



**BOARD OF SUPERVISORS MEETING  
MONDAY, JANUARY 22, 2024  
6:00 PM**

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

Board of Supervisors Meeting Room  
171 Price Lane, Appomattox, VA 24522  
[www.AppomattoxCountyVA.gov](http://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. **Resolution Honoring the 2023 Appomattox Raiders Volleyball Team**  
The Appomattox Raiders volleyball team and coaches are present to be recognized by the Board for winning the first Virginia High School League Class 2 State Championship.
2. **Ms. Sarah Blackwell, Town of Pamplin**  
Ms. Sarah Blackwell, Town of Pamplin Mayor, has requested to appear before the Board to discuss representation on the Board of Zoning Appeals.

## PUBLIC HEARING

3. **Public Hearing - Amended FY 2024 Budget**  
After being duly advertised, a public hearing has been scheduled to receive comments on the amended FY 2024 County/School budget in the amount of \$5,105,947.00.  
**STAFF RECOMMENDATION: Approve and adopt the attached FY 2024 Appropriations Resolution Amendment for the County/School budget.**

## ACTION ITEMS

4. **Board of Supervisors 2024 Meeting Calendar**  
At the January 2, 2024, Organizational meeting, the Board set the 2024 meeting schedule.  
**STAFF RECOMMENDATION: Approve the attached 2024 Board of Supervisors meeting calendar.**

5. **FY 2025 Budget Work Session Calendar**

Please review the "Draft" Board of Supervisors Budget Work Session calendar and consider approval of the suggested dates and times.

**STAFF RECOMMENDATION: Adopt or amend the FY 2025 Budget Work Session calendar, as presented or amended, and authorize staff to advertise it.**

**COMMITTEE APPOINTMENTS**

6. **Planning Commission**

At the December 2023 meeting, the Board tabled the appointment of a Falling River District representative to fill the vacated position of Mr. Steven Boyer on the Planning Commission. Mr. Hinkle would like to nominate Ms. Cathryn Mobley to fill the unexpired term of Mr. Steven Boyer.

**STAFF RECOMMENDATION: Consider the nomination of Ms. Cathryn Mobley to fill the unexpired term, ending December 31, 2024, of the vacated position.**

7. **Board of Zoning Appeals**

At the December 2023 meeting, the Board tabled the appointment of a representative to fill the unexpired term of Mr. Ken Wolfskill on the Board of Zoning Appeals. Mr. Wolfskill has submitted a nomination, Mr. Jerry Boyce, to fill the unexpired term.

**STAFF RECOMMENDATION: Consider the nomination of Mr. Jerry Boyce to fill the unexpired term, ending December 31, 2027, for the vacated position.**

**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.*

8. **Invoices Submitted for Payment**

Please review the attached invoices and approve for payment:

|                                                    |                       |
|----------------------------------------------------|-----------------------|
| January 4, 2024                                    | \$41,320.19           |
| January 10, 2024 - VEC<br>(Unemployment Insurance) | \$382.61              |
| January 19, 2024 - CSA                             | \$249,811.57          |
| January 22, 2024                                   | \$747,447.63          |
| <b>TOTAL:</b>                                      | <b>\$1,038,962.00</b> |

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

9. **Minutes**

Please review the following DRAFT minutes for approval:  
December 18, 2023, Regular Scheduled Meeting  
January 2, 2024, Organization Meeting

10. **Building Official Request**

Mr. Lonny Hamlett, Building Official, is requesting that Mr. R. C. Stephens be refunded \$156.05, the cost of an unfinished basement on Permit #230548. The dwelling cannot have an unfinished basement, only a crawlspace.

**STAFF RECOMMENDATION: Per Mr. Hamlett's request, consider the refund in the amount of \$156.05.**

11. **Volunteer Fire**

Please supplement by consent and appropriate the following:

|                               |            |
|-------------------------------|------------|
| 3201-5609 Fire Program Funds- | \$5,355.50 |
| Appomattox                    |            |

|                                      |            |
|--------------------------------------|------------|
| 3201-5610 Fire Program Funds-Pamplin | \$5,355.50 |
|--------------------------------------|------------|

|               |                    |
|---------------|--------------------|
| <b>TOTAL:</b> | <b>\$10,711.00</b> |
|---------------|--------------------|

RE: The FY 2023 budget reflected a total amount of \$52,702.00 in funds to be distributed to the AVFD and PVFD. A total of \$63,413.00 was received from the Virginia Department of Fire Programs.

