



**BOARD OF SUPERVISORS
MONDAY, APRIL 15, 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. Wolfskill

Setting of Agenda

BUDGET WORK SESSION

1. Robert E. Soil & Water Conservation District

Ms. Cindy Miller and Ms. Katelin Savage representing Robert E. Soil & Water Conservation District, is present, at the Board's request, to discuss their 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.

2. Mr. Robert Brown, VDOT Appomattox Residency Administrator

Mr. Robert Brown, VDOT Appomattox Residency Administrator, has requested to appear before the Board to present the Rural Rustic Priority list and the VDOT Six-Year Plan for review.

STAFF RECOMMENDATION: After Mr. Brown's presentation, the Board should consider setting the Public Hearing for the VDOT Six-Year Plan at the May meeting. Please authorize staff to advertise a Public Hearing on Monday, May 20, 2024.

3. Mr. John Vannoy, Interim Public Safety Manager

John Vannoy, Interim Public Safety Manager has requested to appear before the Board to provide an update on Public Safety.

4. Mr. John Spencer, Purchasing Agent

John Spencer, Purchasing Agent has requested to appear before the Board to provide the Reassessment update and recommendations.

ACTION ITEMS

5. **Schedule Public Hearing-RZ240193-Mallory L. Bryant**

Please consider scheduling a Public Hearing to receive comments on the rezoning petition of Ms. Mallory L. Bryant. Ms. Bryant proposes to rezone 2.36 acres (two parcels) on Mini Ball Lane in the Vera community from R-1, Low-Density Residential to A-1, Agricultural. Ms. Bryant intends to place a manufactured home on the property. The Planning Commission considered the petition earlier this month and recommended the rezoning 5-2 (Almond, Trent dissenting).

STAFF RECOMMENDATION: Please authorize staff to schedule a Public Hearing for the May 20, 2024 regular meeting of the Board of Supervisors to receive comments from the public.

6. **Schedule Public Hearing-Amendment to Comprehensive Plan**

A Public Hearing is needed to receive comments on a proposed amendment to the Transportation Element of the Appomattox County Comprehensive Plan. The Town of Pamplin has requested an amendment to include the "Pamplin Main Street Improvement Project" in the plan in order to improve their opportunities for future transportation funding. The project includes stormwater drainage improvements, streetscaping, sidewalk improvements, curb and guttering along storefronts on Main Street. The Comprehensive Plan is a joint plan between the County and the Town of Pamplin, therefore both bodies must consider this amendment. The Planning Commission met earlier this month and unanimously recommended approval of the amendment, as presented.

STAFF RECOMMENDATION: Please authorize staff to schedule a Public Hearing for the Board's next regular meeting, May 20, 2024 to receive comments from the public.

COMMITTEE APPOINTMENTS

7. **Southside Virginia Alcohol Safety Action Program**

Appoint a representative to serve a 3-year term on the Southside Virginia Alcohol Safety Action Policy Board. Meetings of this board will be held quarterly to allow for regular input from the appointed representative.

STAFF RECOMMENDATION: Appoint a representative to the Southside Virginia Alcohol Safety Action Policy Board to serve a 3-year term.

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:

March 27, 2024	\$48,471.88
April 4, 2024	\$40,436.32
April 11, 2024 - Juror Checks	\$2,650.00
April 12, 2024 - CSA	\$231,818.01
April 15, 2024	\$732,531.37
TOTAL:	\$1,055,907.58

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

9. **Minutes**

Please review the following DRAFT minutes for approval:

February 13, 2024, Budget Work Session

March 12, 2024, Budget Work Session

March 18, 2024, Regular Scheduled Meeting

10. **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 Mark Enos Letterman \$756.75 for 2016 & 2017 Real Estate Taxes. He qualifies for the Veteran's Exemption.

STAFF RECOMMENDATION: Consider the above refund. Transfer by consent from the General Fund and supplement \$756.75 to 1209-5803. No new local funds are required.

11. **E911**

Please supplement by consent and appropriate the following:

3606-5504 Travel **\$1,750.88**

(Convention/Educ/Training)

RE: Reimbursement from the Virginia Department of Emergency Management for conference training.

