

**BOARD OF SUPERVISORS
REGULAR SCHEDULED MEETING
MONDAY, MARCH 18, 2024
6:00 P.M.**

The Appomattox County Board of Supervisors held its regular scheduled meeting on Monday, March 18, 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
Tom Lacheney, 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 – Rev. Jones

SETTING OF AGENDA

Mr. Wolfskill requested that the agenda be amended to discuss ARPA funds.

Motion made by Mr. Wolfskill, seconded by Mr. Carter to approve the agenda with the amendment to include a discussion on ARPA funds (Item 9A). Mr. Hinkle called for a roll call vote: Mr. Carter-yes, Mr. Hipps-yes, Mr. Wolfskill-yes, Rev. Jones-yes, Mr. Hinkle-yes.

BUDGET WORK SESSION

Virginia's Crossroads – Mr. Gregg Zody and Ms. Beverley Hawthorne, representing Virginia's Crossroads (formerly Virginia's Retreat), presented the FY25 community agency funding request.

Small Business Development Center – Ms. Stephanie Keener, Executive Director, presented the FY25 community agency funding request.

The American Civil War Museum – Mr. Bill Jamerson and Dr. Rob Havers, representing The American Civil War Museum, discussed the need for the FY25 community agency funding request.

Appomattox Railroad Festival – Mr. Phillip Jamerson, President of the Appomattox Railroad Festival Board, discussed the need for the FY25 community agency funding request.

CITIZEN PUBLIC COMMENT PERIOD

- Mrs. Linda Mays of Appomattox, VA, addressed the Board to share her concerns about the “CVCC building” lease and possible outstanding obligations. Mrs. Mays suggested that the Board of Supervisors continue to use the current meeting location in order to save the County “several million dollars.”
- Mr. Anthony Johnson of Concord, VA, addressed the Board to recognize a former employee and associates of the County and to support the Appomattox Civil War Museum funding.
- Mr. Paul Michael Raymond of Appomattox, addressed the Board to stress that they carefully consider funding donor-based, non-profit organizations with taxpayer funds.
- Mr. Rod Stanley of Appomattox, addressed the Board in support of The Appomattox Civil War Museum Funding.
- Jonni Thomas of Appomattox, addressed the Board about the positive impact that the American Civil War Museum has on the community through employment, local purchases, and community programs. Ms. Thomas also asked the Board to consider using the “same lens” when making funding decisions for non-government organizations.

APPEARANCES

- Mr. William Cook, President of Jamerson-Lewis Construction, and Mr. David Caldwell of Jamerson-Lewis Construction provided an update to the Board on the Courthouse Renovation PPEA.
- Mr. David Rowe with Bankers Insurance provided the Board with FY25 Health Insurance Costs with The Local Choice.
- Ms. Melissa Lucy, CEO of Horizon Behavioral Health provided an update on services provided by Horizon Behavioral Health.
- Mr. George Almond, representing Appomattox County Habitat for Humanity addressed the Board requesting a building fee wavier for a house that is being constructed by Habitat for Humanity.

Motion made by Mr. Carter, seconded by Rev. Jones to waive the building permit fees for house #23 being built by Appomattox Habitat for Humanity. Mr. Hinkle called for a roll call vote: Mr. Carter-yes, Mr. Hipps-yes, Rev. Jones-yes, Mr. Wolfskill-yes, Mr. Hinkle-yes.

ACTION ITEMS

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 FY2024 State Aid funding.
New Local Funds Required**

Motion made by Rev. Jones, seconded by Mr. Carter to approve transfer from the General Fund and supplement to the following for the Jamerson Memorial Library: 7301-5411 Books- \$3,045.00, 7301-5416 Audio/Visual - \$3,104.00, 7301-7002 Furniture - \$13,500.00, for a total of \$19,648.51. Chairman Hinkle called for a roll call vote: Mr. Hipps-yes, Mr. Carter-yes, Rev. Jones-yes, Mr. Wolfskill-yes, Mr. Hinkle-yes.

ARPA Funding

Motion made by Mr. Wolfskill, seconded by Mr. Carter to adopt the following items which will be completed with ARPA funding: (1) Pet Center HVAC, \$ 31,955.28, (2) Community Center HVAC, \$22, 916.11, (3) Animal Control Vehicle, \$50,000, (4) ARPA Administrative Personnel, \$20,000, and (5) Vehicle for EDA, \$30,000. Chairman Hinkle called for a roll call vote: Mr. Carter-yes, Mr. Hipps-yes, Rev. Jones-yes, Mr. Wolfskill-yes, Mr. Hinkle-yes.

