeeding tax year following timely application by the Grantor for the use assessment and taxation in accordance with Section 20-4-2(d) of the Fluvanna County Code. Thereafter, this agreement shall remain in effect for a term of Five (5) consecutive tax years.

4. Nothing contained herein shall be construed as giving to the public a right to enter upon or to use the Property or any portion thereof, except as the Grantor may otherwise allow, consistent with the provisions of this agreement.
5. The County shall have the right at all reasonable times to enter the Property to determine whether the Grantor is complying with the provisions of this agreement.
6. Nothing in this agreement shall be construed to create in the public or member thereof a right to maintain a suit for any damages against the Grantor for any violation of this agreement.
7. Nothing in this agreement shall be construed to permit Grantor to conduct any activity or to build or maintain any improvement which is otherwise prohibited by law.
8. If any provision of this agreement is determined to be invalid by a court of competent jurisdiction, the remainder of the agreement shall not be affected thereby.
9. The provisions of this agreement shall run with the land and be binding upon the parties, their successors, assigns, personal representatives, and heirs.
10. Words of one gender used herein shall include the other gender, and words in the singular shall include words in the plural, whenever the sense requires.
11. This agreement may be terminated in the manner provided in Section 15.2-4314 of the Code of Virginia for withdrawal of land from an agricultural, a forestal or an agricultural and forestal district.
12. Upon termination of this agreement, the Property shall thereafter be assessed and taxed at its fair market value, regardless of its actual use, unless the County determines otherwise in accordance with applicable law.
13. Upon execution of this agreement, it shall be recorded with the record of land titles in the Clerk's Office of the Circuit Court of Fluvanna County, Virginia, at the Grantor's expense. The Grantor, as evidenced by the Grantor's signature below, hereby authorizes the County to deliver this agreement to the Clerk's Office for recordation.
14. NOTICE: WHEN THE OPEN SPACE USE OR USES BY WHICH THE PROPERTY QUALIFIED FOR ASSESSMENT AND TAXATION ON THE BASIS OF USE CHANGES TO A NONQUALIFYING USE OR USES, OR WHEN THE ZONING FOR THE PROPERTY CHANGES TO A MORE INTENSIVE USE AT THE REQUEST OF THE GRANTOR, THE PROPERTY, OR SUCH PORTION OF THE PROPERTY WHICH NO LONGER QUALIFIES SHALL BE SUBJECT TO ROLLBACK TAXES IN ACCORDANCE WITH SECTION 58.1-3237 OF THE CODE OF VIRGINIA. THE GRANTOR SHALL BE SUBJECT TO ALL OF THE OBLIGATIONS AND LIABILITIES OF SAID CODE SECTION.

Witness the following duly authorized signatures and seals.

X Carol A Mills (SEAL)
Landowner

STATE OF Virginia

CITY/COUNTY OF Fluvanna, to-wit:

The foregoing instrument was acknowledged before me this 16th day of February,
2023, by Carol A Mills Carol Mills (Seal)

Ralph Johnson
Notary Public

My commission expires: Jan 31st 2026
Notary registration number: 7647132

RALPH ANTONIO JOHNSON
NOTARY PUBLIC
COMMONWEALTH OF VIRGINIA
MY COMMISSION EXPIRES JAN. 31, 2026
COMMISSION # 7647132

[SEAL]

X Andrew Mills (SEAL)
Landowner

STATE OF Virginia

CITY/COUNTY OF Fluvanna, to-wit:

The foregoing instrument was acknowledged before me this 16th day of February,
2023, by Andrew Mills

Ralph Johnson
Notary Public

My commission expires:
Notary registration number:

RALPH ANTONIO JOHNSON
NOTARY PUBLIC
COMMONWEALTH OF VIRGINIA
MY COMMISSION EXPIRES JAN. 31, 2026
COMMISSION # 7647132

[SEAL]

COUNTY OF FLUVANNA, VIRGINIA

By: _____ (SEAL)
County Administrator

STATE OF VIRGINIA

COUNTY OF FLUVANNA, to-wit:

The foregoing instrument was acknowledged before me this ____ day of _____,
_____, by Eric M. Dahl, County Administrator, on behalf of the County of Fluvanna, Virginia.

