

The Appomattox County Board of Supervisors held a scheduled meeting on Monday, December 18, 2017 at 6:30 p.m. in the Board of Supervisors meeting room, located at 171 Price Lane, Appomattox, Virginia.

**Appomattox County Board of Supervisors**

**Present:**

Samuel E. Carter	Courthouse District, Chairman
Sara E. Carter	Piney Mountain District
William H. Hogan	Appomattox River District
Chad E. Millner	Falling River District
Bryan A. Moody	Wreck Island District

**Also Present:**

Watkins M. Abbitt, Jr., Supervisor Elect  
Susan M. Adams, County Administrator  
Kelly Kemp, County Attorney  
Johnnie Roark, Community Development Director  
John Spencer, Information Systems Manager/Purchasing Agent  
Vicky Phelps, Finance Director

**Call to Order at 6:32 p.m.- Chairman Carter**

**Handicap Accessibility Statement-Susan Adams, County Administrator**

**Pledge of Allegiance**

**Invocation provided by Supervisor Hogan**

**Setting of Agenda**

Ms. Adams asked the Board to remove Piedmont ASAP from the Agenda until staff has had an opportunity to verify information that was received late this afternoon.

Mr. Hogan made a motion to table this item until the next scheduled meeting. Mr. Millner seconded Mr. Hogan's motion. Chairman Carter called for vote: Chairman Carter, aye; Ms. Carter, nay; Mr. Hogan, aye; Mr. Millner, aye; Mr. Moody, aye

**OATH OF OFFICE**

**Janet R. Hix, Clerk of the Circuit Court**

Ms. Janet R. Hix, Clerk of the Circuit Court congratulated the newly elected Board members and thanked Ms. Sara Carter for her service on the Board; she then administered the Oath of Office to the following newly elected Board of Supervisor members:

Mr. Samuel E. Carter - Appomattox Courthouse District

Mr. Watkins Abbitt, Jr. - Piney Mountain District

**APPEARANCES**

**FY 2017 Annual Financial Report - Aaron Hawkins, CPA (Financial report on file at the County Administrators office)**

Chairman Carter welcomed Mr. Aaron Hawkins, CPA, Robinson, Farmer, and Cox Associates and called on him to appear before the Board to present the FY2017 Annual Financial Report.

Mr. Hawkins came forward, provided a brief overview of the FY2017 Annual Financial Report, and stated that it was a very efficient audit report.

Mr. Hawkins reported a Fund Balance of 9.9 million with a 1.2 million increase over the prior year.

Mr. Hawkins reviewed the tax collections and stated that we had a 96.24 percent of collections, which was an increase over last year and stated that this is a very strong tax collection.

Mr. Hawkins complemented staff and stated that hard work and dedication is what contributed to the great report.

Mr. Carter and the Board thanked Mr. Hawkins for coming and providing his report.

**Recognition of Appomattox Marching Raiders Grand Champion Band**

Chairman Carter stated that the Appomattox County High School Marching Raiders Band claimed the Grand Champion Trophy at the 34th Annual Baron Invitational on October 14, 2017. The Board of Supervisors has invited the Band and Directors to be recognized for their outstanding representation of Appomattox County and accomplishment.

Ms. Carter made a motion to adopt the following Resolution in Honor of Appomattox Marching Raiders Grand Champion Band 34<sup>th</sup> Annual Baron Invitational. Mr. Millner seconded Ms. Carter's motion. Chairman Carter called for a vote: Chairman Carter, aye; Ms. Carter, aye; Mr. Hogan, aye; Mr. Millner, aye; Mr. Moody, aye.

