



BOARD OF SUPERVISORS MEETING
MONDAY, AUGUST 19, 2019
5:30 PM

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

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

WORK SESSION - 5:30 PM

1. [19-1257](#) **Senator Mark J. Peake**
Senator Mark J. Peake has requested to appear before the Board to discuss how he can assist the County in reaching goals and overcoming challenges.
Department: Board of Supervisors, Administration
Documents: [Letter- Senator Mark Peake.pdf](#)

BOARD OF SUPERVISORS

Call to Order- Chairman Carter
Handicap Accessibility Statement- Susan M. Adams, County Administrator
Pledge of Allegiance
Invocation - Supervisor Millner
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.

2. [19-1255](#) **Resolution in Honor of Ms. Debbie Dudley**
In the early morning of Monday, May 20, 2019, Ms. Debbie Dudley was driving home to Appomattox from Lynchburg when she noticed smoke coming from a house along the Concord Turnpike. She turned her car around and went to the door of the burning house to notify the occupant of the fire and usher the man into the yard, saving his life. On another occasion, Ms. Dudley performed the Heimlich maneuver on a patron at a local restaurant, saving her life as well. The Board of Supervisors has invited Ms. Debbie Dudley to be recognized for her compassion, fortitude, and willingness to intervene in situations where others often fail to act, and to thank her for saving the lives of two people and for touching the lives of many more in the Appomattox Community.
Staff Recommendation: Adopt the attached resolution recognizing Ms. Debbie Dudley for her compassion and willingness to save the lives of two people and for touching the lives of many more in the Appomattox Community.

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

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3. [19-1254](#) **Mr. Rick Butler, Forester Specialist & Mr. Michael Womack, Forest Manager**
Mr. Rick Butler, Forester Specialist for the Virginia Department of Forestry and Mr. Michael Womack, Forest Manager have requested to appear before the Board to provide an annual Forestry Dept. update and to present the County's annual payment.
Department: Board of Supervisors, Administration
Documents: [Forestry Report.pdf](#)
4. [19-1256](#) **Mr. Steven Wampler - Wampler-Eanes Appraisal Group**
Mr. Steven Wampler of Wampler-Eanes Appraisal Group has requested to appear before the Board to provide an update on the current reassessment for the County.
Department: Board of Supervisors, Administration
5. [19-1258](#) **Special Event Permit Application for Blue Ridge Rock Festival - DeVault Vineyards**
Attached for your review is a copy of the Special Event Application for the Blue Ridge Rock Festival to be held on September 7-8, 2019 at the DeVault Vineyards in Concord, Virginia. The event is a two-day music event from 11:00 a.m. to 11:00 p.m., rain or shine. Partial event grounds are in Campbell County, with a majority of the event being held in Appomattox County. The event will feature food and merchandise vendors, as well as, national and regional music artists. Alcohol will be served at the event and anticipated attendance for this event is 3,500 each day.
Note: The application has been approved by the Public Safety Director, Building Official/Fire Marshall, County Administrator, Zoning Administrator and Sheriff with associated comments.
Staff Recommendation: Consider approval of the request for the Blue Ridge Rock Festival Special Event Permit and waive the bond fee. Gayle and Charles Knapp, Event Agents, are present to address any questions and/or concerns that the Board may have concerning the event. A coordinated meeting of Appomattox/Campbell Sheriff's Departments, VDOT, Appomattox/Campbell Emergency Services agencies, Building Official, DeVault Vineyard staff, Managing Agency, Charles & Gayle Knapp and Appomattox staff was held to discuss the site plan, logistics, etc.
Department: Board of Supervisors, Administration
Documents: [Special Event Application - Blue Ridge Rock Festival.pdf](#)
6. [19-1264](#) **Historical Society - Mr. Jeff Smith**
Mr. Jeff Smith with the Historical Society has requested to appear before the Board to discuss the future use of the Old Courthouse building.
Department: Board of Supervisors, Administration
7. [19-1272](#) **Request for Public Hearing**
Bobby Wingfield, Public Safety Director, has requested to appear before the Board to discuss a \$50,000 USDA grant opportunity to fund a generator and a
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Public Safety vehicle (see attached information). If approved, a Public Hearing is required.

STAFF RECOMMENDATION: If the Board authorizes Mr. Wingfield's request, please set a Public Hearing for Monday, September 16th at 7:00 pm.

