

**BOARD OF SUPERVISORS
REGULAR SCHEDULED MEETING
Monday, October 20, 2025
6:00 P.M.**

The Appomattox County Board of Supervisors held its regular scheduled meeting on Monday, October 20, 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
John F. Hinkle	Falling River District
Trevor L. Hipps	Wreck Island District
Alfred L. Jones, III	Piney Mountain District

Absent:

Kenneth Wolfskill	Appomattox River District
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Also, Present:

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

Pledge of Allegiance

Moment of Silence

SETTING OF AGENDA

Motion made by Mr. Carter, seconded by Rev. Jones, and carried with all Members present voting yes, to amend the agenda to add Action Item #7-Nurse Practitioner's Proclamation.

Motion made by Mr. Carter, seconded by Mr. Hipps, and carried with all Members present voting yes, to approve the amended agenda with the addition of the Nurse Practitioner's Proclamation and removal of the Closed Session.

CITIZEN PUBLIC COMMENT PERIOD

No public comments.

APPEARANCES

Mr. Justin Hensley, Chairman of the Central Virginia Community College Local Advisory Board, appeared before the board to introduce himself as the new Chair. He stressed the importance of collaboration between local government, educational facilities, and industries to serve citizens areas local to CVCC.

Mr. Fred Pearson, Assessor, appeared before the Board to discuss the most recent reassessment of Appomattox County properties, and the timeline for sending notices to residents and appeals.

Mr. Ed McMahan, Agricultural Teacher for the Appomattox County Public Schools, appeared before the Board to discuss the agricultural facility campaign. Mr. McMahan requested a partnership with the County to submit a grant request to aid in the construction of the FFA barn.

Motion made by Rev. Jones, seconded by Mr. Carter, with all members present and voting yes, to authorize the County Administrator to enter into the grant process along with the FFA to apply for an AFID grant for the purpose of the FFA barn construction.

Sheriff Richardson and Mr. Les Fleet, Commonwealth's Attorney, appeared before the Board to discuss a grant-funded domestic violence investigator position.

Motion made by Rev. Jones, seconded by Mr. Carter to authorize the County Administrator to enter into the grant process along with the Sheriff's Office for a domestic violence investigator position. Mr. Hinkle called for a roll call vote: Rev. Jones-yes, Mr. Hinkle-yes, Mr. Hipps-yes, and Mr. Carter-yes.

Sheriff Richardson appeared before the Board to request additional pay for two vacant deputy positions.

Motion made by Mr. Carter, seconded by Rev. Jones, to approve additional pay for two vacant deputy positions, and if the new hire is already a certified deputy, they would receive an additional \$5,000.00. Mr. Hinkle called for a roll call vote: Rev. Jones-yes, Mr. Hinkle-yes, Mr. Hipps-yes, and Mr. Carter-yes.

Sheriff Richardson shared with the Board that the TRIAD program for senior citizens will be held at the Community Center on the last Tuesday of every month.

COMMITTEE APPOINTMENTS

Attached for the Board's review and consideration is a list of committee appointments whose terms have expired or will expire on December 31, 2025.

ACTION ITEMS

Board of Equalization

The Board will consider the appointment of up to five (5) members to serve on the Board of Equalization and discuss at the November 2025 meeting.

Nurse Practitioner Proclamation

NATIONAL NURSE PRACTITIONER WEEK

RESOLUTION

WHEREAS, nurse practitioners (NPs) are advanced practice registered nurses who have master's, and often doctorate, degrees and extensive clinical training in the diagnosis and management of common and complex medical conditions; and

WHEREAS, NPs have served a critical role as trusted health care providers, educators, researchers, entrepreneurs, advocates and health care leaders for decades; and

WHEREAS, NPs work to expand health care access in communities across Virginia, promote health equity in care and improve health outcomes for all; and

WHEREAS, NPs provide high-quality primary, acute and specialty health care services while emphasizing health promotion, disease prevention, health education and counseling, partnering with patients to improve their health; and

WHEREAS, the confidence that patients have in NP-delivered health care is evidenced by the more than 1 billion visits made annually to NPs across the country; and

WHEREAS, there are more than 431,000 licensed NPs in the United States, including nearly 20,000 licensed NPs in Virginia; and

WHEREAS, more than 4,625 NPs in Virginia are practicing with autonomous licenses, thereby increasing access to patient care in the Commonwealth; and

WHEREAS, more than five decades of research demonstrates the high quality of care provided by NPs; and

WHEREAS, better utilization of NPs through modernized state laws and improved policies creates better health through a more accessible, efficient, cost-effective and higher quality health care system;

WHEREAS, the Appomattox County is proud to recognize and honor the service of NPs to our Commonwealth;

BE IT RESOLVED, THEREFORE, that the Appomattox County Board of Supervisors does hereby declare November 9-15, 2025, as Nurse Practitioner Week in recognition of the countless contributions NPs have made over the past half century and will continue to make to the health and well-being of citizens in the Commonwealth.

ADOPTED by the Appomattox County Board of Supervisors on this 20th day of October, 2025.

Motion made by Rev. Jones, seconded by Mr. Hipps and carried with all members present voting yes, to approve a resolution recognizing the contributions of Nurse Practitioners and Nurse Practitioners Week, November 9-15, 2025.

CONSENT AGENDA

Invoices Submitted for Payment

Please review the attached invoices and approve for payment:

October 3, 2025 – FY 2026	\$73,993.20
October 17, 2025 –CSA	\$312,407.00

October 20, 2025 \$1,990,970.74

TOTAL FY 2026: \$2,377,370.94

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

Minutes

Please review the following DRAFT minutes for approval:

Monday, September 15, 2025, Regular Scheduled Meeting

Tuesday, October 7, 2025, Capital Projects Work Session Meeting

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 Johnnie Calhoun Fredere \$104.46 for 2025 personal property taxes paid. He was erroneously assessed.

