



**BOARD OF SUPERVISORS MEETING
TUESDAY, JUNE 21, 2022
6:30 PM**

[Susan M. Adams](#), County Administrator

**Board of Supervisors Meeting Room
Carver-Price Education Complex
171 Price Lane, Appomattox, VA 24522
www.AppomattoxCountyVA.gov**

CITIZEN PUBLIC COMMENT PERIOD

This time is provided by the Board to allow citizens the opportunity to address the Board on issues of importance to the citizen. No individual citizen shall be permitted to address the Board for more than three (3) minutes.

APPEARANCES

These scheduled times are provided by the Board to allow citizens and organizations outside the County Government to discuss matters of importance with the Board.

1. [22-2394](#) **Resolution Honoring Gary Christie's Retirement**
Attached for the Board's review and adoption is a Resolution honoring Mr. Gary Christie, Executive Director of the Central Virginia Planning District Commission (CVPDC) for his years of service to the region. Mr. Christie retired at the end of May after a long and successful career in the public sector.
STAFF RECOMMENDATION: Adopt the Resolution and recognize Mr. Christie's retirement honoring his service as Executive Director of the Central Virginia Planning District Commission.
Department: Board of Supervisors, Administration
Documents: [Resolution Honoring Gary F. Christie.pdf](#)

2. [22-2399](#) **Mr. Gary Wood, CEO & Mr. Galen R. Creekmore - Central Virginia Electric Cooperative**
Mr. Gary Wood, CEO and Mr. Galen R. Creekmore, Key Accounts and Member Engagement Representation for Central Virginia Electric Cooperative have requested to appear before the Board to provide an update on the Firefly "RISE" project that the Board partnered with and to discuss the current constructions in Appomattox and the Dominion middle mile fiber project.

Department: Board of Supervisors, Administration
Documents: [Firefly Agreement-VATI 2022 Funding.pdf](#)

ACTION ITEMS

3. [22-2423](#) **Town of Appomattox Request**
Attached for your review is a request from the Town to grant a streetlight easement located on the eastern boundary of the property that borders Main Street.
Department: Board of Supervisors, Administration
Documents: [Deed of Easement.pdf](#)

4. [22-2419](#) **Special Event Permit_Appomattox 4th of July Celebration**

Attached for the Board's review is a Special Event Permit Application from Francisco Display Fireworks/Town of Appomattox for the annual fireworks celebration to be held on July 2, 2022 at 10063 Red House Road in Appomattox, Virginia. This is the annual fireworks celebration, which will start at dusk and last approximately 15 minutes. There will not any food or alcoholic beverages served and no admission charged. The rain date is July 3, 2022, if cancelled due to inclement weather. The Sheriff, Public Safety Director, Building Inspector, Zoning Administrator and County Administrator have reviewed the application for compliance with local regulations and have added comments where necessary.

STAFF RECOMMENDATION: Consider approval of the Special Event Permit request from Francisco Display Fireworks/Town of Appomattox, as presented to include the bond fee waiver. Staff invited representatives from the Town to the Board meeting to address any questions and/or concerns.

Department: Board of Supervisors, Administration
Documents: [SEP Town of Appomattox 4th of July Celebration signed.pdf](#)

5. [22-2418](#)

Special Event Permit Application-Proven Ministries Skeet Shoot

Attached for the Board's review is a Special Event Permit Application from Lauren McQuillan for a "Proven Ministries Skeet Shoot" fundraiser to be held on October 1, 2022 at 812 Patteson School Road in Appomattox, Virginia. This is a skeet shoot competition including supplemental activities such as axe throwing, bonfire, dinner, and a mini-presentation, which will start at 1:30 p.m. and end at 9:00 p.m. There will be food served and alcohol available for purchase. Admission fee is \$119.00 per person. The rain date is October 2, 2022, if cancelled due to inclement weather. The Sheriff, Public Safety Director, Building Inspector, Zoning Administrator and County Administrator have reviewed the application for compliance with local regulations and have added comments where necessary.

STAFF RECOMMENDATION: Consider approval of the Special Event Permit request from Lauren McQuillan, as presented to include the bond fee waiver. Staff invited Ms. McQuillan to the Board meeting to address any questions and/or concerns.

