

**BOARD OF SUPERVISORS
REGULAR SCHEDULED MEETING
MONDAY, JULY 15, 2024
6:00 P.M.**

The Appomattox County Board of Supervisors held its regular scheduled meeting on Monday, July 15, 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 (via telephone)
Johnnie Roark, Community Development 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. Hinkle

SETTING OF AGENDA

Motion made by Mr. Hipps, seconded by Rev. Jones and carried by all members present and voting yes to approve the agenda with the addition of adding agenda Action Item #4 to discuss the noise ordinance.

CITIZEN PUBLIC COMMENT PERIOD

Mr. Lew Longenecker of 147 Country View Ln, Appomattox, addressed the Board to suggest implementing a digital message portal for citizens to be able to share comments that could be entered into the minutes of the Board of Supervisors meeting.

Mr. Lloyd Page of 181 Mountain Cut Rd., Appomattox, addressed the Board in support of the school employees and shared information from the Virginia Department of Education relating to funding. Mr. Page also expressed concern for the safety of citizens who speak in the public comment period because they are required to share their address.

APPEARANCES

Electoral Board

Mr. Lannis Selz, Secretary of the Electoral Board addressed the Board to explain a State Grant opportunity to purchase electronic poll books which may be a state mandate in the future. The value of the grant is approximately \$28,900, which will pay for 17 poll books for the precincts and the Registrar's office. The Electoral Board has submitted the application for the grant in order to meet the deadline. Mr. Selz explained that the annual software license and maintenance will cost approximately \$4,950 annually which will start in Fiscal Year 2026.

Motion made by Rev. Jones, seconded by Mr. Carter to approve applying for the State grant for the electronic poll books. 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

Resolution FY 2025-FY 2030 Appomattox County VDOT Secondary Road Six-Year Improvement Plan

The Board considered a resolution for the FY2025-2030 VDOT Secondary Road Six Year Plan which includes Route 644, Hancock Road and Route 675, Cedar Bend Road.

RESOLUTION

WHEREAS, Section 33.1-70.1 of the *Code of Virginia*, permits the hard surfacing of certain unpaved roads deemed to qualify for designation as a Rural Rustic Road; and

WHEREAS, any such road must be located in a low-density development area and have no more than 1,500 vehicles per day; and

WHEREAS, the Board of Supervisors of Appomattox County, Virginia desires to consider whether

- Route 644, Hancock Road, From: Rte. 694 To: 1.50 mi. south Rte. 694
- Route 675, Cedar Bend Road, From: 0.90 Mi. East Route 644 To: 1.0 Mi. West Route 700
- Route 644, Hancock Road, From: 1.50 Mi. South Route 694 To: Route 649

WHEREAS, the Board is unaware of pending development that will significantly affect the existing traffic on this road; and

WHEREAS, the Board believes that this road should be so designated due to its qualifying characteristics; and

WHEREAS, this road is in the Board's six-year plan for improvements to the secondary system of state highways.

NOW, THEREFORE, BE IT RESOLVED, the Board hereby designates this road a Rural Rustic Road, and requests that the Residency Administrator for the Virginia Department of Transportation concur in this designation.

BE IT FURTHER RESOLVED, the Board requests that this road be hard surfaced and, to the fullest extent prudent, be improved within the existing right-of-way and ditch-lines to preserve as much as possible the adjacent trees, vegetation, side slopes, and rural rustic character along the road in their current state.

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Virginia Department of Transportation Residency Administrator.

ADOPTED by the Board of Supervisors of Appomattox County on this 15th day of July, 2024.

Motion made by Mr. Hipps, seconded by Rev. Jones to approve the resolution for the FY2025-FY2030 VDOT Secondary Road Six Year Plan. Mr. Hinkle called for a roll call vote: Mr. Wolfskill-yes, Rev. Jones-yes, Mr. Hipps-yes, Mr. Carter-yes, and Mr. Hinkle-yes.

Schedule Public Hearing-CUP240381-Cole's Farm LLC/Tillman Infrastructure LLC

The Board considered scheduling a Public Hearing to receive comments on the Conditional Use Permit request for a Wireless Communications Facility (cell tower) on the property located adjacent to 10063 Red House Road. The Planning Commission voted unanimously at its July regular meeting to recommend approval of the CUP with conditions.

