

**BOARD OF SUPERVISORS
REGULAR MEETING
TUESDAY, JANUARY 17, 2023
6:00 P.M.**

The Appomattox County Board of Supervisors held its regular scheduled meeting on Tuesday, January 17, 2023 at 6:00 p.m. in the Board of Supervisors meeting room located at 171 Price Lane, Appomattox, Virginia.

Appomattox County Board of Supervisors

Present:

Samuel E. Carter	Courthouse District
William H. Hogan	Appomattox River District
John F. Hinkle	Falling River District
Trevor L. Hipps	Wreck Island District
Alfred L. Jones, III	Piney Mountain District

Also, Present:

Susan M. Adams, County Administrator
Tom Lacheney, County Attorney
Johnnie Roark, Community Development Director
Wanda McCormick, Accounts Payable Specialist/Admin. Asst.
Kayla Marshall, Finance Specialist/Admin. Asst.
Ace Bailey, Information Technology Systems Mgr.

CALL TO ORDER – Chairman Carter called the meeting to order at 6:01 p.m.

Pledge of Allegiance

Invocation – Mr. Carter

SETTING OF AGENDA

Mrs. Susan Adams, County Administrator requested that the Agenda be amended to include the adoption of the FY 2024 Budget calendar. Chairman Carter added the FY 2024 Budget Calendar as Item #5A. Motion made by Mr. Hinkle, seconded by Mr. Hogan and carried with all other members present, voting yes to approve the agenda, as amended.

APPEARANCES

Mr. Steve Boyer who resides at 2247 Double Bridges Road, Spout Spring, Virginia appeared before the Board and introduced himself as the new Director of the Appomattox Chamber of Commerce.

ACTION ITEMS

Transient Occupancy Tax Ordinance

Sara Henderson, Commissioner of the Revenue appeared before the Board and discussed changes to the Transient Occupancy Tax. Motion made by Mr. Hinkle, seconded by Mr. Hogan and carried with all other members present, voting yes to authorize staff to

advertise a Public Hearing for Tuesday, February 21, 2023 at 6:30 p.m. to receive public comments on the Transient Occupancy Tax Ordinance.

Board of Supervisors Meeting Calendar

Mrs. Susan Adams stated that the Joint Meeting with the School Board has changed to Thursday, February 23rd at 6:00 p.m. in the County Administration Office. It was the consensus of the Board to move the Joint Meeting with the School Board to another date. Mr. Hogan suggested the date of March 7th or March 9th. Ms. Adams will confirm with the School Board.

APPOMATTOX COUNTY BOARD OF SUPERVISORS MEETING SCHEDULE FOR 2023 MEETING CALENDAR

All regular scheduled meetings will be held at 6:00 p.m. in the Board of Supervisors meeting room located at 171 Price Lane, Appomattox Virginia, except as noted.

Meeting dates and times are subject to change. Contact the County Administration Office, (434)352-2637 or visit the County's website: www.appomattoxcountyva.gov to confirm.

Monday, January 16, 2023	HOLIDAY (Observance of Martin Luther King Jr. Day)
Tuesday, January 17, 2023	Regular Scheduled Meeting & Budget Work Session
Wednesday, February 8, 2023	BOS Budget Work Session <i>County Departments & Outside Agencies</i>
Monday, February 20, 2023	HOLIDAY (Observance of Washington's Birthday)
Tuesday, February 21, 2023	Regular Scheduled Meeting & Budget Work Session
Tuesday, March 7, 2023	Joint County/School Board Work Session <i>Note: County Administration Office</i>
Monday, March 20, 2023	Regular Scheduled Meeting & Budget Work Session
Monday, April 17, 2023	Regular Scheduled Meeting
Monday, May 15, 2023	Regular Scheduled Meeting & Budget Public Hearing
Wednesday, May 24, 2023	Special Called Meeting to Approve FY24 Budget
Monday, June 19, 2023	HOLIDAY (Observance of Juneteenth)
Tuesday, June 20, 2023	Regular Scheduled Meeting
Monday, July 17, 2023	Regular Scheduled Meeting
Monday, August 21, 2023	Regular Scheduled Meeting

Monday, September 18, 2023 Regular Scheduled Meeting

Monday, October 16, 2023 Regular Scheduled Meeting

Monday, November 20, 2023 Regular Scheduled Meeting

Monday, December 18, 2023 Regular Scheduled Meeting

Note: *If the Board meeting is canceled due to inclement weather, the meeting will be held on the following Monday. If that Monday is a legal Holiday, the meeting shall be rescheduled to the following Tuesday. **Adopted by the Board of Supervisors: Tuesday, January 17, 2023.***

Motion made by Mr. Hogan, seconded by Mr. Carter and carried with all other members present, voting yes to adopt the Board of Supervisors Meeting calendar, changing the Joint meeting with School Board to March 7th or March 9th.

