

FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Circuit Courtroom, Fluvanna Courts Building
72 Main Street, Palmyra, VA 22963
October 15, 2025
Regular Meeting 6:00pm

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

ABSENT: None.

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

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

At 6:01pm, Chair Fairchild called to order the Regular Meeting of October 15, 2025. After the recitation of the Pledge of Allegiance, a moment of silence was observed.

3 - ADOPTION OF AGENDA

MOTION:	Accept the Agenda, for the October 15, 2025 Regular Meeting of the Board of Supervisors, as presented.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:		Second			Motion
VOTE:	Yes	Yes	Yes	Absent	Yes
RESULT:	4-0				

4 - COUNTY ADMINISTRATOR’S REPORT

Mr. Dahl reported on the following topics:
Announcements and Updates
Happy Birthday Mr. Sheridan!!!
- October 26th

2025 Annual Halloween Festival

- Come enjoy the Halloween Festival and Trunk or Treat at Pleasant Grove Park Saturday, October 25, 2025, from 6:30pm to 8:30pm.
- Free and open to the public!
- Semi-scary Haunted Barn and Trunk or Treat start at 6:30pm and end at 8:30pm.
- If you plan on handing out candy or treats from a trunk, you must register your vehicle’s trunk at <https://Fluvanna.recdesk.com> or call (434)589-2016 M-F, 9am-4pm. Trunks must be registered by 12 Noon, Tuesday, October 21, 2025.

Next BOS Meetings

Day	Date	Time	Purpose	Location
Wed	Nov 5	5:00 PM	Regular Meeting	Circuit Court
Wed	Nov 19	6:00 PM	Regular Meeting	Circuit Court
Wed	Dec 3	5:00 PM	Regular Meeting	Circuit Court
Wed	Dec 17	6:00 PM	Regular Meeting	Circuit Court

5 - PUBLIC COMMENTS #1

At 6:03pm, Chair Fairchild opened the first round of Public Comments.

- Tristana Treadway, 893 Courthouse Rd, thanked the Board for recognizing the need and the approval of the inclusive playground.
- Faith Stuart, Shores Rd, commented on the County’s relationship with JABA.
- Don Reynard, 3531 Union Mills Rd, commented on assessments and taxes.
- Patti Reynard, 3531 Union Mills Rd, commented on zoning and assessments around Zion Crossroads.
- Tracy Smith, 2 Sandy Beach Ct, thank the Board for attending the Planning Commission meeting on October 7, 2025 and commented on the public hearing comments from the meeting.

With no one else wishing to speak, Chair Fairchild closed the first round of Public Comments at 6:23pm.

7 – PRESENTATIONS

Treasurer’s Report – Debbie Rittenhouse, Treasurer
Ms. Rittenhouse gave the Board a brief overview of the bank balances and TACS report outlining the taxes collected as of September.

2026 Board of Supervisors Legislative Priorities Discussion – Eric Dahl, County Administrator
Seeking guidance and input from the Board of Supervisors for their 2026 Legislative Priorities for the Elected Officials Breakfast in November and the upcoming General Assembly session.
2025 Priorities included:

- Health and Human Services
 - CSA – Protected Funding
- General Government and Finances
 - Financial impact of 45 day early voting funding on localities
- Courts
 - “Sealing Legislation” and the impact on the clerk’s office. Sections 19.2-392.5 – 19.2-391.17 of the Code of Virginia.
- Environment, Energy, and Land Use
 - Utility-Scale Renewable Energy Generation and Energy Storage
 - maintaining local authority to address all impacts and all choices associated with utility-scale installations of solar power, wind power, and energy storage facilities
 - Local Authority to plan and regulate land use, farm, and forest preservation
- Public Safety
 - Dispatcher Regrade 9.3%, require localities to provide the raise in addition to local supplements.
 - Fully fund 1 LE deputy per 1,500 population
 - 2% additional salary raise for deputies and nonsworn personnel or equal to no less than other state or state-supported employees.
 - Fully fund DJCS program for ECO/TDO transportation overtime costs - \$12 Million
 - E-911 dispatchers – hazard duty pay
 - Provide additional resources to assist with recruitment, retention, training, and support of first responders.
 - Virginia HB2175 - Fire service needs; sustainability of funding, and alternative funding models.

Mr. Dahl asked if the Board had any information they would like staff to prepare for the Elected Officials Breakfast.

- Mr. Sheridan asked for the dollar amount to be able to show the Elected Officials what percentage we are supposed to pay, and what the County is actually paying.
- Mr. Sheridan also asked for a dollar amount of what early voting costs the County to be able to show how much we spend and ask if it can be shortened.