2) Refund Cynthia Diane Brinkley and Hoke Smith Rice \$167.11 for 2025 personal property taxes paid. They were erroneously assessed.

STAFF RECOMMENDATION: Consider the approval of the above refunds. Transfer by consent \$271.57 from the General Fund and appropriate to 1209-5803. No new local funds are required.

Sheriff's Asset Forfeiture Fund

Please transfer by consent **\$2,192.00** from the miscellaneous asset forfeiture fund and appropriate to the following:

3102-5410 Uniforms/Wearing Apparel \$2,192.00

RE: Purchase of uniform apparel from the miscellaneous asset forfeiture fund.

STAFF RECOMMENDATION: No new local funds are required.

Sheriff's Department

Please supplement by consent and appropriate the following:

3102-1002 Overtime \$3,752.48

3102-5408 Vehicle Equipment/Gas \$14,303.43

3102-5503 Travel/Sustenance \$515.85

3102-5812 Canine Supplies (Donations) \$100.00

3102-5817 HEAT Grant \$10,000.00

3102-7005 Motor Vehicle/Equipment \$7,450.00

TOTAL: \$36,121.76

RE: Reimbursement from the City of Lynchburg for CIT hours worked by deputies (\$3,444.48); Reimbursement from DCJS for TDO/ECO hours worked by deputies (\$108.00); Reimbursement from the Pregnancy of Support Center for security performed at Walk for Life event (\$200.00); Reimbursement from VACORP Claims for damages to 2023 Dodge Durango (\$14,303.43); Reimbursement from Campbell County for Hotel expenses paid for Sheriff Clark (\$515.85); Donation received for canine supplies from Michael Caler (\$100.00); Grant funds received from the Virginia Department of State Police for HEAT-Flock cameras (\$10,000.00); Reimbursement from VACORP Claims for damages to a 2016 Ford Explorer (\$4,894.40) and a totaled 2016 Ford Explorer (\$2,555.60).

STAFF RECOMMENDATION: No new local funds are required.

J. Robert Jamerson Memorial Library

Please supplement by consent and appropriate the following:

7301-5401 Office Supplies	\$553.25
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7301-5411 Books/Subscriptions	\$138.41
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TOTAL:	\$658.87
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RE: Reimbursements and fines collected by the Library

STAFF RECOMMENDATION: No new local funds are required.

Animal Shelter

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

3501-5413 Spay/Neuter Program	\$634.00
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3501-5804 Donations	\$65.00
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TOTAL:	\$699.00
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RE: Funds received through adoptions and spay/neuter services (\$634.00); Donations received for animal shelter (\$65.00).

STAFF RECOMMENDATION: No new local funds are required.

Board of Supervisors

Please supplement by consent and appropriate to the following:

1101-5804 Operating Reserve	\$1,898.00
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RE: Health Insurance Credit received.

STAFF RECOMMENDATION: No new local funds are required.

Volunteer Fire

Please supplement by consent and appropriate to the following:

3201-5609 Fire Program Funds- Appomattox	\$14,000.00
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RE: Mini-Grant funds received from the Virginia Department of Fire Programs.

STAFF RECOMMENDATION: No new local funds are required.

Sports Complex

Please supplement by consent and appropriate to the following:

7101-6007 Special Projects	\$500.00
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RE: Donation received from Rodney Deaner for bench project at the Sports Complex.

STAFF RECOMMENDATION: No new local funds are required.

Motion made by Mr. Carter, seconded by Mr. Hipps and carried with all members present voting yes, to approve the Consent Agenda as presented.

ATTORNEY'S REPORT

None

ADMINISTRATOR'S REPORT

Ms. Adams shared the County Administrator's report containing department updates and noted:

- The directional signage project for Courthouse Square is underway and the first sign has been installed;
- Upcoming community events;
- The Certificate of Occupancy is issued for the “Old Courthouse” which is the newly renovated for Boardroom space;
- The Upcoming meeting with the Treasurer and Commissioner of Revenue is to discuss the potential relocation and upfitting space for both offices;
- The Railroad Festival was a huge success;
- Woodmen of the World donated benches to the Sports Complex.

REPORTS AND INFORMATIONAL ITEMS

Schools Financial Report – August 2025 month-end financial report.

SUPERVISOR CONCERNS

Mr. Carter commented on the success of the Railroad Festival and thanked the Railroad Festival Committee for their work and dedication.

Mr. Hipps commented that the 60%-70% increase in the assessment value of property does not necessarily mean a huge increase in taxes. The county is required to equalize value/tax rate ratio to 1%.

Rev. Jones stated that he attended the Railroad Festival and commented on its success. He commended the Railroad Festival Committee for their work. Rev. Jones also thanked the volunteers for clean-up after the Railroad Festival.

Mr. Hinkle shared a job fair report from the Central Virginia Workforce Development Board which partners with CVCC.

Mr. Hinkle commented on the internships through CVCC called Career Link.

UPCOMING MEETINGS

Monday, November 17, 2025 @ 6:00 p.m.

Regular Scheduled Meeting

Board of Supervisors Meeting Room

333 Court St.

Appomattox, VA 24522

ADJOURNMENT

Motion made by Mr. Carter, seconded by Mr. Hinkle and carried with all other members present voting yes, to adjourn at 7:08 p.m.

John Hinkle, Chairman