



BOARD OF SUPERVISORS MEETING
MONDAY, JULY 15, 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 M. Adams, County Administrator
Pledge of Allegiance
Invocation - Supervisor Hogan
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.

PUBLIC HEARING (7:00 PM)

1. [19-1220](#) **Public Hearing RZ190289-Thomas and Kenneth Tolbert**
RZ190289-Thomas and Kenneth Tolbert (property owners), have requested to conditionally rezone property from A-1, Agricultural to B-1, General Commercial to operate a Meat and Produce Market on property located at the intersection of Double Bridges Road and Hundley Springs Road in the Promise Land area. The parcel totals 8.1 acres and is identified as Tax Map Identification Number 87 (A) 47. The property is designated as part of the Rural Preservation Area (RPA) by the 2016 Comprehensive Plan.
The Planning Commission unanimously recommended approval of the petition to conditionally rezone the property from A-1, Agricultural to B-1 General Commercial.
Department: Board of Supervisors, Administration
Documents: [RZ190289 Tolbert BoSpacket.pdf](#)

ACTION ITEMS

2. [19-1238](#) **Appomattox Railroad Festival Special Event Application**
Attached for your review is a letter from Paul Harvey, President of the Appomattox Railroad Festival requesting permission to use the following County properties on Saturday, October 12 and Sunday, October 13, 2019 during the 47th Annual Historic Appomattox Railroad Festival: Courthouse Square, County and school Parking Lots, and the sidewalk in front of the courthouse.
Staff Recommendation: The application has been reviewed and approved by the Sheriff, Public Safety Director, Building Official/Fire Marshall, Sheriff, County Administrator and Zoning Administrator. Per request from Dr. Harvey,

approve the use of the listed County properties for the 47th Historic RR Festival and waive the \$25 Special Event Application fee and waive the bond fee.

Department: Board of Supervisors, Administration
Documents: [Special Event Application.pdf](#)

3. [19-1221](#)

Consideration of Rezoning Petition RZ190289-Thomas and Kenneth Tolbert

A public hearing has been held and comments received concerning the rezoning petition of Thomas and Kenneth Tolbert to conditionally rezone an 8.05 acre parcel located at the intersection of Double Bridges Road and Hundley Springs Road for the purpose of operating a business. At the June 12, 2109 meeting of the Planning Commission, the Planning Commission accepted a Proffer Statement from the petitioner which will limit the Permitted Uses to six uses. The Planning Commission unanimously approved the petition to conditionally rezone the property from A-1, Agricultural to B-1, General Business. An ordinance has been prepared for your consideration in accordance with this recommendation.

Department: Board of Supervisors, Administration
Documents: [BoS aprvl Ordinance.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.

4. [19-1222](#)

Invoices Submitted For Payment

Please review the attached invoices and approve for payment:

July 8, 2019 - FY 19	\$27,727.80
July 11, 2019 CSA -FY 19	\$122,910.15
July 15, 2019 - FY 19	\$169,396.41
TOTAL:	\$320,034.36

July 9, 2019 - FY 20	\$40,268.33
July 16, 2019 - FY 20	\$369,495.43
TOTAL:	\$409,763.76

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

Department: Board of Supervisors, Administration

Documents: [Invoices-7-8-2019.pdf](#), [Invoices-7-9-2019.pdf](#), [Invoices-7-11-2019.pdf](#), [Invoices - 7-15-2019.pdf](#), [Invoices - 7-16-2019.pdf](#)

5. [19-1237](#)

Approval of Minutes

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

Monday, May 20, 2019 - Scheduled Meeting

Department: Board of Supervisors, Administration

Documents: [Minutes-Scheduled Meeting - 5-20-2019.docx](#)

6. [19-1223](#)

Department of Social Services

Please supplement by consent and appropriate the following:

5301-2002	VRS	\$10,490.80
5301-2006	Group Life	\$793.54
5301-2002	ICMA-RC	\$909.11
TOTAL:		\$12,193.45

RE: Reimbursement for June, 2019 payroll deductions.

Staff Recommendation: No new local funds are required.

Department: Board of Supervisors, Administration

7. [19-1224](#)

J. Robert Jamerson Memorial Library

Please supplement by consent and appropriate the following:

7301-5411	Books	\$115.55
7301-5401	Office Supplies	\$396.75
7301-5415	Summer Reading	\$88.00
7301-5101	Electric Services	\$3.65
TOTAL:		\$603.95

Staff Recommendation: No new local funds are required.

Department: Board of Supervisors, Administration

8. [19-1225](#)

Sheriff/Jail/Operation

Please transfer by consent **\$1,392.00** from 1101-5804 Operating Reserve to 3301-5408 Sheriff/Jail/Operation.

Staff Recommendation: Transfer the requested funds from 1101-5804 Operating Reserve to 3301-5408 Sheriff/Jail/Operation.

Department: Board of Supervisors, Administration

9. [19-1226](#)

Employee Retiree Benefits

Please supplement by consent and appropriate the following: Amount paid to BC/BS for payments received from retiree for health insurance premium.

1101-2006 Life Insurance **\$1,092.00**

Staff Recommendation: No new local funds are required.