Notary Public

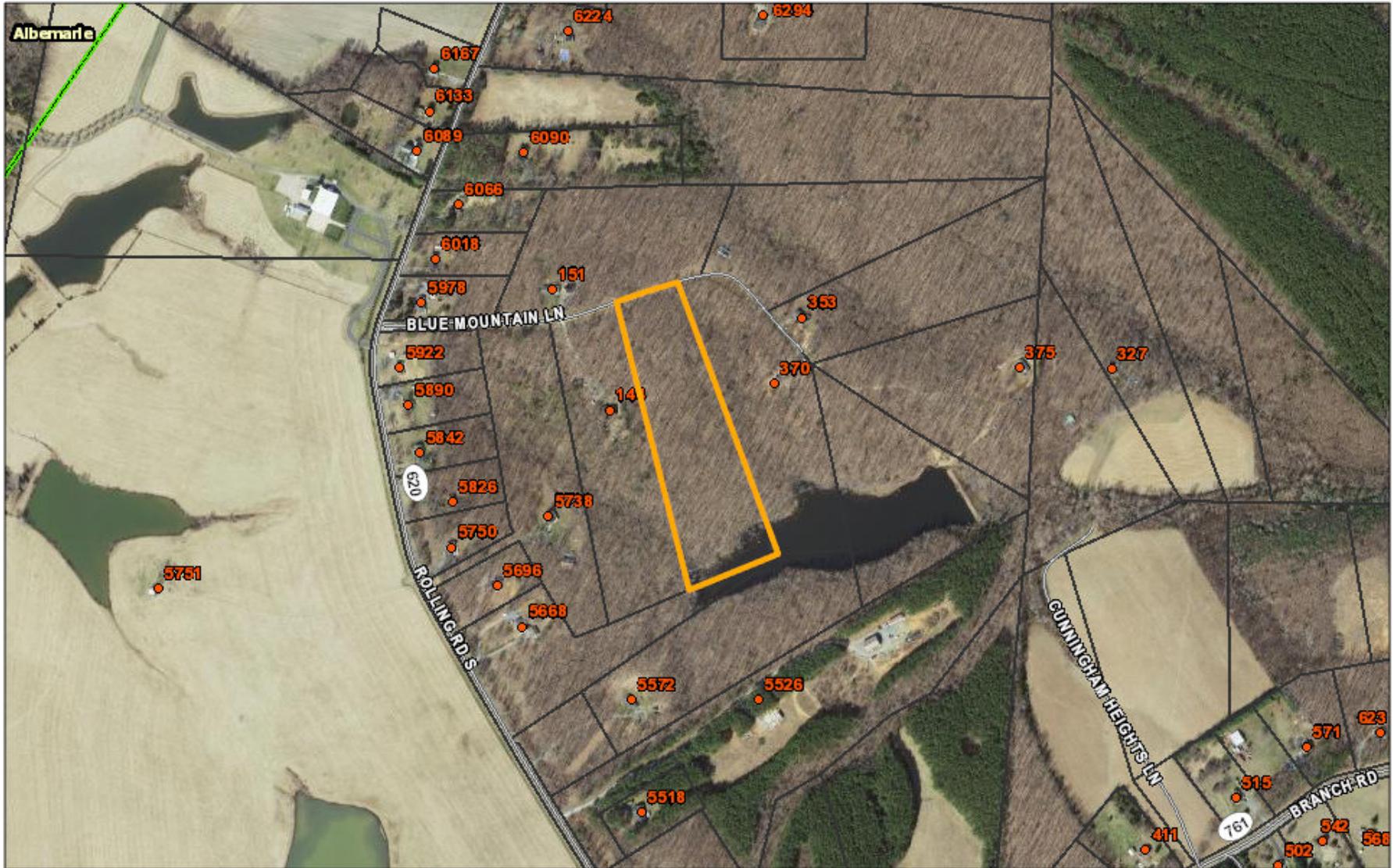
[SEAL]

My commission expires:
Notary registration number:

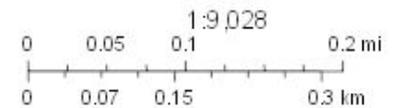
Approved as to form:

Fluvanna County Attorney

Fluvanna County, VA WebGIS Parcels - PIN: 26 16 18



February 16, 2023



Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community, Virginia Geographic Information Network (VGIN)

**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT**

MEETING DATE:	March 1, 2023				
AGENDA TITLE:	Approval of Open Space Agreement for David J. and Becky L. Peterson				
MOTION(s):	I move to approve the open space agreement for David J. and Becky L. Peterson for tax map parcels 33-A-34, 33-A-34B and 33-A-34D; agreement shall remain in effect for a term of five (5) consecutive years.				
BOS 2 YEAR GOALS?	Yes	No	If yes, which goal(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				X	
STAFF CONTACT(S):	Andrew M. Sheridan, Jr., Commissioner of the Revenue				
PRESENTER(S):	Andrew M. Sheridan, Jr., Commissioner of the Revenue				
RECOMMENDATION:	Approval				
TIMING:	Immediate				
DISCUSSION:	These properties qualify for an open space agreement with Fluvanna County in accordance with Code Section 58.1-3229 et. seq. of the Virginia State Code.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	In accordance with Section 58.1-3229 et. seq. of Virginia State Code.				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	<ul style="list-style-type: none"> - David J. and Becky L. Peterson's executed open space agreement - Map of tax map parcels 33-A-34, 33-A-34B and 33-A-34D 				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other

