BOARD OF SUPERVISORS MEETING
MONDAY, MAY 18, 2020
6:00 P.M.

The Appomattox County Board of Supervisors held its regular scheduled meeting on Monday, May 18, 2020 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
William H. Hogan	Appomattox River District

Supervisor Watkins M. Abbitt, Piney Mountain District participated remotely via telephone conference call from 8043 Old Courthouse Rd, Appomattox VA due to high risk medical conditions if exposed to the coronavirus.

Also, Present:
Susan M. Adams, County Administrator
Tom Lacheney, County Attorney
John Spencer, Information Systems Manager/Purchasing Agent
Johnnie Roark, Community Development Director
Wanda McCormick, Administrative Assistant

CALL TO ORDER: Chairman Carter called the meeting to order at 6:00 p.m.
Pledge of Allegiance
Invocation – Mr. Hipps

BUDGET WORK SESSION
Mrs. Adams provided an overview of the proposed changes to the FY 21 Budget. It was the consensus of the Board to pay off the Waterline debt. FY 21 Public Hearing to be held at the June 15th Board meeting.

Coronavirus Relief Funds to be accepted from the State and set up in a separate line item; the Public Safety Committee will oversee how the funds are expensed.

Glass petitions have been installed at the Treasurer's Office and Circuit Court Clerk's Office.

Unsolicited School proposal according to PPEA guidelines discussed.

Information Technology position discussed.

SETTING OF AGENDA
Mr. Hinkle requested that the Agenda be amended to revisit the Electoral Board's request to hire the new Registrar June 1st, Mrs. Turner is present to address the Board. Mrs. Adams also requested an amendment to the Agenda to include appearances by Gary Harvey, Architectural Partners and Vicky Phelps, Treasurer. Motion made by Mr. Hogan, seconded by Mr. Hinkle and carried with all members present, voting yes to approve the Setting of Agenda, as amended.

APPEARANCES
Mr. Les Fleet, Commonwealth Attorney spoke to the Board concerning the purchase of a Case Management software. Due to the body camera vacancy, he requested to use $25,000 of the $35,000 funds that were already appropriated by the Board for the body camera position. Motion made by Mr. Hinkle, seconded by Mr. Hogan to approve the transfer of $25,000 appropriated funds to purchase the Case Management software. Chairman Carter called for a roll call vote: Mr. Hogan-yes, Mr. Hipps-yes; Mr. Hinkle-yes; Mr. Carter-yes; Mr. Abbitt-yes (Remotely via telephone).

Mr. Jonathan Garrett, Fire Chief of the Appomattox Volunteer Fire Department spoke to the Board concerning funding for a new fire truck.

Mrs. Mary Turner, Electoral Board spoke to the Board concerning the hire date of the new Registrar to start on June 1, 2020. Motion made by Mr. Hinkle, seconded by Mr. Hogan to approve the hire date of June 1, 2020 for the new Registrar. Chairman Carter called for a roll call vote: Mr. Hogan-yes; Mr. Hipps-yes; Mr. Hinkle-yes; Mr. Carter-yes; Mr. Abbitt-no (Remotely via telephone).

Mrs. Vicky Phelps spoke to the Board to provide an update on the opening of her office due to the temporary closing of the local Wells Fargo bank branch.

ACTION ITEMS
Re-Adopt Remote Participation Emergency Ordinance
Motion made by Mr. Hogan, seconded by Mr. Hinkle to re-adopt the Remote Participation Emergency Ordinance. Chairman Carter called for a roll call vote: Mr. Hogan-yes; Mr. Hipps-yes; Mr. Hinkle-yes; Mr. Carter-yes; Mr. Abbitt-yes (Remotely via telephone)

Ordinance to Defer Interest & Penalties for Nonpayment of Taxes
Motion made by Mr. Hogan, seconded by Mr. Hinkle to adopt the Ordinance to Defer Interest & Penalties for Nonpayment of Taxes. Chairman Carter called for a roll call vote: Mr. Hogan-yes; Mr. Hipps-yes; Mr. Hinkle-yes; Mr. Carter-yes; Mr. Abbitt-yes (Remotely via telephone).

Resolution for Personal Property Tax Relief Program
Motion made by Mr. Hogan, seconded by Mr. Hipps to the adopt Resolution for Personal Property Tax Relief Program. Chairman Carter called for a roll call vote: Mr. Hogan-yes; Mr. Hipp-yes; Mr. Hinkle-yes; Mr. Carter-yes; Mr. Abbitt-yes (Remotely via telephone).

