

BOARD OF
SUPERVISORS

THOMAS D. HARVEY
North District

ERNIE Q. REED
Central District

JESSE N. RUTHERFORD
East District

J. DAVID PARR
West District

DR. JESSICA LIGON
South District



CANDICE W. MCGARRY
County Administrator

AMANDA B. SPIVEY
Administrative Assistant/
Deputy Clerk

GRACE E. MAWYER
Director of Finance and
Human Resources

AGENDA
NELSON COUNTY BOARD OF SUPERVISORS
SEPTEMBER 9, 2025
THE REGULAR MEETING CONVENES AT 2:00 P.M. IN THE
GENERAL DISTRICT COURTROOM AT THE COURTHOUSE IN LOVINGSTON

I. CALL TO ORDER

- A. Moment of Silence
- B. Pledge of Allegiance

II. PUBLIC COMMENTS

III. CONSENT AGENDA

- A. Resolution – **R2025-65** Minutes for Approval
- B. Resolution – **R2025-66** FY26 Budget Amendment
- C. Resolution – **R2025-67** Opioid Settlement Participation

IV. PRESENTATIONS

- A. VDOT Report
- B. BRVGS Sister Cities Proposal – Brayden Murphy and Odin Clark-Cearley
- C. TJPDC 2025 Legislative Update – David Blount
- D. 2026 General Reassessment Update – Gary Eanes

V. NEW & UNFINISHED BUSINESS

- A. Authorization for Public Hearing on Piney River Water and Sewer Rates (**R2025-68**)
- B. Request for Local Grant Match to Purchase AEDs – Sheriff Embrey (**R2025-69**)
- C. Faber Volunteer Fire Department Interest Free Loan Request – Chief Cook (**R2025-70**)

VI. REPORTS, APPOINTMENTS, DIRECTIVES AND CORRESPONDENCE

- A. Reports
 - 1. County Administrator's Report
 - 2. Board Reports
- B. Appointments
- C. Correspondence
- D. Directives

VII. OTHER BUSINESS (AS PRESENTED)

VIII. ADJOURN & CONTINUE – EVENING SESSION AT 7PM

**EVENING SESSION
7:00 P.M. – NELSON COUNTY COURTHOUSE**

I. CALL TO ORDER

II. PUBLIC COMMENTS

III. PUBLIC HEARINGS

A. Ordinance O2025-08 – Amendment to Chapter 2, Article I, Sec. 2-1 Purchasing Procedures and Policies

Consideration of an ordinance proposed for passage to amend Chapter 2, Article I, Sec. 2-1 Purchasing Procedures and Policies. Proposed amendments in summary, would increase the County's purchase order threshold from \$2,500 to \$5,000 and increase the capitalization threshold in fixed asset inventory from \$5,000 to \$10,000.

IV. OTHER BUSINESS (AS PRESENTED)

V. ADJOURNMENT



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RESOLUTION R2025-65
NELSON COUNTY BOARD OF SUPERVISORS
APPROVAL OF MINUTES
(May 21, 2025, August 12, 2025 and August 19, 2025)

RESOLVED, by the Nelson County Board of Supervisors that the minutes of said Board meetings conducted on **May 21, 2025, August 12, 2025 and August 19, 2025** be and hereby are approved and authorized for entry into the official record of the Board of Supervisors meetings.

Approved: September 9, 2025

Attest: _____, Clerk
Nelson County Board of Supervisors

May 21, 2025

Virginia:

AT A CONTINUED MEETING of the Nelson County Board of Supervisors at 4:00 p.m. in the Former Board of Supervisors Room located on the fourth floor of the Nelson County Courthouse, in Lovingson, Virginia.

Present: Ernie Q. Reed, Central District Supervisor – Chair
Dr. Jessica L. Ligon, South District Supervisor – Vice Chair
Jesse N. Rutherford, East District Supervisor
J. David Parr, West District Supervisor
Candice W. McGarry, County Administrator
Amanda B. Spivey, Administrative Assistant/Deputy Clerk
Grace E. Mawyer, Director of Finance and Human Resources
Phillip D. Payne IV, County Attorney

Absent: Thomas D. Harvey, North District Supervisor

I. CALL TO ORDER

Mr. Reed called the meeting to order at 4:05 p.m. with four (4) Supervisors present to establish a quorum and Mr. Harvey being absent.

II. CLOSED SESSION PURSUANT TO 2.2-3711 (A)(1)

Mr. Rutherford moved that the Nelson County Board of Supervisors convene in closed session to discuss the following as permitted by Virginia Code Sections 2.2-3711 -

(A)(1) - “Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body;” – Personnel

Mr. Parr seconded the motion. There being no further discussion, Supervisors voted unanimously (4-0) by roll call vote to approve the motion.

Supervisors conducted the closed session and upon its conclusion, Mr. Rutherford moved to reconvene in public session. Dr. Ligon seconded the motion and there being no further discussion, Supervisors voted unanimously (4-0) by roll call vote to approve the motion.

Upon reconvening in public session, Mr. Rutherford moved that the Nelson County Board of Supervisors certify that, in the closed session just concluded, nothing was discussed except the matter or matters specifically identified in the motion to convene in closed session and lawfully permitted to be discussed under the provisions of the Virginia Freedom of Information Act cited in that motion. Mr. Parr seconded the motion and there being no further discussion, Supervisors voted unanimously (4-0) by roll call vote to approve the motion.

III. OTHER BUSINESS (AS PRESENTED)

Directive

Mr. Rutherford provided a directive from the Board for staff to draft a letter to the Department of Social Services of Nelson County referencing some issues that may have arisen, relating to several community groups – Foothills, the Sheriff's Department, Commonwealth Attorney's Office, and UVA Medical. He noted that the letter also should reference an investigation in the Ombudsman report, and the Corrective Action Plan (CAP) that is related to the Regional Department of Social Services. He indicated that the letter should request a response with a corrective action as to what is going on and what can be done. He also noted that the letter should reference a Performance Improvement Plan (PIP) related to the Director of DSS. Mr. Rutherford requested that a response be returned to the Board of Supervisors, no later than their regular scheduled meeting on June 10, 2025.

Ms. McGarry asked for clarification as to whether the letter should be addressed to the DSS Board. Mr. Rutherford confirmed that it should be addressed to Chairman Brad Johnson of the DSS Board. Mr. Parr noted that the Board would like the letter to be drafted and ready to be sent by the end of the week, inclusive of proofreading.

Budget

The Board discussed setting another meeting date and time to discuss budgetary matters prior to June 10th. Dr. Ligon noted that she did not feel they were done discussing the School Budget. Mr. Parr noted they had received a letter from the School Board chair and he felt they had a responsibility to address before June 10th.

IV. ADJOURN (OR CONTINUE)

At 5:46 p.m., Mr. Parr moved to adjourn and continue to May 30, 2025 at 10:00 a.m. and Dr. Ligon seconded the motion. There being no further discussion, Supervisors approved the motion unanimously (4-0) by roll call vote and the meeting adjourned.

Virginia:

AT A REGULAR MEETING of the Nelson County Board of Supervisors at 2:00 p.m. in the General District Courtroom located on the third floor of the Nelson County Courthouse, in Lovingson, Virginia.

Present: Ernie Q. Reed, Central District Supervisor – Chair
Dr. Jessica L. Ligon, South District Supervisor – Vice Chair
J. David Parr, West District Supervisor
Jesse N. Rutherford, East District Supervisor
Candice W. McGarry, County Administrator
Amanda B. Spivey, Administrative Assistant/Deputy Clerk
Grace E. Mawyer, Director of Finance and Human Resources
Dylan M. Bishop, Director of Planning and Zoning

Absent: Thomas D. Harvey, North District Supervisor

I. CALL TO ORDER

Mr. Reed called the meeting to order at 2:01 p.m. with four (4) Supervisors present to establish a quorum. Mr. Harvey was absent.

- A. Moment of Silence – Attendees observed a moment of silence.
- B. Pledge of Allegiance – Dr. Ligon led the Pledge of Allegiance.

II. PUBLIC COMMENTS

Mr. Reed read the rules for the Public Comment portion of the agenda and said that Dr. Ligon would serve as timekeeper.

Mary Reinman – Afton, VA

Ms. Mary Reinman stated that she would like to discuss an issue that she became aware of a few years ago, when her brother expressed interest in living near her. She said that he quickly realized that the reason he could not find a house was due to competition from companies. She said that one company purchased five houses at once, including three that were not even on the market. She commented that a quick search online showed there are currently over 1,300 short term rentals just in Afton, and only 19 properties for sale. She noted that of those 19 properties, only three were homes for sale for under \$1 million.

Ms. Reinman stated that this indicates that there is a severe shortage of affordable housing in Afton, and this was the reason. She said that on her daily drive from her house to Waynesboro, she passes eight properties that are listed on Airbnb within the first mile. She noted that the number was 10 if she counted the two short term rentals in her neighborhood. She commented that considering this is rural Virginia, the density of Airbnbs was noticeably intense. Ms. Reinman noted her attendance during the community meetings held for input on zoning, and commented that during that meeting, residents consistently brought up the issue of short-term housing and the lack of affordable housing. She stated that this issue is concentrated in the Northern District, but it is also spreading to other areas of the County. She stated that it was an issue across the entire country.

Ms. Ryman added that she received weekly contacts from people who want to purchase their house. They often use aggressive tactics, making it difficult for regular individuals to find a place to live. She said that she is here to request the Board to work with the Planning Commission to implement stronger zoning regulations, requiring short-term housing to be zoned as subordinate use. She commented that she understood that some current properties may be grandfathered in, and Wintergreen would not be held to that standard. She requested the Board to support long-term, affordable housing in the County. She then provided the Board with a letter she wrote summarizing the issue, along with the most recent letter they received from a company offering to buy their house.

Edith Napier Wardlaw – Arrington, VA

Ms. Edith Napier Wardlaw stated that she appreciated the opportunity to speak with the Board today as the Chairperson of the Nelson County Department of Social Services, a position she assumed on July 1, 2025. Ms. Napier stated that on behalf of the Department of Social Services, she would like to express their sincere gratitude for the ongoing commitment of this Board of Supervisors and the County Administrator in working towards providing suitable facilities for their department. She commented that most of them were likely aware that Social Services relocated to their current location from the Quonset hut with the intention of remaining

there for no more than five years until appropriate facilities could be secured. However, those five years had now exceeded 30 years.

Ms. Napier said that she would like to extend special thanks to each of the Supervisors for their continued dedication to fulfilling the County's promise to the citizens of Nelson and to the Social Services department. She stated that the community truly deserved the facilities that had been in development over the past year.

Ms. Napier stated that the Social Services department was also actively working to enhance communication with their community partners as well as with the Board. She noted to the Board that if they reached out to their Social Services personnel and did not receive a response, to please contact her. She said that as Chair of the Board, she would ensure that they received an answer. She indicated that she would need to consult with the Social Services Department to obtain the necessary information.

Ms. Napier stated that she had made it clear to the department that the needs of the Nelson citizens and the requirements of their mission took precedence over providing updates to her. She commented that with such a small office, many roles were managed by a single individual. She indicated that if an employee was out in the field, she may need to wait for a response, which may lead to some delay in replying to the Board. She indicated that she would always keep the Board informed as they worked to address their concerns. She acknowledged that she and their staff were only human and would inevitably make mistakes, even when striving to do their best. She assured that they were committed to minimizing mistakes and to being as responsive as possible. She noted that if she asked for additional time to provide a response, please trust that she was sincerely working to get them the information needed, not simply postponing the matter. She reiterated her thanks to the Board.

Daniel Rutherford, Nelson County Commonwealth's Attorney

Mr. Daniel Rutherford, Commonwealth's Attorney for Nelson County, stated that he wanted to share OASIS data from July 1, 2023 through June 30, 2024. He said that this public data showed like kind counties in white, yellow, and red. He said that Nelson was in red, which was severely concerning. He said that there had been 117 referrals, 31 of which were accepted for review, but none of those 31 were investigated. In the far-right corner, the data showed where law enforcement officers (LEO) had investigated 13 cases and the Commonwealth's Attorney had prosecuted five cases.

Mr. Rutherford said that the data also showed that other similar localities in terms of population, such as Allegheny, Amelia, and Brunswick, had some investigations and referrals. He clarified that this was not about mistakes; he understood that all people were fallible and imperfect. He stated he was here to ensure that people did what they were supposed to do. He said that on pages 1-5 was the data he had collected, and a subsequent sheet from Nelson County which provided historical data on referrals for past years. He noted that from 2022-2023, out of 167 referrals, 79 were accepted for review. From 2021-2022, out of 183 referrals, 125 were accepted for review; 20 of those were investigated, and nine cases were founded. He noted that the information also included prosecution statistics from law enforcement and from everywhere else. Mr. Rutherford stated that there was not a communication problem, as he was always available no matter where he was located.

Mr. Rutherford emphasized that the statistics showed a significant decrease from referrals to acceptance from 2020 to 2024. He said that wanted to emphasize that these statistics were not his; they were from the Commonwealth of Virginia and were seriously troubling. He said that he understood that lapses in communication happened. He stated that the lack of investigations and the need for prosecution of only five cases, despite 117 referrals, was concerning. He said that he did not know if this could be fixed with better training, but he wanted to clarify to the Board that communication was not a problem with his office and DSS, nor his department and the Sheriff's Office, or anything else.

Mr. Reed closed the public comment period.

The Board added a Closed Session to the Afternoon agenda.

III. CONSENT AGENDA

Mr. Rutherford moved to approve the Consent Agenda as presented. Mr. Parr seconded the motion.

Mr. Reed noted that he wanted to make sure some comments he had made during the July 8, 2025 meeting were included in the meeting minutes. He said that regarding the appointment of Kate Rutherford to the Department of Social Services, he had stated that the application had just been received by the Board of Supervisors and, in his estimation, the Board did not have sufficient time to review the application. He had therefore requested the Board defer action until the following month, which they did not. He said that these comments were in the recording of the meeting and he wanted to ensure they were reflected in the record. He requested the vote include the amended minutes in the Consent Agenda.

Mr. Rutherford amended his motion to reflect Mr. Reed’s amendment request. Dr. Ligon seconded the motion.

There being no further discussion, Supervisors approved the motion by roll call vote (4–0), and the following resolutions were adopted:

A. Resolution – R2025-53 Minutes for Approval

RESOLUTION R2025-53
NELSON COUNTY BOARD OF SUPERVISORS
APPROVAL OF MINUTES
(December 10, 2024, July 8, 2025 and July 14, 2025)

RESOLVED, by the Nelson County Board of Supervisors that the minutes of said Board meetings conducted on **December 10, 2024, July 8, 2025 and July 14, 2025** be and hereby are approved and authorized for entry into the official record of the Board of Supervisors meetings.