Prepared by (Landowner's name and address):

David J. & Becky L. Peterson
2706 Covered Bridge Rd.
Kents Store, VA 23084

Tax Map Parcel: 33-A-34, 33-A-34B & 33-A-34D

Return to: County of Fluvanna
132 Main Street
Palmyra, VA 22963

This instrument is exempt from Clerk's fees pursuant to Virginia Code Sections 17.1-266 and 17.1-279(E)



OPEN SPACE USE AGREEMENT

THIS AGREEMENT, made this 15th day of February, 2023, by and between David J. & Becky L. Peterson, party(ies) of the first part, hereinafter called the Grantor (whether one or more), and the COUNTY OF FLUVANNA, a political subdivision of the Commonwealth of Virginia, party of the second part, hereinafter called the County:

WITNESSETH

WHEREAS, the Grantor owns certain real estate, described below, hereinafter called the Property; and

WHEREAS, the County is the local governing body having real estate tax jurisdiction over the Property; and

WHEREAS, the County has determined:

- A. That it is in the public interest that the Property should be provided or preserved for conservation of agricultural and forestal land and of wildlife; and
- B. That the Property meets the applicable criteria for real estate devoted to open-space use as prescribed in Article 4 (Section 58.1-3229 et. seq.) of Chapter 32 of Title 58.1 of the

Code of Virginia, and the standards for classifying such real estate prescribed by the Director of the Virginia Department of Conservation and Recreation; and

- C. That the provisions of this agreement meet the requirements and standards prescribed under section 58.1-3233 of the Code of Virginia for recorded commitments by landowners not to change an open-space use to a non-qualifying use; and

WHEREAS, the Grantor is willing to make a written recorded commitment to preserve and protect the open-space uses of the Property during the term of this agreement in order for the Property to be taxed on the basis of a use assessment, and the Grantor has submitted an application for such taxation to the Commissioner of the Revenue of the County pursuant to Section 58.1-3234 of the Code of Virginia and Section 20-4-2(d) of the Fluvanna County Code; and

WHEREAS, the County is willing to extend the tax for the Property on the basis of a use assessment commencing with the next succeeding tax year and continuing for the term of this agreement, in consideration of the Grantor's commitment to preserve and protect the open-space uses of the property, and on the condition that the Grantor's application is satisfactory and that all other requirements of Article 4, Chapter 32, Title 58.1 of the Code of Virginia and Section 20-4-2(d) of the Fluvanna County Code are complied with.

NOW, THEREFORE, in consideration of the foregoing recitals and the mutual benefits, covenants and terms herein contained, the parties hereby **COVENANT** and **AGREE** as follows:

1. This agreement shall apply to all the following described real estate:

Tax Map Parcel: 33-A-34 (11 acres)
 33-A-34B (8 acres)
 33-A-34D (10 acres)
 Totaling: 29 acres

2. The Grantor agrees that during the term of this agreement:

- A. There shall be no change in the use or uses of the Property that exist as of the date of this agreement to any use that would not qualify as open-space use. The qualifying use for the Property is conservation of agricultural and forestal land and of wildlife.
- B. There shall be no display of billboards, signs or other advertisements on the property except to (i) state solely the name of the Grantor and the address of the Property, (ii) advertise the sale or lease of the Property, (iii) advertise the sale of goods or services produced pursuant to the permitted use of the Property, or (iv) provide warnings. No sign shall exceed four feet by four feet.
- C. There shall be no construction, placement or maintenance of any structure on the Property unless such structure is either:
 - 1) on the Property as of the date of this agreement; or