Correspondence to Governor Northam Re-opening Local Businesses
Motion made by Mr. Hinkle, seconded by Mr. Hipps to prepare a letter to the Governor in support of the re-opening of local businesses. Chairman Carter called for a roll call vote: Mr. Hogan-no; Mr. Hipps-yes; Mr. Hinkle-yes; Mr. Carter-yes; Mr. Abbitt-abstaining (Remotely via telephone).

Commonwealth's Attorney New Phone Plan – Approve two additional new phone lines.
Motion made by Mr. Hinkle, seconded by Mr. Hipps to approve two additional new phone plans, totaling five. Chairman Carter called for a roll call vote: Mr. Hogan-no; Mr. Hipps-yes; Mr. Hinkle-yes; Mr. Carter-yes; Mr. Abbitt-yes (Remotely via telephone)

Commissioner of the Revenue Refund Request
Motion made by Mr. Hinkle, seconded by Mr. Carter to a approve refund to Toyota Motor Credit Corp. in the amount of $1,083.55. Chairman Carter called for a roll call vote: Mr. Hogan-yes; Mr. Hipps-yes; Mr. Hinkle-yes; Mr. Carter-yes; Mr. Abbitt-yes (Remotely via telephone).

FY 21 Budget Public Hearing
Motion made by Mr. Hinkle, seconded by Mr. Hogan and carried with all members present and voting yes to set the Public Hearing for the FY 2021 "proposed" budget for Monday, June 15, 2020 at 7:00 p.m.

CONSENT AGENDA
Invoices Submitted For Payment
Please review the attached invoices and approve for payment:

May 7, 2020	$23,326.47
May 15, 2020 - CSA	$192,012.13
May 18, 2020	$167,027.40
TOTAL:	**$382,366.00**

Staff Recommendation: Please review and consider approval of the attached invoices for payment.

Minutes
Please review the following DRAFT minutes for approval:
March 16, 2020 Board of Supervisors Meeting
April 20, 2020 Board of Supervisors Meeting

Commonwealth's Attorney
The Commonwealth's Attorney office submitted a request to Compensation Board to move vacancy savings funds to Office Supplies and Equipment line items. The Compensation Board approved the request for the following:

Please transfer $2,724.24 from 2201-1001 Salaries to 2201-7001 Equipment and $2,000.26 from 2201-1001 Salaries to 2201-5401 Office Supplies.

Parks & Recreation
Please supplement by consent and appropriate the following:

7102-5803	Refunds	**$125.00**
7102-3004	Repairs/Maintenance	**$1,525.00**
	TOTAL:	**$1,650.00**

RE: Community Center rental for May 9, 2020 cancelled due to pandemic ($125.00); Restitution for damages to the Community Park baseball complex and fences ($1,525.00)
Staff Recommendation: No new local funds are required.

J. Robert Jamerson Memorial Library
Please supplement by consent and appropriate the following:

7301-5411	Books	$3.00
7301-5401	Office Supplies	$12.00
	TOTAL:	**$15.00**

Staff Recommendation: No new local funds are required.

Board of Supervisors
Please transfer by consent **$237.80** from the Homicide Support Group Fund and supplement to 1101-5804 Operating Reserve.

1101-5804	Operating Reserve	**$237.80**

Staff Recommendation: Transfer the requested funds from the Homicide Support Group Fund and supplement to 1101-5804.

Comprehensive Services (CSA)
Please supplement by consent and appropriate the following:

5310-3001	Professional Services	**$16,057.75**

RE: Reimbursement from Appomattox Dept. of Social Services for IV-E services.
Staff Recommendation: No new local funds are required.

Department of Social Services
Please supplement by consent and appropriate the following:

5301-2002	VRS	$11,538.77
5301-2006	Group Life	$881.70
5301-2002	ICMA-RC	$1,261.70
	TOTAL:	**$13,682.17**

RE: Reimbursement for April, 2020 payroll deductions.
Staff Recommendation: No new local funds are required.