COMMITTEE APPOINTMENTS

Horizon Board Appointment

Chairman Carter nominated Mrs. Ashley Sandman. Motion made by Mr. Carter and seconded Mr. Jones and carried with all other members present, voting yes to recommend Mrs. Ashley Sandman as the Appomattox County representative to serve on the Horizon Behavioral Health Board.

FY 2024 Budget Meeting Calendar

Mrs. Susan Adams stated that there was a correction to the FY 2024 Budget meeting calendar of March 20, 2023 instead of March 17, 2023.

		FY24 BUDGET CALENDAR					
DATE	DESCRIPTION	TIME/LOCATION					
JANUARY BUDGET WORK SESSIONS			Mo	Tu	We	Th	Fr
Tuesday, 1/17/23	<i>Regular BOS Mtg - Distribute Budget Calendars</i>	6:00 BOS Mtg Room		17			
FEBRUARY BUDGET WORK SESSIONS			Mo	Tu	We	Th	Fr
Wednesday, 2/8/23	<i>BOS Budget Work Session w County Depts</i>	6:00 BOS Mtg Room			8		
	<i>BOS Budget Work Session w Outside Agencies</i>						
Tuesday, 2/21/23	<i>Regular Board of Supervisors Work Session & Mtg</i>	6:00 BOS Mtg Room		21			
MARCH BUDGET WORK SESSIONS			Mo	Tu	We	Th	Fr
Tuesday, 3/7/23	<i>Joint County/School Board Work Session</i>	6:00 pm Admin Conf Rm		7			
Monday, 3/20/23	<i>Regular Board of Supervisors Work Session & Mtg</i>	6:00 BOS Mtg Room	17				
APRIL BUDGET WORK SESSIONS			Mo	Tu	We	Th	Fr
Monday, 4/17/23	<i>Regular Board of Supervisors Work Session & Mtg</i>	6:00 BOS Mtg Room	17				
	<i>Finalize Budget for Ad & Set PH 5/15</i>						
Week of 4/24/23	<i>Advertise "Proposed" FY '24 Budget</i>						
MAY BUDGET WORK SESSIONS							
Monday, 5/15/23	<i>Regular Board of Supervisors Work Session & Mtg</i>	6:00 BOS Mtg Room	15				
	FY 24 Budget Public Hearing	7:00 PM					
Wednesday, 5/24/23	<i>Special Called Mtg - Vote to Approve FY 24 Budget</i>	6:00 BOS Mtg Room			24		

By adoption of this Budget schedule, the Board of Supervisors gives notice to all media and citizens requesting notification of the Board Meetings and continue to do so until its next regular scheduled Board of Supervisors meeting. In the event of snow or other cancellation, the meeting shall be continued until the next scheduled work session date as adopted.

Motion made by Mr. Hinkle, seconded by Mr. Hipps and carried with all other members present, voting yes to adopt the FY 2024 Budget meeting calendar, as amended.

CONSENT AGENDA

Invoices Submitted for Payment

Please review the attached invoices and approve for payment:

January 4, 2023	\$52,142.75
January 6, 2023 - VEC Direct Draft	\$327.07
January 12, 2023 - ACHS Renovations	\$620,560.38
January 13, 2023 - CSA	\$159,145.60
January 17, 2023	\$450,850.26
TOTAL:	\$1,283,026.06

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

Minutes

Please review the following DRAFT minutes for approval:

December 19, 2022 Regular Scheduled Meeting
January 3, 2023 Organizational Meeting

County SNAP Fund

Please transfer by consent **\$620,560.38** from the **County SNAP Fund** (High School Renovation Bonds) to the General Fund and appropriate the following:

8103-8003 ACHS Renovation 2022 **\$620,560.38**

RE: Invoice paid to Jamerson-Lewis Construction, Inc.

STAFF RECOMMENDATION: Approve recommendation. The fund was established from the County's \$10,000,000 debt service for the High School Renovation project. Remaining balance is \$127,752.65.

Courthouse Maintenance Fund

Please transfer by consent **\$553.77** from the Courthouse Maintenance Fund and supplement to 4302-3004 Repairs/Maintenance.

STAFF RECOMMENDATION: Transfer by consent \$553.77 from the Courthouse Maintenance Fund and supplement to 4302-3004 Repairs/Maintenance.

Circuit Court

Please transfer by consent \$514.61 from the Law Library Fund to the General Fund and supplement to the following:

2101-5804 Law Library **\$514.61**

RE: Purchase of law books by the Circuit Court Clerk for the Law Library.

Please supplement by consent and appropriate the following:

2101-1007 Jurors/Witness **\$117.82**

RE: Reimbursement from the State for witness to travel to Appomattox Circuit Court.

STAFF RECOMMENDATION: No new local funds are required.

