



**BOARD OF SUPERVISORS
MONDAY, MARCH 18, 2024
6:00 PM**

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

**Regular Scheduled Meeting
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. Jones

Setting of Agenda

BUDGET WORK SESSION

1. Mr. Gregg Zody and Ms. Beverley Hawthorne, representing Virginia's Crossroads (Virginia's Retreat), is present, at the Board's request, to discuss their FY 2025 community agency funding request.
2. Ms. Stephanie Keener, Executive Director, Small Business Development Center-Lynchburg Region has requested to appear before the Board to discuss her FY 2025 community agency funding request.
3. Mr. Bill Jamerson has requested to appear before the Board to discuss the FY 2025 community agency funding for The American Civil War Museum.
4. Mr. Phillip Jamerson, President of the Appomattox Railroad Festival Board is present, at the Board's request, to discuss the FY 2025 community agency funding request.

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.

5. Mr. William Cook, President of Jamerson-Lewis Contruction has requested to appear before the Board to provide an update on the Courthouse Renovation PPEA.
6. Mr. David Rowe with Bankers Insurance has requested to appear before the Board to discuss the County's health insurance plan with Local Choice.
7. Ms. Melissa Lucy, CEO, Horizon Behavioral Health has requested to appear before the Board to provide an update on services.

8. Mr. George Almond, representing Appomattox County Habitat for Humanity has requested to appear before the Board to discuss a building fee waiver for a house that is being constructed by Habitat for Humanity.

ACTION ITEMS

9. **J. Robert Jamerson Memorial Library**

Please transfer by consent from the General Fund and supplement to the following:

7301-5411 Books \$3,045.00

7301-5416 Audio/Visual \$3,104.00

7301-7002 Furniture \$13,500.00

TOTAL: \$19,648.51

RE: Budget revision Local Match requirement towards the FY 2024 State Aid funding. **NEW LOCAL FUNDS REQUIRED.**

10. **Resolution of Dissolution for the Piedmont Alcohol Safety Action Program**

Attached for the Board's consideration is a resolution of dissolution for the Piedmont Alcohol Safety Action Program. Moving forward, the Southside Virginia ASAP will serve the counties previously under the jurisdiction of the Piedmont ASAP.

STAFF RECOMMENDATION: 1 - Adopt the attached resolution of dissolution. 2 - Appoint a representative to the Southside Virginia Alcohol Safety Action Program Policy Board.

11. **Request from Registrar for June Dual Primary**

Patricia Morton, Registrar, has requested the Board's consideration to move the location of the June 17th Board of Supervisors meeting. The Dual Primary is being held on Tuesday, June 18th in the Board of Supervisors meeting room. Ms. Morton would like the voting equipment in place on Monday, June 17th in preparation for the next day's Primary.

STAFF RECOMMENDATION: See attached email from the Registrar and consider the request to relocate the Board of Supervisors' regular scheduled meeting on Monday, June 17th.

12. **Economic Development - COJANA Incentive Agreement**

Please transfer by consent **\$25,000** from the General Fund and appropriate to 8105-6007 Special Projects to reimburse the EDA for an annual incentive payment to COJANA, LLC. The agreement states that the Board will vote annually for the distribution of the payment.

STAFF RECOMMENDATION: Approve EDA's request for reimbursement. This is the 7th year of the 10-year incentive payment. **NEW LOCAL FUNDS ARE REQUIRED.**

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.

13. **Invoices Submitted for Payment**

Please review the attached invoices and approve for payment:

March 5, 2024	\$41,502.81
March 15, 2024 - CSA	\$269,502.21
March 18, 2024	\$223,137.30
TOTAL:	\$534,142.32

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

14. **Minutes**

Please review the following DRAFT minutes for approval:

February 20, 2024, Regular Scheduled Meeting

March 5, 2024, Joint County/School Budget Work Session

15. **Commissioner of the Revenue Refund Request**

Mrs. Sara Henderson, Commissioner of the Revenue, is requesting the following to be paid from line item 1209-5803 Refunds:

- Refund Matthew V. Marshall \$506.57 for 2023 personal property taxes. He qualifies for the Veteran's Exemption.
- Refund Core Logic \$1,606.35 for Matthew V. Marshall's 2023 real estate taxes. He qualifies for the Veteran's Exemption.
- Refund Pennymac Loan Services, LLC \$997.85 for Edurado Valancia's 2023 real estate taxes. He qualifies for the Veteran's Exemption.
- Refund Anderson Michael Coletti Desouza \$615.58 for 2023 personal property taxes. He resides in Norfolk, VA.
- Refund Loancare \$153.12 for Charles Felix's 2023 real estate taxes. He qualifies for the Veteran's Exemption.
- Refund Charles Felix \$113.47 for 2023 personal property taxes. He qualifies for the Veteran's Exemption.

