

**BOARD OF SUPERVISORS MEETING
MONDAY, DECEMBER 20, 2021
6:30 P.M.**

The Appomattox County Board of Supervisors held its scheduled meeting on Monday, December 20, 2021 at 6:30 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
Watkins M. Abbitt	Piney Mountain District
Trevor L. Hipps	Wreck Island District

Also, Present:

Susan M. Adams, County Administrator
Eric Lansing, Assistant County Attorney
Johnnie Roark, Community Development Director
Wanda McCormick, Administrative Assistant/Accounts Payable Clerk
Kayla Marshall, Finance Officer Administrator
Ace Bailey, IT Manager

CALL TO ORDER – Chairman Carter called the meeting to order at 6:30 p.m.

Pledge of Allegiance

Invocation – Mr. Carter

SETTING OF AGENDA

Chairman Carter requested that the Agenda be amended to delete Item #8, 2021 Redistricting Update and to add Item #10A County Employee Raises. Motion made by Mr. Hinkle, seconded by Mr. Abbitt and carried with all members present, voting yes to approve the setting of the agenda, as amended.

APPEARANCES

Mr. Aaron Hawkins, Auditor with Robinson, Farmer, Cox Associates appeared before the Board and presented the County's FY 2021 final audit report.

Ms. Robin Snyder, Superintendent of the Appomattox Court House National Historical Park appeared before the Board and presented an update on the Park's accomplishments for FY 2021 and FY 2022 projects and programs.

Mrs. Kim Ray, Treasurer for the Town of Appomattox appeared before the Board and discussed a Memorandum of Understanding for COVID-19 Municipal Utility Relief Program implementation and requested the Board to consider the approval of the MOU between the

County and the Town of Appomattox with the County acting as fiscal agent for the COVID-19 Municipal Utility Relief Program funds in the amount of \$12,978.84.

Motion made by Mr. Hogan, seconded by Mr. Hipps to approve the Memorandum of Understanding between the County and the Town of Appomattox for the COVID-19 Municipal Utility Relief Program funds in the amount of \$12,978.84 with the condition that all necessary financial documentation is provided for future audits and the current financial issues are resolved. Chairman Carter called for a roll call vote: Mr. Abbitt-yes; Mr. Hinkle-yes; Mr. Hipps-yes; Mr. Hogan-yes; Mr. Carter-yes.

Mr. Bobby Wingfield, Public Safety Director appeared before the Board and discussed updates to the Emergency Operations Plan (EOP) that is updated every 4 years.

Motion made by Mr. Abbitt, seconded by Mr. Hogan and carried with all members present, voting yes to adopt the resolution supporting Appomattox County's updated Emergency Operations Plan.

Mr. George Johnson, Maintenance Foreman was recognized by the Board for over 21 years of outstanding service to Appomattox County as he will be retiring on December 31, 2021.

Motion made by Mr. Abbitt, seconded by Mr. Hogan and carried with all members present, voting yes to adopt the resolution recognizing George Johnson for his over 21 years of service to Appomattox County.

ACTION ITEMS

Organizational Meeting

Motion made by Mr. Hogan, seconded by Mr. Hipps and carried with all members present, voting yes to authorize staff to advertise and schedule the Board's Organizational meeting for Monday, January 3, 2022 at 6:00 p.m.

2022 Holiday Schedule

Motion made by Mr. Hogan, seconded by Mr. Hinkle and carried with all members present, voting yes to adopt the 2022 holiday schedule for Appomattox County employees.

Registrar's Budget Transfer Request

Motion made by Mr. Hinkle, seconded by Mr. Hogan to approve the transfer of \$500.00 from budget department line 1302-5201 Postage and supplement to budget department line 1302-7001 Equipment. Chairman Carter called for a roll call vote: Mr. Abbitt-abstain; Mr. Hinkle-yes; Mr. Hipps-yes; Mr. Hogan-yes; Mr. Carter-yes.

Commissioner of the Revenue Refund Request

Motion made by Mr. Hogan, seconded by Mr. Hinkle to approve the refund of \$197.48 to Madison Nicole Gray for 2021 Personal Property taxes. Chairman Carter called for a roll call vote: Mr. Abbitt-yes; Mr. Hinkle-yes; Mr. Hipps-yes; Mr. Hogan-yes; Mr. Carter-yes.

County Employee Raises/Bonuses

Mr. Carter requested the Board's consideration to give a 6% raise to County employees who abide by the County policy. After much discussion, Mrs. Adams was asked to provide additional information at the January meeting.

COMMITTEE APPOINTMENTS

Central Virginia Planning District Commission

Motion made by Mr. Abbitt, seconded by Mr. Hinkle and carried with all members present, voting yes to appoint Mr. John Spencer as an alternate to Mr. Hipps on the Central Virginia Planning District Commission with no term limits.

Planning Commission

Motion made by Mr. Abbitt, seconded by Mr. Hinkle and carried with all members present, voting yes to reappoint Mr. Steve Conner and Mr. George Almond for another 4-year term ending December 31, 2025 on the Planning Commission.

Board of Building Code Appeals

Motion made by Mr. Abbitt, seconded by Mr. Hogan and carried with all members present, voting yes to reappoint Mr. Michael Barney and Mr. Robert Stephens for another 4-year term ending December 31, 2025 on the Board of Building Code Appeals.

Economic Development Authority

Motion made by Mr. Hogan, seconded by Mr. Hinkle and carried with all members present, voting yes to reappoint Mr. Gary Tanner for another 4-year term ending December 31, 2025 on the Economic Development Authority.

Board of Zoning Appeals

Motion made by Mr. Hinkle, seconded by Mr. Abbitt and carried with all members present, voting yes to provide a recommendation to the Judge to reappoint Mr. Earl Pickett for another 5-year term ending December 31, 2026 on the Board of Zoning Appeals.