B. Resolution – R2025-54 FY25 Budget Amendment

RESOLUTION R2025-54
NELSON COUNTY BOARD OF SUPERVISORS
AMENDMENT OF FISCAL YEAR 2024-2025 BUDGET
August 12, 2025

I. Appropriation of Funds (General Fund)			
	<u>Amount</u>	<u>Revenue Account (-)</u>	<u>Expenditure Account (+)</u>
\$	214.96	3-100-001901-0033	4-100-031020-3039
\$	214.96		

C. Resolution – R2025-55 FY26 Budget Amendment

RESOLUTION R2025-55
NELSON COUNTY BOARD OF SUPERVISORS
AMENDMENT OF FISCAL YEAR 2025-2026 BUDGET
August 12, 2025

I. Appropriation of Funds (General Fund)			
	<u>Amount</u>	<u>Revenue Account (-)</u>	<u>Expenditure Account (+)</u>
\$	1,044.02	3-100-002404-0001	4-100-031020-5419
\$	173.54	3-100-002404-0001	4-100-031020-5419
\$	17,945.00	3-100-002404-0064	4-100-081020-7070
\$	4,000.00	3-100-001901-0060	4-100-999000-9905
\$	<u>23,162.56</u>		
II. Transfer of Funds (General Fund Departmental)			
	<u>Amount</u>	<u>Credit Account (-)</u>	<u>Debit Account (+)</u>
\$	15,758.00	3-100-003303-0036	3-100-002404-0009
\$	<u>15,758.00</u>		
III. Transfer of Funds (General Fund Recurring Contingency)			
	<u>Amount</u>	<u>Credit Account (-)</u>	<u>Debit Account (+)</u>
\$	58,751.96	4-100-999000-9901	4-100-033010-6001
\$	<u>58,751.96</u>		
IV. Transfer of Funds (Debt Service Fund)			
	<u>Amount</u>	<u>Credit Account (-)</u>	<u>Debit Account (+)</u>
\$	298,566.54	4-108-095100-9150	4-108-095100-9122
\$	<u>298,566.54</u>		

D. Resolution – R2025-56 Purdue Pharma & Sackler Family Opioid Settlement Participation

RESOLUTION R2025-56
NELSON COUNTY BOARD OF SUPERVISORS
APPROVAL OF THE COUNTY’S PARTICIPATION IN THE PROPOSED DIRECT SETTLEMENT
OF OPIOID-RELATED CLAIMS AGAINST THE SACKLER FAMILY, AND DIRECTING THE
COUNTY ATTORNEY TO EXECUTE THE DOCUMENTS NECESSARY TO EFFECTUATE THE
COUNTY’S PARTICIPATION IN THE SETTLEMENT

WHEREAS, the opioid epidemic that has cost thousands of human lives across the country also impacts the Commonwealth of Virginia and its counties and cities, including the County of Nelson, by adversely impacting the delivery of emergency medical, law enforcement, criminal justice, mental health and substance abuse services, and other services by Nelson County’s various departments and agencies; and

WHEREAS, the Commonwealth of Virginia and its counties and cities, including Nelson County, have been required and will continue to be required to allocate substantial taxpayer dollars, resources, staff energy and time to address the damage the opioid epidemic has caused and continues to cause the citizens of the Commonwealth and Nelson County; and

WHEREAS, a settlement proposal has been negotiated that will cause the Sackler family, the owners of the Purdue Pharma family of companies, to pay an aggregate of \$6.5 billion dollars nationwide to resolve opioid-related claims against them; and

WHEREAS, the County has approved and adopted the Virginia Opioid Abatement Fund and Settlement Allocation Memorandum of Understanding (the “Virginia MOU”), and affirms that this pending settlement with the Sackler family shall be considered a “Settlement” that is subject to the Virginia MOU, and shall be administered and allocated in the same manner as the opioid settlements entered into previously with opioid distributors McKesson, Cardinal Health, and AmerisourceBergen, opioid manufacturers Janssen Pharmaceuticals, Teva Pharmaceuticals, and Allergan, and retail pharmacy chains CVS, Walgreens, Walmart, and Kroger;

WHEREAS, the County Attorney has reviewed the available information about the proposed settlement with the Sackler family and has recommended that the County participate in the settlement in order to recover its share of the funds that the settlement would provide;

NOW THEREFORE BE IT RESOLVED that the Nelson County Board of Supervisors, this 12th day of August, 2025, approves of the County's participation in the proposed settlement of opioid-related claims against the Sackler family, and directs the County Attorney to execute the documents necessary to effectuate the County's participation in the settlement, including the required release of claims against the Sackler family.

E. Resolution – R2025-57 Authorization for Public Hearing on Purchasing Policy

RESOLUTION R2025-57
NELSON COUNTY BOARD OF SUPERVISORS
AUTHORIZATION FOR PUBLIC HEARING TO AMEND ARTICLE I, IN GENERAL, SECTION 2-1 PURCHASING PROCEDURES AND POLICIES OF THE CODE OF NELSON COUNTY, VIRGINIA

RESOLVED by the Nelson County Board of Supervisors pursuant to and in accordance with the provisions of §15.2-1427 of the Code of Virginia, 1950 as amended, that the County Administrator be and is hereby authorized to advertise a public hearing notice for the conduct of a public hearing on **Tuesday, September 9, 2025 at 7:00 p.m.** in the General District Courtroom of the Courthouse in Lovingston.

The purpose of the public hearing is to receive public comments on an Ordinance proposed for passage to amend Article I, In General, Section 2-1, Purchasing Procedures and Policies of the Code of Nelson County, Virginia. The Ordinance proposed for passage would increase the County's purchase order threshold from \$2,500 to \$5,000 and increase the capitalization threshold in fixed asset inventory from \$5,000 to \$10,000.

Introduced: Staff Introductions

Grace Mawyer, Director of Finance and Human Resources, introduced two of the County's new staff members, Mr. Cody Barker and Ms. Faith Stevens. She said that they were excited to have Mr. Barker joining County staff as a Planner for the Planning and Zoning Office, effective August 4, 2025. She said that they were also excited to have Ms. Faith Stevens joining County staff as an Administrative Assistant I and Permit Technician for the Building Inspections Office, effective August 11, 2025.

IV. PRESENTATIONS

A. VDOT Report

Robert Brown, VDOT Residency Administrator provided the following report:

Mr. Brown reported that the needed pipe replacement on Route 617 Rockfish River Road was the result of last year's tropical storm and flood, and he indicated that they planned to begin this pipe replacement project on August 18, 2025, with the goal of completing it within the next four weeks. He explained that they would be closing the road and setting up a detour for that project. He also reported that in Gladstone, replacement of a collapsed pipe along Route 656 would also begin on August 18th.

Mr. Brown said that VDOT's Shipman Area Headquarters had completed a pipe inventory of all the cross pipes on their roads, and they had found a significant number of pipes in the area east of 29 that were in poor condition. He reported that VDOT had secured additional funding and would be intensifying their focus on replacing pipes on their roadways in the eastern part of Nelson County. He noted that this area had the highest number of pipes that were deemed to be in poor condition, so they would be prioritizing this area for now. Mr. Brown reported that they had also begun their four-lane primary mowing, which should be completed within the next couple of weeks. He noted that their contractor for secondary mowing was expected to arrive in Nelson within the next week, after finishing work in Appomattox and Campbell.

Mr. Brown explained that the Board had been provided with a Resolution of support for the Route 151/6 roundabout Smart Scale project, which he noted was similar to the resolution of support the Board approved when the application was first submitted. He said that it also included reference to the 48 public comments they had received at the public hearing, with 39 in support, 6 opposing the project, and 3 which were undecided. He noted that the public hearing was well attended, with one of the highest numbers of attendees he had seen,

reporting that 148 individuals signed in. He indicated that he did not hear a significant amount of opposition and he believed this project would be a long-term benefit to that intersection.

Supervisors then discussed the following VDOT issues:

Mr. Rutherford:

Mr. Rutherford thanked Mr. Brown for his response related to road issues in Schuyler at 800, Clarks Hill and Salem Road. He said that one additional issue was that the trees along Rockfish River Road in Schuyler needed to be trimmed back so they were not growing into the road.

Dr. Ligon:

Dr. Ligon suggested that she and Mr. Brown get a lunch meeting scheduled to discuss the Gladstone speed limit issue and a couple of other topics.

Mr. Parr:

Mr. Parr expressed his thanks to Mr. Brown and to VDOT for addressing the crossover at Saunders Brothers, noting that there was a lot of pedestrian traffic back and forth with the employees. He said that he had received another request for a speed study there, but he was aware that VDOT had looked at that multiple times. Mr. Brown replied that he had told Mr. Saunders that he tried running that request up the flagpole again, but he did not get anywhere with that request. Mr. Parr said that he had told Mr. Saunders that as well. He understood that people would fly off of Saunders Hill, and when a truck was pulling out from Saunders Brothers, it was concerning, but it was an attention span issue. Mr. Brown noted that there was a lot of sight distance in that area.

Mr. Parr said that the south exit of Napier Loop, coming out onto Route 29, there were trees that needed to be cut back, particularly now that school buses were using this crossover, it would greatly assist with sight distance. Mr. Brown noted that VDOT had cut those trees back last year, but they would look at them again.

Mr. Rutherford asked Mr. Brown if there was a timeframe for the pipe replacement at the Food Mart and Chicken Coop. Mr. Brown said that it was on his radar, but they had had to prioritize other projects that had taken precedence. He said that they had not yet had the opportunity to schedule the replacement, but VDOT was aware that it was needed.

Mr. Reed:

Mr. Reed said that he wanted to thank Mr. Brown in person for the 45-mile-per-hour sign on Route 6 near Adial Road. He noted that the turnout for the roundabout at 151 and 6 public hearing demonstrated that his District was especially concerned about traffic safety issues.

1. Continued Support of Smart Scale Project – 151/6 Roundabout (R2025-58)

Mr. Rutherford moved to **adopt Resolution R2025-58, Continued Support of Smart Scale Project (UPC 23198) Roundabout at Intersection of Routes 151 and 6**. Mr. Parr seconded the motion. There being no further discussion, Supervisors approved the motion by roll call vote (4-0) and the following resolution was adopted:

**RESOLUTION R2025-58
NELSON COUNTY BOARD OF SUPERVISORS
CONTINUED SUPPORT OF SMART SCALE PROJECT (UPC 23198)
ROUNDBOUT AT INTERSECTION OF ROUTES 151 AND 6**

WHEREAS, the Nelson County Board of Supervisors endorsed the submission of the 2024 Smart Scale application for the Route 6/ Route 151 Intersection Improvement Project to replace the uncontrolled T-intersection with a single lane roundabout to reduce conflict points and improve capacity.

WHEREAS, the Commonwealth Transportation Board (CTB) approved funding for the Route 6/ Route 151 Intersection Improvement Project under Smart Scale.

WHEREAS, in accordance with the statutes of the Commonwealth of Virginia and policies of the Commonwealth Transportation Board, a Design Public Hearing was held for the above-mentioned project on Thursday May 22, 2025, between 4:00 p.m. and 6:00 p.m. at the Rockfish Valley Community Center on 190 Rockfish School Lane, Afton, VA 22920. The Public Hearing utilized an open forum with VDOT staff.

WHEREAS, the Design Public Hearing was well attended with 148 individuals signing the sign-in sheet, which is well above the Lynchburg District average attendees at a project public hearing. Since there were not enough brochures and comment sheets to accommodate all attendees, brochures and comment sheets were mailed to all who signed in on the next day, May 23, 2025. The comment period was also extended 10 days to provide an opportunity for citizens or organizations to provide comments and/or suggestions on the proposed project

WHEREAS, a total of 48 comments were received either at the public hearing, by mail, or email. Twenty (20) comments were provided at the public hearing, eighteen (18) were emailed and ten (10) were mailed by USPS. No media was present.

- Thirty-nine (39) support the project
- Six (6) oppose the project
- Three (3) are undecided

NOW THEREFORE BE IT RESOLVED, that the Nelson County Board of Supervisors does hereby endorse the design of the Route 6/ Route 151 Improvement Project as presented at the May 22, 2025 Public Hearing.

B. NCCDF/County Residential Project in Roseland

Margaret Clair, Executive Director of Nelson County Community Development Foundation (NCCDF), stated that this project was first presented to the Board of Supervisors a few years ago in 2022, and she would provide the update as of August 12, 2025. She explained that they had received American Rescue Plan Act (ARPA) funds through the Thomas Jefferson Planning District Commission (TJPDC), which was almost \$350,000. She indicated that they had applied for and received another \$220,000 grant through Virginia Housing, which went through the Planning District Commission as well.

Ms. Clair said that the remaining amount needed to complete the project was approximately \$130,000. She noted that NCCDF had secured \$65,000 from the Perry Foundation, which required matching funds. She reported that they were in the process of fundraising and applying for grants and they had raised \$6,500 so far, including a \$3,500 grant from the Youth Philanthropy Council and some individual donors. She said that if any of the Board members were interested in donating, there was a QR code on the back of the card that she had provided to Ms. McGarry that they could use to make a personal contribution. She said that they were working to meet their deadline of the end of the year.

Ms. Clair noted that they could not accept government funds, so it was essential that they rely on personal donations or grants. She continued that they had a year to complete the project, and they were currently building duplexes on five acres in Roseland. She noted that they had completed the engineering plan for three duplexes, but they only had the funds to complete two, so they were focusing on those. She explained that the modular duplexes were approximately 900 square feet each, with two bedrooms and one bathroom in one unit, which would be handicap accessible, and two bathrooms in the other units. She stated that the total budget for the project was approximately \$682,000. Ms. Clair reported that they were currently down to the final \$65,000 needed to raise, and they must have the Certificate of Occupancy by December for the TJPDC grant, which she did not foresee being a problem at this point.

Ms. Clair stated that the duplexes would be rentals; the NCCDF would own the properties. She said that the rents they typically charged were well below the allowable rents. She noted that they would not charge more than 30% of the tenant's income, regardless. She indicated that some of the HOME ARP funds were reserved for subsidizing the properties, but not to a significant extent. She said that they had discussed asking Nelson landowners deed their land to the NCCDF for life-long affordable rentals, but she had seen limited success in that so far. She added that the HOME ARP funds were specifically meant for combating homelessness and for people at risk of homelessness, so that would likely be the only preference they would stipulate for this development.

Ms. Clair said that they already had a list of approximately 50 individuals who were in need of affordable rentals, and new applicants were added to the list every week. She said that this information was available on their website for anyone who needed to get on the list.

Mr. Rutherford asked if the duplexes would be on County water and sewer.

Ms. Clair said that they were only connected to public sewer. She said that they had to implement a specific design, which required one grinder pump and one septic tank for every unit, rather than one building. She said that she could have done it for one building, but her engineer was not in agreement. She noted that the Service Authority requested this design primarily due to concerns over ownership of the systems, rather than volume and capacity. She said that the Code was somewhat ambiguous on this point.

Mr. Rutherford asked if it was State Code that was unclear. Ms. Clair replied that it was reflected in the Nelson County Code, which required each dwelling to have one. She said that it did not specify the size of the dwelling or the amount of water or usage. She said that it was primarily about ownership. She said that it took them about two months to figure that out, and her engineer did not want to do the single building.

Dr. Ligon asked if the NCCDF was requesting to waive the connection fee and not the continued cost of using the system.

Ms. Clair confirmed that was correct. She said that it would be most helpful to waive those fees, which were \$2,000 per unit, or \$8,000 in total. Mr. Rutherford asked if they could give her money. She noted that they could give her money, but it could not meet the match. She indicated that personal donations could match the grant funds. She indicated that she may be back next year with a high school house that would be going on one of the NCCDF lots in Arrington.

Mr. Rutherford said that in reference to the connection fees, he would like to point out that 10 years ago, connection fees for public water and sewer used to be about 20% higher than installing a well and septic tank, but now the connection fees were about 30% cheaper in many cases.

Dr. Ligon asked if there was a past precedent for how the Board handled this type of request.

Ms. Clair said that she was uncertain. She said that in the past, while she did not know the exact dollar range, the County and NCCDF had been partnering with affordable housing since the very beginning. She said that they had partnered to establish the Service Authority, which Mr. Woody Greenberg could speak to as well since he had been on the NCCDF Board since the beginning and she had only been with NCCDF for five or six years. She noted that they had collaborated on projects like Montreal Village and they had also worked with Habitat for Humanity. She said that the waiving of fees and other incentives had been ways for the County to support their work in ways that were not overly burdensome.

Ms. McGarry explained that this was authorized by their County Code Section 12-151, which stated that County water and sewer system fees may be waived or reduced by the Board of Supervisors, where deemed to be in the County's best interest. Ms. Clair noted that she was adding four affordable rentals. Ms. McGarry said that this initiative aligned with the Board's established priorities of creating local communities; two of the focus areas identified by the Board, along with two related strategies. She said that staff believed that this project would be a suitable way for the Board to support affordable housing in the County in partnership with the Community Development Foundation on the project.

Mr. Rutherford moved to **adopt Resolution R2025-59, Public Sewer Connection Fee Waiver for Nelson County Community Development Foundation Duplex Housing Project in Roseland**. Dr. Ligon seconded the motion.

Dr. Ligon said that she was not against this request, but she wanted to state for the record that the Piney River Water and Sewer System was already operating at a significant financial loss, which the Board would be discussing later during today's meeting. Ms. Clair noted that the Board would have four new accounts that would pay every month, no matter what they raised the rate to, because NCCDF would be paying it. She indicated that NCCDF already pays for two accounts and these additional accounts would bring the total to six accounts. She also indicated that NCCDF would be paying for the cost of the four grinder pumps needed. She commented that affordable rentals were hard to come by in that area, or any area of the County.

There being no further discussion, Supervisors approved the motion by roll call vote (4–0) and the following resolution was adopted:

**RESOLUTION R2025-59
NELSON COUNTY BOARD OF SUPERVISORS
PUBLIC SEWER CONNECTION FEE WAIVER FOR
NELSON COUNTY COMMUNITY DEVELOPMENT FOUNDATION
DUPLEX HOUSING PROJECT IN ROSELAND**

WHEREAS, the County has partnered with Nelson County Community Development Foundation (“NCCDF”) a non-profit agency, to complete an affordable housing project in Roseland, which will construct two duplexes on St. James Place, located within the service area of the County-owned Piney River Sewer System; and

WHEREAS, The Board of Supervisors has established priorities and associated implementation strategies based upon the Comprehensive Plan as follows:

CH 5 Creating Livable Communities

- *Focus Area: Expanding Housing Opportunities*
 - Strategy Priority 3: 5.7 - Work with developers, non-profit agencies, and community groups to preserve and increase the supply of obtainable housing.
- *Focus Area: Support Livable Communities*
 - Strategy Priority 2: 5.11 - Target housing near the County's existing growth areas where public utilities are available with a range of housing types and densities; and

WHEREAS, pursuant to the Code of Nelson County, Virginia, Article III, Division 10, Section 12-151, water and wastewater connection fees for the County-owned water and sewer system may be waived or reduced by the Board of Supervisors, where deemed in the County's best interest.