Motion made by Mr. Carter, seconded by Mr. Wolfskill to authorize staff to advertise and schedule a Public Hearing on August 19, 2024, Board of Supervisor's meeting , at 6:00 p.m. to receive public comment on Conditional Use Permit request for a wireless communications facility (cell tower) on the property located adjacent to 10063 Red House Road. Mr. Hinkle called for a roll call vote: Mr. Carter-yes, Mr. Hipps-yes, Mr. Hinkle-yes, Rev. Jones-yes, Mr. Wolfskill-yes.

Appomattox County Noise Ordinance

The Board, along with the County attorney, discussed the current provisions of the County Noise Ordinance, and the Board requested that the Appomattox County Planning Commission research possible changes.

CONSENT AGENDA

Invoices Submitted for Payment

Please review the attached invoices and approve for payment:

July 2, 2024 - FY 2024	\$25,665.40
July 9, 2024 - Juror Checks - FY 2024	\$1,350.00
July 11, 2024 - CSA - FY 2024	\$174,670.85
July 15, 2024 - FY 2024	\$316,421.29
TOTAL - FY 2024	\$518,107.54

July 10, 2024 - CSA - FY 2025	\$2,365.00
July 12, 2024 - FY 2025	\$590,244.72
TOTAL - FY 2025	\$592,609.72

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

Minutes

Please review the following DRAFT minutes for approval:
June 17, 2024 Regular Scheduled Meeting

Sheriff's Department - FY 2024

Please transfer by consent **\$23,393.00** from the **Courthouse Security Fund** and appropriate to **3102-1006 Courthouse Security Position** in the FY 2024 operating budget.

RE: Negative balance of \$23,393.00 after June 2024 payroll posted.

STAFF RECOMMENDATION: No new local funds are required.

Please transfer by consent **\$43,380.00** from the **Court Fines Fund** and appropriate to **3102-1007 Traffic Safety OT** in the FY 2024 operating budget.

RE: Negative balance of \$53,870.00 after June 2024 payroll posted.

STAFF RECOMMENDATION: No new local funds are required.

Sheriff's Department - FY 2025

Please transfer by consent **\$89,368.00** from the **General Fund** and appropriate to **3102-7003 Communication Equipment** in the **FY 2025** operating budget.

RE: The Board approved a 25% County local match (\$22,342.00) for reimbursable Federal Grant funds in the amount of \$67,026.00, totaling \$89,368.00 to purchase radio equipment at the May 20, 2024, meeting.

STAFF RECOMMENDATION: New local funds are required.

Sheriff's Department - FY 2024

Please supplement by consent and appropriate the following to the FY 2024 operating budget:

3102-1002 Overtime \$2,086.90

RE: Reimbursement from the School Board for extra school security performed by deputies (\$1,214.24); Reimbursement from the School Board for security performed by deputies at AES Graduation and ACHS sporting events (\$872.66).

STAFF RECOMMENDATION: No new local funds are required.

General Properties - FY 2024

Please supplement by consent and appropriate the following to the FY 2024 operating budget:

4302-3004 Repairs/Maintenance: \$10,868.81

RE: Reimbursement from Allstate insurance for damages caused by a vehicle owned by Dwight D. Dixon to Courthouse brick wall (\$1,200.00); Reimbursement from VACORP Claims for mold remediation performed at the DSS office (\$9,668.81).

STAFF RECOMMENDATION: No new local funds are required.

Sheriff/Jail/Operations - FY 2024

Please transfer by consent **\$166,637.88** from the **General Fund** and appropriate to **3301-3009 Purchase Services Other Entities** in the **FY 2024** operating budget:

RE: Purchase of replacement livescan and annual livescan maintenance (\$9,279.88); FY 23 audit per diem contribution balance (\$157,358.00).

STAFF RECOMMENDATION: New local funds are required.

Department of Social Services - FY 2024

Please supplement by consent and appropriate the following to the FY 2024 operating budget:

015-5301-2002 VRS \$14,872.16

015-5301-2006 Group Life \$990.14

015-5301-2002 ICMA-RC \$1,569.58

TOTAL: \$17,431.88

RE: Reimbursement from DSS for June 2024 payroll deductions.

STAFF RECOMMENDATION: No new local funds are required.

Animal Shelter Operations - FY 2024

Please supplement by consent and appropriate the following to the FY 2024 operating budget:

3501-5413 Spay/Neuter Program \$280.00

RE: Funds received through adoptions (\$280.00).

STAFF RECOMMENDATION: No new local funds are required.