Department: Board of Supervisors, Administration
Documents: [SEP Proven Ministries Skeet Shoot 2022 Signed.pdf](#)

6. [22-2420](#)

Waiver Request_Town of Pamplin

As you know, the Town of Pamplin is currently engaged in the development of the High Bridge Trail Terminus Parking lot. The Board of Supervisors voted to support this effort in July, 2021 and provided funding in the amount of \$42,500 to assist the town with this project. The town has developed a site plan, which is currently under review by staff. The parking lot development will require a

Land Disturbance Permit. Typically, the permit fee for a site this size would be \$325.00. The bond/surety amount is estimated to be approximately \$20,000. The Town is requesting that the Land Disturbance fee and the bond/surety requirement to be waived.

Staff Recommendation: The Town of Pamplin requests the Board's consideration to waive the \$325.00 Land Disturbance permit fee and bond/surety requirements.

Department: Board of Supervisors, Administration

Documents: [Town of Pamplin HBT Parking Lot Letter Waiver Request.pdf](#)

7. [22-2421](#)

FY 2023 Budget Appropriations Resolution

After a duly advertised Public Hearing on May 25th to receive public comments on the proposed FY23 budget, the Board considered the requests and requested staff make suggested changes. The Board of Supervisors held a Special Called Meeting on Wednesday, June 15th and approved the FY 23 budget. Staff has prepared a Resolution for your approval to appropriate the funds to the line items, as specified, on July 1, 2022.

STAFF RECOMMENDATION: Approve the FY 2023 Appropriations Resolution, effective July 1, 2022, as presented.

Department: Board of Supervisors, Administration

Documents: [Appropriations Resolution.pdf](#)

8. [22-2415](#)

Chamber of Commerce Support

Mr. John Redding, Appomattox Chamber of Commerce President, requested the Board's support for the production of the 2022-23 edition of the Appomattox magazine.

STAFF RECOMMENDATION: Please consider adoption of this statement in support of the Chamber's request. "Be it recorded that the Board of Supervisors supports the production of the 2022-23 edition of the Appomattox Magazine by the Chamber of Commerce." For anyone wishing to advertise in the issue, please contact Mr. Dave Keene, Town Square Publications, at (484) 793-1291 or dkeene@tspubs.com. For potential inclusion of other content, please contact John Redding at johnredding@hotmail.com or through the Chamber office.

Department: Board of Supervisors, Administration

9. [22-2422](#)

Appomattox Public Schools Appropriation Request

Staff received a request from Dr. Bennett, School Superintendent, to appropriate and supplement \$277,959.64 to the School Nutrition Fund. These funds have been reimbursed from the State and requires appropriation to the designated account.

STAFF RECOMMENDATION: Appropriate and supplement \$277,959.64 to the School Nutrition account. No new local funds are required.

Department: Board of Supervisors, Administration

CONSENT AGENDA

The Consent Agenda includes approval of all Bills, Minutes, Supplemental Appropriations, Line Item Transfers, and Fund Transfers. Any item on the Consent Agenda shall be removed from the Consent Agenda at the request of any Board member prior to the vote on the Consent Agenda. Items removed from the Consent Agenda shall be considered by the Board individually in order in which they were removed from the Consent Agenda immediately following consideration of the Consent Agenda.

10. [22-2397](#) **Invoices Submitted for Payment**

Please review the attached invoices and approve for payment:

June 3, 2022	\$56,519.31
June 16, 2022 - School Construction	\$1,969,284.49
June 17, 2022 - CSA	\$154,991.26
June 21, 2022	\$346,094.58
TOTAL:	\$2,526,889.64

STAFF RECOMMENDATION: Please review and consider approval of the attached invoices for payment.

Department: Board of Supervisors, Administration

Documents: [Invoices Submitted for Payment.pdf](#)

11. [22-2398](#) **Minutes**

Please review the following DRAFT minutes for approval:

May 16, 2022 Work Session & Regular Scheduled Meeting Minutes
May 25, 2022 Special Called Meeting Minutes

Department: Board of Supervisors, Administration

Documents: [May 16, 2022 BOS Meeting Minutes.pdf](#), [May 25, 2022 BOS Special Meeting Minutes.pdf](#)

12. [22-2402](#) **County SNAP Fund**

Please transfer by consent **\$1,969,284.49** from the **County SNAP Fund** (High School Renovation Bonds) to the General Fund and appropriate to the following:

8103-8003	ACHS Renovation 2022	\$1,969,284.49
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RE: Invoices paid to Boxley, Capital Electric, Virginia Steel and Jamerson-Lewis Construction Co.