NOW THEREFORE BE IT RESOLVED, that in accordance with its established priority of Creating Livable Communities and associated strategies, and pursuant to Nelson County Code, Section 12-151, the Nelson County Board of Supervisors does hereby deem it in the County's best interest to waive the sewer connection fees to the County-owned Piney River Sewer System, for the two duplexes being built on NCCDF property at St. James Place, for a total of four connections.

C. Nelson County Emergency Operations Plan

John Adkins, Director of Emergency Services, said that as required by law, they were due for Board approval of their revised Emergency Operations Plan every four years. He explained that the Emergency Operations Plan (EOP) was a document that outlined how their organization would respond to emergencies or disasters, detailing procedures, responsibilities, and authorities for various entities involved in the response, ensuring a coordinated and effective approach.

Mr. Adkins said that in addition to being required by Code, it was an essential part of disaster response and recovery, as well as mitigation activities. He explained that it served as the baseline for all of their response and recovery efforts. He said that their plan was divided into two sections: the base plan and the appendices. He explained that the base plan included key components such as: planning and assumption considerations, roles and responsibilities, concept of operations, incident management actions, and ongoing plan management. He noted this part, the base plan, required Board approval.

Mr. Adkins said that the appendices covered emergency support functions, including their communications plan, sheltering, public health, firefighting, and long-term recovery and mitigation plans. He noted that due to the fluidity of these plans, they could be updated without Board approval. He said that the appendices may include lists of personnel with phone numbers and email addresses or other small pieces of information that may change at a more frequent pace than the general plan. He noted for this reason, Board approval was not required for these appendices.

Mr. Reed noted that there were some amendments to the original document that was included in the packet. He asked if the revised document included the changes that Ms. McGarry had previously mentioned to him.

Ms. McGarry confirmed that that was correct. The primary change was updating the titles to align with Section IV Concept of Operations in the general section, ensuring that the titles matched the current County Code, whereas they had been previously different in the original submission. She said that this would also align with their next annual Board of Supervisors resolution, which made appointments for the Director of Emergency Services and the Coordinator of Emergency Services related to the Emergency Operations Plan.

Mr. Parr moved to **adopt Resolution R2025-60, Approval of Nelson County's Emergency Operations Plan August 2025**. Dr. Ligon seconded the motion.

Mr. Parr noted that while the table of contents referred to page numbers, those page numbers were not included in the Emergency Operations Plan document. He said that it would be helpful if those page numbers could be included. Mr. Reed agreed.

There being no further discussion, Supervisors approved the motion by roll call vote (4-0) and the following resolution was adopted:

RESOLUTION R2025-60
NELSON COUNTY BOARD OF SUPERVISORS
APPROVAL OF NELSON COUNTY'S EMERGENCY OPERATIONS PLAN
AUGUST 2025

August 12, 2025

WHEREAS, the Board of Supervisors of Nelson County, Virginia recognizes the need to prepare for, respond to, and recover from natural and man-made disasters; and

WHEREAS, the County of Nelson has a responsibility to provide for the safety and well-being of its citizens and visitors; and

WHEREAS, the County of Nelson has established and appointed a Director and Coordinator of Emergency Services;

NOW, THEREFORE, BE IT HEREBY PROCLAIMED by the Board of Supervisors of Nelson County, Virginia that the Emergency Operations Plan as revised August 2025 is officially adopted;

IT IS FURTHER PROCLAIMED AND ORDERED that the Director of Emergency Services, or his designees, are tasked and authorized to maintain and revise as necessary this document over the next four (4) year period or until such time it be ordered to come before this Board.

V. NEW & UNFINISHED BUSINESS

A. Authorization to Contract with Coleman-Adams – DSS Building Project

Ms. McGarry stated that before the Board was Resolution R2025-61, which would authorize the award and execution of an agreement for the construction of the Nelson County Department of Social Services building with Coleman-Adams, which would be in an amount not to exceed \$5,684,799. Ms. McGarry explained that the resolution would authorize them to award and execute the agreement as approved by the County Attorney. She said that they were still working on some of the language of the general conditions. She noted that the Board's authorization today would allow that to move forward, in addition to formally awarding the contract. She indicated that once the agreement was executed, they would receive all the necessary documentation, such as certificates of insurance and pay and performance bonds from Coleman-Adams. She said that the Resolution also authorized them to issue a Notice to Proceed with the project.

Mr. Rutherford asked if this was the owner's original contract agreement or the one they had drafted. Ms. McGarry stated that these documents were the drafted by the County Attorney.

Mr. Rutherford asked if they would receive additional documents later, as they related to the construction warranty, or performance bond information. Ms. McGarry said that they would have get of that information upon execution of the agreement, which would be on file and ready to go. She said that this would be in place before they issued the Notice to Proceed.

Mr. Parr moved to **adopt Resolution R2025-61, Resolution Authorizing the Award and Execution of an Agreement for Construction of Nelson County Department of Social Services**. Mr. Rutherford seconded the motion. There being no further discussion, Supervisors approved the motion by roll call vote (4–0) and the following resolution was adopted:

RESOLUTION R2025-61 NELSON COUNTY BOARD OF SUPERVISORS RESOLUTION AUTHORIZING THE AWARD AND EXECUTION OF AN AGREEMENT FOR CONSTRUCTION OF NELSON COUNTY DEPARTMENT OF SOCIAL SERVICES

WHEREAS, in accordance with §2.2-4300 et seq. of the Code of Virginia, 1950 as amended, sealed bids were advertised and subsequently received on July 2, 2025, and opened publicly on July 3, 2025, for the project known as the Nelson County Social Services Building, and

WHEREAS, four sealed bids were received and evaluated, with the lowest responsive and responsible bidder being Coleman-Adams Construction, Inc.; and

WHEREAS, the consulting Architect, PMA Architecture. along with County staff, has evaluated the bid submitted by Coleman-Adams Construction, Inc. and has recommended its acceptance by the County;

NOW THEREFORE BE IT RESOLVED, by the Nelson County Board of Supervisors, the County Administrator, Candice W. McGarry, be and is hereby authorized to award and execute an agreement as approved by the County Attorney on behalf of Nelson County with Coleman-Adams Construction, Inc. for the construction of the Nelson County Nelson County Social Services Building, as recommended by County staff and the County's Architect, PMA Architecture for a contract amount not to exceed \$5,684,799.

BE IT FURTHER RESOLVED, that upon execution of the Agreement and the provision of all necessary documentation, such as a certificate of insurance and pay and performance bonds by Coleman-Adams Construction, Inc., the County Administrator, Candice W. McGarry, is authorized to issue Coleman-Adams Construction, Inc. a Notice to Proceed.

B. Authorization to Issue Purchase Order for DDS Building Furniture

Ms. McGarry stated that they had received a quote from Image Business Interiors for the furniture in the new building, which was the not-to-exceed amount of \$305,191.84. She said that this fell within the allocated furniture budget of \$330,000. She said that the procurement process was being handled through Image Business Interiors (IBI), and they would be ordering the furniture through OMNIA Partners, a public sector procurement consortium. She noted that also listed were the various cooperative procurement contracts that would be utilized for this furniture. She indicated that staff was requesting the Board's authorization to proceed with signing off on the quote and initiating the purchase order for the furniture.

Mr. Parr moved to **adopt Resolution R2025-62, Resolution Authorizing the Award and Execution of an Agreement with Image Business Interiors for the Provision of Furniture and its Installation in the New Department of Social Services Office Building**. Mr. Rutherford seconded the motion. There being no further discussion, Supervisors approved the motion by roll call vote (4–0) and the following resolution was adopted:

RESOLUTION R2025-62
NELSON COUNTY BOARD OF SUPERVISORS
RESOLUTION AUTHORIZING THE AWARD AND EXECUTION OF AN AGREEMENT WITH
IMAGE BUSINESS INTERIORS FOR THE PROVISION OF FURNITURE AND ITS
INSTALLATION IN THE NEW DEPARTMENT OF SOCIAL SERVICES OFFICE BUILDING

RESOLVED, by the Nelson County Board of Supervisors, the County Administrator, Candice W. McGarry, is hereby authorized to execute an agreement on behalf of Nelson County with Image Business Interiors (IBI), in the “not to exceed” amount of \$305,191.84, for the provision and installation of furniture for the new Social Services office building, as recommend by PMA Architecture, and being within the furniture budget of \$330,000.00. Procurement of said furniture is via OMNIA Partners, a public sector procurement consortium utilizing Carolina Business Furniture OMNIA Contract #R191813, Teknion OMNIA Contract #R240116, HON OMNIA Contract #R240117, Sit On It OMNIA Contract #R191803, and Studio TK OMNIA Contract #R191816.

C. Piney River Water and Sewer Rates

Ms. McGarry said that she believed this was their third iteration of some rate options for the Board's consideration today. She said that Option 1 was a proposed six-year rate schedule. She said that the assumptions involved in this chart were based on the 2025 Service Authority rates as the six-year target for the Piney River water and sewer rates. She said that this chart did not include a rate escalation factor, instead, it used a lower rate of increase in years one through three and a higher rate of increase in years four through six to achieve the 2025 Service Authority target rates by year six.

PROPOSED 6-YEAR RATE SCHEDULE – OPTION 1

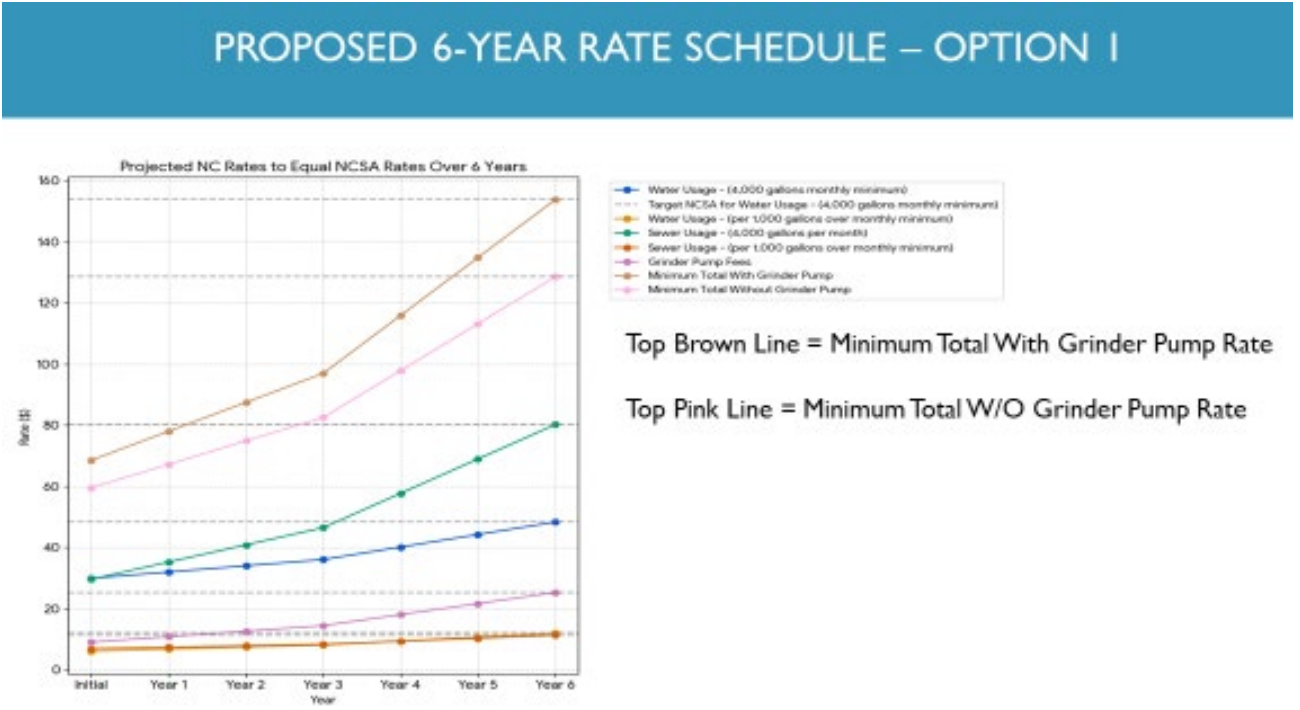
Assumptions:

- Uses 2025 NCSA Rates as 6-YR Targets for PRWS Rates (no rate escalation factors included)
- Uses a lower rate of increase in years 1-3 and a higher rate of increase in years 4-6 to reach the 2025 NCSA Target rates in Year 6.

Service	2025 NC PRWS	2025 Target NCSA	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
Water Usage - (4,000 gallons monthly minimum)	\$29.90	\$48.30	\$31.94	\$33.99	\$36.03	\$40.12	\$44.21	\$48.30
Water Usage - (per 1,000 gallons over monthly minimum)	\$6.10	\$12.00	\$6.76	\$7.41	\$8.07	\$9.38	\$10.69	\$12.00
Sewer Usage - (4,000 gallons per month)	\$29.60	\$80.15	\$35.22	\$40.83	\$46.45	\$57.68	\$68.92	\$80.15
Sewer Usage - (per 1,000 gallons over monthly minimum)	\$6.85	\$11.30	\$7.34	\$7.84	\$8.33	\$9.32	\$10.31	\$11.30
Grinder Pump Fees	\$9.00	\$25.25	\$10.81	\$12.61	\$14.42	\$18.03	\$21.64	\$25.25
Minimum Total With Grinder Pump	\$68.50	\$153.70	\$77.97	\$87.43	\$96.90	\$115.83	\$134.77	\$153.70
Minimum Total Without Grinder Pump	\$59.50	\$128.45	\$67.16	\$74.82	\$82.48	\$97.81	\$113.13	\$128.45

Mr. Rutherford asked if they recently had another subcommittee meeting. Ms. McGarry said that they had not had another meeting as they were not prepared to have a productive discussion.

She showed an example of plotting the rates and what it looked like on a curve. The top brown line represented the minimum total with the grinder pump rate, while the top pink line represented the minimum total without it. She noted that everything below that were the components shown in the chart.



Ms. McGarry said that Option 2 was a six-year rate schedule, and the assumptions for this scenario included using a 2031 Service Authority rate as a six-year target for the Piney River water and sewer rates. Ms. McGarry said that this assumed a 15% rate escalation every two years, resulting in a 45% increase by year six. She explained that the base rate in year one was set at \$75 for the minimum total of the grinder pump, and then a 10% increase was applied to year two. She noted that years three through six experienced linear increases to reach the 2031 NCSA target rates in year six. She noted that the current 2025 Service Authority rates were approximately achieved in year four in this scenario.