STAFF RECOMMENDATION: No new local funds are required.

12. **Rescue Squads**

Please supplement by consent and appropriate the following:

3203-5607 **\$106.88**

Appomattox

Four-For-Life

RE: Four-For-Life funds received from the Office of Emergency Medical Services in the amount of \$18,703.36. Difference in budgeted amount of \$18,596.48.

STAFF RECOMMENDATION: No new local funds are required.

13. **Sheriff's Department**

Please supplement by consent and appropriate the following:

3102-5401 Office \$122.26

Supplies

3102-5812 \$141.00

Canine Supplies

(Donations)

TOTAL: \$263.26

RE: FOIA request (\$22.26); Solicitor license fee collected (\$100.00); Donations received for canines (\$141.00).

STAFF RECOMMENDATION: No new local funds are required.

14. **Animal Shelter Operations**

Please supplement by consent and appropriate the following:

3501-3001 \$11,342.93

Professional

Medical Services

3501-5413 \$970.00

Spay/Neuter

Program

3501-5804 \$328.00

Donations

TOTAL: \$12,640.93

RE: Reimbursement from the Commonwealth of Virginia for horse care investigation (\$10,683.93); Restitution for animal medical expenses (\$659.00); Funds received through adoptions (\$970.00); Donations received for animal shelter (\$328.00)

STAFF RECOMMENDATION: No new local funds are required.

15. **Department of Social Services**

Please supplement by consent and appropriate the following:

015-5301-2002 \$12,929.50

VRS

015-5301-2006 \$859.09

Group Life

015-5301-2002 \$1,372.58

ICMA-RC

TOTAL: \$15,161.17

RE: Reimbursement from DSS for March, 2024 payroll deductions.

STAFF RECOMMENDATION: No new local funds are required.

ITEMS REMOVED FROM CONSENT

ATTORNEY'S REPORT

ADMINISTRATOR'S REPORT

REPORTS AND INFORMATIONAL ITEMS

16. **Robert E. Lee Soil & Water Conservation District Meeting Minutes**
Attached for the Board's review is the February 22, 2024 meeting minutes from the Robert E. Lee Soil & Water Conservation District.
17. **Commonwealth Transportation Board (CTB)**
Attached for the Board's review is a letter from the CTB announcing a public meeting in the area to give citizens the opportunity to provide comments on projects and programs to be included in the FY 2025-2030 Six-Year Improvement Program, including highway, rail and public transportation initiatives. The Lynchburg District Spring SYIP Public meeting will be on Wednesday, May 1, 2024, at 4:00 p.m. located at 4303 Cambell Avenue, Lynchburg, VA at the district office in the Ramey Memorial Auditorium.
18. **School Financial Report**
Attached for the Board's review is the March 2024 month-end financial report from Dr. Jason S. Tibbs, Director of Finance and Human Resources.
19. **Virginia Career Works - Central Region**
Attached for the Board's review is a newsletter from Virginia Career Works, Central Region.
20. **High Bridge Trail State Park**
Attached for the Board's review is an invitation to the ribbon-cutting ceremony at the High Bridge Trail State Park in Pamplin City. The ceremony will take place on Monday, April 22, 2024, from 1:30-2:30 p.m.
21. **University of Virginia - Training Notification**
Attached for the Board's review is a training notification to advise you and the citizens of the County that there will be a live training scenario for emergency preparedness on Thursday, April 18, 2024, at 6:30 p.m. at the UVA Dialysis located at 7787 Richmond Highway. The Appomattox Volunteer Fire Department, Appomattox Rescue Squad, UVA Dialysis and Appomattox County Public Safety will be hosting this training.

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, April 23, 2024 @ 5:00 p.m.

Budget Work Session

County Administration Conference Room

153A Morton Lane, Appomattox, VA 24522

Monday, April 29, 2024 @ 5:00 p.m.

Budget Work Session

County Administration Conference Room

153A Morton Lane, Appomattox, VA 24522

ADJOURNMENT