

**BOARD OF SUPERVISORS
REGULAR SCHEDULED MEETING
Tuesday, January 21, 2025
6:00 P.M.**

The Appomattox County Board of Supervisors held its regular scheduled meeting on Tuesday, January 21, 2025, 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:

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

Also, Present:

Susan M. Adams, County Administrator
County Attorney
Johnnie Roark, Planning/Zoning/Economic Administrator/Deputy Director of Operations
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.

Invocation – Mr. Hinkle

Pledge of Allegiance

SETTING OF AGENDA

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

CITIZEN PUBLIC COMMENT PERIOD

No citizen comments

APPEARANCES

Sheriff Richardson – Body Worn Cameras

Sheriff Richardson addressed the Board to request \$106,906.60 over a period of five years for the purchase of body worn cameras.

Motion made by Mr. Wolfskill, seconded by Mr. Carter to approve the contract in the amount of \$106,906.60 over a period of five years for body worn cameras. Chairman Hinkle called for a roll call vote: Mr. Carter-yes, Mr. Hipps-yes, Mr. Wolfskill-yes, Rev. Jones-yes, Mr. Hinkle-yes.

The Electoral Board and Patricia Morton, Registrar - Precinct Committee Findings

Lannis Selz of the Electoral Board addressed the Board to discuss findings by the Precinct Review Committee. The Committee recommended merging the Chap and Spout Spring Precincts and the Agee and Oakville Precincts, and to close the Agee and Chap Precinct locations due to deteriorating building conditions. Mr. Selz shared the estimated cost savings, and requested that a public hearing be set if approved by the Board.

Motion made by Rev. Jones, seconded by Mr. Carter to authorize staff to schedule and advertise a Public Hearing to be set on February 18, 2025, to receive public comments on the proposal to close the Chap and Agee Precincts, and to authorize the county attorney to draft changes to the related county ordinance. Chairman Hinkle called for a roll call vote: Mr. Carter-yes, Mr. Hipps-yes, Mr. Wolfskill-yes, Rev. Jones-yes, Mr. Hinkle-yes.

Vicky Phelps, Treasurer – 2024 Tax Collections

Vicky Phelps, Treasurer, addressed the Board to provide an update on 2024 tax collections.

ACTION ITEMS

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.

Motion made by Rev. Jones, seconded by Mr. Carter to approve the Commissioner of Revenue refund requests in the amount of **\$276.14** from the General Fund to appropriate to 1209-5803. Mr. Hinkle called for a roll call vote: Mr. Carter-yes, Mr. Hipps-yes, Mr. Hinkle-yes, Rev. Jones-yes, Mr. Wolfskill-yes.

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.

Motion made by Mr. Carter, seconded by Mr. Wolfskill to adopt the 2025 meeting schedule for the 3rd Monday of each month at 6:00 p.m., and if that Monday is a legal holiday, the meeting will be scheduled on the 3rd Tuesday at 6:00 p.m. Mr. Hinkle called for a roll call vote: Mr. Carter-yes, Mr. Hipps-yes, Mr. Hinkle-yes, Rev. Jones-yes, Mr. Wolfskill-yes.

FY 2026 Budget Work Session Calendar

FY26 Budget Calendar

Date	Description	Time	Location
Tuesday, 1/21/25	Regular BOS Mtg-Distribute Budget Calendars	6:00 PM	BOS Meeting Room
Tuesday, 2/04/25	Budget Work Session w/ County Departments	6:00 PM	BOS Meeting Room
Tuesday, 2/11/25	Budget Work Session w/ Outside Agencies	6:00 PM	BOS Meeting Room
Tuesday, 2/18/25	Regular BOS Meeting	6:00 PM	BOS Meeting Room
Tuesday, 3/4/25	Joint County/School Board Work Session	6:00 PM	School Board Office
Tuesday, 3/11/25	Budget Work Session	6:00 PM	BOS Meeting Room
Monday, 3/17/25	Regular BOS Meeting	6:00 PM	BOS Meeting Room
Tuesday, 4/15/25	Budget Work Session	6:00 PM	BOS Meeting Room
Monday, 4/21/25	Regular BOS Meeting Finalize Budget for Ad & Set PH 5/12	6:00 PM	BOS Meeting Room
Monday, 5/12/25	FY26 Budget Public Hearing -Special Meeting	6:00 PM	Admin Conf. Room
Monday, 5/19/25	Approve FY26 Budget - Regular BOS Meeting	6:00 PM	BOS Meeting Room

Motion made by Mr. Wolfskill, seconded by Mr. Carter, to adopt the FY2026 Budget Work Session calendar, as presented, and authorize staff to advertise it. Mr. Hinkle called for a roll call vote: Mr. Carter-yes, Mr. Hipps-yes, Mr. Hinkle-yes, Rev. Jones-yes, Mr. Wolfskill-yes.

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, and the funds transfer and payment needs to be approved by the Board.