- 2) related to and compatible with the open-space uses of the Property which this agreement is intended to protect or provide for.
 - D. There shall be no dumping, storage, or accumulations of trash, garbage, ashes, waste, junk, abandoned property or other unsightly or offensive material on the Property.
 - E. There shall be no filling, excavating, mining, drilling, removal of topsoil, sand, gravel, rock, minerals, or other materials which alters the topography of the Property, except as required in the construction of permissible building structures and features under this agreement.
 - F. There shall be no construction or placement of fences, screens, hedges, walls or other similar barriers which materially obstruct the public's view of scenic areas of the Property.
 - G. There shall be no removal or destruction of trees, shrubs, plants and other vegetation, except that the Grantor may: (1) engage in agricultural, horticultural or silvicultural activities, provided that there shall be no cutting of trees, other than selective cutting and salvage of dead or dying trees, within 100 feet of a scenic river, a scenic highway, a Virginia Byway or public property listed in the approved State Comprehensive Outdoor Recreation Plan (Virginia Outdoors Plan); and (2) remove vegetation which constitutes a safety, a health or an ecological hazard, e.g., vegetation classified as a noxious weed pursuant to the Code of Virginia (1950), as amended.
 - H. There shall be no alteration or manipulation of natural water courses, shores, marshes, swamps, wetlands or other water bodies, nor any activities or uses which adversely affect water quality, level or flow.
 - I. On areas of the Property that are being provided or preserved for conservation of land, floodways or other natural resources, or that are to be left in a relatively natural or undeveloped state, there shall be no operation of dune buggies, all-terrain vehicles, motorcycles, motorbikes, snowmobiles or other motor vehicles, except to the extent necessary to inspect, protect or preserve the area.
 - J. There shall be no industrial or commercial activities, conducted on the Property, except for the continuation of agricultural, horticultural or silvicultural activities; or activities that are conducted in a residence or an associated outbuilding such as a garage, smokehouse, small shop or similar structure which is permitted on the property.
 - K. There shall be no separation or split-off of lots, pieces or parcels from the Property. The Property may be sold or transferred during the term of this agreement only as the same entire parcel that is the subject of this agreement, provided, however, that the Grantor may grant to a public body or bodies open-space, conservation or historic preservation easements which apply to all or part of the Property.
3. This agreement shall be effective upon acceptance by the County, provided, however, that the real estate tax for the Property shall not be extended on the basis of its use value until the next succeeding tax year following timely application by the Grantor for the use assessment and taxation in accordance with Section 20-4-2(d) of the Fluvanna County Code. Thereafter, this agreement shall remain in effect for a term of five (5) consecutive tax years.

4. Nothing contained herein shall be construed as giving to the public a right to enter upon or to use the Property or any portion thereof, except as the Grantor may otherwise allow, consistent with the provisions of this agreement.
5. The County shall have the right at all reasonable times to enter the Property to determine whether the Grantor is complying with the provisions of this agreement.
6. Nothing in this agreement shall be construed to create in the public or member thereof a right to maintain a suit for any damages against the Grantor for any violation of this agreement.
7. Nothing in this agreement shall be construed to permit Grantor to conduct any activity or to build or maintain any improvement which is otherwise prohibited by law.
8. If any provision of this agreement is determined to be invalid by a court of competent jurisdiction, the remainder of the agreement shall not be affected thereby.
9. The provisions of this agreement shall run with the land and be binding upon the parties, their successors, assigns, personal representatives, and heirs.
10. Words of one gender used herein shall include the other gender, and words in the singular shall include words in the plural, whenever the sense requires.
11. This agreement may be terminated in the manner provided in Section 15.2-4314 of the Code of Virginia for withdrawal of land from an agricultural, a forestal or an agricultural and forestal district.
12. Upon termination of this agreement, the Property shall thereafter be assessed and taxed at its fair market value, regardless of its actual use, unless the County determines otherwise in accordance with applicable law.
13. Upon execution of this agreement, it shall be recorded with the record of land titles in the Clerk's Office of the Circuit Court of Fluvanna County, Virginia, at the Grantor's expense. The Grantor, as evidenced by the Grantor's signature below, hereby authorizes the County to deliver this agreement to the Clerk's Office for recordation.
14. NOTICE: WHEN THE OPEN SPACE USE OR USES BY WHICH THE PROPERTY QUALIFIED FOR ASSESSMENT AND TAXATION ON THE BASIS OF USE CHANGES TO A NONQUALIFYING USE OR USES, OR WHEN THE ZONING FOR THE PROPERTY CHANGES TO A MORE INTENSIVE USE AT THE REQUEST OF THE GRANTOR, THE PROPERTY, OR SUCH PORTION OF THE PROPERTY WHICH NO LONGER QUALIFIES SHALL BE SUBJECT TO ROLLBACK TAXES IN ACCORDANCE WITH SECTION 58.1-3237 OF THE CODE OF VIRGINIA. THE GRANTOR SHALL BE SUBJECT TO ALL OF THE OBLIGATIONS AND LIABILITIES OF SAID CODE SECTION.