Department: Board of Supervisors, Administration

Documents: [USDA Grant.pdf](#)

ACTION ITEMS

8. [19-1265](#)

Special Event Permit Application for The Farm Girls Vintage Faire

Attached for your review is a copy of the Special Event Application for The Farm Girls Vintage Faire to be held on September 21, 2019 at the Evergreen Lavendar Farm in Evergreen, Virginia. There will be 3 food vendors, 1 wine vendor, and 25 vendors selling pottery, jewelry, signs, furniture, soaps, clothing, etc. There will be an admission fee of \$3.00 with proceeds going to the FFA to help rebuild the barn.

Note: The application has been approved by the Public Safety Director, Building Official/Fire Marshall, Sheriff, County Administrator and Zoning Administrator.

Staff Recommendation: Approve the request for The Farm Girls Vintage Faire Special Event Permit and waive the bond fee.

Department: Board of Supervisors, Administration

Documents: [Special Event Application - Farm Girls Vintage Faire.pdf](#)

9. [19-1263](#)

Board of Equalization Info

At the July 15, 2019 meeting, staff notified the Board to be ready to appoint Board of Equalization members.

Appoint up to five (5) members to serve on the Board of Equalization. Members should be broadly representative of the community. And at least 30% of the appointed members must be commercial or residential real estate appraisers. Other real estate professionals, builders, developers, legal or financial professionals, and at least one such member shall sit in on all cases involving commercial, industrial or multi-family residential properties. Statute provides for alternate Board members to be appointed.

Staff Recommendation: Staff recommends deferral of the appointments to a later meeting. The **Assessor** hearing appeals process will be conducted beginning October 15th and after the Board recommends potential Board of Equalization members to the Judge, appointments are made by the Judge and the members are sworn in. Training for the BOE is coordinated with the Department of Taxation prior to appeals scheduling.

Department: Board of Supervisors, Administration

10. [19-1268](#)

Historic Appomattox Railroad Festival Parade

Please see the attached letter concerning participation in the HARF parade on Saturday, October 12th at 9:30 am. Discuss whether or not Board members are available and interested in participating in the parade.

Department: Board of Supervisors, Administration

Documents: [Appomattox Railroad Festival Parade.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.

11. [19-1246](#)

Invoices Submitted For Payment

Please review the attached invoices and approve for payment:

| | |
|-----------------------------|---------------------|
| August 7, 2019 - FY 19 | \$8,839.74 |
| August 15, 2019 CSA - FY 19 | \$42,479.98 |
| August 16, 2019 - FY 19 | \$60,927.29 |
| TOTAL: | \$112,247.01 |

| | |
|-----------------------------|---------------------|
| August 8, 2019 - FY 20 | \$139,811.60 |
| August 14, 2019 CSA - FY 20 | \$61,472.35 |
| August 19, 2019 - FY 20 | \$300,119.41 |
| TOTAL: | \$501,403.36 |

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

Department: Board of Supervisors, Administration

Documents: [Invoices 8-7-2019.pdf](#), [Invoices 8-15-2019.pdf](#), [Invoices 8-16-2019.pdf](#), [Invoices 8-8-2019.pdf](#), [Invoices 8-14-2019.pdf](#), [Invoices 8-19-2019.pdf](#)

12. [19-1261](#)

Minutes

Please review the following DRAFT minutes for approval.

Thursday, May 30, 2019, Joint Meeting with School Board

Monday, June 17, 2019, Scheduled Meeting

Monday, July 15, 2019, Scheduled Meeting

Department: Board of Supervisors, Administration

Documents: [Minutes-Joint meeting with School Board-5-30-2019.docx](#), [Minutes-Scheduled Meeting -6-17-2019.docx](#), [Minutes-Scheduled Meeting-7-15-2019.docx](#)

13. [19-1247](#)

J. Robert Jamerson Memorial Library

Please supplement by consent and appropriate the following:

| | | |
|---------------|-----------------|-------------------|
| 7301-5411 | Books | \$252.89 |
| 7301-5401 | Office Supplies | \$1,026.75 |
| 7301-5415 | Summer Reading | \$7.50 |
| TOTAL: | | \$1,287.14 |

Staff Recommendation: No new local funds are required.

Department: Board of Supervisors, Administration

14. [19-1248](#)

Department of Social Services

Please supplement by consent and appropriate the following:

| | | |
|---------------|------------|--------------------|
| 5301-2002 | VRS | \$11,199.82 |
| 5301-2006 | Group Life | \$848.16 |
| 5301-2002 | ICMA-RC | \$1,038.22 |
| TOTAL: | | \$13,086.20 |

RE: Reimbursement for July, 2019 payroll deductions.

Staff Recommendation: No new local funds are required.

