



**BOARD OF SUPERVISORS MEETING
TUESDAY, FEBRUARY 22, 2022
6:00 PM**

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

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

BOARD OF SUPERVISORS

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

WORK SESSION

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. [22-2270](#) **Used Vehicle Values and Tax Relief for the Elderly**
Mrs. Sara Henderson, Commissioner of the Revenue and Mrs. Vicky Phelps, Treasurer have requested to appear before the Board to discuss an increase in N.A.D.A. values on used vehicles and discuss options for the Board's consideration. Additionally, Mr. Hinkle requested that Tax Relief for the Elderly be added to the agenda and Ms. Henderson is prepared to discuss this with the Board.

Department: Board of Supervisors, Administration

2. [22-2264](#) **Mr. Don Jones - Appomattox Tourism Committee**
Mr. Don Jones with the Appomattox Tourism Committee has requested to appear before the Board to provide a committee update.
Department: Board of Supervisors, Administration

PUBLIC HEARING (7:00 PM)

3. [22-2280](#) **Public Hearing-2021 Redistricting**
A duly advertised public hearing has been scheduled pursuant to Virginia Code Sections 15.2-1427 and 24.2-306, to consider and receive comments on a proposed ordinance to repeal and reenact Appomattox County Code, Chapter 3, Article II-Elections, for the purpose of redistricting. The Redistricting

Committee, established by the Appomattox County Board of Supervisors, has submitted a Leading Alternative Plan, known as “Option 7”. This plan calls for a total of 318 persons to change election districts, impacting all five election districts. A summary of each district change is as follows:

WRECK ISLAND/PINEY MOUNTAIN DISTRICTS-The changes shift the northwest boundary of Piney Mountain District west from Lizzie Lane/Dreaming Creek to Stone Ridge Road/Trinity Road. This change will move 78 residents from Wreck Island District to Piney Mountain District and will impact the Stonewall and Oakville precincts.

PINEY MOUNTAIN/APPOMATTOX RIVER DISTRICTS-The changes shift the boundary near the intersection of Old Courthouse Road/Hollywood Road southwest to the intersection of Old Courthouse Road/Old Gristmill Road/Covington Road (unpaved State Forest Road). This change will move 80 residents from Appomattox River District to Piney Mountain District and will impact the Vera and Agee precincts.

COURTHOUSE/APPOMATTOX RIVER DISTRICTS-The changes shift the boundary north from Cedar Bend Road to the intersection of Cedar Bend Road and Trent Hatchery Road, then Willow Oak Road. This change will move 55 residents from Courthouse District to Appomattox River District and will impact the Courthouse and Pamplin precincts.

FALLING RIVER/APPOMATTOX RIVER DISTRICTS-The changes shift the boundary west from Big Cub Creek to Cub Creek Road in the area of Rock Spring Road and Chestnut Grove Road. This change will move 105 residents from Falling River District to Appomattox River District and will impact the Chap and Pamplin precincts.

Staff Recommendation: After receiving comments, consider an ordinance has been prepared for your consideration.

Department: Board of Supervisors, Administration
Documents: [2021 Option 7 Map w Notes.pdf](#), [2021 Option 7 Demographic Report 01052022.pdf](#), [Ch.03 Art 2 - Elections Revised 2023 - TL.pdf](#), [Proposed Polling Location Changes.pdf](#)

4. [22-2279](#)

Public Hearing-Employee Bonus

A duly advertised public hearing has been scheduled pursuant to Virginia Code §15.2-1508, to consider and receive comments on a proposed ordinance regarding employee bonuses. The Board voted at the January meeting to approve bonuses for the following: Full-Time employees under the direction of the Board of Supervisors or offices engaged through a Memorandum of Understanding, totaling 71 employees, will receive a one-time bonus of \$1,000.00, while one full-time employee will be paid a bonus of \$850.00. Part-time employees working greater than 60 hours per month, totaling 24

employees, will receive a one-time bonus of \$500.00, while part-time employees working less than 60 hours per month, totaling 12 employees, will receive a one-time bonus of \$250.00. For payout of these bonuses, a Public Hearing and adoption of the attached ordinance is required.

