



**BOARD OF SUPERVISORS MEETING
MONDAY, JULY 18, 2022
6:30 PM**

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

**Board of Supervisors Meeting Room
Carver-Price Education Complex
171 Price Lane, Appomattox, VA 24522
www.AppomattoxCountyVA.gov**

BOARD OF SUPERVISORS

Call to Order
Pledge of Allegiance
Invocation - Mr. Carter
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. [22-2448](#) **Mr. John Redding - Central Virginia Workforce Development Council**
At the June, 2022 Board of Supervisors meeting, Mr. Hinkle requested staff to contact Mr. Redding to appear before the Board to provide an update on the Central Virginia Workforce Development services provided to Appomattox County.
Department: Board of Supervisors, Administration

PUBLIC HEARING (7:00 PM)

2. [22-2447](#) **Public Hearing_Lease of Property to Appomattox Christian Academy**
After being duly advertised and in accordance with Code of Virginia §15.2-1800 (B), the Appomattox County Board of Supervisors will receive comments on a proposed lease. The proposed lease is related to the property, known as the Carver-Price Complex, intended to be leased to Appomattox Christian Academy. The property is designated as 189 Price Lane and identified as Tax Parcel # 64A2 (A) 86 and consisting of 16.05 acres, together with all buildings and other improvements. The County Attorney has prepared a lease for your consideration.
STAFF RECOMMENDATION: After receiving comments from the public, please consider approval of the attached lease, which has been prepared by the County Attorney and has been reviewed by representatives of Appomattox Christian Academy. Mr. Boone is prepared to give a short presentation of his plan to utilize the space and address any questions/concerns that they Board may have.
Department: Board of Supervisors, Administration

Documents: [Lease & Purchase Option Agreement.pdf](#)

3. [22-2446](#)

Public Hearing-Town of Appomattox Streetlight Easement

After being duly advertised and in accordance with Code of Virginia §15.2-1800 (B), a public hearing has been scheduled to receive comments on granting a utility easement to the Town of Appomattox in order to allow for the installation of streetlights along county property bordering Main Street at the library. Said easement shall be three (3) feet in width along the entirety of the eastern boundary of the property where it borders Main Street. A Deed of Easement has been prepared by the Town Attorney for your consideration.

Staff Recommendation: Mr. Terry McGhee, Town Manager is present to address any questions and/or concerns. After receiving comments, please consider authorizing the County Administrator to sign the Deed of Easement.

Department: Board of Supervisors, Administration

Documents: [Deed of Easement.pdf](#)

ACTION ITEMS

4. [22-2445](#)

Town of Appomattox Request - Hunter Street Abandonment

The Town of Appomattox has requested that the Board consider the proposed road abandonment of a section of Route T. 1036, Hunter Street, from the western boundary of property owned by the Trustees of Liberty Baptist Church in a westerly direction, for a distance of approximately 0.05 miles. The portion of Hunter Street in the Children's Park serves no public necessity, is no longer necessary as part of the Secondary Stem of State Highways, and such land is needed for parking in the Children's Park. A public hearing is required prior to your consideration to receive public comments.

STAFF RECOMMENDATION: Please authorize staff to schedule and advertise a public hearing to be held at 7:00 p.m. at the August 15, 2022 regular meeting, in order to receive public comment on the proposed road abandonment of Route T. 1036, Hunter Street.

Department: Board of Supervisors, Administration

Documents: [Proposed Hunter Street Abandonment.pdf](#)

5. [22-2441](#)

Appomattox Volunteer Fire Department

Supervisor Hinkle requested for the agenda to include a discussion concerning the Appomattox Volunteer Fire Department newly purchased fire truck. The County committed \$250,000 towards this purchase with the 1st \$50,000 annual payment beginning in FY 2025.

Department: Board of Supervisors, Administration

6. [22-2442](#)

**Appomattox County Public Schools -
Re-appropriation Request FY 2023 Budget**

Staff received a request from Dr. Bennett, School Superintendent to re-appropriate fund balances as of June 30, 2022 to the FY 2023 School Operating Budget:

FUND	TITLE	AMOUNT
Fund 3	School Capital Improvement Fund	\$926,881.06
Fund 6	School Textbook Fund	\$108,716.57
TOTAL:		\$1,035,597.63

RE: Funds currently in the School Capital Improvement Fund Wells Fargo Account and School Textbook Fund Wells Fargo Account. **No new local funds are required.**

Department: Board of Supervisors, Administration

Documents: [Schools Re-appropriation Request.pdf](#)

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.

