



BOARD OF SUPERVISORS MEETING
MONDAY, JUNE 15, 2020
6:30 PM

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

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

BOARD OF SUPERVISORS

Call to Order
Pledge of Allegiance
Invocation - Mr. 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.

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. [20-1615](#) **Rev. Dr. Paul Michael Raymond**
Rev. Dr. Paul Michael Raymond has requested to appear before the Board to discuss the doctrine of the lesser magistrate and hand out books to each member on the doctrine.
Department: Board of Supervisors, Administration

PUBLIC HEARING (7:00 PM)

2. [20-1607](#) **Public Hearing For FY 2021 "Proposed" Budget**
After being duly advertised, a Public Hearing is being held to receive public comment on the "Proposed" FY 2021 Budget.
Staff Recommendation: After receiving public comment, the Board can discuss suggested changes. A special meeting to approve the budget is scheduled for Thursday, June 25th at 6:30 pm in the Board of Supervisors meeting room.
Department: Board of Supervisors, Administration
Documents: [Proposed FY 2021 Budget.pdf](#)
3. [20-1608](#) **Public Hearing Amending Ordinance to County Code For Increasing Courthouse & Courtroom Security Fees**
After being duly advertised, a Public Hearing is being held to receive public comment on increasing the assessed fee from \$10.00 to \$20.00 against a convicted defendant as part of the costs in a Criminal or Traffic case in District or Circuit Court to fund Courthouse and Courtroom Security.

Staff Recommendation: Consider adoption of the amended Ordinance to increase the assessed fees from \$10.00 to \$20.00 for Courthouse and Courtroom Security.

Department: Board of Supervisors, Administration

Documents: [Attachment Courthouse Security Fee.pdf](#)

4. [20-1609](#) **Public Hearing Amending County Code Taxation & Fees Ordinance**

After being duly advertised, a Public Hearing is being held to receive public comment on amending Appomattox County Code §3.7-2(B) Taxation and Fees Ordinance to clarify property tax exemptions related to farm machinery and implements.

Staff Recommendation: Consider the proposed amendment of the Appomattox County Code §3.7-2(B) Taxation and Fees Ordinance to clarify property tax exemptions related to farm machinery and implements.

Department: Board of Supervisors, Administration

Documents: [Attachment Farm Equipment Farm Implements.pdf](#)

5. [20-1610](#) **Public Hearing Amending FY 2020 Budget to Retire Water Revenue Bond, Series 2011 Debt**

After being duly advertised, a Public Hearing is being held to receive public comment on amending FY 2020 Budget to supplement and appropriate \$\$1,854,411.10. to Line Item 8301-8005 in accordance with Code of Virginia §15.2-2507, which requires a public hearing when there is an increase to the budget greater than 1%. The funds will be used to retire debt related to the Virginia Resources Authority Water Revenue Bond, Series 2011. The Board authorized staff at the May meeting to payoff the waterline debt, generating a cost savings from interest payments through 2032 in the amount of \$343,000.

Staff Recommendation: Consider approval of amending FY 2020 Budget to payoff Waterline debt in the amount of \$1,854.411.10 and to generate \$343,000 in cost savings to the County.

Department: Board of Supervisors, Administration

ACTION ITEMS

6. [20-1620](#) **Resolution Noting with Appreciation the Retirement of Appomattox County General Registrar/Director of Elections Sabrina J. Smith**

Sabrina J. Smith, Registrar/Director of Elections for Appomattox County will retire June 30, 2020 after having served the citizens of Appomattox County for 28 years. Ms. Smith is present tonight to be recognized for her service and dedication as the County's Registrar for 28 years.

STAFF RECOMMENDATION: Adopt the attached Resolution honoring Ms. Smith for her years of service as the County's Registrar and join staff in extending wishes for a most-deserved enjoyable retirement.

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- Department: Board of Supervisors, Administration
Documents: [Resolution Sabrina Smith, Registrar Retirement.pdf](#)
7. [20-1614](#) **Architectural Partners Proposal - Courthouse**
At the May 2020 meeting, Gary Harvey, Sr. Architect, Architectural Partners, presented a proposal for the Board's consideration. The proposal was in the amount of \$11,155 (copy attached).

STAFF RECOMMENDATION: Consider approval of the proposal from Architectural Partners in the amount of \$11,155 as presented.

- Department: Board of Supervisors, Administration
Documents: [Architectural Partners Proposal .pdf](#)
8. [20-1622](#) **Town MOU for Law Enforcement Services**
Attached for your review is a copy of the Memorandum of Understanding with the Town for Law Enforcement Services and a letter from the Town Manager, Gary Shanaberger.