STAFF RECOMMENDATION: Consider the above refunds. Transfer by consent from the General Fund and supplement \$3,992.94 to 1209-5803. No new local funds are required.

16. **E911**

Please supplement by consent and appropriate the following:

3606-1001 Salaries & Wages **\$30,000.00**

RE:PSAP FY 24 Staffing Recognition Grant Funds awarded to E911 for a \$2,500 bonus to twelve (12) 911 dispatchers.

Please transfer by consent **\$2,295.00** from 1101-5804 Operating Reserve and appropriate to 3606-2001 FICA.

RE: FICA for PSAP Staffing Recognition Grant Funds awarded to E911.

STAFF RECOMMENDATION: No new local funds are required for the \$2500 bonus for each employee. County staff is transferring local funds from the Operating Reserve line item to cover the FICA expense of \$2,295.

17. **Animal Shelter Operations**

Please supplement by consent and appropriate the following:

3501-5413 Spay/Neuter Program \$905.00

3501-5804 Donations \$992.00

TOTAL: \$1,897.00

RE: Funds received through adoptions (\$905.00); Donations received for animal shelter (\$650.00); Funds received through DMV animal friendly license plates (\$342.00).

STAFF RECOMMENDATION: No new local funds are required.

18. **Sheriff's Department**

Please supplement by consent and appropriate the following:

3102-1002 Overtime \$4,672.63

3102-1003 Part-Time \$2,528.82

3102-5805 Project Lifesaver \$2,500.00

TOTAL: \$9,701.45

RE: Reimbursement from the School Board for security performed by deputies at the AMS and ACHS winter sports (\$4,672.63); Reimbursement from the School Board for extra school security performed by deputies (\$2,528.82); Fees for FOIA requests (\$60.78); Donation received from Appomattox Moose Lodge 975 for Project Lifesaver (\$2,500.00).

STAFF RECOMMENDATION: No new local funds are required.

19. **Department of Social Services**

Please supplement by consent and appropriate the following:

015-5301-2002 VRS \$39,375.95

015-5301-2006 Group Life \$2,609.63

015-5301-2002 ICMA-RC \$4,044.10

TOTAL: \$46,029.68

RE: Reimbursement from DSS for December 2023, January 2024 and February 2024 payroll deductions.

STAFF RECOMMENDATION: No new local funds are required.

20. **Waterline**

Please supplement by consent and appropriate the following:

082-1800-5101 Electrical Services \$1,424.76

082-1800-5203 Telecommunications \$118.66

TOTAL: \$1,543.42

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

STAFF RECOMMENDATION: No new local funds are required.

21. **Children's Services Act (CSA)**

Please supplement by consent and appropriate the following:

5310-3001 Professional Services **\$6,235.00**

RE: Reimbursement for overpayment of services from Impact Living Services.

STAFF RECOMMENDATION: No new local funds are required.

22. **Local Assistance and Tribal Consistency Grant Funds**

Please supplement by consent and appropriate the following:

1101-5816 LATCF Grant **\$100,000.00**

RE: Local Assistance and Tribal Consistency grant funds received.

STAFF RECOMMENDATION: No new local funds are required.

23. **Clerk of the Circuit Court**

Please supplement by consent and appropriate the following:

2106-3010 Data Processing **\$9,425.60**

RE: Reimbursement from the State Technology Trust Funds.

STAFF RECOMMENDATION: No new local funds are required.

ITEMS REMOVED FROM CONSENT

ATTORNEY'S REPORT

24. **Emanuel Tire Lease**

ADMINISTRATOR'S REPORT

REPORTS AND INFORMATIONAL ITEMS

25. **Robert E. Lee Soil & Water Conservation District Meeting Minutes**

Attached for the Board's review is the January 25, 2024 and February 5, 2024 meeting minutes from the Robert E. Lee Soil & Water Conservation District.

26. **School Financial Report**

Attached for the Board's review is the February 2024 month-end financial report from Dr. Jason S. Tibbs, Director of Finance and Human Resources.

27. **VDACS Office of Veterinary Services - Letter of Notification**

Attached for the Board's review is a letter of notification from the Commonwealth of Virginia, VDACS Office of Veterinary Services, with the results of a recent inspection of the Appomattox County Animal Shelter.

28. **Letter from Campbell County - Special Use Permit Application, 1209 Hancock Road**

Attached for the Board's review is a letter from Campbell County notifying you of a Special Use Permit Application submitted by Richard Stuart for property located at 1209 Hancock Rd. in Red House, VA.

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

Monday, April 15, 2024 @ 6:00 p.m.

Regular Scheduled Meeting

Board of Supervisors Meeting Room

171 Price Lane, Appomattox, Virginia 24522

ADJOURNMENT