



BOARD OF SUPERVISORS MEETING
MONDAY, MAY 20, 2019
6:30 PM

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

153A Morton Lane, Appomattox, VA 24522
www.AppomattoxCountyVA.gov

BOARD OF SUPERVISORS

Call to Order- Chairman Carter
Handicap Accessibility Statement- Susan Adams, County Administrator
Pledge of Allegiance
Invocation - Chairman 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. [19-1166](#) **Major General Robert M. Dyess, Jr.**
The Board of Supervisors approved a Resolution at the May 21, 2018 honoring Major General Robert M. Dyess Jr., recognizing his 36 years of outstanding service in defense of the United States of America, being a positive role model and hometown hero to the Appomattox County. Major General Dyess retired in 2018 and is visiting the Appomattox community; at which time staff requested that he attend the Board meeting to personally receive the Resolution.
STAFF RECOMMENDATION: Recognize Major General Dyess with the presentation of the Resolution that was approved in his honor at the May 21, 2018 Board meeting. No further action required.

Department: Board of Supervisors, Administration
Documents: [Resolution-Major General Robert M. Dyess, Jr..pdf](#)
2. [19-1169](#) **Christy Horsley, CASA**
Ms. Horsley requested to appear before the Board of Supervisors to provide an update on the Court Appointed Special Advocate program in Appomattox.
Department: Board of Supervisors, Administration

PUBLIC HEARING (7:00 PM)

3. [19-1172](#) **Joint Public Hearing w VDOT - Secondary Six-Year Road Plan**
After being duly advertised, a Joint Public Hearing with VDOT is being held to receive public comment on the proposed Secondary Six-Year Road Plan for

Fiscal Years 2020-2025 and on the Secondary System Construction Budget for Fiscal Year 2019/2020 for Appomattox County. During this time, Appomattox County citizens are afforded the opportunity to make comments and recommendations concerning the proposed plans. **Robert Brown, VDOT Resident Administrator is available to address any questions and/or concerns.**

STAFF RECOMMENDATION: Consider the approval of the Secondary Six-Year Plan for 2020-2025, 2019 Rural Rustic Road Priority List as presented by Robert Brown, VDOT Resident Administrator.

Department: Board of Supervisors, Administration

Documents: [Six Year Plan and Rural Rustic Priority List - 2019.pdf](#)

4. [19-1171](#) **Public Hearing - Fence In Ordinance**

After being duly advertised, a public hearing has been scheduled to receive public comment on the proposed Fence-In Law ordinance.

STAFF RECOMMENDATION: Consider the adoption of the proposed Fence-In Law Ordinance to amend the Code of Appomattox County, Chapter 9.1 (animals), by creating therein Article iii (animals running at large), Section 9.1-4 (Fence-In Law: provisions for actual and punitive damages) and Section 9.1-5 (Civil Penalty for animals running at large) to provide for Civil penalties for the straying of certain livestock onto the land of another.

Department: Board of Supervisors, Administration

Documents: [Ordinance-Fence-In.pdf](#)

5. [19-1167](#) **Public Hearing - Carver-Price 2010 Museum Lease Renewal**

After being duly advertised, a public hearing has been scheduled to receive public comments in consideration of amending the lease with the Carver-Price Legacy Museum.

STAFF RECOMMENDATION: Consider approval of the Carver-Price Lease Agreement, as amended.

Department: Board of Supervisors, Administration

Documents: [Lease Agreement-Carver Price Alumni Association.pdf](#)

ACTION ITEMS

6. [19-1165](#) **Resolution for Personal Property Tax Relief Program**

In accordance with the requirements set forth in the Code of Virginia for the Personal Property Tax Relief Program, qualifying vehicles situated within the County commencing January 2012 shall receive personal property tax relief. The 2019 PPTRA rate is 29.7% for personal use vehicles valued at \$1,001 to \$20,000.

Staff Recommendation: Per Commissioner of Revenue's request, consider adoption of the 2019 Personal Property Tax Relief Program Resolution.

Department: Board of Supervisors, Administration
Documents: [PPTRA Resolution.pdf](#)

7. [19-1173](#) **Set Public Hearing-CUP190211-USCOC of Virginia RSA#3, Inc.**

USCOC of Virginia RSA #3, Inc. (US Cellular) is seeking a conditional use permit to locate a wireless communication facility off Oak Ridge Road in the Oakville area. Please set a public hearing for Monday, June 17, 2019 at 7:00 pm to receive comments on this petition.

