



**BOARD OF SUPERVISORS MEETING
TUESDAY, FEBRUARY 21, 2023
6:00 PM**

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

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

BOARD OF SUPERVISORS

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

BUDGET 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. [23-2633](#) **Mr. Taylor Stover, CPA - Robinson, Farmer, Cox Associates**
Mr. Taylor Stover, CPA with Robinson, Farmer, Cox Associates has requested to appear before the Board to present the final FY 2022 audit report.
Department: Board of Supervisors, Administration
2. [23-2621](#) **Ms. Melissa Lucy, CEO - Horizon Behavioral Health**
Ms. Melissa Lucy has requested to appear before the Board to introduce herself as the new CEO for Horizon Behavioral Health and provide an update on services.

Department: Board of Supervisors, Administration
Documents: [Horizon Presentation.pdf](#)
3. [23-2622](#) **Mrs. Ashley Sandman, CSA Coordinator**
Mrs. Ashley Sandman, CSA Coordinator for Appomattox County has requested to appear before the Board to provide an update on services provided by CSA.
Department: Board of Supervisors, Administration
4. [23-2634](#) **Congressman Bob Good**
Congressman Bob Good is visiting the Appomattox Christian Academy and touring the "proposed" VoTech Center this evening. The Congressman requested to speak briefly to the Board prior to his tour of the center.
Department: Board of Supervisors, Administration

PUBLIC HEARING

5. [23-2636](#)

Public Hearing-Amendment to Transient Occupancy Tax

A duly advertised public hearing has been scheduled for the Appomattox County Board of Supervisors to receive comments and consider proposed amendments to the Appomattox County Code Chapter 3- Administration Article 7-Taxation and Fees, Division 18-Transient Occupancy Tax. The proposed amendments are to County Code §3.7-55 through §3.7-62. Current language will be deleted and new code language will be adopted to make the hosting intermediary (known as accommodation intermediaries such as AirBnB, Vrbo, etc.) responsible for collecting and paying the tax. The amount if the tax will not change, only collection responsibilities will be modified.

Staff Recommendation: After receiving public comments, consider adoption of the amendment to Appomattox County Code, Chapter 3-Administration, Article 7-Taxation and Fees, Division 18- Transient Occupancy Tax, §3.7-55 through §3.7-62.

Department: Board of Supervisors, Administration

Documents: [Transient Occupancy Tax Ordinance.pdf](#)

ACTION ITEMS

6. [23-2623](#)

Town of Appomattox Request for Waiver of Building Permit Fee

The Town of Appomattox is requesting the Board's consideration to waive the building permit fee for construction activities at 214 Main Street, Appomattox VA. (Train Depot). Terry McGhee, Town Manager, is present to address any questions in which the Board may have.

Scope of work:

1. Complete repair/replacement of existing slate roof & soffits
2. Repair/replacement of decking and stairs
3. Update/replacement of exterior lighting
4. Painting of all exterior soffits, walls, windows, doors
5. Removal/reinstallation of existing railing system

General Contract awarded to:

- Jamerson-Lewis Construction
 - General Project Manager: Steven Williams Jamerson-Lewis Construction
 - Construction Manager: James Whitacre Jamerson-Lewis Construction
 - Project Manager: Jacob Caldwell Dominion Seven Architects
 - Project Owner: Terry McGhee Town of Appomattox

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- Notice to proceed issued 18 Jan 2023 by Dominion Seven
 - Proposed Construction Scheduling:
 - Length-65 days
 - Two phases
 - All non-roofing construction activities (Start 30-60 days from NTP) internal Jamerson-Lewis
 - Roofing (Start TBD awaiting materials (slate) Roofer W. A. Lynch Roofing Charlottesville
 - Estimated Total Project Cost:
 - NTE \$650,000

STAFF RECOMMENDATION: Consider the waiver of the building permit for construction at the Train Depot in the Town of Appomattox.

Department: Board of Supervisors, Administration

7. [23-2624](#)

Ms. Patricia Morton, Registrar - MOU's for Polling Places

Attached for the Board's consideration are MOU's for polling places at the following locations: Pamplin Volunteer Fire Department, Central Baptist Church, Spout Spring Ruritan Club, and the Appomattox Moose Lodge 975. Ms. Patricia Morton, Registrar is present to discuss and answer any questions that the Board may have.

