

**BOARD OF SUPERVISORS
REGULAR SCHEDULED MEETING
MONDAY, June 17, 2024
6:00 P.M.**

The Appomattox County Board of Supervisors held its regular scheduled meeting on Monday, June 17, 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:

John F. Hinkle, Chair	Falling River District
Alfred L. Jones, III, Vice-Chair	Piney Mountain District
Samuel E. Carter	Courthouse District
Kenneth Wolfskill	Appomattox River District
Trevor L. Hipps	Wreck Island District

Also, Present:

Susan M. Adams, County Administrator
Kelley Kemp, Attorney
Johnnie Roark, Community Development Director
John Spencer, Purchasing Director
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. Carter

SETTING OF AGENDA

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

During the meeting, Mr. Carter requested an amendment to the agenda. The agenda was amended by consensus vote of yes to add the American Civil War Museum funding.

CITIZEN PUBLIC COMMENT PERIOD

Dr. Pat Torrence of 4878 River Ridge Rd., Appomattox, addressed the Board in support of additional school budget funding in order to receive additional State funds.

Mr. Lew Longenecker of 147 Country View Ln, Appomattox, addressed the Board in support of additional school budget funding in order to maximize educational resources.

Mr. Lloyd Page of 181 Mountain Cut Rd., Appomattox, addressed the Board in support of additional school budget funding.

Mr. Watkins Abbitt of 8043 Old Courthouse Rd., Appomattox, addressed the Board in support of the current FY25 budget that was approved by the Board. Being on the Board four years ago, Mr. Abbitt recalled the agreement with the Schools that the COVID-funded positions would be terminated once the money was spent. Mr. Abbitt suggested that citizens should refer funding questions to the School Board and noted the surplus that the School Board has had at year-end during the past two years.

Mr. Bryan Allgood of 8634 Sugar Hill Rd., Brookneal, VA, addressed the Board in support of additional school budget funding, and he requested a budget amendment in order for the school to participate in the State incentive program.

Ms. Toy Eagle of 250 Kiowa Rd., Lynchburg, VA voiced her grievances with the Board's decision on school funding. Ms. Eagle explained her position with the School and reasons why she was in support of additional school funding.

APPEARANCES

Mr. Brandon Barney, Vice-Chair of the Library Board, addressed the Board of Supervisors to announce that Cindy Scheu has been hired as the Library Director. The Library Board has awarded Ms. Scheu a Fellowship through the Library of Virginia for continuing education. Mr. Barney requested that a line item be added to the Library's budget. Ms. Adams explained the fellowship funding.

Mr. John Spencer, Purchasing Director, addressed the Board to give an update on the Department of Social Services building clean-up and remediation. Mr. Spencer explained the next steps are to repair the foundation and eliminate water infiltration, and he presented two quotes for the repairs. Mr. Spencer asked the Board to consider the Facilities Committee recommendation to accept the quote of \$115,954.08 from Fortress Foundation Solutions.

Motion made by Rev. Jones, seconded by Mr. Carter to accept the quote of \$115,954.08 from Fortress Foundation Solutions to repair the foundation and eliminate water infiltration of the Department of Social Services building. Mr. Hinkle called for a roll call vote: Mr. Wolfskill-yes, Rev. Jones-yes, Mr. Hipps-yes, Mr. Carter-yes, and Mr. Hinkle-yes.

ACTION ITEMS

FY2025 Budget Appropriations Resolution

Mr. Carter explained that the County is supplying sufficient funds for school funding and shared historical data.

Rev. Jones raised a concern that at-risk students may be affected if the additional state funds are not utilized. Rev. Jones asked the Board to consider the appropriation of additional local funds in order for the schools to apply for additional state funds for the benefit of the children.

Mr. Wolfskill commented on additional local funds dedicated to school functions that are not included in school funding of the Proposed FY25 Budget.

Ms. Adams explained that if the School is opting not to accept the \$800,000 in state funds, then the Proposed FY25 Budget would need to be reduced in adherence to the VDOE guidelines.

