



**BOARD OF SUPERVISORS
MONDAY, JULY 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

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. **Resolution in Honor of the 2025 Appomattox Raiders Softball Team**

Attached for the Board's adoption is a Resolution honoring the 2025 Appomattox Raiders Softball team for winning 11 district games and playing in the Virginia High School League Class 2 State Semifinals on June 13, 2025.

STAFF RECOMMENDATION: Adopt the Resolution honoring the 2025 Appomattox Raiders Softball team.

2. **Resolution Honoring the Appomattox Senior FFA Chapter**

Attached for the Board's adoption is a Resolution honoring the Appomattox Senior FFA Chapter for being named overall Top FFA Chapter in Virginia for the third consecutive year. Mr. Ed McCann and students from the Appomattox Senior FFA Chapter are present to accept the Resolution.

STAFF RECOMMENDATION: Adopt the Resolution honoring the Appomattox Senior FFA Chapter.

3. **Resolution in Honor of Xavier Moseley 2025 VHSL Class 2 Indoor Track Long Jump State Champion**

Attached for the Board's adoption is a Resolution in honor of Xavier Moseley who was named the 2025 VHSL Class 2 Indoor Long Jump State Champion.

STAFF RECOMMENDATION: Adopt the Resolution honoring Xavier Moseley as the 2025 VHSL Class 2 Indoor Track Long Jump State Champion.

4. **Resolution Honoring the 2025 Appomattox Raiders Baseball Team**

Attached for the Board's adoption is a Resolution honoring the 2025 Appomattox Raiders Baseball team for winning the Virginia High School League Class 2 State Baseball Championship.

STAFF RECOMMENDATION: Adopt the Resolution honoring the 2025 Appomattox Raiders Baseball team.

5. Mr. John Vannoy, Public Safety Manager and Mr. Jonathan Garrett, Appomattox County Fire Chief have requested to appear before the Board to discuss the 2025 ISO Rating.
6. Mr. Jonathan Garrett, Appomattox County Fire Chief, has requested to appear before the Board to discuss the Board's consideration to forgiving, at a minimum, half of the loan amount (\$225,000) on the purchase of the ladder truck.

PUBLIC HEARING

7. **CUP250353-Quail Run Wedding and Special Events Venue/Mary Beth Mayes**
A duly advertised public hearing has been scheduled to receive comments on the Conditional Use Permit petition of Quail Run Wedding and Special Events Venue/Mary Beth Mayes (owner/agent). The petitioner requests a Conditional Use Permit to operate a wedding and special events venue at 1433 Piney Mountain Road, located in the Oakville community. The parcel is identified as Tax Map Number 39 (3) 4 and is a total of 21.835 acres. At its regular June meeting, the Planning Commission voted unanimously (Mills absent) to recommend denial of the petition as the petitioner failed to demonstrate that the land use would not have a negative impact on the harmony and/or character of the surrounding neighborhood. Among the issues cited during the Planning Commission's public hearing and discussion were noise and traffic impacts.
STAFF RECOMMENDATION: After receiving comments from the public, a resolution has been prepared for your consideration in accordance with the recommendation of the Planning Commission. An alternative resolution, with conditions, has been prepared should the Board consider granting the Conditional Use Permit.
8. **Amendments to Zoning and Subdivision Ordinances**
A duly advertised public hearing has been scheduled to receive comments on proposed amendments to the Zoning and Subdivision Ordinances. Specifically, Section 19.6-76 ET SEQ, Floodplain Overlay District, Section 19.6-12, Definitions, and Section 19.5-18 (C)(8)-Family Division Notes are to be amended. Periodically, FEMA provides for updates to the FIRM maps, which necessitates an update to the corresponding section of the Zoning Ordinance. The state has provided a model ordinance with associated definitions. Finally, at the end of last year, the Family Division requirements were amended to adjust the pre- and post- ownership requirements for family divisions. General Code alerted staff that a final plat note found later in the Subdivision Ordinance needed to be updated to match the prior change.
STAFF RECOMMENDATION: After receiving comments from the public, ordinances have been prepared for your consideration to repeal and replace Section 19.6-76 related to the Floodplain Overlay District, amend Section 19.6-12 related to definitions, and amend Section 19.5 (C)(8) related to family division notes.

ACTION ITEMS

9. **Sale of Election Equipment**

Now that the Agee voting precinct has been merged with the Oakville voting precinct, the Electoral Board is requesting the Board's consideration and approval to sell one of the EZ Cart (cage) to Goochland County for \$1,100.00. Patricia Morton, Registrar is present to discuss and answer any questions that the Board may have.

STAFF RECOMMENDATION: Consider the sale of the EZ Cart (cage) to Goochland County in the amount of \$1,100.00.

10. **Ordinance Providing for the Payment of Bonuses to Certain County Employees**

Attached for the Board's adoption is the ordinance providing for the payment of bonuses to full-time county employees, effective July 1, 2025, who were hired prior to May, 2025. The 1.5% bonus is based on the employee's FY 2025 base salary. During the County's FY 2026 budget work session, consideration for the bonus was granted to all County Department full-time employees. The bonuses were included in the FY 2026 County budget and approved at the April 30, 2025, Special Called Meeting after the County received notification that the State proposed the bonus; the County tries to align with the state's recommendation for cost of living increases and bonuses.

