



**BOARD OF SUPERVISORS MEETING  
MONDAY, MARCH 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](http://www.AppomattoxCountyVA.gov)

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## BOARD OF SUPERVISORS

### 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. [22-2301](#) **Mr. Robert Brown, VDOT Appomattox Residency Administrator**  
Mr. Robert Brown, VDOT Appomattox Residency Administrator has requested to appear before the Board to present a Rural Rustic Resolution and request consideration to approve Route 721, Stone Ridge Road to be paved in accordance with VDOT Rural Rustic Standards. The owner of the Cabell Plantation has contacted VDOT and requested approval to hard-surface the unpaved section of Rte. 721 at his expense. It is VDOT intent to issue a Land Use Permit to the owner permitting this improvement. In order to proceed with the project, the Appomattox County Board of Supervisors is requested to concur that the unpaved road is to be constructed to rural rustic design standards.  
**STAFF RECOMMENDATION: Consider approval of the attached Resolution presented by Mr. Brown, VDOT Residency Administrator.**  
Department: Board of Supervisors, Administration  
Documents: [Rural Rustic Road Resolution.pdf](#)
2. [22-2289](#) **Mr. David Rowe, Bankers Insurance**  
Mr. David Rowe with Bankers Insurance has requested to appear before the Board to present the County's health insurance plan with Local Choice.  
Department: Board of Supervisors, Administration  
Documents: [The Local Choice Health Insurance.pdf](#)
3. [22-2311](#) **Courthouse Facility Assessment Proposal - John Spencer, Purchasing Agent**  
The Board authorized staff to proceed with obtaining a proposal from Architectural Partners to perform an assessment and analysis of the old Courthouse building. Mr. Spencer is prepared to present the proposal for acceptance by the Board.  
**STAFF RECOMMENDATION: After presentation of the assessment proposal and questions addressed, staff requests the Board's acceptance of the**

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**proposed services and fees to perform a Courthouse Facility Assessment and Analysis.**

Department: Board of Supervisors, Administration  
Documents: [Architectural Partners.pdf](#)

## **PUBLIC HEARING (7:00 PM)**

4. [22-2308](#) **Public Hearing\_Amendment to Chapter 3.7-12, Exemptions for Elderly and Disabled Persons**

A duly advertised public hearing has been scheduled for March 21, 2022 at 7:00 p.m. The Appomattox County Board of Supervisors will consider and receive comments on a proposed amendment to the Appomattox County Code Chapter 3- Administration Article 7-Taxation and Fees, Division 5-Exemption for Elderly and Disabled Persons. Specifically, the proposed amendment is to §3.7-12 Exemption on certain real estate, subsection A (1), related to the total combined income, would increase from \$20,000 to \$35,000.

**STAFF RECOMMENDATION: Consider adoption of the attached ordinance.**

Department: Board of Supervisors, Administration  
Documents: [Ordinance Elderly and Disabled Persons 2022.pdf](#)

5. [22-2307](#) **Public Hearing\_Employee Bonus**

A duly advertised public hearing has been scheduled for March 21, 2022 at 7:00 p.m. regarding employee bonuses. Pursuant to Virginia Code §15.2-1508, the Appomattox County Board of Supervisors will consider and receive comments on a proposed ordinance regarding \$1,000 employee bonuses, to include all county employees in the IRS definition.

**STAFF RECOMMENDATION: After public comments are received, the Board should consider adoption of the ordinance to grant the employee bonuses.**

Department: Board of Supervisors, Administration  
Documents: [Ordinance Employee Bonus 2022 March Meeting.pdf](#)

## **ACTION ITEMS**

6. [22-2313](#) **School Appropriation Request**

Attached for the Board's review and approval is an appropriation request from the School for expended funds in the amount of **\$286,408.84**. Mr. Gillespie has confirmed these expenditures were not part of the HVAC project. The School Board agreed to utilize \$3,000,000 of CARES funding for eligible construction costs and determined that the HVAC Project would absorb most of these expenses.