STAFF RECOMMENDATION: Approve recommendation. The fund was established from the County's \$10,000,000 debt service for the High School Renovation project.

Department: Board of Supervisors, Administration

13. [22-2403](#)

The Farmers Bank Payment - \$10,000,000 Lease Revenue Bond, Series 2021 (School Construction)

Please transfer by consent **\$113,319.44** from the General Fund and appropriate to the following:

8103-8003 ACHS Renovation 2022 **\$113,319.44**

RE: May, 2022 \$10,000,000 loan payment to The Farmers Bank for ACHS school renovation.

Department: Board of Supervisors, Administration

14. [22-2400](#)

Courthouse Security Fund

Please transfer by consent **\$21,029.05** from the Courthouse Security Fund and supplement to **3102-1006 Courthouse Security Position.**

STAFF RECOMMENDATION: No new local funds are required.

Department: Board of Supervisors, Administration

15. [22-2401](#)

Sheriff's Department - Federal Asset Forfeiture Account

Please transfer by consent **\$2,043.16** from the Federal Asset Forfeiture Account to the General Fund and appropriate to **3102-5816 Asset Forfeiture.**

STAFF RECOMMENDATION: Transfer by consent \$2,043.16 from the Federal Asset Forfeiture Account to the General Fund and appropriate to 3102-5816 Asset Forfeiture.

Department: Board of Supervisors, Administration

16. [22-2406](#)

Commissioner of the Revenue Refund Request

Mrs. Sara Henderson, Commissioner of the Revenue is requesting the following to be paid from line item **1209-5803 Refunds.**

1) Refund Patricia Ann Bell & Johnathan Bradely Bell, \$190.40 for 2022 Personal Property taxes. The vehicle was sold on November 30, 2021.

STAFF RECOMMENDATION: Consider the above refund. Transfer by consent from the General Fund and supplement \$190.40 to 1209-5803 Refunds. No new local funds are required.

Department: Board of Supervisors, Administration

Documents: [Commissioner of the Revenue Refund Request.pdf](#)

17. [22-2411](#)

Board of Supervisors - Operating Reserve

Please supplement by consent and appropriate the following:

1101-5804 Operating Reserve **\$73.69**

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- RE: Reimbursement from Courtland Park Foundation for replacement of paddles on the LOVE sign.
- STAFF RECOMMENDATION:** No new local funds are required.
- Department: Board of Supervisors, Administration
18. [22-2404](#) **Department of Social Services**
- Please supplement by consent and appropriate the following:
- | | | |
|---------------|------------|--------------------|
| 5301-2002 | VRS | \$13,899.62 |
| 5301-2006 | Group Life | \$1,020.02 |
| 5301-2002 | ICMA-RC | \$1479.60 |
| TOTAL: | | \$16,399.24 |
- RE: Reimbursement from DSS for May, 2022 payroll deductions.
- STAFF RECOMMENDATION:** No new local funds are required.
- Department: Board of Supervisors, Administration
19. [22-2407](#) **Children's Services Act (CSA)**
- Please supplement by consent and appropriate the following:
- | | | |
|-----------|-----------------------|---------------|
| 5310-3001 | Professional Services | 185.00 |
|-----------|-----------------------|---------------|
- RE: Reimbursement from Appomattox County Schools for services provided by CSA.
- STAFF RECOMMENDATION:** No new local funds are required.
- Department: Board of Supervisors, Administration
20. [22-2408](#) **Animal Shelter Operations**
- Please transfer by consent from the Animal Shelter Donations and Spay/Neuter Reserve Funds and appropriate to the following:
- | | | |
|---------------|---------------------|-------------------|
| 3501-5804 | Donations | \$1,468.78 |
| 3501-5413 | Spay/Neuter Program | \$975.00 |
| TOTAL: | | \$2,443.78 |
- STAFF RECOMMENDATION:** No new local funds are required.
- Department: Board of Supervisors, Administration
21. [22-2412](#) **Sports Complex**
- Please supplement by consent and appropriate the following:
- | | | |
|-----------|-----------|-----------------|
| 7101-7001 | Equipment | \$509.50 |
|-----------|-----------|-----------------|
- RE: Donation received from the Estate of Joan Lafin Rockwell for the sports complex.
- STAFF RECOMMENDATION:** No new local funds are required.
- Department: Board of Supervisors, Administration
22. [22-2417](#) **Waterline Expenses**
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Please supplement by consent and appropriate the following:

082-1800-5101	Electrical Services	\$309.36
082-1800-5203	Telecommunications	\$54.96
TOTAL:		\$364.32

RE: Reimbursement from the Town of Appomattox for waterline expenses.

STAFF RECOMMENDATION: No new local funds are required.

Department: Board of Supervisors, Administration

23. [22-2416](#)

Treasurer's Office

Please supplement by consent and appropriate the following:

1213-5808	DMV Stops	\$4,075.00
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RE: DMV stops performed by the Treasurer's Office.

STAFF RECOMMENDATION: No new local funds are required.

Department: Board of Supervisors, Administration

24. [22-2410](#)

Sheriff's Department - DARE Program

Please supplement by consent and appropriate the following:

3106-5401	Office Supplies	\$30.00
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RE: Donation received from Richard S. Durbin for the DARE program.

STAFF RECOMMENDATION: No new local funds are required.

Department: Board of Supervisors, Administration

25. [22-2409](#)

Sheriff's Department

Please supplement by consent and appropriate the following:

3102-1002	Overtime	\$974.07
3102-5503	Travel (Susistance/Lodging)	\$378.60
3102-5408	Vehicle Equip/Gasoline Supplies	\$5,749.10
3102-5804	TRIAD (Donations Only)	\$300.00
TOTAL:		\$7,401.77

RE: Reimbursement from Schools for overtime performed by deputy at Spring sports/Prom (\$974.07); Reimbursement from the Virginia Sheriff's Institute, Inc. for Spring Sheriff's Conference (\$378.60); Reimbursement from VACORP for damages to a 2012 Dodge Charger (\$5,749.10); Donation received from Merle R. Nash (\$300.00).

STAFF RECOMMENDATION: No new local funds are required.

Department: Board of Supervisors, Administration

26. [22-2405](#)

J. Robert Jamerson Memorial Library

Please supplement by consent and appropriate the following:

7301-5411	Books	\$206.19
7301-5401	Office Supplies	\$696.50
7301-5415	Summer Reading	\$150.00
7301-7001	Equipment	\$674.99
TOTAL:		\$1,727.68

STAFF RECOMMENDATION: No new local funds are required.

Department: Board of Supervisors, Administration

ITEMS REMOVED FROM CONSENT ATTORNEY'S REPORT

Discuss lease/purchase option.

ADMINISTRATOR'S REPORT

REPORTS AND INFORMATIONAL ITEMS

27. [22-2413](#) **School Financial Report**

Attached for the Board's review is the May, 2022 month-end financial report from Dr. Annette Bennett, Superintendent and Cindy Wahrman, Interim Director of Finance.

Department: Board of Supervisors, Administration

Documents: [School Financial Report.pdf](#)

28. [22-2414](#) **Robert E. Lee Soil & Water Conservation District Board of Directors Meeting Minutes**

Attached for the Board's review is a copy of the April 28, 2022 monthly Board of Directors meeting minutes from the Robert E. Lee Soil & Water Conservation District.

Department: Board of Supervisors, Administration

Documents: [Robert E. Lee Soil & Water Conservation District Meeting Minutes.pdf](#)

SUPERVISOR CONCERNS

This time is for individual Board members to share information with other members of the Board and the public. Items presented under this heading requiring action will be for a future meeting agenda or to request additional information from staff members. No item presented under this heading shall be acted upon at this meeting without the unanimous consensus of the Board.

CLOSED SESSION

UPCOMING MEETINGS

Monday, July 18, 2022 @ 6:30 PM

Regular Scheduled Meeting

Board of Supervisors Meeting Room
171 Price Lane, Appomattox, Virginia

ADJOURNMENT