



**BOARD OF SUPERVISORS
MONDAY, JUNE 17, 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. Carter

Setting of Agenda

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.

1. The J. Robert Jamerson Memorial Library Board of Trustees has requested to appear before the Board to discuss the State Aid Fellowship for the Library Director's MLS. Mr. Brandon Barney, Library Board of Trustees Vice-Chair and Ms. Cindy Scheu, Library Director, is present to address the Board.
2. Mr. John Spencer, Purchasing Agent, has requested to appear before the Board to provide an update on the Department of Social Services building.

ACTION ITEMS

3. **FY 2025 Budget Appropriations Resolution**

After a duly advertised Public Hearing on Monday, May 20, 2024, to receive public comments on the proposed FY 2025 budget, the Board considered the requests. They held an advertised Special Called Meeting on Wednesday, May 29, 2024, and approved the FY 2025 Budget. Staff has prepared a Resolution for your approval to appropriate the funds for the line items, as specified, on July 1, 2024.

STAFF RECOMMENDATION: Approve the FY 2025 Appropriations Resolution, effective July 1, 2024, as presented.

4. **Victim Witness Coordinator**

The County Administrator and Commonwealth's Attorney have been in communication with the Virginia Department of Criminal Justice Services to request reallocation of the funding from the Authority of the County Administrator to the Commonwealth Attorney's office. The County has to submit a letter verifying that we are in support of moving the program under the Commonwealth Attorney's authority.

STAFF RECOMMENDATION: Authorize the County Administrator to prepare a letter to

the Department of Criminal Justice communicating the Board of Supervisors' support to redirect the Victim Witness program funding to the Commonwealth Attorney's department.

5. **July 5th Holiday**

Please see the attached email from the Circuit Court Clerk referencing Judge Nelson's order to close the Courts on Friday, July 5th. A couple of Board members requested this item to be placed on the Agenda for consideration by the Board to extend the same to all County offices.

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.

6. **Invoices Submitted for Payment**

Please review the attached invoices and approve for payment:

June 4, 2024	\$46,352.82
June 14, 2024 - CSA	\$253,120.32
June 17, 2024	\$523,342.48
TOTAL:	\$822,815.62

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

7. **Minutes**

Please review the following DRAFT minutes for approval:

May 20, 2024, Regular Scheduled Meeting
May 29, 2024, Special Called Meeting

8. **Sheriff's Department - Courthouse Security Fund**

Please transfer by consent **\$46,545.00** from the **Courthouse Security Fund** and appropriate to **3102-1006 Courthouse Security Position**.

STAFF RECOMMENDATION: No new local funds are required.

9. **Treasurer**

Please transfer by consent from the General Fund **\$10,633.00** and appropriate to **1213-5808 DMV Stops**.

RE: DMV stops performed by the Treasurer's Office for delinquent personal property taxes.

STAFF RECOMMENDATION: No new local funds are required.

10. **E911 Dispatch**

Please transfer by consent from **\$80,297.75** from the **Wireless Fund** and appropriate to **3606-7003 Communication Equipment**.

RE: Console Upgrade (3 Positions, 8 Channels) 40% of Total Amount (\$200,744.38) Due

STAFF RECOMMENDATION: No new local funds are required.

11. **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:

(1) Refund Farm Credit Leasing \$1,634.80 for 1st half Personal Property taxes for a tractor that is leased by Benjamin David Cole. This was paid in error.

STAFF RECOMMENDATION: Consider the above refund. Transfer by consent from the General Fund and supplement \$1,634.80 to 1209-5803.

12. **Sheriff's Department**

Please supplement by consent and appropriate the following:

3102-1002 Overtime \$6,835.56

3102-1003 Part-Time Salaries \$2,749.59

3102-5408 Vehicle Equip/Gasoline Supplies \$50.00

TOTAL: \$9,635.15

RE: Reimbursement from the Appomattox County School Board for security performed at AMS and ACHS spring sporting events (\$3,271.48); Reimbursement from the City of Lynchburg for CIT hours worked plus FICA for Deputy R.D. Meeks (\$2,368.08);

Reimbursement from DCJS for TDO/ECO hours worked plus FICA by deputies

(\$1,196.00); Reimbursement from the Appomattox County School Board for extra

security performed by deputies at the Schools (\$2,749.59); Storage fees collected for impounded vehicle (\$50.00).

STAFF RECOMMENDATION: No new local funds are required.

13. **Animal Shelter Operations**

Please supplement by consent and appropriate the following:

3501-5413 Spay/Neuter Program \$465.00

3501-5804 Donations \$1,110.00

TOTAL: \$1,575.00

RE: Funds received through adoptions (\$365.00); Donations received for Animal Shelter (\$1,110.00).

STAFF RECOMMENDATION: No new local funds are required.

14. **Department of Social Services**

Please supplement by consent and appropriate the following:

015-5301-2002 VRS \$13,568.84

015-5301-2006 Group Life \$902.25

015-5301-2002 ICMA-RC \$1,438.40
TOTAL: \$15,909.49

RE: Reimbursement from DSS for May 2024 payroll deductions.

STAFF RECOMMENDATION: No new local funds are required.

15. **Waterline**

Please supplement by consent and appropriate the following:

082-1800-5101 Electrical Services \$694.00

082-1800-5203 Telecommunications \$63.22

TOTAL: \$757.22

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

STAFF RECOMMENDATION: No new local funds are required.

16. **Rescue Squad**

Please supplement by consent and appropriate the following:

3203-5607 Appomattox Four-For-Life \$18,595.20

RE: EMS Return to Locality Four-For-Life funds received in the amount of \$18,703.36.

Difference in budgeted amount.

STAFF RECOMMENDATION: No new local funds are required.

17. **Electoral Board**

Please supplement by consent and appropriate the following:

1301-1003 Election Officials Wages \$14,288.00

RE: Reimbursement from the State for the March 2024 Presidential Primary.

STAFF RECOMMENDATION: No new local funds are required.

18. **Road Side Clean-Up**

Please supplement by consent and appropriate the following:

4209-1003 Part Time \$1,708.00

RE: Reimbursement from the Virginia Department of Transportation for Road Side Clean-Up.

STAFF RECOMMENDATION: No new local funds are required.

ITEMS REMOVED FROM CONSENT

ATTORNEY'S REPORT

ADMINISTRATOR'S REPORT

REPORTS AND INFORMATIONAL ITEMS

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

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

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, July 15, 2024 @ 6:00 P.M.

Regular Scheduled Meeting

Board of Supervisors Meeting Room

171 Price Lane, Appomattox, VA 24522

ADJOURNMENT