Staff Recommendation: After receiving public comment, an ordinance has been prepared for your consideration for approval.

Department: Board of Supervisors, Administration

Documents: [Ordinance Employee Bonus 2022.pdf](#)

ACTION ITEMS

5. [22-2275](#)

School Appropriation Request for CIP Fund

Attached for the Board's review is a request from the School to appropriate **\$17,618.00** in unspent funds as reflected in the fund balance report in the 2020-2021 audit to the Capital Improvement Fund.

STAFF RECOMMENDATION: Approve Dr. Bennett's request for &17,618 to be re-appropriated to the School CIP fund.

Department: Board of Supervisors, Administration

Documents: [School Appropriation Request CIP Fund.pdf](#)

6. [22-2273](#)

Economic Development - COJANA Incentive Agreement

Please approve payment of **\$25,000.00** to reimburse the EDA for an annual incentive payment to COJANA, LLC. These funds were budgeted in Economic Development Special Projects 8105-6007 but the agreement states that the Board will vote annually for distribution of the payment.

STAFF RECOMMENDATION: Approve the EDA's request for reimbursement. The is the 7th year of the 10-year incentive payment.

Department: Board of Supervisors, Administration

Documents: [Economic Develop Incentive COJANA.pdf](#)

7. [22-2261](#)

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 John Paul Broda **\$63.10** for 2021 Personal Property taxes. The vehicle is garaged in Campbell County.

2) Refund Corelogic (Mortgage Company) **\$1,523.83** for 2020 & 1st Half 2021 Real Estate taxes for Ronald & Gloria Krauklis. They qualified for the Disabled Veterans Exemption.

STAFF RECOMMENDATION: Consider the above refunds and supplement \$1,586.93 to 1209-5803 Refunds. No new local funds are required.

Department: Board of Supervisors, Administration

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

COMMITTEE APPOINTMENTS

8. [22-2266](#) **Local Emergency Planning Committee (LEPC) Appointments**

Attached for the Board's consideration is a list of individuals to be reappointed/appointed to serve a one-year term on the Local Emergency Planning Committee (LEPC). Mr. Wingfield submitted the recommendations based on previous years service and recommendation for committee composition per LEPC By-Laws.

The purpose of this committee is to "provide advisory input into Appomattox County emergency management planning and assists in the preparation of the emergency response plan that, at a minimum, addresses the requirement of SARA Title III". Attached for your review is the By Laws.

STAFF RECOMMENDATION: Consider appointment/reappointment of the individuals per attached recommendation from Bobby Wingfield, Public Safety Director.

Department: Board of Supervisors, Administration

Documents: [LEPC Committee & ByLaws.pdf](#)

9. [22-2276](#) **Central Virginia Community College Board Appointment**

Attached for the Board's review is a letter from Mr. John Capps, President of Central Virginia Community College requesting the Board's consideration to reappoint Dr. Jeffrey Garrett as the Appomattox representative on the Central Virginia Community College Board. His term will expire on June 30, 2022 and Mr. Garrett is eligible to serve for another four-year term.

STAFF RECOMMENDATION: Consider re-appointing Jeff Garrett to the Central Virginia Community College Board for another four-year term, ending June 30, 2026. Mr. Garrett communicated that he is willing to serve for another term if re-appointed by the Board of Supervisors.

Department: Board of Supervisors, Administration

Documents: [CVCC Board Appointment.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.

10. [22-2262](#) **Invoices Submitted for Payment**

Please review the attached invoices and approve for payment:

February 4, 2022

\$53,777.22

February 14, 2022 - ACHS Renovations	\$1,744,654.40
February 18, 2022 - CSA	\$164,327.28
February 22, 2022	\$293,796.99
TOTAL:	\$2,256,555.89

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. [22-2263](#)

Minutes

Please review the following DRAFT minutes for approval:

January 10, 2022 Board of Supervisors Organizational Meeting

January 18, 2022 Board of Supervisors Regular Meeting

Department: Board of Supervisors, Administration

Documents: [January 10, 2022 BOS Organizational Meeting.pdf](#),
[January 18, 2022 BOS Meeting Minutes.pdf](#)

12. [22-2272](#)

County SNAP Fund

Please transfer by consent **\$1,744,654.40** from the County SNAP Fund (High School Renovation Bonds) to the General Fund and appropriate to the following:

8103-8003	ACHS Renovation 2022	\$1,744,654.40
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RE: Invoices paid to Jamerson-Lewis Construction Company for the ACHS Renovation.