STAFF RECOMMENDATION: Please consider adoption of the MOU with the Town to provide Law Enforcement Services.

- Department: Board of Supervisors, Administration
Documents: [Town MOU for Law Enforcement Services.pdf](#)
9. [20-1623](#) **Fire Truck Request**
Attached for your review are letters received from the Town Manager, Gary Shanaberger, and the Appomattox County Volunteer Fire Department Chief, Johnathan Garrett. Mr. Garrett appeared before the Board at the May meeting and requested the Board's consideration to financially support the purchase of a fire truck. The Town has committed up to \$240,000 towards the purchase. Additional information from Mr. Garrett since that meeting is communicated in the attached email. Please see attached responses from the Fire Chief pertaining to questions submitted through staff as well as a copy of the County distributions to the two volunteer fire departments since 2015.

STAFF RECOMMENDATION: The Board of Supervisors established a practice years ago that an additional \$50,000 annual contribution would be made to each County Fire Department for a fire truck purchase on a 5-year rotating basis (\$250,000). Since the suggested 60% is \$360,000 approx., the Board will need to decide how to proceed. A suggestion is to defer to the Public Safety or an Ad Hoc committee to evaluate this practice and determine how other Counties fund the volunteer emergency vehicles, review current annual contributions

and sources of funding, assess Fire Program funds, designate a percentage of vehicle license fees, etc. or recommend a different practice.

Department: Board of Supervisors, Administration
Documents: [Fire Truck Request.pdf](#), [Fire Program Funds .pdf](#)

10. [20-1621](#) **School Supplemental Appropriation Request**

Attached for your review and consideration is a letter from Dr. Bennett, School Superintendent, requesting the Board's consideration to supplement \$516,229 to Fund 3 School Capital Improvement Fund. This amount is the audited unspent FY 2019 school funds that the School Board and the Board of Supervisors voted to consider re-appropriating the funds to the School CIP.

Note: The County Attorney suggests that if the Board's intent is to re-appropriate the funds to the School CIP that it would be more transparent to advertise and amend the budget in July.

Department: Board of Supervisors, Administration
Documents: [School Supplemental Appropriation Request.pdf](#),
[School MOU-CIP Funds.pdf](#)

11. [20-1624](#) **Zoning Ordinance Amendment-Solar Energy**

At the March Board of Supervisors meeting, the Board asked the Planning Commission to reconsider a package of zoning amendments. The Planning Commission has reviewed this portion of the package related to solar energy and made a minor adjustment based on recent state legislation. The Planning Commission felt that this portion of the amendment package needed to move forward at this time as the county is continually receiving inquiries about new solar projects. The Planning Commission is recommending approval of the attached ordinance.

The Planning Commission continues to review the remainder of the zoning amendment package and will forward a recommendation on those matters at future meetings.

Department: Board of Supervisors, Administration
Documents: [Summary Amendment Solar.pdf](#), [Ordinance Solar Amendment.pdf](#)

12. [20-1626](#) **Special Permit Application Request**

Attached for your review is a Special Permit Event Application from Bonnie & Ken Swanson, for "A Lavender Celebration: on Saturday, June 20th and Saturday, June 27th. The event will be located at 7169 Old Evergreen Road. The application has been reviewed and approved by the Public Safety

Director, Building Official, Sheriff, Zoning Administrator and County Administrator.

STAFF RECOMMENDATION: Please review, discuss and approve the Special Event Permit request from Bonnie & Ken Swanson as presented to include the bond fee waiver.

Department: Board of Supervisors, Administration

Documents: [Special Event Application - Lavender Celebration.pdf](#)

13. [20-1625](#)

Special Event Application Request

Attached for your review is a Special Permit Event Application from Francisco Display Fireworks, LLC for the "Appomattox 4th of July" Fireworks display on Friday, July 3rd at 9:30 pm. The event is sponsored by the Town and will be located at 10063 Red House Road. The application has been reviewed and approved by the Public Safety Director, Building Official, Sheriff, Zoning Administrator and County Administrator.

STAFF RECOMMENDATION: Please review, discuss and approve the Special Event Permit request from Francisco Display Fireworks as presented to include the bond fee waiver.

Department: Board of Supervisors, Administration

Documents: [Special Event Application - 4th of July Celebration.pdf](#)

COMMITTEE APPOINTMENTS

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.