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

12. **Childrens Services**

Please supplement by consent and appropriate the following:

|                                 |                 |
|---------------------------------|-----------------|
| 5310-3001 Professional Services | <b>\$537.80</b> |
|---------------------------------|-----------------|

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

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

13. **Commonwealth Attorney**

Please supplement by consent and appropriate the following:

|                                  |          |
|----------------------------------|----------|
| 2201-5501 Travel (Mileage/Meals) | \$135.01 |
|----------------------------------|----------|

|                  |          |
|------------------|----------|
| 2201-5504 Travel | \$371.51 |
|------------------|----------|

(Convention/Education/Training)

|               |                 |
|---------------|-----------------|
| <b>TOTAL:</b> | <b>\$506.52</b> |
|---------------|-----------------|

RE: Reimbursement from the Commonwealth Attorneys Services Council for the Commonwealth Attorney to attend the 2023 Executive Program.

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

14. **Animal Shelter Operations**

Please supplement by consent and appropriate the following:

|                               |            |
|-------------------------------|------------|
| 3501-5413 Spay/Neuter Program | \$1,085.00 |
|-------------------------------|------------|

|                     |         |
|---------------------|---------|
| 3501-5804 Donations | \$25.00 |
|---------------------|---------|

**TOTAL: \$1,110.00**

RE: Funds received through adoptions (\$1,085.00); Donations received for animal shelter (\$25.00).

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

15. **J. Robert Jamerson Memorial Library**

Please supplement by consent and appropriate the following:

|                           |            |
|---------------------------|------------|
| 7301-5401 Office Supplies | \$406.50   |
| 7301-5411 Books           | \$1,628.44 |
| 7301-5415 Summer Reading  | \$504.00   |
| 7301-5416 Audio Visual    | \$500.00   |

**TOTAL: \$3,038.94**

RE: Collection for library fees, books, donations, etc.

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

16. **Sheriff's Department**

Please supplement by consent and appropriate the following:

|                            |             |
|----------------------------|-------------|
| 3102-1002 Overtime         | \$1,604.06  |
| 3102-1003 Part-Time        | \$1,810.56  |
| 3102-5401 Office Supplies  | \$30.18     |
| 3102-5812 Canine Donations | \$1,219.31  |
| 3102-5817 HEAT Grant       | \$12,500.00 |

**TOTAL: \$17,164.11**

RE: Reimbursement from the School Board for security performed by deputies at the AMS & ACHS fall sports (\$1,604.06); Reimbursement from the School Board for extra school security performed by deputies (\$1,810.56); Fees for FOIA requests (\$30.18); Reimbursement from the Town of Appomattox for canine vest (\$1,219.31); HEAT equipment reimbursement grant funds (\$12,500.00).

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

**ITEMS REMOVED FROM CONSENT**

**ATTORNEY'S REPORT**

**ADMINISTRATOR'S REPORT**

**REPORTS AND INFORMATIONAL ITEMS**

17. **Sands Anderson Report on Delinquent Tax Collections**

Attached for the Board's review is the Report on Delinquent Tax Collections as of December 31, 2023, from Sands Anderson.

18. **Department of Historic Resources - Carver-Price School**

Attached for the Board's review is a letter from the Department of Historic Resources informing you that they placed the Carver-Price School property on the Virginia Landmarks Register on December 14, 2023.

19. **School Financial Report**

Attached for the Board's review is the December 2023 month-end financial report from Mr. Jason Tibbs, Ed.D., Director of Finance and Human Resources.

**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**

**Tuesday, February 19, 2024 @ 6:00 p.m.**

Regular Scheduled Meeting

Board of Supervisors Meeting Room

Appomattox, Virginia 24522

**ADJOURNMENT**