



**BOARD OF SUPERVISORS
MONDAY, JULY 20, 2026
6:00 PM**

[Susan M. Adams](#), County Administrator

**Regular Scheduled Meeting
Board of Supervisors Meeting Room
333 Court St., 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. Mrs. Alisha Wright, Director of the Appomattox Department of Social Services, has requested to appear before the Board to provide an update on DSS services.
2. Mr. Les Fleet, Commonwealth's Attorney, has requested to appear before the Board to discuss FY27 Departmental salary adjustments.

ACTION ITEMS

3. **Economic Development—COJANA Incentive Agreement**
Per the attached agreement, please transfer by consent \$25,000 from the General Fund and appropriate to **8105-6007 Special Projects** in the **FY 2026 operating budget**. This is to reimburse the EDA for an annual tax incentive payment to COJANA, LLC. The company paid a total of \$18,995.76 in 2025 taxes. The agreement states the Board will vote annually for the distribution of the payment.
STAFF RECOMMENDATION: Approve the EDA's \$25,000 request for reimbursement. New local funds are required.
4. **Appomattox County Public Schools**
The Appomattox County School Board was recently notified of the adjustments that were made to the approved State budget. The approved FY27 total budget is \$36,875,530, which has increased the local match to \$9,641,079 and is a difference of \$252,803 from the previously appropriated amount. Dr. Tibbs is requesting the Board's consideration of an increase in local school funding for the FY 2027 budget in the amount of \$252,803.00 to match the approved state budget that was passed on June 29, 2026.
STAFF RECOMMENDATION: Consider Dr. Tibb's request for an additional \$252,803.00

in local funds and appropriate to the School's FY27 budget. Also, authorize staff to appropriate the additional State funding of \$646,224. **New local funds are required.**

5. **Schools Appropriation Request for FY 2026 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 2025 audit, is \$594,944.00. Attached for the Board's review is a letter from Dr. Tibbs requesting the balance of unspent funds to be transferred to the School Capital Improvement Fund.

STAFF RECOMMENDATION: Consider Dr. Tibbs' request to appropriate the end-of-year local fund savings to the School Capital Improvement Fund in the amount of \$594,944.00. New local funds are required.

6. **Request for 1.5% COLA**

In the FY27 budget, the Board approved and appropriated a 2% Cost of Living Adjustment (COLA) for the County employees based on the State's recommendation for their employees, effective August 1, 2026. The County aligns with the State's recommendation for the annual COLA increases. When the Governor signed the final FY 27 budget bill on June 29, 2026, a 3.5% COLA was included for State employees. Department Heads are requesting the Board's consideration to approve the additional 1.5% COLA increase for County Employees, totaling 3.5% for COLA employee increases.

STAFF RECOMMENDATION: Consider approval of an additional 1.5% COLA increase (3.5% total) for County employees, effective August 1, 2026. The additional 1.5% request for salary and benefits is approximately \$100,000.

7. **Library Director Salary Request**

Attached for your review and consideration is a letter from the Chair of the J. Robert Jamerson Library Board, requesting a salary increase for Ms. Cindy Scheu, Library Director. Ms. Ford is requesting a salary adjustment of \$3,131 to fulfill the terms of Ms. Scheu's contract with the Library Board post completion of her Master of Library degree.

STAFF RECOMMENDATION: Consider Ms. Ford's request to adjust the Library Director's salary to \$56,600 (an increase of \$3131). If approved, an additional appropriation of \$822 is in order to pay benefits associated with the increase (26.24%). The total appropriation request is \$3,953 for the FY 27 Library Budget.

COMMITTEE APPOINTMENTS

8. **Library Board of Trustees**

1. At the July meeting, the appointment of two representatives to the Library Board of Trustees was tabled to the August meeting. Please appoint a representative for the Courthouse District for a 4-year term beginning July 1, 2026, and ending on June 30,

2026. Mrs. Ford is willing to serve another 4-year term if reappointed.

STAFF RECOMMENDATION: Appoint a Courthouse District representative to the Library Board of Trustees for a 4-year term, beginning July 1, 2026, and ending on June 30, 2026

2. At the July meeting, the appointment of two representatives to the Library Board of Trustees was tabled to the August meeting. Please appoint a representative for the Piney Mountain District for a 4-year term beginning July 1, 2026, and ending on June 30, 2026. Mrs. Abbitt is willing to serve another 4-year term if reappointed.

