



**BOARD OF SUPERVISORS
TUESDAY, JANUARY 21, 2025
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

Invocation - Mr. Hinkle

Pledge of Allegiance

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. Sheriff Richardson has requested to appear before the Board to discuss body worn cameras for his department.
2. The Electoral Board and Mrs. Patricia Morton, Registrar has requested to appear before the Board to discuss findings of the Precinct Review Committee.
3. Mrs. Vicky Phelps, Treasurer has requested to appear before the Board to provide an update on 2024 tax collections.

ACTION ITEMS

4. Commissioner of the Revenue Refund Requests

Mrs. Sara Henderson, Commissioner of the Revenue is requesting the following to be paid from **1209-5803 Refunds**:

- 1) Refund Barbara L. Mullins \$72.00 for 2024 personal property taxes. She was erroneously assessed.
- 2) Refund Deante Trent \$204.14 for 2023 personal property taxes. He paid the first half taxes on a vehicle that was moved to Amelia County in October, 2022.

STAFF RECOMMENDATION: Consider the above refunds. Transfer by consent \$276.14 from the General Fund and appropriate to 1209-5803. No new local funds are required.

5. Board of Supervisors 2025 Meeting Schedule

At the January 2, 2025 Organizational meeting, the Board set the 2025 meeting schedule for the 3rd Monday of each month at 6:00 p.m. If that Monday is a legal Holiday, the meeting shall be scheduled on the 3rd Tuesday at 6:00 p.m.

STAFF RECOMMENDATION: Adopt the attached 2025 Board of Supervisors meeting schedule.

6. **FY 2026 Budget Work Session Calendar**

Please review the "Draft" Board of Supervisors budget work session calendar and consider approval of the suggested dates and times.

STAFF RECOMMENDATION: Adopt or amend the FY 2026 budget work session calendar, as presented or amended, and authorize staff to advertise it.

7. **Virginia Department of Historic Resources Grant to Carver-Price Legacy Museum - MOU and Transfer of Funds**

The Carver-Price Legacy Museum has been awarded a grant from the Department of Historic Resources in the amount of \$285,000 for the exclusive support of its education and outreach initiatives. DHR has transferred the grant funds to Appomattox County, as the local government entity, on behalf of the applicant, Carver-Price Legacy Museum. Upon transfer of the funds from the County to Carver-Price Legacy Museum, the County will have completed its obligations outlined in the attached MOU.

STAFF RECOMMENDATION: Authorize staff to transfer the grant funds of \$285,000 from the "designated" Carver-Price Legacy Museum revenue fund and supplement funds to 8105-6007, Special Projects and submit the payment of \$285,000 to the Carver-Price Legacy Museum.

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.

8. **Invoices Submitted for Payment**

Please review the attached invoices and approve for payment:

January 3, 2025	\$75,812.52
January 9, 2025 - VEC Electronic Direct Draft	\$130.85
January 15, 2025 - Poll Workers	\$7,135.13
January 16, 2025 - Jurors	\$1,000.00
January 17, 2025 - CSA	\$203,973.34
January 21, 2025	\$706,813.32
TOTAL:	\$994,865.16

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

9. **Minutes**
Please review the following "Draft" minutes for approval:
December 16, 2024 Regular Scheduled Meeting
January 2, 2025 Organizational Meeting
10. **Appomattox Volunteer Fire Department**
Please transfer by consent **\$450,000.00** from the General Fund and appropriate to the following:
3201-5818 AVFD Ladder Truck **\$450,000.00**
RE: Purchase of 2014 Pierce Arrow XT 75' ladder truck for the Appomattox Volunteer Fire Department.
STAFF RECOMMENDATION: New local funds are required.
11. **Parks & Recreation**
Please transfer **\$100.00** from the General Fund and appropriate to the following:
7102-5803 Refunds **\$100.00**
RE: Community Center rental cancellation due to the weather. Reimburse Whitney Jose \$100.00. Cancellation fee of \$25.00 has been deducted.
STAFF RECOMMENDATION: No new local funds are required.
12. **Building & Housing Department**
Please transfer by consent **\$420.45** from the General Fund and appropriate to the following:
3401-6001 Levy Fees **\$420.45**
RE: Second Quarter (October-December) levy fees collected on building permits.
STAFF RECOMMENDATION: No new local funds are required.
13. **Animal Shelter Operations**
Please supplement by consent and appropriate to the following:
3501-5413 Spay/Neuter Program \$830.00
3501-5804 Donations \$145.00
TOTAL: 975.00
RE: Funds received through adoptions (\$830.00); Donations received for animal shelter (\$145.00).
STAFF RECOMMENDATION: No new local funds are required.
14. **Commonwealth Attorney's Office**
Please supplement by consent and appropriate the following:
2201-5501 Travel (Mileage/Meals) \$294.40
2201-5504 Travel \$900.08
(Convention/Educ/Training)
TOTAL: \$1,194.48

RE: Reimbursement from the Commonwealth's Attorneys' Services Council for the 2024 Executive Program.