14. [20-1602](#)

Invoices Submitted For Payment

Please review the attached invoices and approve for payment:

June 5, 2020	\$43,341.48
June 12, 2020 - CSA	\$143,743.66
June 15, 2020	\$242,551.66
TOTAL:	\$429,636.80

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

Department: Board of Supervisors, Administration
Documents: [Invoices for June, 2020.pdf](#)

15. [20-1611](#)

Minutes

Please review the following DRAFT minutes for approval:
May 14, 2020 Board of Supervisors Work Session Meeting
May 18, 2020 Board of Supervisors Meeting

Department: Board of Supervisors, Administration
Documents: [May 14, 2020 BOS Work Session Minutes.pdf](#), [May 18, 2020 BOS Minutes.pdf](#)

16. [20-1603](#)

General Properties - Courthouse Maintenance Fund

Please transfer by consent **\$10,745.85** from the Courthouse Maintenance Fund and supplement to the following:

4302-3004 Repairs/Maintenance **\$10,745.85**

RE: Purchase of CCTV equipment for Courthouse (\$4,414.90) and TV, polycom equipment installed in the Circuit Courtroom (\$6,330.95)

Staff Recommendation: No new local funds are required.

Department: Board of Supervisors, Administration

17. [20-1605](#)

Sheriff's Department - Courthouse Security Fund

Please transfer by consent from the Courthouse Security Fund to the General Fund and supplement the following:

3102-1006 Courthouse Security Position **\$10,000.00**

RE:

Staff Recommendation: Transfer requested funds from the Courthouse Security Fund to the General Fund and supplement by consent to 3102-1006.

Department: Board of Supervisors, Administration

18. [20-1606](#)

Sheriff's Department

Please supplement by consent and appropriate the following:

3102-5408 Vehicle Power Equipment **\$2,122.17**
Supplies

RE: Reimbursement from VACORP for damages/repairs to 2020 Ford Explorer.

Staff Recommendation: No new local funds are required.

Department: Board of Supervisors, Administration

19. [20-1612](#)

Parks & Recreation

Please supplement by consent and appropriate \$75.00 to 7104-5803.

RE: Refund on Community Center rental to John Lewis.

Department: Board of Supervisors, Administration

20. [20-1613](#) **Department of Social Services**

Please supplement by consent and appropriate the following:

5301-2002	VRS	\$11,538.77
5301-2006	Group Life	\$881.70
5301-2002	ICMA-RC	\$1,261.70
TOTAL:		\$13,682.17

RE: Reimbursement for May, 2020 payroll deductions.

Staff Recommendation: No new local funds are required.

Department: Board of Supervisors, Administration

21. [20-1617](#) **General Properties - Carver Price Reserve Fund**

Please transfer by consent from the Carver Price Reserve Fund **\$1,160.20** to the General Fund and supplement by consent the following:

4302-3004	Repairs/Maintenance	\$1,160.20
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RE: Replace 2 bathroom toilets and re-pipe supply water lines.

Staff Recommendation: Transfer requested funds from the Carver Price Reserve Fund to the General Fund and supplement \$1,160.20 to 4302-3004.

Department: Board of Supervisors, Administration

22. [20-1618](#) **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	\$531.53
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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 \$531.53 to 2101-5804.

Department: Board of Supervisors, Administration

ITEMS REMOVED FROM CONSENT

ATTORNEY'S REPORT

ADMINISTRATOR'S REPORT

REPORTS AND INFORMATIONAL ITEMS

23. [20-1619](#) **Reopen Appomattox Event**

Attached for your review is an invitation to attend the "Reopen Appomattox" event on Friday, June 19, 2020 from 5:00 - 8:00 p.m. in Courtland Festival Park. This event is in support of our local businesses and reopening Virginia. Senator Amanda Chase will be meeting with local business owners and those gathered at the Park.

Department: Board of Supervisors, Administration

Documents: [Reopen Appomattox Event.pdf](#)

24. [20-1616](#)

School - May, 2020 Financial Report

Attached for your review is the May, 2020 month-end financial report from Dr. Bennett, Division Superintendent and Bruce McMillan, Director of Finance.

Department: Board of Supervisors, Administration

Documents: [School Financial Report.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

Thursday, June 25, 2020 @ 6:30 PM

Special Called Meeting - Adopt FY21 Budget

Board of Supervisors Meeting Room

171 Price Lane, Appomattox, Virginia

Monday, July 20, 2020 @ 6:30 PM

Regular Scheduled Meeting

Board of Supervisors Meeting Room

171 Price Lane, Appomattox, Virginia

ADJOURNMENT