Department: Board of Supervisors, Administration

10. [19-1227](#)

Children's Services Act Reimbursement

Please supplement by consent and appropriate the following:

RE: Reimbursements received from the State for services rendered for CSA clients.

5310-3001 Professional Services **\$319,675.55**

Staff Recommendation: No new local funds are required.

Department: Board of Supervisors, Administration

11. [19-1228](#)

Economic Development-Special Project Incentive

Please transfer by consent **\$25,000.00** from 1101-5804 Operating Reserve to 8105-6007 Special Projects.

RE: The Board approved the funds for annual incentive payout to the EDA.

Staff Recommendation: Transfer the requested funds from 1101-5804 Operating Reserve to 8105-6007 Special Projects.

Department: Board of Supervisors, Administration

12. [19-1229](#)

Appomattox and Pamplin Volunteer Fire Depts.

Please supplement by consent and appropriate the following:

RE: Additional fund, over budgeted amount, received from the State Fire Programs FY2019 fund and disbursed to the following departments:

3201-5609 Fire Program - Appomattox \$769.50

3201-5610 Fire Program - Pamplin \$769.50

TOTAL: \$1,539.00

Staff Recommendation: No new local funds are required.

Department: Board of Supervisors, Administration

13. [19-1230](#)

Commissioner of the Revenue

Please supplement by consent and appropriate the following:

1209-5803 Refunds **\$460.87**

RE: Personal Property tax refunds issued by the Commissioner of the Revenue.

Staff Recommendation: No new local funds are required.

Department: Board of Supervisors, Administration

14. [19-1231](#)

Commissioner of Revenue Refund Requests

Mrs. Sara Henderson, Commissioner of Revenue is requesting the following to be reimbursed in the amount of **\$460.87** from line item **1209-5803**.

1) Refund Toyota Motor Credit Corporation **\$460.87** for 1st half 2019 Personal Property taxes. The vehicle was returned to leasing company on 12/31/18.

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

Department: Board of Supervisors, Administration

15. [19-1233](#) **Sheriff's Department**

Please transfer by consent **\$3,614.55** from the Courthouse Security Fund and supplement to the following:

3102-1006 Courthouse Security Position **\$3,614.55**

Staff Recommendation: Transfer the requested funds from the Courthouse Security Fund and supplement \$3,614.55 to 3102-1006.

Department: Board of Supervisors, Administration

ITEMS REMOVED FROM CONSENT

ATTORNEY'S REPORT

ADMINISTRATOR'S REPORT

REPORTS AND INFORMATIONAL ITEMS

16. [19-1232](#) **Robert E. Lee Soil & Water Conservation District Board of Directors Meetings**
Attached for your review is a copy of the May 9, 2019 Special Meeting minutes and May 23, 2019 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 and WaterConservation District.pdf](#)

17. [19-1234](#) **Auditor of Public Accounts Letter**

Attached for your review is a letter from the Auditor of Public Accounts relevant to an internal audit performed at the Circuit Court Clerk's office. Congrats to Ms. Hix and staff for a job well done!

Department: Board of Supervisors, Administration

Documents: [Letter- Auditor of Public Accounts.pdf](#)

18. [19-1235](#) **Campbell County Zoning Application Letters**

Attached for your review are letters from the Campbell County Zoning and Subdivision Administrator:

- 1) An application received to rezone property located at 247 Station Lane, close to the Campbell/Appomattox boundary. A Planning Commission Public Hearing is scheduled for Monday, July 22nd and Board of Supervisors Public Hearing is scheduled for Tuesday, September 3rd. If approved, the special use permit

would modify an existing condition of a previously approved special use permit to allow events to continue until 11:00 pm.

2) An application received to rezone property located on 2953 Spring Mill Road, close to the Campbell/Appomattox boundary. A Planning Commission Public Hearing is scheduled for Monday, July 22nd and Board of Supervisors Public Hearing is scheduled for Tuesday, September 3rd. If approved, the special use permit would allow for the hosting of weddings and other special events on property grounds.

Department: Board of Supervisors, Administration

Documents: [Letters- Campbell County.pdf](#)

19. [19-1236](#)

2019 VACo County Officials' Summit

Attached for your review is information received from VACo relevant to the 2019 County Officials' Summit to be held on Thursday, August 15th. If you are interested in attending, please contact Vicky Phelps so that she can register you.

Department: Board of Supervisors, Administration

Documents: [VACo County Officials Summit.pdf](#)

20. [19-1239](#)

Courtland Festival Park Dedication Event

REMINDER: All of you should have received an invitation to the Courtland Festival Park Dedication event on Friday, July 19th (6-8 pm). After the dedication, the Library is hosting movie night in the Park and will be showing the movie, The Meg. "FREE" Popcorn and Snow Cones. Plan to bring your family, friends, chairs, blankets, etc. and spend the evening in the Park.

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

Wednesday, August 14, 2019 @6:30 PM

Joint Meeting with Town Council

Location to be determined

Monday, August 19, 2019 @ 6:30 PM

Regular Scheduled Meeting

Board of Supervisors Meeting Room

171 Price Lane, Appomattox, Virginia

ADJOURNMENT