STAFF RECOMMENDATION: Authorize staff to schedule and advertise a Public Hearing on USCOC of Virginia RSA #3 (US Cellular) Conditional Use Permit request for Monday, June 17, 2019 at 7:00 pm.

Department: Board of Supervisors, Administration

8. [19-1174](#) **Revised Appomattox County Personnel Policy**

At the May 13, 2019 special meeting, your were provided a hard copy of the " revised DRAFT" Appomattox County Personnel Policy. Also, Ms. McCormick has emailed you a red-lined "mark-up" copy for review and discussion.

STAFF RECOMMENDATION: Discuss and Consider adoption of the "revised" Appomattox County Personnel Policy at the June meeting to be effective July 1, 2019.

Department: Board of Supervisors, Administration

COMMITTEE APPOINTMENTS

9. [19-1168](#) **Central Virginia Alliance for Community Living Committee Appointment**

At the April meeting, a letter was received from Ms. June Chenault requesting her resignation from the CVACL Board, effective immediately.

STAFF RECOMMENDATION: Consider the appointment of a representative to fill this vacancy.

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.

10. [19-1158](#) **Invoices Submitted For Payment**

Please review the attached invoices and approve for payment:

May 6, 2019	\$47,326.39
May 17, 2019 - CSA	\$165,534.68

May 20, 2019

\$311,676.45

TOTAL:

\$524,537.52

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

Department: Board of Supervisors, Administration

Documents: [Invoices 5-6-2019.pdf](#), [Invoices 5-17-2019.pdf](#), [Invoices 5-20-2019.pdf](#)

11. [19-1181](#)

Minutes

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

Minutes - Scheduled Meeting- April 15, 2019

Department: Board of Supervisors, Administration

Documents: [Minutes-Scheduled Meeting 4-15-2019.docx](#)

12. [19-1159](#)

Department of Social Services

Please supplement by consent and appropriate the following:

5301-2002	VRS	\$10,077.51
5301-2006	Group Life	\$760.87
5301-2002	ICMA-RC	\$859.23
TOTAL:		\$11,697.61

RE: Reimbursement for April, 2019 payroll deductions.

Staff Recommendation: No new local funds are required.

Department: Board of Supervisors, Administration

13. [19-1160](#)

J. Robert Jamerson Memorial Library

Please supplement by consent and appropriate the following:

7301-5411	Books	\$165.75
7301-5401	Office Supplies	\$971.00
7301-5415	Summer Reading	\$759.00
TOTAL:		\$1,895.75

Staff Recommendation: No new local funds are required.

Department: Board of Supervisors, Administration

14. [19-1161](#)

Sheriff's Department

Please supplement by consent and appropriate the following:

3106-5401	DARE	\$300.00
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RE: Donations for Sheriff's Night Out

Staff Recommendation: No new local funds are required.

Department: Board of Supervisors, Administration

15. [19-1162](#)

Commonwealth's Attorney

Please supplement by consent and appropriate the following:

2201-5504	Travel (Convention/Education)	\$2,178.87
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RE: Reimbursement received from the Commonwealth's Attorney Services Council for Mr. Puckett, Mr. Brenner and Ms. Smith to attend the Commonwealth's Attorney's Spring conference. Total expenses were: \$2,245.07 (All expenses except \$66.20 were reimbursed).

Staff Recommendation: Local Funds: \$66.20. All other expenses were reimbursed.

Department: Board of Supervisors, Administration

16. [19-1163](#)

Commissioner of the Revenue Refunds

Please supplement by consent **\$8,073.07** from the General Fund to 1209-5803 Refunds.

RE: Real Estate and Personal Property Tax refunds issued by the Commissioner of Revenue for FY 2019.

Staff Recommendation: Supplement to line item 1209-5803 Refunds in the amount of \$8,073.07 for taxes paid and the Commissioner of Revenue issued refunds.

Department: Board of Supervisors, Administration

17. [19-1164](#)

Commissioner of Revenue Refund Requests

Mrs. Sara Henderson, Commissioner of the Revenue is requesting the following to be reimbursed in the amount of **\$5,400.17** from line item **1209-5803**.