7. [22-2424](#) Invoices Submitted for Payment

Please review the attached invoices and approve for payment:

July 5, 2022 - Post Year FY 2022	\$43,703.85
July 13, 2022 - CSA Post Year FY 2022	\$133,326.30
July 14, 2022 - Post Year FY 2022	\$244,911.35
TOTAL:	\$421,941.50

July 4, 2022 - FY 2023	\$151,407.86
July 18, 2022 - FY 2023	\$380,583.03
TOTAL:	\$531,990.89

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

Department: Board of Supervisors, Administration

Documents: [Invoices Submitted for Payment.pdf](#)

8. [22-2425](#) Minutes

Please review the following DRAFT minutes for approval:

June 15, 2022 Board of Supervisors Work Session Meeting

June 21, 2022 Board of Supervisors Work Session & Regular Scheduled Meeting

Department: Board of Supervisors, Administration

Documents: [June 15, 2022 BOS Work Session Meeting Minutes.pdf](#),
[June 21, 2022 BOS Work Session & Regular Meeting Minutes.pdf](#)

9. [22-2439](#)

Carry Forward Funds Request - FY 2023 Budget

Please re-appropriate the following carry forward funds from the FY 2022 operating budget to the FY 2023 operating budget:

Sheriff

3102-5804	Triad	\$1,624.58
3102-5810	Equipment (Donations)	\$800.00

DARE

3106-5401	Office Supplies	\$13.87
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Animal Control

3501-5413	Spay/Neuter Program	\$6,680.76
3501-5804	Donations	\$3,416.31

Sports Complex

7101-7001	Equipment	\$4,705.34
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Tourism

7104-6009	Marketing	\$3,592.00
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Department: Board of Supervisors, Administration

10. [22-2426](#)

Courthouse Security Fund

Please transfer by consent **\$7,262.04** from the Courthouse Security Fund and supplement to **3102-1006 Courthouse Security Position** for the FY 2022 operating budget.

STAFF RECOMMENDATION: Transfer by consent \$7,262.04 from the Courthouse Security Fund and supplement to 3102-1006 Courthouse Security Position for the FY 2022 operating budget.

Department: Board of Supervisors, Administration

11. [22-2427](#)

Traffic Safety Fund

Please transfer by consent **\$2,159.28** from the Traffic Safety Fund and supplement to **3102-1007 Traffic Safety Overtime** for the FY 2022 operating budget.

STAFF RECOMMENDATION: Transfer by consent \$2,159.28 from the Traffic Safety Fund and supplement to 3102-1007 Traffic Safety Overtime for the FY 2022 operating budget.

Department: Board of Supervisors, Administration

12. [22-2430](#)

Fire Program Funds

Please supplement by consent and appropriate the following to the FY 2022 operating budget:

3201-5609	Fire Program Funds - Appomattox	\$1,539.50
3201-5610	Fire Program Funds - Pamplin	\$1,539.50
	TOTAL:	\$3,079.00

RE: Fire Program funds received.

STAFF RECOMMENDATION: No new local funds are required. The FY22 budget reflected a total amount of \$49,623.00 in funds to be distributed to the AVFD and the PVFD and a total of \$52,702.00 was received.

Department: Board of Supervisors, Administration

13. [22-2434](#)

Commissioner of the Revenue Refund Requests

Mrs. Sara Henderson, Commissioner of the Revenue is requesting the following to be paid from line item **1209-5803 Refunds** out of the FY 2022 operating budget:

- 1) Refund Micheal Keith Marshall, Jr., \$192.13 for 2022 Personal Property taxes paid. He resides in Bedford County.
- 2) Refund Jesse William Cowdrey, \$35.00 for license fee paid on a vehicle that does not have tags on it.

STAFF RECOMMENDATION: Consider the above refunds. Transfer by consent from the General Fund and supplement \$227.13 to 1209-5803 Refunds. No new local funds are required.

Department: Board of Supervisors, Administration

Documents: [Commissioner of the Revenue Refund Requests.pdf](#)

14. [22-2438](#)

Building Official Refund Request

Attached for the Board's consideration is a letter from Mr. Lonny Hamlett, Building Official requesting that Mr. Robert D. Clay be refunded for Permit #220499 in the amount of \$51.00. Mr. Clay submitted for an electrical permit unknowing that the contractor had already added the electric work to the pole building permit application.

STAFF RECOMMENDATION: Per Mr. Hamlett's request, refund Mr. Robert Clay \$51.00 for duplicate electrical permit purchased.

Department: Board of Supervisors, Administration

Documents: [Building Official Refund Request.pdf](#)

15. [22-2436](#)

Animal Shelter Operations

Please supplement by consent and appropriate the following to the FY 2022 operating budget:

3501-3001	Professional Medical Services	\$205.36
3501-5413	Spay/Neuter Program	\$3,035.00
3501-5804	Donations	\$45.00
	TOTAL:	\$3,285.36

RE: Restitution for medical services from Daniel E. Ferguson (\$205.36); Funds received through adoptions (\$3,035.00); Donations received for Animal Shelter (\$45.00)

STAFF RECOMMENDATION: No new local funds are required.

Please supplement by consent and appropriate the following to the FY 2023 operating budget:

3501-5413	Spay/Neuter Program	\$1,173.00
3501-5804	Donations	\$477.25
	TOTAL:	\$1,650.25

RE: Funds received through adoptions (\$1,173.00); Donations received for Animal Shelter (\$477.25)

STAFF RECOMMENDATION: No new local funds are required.

