



**BOARD OF SUPERVISORS
MONDAY, SEPTEMBER 16, 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. Ms. Mariel Fowler, CVPDC Transportation Planner and Ms. Kelly Hitchcock, CVPDC Director of Planning has requested to appear before the Board to introduce the Central Virginia Safety Action Plan.
2. Mr. John Vannoy, Public Safety Director has requested to appear before the Board to provide an update on the Public Safety Communications System upgrade.
3. Ms. Jeanene Foster, CSA Coordinator has been invited to appear before the Board to discuss the FY 2024 expenditures for the Children's Services Act program.
4. Mr. Jeff Shepherd, Maintenance Supervisor, has requested to appear before the Board to provide an update on County maintenance projects.

ACTION ITEMS

5. **Schedule Public Hearing - Secondary Highway Route 1036, Hunter Street Abandonment**

Please authorize staff to advertise and schedule a Public Hearing for October 21, 2024, to receive public comments on Secondary Highway Route 1036 (Hunter Street), road abandonment which serves no public necessity and is no longer necessary as part of the Secondary System of State Highways.

STAFF RECOMMENDATION: Authorize staff to advertise and schedule a Public Hearing for October 21, 2024.

6. **E911**

Please transfer by consent **\$300,000** from the **General Fund to the Wireless Fund** and appropriate to the following:

3606-7003 Communication Equipment **\$300,000**

RE: Purchase of console for E911 dispatch.

STAFF RECOMMENDATION: New local funds are required.

7. **County Capital Projects**

Please transfer by consent **\$1,000,000.00** from the **General Fund** to the **Capital Improvement Reserve Fund** and appropriate to the following:

9104-7016 Courthouse Renovations **\$1,000,000.00**

RE: Courthouse Renovations Project

STAFF RECOMMENDATION: No new local funds are required.

8. **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 Sherelle Denise Fleshman **\$35.00** for 2024 Personal Property taxes. She paid Lynchburg City and Appomattox County.

STAFF RECOMMENDATION: Consider the above refund. Transfer by consent from the General Fund and supplement \$35.00 to 1209-5803. No new local funds are required.

COMMITTEE APPOINTMENTS

9. **DSS Advisory Board**

Appoint members to serve a 4-year term on the Social Services Advisory Board. The following names have been submitted as potential candidates:

1. Mrs. Susan Schutt, Children's Advocacy Center

2. Mrs. Carla Lewis

3. Mrs. Margaret Wright

4. Mr. Anthony Train Johnson

5. Mr. Tom Adams

STAFF RECOMMENDATION: Appoint members to serve on the Social Services Advisory Board.

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.

10. **Invoices Submitted for Payment**

Please review the attached invoices and approve for payment:

FY 2024

September 12, 2024 \$445.36

TOTAL: \$445.36

FY 2025

August 28, 2024 - CSA \$1,879.00

September 4, 2024 \$53,108.17

September 11, 2024 -DSS \$1,300.00

September 13, 2024 - CSA \$148,121.17

September 16, 2024 \$595,252.07

TOTAL: \$799,660.41

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

11. **Minutes**

Please review the following DRAFT minutes for approval:

August 19, 2024, Regular Scheduled Meeting

12. **Electoral Board**

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

1301-1003 Election Officials Wages **\$240.00**

RE: Reimbursement from Charles Haney for election wages. He was paid incorrectly. Payment should have been made to Veronica Haney.

STAFF RECOMMENDATION: No new local funds are required.

13. **Sheriff's Department**

Please transfer by consent \$20,457 from 1101-5804 Operating Reserve and appropriate to 3102-1001 Salaries & Wages.

RE: The 3% cost of living raises was not calculated in the 5 new deputy positions with an effective hire date of July 1, 2024, and the Sheriff's salary was not calculated correctly.

STAFF RECOMMENDATION: No new local funds are required.

Please supplement by consent and appropriate the following:

3102-1002 Overtime \$3,919.63

3102-5504 Travel/Convention/Training \$350.00

TOTAL: \$4,269.63

RE: Reimbursement from The City of Lynchburg for CIT hours worked by Deputy Meeks (\$1,937.52); Reimbursement from the Appomattox County School Board for extra school security performed by a deputy (\$682.11); Reimbursement from Virginia Department of Criminal Justice Services for TDO/ECO hours worked by deputies

(\$1,300.00); Reimbursement from the Public Agency Training School for training that was canceled (\$350.00).

STAFF RECOMMENDATION: No new local funds are required.

14. **Animal Shelter Operations**

Please supplement by consent and appropriate the following:

3501-3001	\$180.00
3501-5413 Spay/Neuter Program	\$1,265.00
3501-5804 Donations	\$270.00

TOTAL: \$1,715.00

RE: Restitution received from Appomattox General District Court for Camille Brown (\$180.00); Funds received through adoptions (\$1,265.00); Donations received for Animal Shelter (\$270.00).

STAFF RECOMMENDATION: No new local funds are required.

15. **Road Side Clean-Up**

Please supplement by consent and appropriate the following:

4209-1003 Part-Time	\$450.00
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RE: Reimbursement from VDOT for trash pick up performed by inmates.

STAFF RECOMMENDATION: No new local funds are required.

16. **Waterline**

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

082-1800-5101 Electrical Services	\$689.06
082-1800-5898 Water (Wholesale)	\$15,664.29

TOTAL: \$16,353.35

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

STAFF RECOMMENDATION: No new local funds are required.

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

082-1800-3004 Repairs/Maintenance	\$19,100.00
082-1800-5101 Electrical Services	\$596.09
082-1800-5203 Telecommunications	\$126.49

TOTAL: \$19,822.58

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

STAFF RECOMMENDATION: No new local funds are required.

ITEMS REMOVED FROM CONSENT

ATTORNEY'S REPORT

ADMINISTRATOR'S REPORT

REPORTS AND INFORMATIONAL ITEMS

17. **Appomattox County Real Estate Reassessment**

Attached for the Board's review is a copy of the News Release to be published in the local newspaper and on social media concerning the Real Estate reassessment being performed by Pearson's Appraisal Service, Inc.

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, October 21, 2024 @ 6:00 p.m.

Regular Scheduled Meeting

Board of Supervisors Meeting Room

171 Price Lane, Appomattox, VA 24522

ADJOURNMENT