STAFF RECOMMENDATION: Consider adoption of the attached MOU's between the County and the Pamplin Volunteer Fire Department, Central Baptist Church, Spout Spring Ruritan Club, and the Appomattox Moose Lodge 975, as designated polling places per the recommendation of the Electoral Board.

Department: Board of Supervisors, Administration

Documents: [Appomattox Moose Lodge 975 MOU.pdf](#), [Central Baptist Church MOU.pdf](#), [Spout Spring Ruritan Club MOU.pdf](#), [Pamplin Volunteer Fire Department MOU.pdf](#)

8. [23-2639](#)

Schedule Public Hearing - Ordinance Amendment to Change the Fiscal Address of the Spout Spring Polling Place Location

Mr. Lannis Selz has requested to appear before the Board to present a polling place location address change.

STAFF RECOMMENDATION: Authorize staff to schedule and advertise a Public Hearing for Monday, March 20, 2023 at 6:00 p.m. to receive public comments.

Department: Board of Supervisors, Administration

9. [23-2631](#) **Amendment to the Office of Building Inspections - Enforcement of State Building Code Ordinance**

Attached for the Board's consideration is an amendment to the County Ordinance Code §19.2-1, Office of Building Inspections; enforcement of State Building Code.

STAFF RECOMMENDATION: Authorize staff to schedule and advertise a Public Hearing for March 20, 2023 at 6:00 p.m.

Department: Board of Supervisors, Administration

Documents: [Office of Building Insp-Enforcement of State Building Code Ordinance.pdf](#)

10. [23-2637](#) **Resolution Approving the County's Participation in the Proposed Settlement of Opioid-Related Claims Against Teva, Allergan, Walmart, Walgreens and CVS**

Attached for the Board's consideration is a Resolution prepared by Tom Lacheney, County Attorney, if adopted, approving the County's participation in the proposed settlement of opioid-related claims against Teva, Allergan, Walmart, Walgreens, CVS, and their related corporate entities, and directing the County Attorney to execute the documents necessary to effectuate the County's participation in the settlements. The deadline for submitting the Board's participation is April 18, 2023.

STAFF RECOMMENDATION: Review and consider adoption of the attached resolution approving the County's participation in the proposed settlement of opioid-related claims against Teva, Allergen, Walmart, Walgreens, CVS, and their related corporate entities, and directing the County Attorney to execute the documents necessary to effectuate the County's participation in the settlements.

Department: Board of Supervisors, Administration

Documents: [Resolution-County Participation Settlement of Opioids.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.

11. [23-2613](#)

Invoices Submitted for Payment

Please review the attached invoices and approve for payment:

February 2, 2023	\$53,346.91
February 17, 2023 - CSA	\$249,108.26
February 21, 2023	\$350,149.60
TOTAL:	\$652,604.77

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

Department: Board of Supervisors, Administration

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

12. [23-2614](#)

Minutes

Please review the following DRAFT minutes for approval:

January 17, 2023 Regular Scheduled Meeting

February 8, 2023 Scheduled Work Session Meeting

Department: Board of Supervisors, Administration

Documents: [January 17, 2023 BOS Meeting Minutes.pdf](#), [February 8, 2023 BOS Work Session Meeting Minutes.pdf](#)

13. [23-2615](#)

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 Glendy Yesenia Segovia and Cuadra Jesus A Galdamez **\$203.66** for 2022 Personal Property taxes paid. They reside in Prince William County where they paid 2022 Personal Property taxes.

2) Refund TBL Logistics LLC, **\$10,677.59** for 2021 and 2022 Personal Property taxes paid. The vehicles are interstate commerce which travel on a regular or scheduled route that qualifies the personal property tax to be prorated.

STAFF RECOMMENDATION: Consider the above refunds. Transfer by consent from the General Fund and supplement \$10,881.25 to 1209-5803. No new local funds are required.

Department: Board of Supervisors, Administration

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

14. [23-2632](#)

Sheriff's Department - Federal Asset Forfeiture Account

Sheriff Simpson is requesting to transfer by consent **\$37,212.00** from the Federal Asset Forfeiture account to the General Fund and appropriate to line item **3102-5816 Asset Forfeiture**. The requested amount is payable to Magic City CDJR Bedford LLC to purchase a 2023 Doge Charger Pursuit V8 RWD.