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 Dana Leigh Bryant & Shania Renee Bryant **\$189.83** for 2022 Personal Property taxes paid. They reside in Campbell County and paid both counties.

2) Refund HVT Inc.as Trustee for HLT **\$906.60** for 2022 Personal Property taxes paid. This is a leased vehicle that was garaged in Prince Edward County as of 1/1/2022.

3) Refund Florida's Natural Food Service, Inc. **\$33.27** for 2022 Personal Property taxes paid. They no longer have business equipment in the County.

STAFF RECOMMENDATION: Consider the above refunds. Transfer by consent from the General Fund and supplement **\$1,129.70 to 1209-5803**. No new local funds are required.

Sheriff's Department

Please supplement by consent and appropriate the following:

3102-1002 Overtime \$3,895.66

3102-5408 Vehicle Equipment/Gas Supplies \$300.00

TOTAL: \$4,195.66

RE: Reimbursement from ACHS for security performed at AMS and ACHS sporting events (\$3,895.66); Reimbursement for vehicle storage fees (\$300.00).

STAFF RECOMMENDATION: No new local funds are required.

Landfill Convenience Centers - Litter Prevention and Recycling Grant

Please supplement by consent and appropriate the following:

4205-5413 Litter Grant **\$2,161.00**

RE: Litter Prevention and Recycling Grant funds received from DEQ in the amount of \$13,005.00, difference of \$2,161.00 in budget amount of \$10,844.00.

STAFF RECOMMENDATION: No new local funds are required.

Children's Services Act (CSA)

Please supplement by consent and appropriate the following:

5310-3001 Professional Services **\$10,085.11**

RE: Reimbursement from the Department of Social Services for services paid by CSA.

STAFF RECOMMENDATION: No new local funds are required.

Legislative Audit

Please supplement by consent and appropriate the following:

1206-3002 Professional Services **\$3,240.00**

RE: Reimbursement from the School Board for accounting services provided by Mary Earhart.

STAFF RECOMMENDATION: No new local funds are required.

General Properties

Please supplement by consent and appropriate the following:

4302-3004 Repairs/Maintenance **\$727.00**

RE: Reimbursement from Courtland Park Foundation for maintenance supplies purchased for the Park.

STAFF RECOMMENDATION: No new local funds are required.

Information Technology

Please supplement by consent and appropriate the following:

1220-4001 Software/Support **\$1,270.80**

RE: Reimbursement from the Department of Social Services for RDA software/support services.

STAFF RECOMMENDATION: No new local funds are required.

Animal Shelter Operations

Please supplement by consent and appropriate the following:

3501-3001 Professional Medical Services \$502.50

3501-5413 Spay/Neuter Program \$880.00

3501-5804 Donations \$475.00

TOTAL: \$1,857.50

RE: Restitution funds received from General District Court for medical services (\$502.50); Funds received through adoptions (\$880.00); Donations received for Animal Shelter (\$475.00).

STAFF RECOMMENDATION: No new local funds are required.

Waterline Expenses

Please supplement by consent and appropriate the following:

082-1800-5101	Electrical Services	\$335.47
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082-1800-5203	Telecommunications	\$55.01
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TOTAL:		\$390.48
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RE: Reimbursement from the Town of Appomattox for waterline expenses.

STAFF RECOMMENDATION: No new local funds are required.

J. Robert Jamerson Memorial Library

Please supplement by consent and appropriate the following:

7301-5401	Office Supplies	\$410.25
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7301-5411	Books	\$2,047.97
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7301-5416	Audio Visual	\$1,000.00
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TOTAL:		\$3,458.22
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STAFF RECOMMENDATION: No new local funds are required.

Department of Social Services

Please supplement by consent and appropriate the following:

015-5301-2002	VRS	\$15,516.89
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015-5301-2006	Group Life	\$1,017.15
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015-5301-2002	ICMA-RC	\$1,282.28
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TOTAL:		\$17,816.32
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RE: Reimbursement from DSS for December, 2022 payroll deductions.

STAFF RECOMMENDATION: No new local funds are required.

Motion made by Mr. Hinkle, seconded by Mr. Hipps to approve the Consent Agenda, as presented. Chairman Carter called for a roll call vote: Mr. Hipps-yes; Mr. Jones-yes; Mr. Hogan-yes; Mr. Hinkle-yes; Mr. Carter-yes.

REPORTS AND INFORMATIONAL ITEMS

- Schools Financial Report

SUPERVISOR CONCERNS

Mr. Hinkle provided an update on services provided by the Central Virginia Workforce Development program and would like to see a link on the County website to the Central

Virginia Workforce program. He also stated that the Town Council and VDOT are now working on handicapped parking spaces downtown.

Mr. Hogan stated that he has noticed a lot of debris and litter going to the Evergreen Convenience Center. He recommended that staff check to see if Litter Grant Funds or the Sheriff's Inmate Program could take care of the litter approaching all of the Convenience Center sites.