1) Refund Wayne & Libbie Cox **\$1,487.20**. Mr. Cox qualified for the disabled veteran real estate tax exemption for tax year 2018.

2) Refund Dale & Bonnie Campbell **\$74.15**. Mr. Campbell qualified for the disabled veteran real estate tax exemption for 2nd half 2018.

3) Refund Cobb Technologies Leasing **\$1,035.35**. Same equipment was assessed under Great American Leasing for 2017 & 2018 personal property taxes.

4) Refund Shellie & Timothy Vannieuwenhuise **\$2,182.15**. Shellie qualified for the disabled veteran real estate tax exemption for tax years 2016 (\$685.85), 2017 (\$748.15), and 2018 (\$748.15).

5) Refund Gerald & Brandy Kinne **\$143.92**. They went out of Business in 2016. Assessed for personal property (business equipment) in 2017 (\$71.96), and 2018 (\$71.96).

6) Refund Donald & Florence Baldwin **\$15.60** for 2019 personal property taxes paid on a mobile home that was sold in 2018.

7) Refund Eric Price **\$461.80** for 2018 personal property taxes paid on a vehicle that was sold on 8/20/17.

Staff Recommendation: Please consider the Commissioner of Revenue's refund requests. A copy of the letter and explanation is attached for your review.

Department: Board of Supervisors, Administration

18. [19-1175](#)

Sports Complex Fund

Please transfer by consent **\$3,954.00** from the Sports Complex Fund to the General Fund and supplement the following:

7101-3010 Landscaping/Mowing Park **\$3,954.00**

RE: Field and grounds maintenance at Appomattox Community Park

Staff Recommendation: Transfer requested funds from the Sports Complex Fund and supplement \$3,954.00 to 7101-3010.

Department: Board of Supervisors, Administration

19. [19-1182](#)

Circuit Court - Law Library

Please transfer by consent **\$469.00** from the Law Library Fund to the General Fund and supplement the following:

2101-5804 Law Library **\$469.00**

RE: Purchase of law books by the Circuit Court Clerk for the Law Library.

Staff Recommendation: Transfer requested funds from the Law Library to the General Fund and supplement \$469.00 to 2101-5804.

Department: Board of Supervisors, Administration

20. [19-1184](#)

Circuit Court

Please supplement by consent and appropriate the following:

2106-3002 Professional Services \$11,885.25

2106-7001 Equipment \$600.00

TOTAL: **\$12,485.25**

RE: To be reimbursed to the County from State Library of Virginia, Circuit Court Records Preservation Program Grant (**\$11,885.25**); To be reimbursed to the County from the State Technology Trust Funds (**\$600.00**).

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

21. [19-1170](#) **School - March & April Financial Report**
Attached for your review is the March and April 2019 Financial Report from Dr. Bennett, Division Superintendent and Bruce McMillian, Director of Finance.
Department: Board of Supervisors, Administration
Documents: [ACPS-March Financial Report.pdf](#), [ACPS-April Financial Report.pdf](#)
22. [19-1179](#) **Employee Recognition**
Attached for your review is a copy of a letter from Mr. Riffey complimenting one of our Recycle Center Employees, Mr. Gene Hamlet.
Department: Board of Supervisors, Administration
Documents: [Employee Recognition.pdf](#)
23. [19-1180](#) **Joint Board of Supervisors/School Board Meeting**
A Joint Board of Supervisors/School Board meeting has been scheduled for Thursday, May 30th at 7:00 pm in the School Board office. Staff has attached a copy of the Alternative Process for End of Year Spending and Alternative Process for Textbook Funds policies that will be discussed at the meeting. The School and the County Attorneys have reviewed and approved the policies. Please review prior to May 30th and contact the County Administrator if suggested changes are recommended.
Department: Board of Supervisors, Administration

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

Thursday, May 30, 2019@ 7:00 PM
Joint Meeting with School Board
School Administration Building
316 Court Street, Appomattox, Virginia

Monday, June 17, 2019@ 6:30 PM
Regular Scheduled Meeting
Board of Supervisors Meeting Room
171 Price Lane, Appomattox, Virginia

ADJOURNMENT