

**BOARD OF SUPERVISORS
REGULAR SCHEDULED MEETING
MONDAY, January 22, 2024
6:00 P.M.**

The Appomattox County Board of Supervisors held its regular scheduled meeting on Monday, January 22, 2024, 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
Kenneth Wolfskill	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
Kelley Kemp, County Attorney
Johnnie Roark, Planning/Zoning/Economic Administrator/Deputy Director of Operations
Janet McConville, Finance Specialist II
Wanda McCormick, Finance Specialist III

CALL TO ORDER – Chairman Hinkle called the meeting to order at 6:00 p.m.

Pledge of Allegiance

Invocation – Mr. Hinkle

SETTING OF AGENDA

Motion made by Rev. Jones, seconded by Mr. Wolfskill and carried with all other members present, voting yes to approve the agenda, as presented.

BUDGET WORK SESSION

Ms. Adams presented the draft budget calendar for consideration.

CITIZEN PUBLIC COMMENT PERIOD

Mr. Phillip Moore, who resides at 2105 Trent Hatchery Road, Appomattox, Virginia, addressed the Board with a concern that the Landfill Convenience Center site at Railroad Lane was not open at the posted time of 7:00 a.m. on Friday, January 19, 2024. Mr. Moore stated that any deviation from the schedule should be announced. Mr. Moore also requested that the County have “better” convenience center hours.

APPEARANCES

Resolution Honoring the 2023 Appomattox Raiders Volleyball Team – The Appomattox Raiders volleyball team and coaches were recognized by the Board for winning the first Virginia High School League Class 2 State Championship.

**Resolution Honoring the 2023 Appomattox Raiders Volleyball Team
Virginia High School League Class 2 State Champions**

WHEREAS, the Appomattox Raiders Volleyball Team ended the 2023 regular season with a perfect 12-0 record in the Dogwood District, earning the team its 7th straight Dogwood District Championship and homecourt advantage throughout the Virginia High School League Class 2C Regional Tournament; and

WHEREAS, the Appomattox Raiders Volleyball Team defeated Martinsville High School, 2-time defending State Champion Glenvar High School, and James River High School to win the Region 2C Championship on November 7, 2023, in the process securing home court advantage throughout the Virginia High School League Class 2 State Tournament; and

WHEREAS, the Appomattox Raiders Volleyball Team, in the First Round of the State Tournament, defeated Ridgeview High School on November 11, 2023, to advance to the State Semi-Final Round; and

WHEREAS, the Appomattox Raiders Volleyball Team defeated Gate City High School in the State Semi-Final Round on November 14, 2023, to advance to the program's first ever State Championship game; and

WHEREAS, the Appomattox Raiders Volleyball Team defeated a tough Bruton High School team in the Class 2 State Championship Game held at the Salem Civic Center in Salem, Virginia, on Saturday, November 18, 2023, to claim the program's very first Virginia High School League State Championship and finish with an overall record of 25 wins and 3 losses; and

WHEREAS, several members of the Appomattox Raiders Volleyball Team were rewarded with post-season honors at the District, Regional, and State levels, highlighted by Aubrey Fulcher, named to the All State First Team, and both Shannon Coleman and Regan Shields who were named to the All State Second Team; and

WHEREAS, the Head Coach of the Appomattox Raiders Volleyball Team, Mark Drinkard, was selected as Class 2 State Coach of the Year for his efforts in leading the team to the State Championship.

AND NOW, THEREFORE, BE IT RESOLVED that with great pride, the Appomattox County Board of Supervisors does hereby honor the Appomattox Raiders Volleyball Team for claiming the program's first Virginia High School League Class 2 State Championship.

AND BE IT FURTHER RESOLVED that the Board commends the players, coaches, managers, trainers, administrators, and parents for the dedication and sacrifices necessary to take a winning program to the next level.

ADOPTED by the Board of Supervisors of Appomattox County on this 22nd day of January, 2024.