Mr. Hinkle commented on the carryover funding that is available in the school budget to allow the school to apply for the additional state funding.

APPROPRIATIONS RESOLUTION FISCAL YEAR 2025

BE IT RESOLVED that the Board of Supervisors of Appomattox County, Virginia,
hereby
appropriates for the Fiscal Year commencing July 1, 2024 and ending June 30, 2025,
from the funds, for the functions, and in the amounts indicated herein.

I. GENERAL FUND

1101	Board of Supervisors	271,093.00
1201	County Administration	476,597.00
1204	Legal Services	99,200.00
1206	Legislative Audit	72,200.00
1209	Commissioner of Revenue	431,130.00
1210	Assessor & Reassessment	300,000.00
1213	Treasurer	388,930.00
1220	Information Technology	404,076.00
1301	Electoral Board/Officials	63,405.00
1302	Registrar	189,925.00
2101	Circuit Court	30,946.00
2102	General District Court	4,573.00
2105	Juvenile/Domestic Relations Court	7,300.00
2106	Clerk of Circuit Court	395,652.00
2109	Court Services Unit	181,772.00
2130	Magistrate	1,438.00
2201	Commonwealth Attorney	590,752.00
2202	Virginia Domestic Victim Grant	101,581.00
2220	Witness Advocate Grant	70,000.00
3102	Sheriff	2,852,607.00
3106	DARE	500.00
3201	Volunteer Fire Departments	284,913.00
3203	Volunteer Rescue Squads	79,758.00
3204	Forestry Service	10,000.00
3301	Sheriff/Jail/Operations	992,671.00
3401	Office of Building and Housing	116,491.00
3501	Animal Control	358,180.00
3503	Medical Examiner	500.00

3606	E-911	1,105,968.00
4205	Landfill/ Convenience Centers	1,183,587.00
4208	Tire Security	46,904.00
4209	Road Side Clean-Up	16,648.00
4302	General Properties	972,980.00
5101	Local Health Department	120,000.00
5105	Central Va Commission on Aging	2,500.00
5202	Central Va Community Services	70,410.00
5301	Social Services Admin	2,907.00
5310	Comprehensive Services	1,787,011.00
6401	Central Virginia Community College	385.00
7101	Sports Complex Fund	32,500.00
7102	Parks & Recreation Department	194,062.00
7104	Tourism	20,000.00
7109	Contributions	19,500.00
7301	Public Library	324,798.00
8103	Debt Service	3,273,173.00
8104	Zoning/SubDiv/Plan	184,845.00
8105	Economic Development	46,034.00
8303	Extension Services	72,798.00
9104	Capital Projects	300,000.00
	Total General Fund	18,553,200.00
II. SCHOOL OPERATING FUND		32,607,081.00
	Total School Fund	32,607,081.00
III. VIRGINIA PUBLIC ASSISTANCE FUND		2,665,801.00
IV. PUBLIC UTILITIES		165,000.00

TOTAL EXPENDITURES	53,991,082.00
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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
Adopted this 17th day of June, 2024:

Susan M. Adams
County Administrator

Motion made by Mr. Hipps, seconded by Mr. Wolfskill to approve the FY2025 Budget Appropriations Resolution to appropriate the funds for the line items, as specified, on July 1, 2024. Mr. Hinkle called for a roll call vote: Mr. Wolfskill-yes, Rev. Jones-yes, Mr. Hipps-yes, Mr. Carter-yes, and Mr. Hinkle-yes.

FY25 Re-appropriations Resolution

REAPPROPRIATIONS RESOLUTION FISCAL YEAR 2025

BE IT RESOLVED that the Board of Supervisors of Appomattox County, Virginia, hereby re-appropriates for the Fiscal Year commencing July 1, 2024 and ending June 30, 2025, from the funds, for the functions, and in the amounts indicated herein.

