



**BOARD OF SUPERVISORS
MONDAY, APRIL 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. Carter

Pledge of Allegiance

Setting of Agenda

BUDGET WORK SESSION

1. FY 2026 Library Budget Request

At the March 25th Budget Work Session, the Board finalized the budget for the advertisement. There was an outstanding request from the Librarian for consideration prior to final adoption of the FY26 budget. The request to be considered is \$29,238 for two position changes: Public Services Specialist to Assistant Library Director and reclassifying a part-time Library Assistant to full-time Youth Services Specialist.

2. FY 2026 Budget Request from Southside Virginia Alcohol Safety Action Program (VASAP)

Mr. Roy-Keith Lloyd, Executive Director of the Southside Virginia ASAP, met with Sheriff Richardson during a Budget Committee meeting, and it was communicated that Appomattox County had not received a funding request from the VASAP Board. Per an email sent by Mr. Lloyd to the County Administrator, it was discovered that the request had been mailed to the wrong address. Attached is a copy of the request for funding for your consideration.

STAFF RECOMMENDATION: Consideration of FY 2026 funding in the amount of \$5,000.00 to the Southside Virginia Alcohol Safety Action Program.

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.

3. Mr. Paul Denham, Vice Chair for GO Virginia Region 2 has requested to appear before the Board to provide a GOVA presentation.
4. Mr. Robert Brown, VDOT Appomattox Residency Administrator, has requested to appear before the Board to present the Appomattox County Secondary Road Six-Year Plan FY 2026-2031 and the Unpaved Road Priority list from last year with the additional

requests received throughout the last 12 months.

STAFF RECOMMENDATION: After Mr. Brown's presentation, the Board should consider scheduling the Public Hearing for the VDOT Six-Year Plan at the May meeting. Please authorize staff to advertise a Public Hearing on Monday, May 19, 2025, at 6:00 p.m.

5. Mr. Jonathan Garrett, Fire Chief for the Appomattox Volunteer Fire Department, has requested to appear before the Board to discuss a Virginia Department of Fire Programs PPE Grant that the Fire Department has been awarded, and request the Board's consideration to authorize the County Administrator to sign the Award Acceptance Certification. Mr. Garrett will also provide an update on the purchase of the new ladder truck for the Fire Department.
6. Sheriff Robert Richardson has requested to appear before the Board to discuss a JAG Grant for his department.
7. Mr. Jeff Shepherd, Maintenance Supervisor, has requested to appear before the Board to provide an update on the roof repairs at the County Administration Office, Sheriff's Department and Health Department.
8. **Solid Waste Disposal Study Update**
Johnnie Roark is appearing before the Board this evening to provide an update on the McGill Solid Waste Disposal Options report that was provided at last month's meeting. He and John Spencer worked with the company to create the study and after last month's presentation, they were asked to follow up with McGill to simplify some of the estimates that were provided.

PUBLIC HEARING

9. **Public Hearing-Amendment to Chapter 3.2-Elections**
Pursuant to Virginia Code Sections 15.2-1427 and 24.2-306, the Appomattox County Board of Supervisors has scheduled a duly advertised public hearing to receive public comment and input regarding a proposed ordinance to amend Appomattox County Code Chapter 3, Article II-Elections. Specifically, amend §3.2-12 (D), to consolidate the voting precincts and polling places in the Piney Mountain District into one precinct with a polling location at the Oakville Ruritan Building, 181 Piney Mountain Road, Appomattox, Virginia; eliminating the Agee precinct and polling location. The Appomattox County Electoral Board has recommended the change.
STAFF RECOMMENDATION: The County Attorney has prepared the amended Code section for you to consider, after receiving public comment. The amendment to Subsection 3.2-12 (D) consolidates the voting precincts and polling places in the Piney Mountain District into one precinct with a polling location at the Oakville Ruritan Building, 181 Piney Mountain Road, Appomattox, Virginia.
10. **Public Hearing-"Proposed FY 2026 Budget"**
A duly advertised public hearing has been scheduled to receive comments on the

"Proposed" FY 2026 County/School Budget in the amount of \$58,105,727.00.

STAFF RECOMMENDATION: A Special Called Meeting is scheduled for Wednesday, April 30, 2025, at 6:00 p.m. to consider approval of the FY 2026 County/School Budget.