STAFF RECOMMENDATION: Adopt the Ordinance providing for the payment of bonuses to all County Department full-time employees to include the Constitutional Officer Departments, Registrar's Office, and the Department of Social Services.

11. **Schools Appropriation Request for FY 2024 End of Year Spending/CIP Fund**

Per an agreement between the School Board and the Board of Supervisors, the school's end-of-year local contribution savings will be transferred to the School Capital Improvement Fund after the official audit is performed and reported to the Board of Supervisors. The amount of year-end savings, verified by the FY 2024 audit, is \$1,134,311.00. Attached for the Board's review is a letter from Dr. Bennett requesting the balance of unspent funds to be transferred to the School Capital Improvement Fund.

STAFF RECOMMENDATION: Consider Dr. Bennett's request to appropriate the FY 2024 end-of-year local fund savings to the School Capital Improvement Fund in the amount of \$1,134,311.00.

12. **Appomattox County Public Schools**

Appomattox County Public Schools is requesting the Board's approval of exemption to HB1902 for the 2025-2026 school year, as they currently have approximately \$6,000.00 in Styrofoam trays in the stockrooms of the cafeterias. See attached email explanation from Dr. Jason S. Tibbs, School Superintendent.

Dr. Jason S. Tibbs, School Superintendent, is present to discuss any questions the Board may have.

STAFF RECOMMENDATION: Consider approval of the exemption to HB1902 for Appomattox County Public Schools during the 2025-2026 school year.

13. **Department of Social Services - FY 2025 Operating Budget**

Please approve and transfer by consent **\$5,468.70** from the General Fund and appropriate to **5301-3009 Management Consulting**. At the November 18, 2024, meeting, the Board approved the County Administrator to execute a consulting contract for an Interim Director for the Department of Social Services, not to exceed \$15,000. However, due to the extended length of time that the Interim Director has provided her services, expenditures have exceeded \$15,000.

STAFF RECOMMENDATION: New local funds are required.

14. **Capital Projects**

Please approve and transfer by consent **\$1,076,783.25** from the General Fund and appropriate the following to the **FY 2025** operating budget:

9104-7015 DSS Renovation	\$139,004.66
9104-7016 Courthouse Renovation	\$937,778.59
TOTAL:	\$1,076,783.25

STAFF RECOMMENDATION: No new local funds are required.

15. **Sheriff's Asset Forfeiture Fund**

Please transfer **\$5,125.00** from the General Fund and appropriate to the Sheriff's Asset Forfeiture Fund.

RE: Sale of two Sheriff department vehicles that were sold on GOVDEALS and purchased out of Asset Forfeiture Funds. According to State and Federal requirements, the funds from the sale of these vehicles must be deposited back into the Asset Forfeiture Funds.

STAFF RECOMMENDATION: Approve the transfer of \$5,125.00 from the General Fund to the Sheriff's Asset Forfeiture Fund. No new local funds are required.

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:

July 2, 2025 - FY 2025	\$56,948.34
July 15, 2025 - Grand Jurors FY 2025	\$1,450.00
July 16, 2025 - FY 2025	\$1,140,856.02
July 17, 2025 - CSA FY 2025	\$244,766.00

TOTAL - FY 2025 **\$1,444,020.36**

July 3, 2025 - FY 2026 \$175,769.63

July 21, 2025 - FY 2026 \$688,281.65

TOTAL - FY 2026 **\$864,051.28**

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

17. **Minutes**

Please review the following "Draft" minutes for approval:

Monday, June 16, 2025, Regular Scheduled Meeting

18. **Courthouse Security Fund**

Please transfer by consent **\$9,040.00** from the Courthouse Security Fund to the General Fund and appropriate the following to the **FY 2026** operating budget:

3102-7001 Equipment **\$9,040.00**

RE: New metal detector for the Courthouse.

STAFF RECOMMENDATION: No new local funds are required.

19. **Sheriff's Department - FY 2025**

Please supplement by consent and appropriate the following to the **FY 2025** operating budget:

3102-1002 Overtime \$11,800.03

3102-1003 Part-Time Salaries \$5,322.53

3102-5401 Office Supplies \$50.60

3102-5503 Travel (Susistance/Lodging) \$567.82

TOTAL: **\$17,740.98**

RE: Reimbursement from the City of Lynchburg for CIT hours worked by deputies (\$2,798.64); Reimbursement from Appomattox County High School for security performed by deputies at baseball and softball games (\$1,500.00); Reimbursement from the Appomattox County School Board for security performed by deputies at the softball, baseball, track, soccer games and graduation event (\$7,501.39); Reimbursement from the Appomattox County School Board for extra school security performed by deputies (\$5,322.53); Reimbursement for FOIA requests (\$50.60); Reimbursement from the Commonwealth of Virginia for Intoxilizer Breath Certification class attended by deputies (\$567.82)

STAFF RECOMMENDATION: No new local funds are required.