STAFF RECOMMENDATION: Transfer by consent \$37,212.00 from the Federal Asset Forfeiture account to the General Fund and appropriate to line item 3102-5816 Asset Forfeiture.

Department: Board of Supervisors, Administration

Documents: [Sheriff Federal Asset Forfeiture Account.pdf](#)

15. [23-2618](#)

Animal Shelter Operations

Please supplement by consent and appropriate the following:

3501-5413	Spay/Neuter Program	\$1,510.00
3501-5804	Donations	\$455.00
TOTAL:		\$1,965.00

RE: Funds received through adoptions (\$1,510.00); Donations received for Animal Shelter (\$455.00).

STAFF RECOMMENDATION: No new local funds are required.

Department: Board of Supervisors, Administration

16. [23-2630](#)

General Properties

Please supplement by consent and appropriate the following:

4302-3004	Repairs/Maintenance	\$237.48
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RE: Reimbursement from Courtland Park Foundation for maintenance supplies purchased for the Park.

STAFF RECOMMENDATION: No new local funds are required.

Department: Board of Supervisors, Administration

17. [23-2638](#)

Treasurer's Office

Please supplement by consent and appropriate the following:

1213-5808	DMV Stops	\$500.00
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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

18. [23-2619](#)

Sheriff's Department

Please supplement by consent and appropriate the following:

3102-1002	Overtime	\$307.76
3102-5408	Vehicle Equipment/Gas Supplies	\$7,405.69
3102-7005	Motor Vehicle/Equipment	\$3,513.30
TOTAL:		\$11,226.75

RE: Reimbursement from the Appomattox Elementary School for security performed by deputy at Cookies with Santa event (\$307.76); Reimbursement for vehicle storage fees (\$600.00) and reimbursement from VACORP for vehicle damages to a 2021 Dodge Durango (\$6,625.69); Reimbursement from VACORP

for vehicle damages to 2020 Police Interceptor (\$180.00); Reimbursement from VACORP for vehicle damages to a 2012 Dodge Charger (\$3,513.30).

STAFF RECOMMENDATION: No new local funds are required.

Department: Board of Supervisors, Administration

19. [23-2620](#)

Electoral Board

Please supplement by consent and appropriate the following:

1301-1003	Election Officials Wages	\$175.00
1301-3002	Professional Services	\$426.00
TOTAL:		\$601.00

RE: Reimbursement from the Town of Appomattox for 2022 General Election services.

STAFF RECOMMENDATION: No new local funds are required.

Department: Board of Supervisors, Administration

20. [23-2616](#)

J. Robert Jamerson Memorial Library

Please supplement by consent and appropriate the following:

7301-5401	Office Supplies	\$915.60
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STAFF RECOMMENDATION: No new local funds are required.

Department: Board of Supervisors, Administration

21. [23-2627](#)

Department of Social Services

Please supplement by consent and appropriate the following:

015-5301-2002	VRS	\$15,438.15
015-5301-2006	Group Life	\$1,017.15
015-5301-2002	ICMA-RC	\$1,447.16
TOTAL:		\$17,902.46

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

STAFF RECOMMENDATION: No new local funds are required.

Department: Board of Supervisors, Administration

22. [23-2617](#)

Waterline Expenses

Please supplement by consent and appropriate the following:

082-1800-5101	Electrical Services	\$1,320.30
082-1800-5203	Telecommunications	\$110.33
TOTAL:		\$1,430.63

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

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

23. [23-2629](#) **School Financial Report**
Attached for the Board's review is the January, 2023 month-end financial report from Mr. Jason S. Tibbs, Ed.D., Director of Finance and Human Resources.
Department: Board of Supervisors, Administration
Documents: [January 2023 School Financial Reports.pdf](#)
24. [23-2640](#) **Life Line Screening**
Attached is a Life Line Screening flyer for the Board's review.
Department: Board of Supervisors, Administration
Documents: [Life Line Screening.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

Tuesday, March 7, 2023 @ 6:00 PM

Joint County/School Board Work Session
County Administration Conference Room
153A Morton Lane, Appomattox, Virginia

Monday, March 20, 2023 @ 6:00 PM

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

ADJOURNMENT