STAFF RECOMMENDATION: Appoint a Piney Mountain District representative to the Library Board of Trustees for a 4-year term, beginning July 1, 2026, and ending on June 30, 2026

9. **Central Virginia Community College Board**

Please appoint a representative to serve on the Central Virginia Community College Board. Dr. Jeffrey Garrett completed his second consecutive four-year term. Therefore, he is not eligible for reappointment at this time. Please note that no elected member of either the General Assembly, the Appomattox County Board of Supervisors, or a past full-time employee of the Central Virginia Community College is eligible to serve on the College Board.

STAFF RECOMMENATION: Appoint a representative to serve on the CVCC Board for a 4-year term beginning on July 1, 2026, and ending on June 30, 2030.

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.

10. **Invoices Submitted for Payment**

Please review the attached invoices and approve for payment:

FY 2026 POST-

YEAR

July 2, 2026 \$90,679.33

July 10, 2026 - \$251.32

VEC

Unemployment

July 15, 2026 - \$317,414.58

CSA

July 16, 2026 \$529458.96

TOTAL: \$937,804.19

FY 2027

July 6, 2026 \$162,397.83

July 17, 2026 - \$2,500.00

CSA

July 20, 2026 \$521,469.01

TOTAL: \$686,366.84

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

11. **Minutes**

Please review the following "Draft" minutes for approval:

June 15, 2026 Regular Scheduled Meeting

12. **Commissioner of the Revenue Refund Requests**

Mrs. Sara Henderson, Commissioner of the Revenue, is requesting the following to be paid from **1209-5803 Refunds** from the **FY 2026 operating budget**:

1) Refund Dana Kaye Wilson \$100.95 for personal property taxes paid. She was erroneously assessed.

2) Refund Rebecca Lynn Munson \$1,245.85 for personal property taxes paid. She was erroneously assessed.

3) Refund Calvin Terry Mays and Michael Rays Mays \$182.54 for personal property taxes paid. They were erroneously assessed.

4) Refund Kimberly Carter White and Brittany Danielle White \$137.45 for personal property taxes paid. They were erroneously assessed.

5) Refund Sandra Lynn Alexander and Troy Joe Alexander \$299.95 for personal property taxes paid. They were erroneously assessed.

6) Refund Danny Ray Moon \$1,446.80 for personal property taxes paid. He was erroneously assessed.

7) Refund K H Logging & Sons LLC \$1,500.75 for personal property taxes paid. They were erroneously assessed.

8) Refund Hans Francis Wakefield \$8.94 for personal property taxes paid. He qualifies for the Veteran's Exemption.

9) Refund James Junior Baker and Beverly Jane Baker \$309.13 for personal property taxes paid. Mr. Baker qualifies for the Veteran's Exemption.

STAFF RECOMMENDATION: Consider approval of the refunds listed above. Transfer by consent \$5,232.36 from the General Fund and appropriate to 1209-5803. No new local funds are required.

13. **Legislative Audit**

Please transfer by consent from **Operating Reserve 1101-5804** and appropriate the following to the **FY 2026 operating budget**:

1206-3002 Professional Services	\$6,885.00
1206-3017 GASB	\$1,000.00
1206-3018 Cost Allocation Plan	\$125.00
TOTAL:	\$8,010.00

RE: Increase in auditing services.

STAFF RECOMMENDATION: No new local funds are required.

14. **Treasurer**

Please transfer from the **General Fund** and appropriate the following to the **FY 2026 operating budget:**

1209-5808 DMV Stops	\$14,175.00
---------------------	--------------------

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

STAFF RECOMMENDATION: New local funds are required.

15. **Information Technology**

Please transfer by consent from the **General Fund** and appropriate the following to the **FY 2026 operating budget:**

1220-1001 Salaries & Wages	\$44,372.76
1220-2001 FICA	\$2,666.96
1220-2002 VRS	\$9,867.18
1220-2005 Health Insurance	\$10,500.00
1220-2006 Life Insurance	\$486.71
1220-2014 Disability Insurance	\$217.36
1220-7001 Equipment	\$16,190.00
TOTAL:	\$84,300.97

RE: New IT position effective 7-14-25 and partial purchase of equipment to separate IT from the school system (\$16,190.00).

STAFF RECOMMENDATION: New local funds are required.

16. **Electoral Board/Officials**

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

1301-1003 Election Officials Wages	\$10,161.30
1301-3002 Professional Services	\$87.69
TOTAL:	\$10,248.99

RE: Reimbursement from the Department of Elections for Redistricting Special Election (\$10,161.30); Reimbursement from PrintElect for an overcharge on an invoice (\$87.69).

STAFF RECOMMENDATION: No new local funds are required.

17. **Court Services Unit**

Please transfer by consent from **Operating Reserve 1101-5804** and appropriate the following to the **FY 2026 operating budget:**

2109-3009 Purchased Services **\$45,265.00**

RE: Increase in the number of services provided by Court Services.