Motion made by Rev. Jones, seconded by Mr. Carter to authorize the staff to transfer the VDR 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. Mr. Hinkle called for a roll call vote: Mr. Carter-yes, Mr. Hipps-yes, Mr. Hinkle-yes, Rev. Jones-yes, Mr. Wolfskill-yes.

CONSENT AGENDA

Invoices Submitted for Payment

Please review the attached invoices and approve for payment:

January 3, 2025	\$75,812.52
January 9, 2025 - VEC (Unemployment Insurance)	\$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.

Minutes

Please review the following DRAFT minutes for approval:

December 16, 2024, Regular Scheduled Meeting
January 2, 2025, Organization Meeting

Appomattox Volunteer Fire Dept.

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.

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.

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.

Animal Shelter Operations

Please supplement by consent and appropriate 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.

Commonwealth Attorney's Office

Please supplement by consent and appropriate the following:

2201-5501 Travel (Mileage/Meals) \$294.40

2201-5504 Travel (Convention/Educ/Training) \$900.08

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.

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.

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.

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.

Sheriff's Department

Please supplement by consent and appropriate 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.

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.

911 Emergency Operations Center

Please supplement by consent and appropriate to the following:

3606-5504 Travel (Convention/Educ/Training) **\$1,063.32**

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.

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.

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

ATTORNEY'S REPORT

None

ADMINISTRATOR'S REPORT

Ms. Adams shared the County Administrator's report noting:

- There will be a change to the personal property tax rates that will be needed for budgeting.
- The Campbell County Board of Supervisors denied the Regional Landfill Authority's request for a landfill expansion, and the Settlement Agreement was contingent upon this approval.
- The Regional 2000 Landfill Authority Board will be reviewing a financial ProForma to determine funding of current operations and future closure/post closure expenses.
- Safety and security measures are being implemented at the local landfill and convenience centers, including updating the camera system, adding lighting, and convenience center maintenance.

- Thank you to Malcolm Case of Rockydale Quarries for their contribution of gravel at the Oakville Ruritan Club.
- The staff extends their sincere appreciation to the Board for the extra holiday granted on Monday, December 23, 2024.

REPORTS AND INFORMATIONAL ITEMS

- Sands Anderson Delinquent Tax Status Report
- Appomattox County School Board – 2025 Meeting Calendar for the Appomattox County School Board.
- Mr. Hinkle shared the 2025 committee assignments:
 - Personnel Committee – Mr. Hinkle, Mr. Wolfskill, Rev. Jones, Mr. Hipps and Mr. Carter
 - Facilities Committee- Mr. Hinkle, Mr. Carter
 - Public Safety Committee – Mr. Hipps, Mr. Hinkle
 - Central Virginia Planning District Commission – Mr. Wolfskill and Mr. Spencer (staff)
 - Solid Waste Committee – Rev. Jones and Mr. Hipps
 - Region 2000 Services Authority – Rev. Jones and County Administrator
 - ARPA Funding Advisory Board – Mr. Wolfskill and Mr. Carter

SUPERVISOR CONCERNS

- Rev. Jones requested of the Board to commend the Carver Price Legacy Museum for their success in acquiring the current grant from the Virginia Department of Historic Resources.
- Mr. Hipps requested that Mrs. Adams contact Dominion about the large number of outages that have happened in the Appomattox area. Mr. Hipps commended the Carver Price Legacy Museum for acquiring the current grant.
- Mr. Carter commented on the unacceptable amount of power outages.
- Mr. Hinkle commended the Carver Price Legacy Museum for acquiring the current grant.
- Mr. Hinkle stated that he spoke with a CASA worker who appreciates the changes that have been made to DSS, that has paved the way for better response and more communication from DSS.

CLOSED SESSION

The County Attorney, read the following Resolution to authorize a Closed Meeting:

The Appomattox County Board of Supervisors plans to enter into closed session for the limited purposes of:

1. Discussion and consideration of a disposition of publicly held property where discussion in open meeting would adversely affect the bargaining position or negotiating strategy of the public body pursuant to Section 2.2-3711(A)(3) of the Code of Virginia (1950 as amended); and,
2. Consultation with legal counsel regarding specific legal matters requiring the provision of legal advice by counsel pursuant to Section 2.2-3711(A)(8) of the Code of Virginia (1950 as amended).

Motion made by Mr. Hipps, seconded by Mr. Wolfskill, to enter into closed session at 7:10 p.m. Mr. Hinkle called for a roll call vote: Mr. Wolfskill-yes, Rev. Jones- yes, Mr. Hipps-yes, Mr. Carter-yes, Mr. Hinkle-yes.

Mrs. Wanda McCormick read the following closed session certification at 7:33 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

Tuesday, February 18, 2025 @ 6:00 p.m.
Regular Scheduled Meeting
Board of Supervisors Meeting Room
Appomattox, Virginia 24522

ADJOURNMENT

Motion made by Mr. Carter, seconded by Mr. Hinkle and carried with all other members present voting yes, to adjourn at 7:35 p.m.

John Hinkle, Chairman