PROPOSED 6-YEAR RATE SCHEDULE – OPTION 2

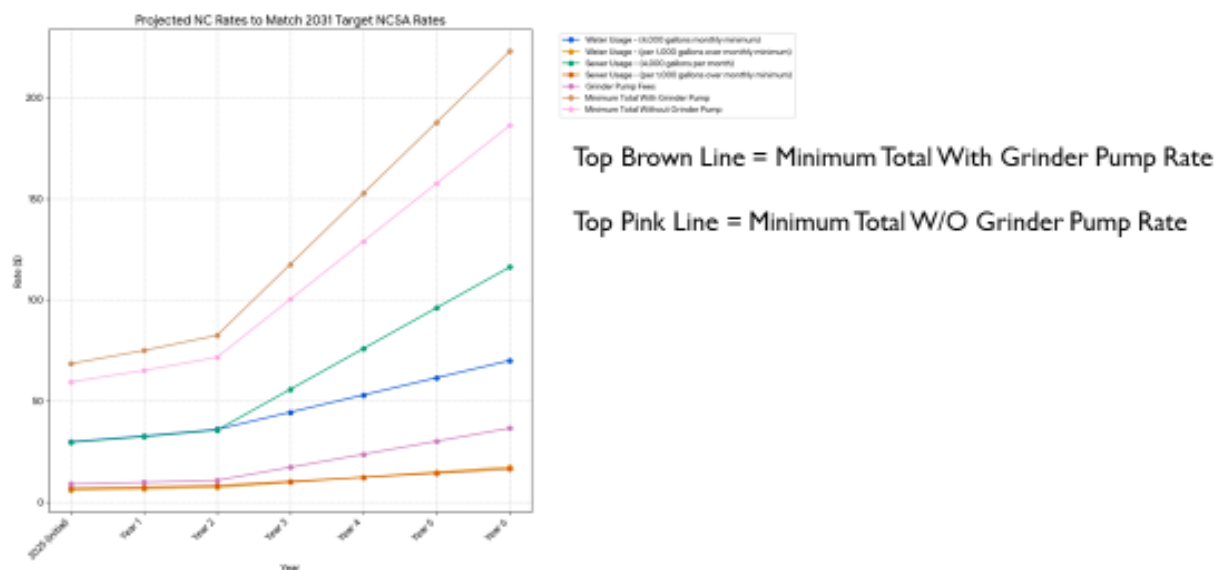
Assumptions:

- Uses 2031 NCSA Rates as 6-YR Targets for PRWS Rates (Assumes 15% rate escalations every 2 years = 45% by year 6)
- Uses a base rate in Year 1 for Minimum Total with Grinder Pump of \$75 and a 10% increase applied to Year 2. Years 3-6 increase linearly to reach the 2031 NCSA Target rates in Year 6
- Note: 2025 NCSA Rates are approximately achieved in Year 4

Service	2025 NC PRWS	2025 NCSA	2031 Target NCSA Est. 45%	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
Water Usage - (4,000 gallons monthly minimum)	\$29.90	\$48.30	\$70.04	\$32.74	\$36.01	\$44.52	\$53.03	\$61.53	\$70.04
Water Usage - (per 1,000 gallons over monthly min)	\$6.10	\$12.00	\$17.40	\$6.68	\$7.35	\$9.86	\$12.38	\$14.89	\$17.40
Sewer Usage - (4,000 gallons per month)	\$29.60	\$80.15	\$116.22	\$32.41	\$35.65	\$55.79	\$75.94	\$96.08	\$116.22
Sewer Usage - (per 1,000 gallons over monthly min)	\$6.85	\$11.30	\$16.39	\$7.50	\$8.25	\$10.29	\$12.32	\$14.36	\$16.39
Grinder Pump Fees	\$9.00	\$25.25	\$36.61	\$9.85	\$10.84	\$17.28	\$23.73	\$30.17	\$36.61
Minimum Total With Grinder Pump	\$68.50	\$153.70	\$222.87	\$75.00	\$82.50	\$117.59	\$152.69	\$187.78	\$222.87
Minimum Total Without Grinder Pump	\$59.50	\$128.45	\$186.25	\$65.15	\$71.66	\$100.31	\$128.97	\$157.61	\$186.25

She provided the graphical plotting of Option 2 rates as well, in which the top brown line represented the minimum total with the grinder pump, while the top pink line represented the minimum total without it. She noted that the components underneath showed the individual rates.

PROPOSED 6-YEAR RATE SCHEDULE – OPTION 2



Ms. McGarry stated that Option 3 was also a six-year rate schedule and she explained that the assumptions for this scenario included using the 2031 Service Authority rates as the six-year target for their rates. She noted that it also assumed a 15% rate escalation every two years, resulting in a 45% increase by year six. She pointed out that this scenario used a lower rate of increase in years one through three and a higher rate of increase in years four through six to reach the six-year target rate of the 2031 Service Authority rates. She noted that the 2025 Service Authority rates were slightly overachieved in year four, but just very slightly.

PROPOSED 6-YEAR RATE SCHEDULE – OPTION 3

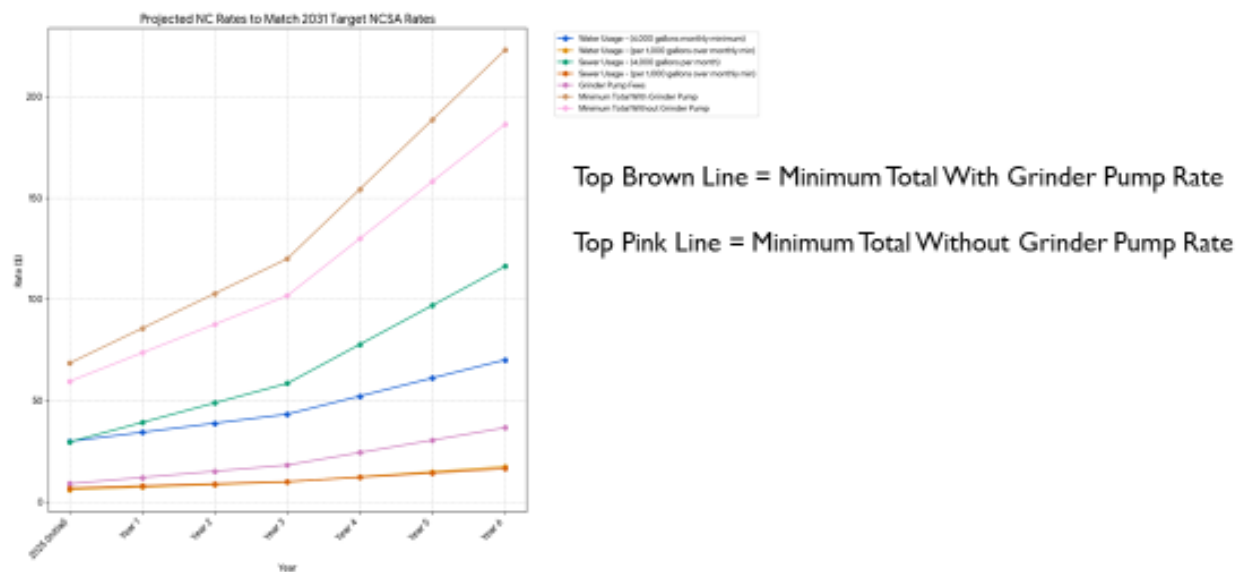
Assumptions:

- Uses 2031 NCSA Rates as 6-YR Targets for PRWS Rates (Assumes 15% rate escalations every 2 years = 45% by year 6)
- Uses a lower rate of increase in years 1-3 and a higher rate of increase in years 4-6 to reach the 2031 NCSA Target rates in Year 6.
- Note: 2025 NCSA Rates are slightly over-achieved in Year 4

Service	2025 NC PRWS	2025 NCSA	2031 Target NCSA Est. 45%	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
Water Usage - (4,000 gallons monthly minimum)	\$29.90	\$48.30	\$70.04	\$34.36	\$38.82	\$43.28	\$52.20	\$61.12	\$70.04
Water Usage - (per 1,000 gallons over monthly min)	\$6.10	\$12.00	\$17.40	\$7.36	\$8.61	\$9.87	\$12.38	\$14.89	\$17.40
Sewer Usage - (4,000 gallons per month)	\$29.60	\$80.15	\$116.22	\$39.22	\$48.85	\$58.47	\$77.72	\$96.97	\$116.22
Sewer Usage - (per 1,000 gallons over monthly min)	\$6.85	\$11.30	\$16.39	\$7.91	\$8.97	\$10.03	\$12.15	\$14.27	\$16.39
Grinder Pump Fees	\$9.00	\$25.25	\$36.61	\$12.07	\$15.14	\$18.20	\$24.34	\$30.47	\$36.61
Minimum Total With Grinder Pump	\$68.50	\$153.70	\$222.87	\$85.65	\$102.80	\$119.96	\$154.26	\$188.57	\$222.87
Minimum Total Without Grinder Pump	\$59.50	\$128.45	\$186.25	\$73.58	\$87.67	\$101.75	\$129.92	\$158.08	\$186.25

She provided the chart for that schedule, showing how the rates increased.

PROPOSED 6-YEAR RATE SCHEDULE – OPTION 3



Ms. McGarry provided another chart which showed the water and sewer connection fees comparatively, which she noted that the Service Authority rates were approximately double the 2013 Piney River County rates.

PRWS WATER AND SEWER CONNECTION FEES COMPARED TO NELSON COUNTY SERVICE AUTHORITY			
Fee/Charge Description	RATES		
	2024 NCSA - Lovington, Schuyler, Gladstone	2024 NCSA - Wintergreen Mountain (Where Different)	2013 Piney River County-O2013-04
Connection Fees - (Water & Sewer) - each			
5/8" to 3/4"	\$ 4,000.00		\$ 2,000.00
- Full 3/4" (3/4")	\$ 6,000.00		\$ 3,000.00
- One Inch (1")	\$ 10,000.00		\$ 5,000.00
- One & One Half (1 1/2")	\$ 17,500.00		\$ 8,000.00
- Two Inch (2")	\$ 32,000.00		\$ 16,000.00
- Three Inch (3")	\$ 64,000.00		\$ 32,000.00
- Four Inch (4")	\$ 100,000.00		\$ 50,000.00
- Six Inch (6")	\$ 200,000.00		\$ 100,000.00

Ms. McGarry stated that there were other fees and charges that differed between them, as noted before. She clarified that the water and sewer availability fees only applied to the Wintergreen system and did not need to be considered for equalization. She noted that they did have had yard hydrant fees, unauthorized water and sewer use fees, additional daily charges, copies of the County rules and regulations, new service opinion fees, voluntary disconnect reconnect fees, and misuse damage fees, which were all shown side by side in the provided chart.

OTHER FEES/CHARGES THAT DIFFER BETWEEN COUNTY AND NCSA

Fee/Charge Description	2024 NCSA - Livingston, Schuyler, Gladstone	2024 NCSA - Wintergreen Mountain (Where Different)	2013 Piney River County 02013-04
Availability Fees			
Availability Fee - Water		\$ 3.50	\$ -
Availability Fee - Sewer		\$ 5.00	\$ -
Yard Hydrant Fees			
Yard Hydrant Fees - (1,500 gal. base charge monthly - NC, 4,000 gal. NCSA) additional if on separate meter	\$ 48.30	\$ 52.90	\$ 7.50
Fire Protection Fees			
Fire Protection Fees - (annual per hydrant) Can be Paid Quarterly (County Pays NCSA)	\$ 961.41		N/A
Unauthorized Water/Sewer Use Fees			
Additional Daily Charge	\$ 1,000.00		\$ 500.00
Septage Hauler's Fees - (per gallon)	\$ 0.16		N/A
Copies of Authority/County Rules & Regulations	\$ 10.00		\$ 2.50
New Service Opinion Fee - (add'l charge of time & material if actually located or dug up)	\$ 50.00		\$ -
Voluntary Disconnect/Reconnection Fees (water service)	N/A		\$ 25.00
Misuse/Damage Fee - (actual cost for time & materials for all damages over minimum)	\$ 500.00		\$ -

She asked the Board to consider the water and sewer usage fee rate increase options presented.

Ms. McGarry stated that the County Attorney had advised the Board that it could provide public hearing notice for and set rates for multiple years at a time. She said that the Board was requested to consider staff development of alternative rate increase options for water and sewer usage fees, and then consider addressing other fees and charges for ordinance amendments. She noted that if they were ready to proceed, the Board may direct staff to prepare a resolution authorizing a public hearing on the proposed rates for the Board's consideration at the September meeting and a public hearing in October. She noted that they had previously discussed targeting a January 1, 2026 effective date, which would be a mid-year change for the fiscal year, so they would only have six-months of the rate differential.

Dr. Ligon asked if staff had calculated the rates necessary for the water and sewer service to reach the break-even point. Ms. McGarry said that staff had not put it together for this presentation, but could provide it to the Board when they were able to calculate it.

Ms. Mawyer said that she believed it was not an easy task to come up with an accurate estimate. She said that she took a year's worth of expenses from the Service Authority that the County paid and divided that between water and sewer. She said that however, this was just an average, as the actual costs could vary. She said that to get a more precise estimate, she divided the monthly average cost by the number of customers, which came out to be \$45.86. She said that however, this was a flat rate, and it did not account for the separate costs of water, sewer, and grinder pump, which would require further analysis to accurately divide out.

Mr. Parr said that ultimately, their long-term goal was to transition out of this business after the next six years. He said that therefore, trying to determine how to make this profitable was a moot point for him, as they were already planning to exit the business.

Dr. Ligon stated that the negative operations were part of the reason the Service Authority did not want to handle this. She noted that another reason was because the County's rates were not commensurate with theirs, so she wanted to tackle at least one of those problems as a sign of good faith. She also was hopeful they would vote on several rate increases that were predictable to the public as well as to the Service Authority, so they would be able to take it before the rates were equal.

Ms. Mawyer said that this estimate only included the usual monthly costs that were billed. She said that it did not include any additional capital repair costs that they had incurred.

Ms. McGarry said that if the Board decided to implement multiple rates, she would suggest considering a less than six-year block of rates, and they could still provide this information as it was part of the consideration for the multiple years of rates they were evaluating at this time.

Mr. Reed asked if they should consider two to three years of rate increases with the Resolution. Ms. McGarry said that would be her recommendation, but ultimately, it was at the Board's discretion. She said that staff was requesting the Board's direction regarding the exact rates they would like to advertise and to be included in a Resolution for authorization.

Mr. Reed asked what the Board's thoughts were on the three options before them.

Mr. Parr said that he believed Option 3 to be the most suitable approach for residents. He said that it began slowly in the initial years and then gradually increased over the next few years, giving residents enough time to prepare.

Mr. Reed stated that he felt it would be more appropriate to implement a linear increase instead of a curve, but he would defer to the rest of the Board. He noted that both Option 2 and 3 were good options as they both intended to end up at the same rates as the Service Authority.

Dr. Ligon stated that she did not have a preference for a specific option. She was just glad this was moving forward.

Mr. Rutherford asked if there was consensus to move forward with Option 3.

Mr. Reed confirmed that there was Board consensus to proceed with Option 3.

Ms. McGarry asked how many years of rates the Board would like to advertise. Mr. Parr and Mr. Rutherford suggested three years. Mr. Reed was in agreement.

Dr. Ligon said that it may be favorable to advertise four years of rates so that they would meet the Service Authority's rates within that timeframe. The Board was in agreement to advertise for four years.

Ms. McGarry stated that the Board could adopt less than advertised if necessary. She said that the next consideration was whether they should address the connection fees simultaneously.

Dr. Ligon said that yes, she would like to make them the same. The Board was in agreement to also consider making the connection fees the same.

Mr. Rutherford asked if they would determine the timeline for when the rates took effect after the public hearing, or if it should be included in the Resolution. Ms. McGarry said that she believed it should be included in the Resolution for the public hearing so it could be included in the notice.

Mr. Rutherford asked if it would be better to have a January 1, 2026 effective date at the mid-year point. Ms. McGarry replied that it would be up to the Board to decide the effective date.

Mr. Reed confirmed there was Board consensus to advertise the first effective date for January 1, 2026 and the others thereafter on July 1.

Mr. Rutherford commented that there would be a lot of people paying connection fees very soon. Ms. McGarry asked if there were a lot people planning to connect in Piney River. Mr. Rutherford noted that there were.

Ms. McGarry asked if they should address other fees.

Mr. Parr asked for more information about the yard hydrant fee. Ms. McGarry said that the yard hydrant fee for County service is based on 1,500 gallons charged monthly, while the Service Authority fee is based on 4,000 gallons charged monthly. She said that this is why the County's fee is \$7.50 versus the Service Authority's fee of \$48.30.

Dr. Ligon said that the fees were another point she thought they should try to get in line with the Service Authority. Mr. Reed said that it sounded like they should equalize the rates across the board. Ms. McGarry said that they could implement January 1 effective dates for the other fee changes.

Dr. Ligon asked if they had anyone who could provide educational information for grinder pumps. Ms. McGarry said that she was not aware of any specific plans. She said that they could collaborate with the Service Authority to develop an educational piece that they could distribute. Mr. Reed said that was a really good point. He said that he thought an educational piece about equalizing the rates and why it was necessary would be beneficial. He said that providing more information would help the Service Authority feel confident that users of the system would understand how to use it correctly.

Ms. McGarry said that she believed they had discussed the possibility of identifying repeat offenders with the grinder pump replacements. She said that although they had not yet been able to accomplish this, it remained on their to-do list.

Mr. Reed asked if the Board would still be receiving updates after the public hearing and after the Resolution was passed.

Ms. McGarry confirmed that was correct. She thanked the Board for their input to get things moving.

D. Consider Rescheduling November Board meeting

Mr. Reed confirmed there was Board consensus to reschedule the Board meeting to November 13, 2025.