**Resolution in Honor of Appomattox Marching Raiders  
Grand Champion Band  
34<sup>th</sup> Annual Baron Invitational**

**WHEREAS**, the Appomattox Marching Raiders have competed several times in the Baron Invitational marching band competition held annually at Bluestone High School in Skipwith, Virginia; and

**WHEREAS**, the Appomattox Marching Raiders competed against schools from across Virginia in the 34<sup>th</sup> Annual Baron Invitational on October 14, 2017; and

**WHEREAS**, a panel of six (6) judges using the Virginia Bands and Orchestra Directors Association (VBODA) Standards scored the bands in the elements of Music, Marching, General Effect, Percussion, and Color Guard; and

**WHEREAS**, the Appomattox Marching Raiders earned First Place in the elements of Music, Marching, General Effect, Percussion, and Color Guard; and

**WHEREAS**, the Appomattox Marching Raiders also received a Superior Rating and an overall score of 91.68; and

**WHEREAS**, the Appomattox Marching Raiders received the Grand Champion Trophy given to the highest scoring band of the competition, regardless of size.

**NOW, THEREFORE, BE IT RESOLVED**, that with great pride, the Appomattox County Board of Supervisors honors and commends the Appomattox Marching Raiders for representing Appomattox County with skill, determination and poise.

**BE IT FURTHER RESOLVED**, that the students, directors, and volunteers of the Appomattox Marching Raiders are hereby recognized for the hard work and dedication necessary to become a Grand Champion band and for bringing home to Appomattox County High School the band's first ever Grand Champion Trophy.

#### **Recognition of the Appomattox Raiders Football Team State Champions**

Chairman Carter stated that the Appomattox County High School "Raiders" Football Team claimed the Virginia High School League 2A State Championship Title for the third consecutive year on December 10, 2017. The Board of Supervisors has invited the players and coaches to be recognized for their outstanding representation of Appomattox County and accomplishment.

Ms. Carter made a motion to adopt the following resolution recognizing the Appomattox County High School Football Team's State Championship Title. Mr. Millner seconded Ms. Carter's motion. Chairman Carter called for a vote: Chairman Carter, aye; Ms. Carter, aye; Mr. Hogan, aye; Mr. Millner, aye; Mr. Moody, aye.

### **Resolution Honoring the 2017 Appomattox Raiders Football Team 3-Time VHSL Class 2A State Champions**

**WHEREAS**, the Appomattox Raiders Football Team ended the 2017 regular season with a record of nine (9) wins and one (1) loss, including wins over Buckingham, Rustburg, Dan River, Fork Union, Chatham, William Campbell, Gretna, Colonial Heights and Altavista; and

**WHEREAS**, the Appomattox Raiders Football Team defeated Martinsville High School by the score of 49-23 and Giles High School by the score of 45-14 in the VHSL 2A West Playoff Bracket; and

**WHEREAS**, the Appomattox Raiders Football Team defeated Glenvar High School by the score of 26-14 to win the Class 2A Region 2C Championship and reach the VHSL State Class 2A Final Four where the Raiders defeated Union High School by a score of 23-20 to advance to the VHSL Class 2A State Championship Game; and

**WHEREAS**, the Appomattox Raiders Football Team defeated Robert E. Lee High School by a score of 38-34 in the Class 2A State Championship Game held at Salem Stadium in Salem, Virginia on Sunday, December 10, 2017 to claim the program's third consecutive VHSL State Championship; and

**WHEREAS**, the dedicated players and coaches were led to 32 straight victories and 44 wins in 45 games over the past three seasons by Head Coach Doug Smith who was selected as one of two winning coaches in last year's Most Valuable Coach competition sponsored nationwide by US Cellular.

**AND NOW, THEREFORE, BE IT RESOLVED**, that with great pride, the Appomattox County Board of Supervisors does hereby honor the Appomattox Raiders Football Team for claiming the program's third straight VHSL Class 2A State Championship.

**AND BE IT FURTHER RESOLVED** that the Board commends the players, coaches and others involved with upholding the character of student athletics while showcasing to the world the ultimate Power of One.

