



BOARD OF SUPERVISORS ORGANIZATIONAL MEETING  
TUESDAY, JANUARY 22, 2019  
6:30 PM

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

153A Morton Lane, Appomattox, VA 24522  
[www.AppomattoxCountyVA.gov](http://www.AppomattoxCountyVA.gov)

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## **CALL TO ORDER--SUSAN ADAMS, COUNTY ADMINISTRATOR**

**Handicap Accessibility Statement**

**Invocation -- Samuel Carter**

**Pledge of Allegiance**

**Approval of Agenda**

## **BOARD ORGANIZES**

**Election of Chairman**

**Election of Vice-Chairman**

## **ORGANIZATIONAL & ADMINISTRATIVE MATTERS**

Adopt the Rules of Order for the Governing Body

-- "*Robert's Rules of Order, Newly Revised, 11th Edition*" amended to require a second for all motions and to allow the Chairman to make and second motions.

Review and/or Adopt the Board By-Laws and Rules of Procedures

Set Date, Time and Location of Regular Meetings

Confirmation of the Clerk to the Board (County Administrator)

## **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. [19-1036](#) **Mr. Aaron Hawkins - Robinson, Farmer, Cox Associates**

Mr. Aaron Hawkins with Robinson, Farmer, Cox Associates has requested to appear before the Board to present the 2018 final audit report.

Department: Board of Supervisors, Administration

## **ACTION ITEMS**

2. [19-1039](#) **Portrait of James D. Bland Request**

Rev. Al Jones appeared before the Board at the December meeting to provide an update on his research on James William D. Bland, who was elected as the first African American Delegate to the Constitutional Convention. Rev. Jones requested the Board's consideration to submit a request to the Circuit Court Judge. The request is for the Judge's consideration for a court order to hang Mr. Bland's portrait in the Appomattox Courthouse. Rev. Jones' letter and a

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copy of previous court orders that were entered to hang portraits in the Courthouse were provided at the December meeting.

**STAFF RECOMMENDATION:** Consider Rev. Jones' request to send a letter to the Circuit Court Judge requesting his consideration for a Court Order to hang Mr. Bland's portrait in the courthouse. All expenses relevant to Mr. Bland's painting and installation of the portrait will not be a financial responsibility of the County.

Department: Board of Supervisors, Administration

3. [19-1041](#)

**Authorize Public Hearings**

Please authorized staff to advertise Public Hearings for Tuesday, February 19, 2019 at 7:00 pm to receive public comments on CUP 18-0214 County Waste of Southwest Virginia LLC (applicant), Delbert Beasley/BDI (property owner), a conditional use permit to operate a transfer station and recycling center on properties located off of Richmond Highway (Route 460) in the Concord Area and CUP 18-1207 Caden Energix Spout Spring LLC for a solar farm located off of Depot Lane.

Department: Board of Supervisors, Administration

4. [19-1043](#)

**Appomattox County School Choice Week Proclamation**

Mr. Carter forwarded the attached Proclamation from National School Choice Week recognizing January 20-26, 2019 as Appomattox County School Choice Week. School Choice Week is celebrated across the country by millions of students, parents, educators, schools and organizations to raise awareness of the need for effective educational options. Staff sent the resolution to Dr. Bennett for review prior to presentation at the Board meeting.

**STAFF RECOMMENDATION: Adopt the attached Proclamation recognizing the week of January 20-26 as Appomattox County School Choice Week.**

Department: Board of Supervisors, Administration

Documents: [Proclamation.pdf](#)

**COMMITTEE APPOINTMENTS**

5. [19-1038](#)

**Economic Development Authority Appointments**

Please consider the appointment of two (2) representatives to fill the vacated positions of Mr. Bill Burke and Ms. Beverly Franklin whose terms ended December 31, 2018. Ms. Taylor Bradshaw submitted her application of interest to serve, if appointed by the Board.

**STAFF RECOMMENDATION:** Appoint two (2) representatives to fill Mr. Burke's and Ms. Franklin's vacated positions on the EDA. Four year term limits beginning January 1, 2019 - December 31, 2022. Consider the appointment of

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Taylor Bradshaw whose Application for Citizen Service has been received and included in the packet for your consideration.

Department: Board of Supervisors, Administration

## 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.*

6. [19-1025](#) **Invoices Submitted For Payment**

Please review the attached invoices and approve for payment:

January 7, 2019	\$28,687.92
January 17, 2019 - CSA	\$186,520.15
January 22, 2019	\$703,008.04
January 22, 2019	\$3,696.64
<b>TOTAL:</b>	<b>\$921,912.75</b>

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

Department: Board of Supervisors, Administration

Documents: [Invoices 1-7-2019.pdf](#), [Invoices 1-17-2019.pdf](#), [Invoices 1-22-2019 -1.pdf](#), [Invoices 1-22-2019 -2.pdf](#)

7. [19-1040](#) **Minutes**

Please review the following DRAFT minutes for additions, corrections or questions:

Monday, December 17, 2018- Scheduled Meeting

Department: Board of Supervisors, Administration

Documents: [Minutes-Scheduled Meeting-12-17-2018.docx](#)

8. [19-1026](#) **Department of Social Services**

Please supplement by consent and appropriate the following:

5301-2002	VRS	\$10,380.15
5301-2006	Group Life	\$779.64
5301-2002	ICMA-RC	\$718.27
<b>TOTAL:</b>		<b>\$11,878.06</b>

RE: Reimbursement for December 2018 payroll deductions.

