



**BOARD OF SUPERVISORS MEETING
TUESDAY, JUNE 20, 2023
6:00 PM**

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

Board of Supervisors Meeting Room
171 Price Lane, Appomattox, Virginia 24522

www.AppomattoxCountyVA.gov

BOARD OF SUPERVISORS

Call to Order
Pledge of Allegiance
Invocation - Mr. Jones
Setting of Agenda

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. [23-2742](#) **Library Material Content - Rev. Raymond**
Rev. Raymond requested to appear before the Board to voice concerns and offer potential resolution to materials that are distributed by the local library.
Department: Board of Supervisors, Administration

ACTION ITEMS

2. [23-2740](#) **Special Event Permit Application - Appomattox 4th of July Celebration**
Attached for the Board's review is a Special Event Permit Application from Francisco Display Fireworks for the annual fireworks celebration to be held on July 1, 2023 at 10063 Red House Road in Appomattox, Virginia. This is the annual fireworks celebration, which will start at dusk and last approximately 15 minutes. 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, as presented to include the bond and fee waiver. Additionally, the Town has requested that the application fee be waived for this event.
Department: Board of Supervisors, Administration
Documents: [Special Event Permit Application for Fireworks.pdf](#)
3. [23-2722](#) **FY 2024 Budget Appropriations Resolution**
After a duly advertised Public Hearing on Monday, May 15, 2023 to receive public comments on the proposed FY24 budget, the Board considered the requests and requested staff make suggested changes. The Board of Supervisors held a Special Called Meeting on Wednesday, May 24, 2023 and

approved the FY 24 budget. Staff has prepared a Resolution for your approval to appropriate the funds to the line items, as specified, on July 1, 2023.

STAFF RECOMMENDATION: Approve the FY 2024 Appropriations Resolution, effective July 1, 2023, as presented. Please note that additional FY 24 appropriations may be submitted to the Board once the State approves its budget.

Department: Board of Supervisors, Administration

Documents: [FY 2024 Appropriations Resolution.pdf](#)

4. [23-2741](#)

FY 2024 Tax Levy Resolution

After being duly advertised, a Public Hearing was held on Monday, May 15, 2023, to receive public comment on the "proposed" FY 24 Budget and Tax Levies. The Board did not propose an increase in the FY 24 Tax Levy.

STAFF RECOMMENDATION: Adopt the FY24 Tax Levy Resolution, as advertised.

Department: Board of Supervisors, Administration

Documents: [Resolution FY 2024 Tax Levies.pdf](#)

COMMITTEE APPOINTMENTS

5. [23-2736](#)

Central Virginia Alliance for Community Living Committee Appointment

At the May 15th meeting, the Board tabled the recommendation of a representative to fill the vacancy of Mr. Robert Fox on the CVACL Board of Directors.

STAFF RECOMMENDATION: Please consider a recommendation of a representative to fill the vacancy on the CVACL Board of Directors, effective October 1, 2023. The term limit is for three (3) years, ending September 20, 2026.

Department: Board of Supervisors, Administration

6. [23-2724](#)

J. Robert Jamerson Memorial Library Board of Trustees Appointments

Attached for the Board's review is an email from Ms. Mary Lund, Wreck Island District representative on the Library Board of Trustees announcing her resignation immediately, with an unexpired term ending June 30, 2025, and an email from Ms. Elizabeth Gilliam, Falling River District representative also announcing her resignation immediately, with an unexpired term ending June 30, 2025

Note: Supervisor Hinkle has made a recommendation to nominate Mr. Brandon Barney to fill the Falling River District vacancy with an unexpired term ending June 30, 2025.

STAFF RECOMMENDATION: Appoint a representative to fill the Wreck Island District and the Falling River District vacated seats on the Library Board of Trustees. Both appointee terms end on June 30, 2025.

Department: Board of Supervisors, Administration
Documents: [Library Board Resignations.pdf](#)

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.

7. [23-2719](#)

Invoices Submitted for Payment

Please review the attached invoices and approve for payment:

June 2, 2023	\$66,325.09
June 16, 2023 - CSA	\$163,627.32
June 20, 2023	\$654,944.42
TOTAL:	\$884,896.83

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

Department: Board of Supervisors, Administration
Documents: [Invoices Submitted for Payment.pdf](#)

8. [23-2720](#)

Minutes

Please review the following DRAFT minutes for approval:

May, 15, 2023 Regular Scheduled Meeting

May 24, 2023 Special Called Meeting

Department: Board of Supervisors, Administration
Documents: [May 15, 2023 BOS Meeting Minutes.pdf](#), [May 24, 2023 BOS Special Called Meeting Minutes.pdf](#)

9. [23-2725](#)

Commissioner of the Revenue Refund Requests

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

- 1) Refund Mark & Jennifer Letterman **\$3,381.20** for April 19, 2017 thru September 15, 2021 Real Estate taxes and **\$65.56** for 2021 personal property taxes. Mr. Letterman qualifies for the Veteran's Exemption.
- 2) Refund Tyler Vaughan Ramsey **\$4,171.76** for 2022 personal property taxes. His personal property is garaged in Franklin County.
- 3) Refund Donald E. Ohaneson **\$194.67** for 1st half 2023 real estate taxes. He qualifies for the Veteran's Exemption.
- 4) Refund Theresa M. Morey **\$132.00** for 2022 personal property taxes. She resides in Buckingham County and paid taxes there and in Appomattox County.