## **ACTION ITEMS**

### **Board of Supervisors Organizational Meeting**

Chairman Carter asked the Board to consider a motion to set the date and time for the Organizational Meeting for Wednesday, January 3, 2018 at 6:00 p.m.

After discussion, Mr. Millner made a motion to set the date and time of the Organizational Meeting for Wednesday, January 3, 2018 at 6:30 p.m. Mr. Moody seconded Mr. Millner's motion. Chairman Carter called for a vote: Chairman Carter, aye; Ms. Carter, aye; Mr. Hogan, aye; Mr. Millner, aye; Mr. Moody, aye.

### **Appomattox County Employee Organizational Chart**

Chairman Carter stated for the Boards review is a copy of the revised County Employee Organizational chart. (On file at County Administrator's office)

Mr. Hogan made a motion to adopt the revised County Employee Organizational Chart with changes made to the Solid Waste /Recycling Coordinator (part-time) and Solid Waste Department Foreman. Mr. Millner seconded Mr. Hogan's motion. Chairman Carter called for a vote: Chairman Carter, aye; Ms. Carter, aye; Mr. Hogan, aye; Mr. Millner, aye; Mr. Moody, aye.

### **Request for Tax Refunds-Commissioner of Revenue**

Chairman Carter stated that for the Board's review and approval is a letter from Ms. Sara Henderson, Commissioner of the Revenue, requesting 2017 tax refunds to the following individuals for taxes that were paid to Appomattox County:

Terrell R. Paxton (Vehicle not in County until 1-5-17)	\$387.26
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Bruce W. Hackett (Trailer stolen in 2010)	\$48.65
Stacey W. Torrence (Two vehicles sold before 1-1-17)	\$165.97

Mr. Hogan made a motion to approve tax refunds in the amount of \$387.26 to Terrell R. Paxton; \$48.65 to Bruce W. Hackett, and \$165.97 to Stacey W. Torrence per the request of the Commission of the Revenue. Mr. Millner seconded Mr. Hogan's motion. Chairman Carter called for a vote: Chairman Carter, aye; Ms. Carter, aye; Mr. Hogan, aye; Mr. Millner, aye; Mr. Moody, aye.

### **Courtland Park Fund Appropriation Request**

Chairman Carter stated that the Board voted at the March 20, 2017 meeting to "authorize the County's participation in the Courtland Field project with the County's match commitment not to exceed \$150,000". The Town applied for a Downtown Revitalization Grant where \$140,000 of the grant was designated to improvements in the Courtland Park project area. If the grant had been successful, the \$140,000 would have been applied to the Town's and the County's match portion of \$150,000 each, matching \$300,000 in private contributions towards project expenses. After the \$300,000 deposit of private donations in the Courtland Park Foundation fund, the Board agreed to appropriate the \$150,000 to the Courtland Park Foundation, Inc. The following Resolution language was adopted by the Courtland Park Foundation, Inc. at its December 8, 2017 Board of Directors meeting to fulfill the private donation obligation:

#### **RESOLUTION:**

WHEREAS, the County and Town of Appomattox have committed \$150,000 each to the construction of Courtland Festival Park and

WHEREAS, the County and Town committed funds will not be donated until \$300,000 of private funds have been donated for the cause and,

WHEREAS, many of the donations are of a three year term, and will not be immediately available for use by the foundation, or to ensure the public investments, and

WHEREAS, Mr. Phillip Jamerson has volunteered to secure a bridge loan for the use of the Foundation so that the public monies can be received,

NOW THEREFORE, BE IT RESOLVED, that the Courtland Festival Park Board authorizes its President and Treasurer to work with Farmers Bank and Mr. Phillip Jamerson to complete all necessary paperwork to secure the bridge loan.

Motion made: Paul Harvey      Seconded: Donna Deaner      Passed unanimously.

