



BOARD OF SUPERVISORS MEETING  
TUESDAY, FEBRUARY 18, 2020  
6:00 PM

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

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

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## BOARD OF SUPERVISORS

Call to Order  
Handicap Accessibility Statement  
Pledge of Allegiance  
Invocation - Mr. Hinkle  
Setting of Agenda

### WORK SESSION - 6:00 P.M.

1. [20-1454](#) **Mr. Tom Lacheney, County Attorney**

Mr. Lacheney, County Attorney will provide an overview of the FOIA and COIA laws for public officials.

Department: Board of Supervisors, Administration

### 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. [20-1471](#) **Ms. Bonnie Svrcek, Lynchburg City Manager & Mr. Andrew LaGala, Airport Director**

Ms. Bonnie Svrcek, Lynchburg City Manager and Mr. Andrew LaGala, Airport Director have requested to appear before the Board to discuss a Regional Airport Authority.

Department: Board of Supervisors, Administration

Documents: [Regional Airport Authority.pdf](#)

3. [20-1450](#) **Mr. Hagg - Seiontec Systems**

Per recommendation from Mr. Hinkle, the Board requested Mr. Hagg with InfinaSky Internet by Seiontec to the February meeting to discuss their services, the current coverage area, and plans for future development.

Department: Board of Supervisors, Administration

4. [20-1465](#) **Mr. Frank Poynter & Mr. Charles Haney - Electoral Board**

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Mr. Frank Poynter and Mr. Charles Haney with the Electoral Board have requested to appear before the Board to discuss the hiring of a new Registrar.  
Department: Board of Supervisors, Administration

## **PUBLIC HEARING (7:00 PM)**

5. [20-1470](#) **Public Hearing\_CUP190852\_ William & Mary Alvis**  
**CUP190852-William and Mary Jane Alvis (property owner), Verizon Wireless/Jeff Holland (applicant/agent)**, has requested a Conditional Use Permit to locate a 199 foot tall wireless communication facility (WCF) on property located off Trinity Road (Route 611), near the intersection of Vineyard Road in the Stonewall area. The parcel totals approximately 75 acres and is identified as Tax Map Identification Number 24 (A) 19. The WCF lease area (approximately 10,000 sf) will be located approximately 1,000 feet south of Trinity Road. The property is zoned A-1, Agricultural Zoning District and is designated as Rural Preservation Area (RPA) by the Comprehensive Plan.  
Department: Board of Supervisors, Administration  
Documents: [CUP190852 Alvis Packet BoS.pdf](#)
6. [20-1473](#) **Public Hearing-Comprehensive Plan Amendment**  
In the 2016 Comprehensive Plan, Chapter 3- Growth Management, amend to add a general statement regarding the development of renewable energy resources, such as property sited utility-scale solar energy farms and wind energy facilities. Generally, these facilities would be best situated in agricultural or industrial zoned areas as a conditional use and guided by the Future Land Use Map designations of Commercial, Industrial, or Primary Growth Area. Approval of such facilities would be considered on a case by case basis with the following guiding factors: (1) Scope & Scale of the project, (2) Proximity to other electrical facilities, (3) Proximity to population centers, (4) Proximity to industry/business, (5) Proximity to other public infrastructure and (6) Proximity to historic or cultural amenities.  
Department: Board of Supervisors, Administration  
Documents: [Comp Plan Amendment Summary BoS.pdf](#),  
[Res Amendment Utility Scale Solar signed.pdf](#)
7. [20-1475](#) **Public Hearing\_Zoning Ordinance Amendments**  
A summary of the amendments are as follows:  
Article I, Administration, Section 19.6-12-Definitions, approximately twenty (20) existing terms are proposed to be amended for clarity. Additionally, approximately one hundred seventy-seven (177) new terms are proposed to be added to this section. The new terms will add word clarity and usage definitions, along with defining certain previously omitted land uses.

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Article VII, District Regulations, Section 19.6-67 A-1, Agricultural Zoning District through Section 19.6-74-Planned Industrial District, certain land use categories are proposed to be amended to add Small Scale or Residential Solar Energy Farm and Utility Scale Solar Energy Farm to certain districts as either a permitted use or conditional use.

Article VIII, Additional Regulations, Section 19.6-86 Recreational Vehicles is proposed to be amended to clarify the placement and usage of recreational vehicles in all zoning districts.