STAFF RECOMMENDATION: No new local funds are required.

15. **Electoral Board**

Please supplement by consent and appropriate to the following:

1301-1003 Election Officials Wages \$175.00

1301-3002 Professional Services \$308.30

1301-3006 Printing & Binding (Ballots) \$29.88

TOTAL: \$513.18

RE: Reimbursement from the Town of Appomattox for the 2024 General Election.

STAFF RECOMMENDATION: No new local funds are required.

16. **Volunteer Fire**

Please supplement by consent and appropriate the following:

3201-5609 Fire Program Funds -
Appomattox \$4,383.00

3201-5610 Fire Program Funds - Pamplin \$4,383.00

TOTAL: \$8,766.00

RE: Fire Program Funds received in the amount of \$72,179.00. Difference of \$8,766.00 in budgeted amount of \$63,413.00.

STAFF RECOMMENDATION: No new local funds are required.

17. **Sports Complex**

Please supplement by consent and appropriate to the following:

7101-5804 Donations **\$1,128.55**

RE: Donation received from VSGSC Troop #2052 for the purchase of a bench for the frisbee disc golf at the Sports Complex.

STAFF RECOMMENDATION: No new local funds are required.

18. **Sheriff's Department**

Please supplement by consent and appropriate to the following:

3102-1002 Overtime \$5,811.25

3102-1003 Part-Time \$1,907.84

3102-5408 Vehicle/Gas \$3,679.14

TOTAL: \$11,398.23

RE: Reimbursement from The City of Lynchburg for CIT hours (plus FICA) worked by Deputy Brown & Deputy Walker (\$2,852.46); Reimbursement from the Appomattox County School Board for security performed at AMS & ACHS sporting events by deputies (\$4,866.63); Reimbursement from the Appomattox County School Board for extra school security performed by deputies (\$1,907.84); Reimbursement from VACORP for

damages to 2020 Ford Explorer, VIN #8376 (\$3,679.14).

STAFF RECOMMENDATION: No new local funds are required.

19. **Road Side Clean-Up**

Please supplement by consent and appropriate the following:

4209-1003 Part-Time **\$2,675.00**

RE: Reimbursement from VDOT for November, 2024 and December, 2024 trash pickup.

STAFF RECOMMENDATION: No new local funds are required.

20. **911 Emergency Operations Center**

Please supplement by consent and appropriate to the following:

3606-5504 Travel **\$1,063.32**

(Convention/Educ/Training

RE: Reimbursement from Virginia Department of Emergency Management for the APCO-NENA Public Safety Conference attended by John Vannoy.

STAFF RECOMMENDATION: No new local funds are required.

21. **Capital Projects**

Please supplement by consent and appropriate to the following:

9104-7018 VOTECH GO VA Grant **\$22,497.57**

RE: GO VA grant funds received from the Central Virginia Planning District Commission for the VOTECH Center.

STAFF RECOMMENDATION: No new local funds are required.

ITEMS REMOVED FROM CONSENT

ATTORNEY'S REPORT

ADMINISTRATOR'S REPORT

REPORTS AND INFORMATIONAL ITEMS

22. **Sands Anderson Delinquent Tax Status Report**

Attached for the Board's review is the status report on delinquent tax parcels as of December 31, 2024.

23. **Appomattox County School Board**

Attached for the Board's review is the 2025 meeting calendar for the Appomattox County School Board. Please note that the Tuesday, March 4, 2025 joint board meeting time should be at 6:00 p.m., instead of 5:30 p.m.

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.

UPCOMING MEETINGS

Tuesday, February 18, 2025 @ 6:00 p.m.

Regular Scheduled Meeting

Board of Supervisors Meeting Room

171 Price Lane, Appomattox, VA 24522

ADJOURNMENT