8 - ACTION MATTERS

FY25 Budget CSA Purchase of Services Supplemental Appropriation – Judy Blakey, CSA Program Manager

- The FY25 CSA Purchase of Services budget is over budget.
- State pool funds will account for approximately 62% of the total CSA Purchase of Services budget, with local funds providing the remaining 38%.
- FY25 expenditures totaled \$3,101,584.12, \$40,798.12 over the FY25 adopted budget of \$3,060,786.00.
- This supplemental appropriation would make the revised FY25 budget \$3,101,584.12.

MOTION:	Approve a supplemental appropriation of \$40,798.12 for the FY25 CSA Purchase of Services Budget, with the \$15,548.16 local portion of funding to come from Unassigned Fund Balance and the state portion of \$25,249.96 to come from the Office of Children’s Services.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:			Motion		Second
VOTE:	Yes	Yes	Yes	Absent	Yes
RESULT:	4-0				

2025 VACo Annual Conference Voting Credentials – Eric Dahl, County Administrator

- Article VI, VACo Bylaws, states that each county shall designate a representative of its board of supervisors to cast its vote(s) at the Annual Business Meeting.

- Association's Bylaws allow a county to designate a non-elected official from your county or a member of a board of supervisors from another county to cast a proxy vote(s) for your county.
- For your county to be certified to vote at the Annual Business Meeting, a completed Voting Credentials Form or a Proxy Statement must be submitted to VACo by October 24, 2025.

MOTION:	Approve John M. Sheridan be appointed Voting Delegate, representing Fluvanna County by casting votes at the 2025 Annual Business Meeting of the Virginia Association of Counties.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O'Brien	Mr. Sheridan
ACTION:		Second	Motion		
VOTE:	Yes	Yes	Yes	Absent	Yes
RESULT:	4-0				

MOTION:	Approve Eric Dahl be appointed Alternate Delegate, representing Fluvanna County by casting votes at the 2025 Annual Business Meeting of the Virginia Association of Counties.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O'Brien	Mr. Sheridan
ACTION:		Second	Motion		
VOTE:	Yes	Yes	Yes	Absent	Yes
RESULT:	4-0				

Operational Medical Director (OMD) Agreement – Dan Whitten, County Attorney

Contract terms the County should be aware of (highlights only, see contract for details):

- One-year agreement for OMD services provided by Dr. Brendan Byrne; automatic renewal of one-year terms unless thirty days’ written notice provided by either party.
- Cost of \$32,000 per year, paid in four quarterly installments of \$8,000.
- Appropriated amount was \$10,000/year; supplemental appropriation of \$22,000 required from Board contingency fund.
- With the current OMD billing in the arrears, a \$10,000 payment was just made for the existing agreement.
- Once the new agreement is effective around November 1, 2025, additional funding will be needed for 3 quarterly payments (\$8,000/qtr x 3).

MOTION:	Approve the Operational Medical Director Agreement with the University of Virginia Physicians Group and authorize the County Administrator to sign the agreement subject to approval as to form by the County Attorney.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O'Brien	Mr. Sheridan
ACTION:		Motion	Second		
VOTE:	Yes	Yes	Yes	Absent	Yes
RESULT:	4-0				

MOTION:	Approve a supplemental appropriation in the amount of \$24,000 with the funds to come from the FY26 Board of Supervisors Contingency Balance.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O'Brien	Mr. Sheridan
ACTION:		Motion	Second		
VOTE:	Yes	Yes	Yes	Absent	Yes
RESULT:	4-0				

9 - PUBLIC HEARING

ZTA 25-08 Amend the Definitions of “Outdoor Entertainment” and “Outdoor Gathering” – Dan Whitten, County Attorney; Todd Fortune, Director of Planning

- This proposed ZTA would amend the Fluvanna County Code by amending § 22-22-1 to amend the definitions of Outdoor Entertainment and Outdoor Gathering to clarify when a Special Entertainment Permit would be required for such events.
 - This ZTA would amend the definitions of Outdoor Entertainment and Outdoor Gathering to stipulate that an event falls under one of these definitions when a charge is imposed for admission.
 - For the definition of Outdoor Entertainment, this ZTA proposes to further amend the definition to stipulate that a Special Entertainment Permit would be needed when the event is expected to attract 1,000 or more people at one time.
- There have been discussions since late 2024 about how permits for special events are handled. The issue was brought back to the forefront recently as two big events were held in September.
- This proposed ZTA was presented to the Planning Commission for review on September 9, 2025. The Commission, by a vote of 5-0, recommended approval of the proposed amendment.