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. [22-2268](#)

Circuit Court - Law Library

Please transfer by consent **\$297.31** from the Law Library Fund to the General Fund and supplement to the following:

2101-5804	Law Library	\$297.31
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RE: Purchase of law books by the Circuit Court Clerk for the Law Library.

STAFF RECOMMENDATION: No new local funds are required.

Department: Board of Supervisors, Administration

14. [22-2254](#)

County Administration - Operating Reserve

Please supplement by consent and appropriate the following:

1101-5804	Operating Reserve	\$14,737.56
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RE: Municipal Utility Assistance funds received for the Town of Appomattox (\$12,978.84) and the Town of Pamplin (\$1,758.72).

STAFF RECOMMENDATION: No new local funds are required.

Department: Board of Supervisors, Administration

15. [22-2256](#)

Waterline Expenses

Please supplement by consent and appropriate the following:

082-1800-5101	Electrical Services	\$520.48
082-1800-5203	Telecommunications	\$57.30
TOTAL:		\$577.78

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

STAFF RECOMMENDATION: No new local funds are required.

Department: Board of Supervisors, Administration

16. [22-2258](#)

911 Emergency Services

Please supplement by consent and appropriate the following:

3606-5408	Vehicle Equip/Gas Supplies	\$20.00
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RE: Reimbursement from Webb's Tire Company for overpayment on Invoice #220520

STAFF RECOMMENDATION: No new local funds are required.

Department: Board of Supervisors, Administration

17. [22-2260](#)

J. Robert Jamerson Memorial Library

Please supplement by consent and appropriate the following:

7301-5411	Books	\$132.00
7301-5401	Office Supplies	\$598.00
TOTAL:		\$730.00

STAFF RECOMMENDATION: No new local funds are required.

Department: Board of Supervisors, Administration

18. [22-2257](#)

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 January, 2022 payroll deductions.

STAFF RECOMMENDATION: No new local funds are required.

Department: Board of Supervisors, Administration

19. [22-2255](#) **Children's Services Act (CSA)**

Please supplement by consent and appropriate the following:

5310-3001 Professional Services **\$4,463.48**

RE: Reimbursement from Rivermont Schools for overpayment of services due to student withdrawal (\$1,878.00) and reimbursement from DSS for IV-E services paid with CSA funds (\$2,585.48).

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

20. [22-2253](#) **ATL (Aid To Localities) Program Monitoring Results - Virginia Department of Fire Programs**

Attached for the Board's review is a letter from Ms. Theresa Hunter, Budget & Grants Manager for the Virginia Department of Fire Programs reporting the results of the ATL grant desk review conducted during the month of December, 2021 for Fire Program funds.

Department: Board of Supervisors, Administration

Documents: [ATL Program Monitoring Results.pdf](#)

21. [22-2250](#) **Sands Anderson Delinquent Tax Status Report**

Attached for your review is the status report on delinquent tax parcels, as of December 31, 2021 from Sands Anderson.

Department: Board of Supervisors, Administration

Documents: [Sands Anderson Delinquent Tax Status Report.pdf](#)

22. [22-2249](#) **Robert E. Lee Soil & Water Conservation District Board of Directors Meeting Minutes**

Attached for the Board's review is a copy of the November 18, 2021 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

Wednesday, March 9, 2022 @ 6:00 PM

Scheduled Budget Work Session
County Administration Conference Room
Appomattox, VA 24522

Monday, March 21, 2022 @ 6:00 PM

Scheduled Budget Work Session & Regular Scheduled Meeting
Board of Supervisors Meeting Room
171 Price Lane, Appomattox, VA 24522

ADJOURNMENT