Department: Board of Supervisors, Administration

16. [22-2443](#)

Waterline Expenses

Please supplement by consent and appropriate the following:

082-1800-5101	Electrical Services	\$300.21
082-1800-5203	Telecommunications	\$58.21
	TOTAL:	\$358.42

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

STAFF RECOMMENDATION: No new local funds are required.

Department: Board of Supervisors, Administration

17. [22-2444](#)

Treasurer's Office

Please supplement by consent and appropriate the following to the FY 2022 operating budget:

1213-5808	DMV Stops	\$3,250.00
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RE: DMV stops performed by the Treasurer's Office.

STAFF RECOMMENDATION: No new local funds are required.

Department: Board of Supervisors, Administration

18. [22-2431](#)

Department of Social Services

Please supplement by consent and appropriate the following to the FY 2022 operating budget:

5301-2002	VRS	\$13,967.03
5301-2006	Group Life	\$1,024.58
5301-2002	ICMA-RC	\$1479.60
TOTAL:		\$16,471.21

RE: Reimbursement from DSS for June, 2022 payroll deductions.

STAFF RECOMMENDATION: No new local funds are required.

Department: Board of Supervisors, Administration

19. [22-2433](#)

J. Robert Jamerson Memorial Library

Please supplement by consent and appropriate the following to the FY 2022 operating budget:

7301-5411	Books	\$51.50
7301-5401	Office Supplies	\$218.25
TOTAL:		\$269.75

STAFF RECOMMENDATION: No new local funds are required. Collections from fines, books, etc.

Please supplement by consent and appropriate the following to the FY 2023 operating budget:

7301-5411	Books	\$19.75
7301-5412	Craft Supplies	\$1,000.00
7301-5401	Office Supplies	\$127.75
7301-5415	Summer Reading	\$500.00
7301-7001	Equipment	\$3,390.00
TOTAL:		\$5,037.50

STAFF RECOMMENDATION: No new local funds are required. The Library Director received notification of additional State funding.

Department: Board of Supervisors, Administration

20. [22-2435](#)

Sheriff's Department

Please supplement by consent and appropriate the following to the FY 2022 operating budget:

3102-1002	Overtime	\$653.16
3102-5408	Vehicle Equip/Gasoline Supplies	\$250.00
3102-5410	Office Supplies	\$4.00
TOTAL:		\$907.16

RE: Reimbursement from the Schools for overtime performed by deputy at AMS and ACHS spring sports/graduation (\$653.16); Reimbursement from VACORP for deductible paid on damages to a 2020 Ford Interceptor (\$250.00); Reimbursement from Elvira N. Laird for FIOA request (\$4.00).

STAFF RECOMMENDATION: No new local funds are required.

Department: Board of Supervisors, Administration

21. [22-2437](#)

Office of Building & Housing

Please supplement by consent and appropriate the following:

3401-6001 Levy Building Permit Fees **\$375.96**

RE: 2% State levy fees collected on all building permits issued for Fourth Quarter (April - June 2022) and paid to Virginia Department of Housing & Community Development.

Staff Recommendation: No new local funds are required.

Department: Board of Supervisors, Administration

22. [22-2440](#)

Economic Development

Please transfer by consent \$600,000.00 from the General Fund and appropriate to the following:

8105-6007 Special Projects **\$600,000.00**

RE: Funds received from the Tobacco Commission Grant for Central Virginia Electric Cooperative's Pamplin substation broadband project.

STAFF RECOMMENDATION: No new local funds are required.

Department: Board of Supervisors, Administration

ITEMS REMOVED FROM CONSENT

ATTORNEY'S REPORT

ADMINISTRATOR'S REPORT

REPORTS AND INFORMATIONAL ITEMS

23. [22-2432](#)

Sands Anderson - Delinquent Tax Status Report

Attached for the Board's review is the delinquent tax status report from Sands Anderson.

Department: Board of Supervisors, Administration

Documents: [Sands Anderson Delinquent Tax Status Report.pdf](#)

24. [22-2429](#)

Central Virginia Workforce Development Area Council

Attached for the Board's review is a copy of the October 21, 2021 agenda and meeting minutes from the Central Virginia Workforce Council.

Department: Board of Supervisors, Administration

Documents: [Central VA Workforce Development Council Agenda & Meeting Minutes.pdf](#)

25. [22-2428](#)

Robert E. Lee Soil & Water Conservation District Board of Directors Meeting Minutes

Attached for the Board's review is a copy of the May 26, 2022 monthly Board of Directors meeting minutes from the Robert E. Lee Soil & Water Conservation District.

Department: Board of Supervisors, Administration

Documents: [Robert E. Lee Soil & Water Conservation District Meeting Minutes.pdf](#)

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 15, 2022 @ 6:30 PM

Regular Scheduled Meeting

Board of Supervisors Meeting Room

171 Price Lane, Appomattox, Virginia

ADJOURNMENT