Witness the following duly authorized signatures and seals.

[Handwritten Signature]

Landowner



STATE OF Virginia

CITY/COUNTY OF Fluvanna, to-wit:

The foregoing instrument was acknowledged before me this 15th day of February, 2023, by David J. Peterson.

[Handwritten Signature]

Notary Public



My commission expires: 3/31/2026
Notary registration number: 7509714

[Handwritten Signature]
Landowner



STATE OF Virginia

CITY/COUNTY OF Fluvanna, to-wit:

The foregoing instrument was acknowledged before me this 15th day of February, 2023, by Becky L. Peterson.

[Handwritten Signature]

Notary Public



My commission expires: 3/31/2026
Notary registration number: 7509714

COUNTY OF FLUVANNA, VIRGINIA

By: _____ (SEAL)
County Administrator

STATE OF VIRGINIA

COUNTY OF FLUVANNA, to-wit:

The foregoing instrument was acknowledged before me this ____ day of _____,
_____, by Eric M. Dahl, County Administrator, on behalf of the County of Fluvanna, Virginia.

Notary Public

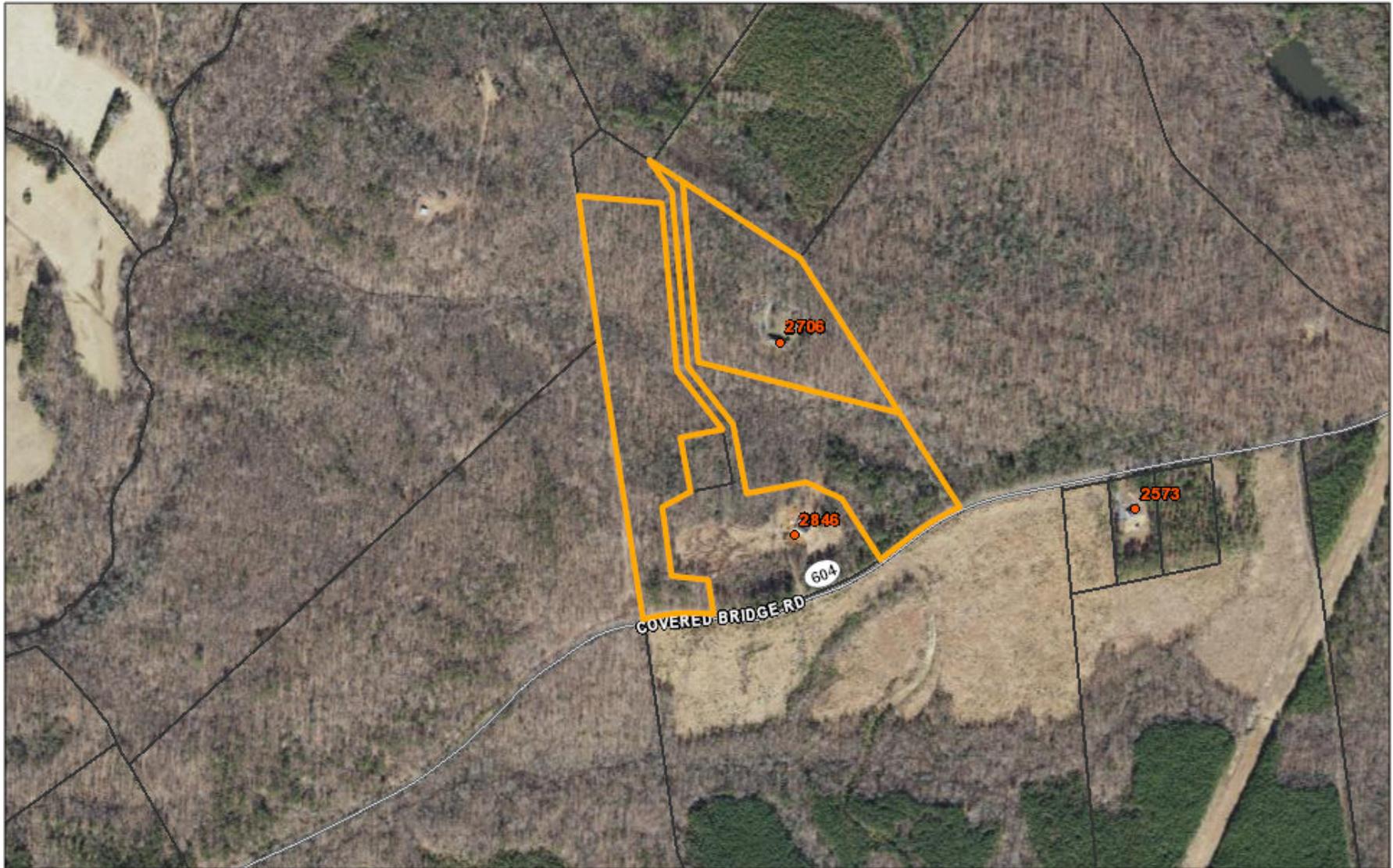
[SEAL]