Mr. Parr moved to **adopt Resolution R2025-63, Rescheduling the November 2025 Regular Meeting from November 11, 2025 to November 13, 2025.**

Dr. Ligon seconded the motion. There being no further discussion, Supervisors approved the motion by roll call vote (4–0) and the following resolution was adopted:

**RESOLUTION R2025-63
NELSON COUNTY BOARD OF SUPERVISORS
RESCHEDULING OF NOVEMBER 2025 REGULAR MEETING**

WHEREAS, the Nelson County Board of Supervisors hereby establishes that an alternate date for the Board’s regular monthly meeting on November 11, 2025 is necessary due to the Veterans Day holiday and the attendance of some members of said governing body at the annual conference of the Virginia Association of Counties through November 11, 2025;

NOW THEREFORE BE IT RESOLVED, by the Nelson County Board of Supervisors pursuant to §15.2-1416 (Regular meetings) of the Code of Virginia that the regular meeting of the Board on **Tuesday, November 11, 2025** be and hereby is rescheduled to **Thursday, November 13, 2025**.

VI. REPORTS, APPOINTMENTS, DIRECTIVES AND CORRESPONDENCE

A. Reports

1. County Administrator’s Report

Ms. McGarry provided the following report:

- A. DSS Building** – Ms. McGarry reported that VRA Financing closed on August 5, 2025, \$8,145,000 was borrowed at 4.4583% for a term of 25 years, with payments due in October and April. The first year of payments is interest only with principal and interest beginning in October 2026. No new County funds were required to pay this debt service; this financing was part of the debt service reserve being maintained in the debt service fund budget. Staff will have Davenport provide an update to our Debt Capacity Analysis including this borrowing and the VPSA borrowing for the NCHS renovation project.
- B. Department of Social Services Agency Corrective Action Plan** – Ms. McGarry reported that the second CAP meeting was held on July 31, 2025, with she, Ms. Napier, Mr. Burdette, meeting virtually with the Regional DSS Office team to review their findings in the practice areas of Child Protective Services, Foster Care Prevention/In-home Services, Permanency Services, and Resource Family Services. Regional consultants in these areas are rotating through the local agency each week to perform reviews. The agency is still working to close cases in the backlog and current case data entry in case tracking systems has improved in some service areas and has room for improvement in others. Documentation of casework in their systems is still a challenge. Mr. Burdette reported he is looking at case data in Safe Measures and reviewing it with staff regularly. Various trainings for staff have occurred or are scheduled and they are in the process of getting another Services Supervisor approved by the State and hope to have approval by September.
- C. 2026 Reassessment:** – Ms. McGarry stated that Wampler-Eanes is scheduled to report to the Board at the September 9, 2025 regular meeting. They will finish up with field work in October and notices should go out to property owners in November. The County will begin recruiting for Board of Equalization members who will meet with property owners on their assessment appeals after the Assessors have held their hearings with property owners.
- D. Larkin Phase 1 Well Evaluation & Dillard Creek Flow Evaluation** – Ms. McGarry stated that once both of these reports are received, staff will schedule CHA to present these to the Board at a regular meeting. In speaking with Mr. Steele, it would be beneficial to review both reports together at the same time. We have tentatively scheduled them for the September meeting; however, if they are received in enough time prior to then, the Board could consider meeting for a work session.

Ms. McGarry asked if the Board had a preference to have CHA report at the September meeting, or hold a work session. Mr. Reed noted that Mr. Rutherford may not be in attendance at the September meeting and Mr. Rutherford confirmed that it was possible that he may not be able to make the meeting. He noted that a work session at a later date could work. Dr. Ligon suggested that Ms. McGarry could let the Board know when the reports were received, and then they could determine how to proceed.

- E. TJPDC Proposed Smart Scale Area Type Change – Rural Area**– Ms. McGarry reported that TJPDC is proposing to request a change in Area Type from Type “C” to Type “D” for our Planning District localities. All other PDCs with rural areas are categorized as “D” in which the highest weighted factor is safety. Analysis of 3 Smart Scale Rounds showed that with few exceptions, projects within the TJPDC area would have received higher scores and been ranked more competitively if categorized as Area Type “D”. The TJPDC is looking to make the decision to request this change at their September 4th meeting. Given a favorable vote, it would be forward to the CTB for their consideration and potential action prior to the end of the calendar year. That timeframe would allow the change to be incorporated into the next round of Smart Scale. No action by the Board is required.
- F. Lovington TAP Grant – Sidewalk Improvement Project** – Ms. McGarry reported that VDOT is in the Preliminary design process with its consultant, Rinker Design Associates (RDA) and a December/January public hearing will be held on the design proposal. The Right of Way phase for temporary construction easements will take about 1 year and the project is about 2 years out from construction.
- G. Piney River Pump Station (Phase II)** – Ms. McGarry reported that the quote received on the specifications for the pump station is \$263,103 and is subject to escalation for any price increases of materials or components greater than 5% after the time of quote. Manufacturing is estimated to take 24-38 weeks from when Smith and Loveless receives approved submittal data. Staff is preparing to proceed and is gathering pricing information related to installation. The FY26 budget currently includes \$323,125 for this project.
- H. Tipping Floor Replacement Project** – Ms. McGarry stated that staff is preparing to re-engage with Architectural Partners on bidding this project out in the next couple of months; working through the logistics and public notification of the Transfer Station closure.
- I. Meals and Lodging Tax Collection & Lodging Entity Tracking** – Ms. McGarry referenced the charts provided to the Board and noted that the number of Lodging Units is 824, up from 823 in the previous report.
- J. Staff Reports** – Ms. McGarry stated that the department and office reports for June/July have been provided.

Dr. Ligon asked if staff could provide the Planning Commission members with the map of Airbnbs in the County. Ms. McGarry confirmed that they would do so.

Mr. Parr asked for the date of their work session to discuss the space needs of the courthouse.

Ms. McGarry stated that it was scheduled for 3:00 p.m. on August 19, 2025. She said that preliminary information would be shared this Friday.

Mr. Reed said that he would like to note one thing without having to read through everything. He said that the change from type C to type D in the Smart Scale project with TJPDC was noteworthy. He explained that this change would result in Nelson County being rated higher in areas of economic development and traffic safety. He said that these were two things that were necessary and important for the County. He said that it was clear in the provided information that, had this change been in effect earlier, they would have been rated higher in Smart Scale projects, which would have helped them in securing those projects. He said that while it was not an absolute guarantee, it would be a significant advantage relative to other competitive jurisdictions in the Commonwealth. He commended TJPDC for advocating for their County.

Mr. Rutherford said that regarding the short-term rental information from July 2025 and August 12, 2025, the graph showed \$1.5 million for the year to date. Ms. McGarry said that it was for the calendar year. Mr. Rutherford commented that it appeared that meals tax was significantly lower in comparison to other years.

2. Board Reports

Mr. Rutherford:

Mr. Rutherford said that he missed the last PDC meeting, so he would let Mr. Reed report on that. He said that otherwise, he had some traffic and VDOT-related interactions in Schuyler and Faber and not much else to report.

Dr. Ligon:

Dr. Ligon stated that she wanted to highlight the productive meeting they had with the Planning Commission. She said that they thoroughly reviewed the ordinances and were hoping to provide recommendations at their next joint meeting to improve their productivity. She said that although they initially struggled to get started, once they found their rhythm, she believed they covered a substantial amount of material, and she was looking forward to continuing that success.

Mr. Parr:

Mr. Parr said that the Emergency Services Council did not meet in July, but the DSS Board did meet. He said that they continued to have significant communication concerns with the DSS office. He said that everyone was aware of the emails from the Sheriff and the Commonwealth Attorney, as well as the presentation from the Commonwealth Attorney earlier in today's Board meeting. He said that after some recent activity, they were still trying to get to the bottom of the issue, but they did receive a verbal two-weeks' notice from a supervisor in the office. He said that although no written notice was received, the fact that this happened was quite concerning to him, whether it was an actual notice or simply a gesture of frustration. He said that he was unsure, but either way, it was a concern. He said that however, they would delve into this further later.

Mr. Reed:

Mr. Reed said that from the recent TJPDC meeting, the U.S. Department of Agriculture's funding for rural development and rehabilitation was typically capped at \$5,000 per project, requiring matching funds, but it appeared that there may be an increase in this funding amount for the upcoming year. He said that while it was not yet confirmed, this could lead to more opportunities for rehabilitation projects in Nelson County if it materialized, which was a positive development.

Mr. Reed said that in addition, he attended the Nelson County Public Schools Convocation, which was a new experience for him. He said that it was the largest-scale spirit pep rally for staff that he had ever seen, with School Board members in attendance. He said that he was able to attend and found it to be a great event, which boded well for the upcoming year. He said that the new staff were introduced to the rest of the staff in the community, and the "OneNelson" sense of community was certainly present.

B. Appointments

Ms. Spivey said that there were currently no applicants to be considered for appointments. She noted that as a reminder for upcoming appointments, they were seeking an alternate position on the Board of Zoning Appeals. She reported that they were also looking to fill seats for the South District and West District on the Library Committee. She said that she may have a West District applicant pending, but the information had not yet been officially received. She said that they were seeking a landowner for the Agricultural and Forestal District Advisory Committee.

Ms. Spivey said that she had received an email from Mark Stapleton, who was currently serving on the Criminal Justice Board, indicating that he was stepping down due to commitments that had limited his availability to attend meetings. She said that he had expressed concern that someone with more experience in law enforcement, judicial proceedings, and jail operations would be a better fit for an appointment in one of those fields, and they would be looking for someone to fill that position.

C. Correspondence

1. Nelson Chamber of Commerce – Christmas Lights

Mr. Rutherford stated that the Nelson County Chamber of Commerce was responsible for administering the Christmas lights in Lovingson, Shipman, and surrounding areas. He said that they were now facing challenges that may prevent them from continuing this tradition. He said that he had had discussions with them regarding potential strategies and coordination for transferring the responsibility to another entity. He said that he did not immediately suggest Nelson County, and he would like to explore other options.

Mr. Rutherford said that he had considered organizations such as the Lovington Merchants Association, but his concern was that they may only be willing to take on the responsibility for their specific area of Lovington. He said that as far as he knew, the Chamber of Commerce was not seeking any monetary compensation for the lights; they simply wanted to transfer ownership and responsibility for their administration and maintenance. He said that he was fairly confident that he could find an entity willing to take on the Lovington portion of the lights, but he was uncertain about organizations that could take over the Shipman portion of the lights.

Mr. Rutherford said that the Christmas lights were a significant part of the Village of Lovington, especially during the holiday season. He said that he hoped that they could find a solution that worked for everyone. He said that he wanted to emphasize that he was not volunteering the County for this responsibility, and he had not asked the Board to take any action. However, he did want to bring this to their attention because these lights were not limited to his District.

Ms. McGarry said that she would like to note that the correspondence from the Chamber of Commerce had indicated that there was some equipment that may need attention due to safety concerns.

Mr. Rutherford said that he was not familiar with the Christmas light display tradition in other localities, such as the Town of Amherst, Scottsville, and others. He said that it may be a County-related initiative, but he believed that it was essential that they discuss this topic now, as Christmas was approaching.

Dr. Ligon said that they could contact the Electric Co-Op, AEP, and other electric companies to see who was responsible for the maintenance of the connections of the poles. Mr. Rutherford said that there probably were costs associated with that piece. He said that this was a new issue for him, but he would be interested in learning how the Town of Amherst managed their Christmas light installations.

Dr. Ligon noted that the cost of electricity to power the Christmas lights had been higher than estimated in the past. She said that she would like to receive a cost estimate for the Christmas lights, including new lights along 151 in Piney River.

Mr. Rutherford said that he was aware that Schuyler was interested in having Christmas lights as well. He believed there were some liability issues that would need to be worked out, especially if they handed the responsibility to another organization. Dr. Ligon asked staff to see if there were certain requirements of the individuals actually installing the lights on the power poles. Ms. McGarry noted the County Maintenance staff installed the lights in Nellysford. Mr. Rutherford noted that the County may consider taking responsibility for this initiative.

Dr. Ligon added that if it was going to be the County's responsibility, they needed to adhere to an established schedule for putting them up and taking them down.

Ms. McGarry stated that she would follow up with more information.

Ms. McGarry said that she wanted to add to Correspondence an email that they received this afternoon, which she had forwarded to everyone. She said that the email was related to Monticello Area Community Action Agency (MACAA)'s delay in providing after-school care. Mr. Rutherford asked if the County had sent MACAA's funding yet. Ms. McGarry noted that they received money from the County on a quarterly basis. She stated that the facility would not be able to provide services at the start of school, which was today. She said that the reasons for this were complex. She said that they hoped to open the after-school program as soon as the license applications were submitted and approved by the Virginia Department of Education.

Ms. McGarry stated that according to their list, there were five major reasons for the delay, which included low student enrollment, with only six students at Rockfish and five at Tye River. She noted that MACAA indicated that the number of students had increased since the open house at both schools last week. She said that there was also a delay in hiring teaching personnel at both schools, as they had not received enough applications to proceed with background checks for the childhood services director from Minnesota. She commented that the application for license had not been submitted to the Virginia Department of Education.

Ms. McGarry said that once these items were completed, they would submit the application for license to VDOE. She said that they would also have an on-site visit by the Virginia Department of Education on Tuesday, August 19, 2025, and may be able to open shortly thereafter. She said that staff would be closely monitoring the situation.

D. Directives

There were none.

The Board took a brief recess.

Closed Session

Mr. Rutherford moved that the Nelson County Board of Supervisors convene in closed session to discuss the following as permitted by Virginia Code Sections 2.2-3711 -

(A)(1) - "Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body;" – Personnel

(A)(8) - "Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter."

Mr. Parr seconded the motion. There being no further discussion, Supervisors voted unanimously (4-0) by roll call vote to approve the motion.

Supervisors conducted the closed session and upon its conclusion, Mr. Rutherford moved to reconvene in public session. Mr. Parr seconded the motion and there being no further discussion, Supervisors voted unanimously (4-0) by roll call vote to approve the motion.

Upon reconvening in public session, Mr. Rutherford moved that the Nelson County Board of Supervisors certify that, in the closed session just concluded, nothing was discussed except the matter or matters specifically identified in the motion to convene in closed session and lawfully permitted to be discussed under the provisions of the Virginia Freedom of Information Act cited in that motion. Mr. Parr seconded the motion and there being no further discussion, Supervisors voted unanimously (4-0) by roll call vote to approve the motion.

VII. OTHER BUSINESS (AS PRESENTED)

There was none.

VIII. ADJOURN & CONTINUE – EVENING SESSION AT 7PM

At 5:36 p.m., Mr. Reed adjourned and continued the meeting to 7:00 p.m.

EVENING SESSION 7:00 P.M. – NELSON COUNTY COURTHOUSE

I. CALL TO ORDER

Mr. Reed called the meeting to order at 7:00 p.m. with four (4) Supervisors present to establish a quorum. Mr. Harvey was absent.

II. PUBLIC COMMENTS

Heather Goodwin – Arrington, VA

Ms. Heather Goodwin stated that recently, she had become aware of the fact that a grant was obtained by this County and the Board of Supervisors in 2020 for the Smart Scale funding for safety improvements, or at least that was how it was proposed, at the intersection of Oak Ridge Road and Route 29. She stated that this was not one of the intersections where people were getting killed in the County; in fact, in the 35 years she had been here, there had been no fatalities at that intersection. She commented that she was not aware of the last fender bender at that intersection. She noted that they were all painfully aware of the few intersections in the County that had experienced more than double the average fatality rate of the state.

Ms. Goodwin stated that in 2020, the Board filed and received a \$5.2 million grant that had been awarded under the guise of being for safety improvements at the intersection of Oak Ridge Road and 29. She commented that the only events occurring at that intersection were the events at Oak Ridge, and the Lockn' farm adjacent to them. She emphasized that when those special events occurred, as part of the special event permitting process, it was required that the road was shut down. She noted it was a requirement from VDOT and it was not a tax payer expense, rather the expenses are borne by the promoter of the events. She stated that there was no traffic going in and out that would be impacted. She said that this year, the proposal was coming to fruition, with

several hundred feet of turn-lane expansions between Tye River Elementary School and the intersection at Oak Ridge Road, and slightly shifting the road coming out of Oak Ridge Road into 29. She commented that the proposed improvements did not change the actual shape or curvature of the road, which she believed were the actual issues with the road.

Ms. Goodwin acknowledged that the Board's hands were somewhat tied with this issue, as the project had been pending for several years. She understood after talking with VDOT at the recent Sheriff's safety meeting where this intersection's grant was discussed but not identified as a specific safety concern, that the Board had the option to withdraw the request. She asked that the Board please consider withdrawing the request and explore whether or not the costs spent on engineering improvements for safety at an intersection where they were unnecessary, could be waived

Ms. Goodwin noted that VDOT had indicated at the safety meeting that they would recommend it be waived, and this would prevent them from spending \$5 million on an intersection that did not need this help. She commented that although the returned funds may not go to another intersection in Nelson, they would be used to make actual life and safety improvements elsewhere, and she would much rather have the money go to safety improvements of an intersection that actually needed it. She requested the Board to please consider withdrawing the application.