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**STAFF RECOMMENDATION: Approve the reimbursement to the schools in the amount of \$286,408.84. Transfer by consent from the SNAP School Construction Fund and supplement to 8103-8003 School Renovation Project.**

Department: Board of Supervisors, Administration  
Documents: [Schools-Appropriation Request Non-CARES Funds Expended.pdf](#)

7. [22-2314](#)

**School Appropriation Request**

Attached for the Board's review and approval is an appropriation request from the Schools for Federal & State grants in the amount of **\$862,894.62**.

**STAFF RECOMMENDATION: No local funds are required.**

Department: Board of Supervisors, Administration  
Documents: [Schools-Appropriation Request Federal & State Grants.pdf](#)

**COMMITTEE APPOINTMENTS**

8. [22-2312](#)

**Courtland Park Board of Directors Appointment**

The Courtland Festival Park Board of Directors has submitted a recommendation to the Board to appoint Ms. Kia Scott to the Courtland Festival Board of Directors.

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.*

9. [22-2299](#)

**Invoices Submitted for Payment**

Please review the attached invoices and approve for payment:

|                                  |                       |
|----------------------------------|-----------------------|
| March 3, 2022                    | \$35,004.80           |
| March 17, 2022 - ACHS Renovation | \$546,608.85          |
| March 18, 2022 - CSA             | \$154,311.75          |
| March 21, 2022                   | \$481,598.36          |
| <b>TOTAL:</b>                    | <b>\$1,217,524.36</b> |

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

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

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10. [22-2300](#) **Minutes**  
Please review the following DRAFT minutes for approval:  
February 9, 2022 BOS Work Session Meeting Minutes  
February 15, 2022 BOS Work Session Meeting Minutes  
February 22, 2022 BOS Regular Scheduled Meeting Minutes  
Department: Board of Supervisors, Administration  
Documents: [February 9, 2022 BOS Work Session Mtg Minutes.pdf](#),  
[February 15, 2022 BOS Work Session Mtg Minutes.pdf](#),  
[February 22, 2022 BOS Meeting Minutes.pdf](#)
11. [22-2305](#) **Economic Development Incentive Payment**  
Please supplement by consent and appropriate the following:  
8105-6007 Special Projects **\$80,364.34**  
RE: Incentive Grant agreement with CVEC & Central Virginia Services, Inc. for broadband expansion project.  
**STAFF RECOMMENDATION: No new local funds are required. Note: On March 8, 2018, the Board entered into a 5-year agreement with CVEC to provide a real estate incentive grant on the newly constructed infrastructure, providing expanded broadband services.**  
Department: Board of Supervisors, Administration
12. [22-2306](#) **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 Rachel Leigh Hoyle \$88.56 and a separate check to Rachel Leigh Hoyle & Nicole Ann Petty (co-owner of vehicle) \$112.87. They are residents of Albemarle County.  
2) Refund Mark E. & Jennifer Letterman \$258.64. Mr. Letterman qualifies for the Veteran's Exemption on Real Estate from 9/15/21 to 12/31/21.  
**STAFF RECOMMENDATION: Consider the above refund and supplement \$460.07 to 1209-5803 Refunds. No new local funds are required.**  
Department: Board of Supervisors, Administration
13. [22-2295](#) **Courthouse Security Fund**  
Please transfer by consent **\$24,153.31** 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
14. [22-2294](#) **County SNAP Fund**
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Please transfer by consent **\$546,608.85** from the County SNAP Fund (High School Renovation Bonds) to the General Fund and appropriate to the following:

8103-8003 ACHS Renovation 2022 **\$546,608.85**

RE: Invoices paid to Jamerson-Lewis Construction Company for the ACHS Renovation (\$533,485.30); Invoices paid to Boxley (\$13,123.55)

**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

15. [22-2297](#)

**Animal Control - Shelter**

Please supplement by consent and appropriate the following:

3501-5804 Donations \$1,408.19

3501-5413 Spay/Neuter Program \$1,289.09

**TOTAL: \$2,697.28**

**STAFF RECOMMENDATION: No new local funds are required.**

Department: Board of Supervisors, Administration

16. [22-2292](#)

**Waterline Expenses**

Please supplement by consent and appropriate the following:

082-1800- Repairs/Maintenance \$19,100.00  
3004

082-1800- Electrical Services \$1,082.31  
5101

082-1800- Telecommunications \$111.12  
5203

**TOTAL: \$20,293.43**

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

**STAFF RECOMMENDATION: No new local funds are required.**

Department: Board of Supervisors, Administration

17. [22-2290](#)

**Department of Social Services**

Please supplement by consent and appropriate the following:

5301-2002 VRS \$13,265.49

5301-2006 Group Life \$975.66

5301-2002 ICMA-RC \$1,516.97

**TOTAL: \$15,758.12**

RE: Reimbursement from DSS for February, 2022 payroll deductions.