My commission expires:
Notary registration number:

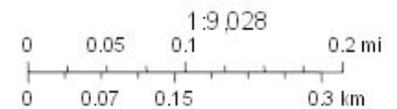
Approved as to form:

Fluvanna County Attorney

Fluvanna County, VA WebGIS



February 15, 2023



Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community, Virginia Geographic Information Network (VGIN)

**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT**

MEETING DATE:	March 1, 2023				
AGENDA TITLE:	BOS 2022-2023 Boards, Commissions and Committee Review				
MOTION(s):	N/A				
BOS 2 YEAR GOALS?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
					XX
STAFF CONTACT(S):	Caitlin Solis, Clerk to the Board of Supervisors				
PRESENTER(S):	Eric Dahl, County Administrator				
RECOMMENDATION:	N/A				
TIMING:	Routine				
DISCUSSION:	This will be a review of existing BOS Board, Commission, and Committee assignments and changes occurring due to a different board chair.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	Current appointments				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
					X

Fluvanna County BOS Board, Commission, and Committee Assignments

Board	2022-23 Member	Frequency	Day	Time	Location	2020-21 Member	2018-19 Member	2016-17 Member	2014-15 Member	2012-13 Member
Agricultural/Forestal Advisory Committee	Fairchild	As Needed	TBD	TBD	TBD	Weaver	Weaver	Weaver	Weaver	Weaver
Central Virginia Regional Jail Authority	Fairchild	Monthly	2nd Thursday	6:00pm	Central Virginia Regional Jail, Orange Co.	Weaver	Weaver	Weaver		
Community Policy Management Team (CPMT)	Booker	Monthly	4th Thursday	9:30 AM	Morris Room, County Admin Bldg	Booker	Booker	Booker	Booker	Booker
EDTAC	Eager	Monthly	2nd Monday	6 00pm	Morris Room, County Admin Bldg	Eager				
Emergency Services Director (Chair or COAD - § 44-146.19)	County Administrator	As Needed	N/A	N/A	N/A	County Administrator	County Administrator	County Administrator	Booker	Kenney
Finance Board (Chair)	Sheridan	Monthly (As Needed)	1st Tuesday	2:00 PM	Morris Room, County Admin Bldg	Sheridan	Sheridan	Sheridan	Booker	N/A
Fluvanna Partnership for Aging Committee (Discretionary)	Booker	Odd Months	4th Monday	4 00 PM	Morris Room, County Admin Bldg	Booker	Booker	Booker	N/A	N/A
Fork Union Sanitary District Advisory Committee	Booker	Odd Months	Last Tuesday	7 00 PM	FUSD Office, 15704 W. River Road Fork Union	Booker	Booker	Booker	Booker	Booker
Parks & Recreation Advisory Board	Fairchild	Odd Months	2nd Tuesday	4:30 PM	Morris Room, County Admin Bldg	O'Brien	O'Brien	Sheridan/Booker	Sheridan	Booker
Piedmont Workforce Network Council	O'Brien	Quarterly (Mar, Jun, Sep, Dec)	Days Vary	1 00 PM	UVA Research Park	O'Brien	O'Brien	O'Brien	O'Brien	Kenney
Planning Commission	Eager	Monthly	1st Tuesday before 2nd Wed	7 00 PM 6:00 PM WS	Carysbrook Performing Arts Center	Eager	Eager	O'Brien	O'Brien	Chesser
Rivanna River Basin Commission (RRBC) - Mbr #1	Booker	Generally Monthly	2nd Monday	12:00 PM	TJPDC, Water Street Center, C'ville	Booker	Booker	Booker	Ullenbruch	Ullenbruch
Rivanna River Basin Commission (RRBC) - Mbr #2	O'Brien	Generally Monthly	2nd Monday	12:00 PM	TJPDC, Water Street Center, C'ville	O'Brien	O'Brien	Eager	Booker	Chesser
Social Services Board	Eager	Monthly	4th Monday	3 00 PM	DSS Boardroom, Carysbrook	Eager	Eager	Eager	Ullenbruch	Booker
Thomas Jefferson Planning District Commission (TJPDC)	O'Brien	Monthly	1st Thursday	7 00 PM	TJPDC, Water Street Center, C'ville	O'Brien	O'Brien	O'Brien	O'Brien	Chesser
Virginia Association of Counties (VACo) Legislative Contact (Chair)	Sheridan	As Needed	N/A	N/A	N/A	Sheridan	Sheridan	Sheridan	Booker	Kenney