ACTION ITEMS

11. **Schedule Public Hearing-RZ250174-Ideal Design Services Inc**

Ideal Design Services Inc.(property owner)/Clarke Campbell (applicant), has requested to conditionally rezone property located at 11799 Richmond Highway (Route 460), near the intersection of Heritage Trail, from A-1, Agricultural Zoning District to Conditional M-1, Industrial Zoning District, for the purpose of operating a Contractor Yard for their construction business and dumpster service. The property is identified as Tax Map 77 (A) 119 and totals 3.652 acres in size. The Planning Commission held a public hearing earlier this month, where four citizens spoke in support of the petition. The Planning Commission voted unanimously to recommend accepting the Proffer Statement and for approval of the rezoning request. The Board will need to hold a public hearing prior to consideration of the Planning Commission's recommendation.

STAFF RECOMMENDATION: Schedule a public hearing for the May 19, 2025 at 6:00 pm.

12. **Resolution-Street Acceptance, Woodchase Subdivision**

The subdivision streets in Woodchase Subdivision, located just west of the Town of Appomattox off of Pumping Station Road, are ready to be accepted into the State Secondary Road System. Somerset Drive, State Route Number 756, is 0.23 miles in length, while Arbor Court, State Route Number 757, is 0.07 miles in length. Woodchase Subdivision is a 22 lot subdivision, created in 2008. There are currently 10 dwellings located in this subdivision. VDOT has prepared the resolution requesting acceptance.

STAFF RECOMMENDATION: Consider adopting the attached resolution requesting VDOT add these two streets to the Secondary Road System, as presented.

13. **Department of Social Services**

Please transfer by consent **\$10,234.35** from the General Fund and appropriate to **5301-3009 Management Consulting**. At the November 18, 2025, meeting, the Board approved the County Administrator to execute a consulting contract for interim director services for the Department of Social Services not to exceed \$15,000.

STAFF RECOMMENDATION: New local funds are required.

14. **Sheriff's Department**

Please transfer by consent **\$106,906.80** from the General Fund and appropriate to **3102-7001 Equipment**.

RE: Purchase of body-worn cameras approved by the Board at the January 21, 2025, meeting.

STAFF RECOMMENDATION: New local funds are required.

COMMITTEE APPOINTMENTS

15. Piedmont Community Criminal Justice Board

Mr. Donald Williamson, Director of Piedmont Court Services, has notified staff of a vacancy on the Piedmont Community Criminal Justice Board for Appomattox County, due to Judge Puckett's resignation from the Board. Mr. Williamson is requesting the Board's consideration to appoint Mr. Les Fleet, Commonwealth's Attorney to fill the vacated position of Judge Puckett. The other Appomattox County position is currently filled by Sheriff Richardson.

STAFF RECOMMENDATION: Appoint Mr. Les Fleet, Commonwealth Attorney, to fill the vacated position of Judge Puckett on the Piedmont Community Criminal Justice 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:

April 3, 2025	\$97,996.77
April 17, 2025 - Jurors	\$4,950.00
April 18, 2025 - CSA	\$322,104.34
April 21, 2025	1,494,269.95
TOTAL:	\$1,919,321.06

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

17. Minutes

Please review the following "Draft" minutes for approval:

Tuesday, March 11, 2025, Budget Work Session
Monday, March 17, 2025, Regular Scheduled Meeting
Tuesday, March 25, 2025 Budget Work Session

18. Sheriff's Asset Forfeiture Fund

Please transfer by consent **\$5,995.00** from the Federal Asset Forfeiture Fund to the General Fund and appropriate to **3102-7005 Motor Vehicle/Equipment**.

RE: Purchase a vehicle for the Sheriff's Office.

STAFF RECOMMENDATION: No new local funds are required.

19. **Building & Housing Department**

Please transfer by consent from the General Fund and appropriate to the following:

3401-6001 Levy Fees **\$460.24**

RE: Third Quarter (Jan-March) levy fees collected on building permits.

STAFF RECOMMENDATION: No new local funds are required.

20. **Animal Shelter Operations**

Please supplement by consent and appropriate the following:

3501-5413 Spay/Neuter Program \$1,085.00

3501-5804 Donations \$745.00

TOTAL: \$1,830.00

RE: Funds received through adoptions (\$1,085.00); Donations received for animal shelter (\$745.00).