STAFF RECOMMENDATION: No new local funds are required.

18. **Commonwealth Attorney's Office**

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

2201-1001 Salaries & Wages \$97.75

2201-5401 Office Supplies \$12,515.99

TOTAL: \$12,613.74

RE: Reimbursement from Colonial Life for termed coverage (\$97.75); Reimbursement from the Compensation Board for vacancy savings.

STAFF RECOMMENDATION: No new local funds are required.

19. **Sheriff's Department**

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

3102-1002 Overtime \$14,752.33

3102-5401 Office Supplies \$45.26

TOTAL: \$14,441.81

RE: Reimbursement from McGuire for Virginia for security performed by deputies on April 11, 2026, visit to the Appomattox Historical grounds (\$355.78); Reimbursement from American Electric Power for security performed by deputies at the Valley Link meeting (\$600.00); Reimbursement from DCJS for TDO/ECO hours worked by deputies (\$54.00); Reimbursement from The City of Lynchburg for CIT hours worked by deputies (\$2,798.64); Reimbursement from the Town of Appomattox for selective enforcement in the Town limits (\$3,713.58); Reimbursement from Liberty University of security performed by deputies at the 2026 Liberty graduation (\$6,375.00); Reimbursement from the Appomattox County School Board for security performed by deputies at ACHS baseball, softball and soccer games (\$855.33); FOIA requests (\$45.26).

Please supplement by consent and appropriate the following to the **FY 2027 operating budget:**

3102-5401 Office Supplies \$191.90

3102-5812 Canine Supplies/Donations \$180.00

TOTAL: \$371.90

RE: FOIA request supplies (191.90); Donation received from Michael Caler for the K-9 program.

STAFF RECOMMENDATION: No new local funds are required.

20. **Office Building/Housing**

Please transfer by consent from the **General Fund** and appropriate the following to the **FY 2026 operating budget**:

3401-6001 Levy Fees **\$193.68**

RE: 2% levy fees collected on building permits for the 4th quarter.

STAFF RECOMMENDATION: No new local funds are required.

21. **Animal Control**

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

3501-5413 Spay/Neuter Program \$1,790.00

3501-5804 Donations \$25.00

TOTAL: \$1,815.00

RE: Funds received through adoptions and spay/neuter program (\$1,790.00); Donation received for animal shelter (\$25.00).

Please supplement by consent and appropriate the following to the **FY 2027 operating budget**:

3501-5413 Spay/Neuter Program \$470.00

3501-5804 Donations \$580.00

TOTAL: \$1,050.00

RE: Funds received through adoptions and spay/neuter program (\$470.00); Donation received for animal shelter (\$580.00).

STAFF RECOMMENDATION: No new local funds are required.

22. **Roadside Clean-Up**

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

4209-1003 Part-Time **\$886.25**

RE: Funds received from VDOT for roadside clean-up.

STAFF RECOMMENDATION: No new local funds are required.

23. **J. Robert Jamerson Memorial Library**

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

7301-5401 Office Supplies \$362.50

7301-5411 Books/Subscriptions \$667.95

TOTAL: \$1,030.45

Please supplement by consent and appropriate the following to the **FY 2027 operating budget**:

7301-5401 Office Supplies \$260.25

7301-5411 Books/Subscriptions \$100.00

7301-5412 Programming Supplies \$500.00

TOTAL: \$860.25

RE: Reimbursement and donations received by the Library.

STAFF RECOMMENDATION: No new local funds are required.

24. **Capital Projects**

Please transfer from the **General Fund** and appropriate the following to the **FY 2026 operating budget:**

9104-7014 County Capital Projects \$93,855.35

RE: Final payment on roof repairs.

STAFF RECOMMENDATION: New local funds are required.

25. **Public Utilities - Waterline**

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

082-1800-5101 Electrical Services \$774.21

082-1800-5203 Telecommunications \$208.52

082-1800-5898 Water (Wholesale) \$23,407.59

TOTAL: \$24,390.32

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

STAFF RECOMMENDATION: No new local funds are required.

ITEMS REMOVED FROM CONSENT

ATTORNEY'S REPORT

ADMINISTRATOR'S REPORT

REPORTS AND INFORMATIONAL ITEMS

26. **Sands Anderson Delinquent Tax Status Report**

Attached for the Board's review is the June 2026 delinquent tax status report 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

UPCOMING MEETINGS

Monday, August 17, 2026 @ 6:00 p.m.

Regular Scheduled Meeting

Board of Supervisors Meeting Room

333 Court Street

Appomattox, VA 24522

ADJOURNMENT