**FLUVANNA COUNTY BOARD OF SUPERVISORS
MEETING PACKAGE ATTACHMENTS**

Incl?	Item
<input checked="" type="checkbox"/>	BOS Contingency Balance Report
<input checked="" type="checkbox"/>	Building Inspections Report
<input checked="" type="checkbox"/>	Capital Reserve Balances Memo
<input type="checkbox"/>	Fluvanna County Bank Balance and Investment Report
<input checked="" type="checkbox"/>	Unassigned Fund Balance Report
<input type="checkbox"/>	VDOT Monthly Report & 2020 Resurfacing List
<input type="checkbox"/>	ARPA Fund Balance Memo
<input checked="" type="checkbox"/>	The Board of Supervisors Two Year Plan



COUNTY OF FLUVANNA

“Responsive & Responsible Government”

P.O. Box 540
Palmyra, VA 22963
(434) 591-1910
Fax (434) 591-1911
www.fluvannacounty.org

MEMORANDUM

Date: March 01, 2023
From: Tori Melton – Director of Finance
To: Board of Supervisors
Subject: FY23 BOS Contingency Balance

The FY23 BOS Contingency line balance is as follows:

Beginning Original Budget:	\$162,000
Less: Career Development Circuit Court Clear & Commissioner of Revenue	-15,393
Less: Comprehensive Safety Action Plan Grant – Safe Streets - TJPDC	-30,000
Less: Comprehensive Economic Development Strategy (CEDS) - TJPDC	-2,097.04
Less: 2022 Board of Supervisors Planning Retreat	-5,000
Less: Social Services Salary Range Revision	-17,503
Available:	\$92,006.96



COUNTY OF FLUVANNA

"Responsive & Responsible Government"

P.O. Box 540
Palmyra, VA 22963
(434) 591-1910
Fax (434) 591-1911

MEMORANDUM

Date: March 01, 2023
From: Tori Melton – Director of Finance
To: Board of Supervisors
Subject: FY23 Capital Reserve Balances

The FY23 Capital Reserve account balances are as follows:

County Capital Reserve:

FY22 Carryover	\$512,518
FY23 Budget Allocation:	\$250,000
Less: Fluvanna County District Court Microphone System Replacement	-5,963
Less: Ground Water Well Monitoring at Convenience Center	-27,050
Less: Public Safety Building 5 ton heat pump	-6,408
Less: Generator at Carysbrook Fuel Pumps	-30,000
Less: 4 ton heat pump at Fluvanna County Community Center	-8,522.36
Less: HVAC leaking evaporator coil at the Fluvanna County Library	-6,301.01
Less: Commonwealth's Attorney Office Mold Remediation	-9,800
Less: Kents Store Firehouse Remediation	-63,000
FY23 Available:	\$605,473.63

Schools Capital Reserve:

FY22 Carryover	\$387,600
FY23 Budget Allocation:	\$200,000
Less: FCHS Tennis Court Repair	-63,100
Less: Emergency Radios for FCPS School and Departments	-23,910
Add: Closed CRM Project – 08/27/2022	4,884
Less: Central Elementary purchase of 3 HVAC chiller fans	-10,560
Less: Central Elementary HVAC Chiller replacing failed parts	-11,090
Less: FCHS main chiller	-6,740
Less: Fluvanna Middles School HVAC Chiller	-9,178
Add: Insurance recovery from VACORP for vandalism at FMS	38,498.27
Less: Repair and updating equipment at FMS due to vandalism	-38,498.27
Less: Central Fire Control System	-4,460
Less: FCHS Hot Water Heater	-4,435
Less: FCHS Track Surface	-16,850
Less: FMS Fire Control Main Board	-4,990
Less: FMS Fire Control System	-5,275
Less: FCPS Sewer line repairs and installing clean out	-15,500
Less: FCHS auditorium air handler and installing a new one	-7,800
Less: FCHS Centrifungal Pump	-8,524
Less: FCHS Chiller #1	-36,380
FY23 Available:	\$363,692



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MEMORANDUM

Date: March 01, 2023
From: Tori Melton – Director of Finance
To: Board of Supervisors
Subject: Unassigned Fund Balance