Public Utilities - Waterline
Please supplement by consent and appropriate the following:

082-018000-5898	Water Wholesale	$31,285.60
082-018000-5101	Electrical Services	$1,589.14
082-018000-5203	Telecommunications	$190.77
	TOTAL:	**$33,065.51**

RE: Reimbursement from Town of Appomattox for January ($10,569.10), February 2020 ($9,745.50), March 2020 ($10,971.00) Campbell County Utilities and Service Authority water contract, electrical services and telecommunications.
Staff Recommendation: No new local funds are required.

General Properties
Please transfer by consent **$3,575.00** from the Courthouse Maintenance Fund and supplement to the following:
4302-3004 Repairs/Maintenance **$3,575.00**
RE: Installation of tempered glass in the Circuit Court Clerk's Office.
Staff Recommendation: No new local funds are required.

Sheriff's Department
Please supplement by consent $239.88 and transfer by consent $2,415.00 from the CH Maintenance Fund and appropriate the following:
3102-1002 Overtime $239.88
3102-3004 Repairs/Maintenance $2,415.00
RE: Reimbursement from the Appomattox County School Board for security performed by a deputy ($239.88); Video intercom for entrance door to Courthouse, funds to be transferred from the Courthouse Maintenance Fund ($2,415.00).
Staff Recommendation: No new local funds are required.

Commissioner of the Revenue
Please supplement by consent and appropriate the following:
1209-5803 Refunds **$1,083.55**
RE: Personal Property tax refund to Toyota Motor Company
Staff Recommendation: No new local funds are required.

Motion made by Mr. Hogan, seconded by Mr. Hinkle to approve the Consent Agenda. Chairman Carter called for a roll call vote: Mr. Hogan-yes; Mr. Hinkle-yes; Mr. Hipps-yes; Mr. Carter-yes; Mr. Abbitt-yes (Remotely via telephone).

ATTORNEY'S REPORT
Mr. Lacheney discussed an option to exempt all personal property, tools and machinery tax on forest harvesting and silvicultural equipment for logging businesses. Motion made by Mr. Abbitt, seconded by Mr. Hogan that logging businesses will not be exempt from tools

and machinery taxes. Chairman Carter called for a roll call vote: Mr. Hogan-yes; Mr. Hinkle-yes; Mr. Hipps-yes; Mr. Carter-yes; Mr. Abbitt-yes (Remotely via telephone).

Fee Increase for Courthouse Security Fund from $10 to $20 effective July 1, 2020. Motion made by Mr. Abbitt, seconded by Mr. Hinkle to set Public Hearing for July 20, 2020 to adopt the Ordinance. Chairman Carter called for a roll call vote: Mr. Hogan-yes; Mr. Hinkle-yes; Mr. Hipps-yes; Mr. Carter-yes; Mr. Abbitt-yes (Remotely via telephone).

REPORTS AND INFORMATIONAL ITEMS

Piedmont Court Services

Chairman Carter stated that attached for your review is a letter from Ms. Renee Maxey, Director of Piedmont Court Services announcing her retirement as Director effective July 31, 2020.

School - April, 2020 Financial Report

Chairman Carter stated that attached for your review is the April, 2020 month-end financial report from Dr. Bennett, Division Superintendent and Bruce McMillan, Director of Finance.

Mr. Gary Harvey with Architectural Partners addressed the Board to provide an overview of his findings concerning the air infiltration to the new Courthouse.

SUPERVISOR CONCERNS

Mr. Hinkle expressed concerns with local gas prices, cheaper in surrounding counties.

Mr. Abbitt expressed his support with re-opening local businesses, restaurants and doing banking with our own local bank.

Mr. Hogan stated Appomattox County is the furthest east of Roanoke for gas; he is also concerned about large expenditures just popping up, such as, request for a new fire truck and insulation in the Courthouse. He stated the Capital Improvement Plan (CIP) expenses should be reviewed first.

UPCOMING MEETINGS

Monday, June 15, 2020 @ 6:30 PM
Regular Scheduled Meeting
Board of Supervisors Meeting Room
171 Price Lane, Appomattox, VA

Monday, June 15, 2020 @ 7:00 PM
Public Hearing "Proposed" FY21 Budget
Board of Supervisors Meeting Room
171 Price Lane, Appomattox, VA

Thursday, June 25, 2020 @ 6:30 PM
Special Called Meeting to Approve FY21 Budget
Board of Supervisors Meeting Room
171 Price Lane, Appomattox, VA

ADJORNMENT

Motion made by Mr. Abbitt (remotely via telephone) to adjourn the meeting at 8:29 p.m.