STAFF RECOMMENDATION: No new local funds are required.

21. **Sheriff's Department**

Please supplement by consent and appropriate to the following:

3102-1002 Overtime \$8,546.93

3102-1003 Part-Time Salaries \$1,157.52

3102-5401 Office Supplies \$1,207.19

3102-5408 Vehicle Equipment/Gasoline \$9,164.35
Supplies

3102-5504 Travel \$299.00
(Convention/Educ/Training)

3102-5805 Project Lifesaver \$500.00

3102-7001 Equipment 87.40

TOTAL: \$20,962.39

RE: Reimbursement from the Appomattox County School Board for security performed by deputies at the Boys and Girls Basketball games (\$1,186.85); Reimbursement from DCJS for TDO/ECO hours worked by deputies (\$4,992.00); Reimbursement from The City of Lynchburg for CIT hours worked by deputies (\$2,368.08); Reimbursement from the Appomattox County School Board for extra school security performed by deputies (\$1,157.52); Reimbursement from the County of Bedford for ICAC computer (\$1,049.99); Reimbursement for FOIA Request (\$157.20); Reimbursement from VACORP for vehicle damages to a 2018 Dodge Durango (\$9,164.35); Reimbursement from NJ CIDBA Street Cop Training for a canceled class (\$299.00); Donation received from Appomattox Chapter 10, Order of the Eastern Star for Project Lifesaver (\$500.00); Reimbursement from Uline for an invoice that was paid twice (\$87.40).

STAFF RECOMMENDATION: No new local funds are required.

22. **Waterline Expenses**

Please supplement by consent and appropriate the following:

082-1800-5101 Electrical Services	\$1,708.69
082-1800-5203 Telecommunications	\$129.60
TOTAL:	\$1,838.29

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

STAFF RECOMMENDATION: No new local funds are required.

23. **Board of Supervisors**

Please supplement by consent and appropriate to the following:

1101-5804 Operating Reserve	\$2,430.00
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RE: Health Insurance credit refund received from DHRM and paid to VACORP.

STAFF RECOMMENDATION: No new local funds are required.

24. **E911 Communication Center**

Please supplement by consent and appropriate to the following:

3606-7013 NG911 Grant	\$28,911.09
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3606-7014 VDEM Grant	\$41,657.28
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TOTAL:	\$70,568.37
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RE: Grant funds received from the Virginia Department of Emergency Management.

STAFF RECOMMENDATION: No new local funds are required.

25. **Road Side Clean-Up**

Please supplement by consent and appropriate to the following:

4209-1003 Part-Time	\$2,287.50
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RE: Reimbursement from VDOT for March 2025 trash pick up.

STAFF RECOMMENDATION: No new local funds are required.

26. **Clerk of the Circuit Court**

Please supplement by consent and appropriate to the following:

2106-3002 Professional Services	\$15,182.50
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RE: Reimbursement from the State Library of Virginia, Circuit Court Records Preservation Program Grant (CCRP).

STAFF RECOMMENDATION: No new local funds are required.

27. **Commonwealth Attorney**

Please supplement by consent and appropriate the following:

2201-5501 Travel (Mileage/Meals)	\$495.50
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2201-5504 Travel	\$388.50
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(Convention/Educ/Training)

TOTAL:	\$884.00
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RE: Reimbursement from the Commonwealth's Attorneys' Services Council for Kia Scott to attend the annual Spring Conference.

STAFF RECOMMENDATION: No new local funds are required.

ITEMS REMOVED FROM CONSENT

ATTORNEY'S REPORT

28. Central Virginia Community College Lease Amendment

ADMINISTRATOR'S REPORT

REPORTS AND INFORMATIONAL ITEMS

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

Wednesday, April 30, 2025 @ 6:00 p.m.

Special Called Meeting - Approve FY 2026 Budget
Board of Supervisors Meeting Room
171 Price Lane, Appomattox, VA 24522

Monday, May 19, 2025 @ 6:00 p.m.

Regular Scheduled Meeting
Board of Supervisors Meeting Room
171 Price Lane, Appomattox, VA 24522

ADJOURNMENT