FY22 Year End Audited Total Unassigned Fund Balance:	\$26,519,445
Unassigned Fund Balance – 12% Target Per Policy:	\$10,215,566
Unassigned Fund Balance – Excess Above Policy Target:	\$16,303,879
Less: Palmyra Village Streetscape Project 10.19.22	-317,831
Current Unassigned Fund Balance – Excess Above Policy Target:	\$15,986,048

The Board of Supervisors Two Year Plan – Draft, August 2022

#	Complete	2022 Two Year Goals	Year 1	Year 2	Notes
A		SERVICE DELIVERY			
A1		Work with FRA to identify support options for Fire and Rescue volunteers.		X	
A2		Perform comprehensive review of existing partnerships with local area support and non-profit groups providing services to Fluvanna residents; review service gaps and identify needed partnerships.	X	X	Begin in Year 1; complete in Year 2
A3		Initiate comprehensive review of traffic throughout the county with a particular focus on high-traffic areas around the Lake Monticello community.		X	
A4		Community transportation options and alternatives.		X	Shared school buses/drivers providing transportation for county residents; TJPDC Rural Transportation work group; JAUNT
A5		Implement annual county volunteer recognition ceremony.		X	
A6		Design implementation plan for professional Fire Chief position.		X	
B		COMMUNICATION			
B1		Develop communication plan to inform residents of County projects, accomplishments, and where tax dollars are spent.		X	
C		PROJECT MANAGEMENT			
C1		Continue Columbia area renewal efforts.	X	X	

#	Complete	2022 Two Year Goals	Year 1	Year 2	Notes
C2		Complete a Master Water and Sewer (Plan Phase I) to identify sources for the county's long-term water needs; particularly for each of its community planning areas.	X		
C3		Continue Palmyra Village Streetscape	X	X	Phase I: project begins in 2025, street flow, sidewalks, and street parking on Stone Jail Street side of Civil War Park. Phase II: Crosswalks, sidewalks and parking on Main Street.
		C3.1 Review and pursue opportunities and options for a Palmyra Village Streetscape project to improve safety, parking, walkability, and overall appearance.	X		2022 Smart Scale Grant Awarded.
		C3.2 Research options for civic displays (flags, banners, Notable Residents, etc.)		X	
C4		Successfully oversee and manage Fluvanna County aspects of the James River Water Project.	X	X	
C5		Successfully oversee and manage the design and construction of the Zion Crossroads water and sewer system.	X	X	
C6		Pursue Fork Union revitalization.		X	
		C6.1 Research options for civic displays (flags, banners, Notable Residents, etc.)		X	
C7		Oversee New Administration Building project.	X	X	Multi-year project.
		C7.1 Create and Issue Request for Proposal for Design	X		
		C7.2 Select Design Firm for design of New Admin Building		X	
D		COMMUNITY DEVELOPMENT & ENRICHMENT			
D1		Draft and a formal County-wide economic development and tourism strategy inclusive of an implementation schedule.	X	X	

#	Complete	2022 Two Year Goals	Year 1	Year 2	Notes
		D1.1 Adopt Economic Development Strategic Plan.	X		
		D1.2 Implement five-year Economic Development Strategic Plan.		X	
D2		Seek opportunities to coordinate development activity at Fluvanna's northern border with Louisa County.	X	X	
D3		Hold an Economic Development Discussion Forum for local businesses with planning, zoning, building inspections, infrastructure components.	X		
D4		Investigate options for utilizing Dominion proffer - \$500,000 for recreation, green space.	X	X	
D5		Investigate opportunities to support expanded recreation opportunities, arts, and tourism.	X	X	Coordination with State agencies regarding the installation of additional boat ramps along the Rivanna and James Rivers. Fluvanna After Five @ Pleasant Grove.
D6		Research creating a "teaching farm" at PG Park.		X	Collaborative effort - FCPS? Cooperative Extension? Farm Bureau?
D7		Implement stronger Code Enforcement on the County's Spot Blight Abatement program	X	X	
D8		Review the Subdivision Ordinance on Cluster subdivisions; large lot subdivisions.		X	
D9		Review the Zoning Ordinance to look at higher density options between CPA and R4.		X	
E		FINANCIAL STEWARDSHIP AND EFFICIENCY			

#	Complete	2022 Two Year Goals	Year 1	Year 2	Notes
E1		Reduce the County's reliance on creating and mailing paper checks for payments and implement expanded ACH/EFT transaction options.	X		
E2		Implement credit card payment option for citizen at all County funds collection points through MUNIS Cashiering process.	X	X	
E3		Plan for ways to adequately fund, implement and standardize the Capital Improvement Plan, eliminating deferred CIP projects.		X	