Resolution of Dissolution for the Piedmont Alcohol Safety Action Program

Motion made by Mr. Carter, seconded by Rev. Jones to accept the Resolution of Dissolution for the Piedmont Alcohol Safety Action Program. Chairman Hinkle called for a roll call vote: Mr. Carter-yes, Mr. Hipps-yes, Rev. Jones-yes, Mr. Wolfskill-yes, Mr. Hinkle-yes.

RESOLUTION of DISSOLUTION

A **RESOLUTION** of the Appomattox County Board of Supervisors establishing, by joint action of the Boards of Supervisors of the Counties of Brunswick, Buckingham, Charlotte, Cumberland, Halifax, Lunenburg, Mecklenburg, Prince Edward, and the Council of the Town of South Boston, the membership of the regional Policy Board of the Southside Virginia Alcohol Safety Action Program (VASAP) to serve the region composed of those Counties and Town.

WHEREAS, the Commonwealth of Virginia, in the interest of highway safety, has provided for probation, education, and rehabilitation of persons charged with violations of §18.2-266 of the Code of Virginia; and

WHEREAS, the General Assembly of Virginia has, by statute codified as Virginia Code §18.2- 271 paragraph (h), provided that any county, city, town, or combination thereof may establish and operate alcohol safety action programs in connection with highway safety, and that each program shall operate under the direction of a local independent policy board chosen in accordance with procedures approved and promulgated by the Commission on VASAP; and

WHEREAS, §15.2-1300 of the Code of Virginia, Joint Exercise of Powers by Political Subdivisions, authorizes local units of government to exercise their powers and privileges jointly for the operation of a multi-jurisdictional venture; and

WHEREAS, the Piedmont Alcohol Safety Action Program which formerly serviced the Counties of Amelia, Appomattox, Buckingham, Charlotte, Cumberland, Lunenburg, Nottoway, and Prince Edward has been dissolved effective May 31, 2024; and

WHEREAS, the Boards of Supervisors of the Counties of Brunswick, Buckingham, Charlotte, Cumberland, Halifax, Lunenburg, Mecklenburg, Prince Edward, and the Council of the Town of South Boston have established and do operate the Southside Virginia Alcohol Safety Action Program, which is a regional alcohol safety action program in connection with highway safety, and the Commission on VASAP has approved and promulgated procedures for the policy board of that regional alcohol safety action program to be reconstituted;

NOW, THEREFORE, in accordance with the procedures approved and promulgated by the Commission on VASAP, and pursuant to the authority granted to this Board by Virginia Code §15.2-1411, the BOARD OF SUPERVISORS of APPOMATTOX COUNTY hereby resolves that the County of Appomattox continue its participation in the Southside Virginia Alcohol Safety Action Program (VASAP) which is established for the purpose of providing, as ordered by the courts in the jurisdictions to be served, probation, education, prevention, and rehabilitation services.

ADOPTED by the Board of Supervisors of Appomattox County on this 18th day of March, 2024.

John F. Hinkle, Chairman

ATTEST:

Susan M. Adams, Clerk to the Board

Request from Registrar for June Dual Primary

Patricia Morton, Registrar, 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.

Motion made by Mr. Carter, seconded by Mr. Hipps to keep the scheduled June 2024 Board of Supervisor's meeting on June 17, 2024 at 6:00 p.m. in the Board of Supervisor's Meeting

Room, with the voting equipment to be placed after the meeting. Chairman Hinkle called for a roll call vote: Mr. Carter-yes, Mr. Hipps-yes, Rev. Jones-yes, Mr. Wolfskill-yes, Mr. Hinkle-yes.

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.

Motion made by Rev. Jones, seconded by Mr. Carter to approve the transfer of \$25,000 from the General Fund and appropriate to 8105-6007 Special Projects. Chairman Hinkle called for a roll call vote: Mr. Carter-yes, Mr. Hipps-yes, Rev. Jones-yes, Mr. Wolfskill-yes, Mr. Hinkle-yes.

CONSENT AGENDA

Invoices Submitted for Payment

Please review the attached invoices and approve for

payment: March 5, 2024	\$41,502.81
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March 15, 2024 - CSA	\$269,502.21
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March 18, 2024	\$223,137.30
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TOTAL:	\$534,142.32
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STAFF RECOMMENDATION: Please review and consider approval of the attached invoices for payment.

Minutes

Please review the following DRAFT minutes for approval:

February 20, 2024, Regular Scheduled Meeting

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

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.