Article VIII, Additional Regulations, Section 19.6-97, et seq, Utility-Scale Solar Energy Farms, is proposed to be added to provide requirements for the siting, development, construction, installation, operation and decommissioning of utility-scale solar energy facilities.

Department: Board of Supervisors, Administration  
Documents: [Zoning Ord Amendments 2020 package BoS Feb 2020 PH.pdf](#)

## **ACTION ITEMS**

8. [20-1472](#)

### **Consideration of CUP190852\_William & Mary Alvis**

A public hearing has been held and comments received. A resolution has been prepared in accordance with the recommendation of the Planning Commission.

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

9. [20-1474](#)

### **Consideration of Amendment to the Comprehensive Plan**

A resolution has been prepared in accordance with the recommendation of the Planning Commission to amend the Comprehensive Plan to include language regarding renewable energy projects.

Department: Board of Supervisors, Administration  
Documents: [Resolution to Adopt Amendment Utility Solar BOS Feb 2020.pdf](#)

10. [20-1476](#)

### **Consideration of Zoning Ordinance Amendments**

An ordinance has been prepared in accordance with the recommendation of the Planning Commission. The Planning Commission voted to unanimously recommend approval of the amendments as presented.

Department: Board of Supervisors, Administration  
Documents: [Ordinance for Zoning Amendments Feb 2020 BoS.pdf](#)

11. [20-1466](#)

### **Appointment of Zoning Administrator & Subdivision Agent**

Please consider the appointment of John Spencer as the County's Zoning Administrator and Subdivision Agent. Johnnie Roark had been serving in this capacity until his departure on Thursday, February 13th. Prior to Mr. Roark's

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service to the County, Mr. Spencer served as the County's Zoning Administrator and Subdivision Agent.

**STAFF RECOMMENDATION: Appoint John Spencer to fill the County's recently vacated position as Zoning Administrator and Subdivision Agent.**

Department: Board of Supervisors, Administration

12. [20-1479](#)

**Solar Legislation Lobbying**

Attached for your review is an email from Scott Simpson, Halifax County Administrator, concerning the formation of an informal group called "Southside Solar Solutions" and to request Appomattox Board of Supervisors' support to hire a lobbyist to advise and provide updates on a regular basis to the Southside Virginia rural counties as well as lobby on behalf of the counties of Mecklenburg, Charlotte, Buckingham, Brunswick and Appomattox. If a decision is made by Appomattox County to support their efforts, Mr. Simpson is requesting a monetary donation of \$5,000 to assist with the lobbying efforts. (see attached email from Mr. Simpson).

**STAFF RECOMMENDATION: Consider the request from Scott Simpson, Halifax County Administrator, to support the "Southside Solar Solutions" informal group and contribute \$5,000 towards the lobbying effort, with the current bills in the General Assembly that will enable the localities to collect revenues from the development of solar farms.**

Department: Board of Supervisors, Administration

Documents: [Solar Legislation.pdf](#)

13. [20-1467](#)

**Letter of Request from Appomattox Town Manager**

Attached for your review is a letter from the Appomattox Town Manager, Gary Shanaberger, concerning the County's continued commitment to pay the Town's landfill tipping fees. The Town of Appomattox is issuing a RFP for trash pick-up services within the Town limits. When the County's landfill closed and joined the Regional Services Authority, the County agreed to pay the Town's tipping fees to the Authority. Mr. Shanaberger is also requesting a delivery location for the commercial delivery of the Town's trash.

**STAFF RECOMMENDATION: Please advise staff of the Board's intent to continue paying the Town's tipping fees.**

**Note: All of the Towns surveyed by staff pays private haulers. Amherst, Madison Heights, and Sweet Briar dispose of their trash at the County's landfill with no associated tipping fee. The County pays tipping fees for the Towns of Altavista, Brookneal, Dillwyn, Lovingston, and Pamplin. The Town of Farmville pays a reduced tipping fee at the Prince Edward County landfill and the Town accepts the leachate free in exchange.**

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Department: Board of Supervisors, Administration  
Documents: [Town of Appomattox Landfill Tipping Fee.pdf](#)

**COMMITTEE APPOINTMENTS**

14. [20-1477](#) **Board of Building Code Appeals Appointments**

Please consider the reappointment of the following representatives to the Board of Building Code Appeals for a 3-year term ending December 31, 2022.

Mr. Blair Smith (Architect) has agreed to serve for another 3-year term, if appointed.

Mr. Samuel Webber (Electrician) has agreed to serve for another 3-year term, if appointed.