Mr. Reed closed the public comment period.

III. PUBLIC HEARINGS

A. Withdrawal of Property from Agricultural & Forestal District – Greenfield – 196.375 acres

Dylan Bishop, Director of Planning and Zoning, stated that the Planning and Zoning Department had received an application from Jim and Joan Klemic to remove 196.34 acres of property from the Greenfield Agricultural and Forestal District (AFD). She explained that this was a voluntary program in which farmers, foresters, and landowners may form an Agricultural and/or Forest Conservation District for the purpose of conserving areas that are rural and agricultural. She noted that the property owner continues to hold fee simple title to the land, but the easement restrictions run with the land for a set number of years. She explained that AFDs were established by the State of Virginia as a means for Counties to offer incentives to landowners to maintain their property for agriculture and forestry.

Ms. Bishop stated that the benefits include eligibility for land use taxation, protection from eminent domain and municipal annexation, and protection from frivolous nuisance complaints. She indicated that these protections were in effect for the duration of the contract period, and as a result, the County was able to more accurately plan land use in the region, since the owner agreed not to convert the property to a more intensive use. She noted that the rural nature of the landscape was maintained and the tax rates remained low since residential development was slowed and County resources were not overburdened. She reported that there were five Agricultural Forestal Districts in the County; one in each Election District. She noted that per the County Code Section 9-205, withdrawal of land from an existing AFD requires a public hearing. Ms. Bishop indicated that there were six parcels included in the withdrawal request, which were indicated on the provided map.

Ms. Bishop stated that the AFD Advisory Committee met on April 25, 2025 to review and discuss the Klemics' application for withdrawal, and the Committee subsequently recommended approval of the request to the Planning Commission. She reported that on June 25, 2025, the Planning Commission held a public hearing and also recommended approval of the withdrawal request to the Board of Supervisors.

Mr. Reed asked if there were any comments from the public during the Planning Commission's public hearing.

Ms. Bishop replied that there were none other than Susan McSwain, who was a member of the Agricultural Forestal District Advisory Committee.

Mr. Reed opened the public hearing. There were no persons wishing to speak, and the public hearing was closed.

Mr. Rutherford moved to approve **Ordinance O2025-07 – Amendment of the Code of Nelson County, Virginia Chapter 9 Planning and Development, Article V, Agricultural and Forestal Districts Withdrawal of Klemic Parcels from the Greenfield Agricultural and Forestal District.**

Dr. Ligon seconded the motion. There being no further discussion, Supervisors approved the motion unanimously (4-0) by roll call vote and the following ordinance was adopted:

**ORDINANCE O2025-07
NELSON COUNTY BOARD OF SUPERVISORS**

**AMENDMENT OF THE CODE OF NELSON COUNTY, VIRGINIA
CHAPTER 9 PLANNING AND DEVELOPMENT, ARTICLE V,
AGRICULTURAL AND FORESTAL DISTRICTS
WITHDRAWAL OF KLEMIC PARCELS FROM THE GREENFIELD AGRICULTURAL AND
FORESTAL DISTRICT**

WHEREAS, Jim and Joan Klemic have filed an application to remove 196.34 acres of property from the Greenfield Agricultural and Forestal District; and

WHEREAS, the parcels to be removed from the Greenfield Agricultural and Forestal District are as follows:

<u>Parcel Number</u>	<u>Acreage</u>
13 A 1	23.9
7 A 87	31.85
13 A 1A	31.4
7 A 88	22.945
7 A 93A	44.94
6 A 158B	41.34

WHEREAS, participation in the Agricultural and Forest Conservation District Program is a voluntary program in which farmers, foresters and landowners may form an Agricultural and/or Forest Conservation District for the purpose of conserving areas that are rural and agricultural. The property owner continues to hold fee simple title to the land, but the easement restrictions run with the land for a set number of years; and

WHEREAS, Sec.9-205 of the Code of Nelson County, Virginia allows that any time after the creation of an agricultural and forestal district, any owner of land lying in such district may file a written request with the program administrator to withdraw all or part of their land from the district for a good and reasonable cause; and

WHEREAS, the Agricultural and Forestal District Advisory Committee met on April 25, 2025 to review and discuss the Klemics' application for withdrawal, and the Committee subsequently recommended approval of the request to the Planning Commission; and

WHEREAS, on June 25, 2025, the Nelson County Planning Commission held a public hearing to review the Klemics' request and voted to recommend approval of the withdrawal to the Board of Supervisors; and

WHEREAS, after reviewing the Planning Department's report, the Agricultural and Forestal District Advisory Committee's recommendation, and considering the Planning Commission's recommendation as well as the comments from the public received at the public hearing on June 25, 2025, the Board is in agreement to allow the withdrawal of the Klemics' parcels from the district;

NOW THEREFORE BE IT ORDAINED, by the Nelson County Board of Supervisors that the Code of Nelson County, Virginia, Chapter 9 Planning and Development, Article V, Agricultural and Forestal Districts be amended to remove Jim and Joan Klemic's 196.34 acres of property from the Greenfield Agricultural and Forestal District and the Board of Supervisors directs that a copy of this ordinance of withdrawal be submitted to the Commissioner of Revenue, the State Forester, and the State Commissioner of Agriculture and Consumer Services. The Commissioner of Revenue shall delete the information of said parcels from the land book and tax map, and the Board of Supervisors shall remove the identification of such parcel from the zoning map where applicable;

BE IT FURTHER ORDAINED, by the Nelson County Board of Supervisors that this Ordinance becomes effective upon adoption.

IV. OTHER BUSINESS (AS PRESENTED)

There was none.

V. ADJOURNMENT

At 7:10 p.m., Mr. Rutherford moved to adjourn and continue the meeting to August 19, 2025 at 3:00 p.m. Mr. Parr seconded the motion. There being no further discussion, Supervisors approved the motion unanimously (4-0) by roll call vote and the meeting was continued.

Virginia:

AT A CONTINUED MEETING of the Nelson County Board of Supervisors at 3:00 p.m. in the Former Board of Supervisors Room located on the fourth floor of the Nelson County Courthouse, in Lovingson, Virginia.

Present: Ernie Q. Reed, Central District Supervisor – Chair
Dr. Jessica L. Ligon, South District Supervisor – Vice Chair
Jesse N. Rutherford, East District Supervisor
J. David Parr, West District Supervisor
Candice W. McGarry, County Administrator
Amanda B. Spivey, Administrative Assistant/Deputy Clerk
Grace E. Mawyer, Director of Finance and Human Resources
Phillip D. Payne IV, County Attorney

Absent: Thomas D. Harvey, North District Supervisor

I. CALL TO ORDER

Mr. Reed called the meeting to order at 3:06 p.m. with four (4) Supervisors present to establish a quorum and Mr. Harvey being absent.

II. CLOSED SESSION PURSUANT TO 2.2-3711 (A)(1) &(A)(8)

Mr. Rutherford moved that the Nelson County Board of Supervisors convene in closed session to discuss the following as permitted by Virginia Code Sections 2.2-3711 -

(A)(1) - "Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body;" – Personnel

(A)(8) - "Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter."

Mr. Parr seconded the motion. There being no further discussion, Supervisors voted unanimously (4-0) by roll call vote to approve the motion.

Supervisors conducted the closed session and upon its conclusion, Mr. Rutherford moved to reconvene in public session. Mr. Parr seconded the motion and there being no further discussion, Supervisors voted unanimously (4-0) by roll call vote to approve the motion.

Upon reconvening in public session, Mr. Rutherford moved that the Nelson County Board of Supervisors certify that, in the closed session just concluded, nothing was discussed except the matter or matters specifically identified in the motion to convene in closed session and lawfully permitted to be discussed under the provisions of the Virginia Freedom of Information Act cited in that motion. Mr. Parr seconded the motion and there being no further discussion, Supervisors voted unanimously (4-0) by roll call vote to approve the motion.

III. SPACE NEEDS WORK SESSION

The Board opted to postpone discussion of space needs until the following week and selected August 26, 2025 at 4:00 p.m. to hold a work session.

IV. OTHER BUSINESS (AS PRESENTED)

Mr. Parr moved to approve **Resolution R2025-64** and Dr. Ligon seconded the motion. There being no further discussion, Supervisors approved the motion (3-1) by roll call vote, with Mr. Reed voting no, and the following resolution was adopted:

RESOLUTION R2025-64
NELSON COUNTY BOARD OF SUPERVISORS
RESOLUTION TO DISSOLVE THE EXISTING NELSON COUNTY SOCIAL SERVICES
BOARD AND CONSTITUTE A LOCAL BOARD COMPRISED OF
A LOCAL GOVERNMENT OFFICIAL WITH AN ADVISORY BOARD

WHEREAS, pursuant to § 63.2-300 of the Code of Virginia 1950 as Amended, the County is required to have a Local Social Services Board, which is responsible for oversight of the Nelson County Social Services Department; and

WHEREAS, pursuant to § 63.2-302 of the Code of Virginia, 1950 as Amended, the County's Local Social Services Board may, in its discretion, be comprised of either a local government official or an administrative board consisting of residents of the County who are appointed by the Board of Supervisors; and

WHEREAS, Nelson County Social Services currently has an administrative board comprised of residents of the County that were appointed by the Board of Supervisors, as well as one member of the Board; and

WHEREAS, § 63.2-305 of the Code of Virginia 1950 as Amended, provides that if the County instead elects to appoint a local government official as the County's Local Social Services Board, it shall also appoint a board to serve in an advisory capacity to such Local Social Services Board; and

WHEREAS, the Nelson County Board of Supervisors desires to appoint the County Administrator as the Local Social Services Board, and to establish an advisory board to serve in an advisory capacity to such Local Social Services Board, as permitted by § 63.2-302 and §63.2-305 of the Code of Virginia 1950 as Amended;

NOW THEREFORE BE IT RESOLVED, by the Nelson County Board of Supervisors that effective immediately, the current Local Social Services Board governing the Nelson County Social Services Department is hereby dissolved and the local government official the County Administrator hereby constitutes the Local Social Services Board for the Nelson County Department of Social Services, and

BE IT FURTHER RESOLVED, that pursuant to §63.2-305 of the Code of Virginia 1950 as Amended, there is hereby created a Nelson County Social Services Advisory Board.

August 19, 2025

V. ADJOURN AND CONTINUE TO AUGUST 26, 2025 AT 4:00 P.M.

At 5:28 p.m., Mr. Parr moved to adjourn and continue to August 26, 2025 at 4:00 p.m. and Dr. Ligon seconded the motion. There being no further discussion, Supervisors approved the motion unanimously (4-0) by roll call vote and the meeting adjourned.

DRAFT

BOARD OF
SUPERVISORSTHOMAS D. HARVEY
North DistrictERNIE Q. REED
Central DistrictJESSE N. RUTHERFORD
East DistrictJ. DAVID PARR
West DistrictDR. JESSICA LIGON
South DistrictCANDICE W. MCGARRY
County AdministratorAMANDA B. SPIVEY
Administrative Assistant/
Deputy ClerkGRACE E. MAWYER
Director of Finance and
Human Resources

RESOLUTION R2025-66
NELSON COUNTY BOARD OF SUPERVISORS
AMENDMENT OF FISCAL YEAR 2025-2026 BUDGET
September 9, 2025

I. Appropriation of Funds (General Fund)

<u>Amount</u>	<u>Revenue Account (-)</u>	<u>Expenditure Account (+)</u>
\$ 30,008.00	3-100-009999-0001	4-100-022010-5419
\$ 10,000.00	3-100-002404-0060	4-100-081020-7061
\$ 649.95	3-100-003303-0107	4-100-031020-1013
\$ 965.64	3-100-003303-0107	4-100-999000-9905
\$ 1,541.31	3-100-003303-0107	4-100-999000-9905
\$ 2,376.96	3-100-003303-0107	4-100-999000-9905
\$ 7,359.41	3-100-003303-0051	4-100-999000-9905
\$ 3,126.67	3-100-002404-0035	4-100-999000-9905
\$ 4,612.17	3-100-001899-0008	4-100-091030-5202
\$ 2,298.08	3-100-001899-0008	4-100-091030-5202
\$ 7,862.93	3-100-001899-0008	4-100-091030-5202
\$ 18,085.60	3-100-002404-0002	4-100-032020-5650
\$ 230,125.60	3-100-009999-0001	4-100-091050-7085
\$ 37,054.81	3-100-001803-0020	4-100-999000-9905
\$ 19,497.00	3-100-009999-0001	4-100-091030-5657
\$ 1,242.90	3-100-001401-0002	4-100-031020-7017
\$ 376,807.03		

II. Transfer of Funds (General Fund Departmental)

<u>Amount</u>	<u>Credit Account (-)</u>	<u>Debit Account (+)</u>
\$ 67,226.00	4-100-031020-7049	4-100-031020-7015
\$ 5,143.00	4-100-031020-7049	4-100-031020-2001
\$ 1,536.00	3-100-001401-0001	3-100-001401-0002
\$ 73,905.00		

III. Transfer of Funds (Capital Fund)

<u>Amount</u>	<u>Credit Account (-)</u>	<u>Debit Account (+)</u>
\$ 305,191.84	4-110-094200-8350	4-110-094200-8324
\$ 305,191.84		

Adopted: _____

Attest: _____, Clerk
Nelson County Board of Supervisors

EXPLANATION OF BUDGET AMENDMENT

- I. Appropriations are the addition of unbudgeted funds received or held by the County for use within the current fiscal year budget. These funds increase the budget bottom line. The General Fund Appropriations of \$376,807.03 include requests of (1) \$30,008.00 request to reappropriate unused FY25 Commonwealth Attorney's Asset Forfeiture funds for use in FY26; (2) \$10,000.00 appropriation requested for FY25-26 VTC DMO Drive Tourism+ grant funds; (3) \$649.95 appropriation requested for Sheriff's DEA Task Force Grant funding for July 2025; (4)(5)(6) \$965.64, \$1,541.31, and \$2,376.96 appropriation requests for Sheriff's DEA Task Force Grant funding for April-June 2025; (7) \$7,359.41 appropriation requested for FY25 FEMA Public Assistance Program Funds (Hurricane Helene) received in FY26; (8) \$296.41 and \$2,830.26 requests totaling \$3,126.67 for DCJS LOLE FY25 grant receipts received in FY26; (9)(10)(11) \$4,612.17, \$2,298.08, and \$7,862.93 appropriation requests for FY26 OPIOID Abatement Funding received in August 2025; (12) \$18,085.60 appropriation requested for FY25 Four-For-Life funds received in FY26 for disbursement to the Nelson EMS Council; (13) \$230,125.60 request to reappropriate unused FY25 Emergency Services Vehicle funds for use in FY26 toward budgeted FY25 Faber Tanker purchase; (14) \$37,054.81 appropriation requested for VDH FY25 Year End Settlement (YES) (surplus) funds received in FY26; (15) \$19,497.00 request to reappropriate unused FY25 Community Center Tax Refund funds; and (16) \$1,242.90 appropriation requested for August/September E-ticket revenue received in FY26. *The total appropriation request for this period is below the 1% of expenditure budget limit of \$989,395.36 for September. Of the total appropriations this month, \$52,424.80 (Items 4-8 & 14) of funds are being added to Non-Recurring Contingency. Following approval of these expenditures, the balance of Recurring Contingency will be \$26,469.04. The balance of Non-Recurring Contingency will be \$387,388.80.***
- II. Transfers represent funds that are already appropriated in the budget, but are moved from one line item to another. Transfers do not affect the bottom line of the budget. A General Fund Department Transfer in the amount of \$73,905.00 is requested as follows: (1)(2) \$67,226.00 and \$5,143.00 transfer from the DCJS FY24 SRO Grant #24-1218-E line item to the School Resource Officer and FICA line items to appropriately account for the position payroll costs (position is no longer grant funded because the grant ended in FY25); and (3) \$1,536.00 transfer of E-Ticket revenues collected in July-August 2025 from Court Fines & Forfeitures line to new E-Ticket line to better account for those funds.**
- III. Transfers represent funds that are already appropriated in the budget, but are moved from one line item to another. Transfers do not affect the bottom line of the budget. Transfers between Capital Fund accounts in the amount of \$305,191.84 are reflected in (1) \$305,191.84 transfer from the DSS Building Project Contingency line item to the DSS Building Project Furniture line item to cover the cost of furniture per the contract executed in August 2025.**

