



**BOARD OF SUPERVISORS
MONDAY, MARCH 17, 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. Wolfskill

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. Mr. Mark Cathey, PE, Vice President/Regional Manager for McGill Associates, will present the results of the Solid Waste Future Planning Comparison Study the Board commissioned this past summer. Mr. Cathey will be prepared to answer your questions regarding the study.
2. Sheriff Robbie Richardson has requested to appear before the Board to provide an update on his department.
3. Mrs. Patricia Morton, Registrar has requested to appear before the Board to discuss the voting precincts.
4. Ms. Sarah Maddox, CEO has requested to appear before the Board to discuss FY 2026 agency funding for the Piedmont Area Veterans Council.
5. Mr. Bruce Jones, Senior Extension Agent for the Virginia Cooperative Extension Office has requested to appear before the Board to discuss his FY 2026 budget request.

PUBLIC HEARING

6. **Amendment to Appomattox County Code, Chapter 13.3 Noise**
A duly advertised public hearing has been scheduled to receive public comment on a proposed amendment to the Noise Ordinance. The proposed amendment clarifies Section 13.3-5, Maximum Permissible Noise Level, by deleting the word "discernable", which has been found to be ambiguous in court proceedings, and adding parentheses to "(or sound level)" for further clarification. The Board of Supervisors requested that the Planning Commission review the Noise Ordinance back in August 2024.

STAFF RECOMMENDATION: After receiving public comment, an ordinance has been prepared for your consideration that amends Section 13.3-5, Maximum Permissible Noise Level, to delete the word "discernable" and adds parentheses to "(or sound level)".

ACTION ITEMS

7. **Resolution Declaring the End of a Local Emergency**

Attached for the Board's consideration and adoption is the Resolution Declaring the End of a Local Emergency due to impacts from the winter ice storm, which occurred from Tuesday, February 11th through Friday, February 21st.

STAFF RECOMMENDATION: Adopt the attached Resolution Declaring the End of a Local Emergency.

8. **Letter of Support-ODEC-Manufactured Home Weatherization Program**

Mr. Lloyd Leinhart, Director of Governmental and Regulatory Affairs for Southside Electric Cooperative (SEC), has requested a Letter of Support for a grant submittal to the Tobacco Region Revitalization Commission. The Old Dominion Electric Cooperative (ODEC), of which the SEC is a member, is seeking grant funds to jumpstart a new weatherization program in Southern Virginia. ODEC, through this new program, will invest \$13 million over a five-year period, throughout its multi-member territory. The program will assist qualified manufactured homeowners fill a critical gap in weatherization and energy savings.

STAFF RECOMMENDATION: A Letter of Support has been prepared by staff. If the Board concurs, please authorize the County Administrator to sign the letter and forward it to Mr. Leinhart for inclusion in the grant application.

9. **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 Dewey Lee McCormick **\$98.00** for personal property taxes. He lives in Nelson County and was erroneously taxed by Appomattox County.

2) Refund Joel M. Robertson **\$40.28** for personal property taxes. He qualifies for the Veteran's Exemption.

3) Refund Mr. Cooper Mortgage Company **\$334.76** for real estate taxes in the name of Joel M. Robertson, Tax Map #40(4)7A. He qualifies for the Veteran's Exemption.

4) Refund Taleigha Monae McCoy & Jonnie Lee Sutton, Jr. **\$830.15** for 2023 & 2024 personal property taxes. They were erroneously assessed.

STAFF RECOMMENDATION: Consider the above refunds. Transfer by consent \$1,303.19 from the General Fund and appropriate to 1209-5803. New local funds are required.

10. **Economic Development - COJANA Incentive Agreement**

Please transfer by consent **\$25,000** from the General Fund and appropriate to **8105-**

6007 Special Projects. This is to reimburse the EDA for an annual incentive payment to COJANA, LLC. The agreement states the Board will vote annually for the distribution of the payment.

STAFF RECOMMENDATION: Approve the EDA's request for reimbursement. This is the 8th year of the 10-year incentive payment. New local funds are required.

11. **Economic Development - Broadband Incentive Grant**

Please transfer by consent **\$84,687.56** from the General Fund and appropriate to **8105-6007 Special Projects** for the broadband incentive grant payment agreement dated May 2018.

STAFF RECOMMENDATION: New local funds are required.

12. **Solid Waste Study**

Please transfer by consent **\$47,300.00** from the General Fund and appropriate to **4205-3002 Professional Services** for the Solid Waste study being performed by McGill Associates.

STAFF RECOMMENDATION: New local funds are required.

13. **Capital Projects**

Please transfer **\$580,452.90** from the **County CIP Fund** to the General Fund and appropriate to **9104-7016 Courthouse Renovation**.

STAFF RECOMMENDATION: New local funds are required.

14. **Budget Work Session**

Please consider a Board of Supervisors Special Called Meeting to be held on March 24th, 25th or 26th to discuss the FY 2026 Budget and for Mr. Aaron Hawkins with Robinson, Farmer & Cox to present the FY 2024 Financial Report.

STAFF RECOMMENDATION: Authorize staff to schedule a Special Called Meeting on March 24th, 25th or 26th.

COMMITTEE APPOINTMENTS

15. **Courtland Park Board**

Please consider the appointment of Mrs. Teresa Davis, Community Engagement Coordinator for Appomattox County, to fill the vacated seat of Anne Dixon on the Courtland Park Board.