Ms. Carter made a motion to authorize staff to verify the deposit of \$300,000 of private donations to the Courtland Park Project, Inc. and pay \$150,000 to the Courtland Park Foundation, Inc., Line Item 9104-7014. Mr. Hogan seconded Ms. Carter's motion. Chairman Carter called for a Roll Call Vote: Chairman Carter, aye; Ms. Carter, aye; Mr. Hogan, aye; Mr. Millner, aye; Mr. Moody, aye.

## **COMMITTEE APPOINTMENTS**

### **Planning Commission Appointment**

Chairman Carter asked the Board to consider the reappointment of Courthouse District representative Steve Conner for a 4-year term ending December 31, 2021 and the reappointment of Appomattox River District representative George Almond for a 4-year term ending December 31, 2021. Mr. Conner and Mr. Almond are willing to serve another term if reappointed.

Mr. Hogan made a motion to reappoint Mr. Steve Conner and Mr. George Almond for another 4-year term ending December 31, 2021. Mr. Carter seconded Mr. Hogan's motion. Chairman Carter called for a vote: Chairman Carter, aye; Ms. Carter, aye; Mr. Hogan, aye; Mr. Millner, aye; Mr. Moody, aye.

### **Board of Building Code Appeals Appointment**

Chairman Carter asked the Board to consider the reappointment of Michael Barney for a 4-year term ending December 31, 2021 and the reappointment of Robert Stephens for a 4-year term ending December 31, 2021. Mr. Barney and Mr. Stephens are willing to serve another term if reappointed.

Mr. Millner made a motion to reappoint Mr. Michael Barney and Mr. Robert Stephens for another 4-year term ending December 31, 2021. Mr. Hogan seconded Mr. Millner's motion. Chairman Carter called for a vote: Chairman Carter, aye; Ms. Carter, aye; Mr. Hogan, aye; Mr. Millner, aye; Mr. Moody, aye.

### **Economic Development Authority Appointment**

Chairman Carter stated that Mr. Watkins Abbitt, Jr. currently serves as a member of the Economic Development Authority and was recently elected to serve on the Board of Supervisors. Because of his newly elected position, Mr. Abbitt can no longer serve on both boards and a new appointment will need to be made to fill his unexpired term ending December 31, 2018 on the EDA.

Mr. Millner made a motion to appoint Mr. Bill Burke to fill the unexpired term for Mr. Abbitt's vacated seat ending December 31, 2018. Ms. Carter seconded Mr. Millner's motion. Chairman Carter called for a vote: Chairman Carter, aye; Ms. Carter, aye; Mr. Hogan, aye; Mr. Millner, aye; Mr. Moody, aye.

### **Economic Development Authority Appointment**

Mr. Gary Tanner's current term on the EDA expires December 31, 2107 and he has requested to serve for another term if re-appointed by the Board.

Mr. Moody made a motion to re-appointment Mr. Gary Tanner to the Economic Development Authority for another 4-year term, ending December 31, 2021. Ms. Carter seconded Mr. Moody's motion. Chairman Carter called for a vote: Chairman Carter, aye; Ms. Carter, aye; Mr. Hogan, aye; Mr. Millner, aye; Mr. Moody, aye.

## **Carver-Price Legacy Museum Board of Directors Appointment**

Chairman Carter explained that Ms. Sara Carter currently represents the Board of Supervisors on the Carver-Price Legacy Museum Board of Directors and has requested to be replaced.

After discussion, it was the consensus of the Board to table this item until the next meeting and to invite Ms. Annie Trent to the meeting to discuss the appointment.

## **CONSENT AGENDA**

### **Invoices Submitted For Payment**

Please review the attached invoices and consider approval for payment:

December 8, 2017	\$15,706.68
December 18, 2017	\$556,823.34
<b>TOTAL:</b>	<b>\$572,530.02</b>

**Staff Recommendation: Approve invoices as presented for payment in the amount of \$572,530.02.**

### **Minutes**

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

November 9, 2017- Joint Meeting with School Board

November 20, 2017 - Scheduled Meeting

### **Sheriff's Department - DARE**

Please supplement by consent and appropriate the following:

3106-5401 Office Supplies **\$1,500.00**  
RE: Walmart Grant for "Shop With A Cop" program.