Motion made by Rev. Jones, seconded by Mr. Carter to accept the Resolution Honoring the 2023 Appomattox Raiders Volleyball Team. Chairman Hinkle called for a roll call vote: Mr. Hipps-yes; Mr. Jones-yes; Mr. Hinkle-yes; Mr. Wolfskill-yes, Mr. Carter-yes.

Ms. Sarah Blackwell, Town of Pamplin Mayor addressed the Board to discuss the Town of Pamplin's representation on the Board of Zoning Appeals. Ms. Blackwell explained that currently, there is no citizen of the Town of Pamplin on the Board of Zoning Appeals. With more redevelopment and revitalization of Pamplin, Ms. Blackwell requested the Board to consider appointing a member of the Town of Pamplin to the Board of Zoning Appeals with

the next expiring term of one of the Town of Appomattox representatives. Ms. Blackwell stated that the Town of Pamplin was represented with a member in the past when the Board of Zoning Appeals was formed.

PUBLIC HEARING

Amended FY2024 Budget

At 6:17 p.m. after due notice was given, Chairman Hinkle called the Public Hearing to order to receive comments and consider the FY2024 Appropriations Resolution Amendment for the County/School Budget in the amount of \$5,105,947.00. The Public Hearing was closed at 6:19 p.m. after no comments were received.

APPROPRIATIONS RESOLUTION ADMENDMENT FISCAL YEAR 2024

BE IT RESOLVED that the Board of Supervisors of Appomattox County, Virginia, hereby appropriates for the Fiscal Year commencing July 1, 2023 and ending June 30, 2024, from the funds, for the functions, and in the amounts indicated herein.

I. GENERAL FUND

1201	County Administration	4,858.00
1209	Commissioner of Revenue	5,647.00
1213	Treasurer	2,855.00
1220	Information Technology	3,076.00
1302	Registrar	2,778.00
2106	Clerk of Circuit Court	8,404.00
2201	Commonwealth Attorney	10,823.00
2220	Witness Advocate Grant	719.00
3102	Sheriff	30,396.00
3401	Office of Building and Housing	1,346.00
3501	Animal Control	8,706.00
3606	E-911	33,580.00
4205	Landfill/ Convenience Centers	8,544.00
4302	General Properties	2,188.00
7102	Parks & Recreation Department	2,111.00
8104	Zoning/SubDiv/Plan	5,470.00

Total General Fund **131,501.00**

II. SCHOOL OPERATING FUND **1,828,707.00**

School Cafeteria Fund	899,625.00
School Capital Projects Fund	646,504.00
Stronger Connections Grant Program	342,596.00
School Security Equipment Grant	140,322.00
CARES Fund	1,032,778.00

Total School Fund **4,890,532.00**

III. VIRGINIA PUBLIC ASSISTANCE FUND **83,914.00**

TOTAL EXPENDITURES 5,105,947.00

BE IT FURTHER RESOLVED, that the County Treasurer be, and is hereby, authorized to transfer from the General Revenue Funds pursuant to this Resolution, as monies become available, and from time to time to meet the expenditures for amounts appropriated sums equal to, but not in excess of, the appropriations indicated for transfer, as Transfer to Schools (Operations) and Transfer to Department of Social Services for the period covered by this Appropriations Resolution. Other inter-fund transfers shall be in accordance with the direction of the Board of Supervisors

Motion made by Rev. Jones, seconded by Mr. Carter to approve and adopt the FY2024 Appropriations Resolution Amendment for the County/School Budget in the amount of \$5,105,947.00. Chairman Hinkle called for a roll call vote: Mr. Wolfskill-yes, Rev. Jones-yes, Mr. Hinkle-yes, Mr. Hipps-yes, and Mr. Carter-yes.

ACTION ITEMS

Board of Supervisors 2024 Meeting Calendar

Motion made by Mr. Carter, seconded by Mr. Wolfskill and carried with all other members voting yes, to adopt the Board of Supervisors meeting calendar as presented.

**APPOMATTOX COUNTY BOARD OF
SUPERVISORS 2024 MEETING
SCHEDULE**

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.appomattoxcountvva.gov to confirm.