CONSENT AGENDA

Invoices Submitted for Payment

Please review the attached invoices and approve for payment:

December 3, 2021	\$32,872.23
December 17, 2021 - CSA	\$204,341.63
December 20, 2021	\$453,187.82
TOTAL:	\$690,401.68

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

Minutes

Please review the following DRAFT minutes for approval:
November 16, 2021 Regular Board of Supervisors Meeting

Litter Prevention and Recycling Grant

Please supplement by consent and appropriate the following:

4205-5413 Litter Grant	\$3,084.00
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RE: Litter Prevention and Recycling Grant funds received in the amount of \$10,844.00, difference of \$3,084.00 in budget amount of \$7,760.00.

STAFF RECOMMENDATION: No new local funds are required.

Sheriff's Department

Please supplement by consent and appropriate the following:

3102-1002 Overtime	\$2,747.58
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3102-5408 Vehicle Equip/Gasoline	\$385.00
Supplies	

TOTAL:	\$3,132.58
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RE: Reimbursement from the School Board for security performed by deputies at High School sporting events (\$2,747.58); Reimbursement from Amanda Hutton Elliott for towing bill (\$150.00); Reimbursement from VACORP for repairs to 2016 Dodge Charger (\$235.00).

STAFF RECOMMENDATION: No new local funds are required.

DARE Program

Please supplement by consent and appropriate the following:

3106-5401 Office Supplies	\$1,500.00
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RE: Donation received from Social Services Special Welfare Fund for the DARE program.

STAFF RECOMMENDATION: No new local funds are required.

Animal Control

Please supplement by consent and appropriate the following:

3501-5101 Electrical Services	\$99.85
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RE: Reimbursement from Southside Electrical Cooperative for Capital credits.

STAFF RECOMMENDATION: No new local funds are required.

Landfill/Convenience Centers

Please supplement by consent and appropriate the following:

4205-5101 Electrical Services	\$193.22
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RE: Reimbursement from Southside Electric Cooperative for Capital credit.

STAFF RECOMMENDATION: No new local funds are required.

Children's Services Act

Please supplement by consent and appropriate the following:

5310-3001 Professional Services	\$3,054.71
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RE: Reimbursement from the Department of Social Services for services paid with CSA funds.

STAFF RECOMMENDATION: No new local funds are required.

J. Robert Jamerson Memorial Library

Please supplement by consent and appropriate the following:

7301-5411 Books	\$98.74
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7301-5401 Office Supplies	\$343.99
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TOTAL:	\$442.73
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STAFF RECOMMENDATION: No new local funds are required.

Circuit Court - Law Library

Please transfer by consent **\$1,111.13** from the Law Library Fund to the General Fund and supplement to the following:

2101-5804	Law Library	\$1,111.13
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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.

Waterline Expenses

Please supplement by consent and appropriate the following:

082-1800-5101	Electrical Services	\$939.64
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082-1800-5203	Telecommunications	\$170.87
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TOTAL:		\$1,110.51
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RE: Reimbursement from the Town of Appomattox for waterline electrical and telecommunication expenses.

STAFF RECOMMENDATION: No new local funds are required.

Department of Social Services

Please supplement by consent and appropriate the following:

5301-2002	VRS	\$13,265.49
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5301-2006	Group Life	\$975.66
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5301-2002	ICMA-RC	\$1,516.97
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TOTAL:		\$15,758.12
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RE: Reimbursement from DSS for November, 2021 payroll deductions.

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

ATTORNEY'S REPORT

Gaming Machine Prosecutions

Mr. Eric Lansing, Assistant County Attorney discussed an email from Mr. Les Fleet, Commonwealth Attorney concerning penalties imposed on businesses that still have skills of game machines in their place of business. No Board action was taken.

ADMINISTRATOR'S REPORT

Thanked Supervisor Abbitt for his service on the Board.

REPORTS AND INFORMATIONAL ITEMS

Treasurer Tax Collection Reports for Personal Property and Real Estate

School Financial Reports for October and November, 2021

Appomattox Volunteer Fire Department – Fire Engine 1 Dedication Ceremony

Robert E. Lee Soil & Water Conservation District Board of Directors Meeting Minutes

Letter from The American Civil War Museum in appreciation for \$5,000.00 donation.

SUPERVISOR CONCERNS

Mr. Hinkle expressed concerns about the trailer that is an eye sore located at the Pamplin Solar Farm on Highway 460 and the recent Verizon outage that caused our 911 system to go down.

Mr. Hipps expressed concerns about the Verizon outage that shut down the 911 system and also emphasized that there should be better communication with future outages by policy.

Mr. Abbitt thanked Mrs. Susan Adams, County Administrator, and staff for the excellent job that they have been doing. He also stated that it has been a privilege to serve the citizens of Appomattox County and a privilege working with the other Board members.

Mr. Hogan wished County staff a Merry Christmas and thanked Mr. Abbitt for his service to the County and the Board.

Mr. Carter thanked Mr. Abbitt for his dedication to the Board and the citizens of the Appomattox County.

UPCOMING MEETINGS

Monday, January 3, 2022 @ 6:00 p.m.

Organizational Meeting

Board of Supervisors Meeting Room

171 Price Lane, Appomattox, Virginia 24522

Tuesday, January 18, 2022 @ 6:30 p.m.

Regular Scheduled Meeting

Board of Supervisors Meeting Room

171 Price Lane, Appomattox, Virginia 24522

ADJOURNMENT

Motion made by Mr. Abbitt, seconded by Mr. Carter and carried with all other members present, voting yes to adjourn the meeting at 8:19 p.m.

Samuel E. Carter, Chairman