MOTION:	Approve ZTA 25:08 an ordinance to amend and reordain “The Code of the County of Fluvanna, Virginia” by amending § 22-22-1 to amend the definitions of “Outdoor Entertainment” and “Outdoor Gathering.”				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:		Second	Motion		
VOTE:	Yes	Yes	Yes	Absent	Yes
RESULT:	4-0				

- FY26 FCPS Grants Supplemental Appropriation* – Gemma Soares, Executive Director for Instruction and Finance
- The Adopted FY2026 budget totals \$117,769,609 in revenues and expenditures. The proposed amendment for the FCPS Budget calls for an increase of \$3,605,471.42 in revenues and expenditures.
 - Per Code of Virginia 15.2-2507, any additional appropriation which increases the total budget by more than 1% of the total expenditure budget for that fiscal year requires a public hearing.
 - Notice of the public hearing must be advertised at least once in a newspaper of general circulation in the locality at least 7 days prior to the hearing. The advertisement was on October 2, 2025.

Revenue Category	FY26 Adopted	FY26 Revised	FY26 Request	FY26 Revised (NEW Total)
Local - County	23,790,216	-	-	23,790,216
Other Local	454,200	-	-	454,200
State	31,265,400	-	3,282,800.44	34,548,200.44
Federal	1,440,500	-	322,670.98	1,763,170.98
TOTAL	56,950,316	-	3,605,471.42	60,555,787.42

At 7:16pm, Chair Fairchild opened the Public Hearing. With no one wishing to speak, Chair Fairchild closed the Public Hearing at 7:16pm.

MOTION:	Approve a supplemental appropriation of \$3,605,471.42 to the Fluvanna County Public Schools FY26 budget for funds received from State and Federal revenue sources.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:			Second		Motion
VOTE:	Yes	Yes	Yes	Absent	Yes
RESULT:	4-0				

8 - ACTION MATTERS

Authorization to Advertise for a Public Hearing to Enact County Code Section 2-1-8 to Allow Jurors to Donate Their Pay to Specified Recovery Court Service Organizations – Dan Whitten, County Attorney
Virginia Code Authority

- Virginia Code § 17.1-619 authorizes a County to “provide by local ordinance that a juror may direct in writing that compensation due him be paid to the court service unit or to any other agency, authority or organization which is ancillary to and provides services to the courts of the county or city.”

Proposed County Code Section

- The Circuit Court Clerk has requested the authority in the County Code for jurors to donate their pay Offender Aid and Restoration - Jefferson Area Community Corrections or to Region Ten Community Services Board.
- The juror must provide this direction in writing.
- OAR – Jefferson Area Community Corrections and Region Ten Community Service Board provide extensive services to our court, especially with regard to Recovery Court.

MOTION:	Advertise the amendment to the County Code to enact Section 2-1-8 for a public hearing to be held November 19, 2025.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:		Motion			Second
VOTE:	Yes	Yes	Yes	Absent	Yes
RESULT:	4-0				

10 - CONSENT AGENDA

The following items were discussed before approval:

- J - Four-for-Life Supplemental Appropriation
- M - FY26 Fork Union Fire Insurance Claim - 2024 Polaris Ranger ATV – 5293
- R - CRMF - CEN and CAR Replacement Cafeteria Tables
- T - CRMF - Park & Rec Carysbrook Softball Field Lights

The following items were approved under the Consent Agenda for October 15, 2025:

- Minutes of October 1, 2025 – Caitlin Solis, Clerk to the Board
- Four-for-Life Supplemental Appropriation – Theresa McAllister, Management Analyst
- Board of Supervisors Budget Transfer – Eric Dahl, County Administrator
- FY26 EMS Insurance Claim - 2022 Ford F550 Ambulance - (2973) Inland Marine Claim 2016 Stryker Power Pro Ambulance Cot – Linda Mills, Purchasing Officer
- FY26 Fork Union Fire Insurance Claim - 2024 Polaris Ranger ATV - 5293 – Linda Mills, Purchasing Officer
- FY26 Sheriff’s Office Insurance Claim - 2015 Dodge Charger - 4394 – Linda Mills, Purchasing Officer
- FY26 Sheriff’s Office Insurance Claim - 2019 Dodge Charger - 2557 – Linda Mills, Purchasing Officer
- FY26 Sheriff’s Office Insurance Claim - 2019 Dodge Ram 1500 - 4079 – Linda Mills, Purchasing Officer
- FY26 Sheriff’s Office Insurance Claim - 2023 Dodge Charger - 4926 – Linda Mills, Purchasing Officer
- CRMF - CEN and CAR Replacement Cafeteria Tables – Don Stribling, FCPS Executive Director
- CRMF - FCHS Baseball Field Drainage – Don Stribling, FCPS Executive Director
- CRMF - Park & Rec Carysbrook Softball Field Lights – Aaron Spitzer, Director of Parks and Recreation
- Virginia Department of Fire Programs Particulate Blocking Hoods, Extractors and Exhaust Systems Mini - Grant –Tori Melton, Director of Finance and Andrew Pullen, Chief of Kents Store Vol. Fire Department
- Temporary Staff Stipend for Additional Duties – Bates – Dale Critzer, Director of Public Works
- Temporary Staff Stipend for Additional Duties – Harrison - Dale Critzer, Director of Public Works
- Temporary Staff Stipend for Additional Duties – Sharpe – Dale Critzer, Director of Public Works