FUND #-100

GENERAL FUND EXPENDITURES

	FY/2022	FY/2023	FY/2024	ADOPTED	AMENDED	2025/06	DEPT	ADMIN	ADOPTED
	EXPENSE	EXPENSE	EXPENSE	FY/2025	FY/2025	ACTUAL	FY/2026	FY/2026	FY/2026
				BUDGET	BUDGET		REQUEST	RECOMMENDS	BUDGET
COMMONWEALTH ATTORNEY									
022010-3002 Professional Services	500								
022010-3005 Maintenance Service Contract			595	595	595	595	595	595	595
022010-5201 Postal Services	332	292	299	500	500	354	500	500	500
022010-5203 Telecommunications	70	123	254	85	85	246	85	85	85
022010-5401 Office Supplies	6,125	5,395	3,765	4,500	9,930	3,916	4,500	4,500	4,500
022010-5411 Books & Subscriptions	1,710	1,173	1,173	2,000	2,000	2,252	2,000	2,000	2,000
022010-5413 Other Operating Supplies (VW)	5,127	4,176	226	1,000	1,000	4,191			
022010-5415 Other Equipment (VWPG)									
022010-5418 Other Asset Forfeitures									
022010-5419 Expense (Asset Forfeiture)	2,662	264			31,329	1,321			
022010-5420 Expense (Federal Asset Forfeiture)									
022010-5501 Travel (Mileage)							1,000	1,000	1,000
022010-5504 Travel (Convention & Education)	8,531	5,275	4,067	5,000	5,000	9,722	6,000	6,000	6,000
022010-5506 Travel (Victim Witness Grant)	270	1,428		118	118	775			
022010-5510 Witness Expenses									
022010-5511 Trial Expenses									
022010-5801 Dues & Assoc. Memberships	2,250	2,260	1,620	2,250	2,250	2,215	2,250	2,250	2,250
022010-7001 Machinery & Equipment	1,100	3,482		1,890	1,890		1,890	1,890	1,890
022010-7002 Furniture & Fixtures	500		158	750	750	472	750	750	750
022010-7007 Computer Equipment									
022010-7030 DCJS Grant 10675 2020-VD-BX-	2,237	11,351							
--TOTAL DEPARTMENT--	580,494	643,944	589,021	677,586	745,113	703,415	710,339	710,339	710,339

Difference = \$39,008.00

COMMONWEALTH'S ATTORNEY	580,494	643,944	589,021	677,586	745,113	703,415	710,339	710,339	710,339
031000 LAW ENFORCEMENT									
031020 ***SHERIFF***									
031020-1001 Salaries & Wages	966,308	988,996	1,220,946	1,461,713	1,461,713	1,277,288	1,350,348	1,350,348	1,350,348
031020-1002 Overtime	20,788	39,716	37,815	30,000	30,000	7,608	15,000	15,000	15,000
031020-1003 Forest Cooperative Agreement	4,521	2,340	1,000		4,400	4,050			
031020-1004 Salaries-COPS Positions									
031020-1005 Courtroom Security	41,273	39,124	40,852	49,088	49,088	48,176	51,545	51,545	51,545
031020-1006 Courthouse Security Wages	102,852	92,000	128,114	157,050	157,050	161,761	161,762	161,762	161,762
031020-1007 Overtime -Dispatch Holiday/R				15,000	15,000	16,562	20,000	20,000	20,000
031020-1008 Unemployment Benefits									
031020-1009 Local Drug Enforcement posit	38,673	63,934	83,577	50,000	68,220	119,720	119,720	119,720	119,720
031020-1010 New-FT Speed Enforcement Off					65,215	9,489	54,003	54,003	54,003
031020-1011 IBR/Evidence Clerk			14,231		43,975	43,975	43,975	43,975	43,975
031020-1012 VDOT Agreement Wages - Rt. 6	5,402								
031020-1013 DEA Task Force OT Grant			397		13,385	17,864			
031020-1014 DCJS Sheriff's TDO/ECO Trans			4,715		5,005	4,989			
031020-2001 FICA	86,263	88,810	113,489	132,697	132,697	124,773	128,054	128,054	128,054
031020-2002 Retirement-VRS	116,492	123,008	152,779	197,906	197,906	171,610	176,112	176,112	176,112
031020-2005 Hospital/Medical Plans	198,672	193,691	272,440	306,996	321,891	334,710	346,488	346,488	346,488
031020-2006 Group Insurance	14,817	16,142	20,772	24,623	24,623	21,654	23,006	23,006	23,006
031020-2009 Hybrid Disability VLDP	1,117	1,091	1,854	1,851	1,851	1,788	1,929	1,929	1,929

Grace Mawyer

From: Dana Campbell
Sent: Monday, June 30, 2025 10:07 AM
To: Grace Mawyer
Subject: Asset forfeiture funds

Hi Grace – Just a reminder that the BOS needs to re-appropriate our asset forfeiture funds. Thanks - Dana

Dana Campbell
Office Manager
Nelson County Commonwealth's Attorney
434-263-7010
434-263-7013 (fax)

VTC DMO DRIVE TOURISM+
Grant Program Agreement
VTC #25-119

This Agreement dated the 11 day of April, 2025 serves as a grant agreement between Nelson County Tourism ("Grant Awardee") and Virginia Tourism Authority, doing business as Virginia Tourism Corporation, a public body corporate and political subdivision of the Commonwealth of Virginia, hereinafter called "VTC" with respect to a grant awarded to Nelson County Tourism.

Nelson County Tourism and VTC agree as follows:

1. **TERM.** The term of this agreement commences upon execution of this agreement and will continue through project completion, no later than September 1, 2026.
 2. **REPORTING AND COMPLETION.** A Final Report shall be submitted to Caitlin Johnson, Director of Operations and Industry Initiatives or Jacob Bower, Special Projects Manager at jbower@virginia.org. Questions may be directed to Mrs. Johnson at (804) 545-5529 or ccjohnson@virginia.org and Mr. Bower at (434) 262-8463 or jbower@virginia.org.
 - a) **Final Report** – A final report shall be due no later than 30 days after program completion, detailing the results of the program outcomes including visitation and revenue data, and other documentation of the program participation. VTC will supply a DRIVE Tourism+ Final Report Template for reporting purposes.
 3. **GRANT REQUIREMENTS.** In return for grant support, Grant Awardee shall provide the following:

As a requirement of receipt of the Grant, Grant Awardee shall provide the development plan submitted in their Grant Application attached. In addition, Grant Awardee shall provide the following additional requirements:

 - a) Grant Awardee shall commit that the officially recognized Virginia DMO contact person listed on the attached development plan will carry out the required and indicated items of the DRIVE Tourism+ grant.
 - b) Grant Awardee shall submit a press release to relevant media outlets announcing participation in DRIVE Tourism+ campaign and receipt of award; VTC will provide a press release template.
-

3-100-2404-0060
4-100-81020-7061

4. **GRANT AMOUNT.** As consideration for the above requirements, initiatives/deliverables referenced herein, VTC will pay Grant Awardee a total grant amount of **\$10,000**. Grant Awardee shall provide VTC with an invoice upon execution of the agreement. Payment will be made within thirty (30) days after receipt of proper invoice. The following shall be deemed to be the date of payment: the date of postmark in all cases where payment is made by mail.
5. **REFUND.** If Grant Awardee does not or cannot provide any of the requirements, initiatives/deliverables referenced herein, for any reason whatsoever, Grant Awardee shall provide, at VTC's sole discretion and approval, a "make good" of the affected requirement, initiative/deliverable, by substituting another requirement, initiative/deliverable of comparable value or as mutually agreed by both parties. Should it be determined in good faith, that Grant Awardee did not provide all of the requirements, initiatives/deliverables listed above in this Agreement, or in the attached Grant Application, VTC may, at its sole discretion, require a pro-rated refund of the grant award from Grant Awardee.

This agreement represents the entire understanding of the parties with respect to the subject matter hereof and may only be amended by the written agreement of an authorized representative of each of the parties.

AGREED & ACKNOWLEDGED:

Nelson County Tourism

Virginia Tourism Corporation

Print name: Maureen A. Kelley

Print name: Michael E. McMahon

Signature: Maureen A. Kelley

Signature: Michael E. McMahon
Digitally signed by Michael E. McMahon
Date: 2025.04.14 12:06:52 -04'00'

Title: Director of Economic Development and Tourism

Title: Vice President of Operations and Finance

Email: ma.kelley@nelsoncounty.org

Phone: 434-263-7015

Grace Mawyer

From: Neely Hull
Sent: Wednesday, August 20, 2025 2:10 PM
To: Grace Mawyer
Cc: Sandy Neblett
Subject: EDI DEATF

015 TREAS 310/MISC PAY RMR*IV*06262025RB*PI*649.95\

Amount: six hundred forty nine dollars and ninety five cents \$649.95

DEATF 8/20/25

Just an FYI 😊

3-100-003303-0107

4-100-031020-1013

Neely Hull
County of Nelson, Treasurer
PO Box 100
Lovingston VA 22949

P (434) 263 7060

F (434) 263 7064

JUL 30
2025

015 TREAS 310/MISC PAY RMR*IV*05022025RB*PI*965.64\ NELSON CO

Details

Statement Description:

015 TREAS 310/MISC PAY RMR*IV*05022025RB*PI*965.64\ NELSON CO

Date:

7/30/2025

DEATF

Type:

Credit

3-100-3303-0107

4-100-999000-9905 (NRC)

*For time worked in June - prior
fiscal year

Holly Henderson
Nelson County Treasurer's Office
PO Box 100
Lovingson, VA 22949
(P)434-263-7060
(F)434-263-7064

Confidential & Proprietary:

This e-mail may contain confidential and/or privileged material for the sole use of the intended recipient. Any view or distribution by others is strictly prohibited. If you are not the intended recipient, please contact the sender and delete all copies. Thank You

From: Sandy Neblett

Sent: Monday, August 4, 2025 3:38 PM

To: Neely Hull <nhull@nelsoncounty.org>; Holly Henderson <hhenderson@nelsoncounty.org>

Subject: DEA funds from July

Neely/Holly-

Has the DEA reimbursement from July came through yet? The amount would be \$965.64. From what the DEA shared last month they are processing the payments two to three business days after receiving the request. I sent the request on 7/11 – if that helps you track when the funds would have come in.

Thanks

Sandy Neblett
Nelson County

Grace Mawyer

Subject: FW: DEA reimbursement payments for April and May

From: Sandy Neblett <sneblett@nelsoncounty.org>
Sent: Friday, July 11, 2025 9:15 AM
To: Neely Hull <nhull@nelsoncounty.org>
Cc: Grace Mawyer <gmawyer@nelsoncounty.org>
Subject: RE: DEA reimbursement payments for April and May

Grace –

I talked to Neely and both of the DEA amounts in question did come in. Holly is going to back the amounts out of the misc and code them with the DEA code. Both amounts will go in June.

Sandy Neblett
Nelson County
Human Resources and Finance Specialist
PO Box 336, Lovingston, VA 22949
(P) 434-263-7137 (F) 434-263-7134
sneblett@nelsoncounty.org
www.nelsoncounty-va.gov

From: Sandy Neblett
Sent: Thursday, July 10, 2025 2:40 PM
To: Neely Hull <nhull@nelsoncounty.org>
Cc: Grace Mawyer <gmawyer@nelsoncounty.org>
Subject: DEA reimbursement payments for April and May

Neely-

I emailed the DEA accounts manager inquiring about our April and May reimbursement payments.

She responded that April and May had been sent and she sent the information below.

Have we indeed received these amounts for April and May?

Approval Date	Doc Type	Doc Number	Invoice Number	Invoice Date	Invoice Log Date	Invoice Amount	Interest
06/11/2025	DDP	D-25-DHQ-012756	04042025RB	06/02/2025	06/05/2025	\$1,541.31	\$0.00
Confirm Date:	06/13/2025	Schedule #:	DA2516301		Check Trace:	2537359	
Approval Date	Doc Type	Doc Number	Invoice Number	Invoice Date	Invoice Log Date	Invoice Amount	Interest
05/15/2025	DDP	D-25-DHQ-011384	03072025RB	05/01/2025	05/05/2025	\$2,376.96	\$0.00
Confirm Date:	05/19/2025	Schedule #:	DA2513601		Check Trace:	2851469	

Sandy Neblett
 Nelson County
 Human Resources and Finance Specialist
 PO Box 336, Lovington, VA 22949
 (P) 434-263-7137 (F) 434-263-7134
sneblett@nelsoncounty.org
www.nelsoncounty-va.gov

3-100-3303-0107

4-100-999000-9905

* Time worked in April & May - prior FY

Grace Mawyer

From: Neely Hull
Sent: Friday, August 22, 2025 7:58 AM
To: Grace Mawyer
Subject: EDI-Code

Hi Grace!!

I don't know if this should be coded to Pstaff, I believe so, but I want to double check with you!

Total Amount: 7,359.41

Deposit Date: 08/25/2025

Trace Number: 82738136

Agy No	Amount	CDS Offset Amount	TOP Offset Amount	Invoice Number	Invoice Date	Customer Number	Voucher Number	Description
127	7,359.41	0.00	0.00	PA4831992381	07/18/2025		0001977	VDEM_PA48319923810

Tot 127: 7,359.41

Neely Hull
County of Nelson, Treasurer
PO Box 100
Lovingston VA 22949

P (434) 263 7060

F (434) 263 7064

FEMAPA - Grinder Pump damages from Helene

3-100-003303-0051

4-100-999000-9905(NRC)

Grace Mawyer

From: Neely Hull
Sent: Thursday, August 14, 2025 11:37 AM
To: Holly Henderson; Grace Mawyer
Subject: RE: DCJS OGMS - Grant - 547473-002 - Claim Approved

3-100-002404-0035

4-100-999000-9905(NRC)

LOLE Grant receipts in FY26, expensed
in FY25. Grant period ends 8/30/25.
- GM

Total Amount: 296.41

Deposit Date: 08/15/2025

Trace Number: 82731060

Agy No	Amount	CDS Offset Amount	TOP Offset Amount	Invoice Number	Invoice Date	Customer Number	Voucher Number	Description
140	296.41	0.00	0.00	547473-002	08/05/2025	1754417390538	17390538	547473-002

Tot 140: 296.41

DCJS

From: Holly Henderson <hhenderson@nelsoncounty.org>
Sent: Thursday, August 14, 2025 9:05 AM
To: Grace Mawyer <gmawyer@nelsoncounty.org>; Neely Hull <nhull@nelsoncounty.org>
Subject: RE: DCJS OGMS - Grant - 547473-002 - Claim Approved

Still nothing in the bank as of this morning.

Holly Henderson
Nelson County Treasurer's Office
PO Box 100
Lovingsston, VA 22949
(P)434-263-7060
(F)434-263-7064

Grace Mawyer

From: Neely Hull
Sent: Thursday, June 26, 2025 10:41 AM
To: Grace Mawyer
Subject: EDI-code please

DCJS

3-100-002404-0035
4-100-999000-9905(NRC)
LOLE Grant receipt in FY25, expensed
in FY25. Grant period ends 8/30/25.
-GM

Total Amount: 2,830.26

Deposit Date: 06/27/2025

Trace Number: 82695541

Agy No	Amount	CDS Offset Amount	TOP Offset Amount	Invoice Number	Invoice Date	Customer Number	Voucher Number	Description
140	2,830.26	0.00	0.00	547473-001	06/23/2025	1750690248387	90248387	547473-001

Tot 140: 2,830.26

Grace Mawyer

From: Neely Hull
Sent: Monday, August 11, 2025 8:17 AM
To: Candy McGarry; Grace Mawyer
Subject: RE: National Opioid Settlements – Payment – Nelson County

Thank you! This has been received and posted to **Opioid**

3-100-1899-0008
4-100-91030-5202

From: Candy McGarry <CMcGarry@nelsoncounty.org>
Sent: Friday, August 8, 2025 6:43 PM
To: Grace Mawyer <gmawyer@nelsoncounty.org>; Neely Hull <nhull@nelsoncounty.org>
Subject: FW: National Opioid Settlements – Payment – Nelson County
Importance: High

FYI

From: NoReply@nationalopioidofficialsettlement.com [<mailto:NoReply@nationalopioidofficialsettlement.com>]
Sent: Friday, August 8, 2025 6:18 PM
To: Candy McGarry <CMcGarry@nelsoncounty.org>
Cc: rpetkauskas@browngreer.com; aoxenreiter@browngreer.com; tadkins@browngreer.com
Subject: National Opioid Settlements – Payment – Nelson County
Importance: High

This is an official communication from the Directing Administrator of the National Opioid Settlements.

The Directing Administrator has initiated payment to your Subdivision as outlined in the table below.