**Staff Recommendation: No new local funds are required.**

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Department: Board of Supervisors, Administration

9. [19-1027](#)

**Landfill Convenience Centers**

Please supplement by consent and appropriate the following:

4205-1003 Part-time Salaries **\$139.52**

RE: Reimbursement from VACORP for workers compensation claim on part-time convenience center worker.

**Staff Recommendation: No new local funds are required.**

Department: Board of Supervisors, Administration

10. [19-1028](#)

**Blue Ridge Regional Jail Authority**

Please supplement by consent and appropriate the following:

3301-3009 Purchase Services Other  
Entities **\$274,616.00**

RE: FY18 per diem audit contribution balance.

**Staff Recommendation: Local funds are required to be appropriated to the current budget to pay for the additional 6.279% of bed space that Appomattox utilized at the Regional Jail in FY 2018. After the Regional Jail's FY 2018 audit which was performed in December, localities that owed their committed percentage based on inmate utilization of beds, are notified if they have a credit or are required to make payment. Appomattox County's per diem commitment in FY 2018 was 4.84%.**

Department: Board of Supervisors, Administration

11. [19-1029](#)

**Economic Development Authority**

Please supplement by consent and appropriate the following:

8105-5504 Travel  
(Convention/Education) **\$137.87**

RE: Reimbursement from EDA for travel expenses. The EDA Chair, Mr. Roark and Mrs. Adams visited with an out of state prospect that is interested in Appomattox as a location for business expansion.

**Staff Recommendation: No new local funds are required.**

Department: Board of Supervisors, Administration

12. [19-1030](#)

**Animal Control**

Please supplement by consent and appropriate the following:

3501-5802 Claims & Bounties **\$180.00**

RE: Locality registration for VDACS 2018 Dangerous Dog Registry.

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**Staff Recommendation: No new local funds are required. The fees were paid to the court and the locality is responsible for payment to VDACS.**

Department: Board of Supervisors, Administration

13. [19-1031](#) **Board of Supervisors - Retiree Benefits**

Please supplement by consent and appropriate the following:

1101-2006	Retiree Benefits	<b>\$3,276.00</b>
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**Staff Recommendation: No new local funds are required. Payment received from employee who opted to receive COBRA benefits upon departure.**

Department: Board of Supervisors, Administration

14. [19-1032](#) **Commissioner of the Revenue**

Please supplement by consent and appropriate the following:

1209-5803	Refunds	<b>\$3,430.40</b>
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RE: Tax refunds issued for 2018.

**Staff Recommendation: No new local funds are required. Supplement line item 1209-5803 for refunds that were paid last month.**

Department: Board of Supervisors, Administration

15. [19-1033](#) **Circuit Court - Law Library**

Please transfer by consent **\$1,265.61** from the Law Library Fund to the General Fund and supplement the following:

2101-5804	Law Library	<b>\$1,265.61</b>
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RE: Purchase of law books by the Circuit Court Clerk for the Law Library.

**Staff Recommendation: Transfer requested funds from the Law Library and supplement \$1,265.61 to 2101-5804.**

Department: Board of Supervisors, Administration

16. [19-1034](#) **J. Robert Jamerson Memorial Library**

Please supplement by consent and appropriate the following:

7301-5411	Books	\$203.75
7301-5401	Office Supplies	\$586.75
7301-5415	Summer Reading	\$11.75
7301-5201	Postage	\$2.75
	<b>TOTAL:</b>	<b>\$805.00</b>

**Staff Recommendation: No new local funds are required.**

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Department: Board of Supervisors, Administration

17. [19-1035](#) **Sheriff's Department**

Please supplement by consent and appropriate the following:

3102-1002	Overtime	\$2,973.42
3102-5408	Vehicle Power Equipment	\$100.00
3102-5503	Travel/Susistence Lodging)	\$221.25
<b>TOTAL:</b>		<b>\$3,294.67</b>

RE: Reimbursement from the School Board for deputy to perform security at Fall Sports/Events (\$2,617.89) and reimbursement from Walmart for security performed by deputy (\$355.53); Towing fee reimbursement for impound (\$100.00); Reimbursement from the Commonwealth of Virginia for lodging and susistence during Breath Alcohol Training held in Richmond (\$221.25).

**Staff Recommendation: No new local funds are required.**

18. [19-1037](#)

Department: Board of Supervisors, Administration  
**Sheriff's Department**

Please transfer by consent \$557.98 from the Courthouse Maintenance Fund and supplement to the following:

3102-3004	Repairs/Maintenance	\$557.98
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RE: Repairs to the Courthouse sally port camera.

**Staff Recommendation: Transfer the requested funds from Courthouse Maintenance Fund and supplement \$557.98 to 3102-3004.**

Department: Board of Supervisors, Administration

**ITEMS REMOVED FROM CONSENT  
REPORTS AND INFORMATIONAL ITEMS**

19. [19-1042](#) **School - December Financial Report**

Attached for your review is the December 2018 Financial Report from Dr. Bennett, Division Superintendent and Bruce McMillan, Director of Finance.

Department: Board of Supervisors, Administration

Documents: [ACPS Financial Report - December 2018.pdf](#)

**ATTORNEY'S REPORT**

**ADMINISTRATOR'S REPORT  
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.*

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**CLOSED SESSION**

**UPCOMING MEETINGS**

**ADJOURNMENT**