20. **J. Robert Jamerson Memorial Library**

Please supplement by consent and appropriate to the **FY 2025** operating budget:

7301-5401 Office Supplies \$7,559.09

7301-5411 Fines, Books/Subscriptions \$2,226.34

7301-5412 Education/Recreation Supplies \$2,598.00
7301-5415 Summer Reading Program \$2,406.75
TOTAL: \$14,790.18

RE: Reimbursements, fines and donations collected by the Library for FY 2025.

STAFF RECOMMENDATION: No new local funds are required.

Please supplement by consent and appropriate to the **FY 2026** operating budget:

7301-5401 Office Supplies \$239.00
7301-5411 Fines, Books/Subscriptions \$77.22
TOTAL: \$316.22

RE: Reimbursements and fines collected by the Library.

STAFF RECOMMENDATION: No new local funds are required .

21. **E911**

Please supplement by consent and appropriate the following to the **FY 2025** operating budget:

3606-5504 Travel \$685.38
(Convention/Educ/Training)

RE: Reimbursement from the Virginia Department of Emergency Management for training.

STAFF RECOMMENDATION: No new local funds are required.

22. **County Administration**

Please supplement by consent and appropriate the following to the **FY 2025** operating budget:

1201-5201 Postage \$151.17

RE: Reimbursement from Pitney Bowes for overpayment on an invoice.

STAFF RECOMMENDATION: No new local funds are required.

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

Please supplement by consent and appropriate the following in the **FY 2025** operating budget:

5310-3001 Professional Services \$5,625.00

RE: Reimbursement from the Appomattox County School Board for professional services paid by CSA.

STAFF RECOMMENDATION: No new local funds are required.

24. **Waterline**

Please supplement by consent and appropriate the following to the **FY 2025** operating budget:

082-1800-5101 Electrical Services \$1,154.79
082-1800-5203 Telecommunications \$129.66

082-1800-5898 Water (Wholesale) \$34,486.73

TOTAL: \$35,771.18

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

STAFF RECOMMENDATION: No new local funds are required.

25. **Capital Projects**

Please supplement by consent and appropriate the following to the **FY 2025** operating budget:

9104-7018 Votech GOVA Grant \$129,594.60

RE: Reimbursement from the Central Virginia Planning District Commission for Votech GO VA Grant.

STAFF RECOMMENDATION: No new local funds are required.

26. **Animal Shelter**

Please supplement by consent and appropriate the following to the **FY 2025** operating budget:

3501-5413 Spay/Neuter Program \$185.00

3501-5804 Donations \$25.00

TOTAL: \$210.00

RE: Funds received through adoptions and spay/neuter services (\$185.00); Donations received for animal shelter (\$25.00).

STAFF RECOMMENDATION: No new local funds are required.

Please supplement by consent and appropriate the following to the **FY 2026** operating budget:

3501-5413 Spay/Neuter Program \$555.00

3501-5804 Donations \$465.00

TOTAL: \$1,020.00

RE: Funds received through adoptions and spay/neuter services (\$555.00); Donations received for animal shelter (\$465.00)

STAFF RECOMMENDATION: No new local funds are required.

27. **General Properties**

Please supplement by consent and appropriate the following to the **FY 2025** operating budget:

4302-5101 Electrical Services \$413.08

RE: Reimbursement from the Appomattox County School Board for a Dominion Electric invoice paid by the County for the Carver Price cottage building being used to house School IT equipment.

STAFF RECOMMENDATION: No new local funds are required.

28. **Commonwealth's Attorney Asset Forfeiture Fund**

Please transfer **\$2,448.85** from the Commonwealth's Attorney Asset Forfeiture Fund to the General Fund and appropriate the following to the **FY 2026** operating budget:

2201-5816 Asset Forfeiture **\$2,448.85**

RE: Purchase of new computers and equipment for the Commonwealth's Attorney Office.

STAFF RECOMMENDATION: No new local funds are required.

29. **Treasurer's Office**

Please supplement by consent and appropriate the following to the **FY 2025** operating budget:

1213-5808 DMV Stops **\$3,100.00**

RE: DMV stops performed by the Treasurer's Office.

STAFF RECOMMENDATION: No new local funds are required.

ITEMS REMOVED FROM CONSENT

ATTORNEY'S REPORT

30. **Transient Occupancy Tax**

ADMINISTRATOR'S REPORT

REPORTS AND INFORMATIONAL ITEMS

31. **School Finance Report**

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

32. **Delinquent Tax Status Report**

Attached for the Board's review is the delinquent tax status report as of June 30, 2025 from Sands Anderson.

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

33. I move the Board of Supervisors to enter into a closed meeting for the limited purpose of consultation with legal counsel retained by the Board regarding specific legal matters

requiring the provision of legal advice regarding the Combs property and the proposed transfer of certain public infrastructure to another public body, all pursuant to Section 2.2-3711(A)(8) of the Code of Virginia.

UPCOMING MEETINGS

Monday, August 18, 2025 @ 6:00 p.m.

Regular Scheduled Meeting

Board of Supervisors Meeting Room

331 Court Street

Appomattox, VA 24522

ADJOURNMENT