



**BOARD OF SUPERVISORS
MONDAY, JUNE 16, 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. Alec Brebner, Executive Director of the Central Virginia Planning Commission, has requested to appear before the Board to provide an update on the VoTech Center.
2. Mrs. Teresa Davis, Community Engagement Coordinator, has requested to appear before the Board to provide an update on community engagement.

ACTION ITEMS

3. **FY 2026 Budget Appropriations Resolution**
After a duly advertised Public Hearing on Monday, April 21, 2025, to receive public comments on the proposed FY 2026 Budget, the Board considered the requests. They held an advertised Special Called Meeting on Wednesday, April 30, 2025, and approved the FY 2026 Budget. Staff have prepared a Resolution for your approval to appropriate the funds for the line items, as specified, on July 1, 2025.
STAFF RECOMMENDATION: Approve the FY 2026 Appropriations Resolution, effective July 1, 2025, as presented.
4. **Special Entertainment/Event Permit Application - Appomattox 4th of July Celebration**
Attached for the Board's review is a Special Entertainment/Event Permit Application from Starfire Corporation for the annual fireworks celebration to be held on June 28, 2025, at 10063 Red House Road (Cole's Farm) in Appomattox, VA. The entertainment/event will start at 9:30 p.m. and last 15 minutes. The Zoning Administrator, Building Official/Fire Marshall, Sheriff, Public Safety Director, and County Administrator have reviewed the permit application for compliance with local regulations and have added comments where necessary.

STAFF RECOMMENDATION: Consider approval of the Special Entertainment/Event Permit from Starfire Corporation, as presented, to include the bond and fee waiver.

5. **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 Jessica Maria Marston \$312.80 for 2025 personal property taxes. She was erroneously assessed.

2) Refund Thomas Henry and Edith Mae Chambers \$222.88 for 2024 personal property taxes. They were erroneously assessed.

3) Refund Aldon Benny Crain \$100.17 for real estate taxes. He was erroneously assessed.

STAFF RECOMMENDATION: Consider the above refunds. Transfer by consent \$635.85 from the General Fund and appropriate to 1209-5803. No new local funds are required.

6. **Schedule Public Hearing-CUP250353-Quail Run Wedding and Events Venue**

Mary Beth Mayes (applicant/agent) has requested a Conditional Use Permit to operate a wedding and special events venue on property located at 1433 Piney Mountain Road (Route 608) in the Oakville community. The Tax Map Identification Number is 39 (3) 4. The parcel is 21.835 acres in size. The Planning Commission held a public hearing at its June regular meeting. Ten citizens spoke in opposition to the petition. The primary concerns were noise and traffic. Following the public hearing, the Planning Commission voted unanimously to recommend denial of the petition. The Board of Supervisors will need to hold a public hearing prior to considering the Planning Commission's recommendation.

Staff Recommendation: Staff recommends scheduling a public hearing for the July 21, 2025, regular meeting at 6:00 p.m. to receive comments on the petition. Following the public hearing, the Board may consider the recommendation of the Planning Commission.

7. **Schedule Public Hearing-Proposed Amendments to Zoning Ordinance and Subdivision Ordinance**

After several months of study and consideration, the Planning Commission has recommended several changes to the Zoning Ordinance and the Subdivision Ordinance. The changes relate to Zoning Ordinance Section 19.6-76 Et Seq, Floodplain Overlay District, Zoning Ordinance Section 19.6 -12, Definitions and Subdivision Ordinance Section 19.5-18 (C)(8)-Family Division Notes. The Planning Commission held a public hearing in June, receiving no comments on the proposed changes. Following the public hearing, the Planning Commission voted unanimously to recommend the amendments for approval. The Board of Supervisors will need to hold a public hearing prior to considering the recommendation of the Planning Commission.

Staff Recommendation: Staff recommends scheduling a public hearing for the July 21,

2025, regular meeting at 6:00 p.m. to receive comments on the proposed ordinance amendments. Following the public hearing, the Board may consider the recommendation of the Planning Commission.

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:

June 3, 2025	\$91,734.84
June 13, 2025 - CSA	\$265,103.61
June 14, 2025 - Grand Jurors	\$350.00
June 15, 2025 - Officer of Election (OOE)	\$1,471.50
June 16, 2025	\$1,045,954.47
TOTAL:	\$1,404,614.42

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

9. Minutes

Please review the following "Draft" minutes for approval:

Monday, May 19, 2025, Regular Scheduled Meeting

10. Treasurer's Office

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

1213-5808 DMV Stops **\$11,175.00**

RE: DMV stops performed by the Treasurer.

STAFF RECOMMENDATION: No new local funds are required.

11. Animal Shelter Operations

Please supplement by consent and appropriate the following:

3501-5413 Spay/Neuter Program \$1,625.00

3501-5804 Donations \$205.00

TOTAL: \$1,830.00

RE: Funds received through adoptions and spay/neuter services (\$1,625.00); Donations received for animal shelter (\$205.00).

STAFF RECOMMENDATION: No new local funds are required.

12. **Rescue Squads**

Please supplement by consent and appropriate the following:

3203-5607 Appomattox Four-For-Life **\$764.64**

RE: EMS Return to Localities (RTL) funds received in the amount of \$19,360.64, a difference of \$764.64 from the budgeted amount of \$18,596.00.

STAFF RECOMMENDATION: No new local funds are required.

13. **Sheriff's Department**

Please supplement by consent and appropriate to the following:

3102-1002 Overtime \$3,229.20

3102-5503 Travel (Sustenance/Lodging) \$2,041.53

TOTAL: \$5,270.73

RE: Reimbursement from the City of Lynchburg for CIT hours worked by deputies (\$3,229.20); Reimbursement from the Commonwealth of Virginia for deputies attending Intox class (\$1,875.28); Reimbursement from the Commonwealth of Virginia for Deputy Wilson's sustenance while attending the 2025 Top Gun class (\$166.25).

STAFF RECOMMENDATION: No new local funds are required.

14. **Road Side Clean-Up**

Please supplement by consent and appropriate to the following:

4209-1003 Part-Time **\$2,081.25**

RE: Reimbursement from VDOT for April 2025 trash pick up.

STAFF RECOMMENDATION: No new local funds are required.

15. **General Properties**

Please supplement by consent and appropriate to the following:

4302-3004 Repairs/Maintenance **\$229.56**

RE: Reimbursement from United Rentals for an overpayment.

STAFF RECOMMENDATION: No new local funds are required.

16. **Sports Complex**

Please supplement by consent and appropriate to the following:

7101-6007 Special Projects **\$6,383.00**

RE: Reimbursement from Appomattox Youth Sports for the purchase of a baseball scoreboard.

STAFF RECOMMENDATION: No new local funds are required.

ITEMS REMOVED FROM CONSENT

ATTORNEY'S REPORT

ADMINISTRATOR'S REPORT

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

Monday, July 21, 2025 @ 6:00 p.m.

Regular Scheduled Meeting

Board of Supervisors Meeting Room

171 Price Lane, Appomattox, VA 24522

ADJOURNMENT