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

### **Sheriff's Department - Road Side Clean-Up**

Please supplement by consent and appropriate the following:

4209-5804 Recycle Funds **\$108.95**  
RE: Funds received for recycled cans that were picked up by the road crew.

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

## **Sheriff's Department**

Please supplement by consent and appropriate the following:

3102-1002 Overtime **\$2,354.71**

RE: Reimbursement received from the School Board for security performed at the High School sporting events (\$1,873.57); Reimbursement received from Express Lane for security coverage (\$347.12); Reimbursement received from Liberty Baptist Church for security performed at Autumn Fest (\$134.02).

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

## **Department of Social Services**

Please supplement by consent and appropriate the following:

5301-2002 VRS \$7,103.74

5301-2006 Group Life 529.56

5301-2002 ICMA-RC \$309.98

**TOTAL: \$7,943.28**

RE: November 2017 Payroll

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

## **J. Robert Jamerson Memorial Library**

Please supplement by consent and appropriate the following:

7301-5411 Books \$213.25

7301-5401 Office Supplies \$287.65

7301-5415 Summer Reading \$6.00

**TOTAL: \$506.90**

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

## **E911**

Please supplement by consent and appropriate the following:

3606-5504 Travel (Education) **\$2,000.00**

RE: Reimbursement received from the VITA wireless education grant to reimburse the expenses for three (3) Dispatchers attending the APCO/NENA Conference.

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

## **Animal Control**

Please supplement by consent and appropriate the following:

3501-5203 Telecommunications

**\$175.00**

RE: Reimbursement received from the Lynchburg Humane Society for July through December 2017 telephone services at the Animal shelter.

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

### **Board of Supervisors**

Please supplement by consent and appropriate the following:

1101-5804 Operating Reserve

**\$485.22**

RE: Reimbursement received from Piedmont Community Health Care for premium over payment.

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

Mr. Hogan made a motion to approve the Consent Agenda as presented. Mr. Millner seconded Mr. Hogan's motion. Chairman Carter called for a Roll Call Vote: Chairman Carter, aye; Ms. Carter, aye; Mr. Hogan, aye; Mr. Millner, aye; Mr. Moody, aye.

### **ADMINISTRATOR'S REPORT**

Ms. Adams provided a written Administrator's Report to the Board and called for questions or comments.

Ms. Adams explained that the Board had received a 2018 Holiday Schedule, which aligns with the State Holiday schedule.

Ms. Adams reported on the "Experience Appomattox" marketing committee event benefit to promote tourism in Appomattox on December 2<sup>nd</sup>.

Mr. Moody stated that he attended the "Experience Appomattox" event and he was overwhelmed. He stated this was very well put together and well attended.

Ms. Adams reported that she is currently working with Matt Perkins on the CDBG-tornado project and construction contracts are in the process of being signed.

Ms. Adams reported that the Long Term Recovery Group would be attending the February meeting to give a final report on activities.

Ms. Adams Congratulated Ms. Carter on becoming the new Town Manager for Amherst County.

Ms. Adams provided the Board with a copy of minutes from the Region 2000 Authority and asked that if anyone had questions to please contact her.

Ms. Adams reminded the Board of upcoming conferences and the scheduled for VACo Day.

Mr. Roark provided the Board with a brief Economic Development update.

### **SUPERVISOR CONCERNS**

Mr. Moody discussed working on the Opioid Crisis in the upcoming year. He stated that we need to pull together with resources to combat the crisis. He stated that he feels that the Board needs to fill their obligation to remove this from our County the best we can.

Mr. Hogan thanked staff for the hard work and especially towards the great audit report.