Monday, January 15, 2024	Holiday (Observance Martin Luther King, Jr. Day)
Monday, January 22, 2024	Regular Scheduled Meeting
Tuesday, February 13, 2024	Budget Work Session @ 5:00 p.m. – BOS Meeting Room County Departments & Outside Agencies
Monday, February 19, 2024	Holiday (Observance of Washington’s Birthday)
Tuesday, February 20, 2024	Regular Scheduled Meeting
Tuesday, March 5, 2024	Joint County/School Board Work Session @ 5:30 p.m. BOS Meeting Room
Tuesday, March 12, 2024	Budget Work Session @County Administration Conference Room @ 5:00 p.m.

Monday, March 18, 2024	Regular Scheduled Meeting
Monday, April 15, 2024	Regular Scheduled Meeting
Tuesday, April 23, 2024	Budget Work Session @ 5:00 p.m. County Administration Conference Room
Monday, April 29, 2024	Budget Work Session @ 5:00 p.m. County Administration Conference Room
Monday, May 20, 2024	Regular Scheduled Meeting & Budget Public Hearing
Wednesday, May 29, 2024	Special Called Meeting to Approve FY 2025 Budget
Monday, June 17, 2024	Regular Scheduled Meeting
Monday, July 15, 2024	Regular Scheduled Meeting
Monday, August 19, 2024	Regular Scheduled Meeting
Monday, September 16, 2024	Regular Scheduled Meeting
Monday, October 21, 2024	Regular Scheduled Meeting
Monday, November 18, 2024	Regular Scheduled Meeting
Monday, December 16, 2024	Regular Scheduled Meeting

Note: If the Board meeting is cancelled 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.

FY2025 Budget Work Session Calendar

FY25 Budget Calendar

Date	Description	Time	Location
Monday, 1/22/24	Regular BOS Mtg-Distribute Budget Calendars	6:00 PM	BOS Meeting Room
Tuesday, 2/13/24	Budget Work Session w/ County Departments & Outside Agencies	5:00 PM	BOS Meeting Room
Tuesday, 2/20/24	Regular BOS Meeting	6:00 PM	BOS Meeting Room
Tuesday, 3/5/24	Joint County/School Board Work Session	5:30 PM	BOS Meeting Room
Tuesday, 3/12/24	Budget Work Session	5:00 PM	Admin Conf. Room
Monday, 3/18/24	Regular BOS Meeting	6:00 PM	BOS Meeting Room
Monday, 4/15/24	Regular BOS Meeting	6:00 PM	BOS Meeting Room

Tuesday, 4/23/24	Budget Work Session	5:00 PM	Admin Conf. Room
Monday, 4/29/24	Finalize Budget for Ad & Set Public Hearing for 5/20	5:00 PM	Admin Conf. Room
Monday, 5/20/24	Regular BOS Meeting	6:00 PM	BOS Meeting Room

Motion made by Mr. Wolfskill, seconded by Rev. Jones and carried with all other members voting yes, to adopt the FY2025 Budget Work session calendar, as presented, and authorize staff to advertise it.

COMMITTEE APPOINTMENTS

Planning Commission

Chairman Hinkle nominated Mrs. Catherine Mobley to fill the unexpired term, vacated by Mr. Steven Boyer, which ends on December 31, 2024. Motion made by Mr. Carter, seconded by Rev. Jones and carried by all members voting yes, to appoint Mrs. Catherine Mobley to fill the unexpired term on the Planning Commission, vacated by Mr. Steven Boyer, which ends on December 31, 2024.

Board of Zoning Appeals

Mr. Kenneth Wolfskill nominated Mr. Jerry Boyce to fill the unexpired term of Mr. Kenneth Wolfskill on the Board of Zoning Appeals, which ends on December 31, 2027. Motion made by Mr. Wolfskill, seconded by Mr. Hipps and carried by all members voting yes, to appoint Mr. Jerry Boyce to fill the unexpired term on the Board of Zoning Appeals, vacated by Mr. Kenneth Wolfskill, which ends on December 31, 2027.