STAFF RECOMMENDATION: Consider the appointment of Mrs. Davis to fill the vacated seat on the Courtland Park 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.

16. **Invoices Submitted for Payment**

Please review the attached invoices and approve for payment:

March 3, 2025	\$103,602.60
March 14, 2025 - CSA	\$227,473.76
March 17, 2025	\$727,585.06
TOTAL:	\$1,058,661.42

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

17. **Minutes**

Please review the following "Draft" minutes for approval:

February 18, 2025, Regular Scheduled Meeting
February 25, 2025, Budget Work Session
March 4, 2025, Joint County/School Board Work Session

18. **Children's Services Act (CSA)**

Please supplement by consent and appropriate the following:

5310-3001 Professional Services **\$729.30**

RE: Reimbursement from the Department of Social Services for services paid by CSA.

STAFF RECOMMENDATION: No new local funds are required.

19. **Capital Projects**

Please supplement by consent and appropriate the following:

9104-7014 County Capital Projects **\$100,000.00**

RE: Sale of Property, closing proceeds from Rudy, Coyner & Associates.

STAFF RECOMMENDATION: No new local funds are required.

20. **Waterline Expenses**

Please supplement by consent and appropriate the following:

082-1800-5101 Electrical Services \$907.08

082-1800-5203 Telecommunications \$64.80

TOTAL: \$971.88

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

STAFF RECOMMENDATION: No new local funds are required.

21. **Animal Shelter Operations**

Please supplement by consent and appropriate the following:

3501-5413 Spay/Neuter Program \$1,098.18

3501-5804 Donations \$950.00

TOTAL: \$2,048.18

RE: Funds received through adoptions (\$900.00); DMV funds received from animal-friendly license plates (\$198.18); Donations received for animal shelter (\$950.00).

STAFF RECOMMENDATION: No new local funds are required.

22. **Sheriff's Department**

Please transfer by consent **\$47,495.00** from the **State Asset Forfeiture Fund** to the General Fund and appropriate to **3102-5408 Vehicle Equipment/Gas** for the purchase of a 2024 Chevrolet Silverado pursuit vehicle.

Please supplement by consent and appropriate the following:

3102-1002 Overtime	\$8,841.47
3102-1003 Part-Time Salaries	\$1,591.59
3102-3005 Maintenance Service Contract	\$90.00
3102-5408 Vehicle Equipment/Gas	\$3,567.73
TOTAL:	\$14,090.79

RE: Reimbursement from DCJS for TDO/ECO hours worked by deputies (\$650.00); Reimbursement from The City of Lynchburg for CIT plus FICA hours worked by Deputies Brown, Meeks and Walker (\$4,074.27); Reimbursement from the School Board for security performed by deputies at the AMS and ACHS sporting events (\$4,117.20); Reimbursement from the School Board for extra school security performed by deputies (\$1,591.59); Reimbursement from TMDE Calibration Labs, Inc. for labor that was double charged (\$90.00); Reimbursement from VACORP insurance for damages to a 2020 Ford Explorer (\$3,567.73);

STAFF RECOMMENDATION: No new local funds are required.

23. **Road Side Clean-Up**

Please supplement by consent and appropriate the following:

4209-1003 Part-Time	\$1,318.75
---------------------	-------------------

RE: Reimbursement from VDOT for February 2025 trash pick-up.

STAFF RECOMMENDATION: No new local funds are required.

24. **Social Services Administration**

Please supplement by consent and appropriate to the following:

5301-5305 Vehicle Insurance	\$3,690.61
-----------------------------	-------------------

RE: Reimbursement from DSS for vehicle insurance.

STAFF RECOMMENDATION: No new local funds are required.

25. **General Properties**

Please supplement by consent and appropriate the following:

4302-5101 Electrical Services	\$3,017.18
4302-5103 Water/Sewer Services	\$146.22
TOTAL:	\$3,163.40

RE: Reimbursement from DSS for electric and water usage at the Community Center.
STAFF RECOMMENDATION: No new local funds are required.

ITEMS REMOVED FROM CONSENT

ATTORNEY'S REPORT

ADMINISTRATOR'S REPORT

REPORTS AND INFORMATIONAL ITEMS

26. School Financial Report

Attached for the Board's review is the February, 2025 month-end financial report from Jason S. Tibbs, Director of Finance and Human Resources.

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

27. I move the Board enter into closed session for the limited purpose of:

1. Consultation with legal counsel regarding specific legal matters requiring the provision of legal advice related to the sale of publicly held land located in the Appomattox River district;
2. Consultation with legal counsel regarding specific legal matters requiring the provision of legal advice related to Region 2000; and
3. A discussion regarding the assignment, appointment and performance of specific employees related to animal control.
4. Consultation with legal counsel regarding specific legal matters requiring the provisions of legal advice related to the VoTech Center.

Pursuant to Section 2.2-3711(A)(8) and (A)(1), respectively.

UPCOMING MEETINGS

Tuesday, April 15, 2025 @ 6:00 p.m.
Budget Work Session
Board of Supervisors Meeting Room
171 Price Lane, Appomattox, VA 24522

Monday, April 21, 2025 @ 6:00 p.m.
Regular Scheduled Meeting
Board of Supervisors Meeting Room
171 Price Lane, Appomattox, VA 24522

ADJOURNMENT