Animal Shelter Operations - FY 2025

Please supplement by consent and appropriate the following to the FY 2025 operating budget:

3501-5413 Spay/Neuter Program \$245.00

3501-5804 Donations \$15.00

TOTAL: \$260.00

RE: Funds received through adoptions (\$245.00); Donations received for Animal Shelter (\$15.00).

STAFF RECOMMENDATION: No new local funds are required.

Children's Services Act - FY 2024

Please supplement by consent and appropriate the following to the FY 2024 operating budget:

5310-3001 Professional Services \$1,931.00

RE: Reimbursement from the Appomattox Department of Social Services for expenses paid out of CSA funds.

STAFF RECOMMENDATION: No new local funds are required.

Waterline - FY 2024

Please supplement by consent and appropriate to the following in the FY 2024 operating budget:

082-1800-5101 Electrical Services \$474.22

082-1800-5203 Telecommunications \$63.22

TOTAL: \$537.44

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

STAFF RECOMMENDATION: No new local funds are required.

Treasurer - FY 2024

Please transfer by consent **\$3,100.00** from the **General Fund** and appropriate to **1213- 5808 DMV Stops** in the **FY 2024** operating budget.

RE: DMV stops performed by the Treasurer for delinquent personal property tax.

STAFF RECOMMENDATION: New local funds are required.

Office Building/Housing - FY 2024

Please transfer by consent **\$617.21** from the **General Fund** and appropriate to **3401- 6001 Levy Building Permit Fees** to the **FY 2024** operating budget.

RE: 2% levy fees collected on building permits and submitted to the Virginia Department of Housing & Community Development.

STAFF RECOMMENDATION: No new local funds are required.

Motion made by Rev. Jones, seconded by Mr. Hipps to approve the Consent Agenda. Mr. Hinkle called for a roll call vote: Mr. Carter-no, Mr. Hipps-yes, Mr. Hinkle-yes, Rev. Jones-yes, and Mr. Wolfskill-yes. Motion carried 4-1.

ATTORNEY'S REPORT

None

ADMINISTRATOR'S REPORT

Departmental reports were shared with the Board, and Mrs. Adams shared the following items:

- The Sports Complex upgrades were completed in preparation for the State Dixie Youth games. Thank you to the maintenance staff who worked diligently for weeks on this project.
- The Blue Ridge Regional Jail held a special called meeting to appoint Mr. Trent, the current Family Director, to Interim Director. Mr. Trent agreed to serve for two years until goals can be set, which will help with a transition to a new director.
- Vocational Tech. Center at the CVCC building – Mr. Roark and Ms. Adams met with the Central Virginia Planning District Director and also CVCC Associate Vice President to discuss the project. Grants will be managed by CVCC and will be spent to purchase equipment, electrical and HVAC upgrades. The equipment will be owned and managed by CVCC.
- The Carver Price Legacy Museum received a \$285,000 reward from the Virginia Department of Historic Resources.
- An updated camera system is planned to be purchased for the Animal Shelter in an effort to alleviate animal abandonment.

Mrs. Adams explained that the Per Pupil Expenditure Report distributed in the meeting misstated the local contribution, causing a lower per pupil expenditure. Ms. Adams also explained the variance across school districts in reporting the per pupil expenditure, as noted by the Virginia Department of Education.

Mrs. Adams requested the Board members who would like to participate in the County attorney interviews to contact John Spencer.

REPORTS AND INFORMATIONAL ITEMS

Williams Pipeline right-of-way questionnaire.

Mrs. Adams stated that John Vannoy, Public Safety Manager, is in the process of coordinating a training with Williams Pipeline and the County emergency services agencies in reference to pipeline safety.

SUPERVISOR CONCERNS

Mr. Carter stated that, in his tenure on the Board of Supervisors, the minimum school funding requirement has always been met by the County.

Mr. Wolfskill stated that he recently attended the Electoral Board meeting in reference to possible consolidation of precinct locations in order to save on the cost of machine maintenance, personnel and mileage, vendor programs, and reduced capital expenses.

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):

Consultation with legal counsel employed or retained by the public body regarding specific legal matters requiring the provision of legal advice by such counsel regarding the Department of Social Services

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 Mr. Carter seconded by Mr. Wolfskill to enter into closed session at 6:46 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 8:25 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, August 19, 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 8:26 p.m.

Mr. John Hinkle, Chairman