I. GENERAL FUND (Carry Forward from FY 24)

1101	American Rescue Fund	2,560,273.96
	Total General Fund	2,560,273.96

II. SCHOOL OPERATING FUND (Carry Forward from FY 24)

6101	Cafeteria Budget	1,465,187.00
	Capital Improvement Projects	907,212.00
	Textbook Fund	108,716.57
	School Contruction Assistance Program	2,067,901.20
	Total School Fund	4,549,016.77

TOTAL EXPENDITURES	7,109,290.73
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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) for the period covered by this Reappropriations Resolution. Other inter-fund transfers shall be in accordance with the direction of the Board of Supervisors.
Adopted this 17th day of June, 2024:

Susan M. Adams
County Administrator

Motion made by Mr. Hipps, seconded by Rev. Jones to approve the Re-appropriations Resolution for FY25 that includes General Fund and School Operating Carry Forward totaling \$7,109,290.73. Mr. Hinkle called for a roll call vote: Mr. Wolfskill-yes, Rev. Jones-yes, Mr. Hipps-yes, Mr. Carter-yes, and Mr. Hinkle-yes.

The American Civil War Museum Funding

Motion made by Mr. Carter, seconded by Rev. Jones to move \$15,000 out of the Operating Reserve for FY25 for the funding of the American Civil War Museum. Mr. Hinkle called for a roll call vote: Mr. Wolfskill-no, Rev. Jones-yes, Mr. Hipps-no, Mr. Carter-yes, and Mr. Hinkle-no. Vote: 3-2, motion failed.

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 the Board is in support of moving the program under the Commonwealth Attorney's authority.

Motion made by Mr. Wolfskill, seconded by Rev. Jones to allow the County Administrator to prepare a letter to the Virginia Department of Criminal Justice Services communicating the Board of Supervisor's support to redirect the Victim Witness program funding to the Commonwealth Attorney's department. Mr. Hinkle called for a roll call vote: Mr. Wolfskill-yes, Rev. Jones-yes, Mr. Hipps-yes, Mr. Carter-yes, and Mr. Hinkle-yes.

July 5th Holiday

The Board discussed making July 5, 2024, a County holiday, which would be an extension of the Independence Day holiday, an incentive to the County employees.

Motion made by Rev. Jones, seconded by Mr. Hipps to declare July 5, 2024, a County holiday. Mr. Hinkle called for a roll call vote: Mr. Wolfskill-yes, Rev. Jones-yes, Mr. Hipps-yes, Mr. Carter-yes, and Mr. Hinkle-yes.

CONSENT AGENDA

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.

Minutes

Please review the following DRAFT minutes for approval:

May 20, 2024, Regular Scheduled Meeting

May 29, 2024, Special Called Meeting

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.

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.

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.

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 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.

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.

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.

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.

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.

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.

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.

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.

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

ATTORNEY'S REPORT

None

ADMINISTRATOR'S REPORT

Departmental reports were shared with the Board.

REPORTS AND INFORMATIONAL ITEMS

- Robert E. Lee Soil & Water Conservation District Meeting Minutes

SUPERVISOR CONCERNS

Rev. Jones commended the Town of Appomattox for the Rt. 24 road improvement project.

Mr. Carter commented on the success of the roadside cleanup.

Mr. Hinkle gave VDOT credit for the Rt. 24 road improvement project.

Mr. Hinkle also commended the employees at the Animal Shelter for the organization and cleanliness of the Shelter.

CLOSED SESSION

County Attorney, Kelley Kemp read the following resolution authorizing 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 the Department of Social Services Board and the County Attorney.

WHEREAS, pursuant to: §2.2-3711(A)(1) 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 aforestated matters in Closed Meeting.

Motion made by Mr. Hipps, seconded by Mr. Wolfskill to enter into closed session at 7:16 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 8:06 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

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

Regular Scheduled Meeting

Board of Supervisors Meeting Room

171 Price Lane, Appomattox, VA 24522

ADJOURNMENT

Motion made by Mr. Carter, seconded by Mr. Hinkle and carried with all other members present, voting yes to adjourn at 8:07 p.m.

Mr. John Hinkle, Chairman