Mr. Joseph Sayers (Professional Engineer) has agreed to serve for another 3-year term, if appointed.

**Staff Recommendation: Reappoint Mr. Blair Smith, Mr. Samuel Webber and Mr. Joseph Sayers for another 3-year term ending December 31, 2022.**

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.*

15. [20-1451](#) **Invoices Submitted For Payment**

Please review the attached invoices and approve for payment:

January 23, 2020	\$2,284.75
February 5, 2020	\$56,956.98
February 14, 2020 - CSA	\$172,694.04
February 18, 2020	\$338,479.43
<b>TOTAL:</b>	<b>\$570,415.20</b>

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

Department: Board of Supervisors, Administration  
Documents: [January 23, 2020 Invoice.pdf](#), [February 5, 2020 Invoices.pdf](#), [February 14, 2020 CSA Invoices.pdf](#), [February 18, 2020 Invoices.pdf](#)

16. [20-1452](#) **Minutes**

Please review the following DRAFT minutes for approval:

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Tuesday, January 21, 2020, Scheduled Meeting

Department: Board of Supervisors, Administration

Documents: [BOS January 21, 2020 Minutes.pdf](#)

17. [20-1460](#)

**Board of Supervisors**

Please supplement by consent and appropriate the following:

1101-5504	Travel (Convention/Educ/Training)	<b>\$314.83</b>
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RE: Reimbursement received from Mr. Abbitt for room charges that were inadvertently charged by the hotel to the wrong credit card.

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

Department: Board of Supervisors, Administration

18. [20-1453](#)

**J. Robert Jamerson Memorial Library**

Please supplement by consent and appropriate the following:

7301-5411	Books	\$141.74
7301-5401	Office Supplies	\$540.00
7301-5415	Summer Reading	\$161.00
<b>TOTAL:</b>		<b>\$842.74</b>

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

Department: Board of Supervisors, Administration

19. [20-1463](#)

**Department of Social Services**

Please supplement by consent and appropriate the following:

5301-2002	VRS	\$11,891.50
5301-2006	Group Life	\$911.77
5301-2002	ICMA-RC	\$1,380.45
<b>TOTAL:</b>		<b>\$14,183.72</b>

RE: Reimbursement for January, 2020 payroll deductions.

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

Department: Board of Supervisors, Administration

20. [20-1478](#)

**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	<b>\$1,671.36</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 to the General Fund and supplement by consent to 2101-5804.**

Department: Board of Supervisors, Administration

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21. [20-1455](#)

**Commissioner of Revenue Refund Requests**

Mrs. Sara Henderson, Commissioner of Revenue is requesting the following to be reimbursed in the amount of **\$561.69** from line item **1209-5803**.

1) Refund Denney Wayne Wright, \$561.69 for 1st half 2019 personal property taxes. He moved to Charlotte County in September, 2018.

**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  
Documents: [Personal Property Tax Refund.pdf](#)

22. [20-1456](#)

**Commissioner of the Revenue**

Please supplement by consent and appropriate the following:

1209-5803	Refunds	<b>\$561.69</b>
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RE: Tax refunds issued by the Commissioner of the Revenue.

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

Department: Board of Supervisors, Administration

23. [20-1458](#)

**Sheriff's Department**

Please supplement by consent and appropriate the following:

3102-1002	Overtime	\$1,671.26
3102-5408	Vehicle Power Equip. Supplies	\$2,543.65
	<b>TOTAL:</b>	<b>\$4,214.91</b>

RE: Reimbursement for security performed by one deputy at the Middle School (\$101.00) and School Board (\$1,570.26); Reimbursement from VACORP for repairs to 2018 Dodge Charger (\$2,543.65).

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

Department: Board of Supervisors, Administration

24. [20-1459](#)

**Carver Price HVAC Reserve Fund**

Please transfer by consent from the Carver Price HVAC Reserve Fund to the General Fund and supplement by consent the following:

4302-3004	Repairs/Maintenance	<b>\$23,839.80</b>
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RE: Purchase of HVAC system for the Carver Price Museum.