CONSENT AGENDA

Invoices Submitted for Payment

Please review the attached invoices and approve for payment:

January 4, 2024

\$41,320.19

January 10, 2024 - VEC (Unemployment Insurance) \$382.61

January 19, 2024 - CSA \$249,811.57

January 22, 2024 \$747,447.63

TOTAL:

\$1,038,962.00

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

Minutes

Please review the following DRAFT minutes for approval:

December 18, 2023, Regular Scheduled Meeting

January 2, 2024, Organization Meeting

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.

Volunteer Fire

Please supplement by consent and appropriate the following:

3201-5609 Fire Program Funds- Appomattox	\$5,355.50
3201-5610 Fire Program Funds-Pamplin	\$5,355.50
TOTAL:	\$10,711.00

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.

Children's Services

Please supplement by consent and appropriate the following:

5310-3001 Professional Services	\$537.80
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RE: Reimbursement from Department of Social Services for CSA services paid.

STAFF RECOMMENDATION: No new local funds are required.

Commonwealth Attorney

Please supplement by consent and appropriate the following:

2201-5501 Travel (Mileage/Meals)	\$135.01
2201-5504 Travel (Convention/Education/Training)	\$371.51
TOTAL:	\$506.52

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.

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.

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.

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.

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

ATTORNEY'S REPORT

None

ADMINISTRATOR'S REPORT

- Ms. Adams reminded the Board Members to submit their Economic Interests Forms to Ms. McCormick in the Administrative Office by February 1, 2024.
- Ms. Adams informed the board that the VACO Local Government Day will be held on February 1, 2024, if any of the Board Members are interested in attending.
- Ms. Adams stated that the Courthouse Construction Committee Meetings have started on a bi-weekly basis, and this committee will make a presentation before the Board at an upcoming meeting.

REPORTS AND INFORMATIONAL ITEMS

- Sands Anderson Report on Delinquent Tax Collections
- Department of Historic Resources – Carver Price School
- School Financial Report

SUPERVISOR CONCERNS

Mr. Wolfskill commented that he is looking forward to working with Ms. Adams and the Board, and appreciates the support and prayers of many citizens of the Appomattox River District.

CLOSED SESSION

Kelley Kemp, Attorney, read the following Resolution to authorize a Closed Meeting:

WHEREAS, the Board of Supervisors of Appomattox County desires to discuss in Closed Meeting the following matter(s):

Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body concerning E911.

Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body concerning Social Services.

Consultation with legal counsel employed or retained by the public body and briefings by staff members pertaining to actual or probable legal litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body, regarding specific legal matters, namely, *Campbell County v. Region 2000 Service Authority*.

WHEREAS, pursuant to: §2.2-3711(A)(1), (A)(3) and (A)(7) of the Code of Virginia, such discussions may occur in Closed Meeting;

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of Appomattox County does hereby authorize discussion of the aforesated matters in Closed Meeting.

Motion made by Mr. Hipps, seconded by Rev. Jones, and carried with all other members present voting yes, to enter into closed session at 6:35 p.m.

Mrs. Wanda McCormick read the following closed session certification at 7:23 p.m. To the best of your knowledge, were the only matters discussed in the closed meeting public business matters lawfully exempted from open meeting requirements, and that only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the closed meeting. Mrs. McCormick called for a roll call vote: Mr. Hipps-yes; Rev. Jones-yes; Mr. Carter-yes; Mr. Hinkle-yes; Mr. Wolfskill-yes.

UPCOMING MEETINGS

Tuesday, February 13, 2024 @ 5:00 p.m.

Budget Work Session (County Departments & Outside Agencies)

Board of Supervisors Meeting Room

Appomattox, Virginia 24522

Tuesday, February 20, 2024 @ 6:00 p.m.

Regular Scheduled Meeting

Board of Supervisors Meeting Room
Appomattox, Virginia 24522

ADJOURNMENT

Motion made by Mr. Carter, seconded by Mr. Hinkle and carried with all other members present voting yes, to adjourn at 7:25 p.m.

John Hinkle, Chairman