Mr. Carter stated that there was a major concern with individuals who require urgent medical care in the County not getting medical assistance in a timely manner.

At 6:40 p.m., a motion was made by Mr. Hogan, seconded by Mr. Hinkle and carried with all other members present, voting yes to recess the meeting until 7:00 p.m.

At 7:00 p.m., a motion was made by Mr. Hogan, seconded by Mr. Hinkle and carried with all other members present, voting yes to resume the meeting.

PUBLIC HEARING (7:00 P.M.)

Taxation and Fees Ordinance Amendment

At 7:02 p.m. after due notice was given, Chairman Carter called the Public Hearing to order to hear public comments on the Taxation and Fees, Personal Property Exemption Ordinance amendment. Mr. Jack Goin who resides at 934 Falling Creek Road in Appomattox, VA addressed the Board and requested more information on the ordinance amendment. Mrs. Sara Henderson, Commissioner of the Revenue provided an overview of the new farm use placard and the reason for the amendment to the Taxation and Fees Ordinance. After receiving no further comments, the Public Hearing was closed at 7:08 p.m.

Article VII – Taxation and Fees

Division 1 – Personal Property Exemption

[Adopted 3-10-1978 as Ch. 8, Art. I, of the 1978 Code (Ch. 147, Art. I, of the 1993 Code)]

§ 3.7-1 Certain household goods exempted.

A. Enumeration.

- (1) Certain household goods and personal effects are exempt from personal property taxation pursuant to § 58.1-3504, Code of Virginia. Items classified as exempt from personal property taxation are as follows: **[Amended 4-7-2014]**

(a) Bicycles.

- (b) Household and kitchen furniture, including gold and silver plates, plated ware, watches and clocks, sewing machines, refrigerators, automatic refrigerating machinery of any type, vacuum cleaners and all other household machinery, books, firearms and weapons of all kinds.
 - (c) Pianos, organs, phonographs and record players and records to be used therewith and all other musical instruments of whatever kind, radio and television instruments and equipment.
 - (d) Oil paintings, pictures, statuary, curios, articles of virtu and works of art.
 - (e) Diamonds, cameos or other precious stones and all precious metals used as ornaments or jewelry.
 - (f) Sporting and photographic equipment.
 - (g) Clothing and objects of apparel.
 - (h) All other tangible personal property used by an individual or a family or household incident to maintaining an abode.
- (2) The classification above set forth shall apply only to such property owned and used by an individual or by a family or household incident to maintaining an abode.
- B. Notwithstanding any provision set forth above, household appliances in residential rental property used by an individual or by a family or household incident to maintaining an abode shall be deemed to be fixtures and shall be assessed as part of the real property in which they are located. For purposes of this subsection, "household appliances" shall mean all major appliances customarily used in a residential home and which are the property of the owner of the real estate, including, without limitation, refrigerators, stoves, ranges, microwave ovens, dishwashers, trash compactors, clothes dryers, garbage disposals and air-conditioning units. ***[Amended 7-12-1993]***

§ 3.7-2 Certain farm animals and implements exempted.
[Added 6-9-1978]

- A. Farm animals, grains and other feeds used for the nurture of farm animals, farm machinery and farm implements are hereby defined as separate items of taxation and classified as follows: ***[Amended 4-7-2014]***

- (1) Horses, mules and other kindred animals.
- (2) Cattle.
- (3) Sheep and goats.
- (4) Hogs.
- (5) Poultry.
- (6) Grains and other feeds used for the nurture of farm animals.
- (7) All farm machinery and farm implements as defined in Va. Code §§58.1-3505(A)(8), (A)(9) and (A)(10).
- (8) Motor vehicles that are used primarily for agricultural purposes, for which the owner is not required to obtain a registration certificate, license plate, and decal or pay a registration fee pursuant to Va. Code §§ 46.2-665, 46.2-666, or 46.2-670.

[\(Ordinance of 06/15/2020\)](#)

- B. The Board of Supervisors of Appomattox County hereby exempts, in whole, from taxation all of the above classes of farm animals, grains and feeds used for the nurture of farm animals, farm machinery or farm implements.

Motion made by Mr. Hinkle, seconded by Mr. Hogan to adopt the amendment to the Appomattox County Code, Chapter 3-Administration, Article 7-Taxation and Fees, Division 1-Personal Property Exemption, subsection A (8). Chairman Carter called for a roll call vote: Mr. Hipps-yes; Mr. Jones-yes; Mr. Hogan-yes; Mr. Hinkle-yes; Mr. Carter-yes.

ADJOURNMENT

Motion made by Mr. Hinkle, seconded by Mr. Carter and carried with all other members present, voting yes to adjourn at 7:09 p.m.

Samuel E. Carter, Chairman