Mr. Millner thanked staff for hard work during the year and asked them to keep up the great work.

Mr. Hogan thanked Ms. Carter for working with him over the past two years and stated the he feels that he has learned a lot. He thanked Ms. Carter for her services to the County.

Chairman Carter presented Ms. Carter with the following Resolution:

### **RESOLUTION HONORING SARA E. CARTER**

**WHEREAS**, Sara E. Carter was elected by the citizens of the Piney Mountain District as their representative on the Appomattox County Board of Supervisors beginning on January 1, 2014; and

**WHEREAS**, Sara E. Carter served as Vice-Chair of the Appomattox County Board of Supervisors in calendar year 2016; and

**WHEREAS**, Sara E. Carter, as a member of the Appomattox County Board of Supervisors, has faithfully served the citizens of the entire County during her four-year term; and

**WHEREAS**, Sara E. Carter, as a member of the Appomattox County Board of Supervisors, provided guidance and oversight towards several County accomplishments over the past four years, including debt refinancing, the adoption of a County Vision Statement, the adoption of a County Song, and the hiring of a new County Administrator; and

**WHEREAS**, Sara E. Carter, as a member of the Appomattox County Board of Supervisors, actively championed various Capital Improvement Projects, including approximately \$350,000 worth of projects completed over the past four years; and

**WHEREAS**, Sara E. Carter, as a member of the Appomattox County Board of Supervisors, provided the leadership needed during the aftermath of the EF-3 tornado which devastated portions of Appomattox County in February 2016; and

**WHEREAS**, Sara E. Carter, as a member of the Appomattox County Board of Supervisors, likewise contributed to the planning and implementation of the Appomattox Sesquicentennial commemoration in April 2015; and

**WHEREAS**, Sara E. Carter has faithfully represented the Appomattox County Board of Supervisors on the Board of Directors of the Carver-Price Legacy Museum from 2014 to the present; and

**WHEREAS**, Sara E. Carter has represented Appomattox County as a member of the Board of Directors of the Virginia Association of Counties (VACo) from 2016 to the present and served as Chair of VACo's Rural Caucus from 2016 to the present; and

**WHEREAS**, Sara E. Carter, in both personal and professional associations, has served her Community through active participation in organizations promoting community growth and investment, including the Appomattox County Joint Planning Commission and the Board of Directors of Courtland Festival Park.

**NOW THEREFORE BE IT RESOLVED THAT** the Appomattox County Board of Supervisors does hereby officially recognize and thank Sara E. Carter for her four years of service as a member of the Board of Supervisors representing the Piney Mountain District and for her dedication to building a stronger Appomattox County through community involvement.

**BE IT FURTHER RESOLVED THAT** the Board of Supervisors does hereby wish for Sara E. Carter the sincere hope of health, happiness and success in all her future endeavors.

Mr. Hogan made a motion to adopt the Resolution Honoring Sara E. Carter. Mr. Carter seconded Mr. Hogan's motion. Chairman Carter called for a vote: Chairman Carter, aye; Ms. Carter, abstain; Mr. Hogan, aye; Mr. Millner, aye; Mr. Moody, aye.

Mr. Carter presented Ms. Carter with a resolution from VACo honoring Ms. Carter for her services.

Ms. Carter presented Mr. Samuel Carter with an award from VACo honoring his 20 years of dedicated service.

Ms. Carter thanked the Board, wished Mr. Abbitt well, and stated that she was sure he would do a great job.

### **ADJOURNMENT**

Hearing no further comment, Ms. Carter made a motion to adjourn the meeting at 7:54 p.m. Mr. Hogan seconded Ms. Carter's motion. Chairman Carter called for a vote: Chairman Carter, aye; Ms. Carter, aye; Mr. Hogan, aye; Mr. Millner, aye; Mr. Moody, aye.

The regular meeting adjourned at 7:54 p.m.

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Samuel E. Carter, Chairman