MOTION:	Approve the consent agenda, for the October 15, 2025 Board of Supervisors meeting.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:			Second		Motion
VOTE:	Yes	Yes	Yes	Absent	Yes
RESULT:	4-0				

11 - UNFINISHED BUSINESS

Tenaska

Mr. Goad asked if sound mitigation on the existing plant can be conditioned in a SUP. The existing plant cannot be shut down for the amount of time it would take to correct sound issues but potentially a fund can be made to help neighboring homes install sound mitigating improvements.

Mr. Sheridan mentioned an issue at Rt 53 and Ruritan Lake Rd, and asked if Tenaska would be willing to correct the traffic issues to address the projected 800 additional vehicles that will come to Fluvanna during construction of the new plant.

- After much discussion, the Board directed staff to secure a traffic study to see how traffic will be impacted by the Tenaska construction.

MOTION:	Approve \$60,000 to be taken from the BOS Contingency Balance, and authorize the County Administrator to approve a contract for a traffic study up to \$60,000.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:		Motion			Second
VOTE:	Yes	Yes	Yes	Absent	Yes
RESULT:	4-0				

Emergency Services

- Mr. Sheridan asked what the status is for a crew at the Kents Store station. MJ Fick informed the Board staffing 12-hour crews is more difficult than a 24-hour crew. Once the 24-hour stations are fully staffed, 12-hour crews will then be advertised.

12 - NEW BUSINESS

- Mr. Sheridan asked if the Kents Store Fire Station can staff one first responder until the EMS station can be fully staffed.

13 - PUBLIC COMMENTS #2

At 8:29pm, Chair Fairchild opened the second round of Public Comments.

- Don Reynard, 3531 Union Mills Rd, complemented the school system, and commented on assessments around Lake Monticello.
- Patti Reynard, 3531 Union Mills Rd, commented on zoning and assessments around Zion Crossroads.

- James Kelley, 363 Manor Blvd, commented on the candidate’s forum held for the students, carryover requests and the upcoming budget.
- Ron Barche. 204 Panorama Ct, commented on the relationship between PGM and Tenaska, sound abatement and data center cooling systems.
- Jeff Potter, 474 Covered Bridge Rd, commented on data center cooling systems.
- Ray Bassi, 50, Smokewood Dr, commented on “guardrails” for Tenaska to keep in mind before any decisions are made.

With no one else wishing to speak, Chair Fairchild closed the second round of Public Comments at 8:49pm.

- Mr. Sheridan mentioned the UDA Zoning around Zion Crossroads to allow agricultural properties to be upzoned to industrial use and not incur rollback taxes until the properties have improvements that receive a certificate of occupancy as an incentive to bring businesses to Fluvanna County.
- Mr. Hodge asked about zoning and by-right use vs SUPs for landscaping businesses. Staff confirmed landscaping businesses can be operated with a Special Use Permit and kept at the A-1 zoning and lower tax rate; or operated by-right if it is upzoned to B-1 thereby increasing the allowed uses and the value of the property.

RECESS FOR DINNER AND CLOSED SESSION

14 - CLOSED MEETING

MOTION:	At 8:57pm, move the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the provisions of Section 2.2-3711 A.6 of the Code of Virginia, 1950, as amended, for the purpose of discussing Investment of Funds – general reassessment services.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:			Motion		Second
VOTE:	Yes	Yes	Yes	Absent	Yes
RESULT:	4-0				

MOTION:	At 9:41 pm, move Closed Meeting be adjourned and the Fluvanna County Board of Supervisors convene again in open session and “BE IT RESOLVED, the Board of Supervisors does hereby certify to the best of each member’s knowledge (i) only public business matters lawfully exempted from open meeting requirements under Section 2.2-3711-A of the Code of Virginia, 1950, as amended, and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the meeting.”				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:			Motion		Second
VOTE:	Yes	Yes	Yes	Absent	Yes
RESULT:	4-0				

15 - ADJOURN

MOTION:	Adjourn the regular meeting of Wednesday, October 15, 2025 at 9:42pm.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:			Second		Motion
VOTE:	Yes	Yes	Yes	Absent	Yes
RESULT:	4-0				

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

Caitlin Solis
Clerk to the Board

Christopher S. Fairchild
Chai