Department: Board of Supervisors, Administration

18. [22-2296](#)

**Children's Services Act (CSA)**

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Please supplement by consent and appropriate the following:

5310-3001 Professional Services **62.00**

RE: Reimbursement from Virginia Home for Boys and Girls for overpayment of services.

**STAFF RECOMMENDATION: No new local funds are required.**

Department: Board of Supervisors, Administration

19. [22-2298](#)

**Sheriff's Department**

Please supplement by consent and appropriate the following:

3102-1002 Overtime \$2,343.14

3102-5401 Office Supplies \$4.00

3102-5408 Vehicle Equip/Gasoline  
Supplies \$50.00

**TOTAL: \$2,397.14**

RE: Reimbursement from the School Board for security performed by deputies at High School sporting events (\$2,343.14); Reimbursement from Liberty University for incinerator usage (\$50.00); Reimbursement from Robin Skates for FOIA materials (\$4.00).

Department: Board of Supervisors, Administration

20. [22-2304](#)

**Treasurer's Office**

Please supplement by consent and appropriate the following:

1213-5808 DMV Stops **\$2,400.00**

RE: DMV stops performed by the Treasurer's Office.

**STAFF RECOMMENDATION: No new local funds are required.**

Department: Board of Supervisors, Administration

21. [22-2291](#)

**J. Robert Jamerson Memorial Library**

Please supplement by consent and appropriate the following:

7301-5411 Books \$137.44

7301-5401 Office Supplies \$446.25

7301-4001 Software/Support \$1,500.00

7301-7001 Equipment \$52.84

**TOTAL: \$2,136.53**

RE: Funds received from an ARPA sub-grant through the Library of Virginia (\$1,552.84)

**STAFF RECOMMENDATION: No new local funds are required.**

Department: Board of Supervisors, Administration

**ITEMS REMOVED FROM CONSENT**

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## ATTORNEY'S REPORT

## ADMINISTRATOR'S REPORT

## REPORTS AND INFORMATIONAL ITEMS

22. [22-2315](#) **VDOT - Annual Public Hearing for Six-Year Plan**  
Attached for the Board's review is a list of VDOT Public Hearings for the Six-Year Plan (FY 2023-2028). The public meeting for our region will be on Tuesday, May 3, 2022 at 4:00 p.m. at the Virginian Hotel located at 712 Church Street, Lynchburg, Virginia.  
Department: Board of Supervisors, Administration  
Documents: [VDOT Public Meeting Dates for Six-Year Plan.pdf](#)
23. [22-2310](#) **Appomattox County Chamber of Commerce**  
Attached for the Board's review is a letter from Mr. John Redding, President of the Appomattox Chamber of Commerce requesting the Town of Appomattox and the County of Appomattox to jointly fund an independent study to determine the cost/benefit of merging the Town and County into a single governing agency.  
Department: Board of Supervisors, Administration  
Documents: [Letter from Chamber of Commerce.pdf](#)
24. [22-2302](#) **School Financial Report**  
Attached for the Board's review is the February, 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](#)
25. [22-2303](#) **Robert E. Lee Soil & Water Conservation District Board of Directors Meeting Minutes**  
Attached for the Board's review is a copy of the January 27, 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

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**Tuesday, April 5, 2022 @ 6:00 PM**

Scheduled Budget Work Session  
County Administration Conference Room  
153A Morton Lane, Appomattox, Virginia

**Wednesday, April 13, 2022 @ 6:00 PM (If Needed)**

Scheduled Budget Work Session  
County Administration Conference Room  
153A Morton Lane, Appomattox, Virginia

**Monday, April 18, 2022 @ 6:00 PM**

Scheduled Budget Work Session & Regular Scheduled Meeting  
Board of Supervisors Meeting Room  
171 Price Lane, Appomattox, Virginia

**ADJOURNMENT**