E911

Please supplement by consent and appropriate the following:

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

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.

Sheriff's Department

Please supplement by consent and appropriate the following:

3102-1002 Overtime	\$4,672.63
3102-1003 Part-time	\$2,528.63
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.

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.

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.

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.

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.

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.

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

ATTORNEY'S REPORT

Emmanuel Tire Lease -finalized and signed

Motion by Mr. Carter, seconded by Mr. Wolfskill to ratify the Board Chairman's signature on the Emanuel Tire Lease. Chairman Hinkle called for a roll call vote: : Mr. Carter-yes, Mr. Hipps-yes, Rev. Jones-yes, Mr. Wolfskill-yes, Mr. Hinkle-yes.

ADMINISTRATOR'S REPORT

Mrs. Adams presented the Administrator's Report, noting the fraudulent theft of a check. There is currently a fraud investigation ongoing. The County's insurance has been contacted, and the expense can possibly be recovered pending the investigation. The County is reviewing more secure options to pay bills.

Mrs. Adams recognized that the County received notice from the Department of Historic Resources that the Carver Price School has been added to the National Register of Historic Places as of February 21, 2024.

As requested by the Board, Mrs. Adams sent a letter to the Appomattox Town Manager, Mr. McGhee to request the Appomattox Town Council and Board of Supervisors schedule a joint meeting. Mr. McGhee stated that he will contact Town Council members to get available dates for the meeting. As of this meeting, Mrs. Adams has not received a response from Mr. McGhee.

Mrs. Adams gave an update on the Radio System, explaining that a Letter of Intent was not awarded, nor was an agreement adopted by this Board at the November 23, 2023, Board of Supervisors meeting. Since that time a local technician has been accessing the current equipment and infrastructure needs in order to develop a plan for improved communications, with law enforcement being the first priority. The Board decided to hire this technician on a part-time basis to continue to work on the radio systems and collaborate with the County's public service agencies. This approach will allow for a tremendous cost savings to the local tax payers and provide improved communications for citizen safety.

Mrs. Adams explained to the Board that the Courthouse has been cleaned out and a walkthrough can be scheduled.

Mr. Carter thanked the Board Chairman for meeting with the Town in regards to setting up a joint Board meeting.

Mr. Carter expressed his appreciation to the Administration for saving the County millions of dollars by not accepting the public safety consultant recommendation.

Mr. Carter requested data related to the transfer station.

Mr. Wolfskill thanked Mr. Carter for acknowledging the radio system cost savings.

REPORTS AND INFORMATIONAL ITEMS

- Robert E. Lee Soil & Water Conservation District Meeting Minutes
- School Finance Report
- VDACS Office of Veterinary Services – Letter of Notification
- Letter from Campbell County – Special Use Permit Application, 1209 Hancock Rd.

SUPERVISOR CONCERNS

- Rev. Jones explained that some of his constituents were concerned that the car tax is not prorated.
- The Mayor of Pamplin invited each of the Board members to the sesquicentennial celebration for the Town of Pamplin on Saturday, March 23, 10 am – 3 pm.
- Mr. Hinkle read through a list of community events for children.
- Mr. Carter commented that 100 acres of the 600-acre tract at the Industrial Park was donated to the Youth Association, and also that the lighting and maintenance are paid for by the county.

CLOSED SESSION

Tom, Lacheney, County 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):

Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel concerning CVCC.

WHEREAS, pursuant to: §2.2-3711(A)(8) 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 Rev. Jones, seconded by Mr. Sam Carter to enter into closed session at 8:10 p.m. Mr. Hinkle called for a roll call vote: Mr. Carter-yes, Mr. Hipps-yes, Mr. Wolfskill-yes, Rev. Jones-yes, Mr. Hinkle-yes.

Mrs. Wanda McCormick read the following closed session certification at 8:30 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.

CERTIFIED COPY _____
Clerk to the Board

UPCOMING MEETINGS

Monday, April 15, 2024 @ 6:00 p.m.
Regular Scheduled Meeting
Board of Supervisors Meeting Room
171 Price Ln., Appomattox, Virginia 24522

Tuesday, April 23, 2024 @ 5:00 p.m.
Budget Work Session
County Administration Conference Room
153-A Morton Ln., Appomattox, Virginia 24522

Monday, April 29, 2024 @ 5:00 p.m.
Finalize Budget
County Administration Conference Room
153-A Morton Ln., 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 8:32 p.m.

John Hinkle, Chairman