Department: Board of Supervisors, Administration

15. [19-1249](#)

Parks & Recreation Department

Please supplement by consent and appropriate the following:

| | | |
|-----------|----------------|----------------|
| 7102-5412 | Class Supplies | \$87.50 |
|-----------|----------------|----------------|

RE: Reimbursement to Julie Overman for cancelled Community Center rental.

Staff Recommendation: No new local funds are required.

Department: Board of Supervisors, Administration

16. [19-1250](#)

Circuit Court - Law Library

Please transfer by consent from the Law Library Fund to the General Fund and supplement the following:

| | | |
|-----------|-----------------------|-----------------|
| 2101-5804 | Law Library - FY 2019 | \$469.00 |
| 2101-5804 | Law Library - FY 2020 | \$938.00 |

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 to 2101-5804.

Department: Board of Supervisors, Administration

17. [19-1251](#)

Sheriff's Department

Please supplement by consent and appropriate the following:

| | | |
|---------------|---------------------------|-------------------|
| 3102-1002 | Overtime | \$996.83 |
| 3102-5503 | Travel/Susistence/Lodging | \$149.06 |
| TOTAL: | | \$1,145.89 |

RE: Reimbursement from Appomattox County Middle School for deputy to perform security (\$98.04); Reimbursement from Liberty University for 3 deputies to perform security at the Commencement service on 5/11/19 (\$898.79); Reimbursement from the Virginia Sheriff's Institute for the Sheriff's Conference (\$149.06).

Staff Recommendation: No new local funds are required.

Department: Board of Supervisors, Administration

18. [19-1252](#)

Road Side Clean-Up

Please supplement by consent and appropriate the following:

| | | |
|-----------|---------------|-----------------|
| 4209-5804 | Recycle Funds | \$124.95 |
|-----------|---------------|-----------------|

RE: Sale of scrap metal collected by the Trash Pickup Crew.

Staff Recommendation: No new local funds are required.

Department: Board of Supervisors, Administration

19. [19-1259](#)

Sheriff's Department - DARE

Please supplement by consent and appropriate the following:

| | | |
|-----------|------|-----------------|
| 3106-5401 | DARE | \$225.00 |
|-----------|------|-----------------|

RE: Donations for Sheriff's Night Out

Staff Recommendation: No new local funds are required.

Department: Board of Supervisors, Administration

20. [19-1270](#)

Social Services Carry Forward Fund Request

Please see the attached request from Mr. Brad Burdette, Director of Social Services request to CarryForward FY2019 Local Funds in the amount of \$47,749.74 to the Department's FY2020 budget.

STAFF RECOMMENDATION: Consider Mr. Burdette's request to Carry Forward FY 2019 Local Funds in the amount of \$47,749.74 and supplement by consent \$47,749.74 to 053010-1001 FY 2020 budget.

Department: Board of Supervisors, Administration

Documents: [Social Services Request.pdf](#)

ITEMS REMOVED FROM CONSENT

ATTORNEY'S REPORT

ADMINISTRATOR'S REPORT

REPORTS AND INFORMATIONAL ITEMS

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21. [19-1253](#) **Robert E. Lee Soil & Water Conservation District Board of Directors Meeting**
Attached for your review is a copy of the June 27, 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 Water Conservation.pdf](#)
22. [19-1260](#) **School - June & July 2019 Financial Report**
Attached for your review is the June and July 2019 Financial Reports from Dr. Bennett, Division Superintendent and Bruce McMillan, Director of Finance.
- Department: Board of Supervisors, Administration
Documents: [School- June Financial Report.pdf](#), [School- July Financial Report.pdf](#)
23. [19-1262](#) **Appomattox Department of Social Services**
Attached for your review is a quarterly review of services provided by the Department of Social Services
- Department: Board of Supervisors, Administration
Documents: [Department of Social Services.pdf](#)
24. [19-1269](#) **Article on Colonial Systems**
Attached for your review is a feature article in the Virginia Small Business Development Client Profiles magazine about Colonial Systems owned and operated by an Appomattox resident, Nathan Simpson.
- Department: Board of Supervisors, Administration
Documents: [Article on Colonial Systems.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, September 16, 2019 @ 6:30 PM

Regular Scheduled Meeting
Board of Supervisors Meeting Room
171 Price Lane, Appomattox, Virginia

Thursday, October 10, 2019 @ 5:30 PM

Joint Meeting with School Board
Appomattox County High School
198 Evergreen Avenue, Appomattox, Virginia

Monday, October 21, 2019 @ 6:30 PM

Regular Scheduled Meeting

Board of Supervisors Meeting Room
171 Price Lane, Appomattox, Virginia

ADJOURNMENT