STAFF RECOMMENDATION: Consider the above refund. Transfer by consent from the General Fund and supplement \$7,945.19 to 1209-5803. No new local funds are required.

Department: Board of Supervisors, Administration

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

10. [23-2726](#)

Animal Shelter Operations

Please supplement by consent and appropriate the following:

3501-3001	Professional Medical Services	\$200.00
3501-5413	Spay/Neuter Program	\$1,195.00
3501-5804	Donations	\$332.00
TOTAL:		\$1,727.00

RE: Restitution for medical services (\$200.00); Funds received through adoptions (\$1,195.00); Donations received for Animal Shelter (\$332.00).

STAFF RECOMMENDATION: No new local funds are required.

Department: Board of Supervisors, Administration

11. [23-2739](#)

Children's Services Act (CSA)

Please supplement by consent and appropriate the following:

5310-3001	Professional Services	\$322,564.00
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RE : CSA Funds received from Office of Children's Services.

STAFF RECOMMENDATION: No new local funds are required. The supplemented funds have been received from the State.

Department: Board of Supervisors, Administration

12. [23-2729](#)

Sheriff/Jail/Operations

Please transfer by consent from the Operating Reserve and supplement the following:

3301-3009	Purchase Services Other Entities	\$42,618.00
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RE: FY 2022 per diem audit contribution to Blue Ridge Regional Jail Authority (\$41,248.00); Additional funds needed to pay 4th Quarter Per Diem invoice (\$1,370.00).

STAFF RECOMMENDATION: New local funds are required to supplement budget.

Department: Board of Supervisors, Administration

13. [23-2732](#)

Sheriff's Department

Please supplement by consent and appropriate the following:

3102-1002	Overtime	\$4,385.23
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3102-1003	Part-Time Salaries	\$674.64
3102-5401	Office Supply	\$100.00
3102-5812	Canine Donations (New Line Item)	\$14,350.00
3102-5815	ARPA Grant (New Line Item)	\$266,000.00
TOTAL:		\$285,509.87

RE: Reimbursement from School Board for security performed at Appomattox High and Middle School spring sporting events; High School Region 2C Softball, Soccer and Baseball security coverage (\$4,385.23); Reimbursement from School Board for extra security performed at the Schools (\$674.64); Solicitor license fee purchased by Tessa Laplante (\$100.00); Canine donations received (\$14,350.00); ARPA Grant funds received through DCJS (\$266,000.00).

STAFF RECOMMENDATION: No new local funds are required.

Department: Board of Supervisors, Administration

14. [23-2731](#)

Waterline Expenses

Please supplement by consent and appropriate the following:

082-1800-5101	Electrical Services	\$639.65
082-1800-5203	Telecommunications	\$56.82
TOTAL:		\$696.47

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

STAFF RECOMMENDATION: No new local funds are required.

Department: Board of Supervisors, Administration

15. [23-2738](#)

Treasurer's Office

Please supplement by consent and appropriate the following:

1213-5808	DMV Stops	\$4,783.00
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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

16. [23-2727](#)

J. Robert Jamerson Memorial Library

Please supplement by consent and appropriate the following:

7301-5401	Office Supplies	\$610.58
7301-5411	Books	\$16.98
TOTAL:		\$627.56

RE: Reimbursement for Office Supplies (\$610.58); Funds received from sale of books (\$16.98).

STAFF RECOMMENDATION: No new local funds are required.

17. [23-2728](#) Department: Board of Supervisors, Administration
Commonwealth Attorney's Office
Please supplement by consent and appropriate the following:
2201-5801 Dues/Memberships **\$1,050.00**
RE: Reimbursement from VACA for overpayment of dues.

STAFF RECOMMENDATION: No new local funds are required.

18. [23-2730](#) Department: Board of Supervisors, Administration
Documents: [Commonwealth Attorney Overpayment.pdf](#)
Department of Social Services
Please supplement by consent and appropriate the following:
015-5301- VRS \$14,984.01
2002
015-5301- Group Life \$981.07
2006
015-5301- ICMA-RC \$1,299.14
2002
TOTAL: \$17,264.22

RE: Reimbursement from DSS for May, 2023 payroll deductions.

STAFF RECOMMENDATION: No new local funds are required.

Department: Board of Supervisors, Administration

ITEMS REMOVED FROM CONSENT

ATTORNEY'S REPORT

ADMINISTRATOR'S REPORT

REPORTS AND INFORMATIONAL ITEMS

19. [23-2733](#) **Robert E. Lee Soil & Water Conservation District Meeting Minutes**
Attached for the Board's review is a copy of the April 27, 2023 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 Meeting Minutes.pdf](#)
20. [23-2734](#) **Free Rapid Revive Training Flyer**
Attached for the Board's review is a flyer from the Central Virginia Health District announcing "Free Rapid Revive Training" that will be held on the second Thursday of every month between 12:00 p.m. and 2:00 p.m. at local Health Departments, which include Amherst, Appomattox, Bedford and Campbell County Health Departments.
Department: Board of Supervisors, Administration

Documents:

[Flyer for Free Rapid Revive! Training.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.

UPCOMING MEETINGS

Monday, July 17, 2023 @ 6:00 PM

Regular Scheduled Meeting

Board of Supervisors Meeting Room

171 Price Lane, Appomattox, Virginia

ADJOURNMENT