**Staff Recommendation: Transfer requested funds from the Carver Price HVAC Reserve Fund to the General Fund and supplement \$23,839.80 to 4302-3004.**

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25. [20-1482](#) Department: Board of Supervisors, Administration  
**Economic Development**  
Please transfer by consent **\$25,000.00** from the General Fund to 8105-6007 Special Projects.  
RE: COJANA annual tax incentive for the hotel construction.  
**Staff Recommendation: Transfer the requested funds from the General Fund to 8105-6007 Special Projects.**
26. [20-1461](#) Department: Board of Supervisors, Administration  
**Courthouse Maintenance Fund**  
Please transfer by consent from the Courthouse Maintenance Fund to the General Fund and supplement the following:  
4302-3004 Repairs/Maintenance **\$367.50**  
RE: Installation of deadbolt locks to all court room doors.  
**Staff Recommendation: Transfer requested funds from the Courthouse Maintenance Fund to the General Fund and supplement by consent to 4302-3004.**
27. [20-1464](#) Department: Board of Supervisors, Administration  
**School Supplemental Appropriation Request**  
Please see the attached letter from Dr. Bennett, Superintendent, requesting an appropriation of **\$21,676.45** to the School General Fund. The reimbursement was received from Lynchburg City Schools for overpayment of Laurel Program tuition from the 2017-2018 school year.  
**Staff Recommendation: Consider Dr. Bennett's request for an appropriation of \$21,676.45 to the School General Fund for funds reimbursed to the school for overpayment of FY 2017-2018 Laurel program tuition.**
- Department: Board of Supervisors, Administration  
Documents: [School Appropriation Request.pdf](#)

**ITEMS REMOVED FROM CONSENT  
ATTORNEY'S REPORT**

28. [20-1457](#) **Amendment to ByLaws and Rules of Procedures**  
During the January 21, 2020 work session, the County Attorney provided an overview of Roberts' Rules of Order , the Board of Supervisors By Laws and Rules of Procedures and the Remote Participation Policy. After discussion, the Board recommended that the County Attorney amend the By Laws and Rules of Procedures, Citizen Comment Period section, which previously limited a

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citizen's ability to speak on a subject at a public hearing and address the Board at the next meeting on the same subject matter. Mr. Lacheney deleted the language from the policy.

**STAFF RECOMMENDATION: Consider adoption of the County Attorney's "proposed" changes to the Board of Supervisors By Laws and Rules of Procedures, Citizen Comment Period section. Deleting this section allows a citizen to speak on the same subject matter at a Public Hearing and at a Board of Supervisors' meeting.**

Department: Board of Supervisors, Administration  
Documents: [Revised Draft ByLaws & Rules of Procedures.pdf](#)

## ADMINISTRATOR'S REPORT

### REPORTS AND INFORMATIONAL ITEMS

29. [20-1462](#) **School - January, 2020 Financial Report**  
Attached for your review is the January, 2020 month-end financial report from Dr. Bennett, Division Superintendent and Bruce McMillian, Director of Finance.  
Department: Board of Supervisors, Administration  
Documents: [School January Financial Report.pdf](#)
30. [20-1449](#) **Robert E. Lee Soil & Water Conservation District Board of Directors Meeting**  
Attached for your review is a copy of the December 12, 2019 monthly Board of Directors meeting minutes from the Robert E. Lee Soil and Water Conservation District.  
Department: Board of Supervisors, Administration  
Documents: [Robert E. Lee Soil & Water Conservation District.pdf](#)
31. [20-1481](#) **Central VA Electric Cooperative Correspondence**  
CVED is providing an update on the Firefly broadband fiber network. (see attached letter)  
Department: Board of Supervisors, Administration  
Documents: [Central VA Electric Coop. Correspondence.pdf](#)
32. [20-1480](#) **Appalachian Power's Central VA Transmission Reliability Project**  
Attached for your review is a letter from Appalachian Power providing an update to the "Central Virginia Transmission Reliability Project". (see attached letter)  
Department: Board of Supervisors, Administration  
Documents: [Appalachian Power's Central VA Transmission Reliability Project.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*

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*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**

**Tuesday, February 25, 2020 @ 6:00 PM**

Budget Work Session w/School Board  
Appomattox County High School  
198 Evergreen Avenue, Appomattox, Virginia

**Tuesday, February 25, 2020 @ 7:00 PM**

Budget Work Session w/Department Heads  
Administration Office Conference Room  
153A Morton Lane, Appomattox, Virginia

**Monday, March 9, 2020 @ 6:00 PM**

Budget Work Session w/Outside Agencies  
Administration Office Conference Room  
153A Morton Lane, Appomattox, Virginia

**Monday, March 16, 2020 @ 6:00 PM**

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

## **ADJOURNMENT**