BG Entity ID	State	Beneficiary Type	Beneficiary Name	Payment Type	Payment Amount	Payment Method
12188	Virginia	General Purpose Government	Nelson County	CVS Payment 3	\$4,612.17	Wire Transfer

Please contact the Office of the Attorney General in your State if you have any questions regarding how your Subdivision's payment amount was calculated or how your Subdivision can use Settlement Funds.

Please let your Case Manager know if you encounter any issues with this payment.

Thank you,

BROWN GREER PLC

Directing Administrator

National Opioid Settlements

www.NationalOpioidOfficialSettlement.com

Grace Mawyer

From: Neely Hull
Sent: Monday, August 11, 2025 8:17 AM
To: Candy McGarry; Grace Mawyer
Subject: RE: National Opioid Settlements – Payment – Nelson County

3-100-001899-0008
4-100-091030-5202

Thank you! This has been received and posted to **Opioid**

From: Candy McGarry <CMcGarry@nelsoncounty.org>
Sent: Friday, August 8, 2025 6:43 PM
To: Grace Mawyer <gmawyer@nelsoncounty.org>; Neely Hull <nhull@nelsoncounty.org>
Subject: FW: National Opioid Settlements – Payment – Nelson County
Importance: High

FYI

From: NoReply@nationalopioidofficialsettlement.com [<mailto:NoReply@nationalopioidofficialsettlement.com>]
Sent: Friday, August 8, 2025 6:05 PM
To: Candy McGarry <CMcGarry@nelsoncounty.org>
Cc: rpetkauskas@browngreer.com; aoxenreiter@browngreer.com; tadkins@browngreer.com
Subject: National Opioid Settlements – Payment – Nelson County
Importance: High

This is an official communication from the Directing Administrator of the National Opioid Settlements.

The Directing Administrator has initiated payment to your Subdivision as outlined in the table below.

BG Entity ID	State	Beneficiary Type	Beneficiary Name	Payment Type	Payment Amount	Payment Method
12188	Virginia	General Purpose Government	Nelson County	Allergan Payment 3	\$2,298.08	Wire Transfer

Please contact the Office of the Attorney General in your State if you have any questions regarding how your Subdivision's payment amount was calculated or how your Subdivision can use Settlement Funds.

Please let your Case Manager know if you encounter any issues with this payment.

Thank you,

BROWN GREER PLC

Directing Administrator

National Opioid Settlements

www.NationalOpioidOfficialSettlement.com

Grace Mawyer

From: Neely Hull
Sent: Monday, August 11, 2025 8:16 AM
To: Candy McGarry; Grace Mawyer
Subject: RE: National Opioid Settlements – Payment – Nelson County

3-100-001899-0008
4-100-091030-5202

Thank you! This has been received and posted to Opioid

From: Candy McGarry <CMcGarry@nelsoncounty.org>
Sent: Friday, August 8, 2025 5:39 PM
To: Grace Mawyer <gmawyer@nelsoncounty.org>; Neely Hull <nhull@nelsoncounty.org>
Subject: FW: National Opioid Settlements – Payment – Nelson County
Importance: High

FYI

From: NoReply@nationalopioidofficialsettlement.com [<mailto:NoReply@nationalopioidofficialsettlement.com>]
Sent: Friday, August 8, 2025 5:36 PM
To: Candy McGarry <CMcGarry@nelsoncounty.org>
Cc: rpetkauskas@browngreer.com; aoxenreiter@browngreer.com; tadkins@browngreer.com
Subject: National Opioid Settlements – Payment – Nelson County
Importance: High

This is an official communication from the Directing Administrator of the National Opioid Settlements.

The Directing Administrator has initiated payment to your Subdivision as outlined in the table below. If your Subdivision is receiving payment for multiple Distributor Payment Years, those payments will be aggregated into one wire or check. Similarly, if your Subdivision is receiving payment for multiple Janssen Payment Years, those payments will be aggregated into one wire or check.

BG Entity ID	State	Beneficiary Type	Beneficiary Name	Payment Type	Payment Amount	Payment Method
12188	Virginia	General Purpose Government	Nelson County	Distributor Payment 5	\$7,862.93	Wire Transfer

Please contact the Office of the Attorney General in your State if you have any questions regarding how your Subdivision's payment amount was calculated or how your Subdivision can use Settlement Funds.

Please let your Case Manager know if you encounter any issues with this payment.

Thank you,

BROWNGREER PLC

Grace Mawyer

From: Neely Hull
Sent: Thursday, September 4, 2025 8:13 AM
To: Grace Mawyer
Subject: EDI- Code please

Total Amount: 18,085.60

Deposit Date: 09/04/2025

Trace Number: 82745738

Agy No	Amount	CDS Offset Amount	TOP Offset Amount	Invoice Number	Invoice Date	Customer Number	Voucher Number	Description
601	18,085.60	0.00	0.00	LOCALITY 323	08/21/2025		0277110	EMS RETURN TO LOCALITY

Tot 601: 18,085.60

Neely Hull
County of Nelson, Treasurer
PO Box 100
Lovingston VA 22949

P (434) 263 7060
F (434) 263 7064

CESG
3-100-2404-0002
4-100-32020-5650_{GM}
Pay to: Nelson Co. Emergency Services Council
(Four For Life funds)

FUND #-100

GENERAL FUND EXPENDITURES

		FY/2022	FY/2023	FY/2024	ADOPTED	AMENDED	2025/06	DEPT	ADMIN	ADOPTED
		EXPENSE	EXPENSE	EXPENSE	FY/2025	FY/2025	ACTUAL	FY/2026	FY/2026	FY/2026
					BUDGET	BUDGET		REQUEST	RECOMMENDS	BUDGET
	CAPITAL OUTLAY									
091050-2002	Firewall Upgrade (IT)	4,500								
091050-7001	Lg Format Printer/Scanner (B			10,106						
091050-7002	EMS Knox Boxes						4,167			
091050-7005	McGinnis Bldg. Structural Re	9,380						115,650		
091050-7006	Compactor Replacement							43,000	43,000	43,000
091050-7007	Architectural Partners CH Te	2,790								
091050-7008	Courthouse Tree Removal Serv			17,110						
091050-7010	Elementary Schools Study									
091050-7011	Lovington Revitalization Pl									
091050-7012	Electoral Bd-Transport/Stora							18,900		
091050-7013	Registrar VDEM Grant Improve					40,820	21,719			
091050-7014	Polling Precincts ADA Upgrad			20,532						
091050-7015	Fire Control Panel in Courth							30,000	30,000	30,000
091050-7016	Registrar Office Renovation-		5,975							
091050-7017	Transfer Station Tipping Flo				260,000	260,000	39,628	234,592	234,592	234,592
091050-7018	Voting Machine Replacement (151,200	151,200	156,740			
091050-7019	Electronic Pollbook Replacem		42,125							
091050-7020	FY22 Compensation Study	6,345	15,862	9,518						
091050-7021	Courthouse Complex Repairs/P		24,410							
091050-7022	Courthouse Camera Replacem	1,407								
091050-7023	Comprehensive Plan & Zoning	15,623	100,074	50,757		143,556	65,172	48,556	48,556	48,556
091050-7024	Courthouse Elevator Repair						16,145			
091050-7025	Website Development & Upgrad		16,400	3,000						
091050-7026	Telephone System Upgrade							162,000	162,000	162,000
091050-7027	IT Network Penetration Testi		5,415	12,870	21,000	21,000	12,207			
091050-7028	Tye River Bridge Deck Repair		22,480							
091050-7029	IBM AS400 Server Replacement	44,858								
091050-7030	Treasurer's Online Records A		8,000							
091050-7031	CC Clerk's Deedbook Room Cle									
091050-7032	AP Conceptual Design DSS Bui	3,497								
091050-7033	Microwave Batteries DCPlant				98,850	98,850				
091050-7035	Replace CAD/Mapping Workstat				6,000	6,000	9,058			
091050-7050	Phone System Configuration (10,000	10,000		10,000	10,000	10,000
091050-7060	Wireless Internet Access Exp							26,100	26,100	26,100
091050-7061	ECC Drone Program							27,089		
091050-7072	AP BOS CIP Strategic Plannin	3,367								
091050-7073	Sturt Park Development	2,680		528	71,600	71,600		61,600	61,600	61,600
091050-7074	MP Services -Former Larkin P		16,200	19,800						
091050-7075	Water&Sewer Capacity Study-L			13,560			11,592			
091050-7076	UPS Battery Replacement DK &									
091050-7077	Radio System Upgrade									
091050-7078	Sheriff Vehicles & Equipment	195,364	241,778	219,074	421,776	455,770	420,811	260,484	260,484	260,484
091050-7080	Motor Pool Vehicle							40,000	40,000	40,000
091050-7081	2 Maintenance Trucks		138,834							
091050-7082	Maintenance Dump Truck									
091050-7084	ECC First Response Vehicle						45,409	71,527	61,339	61,339
091050-7085	Emergency Services Vehicles	191,008	215,335	426,316	391,511	391,511	156,928	379,000	379,000	379,000
091050-7089	PAR-Agricultural Center (Amh/	28,526	30,766							

234,583 → Reapp. 230,125.60 for remainder of Faber Tanker

Grace Mawyer

From: Neely Hull
Sent: Monday, August 18, 2025 8:36 AM
To: Grace Mawyer
Subject: EDI- Code please

3-100-001803-0020

HLTHRF

4-100-999000-9905(NRC)

Good morning!

Can you please let me the code for this? I looked back and I couldn't see where we got them before.

Total Amount: 37,054.81

Deposit Date: 08/19/2025

Trace Number: 82733316

Agy No	Amount	CDS Offset Amount	TOP Offset Amount	Invoice Number	Invoice Date	Customer Number	Voucher Number	Description
601	37,054.81	0.00	0.00	YES25005-125	08/07/2025		YES2512	Year End Settlement FY

Tot 601: 37,054.81

Neely Hull
County of Nelson, Treasurer
PO Box 100
Lovington VA 22949

FUND #-100

GENERAL FUND EXPENDITURES

		FY/2022	FY/2023	FY/2024	ADOPTED	AMENDED	2025/06	DEPT	ADMIN	ADOPTED
		EXPENSE	EXPENSE	EXPENSE	FY/2025	FY/2025	2025/06	FY/2026	FY/2026	FY/2026
					BUDGET	BUDGET	ACTUAL	REQUEST	RECOMMENDS	BUDGET
	NON-DEPARTMENTAL									
091030-5623	OAR/Jefferson Area Comm Corr	8,129	11,975	16,134	12,907	12,907	12,907	15,366	15,366	15,366
091030-5624	NCSA Special Projects (Fee W		70,194							
091030-5625	Fleetwood Community Ctr Roof		50,000							
091030-5626	Local Asst Tribal Consistenc				100,000	100,000		100,000	100,000	100,000
091030-5627	VA Career Works-Piedmont Reg							2,942	2,942	2,942
091030-5629	NC Economic Development Auth	3,100	3,100	3,100	3,100	3,100	3,100	8,100	8,100	8,100
091030-5630	Blue Ridge Railway Trail									
091030-5631	Central Virginia Partneship	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
091030-5632	Rockfish Valley Community Ce									
091030-5637	NCCDF Family Assistance Prog								25,000	25,000
091030-5638	Nelson County Community Dev.	55,729	69,661	69,661	69,661	69,661	69,661	69,661	69,661	69,661
091030-5639	NCCDF - NCHS House Project							25,000	25,000	25,000
091030-5641	Community Investment Collabo	4,000	4,000	9,500	8,708	8,708	8,708	8,976	8,976	8,976
091030-5642	Nelson County Chamber of Com									
091030-5643	CASA of Central Virginia	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500
091030-5644	Gladstone Senior Center Meal	8,254	9,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
091030-5645	Rockfish Senior Center Meals			12,300	12,367	12,367	12,367	12,367	12,367	12,367
091030-5646	Schuyler Senior Center Meals									
091030-5647	Other Senior Center Contribu									
091030-5648	Va. Institute of Gov't	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
091030-5652	Wintergreen Performing Arts	9,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000
091030-5655	Retiree Supplement	16,508	17,184	18,363	20,022	20,022	19,970	20,022	20,022	20,022
091030-5656	Habitat for Humanity- Piedmo		2,500	1,250	2,500	3,750	3,750	2,500	2,500	2,500
091030-5657	Community Center Tax Refunds	18,017	22,832	20,838	19,497	19,497		19,497	19,497	19,497
091030-5659	VA BlueRidge Railway Trail F		10,000							
091030-5665	Blue Ridge Tunnel (TEA-21)	81,050								
091030-5669	Nelson Heritage Center			200,000						
091030-5670	Vietnam War & Conflicts Foun		250,000							
091030-5671	BRMC-Latino Outreach									
091030-5680	Cover the Caboose					21,230				
091030-5685	TJ Planning District Commiss	22,960	20,412	25,182	20,912	30,912	30,912	21,267	21,267	21,267
091030-5686	TJPD-VDOT Safe Streets Gran			21,389						
091030-5690	Crozet Tunnel Foundation									
091030-5695	Rt 250 Afton Overlook Improv	2,345	3,320		1,500	1,500		1,500	1,500	1,500
091030-5700	Humane Society of Nelson Cou									
091030-5705	Jefferson Area CHIP									
091030-5710	Wild Rose Solar Project									
	--TOTAL DEPARTMENT--	1,077,486	1,523,028	1,314,312	1,756,112	1,446,451	1,126,666	1,845,000	1,845,000	1,845,000
091050	***CAPITAL OUTLAY***									
091050-1001	Convenience Center Container							30,700	30,700	30,700
091050-1002	UPS Battery Replacement (IT)	10,277								
091050-1003	Sheriff Dept Power DMS Softw		16,000	12,804						
091050-1004	911 NICE Call Recorder Upgra	34,578								
091050-1005	ECC UPS Replacement (E911)			59,359						
091050-1006	Tower UPS Replacements			83,667						
091050-1007	Replace Trimble GPS Units			12,592						
091050-2001	Short Term Rental System							40,000	40,000	40,000

*Paid these refunds
in Aug/Sep 2025.
GM*

Period:
Time: 1039
Balance
\$1,242.90

3-100-001401-0002
4-100-031020-7017

EXPENDITURE SUMMARY

--DETAIL--

7/01/2025 - 8/20/2025

--DETAIL--

FUND #-100 General Fund Expenditures

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
31020	***SHERIFF***							
1001	Salaries & Wages	1,350,348.00	1,350,348.00	.00	132,352.21	.00	1,217,995.79	90.19
1002	Overtime	15,000.00	15,000.00	.00	.00	.00	15,000.00	100.00
1005	Courtroom Security	51,545.00	51,545.00	.00	2,867.20	.00	48,677.80	94.43
1006	Courthouse Security Wages	161,762.00	161,762.00	.00	16,311.50	.00	145,450.50	89.91
1007	Overtime -Dispatch Holiday/Regular	20,000.00	20,000.00	.00	.00	.00	20,000.00	100.00
1009	Local Drug Enforcement position FT	119,720.00	119,720.00	.00	12,072.00	.00	107,648.00	89.91
1010	New-FT Speed Enforcement Officer	54,003.00	54,003.00	.00	5,741.03	.00	48,261.97	89.36
1011	IBR/Evidence Clerk	43,975.00	43,975.00	.00	4,434.50	.00	39,540.50	89.91
1013	DEA Task Force OT Grant	.00	.00	.00	649.95	.00	649.95	100.00
2001	FICA	128,054.00	128,054.00	.00	13,259.50	.00	114,794.50	89.64
2002	Retirement-VRS	176,112.00	176,112.00	.00	15,192.49	.00	160,919.51	91.37
2005	Hospital/Medical Plans	346,488.00	346,488.00	.00	28,098.00	.00	318,390.00	91.89
2006	Group Insurance	23,006.00	23,006.00	.00	1,893.46	.00	21,112.54	91.76
2009	Hybrid Disability VLDP	1,929.00	1,929.00	.00	143.53	.00	1,785.47	92.55
2011	Worker's Compensation	24,553.00	24,553.00	.00	.00	.00	24,553.00	100.00
2013	VRS Retirement Hybrid Plan	31,560.00	31,560.00	.00	2,363.21	.00	29,196.79	92.51
3002	Professional Services	15,000.00	15,000.00	.00	.00	.00	15,000.00	100.00
3005	Maintenance Service Contracts	7,000.00	7,000.00	2,242.30	2,242.30	.00	4,757.70	67.96
3007	Advertising	3,000.00	3,000.00	300.00	600.00	.00	2,400.00	80.00
3038	UVA-MOU Special Events OT	35,000.00	35,000.00	.00	.00	.00	35,000.00	100.00
3039	Bedford-MOU ICAC OT	.00	.00	.00	295.22	.00	295.22	100.00
5201	Postal Services	1,500.00	1,500.00	144.49	144.49	.00	1,355.51	90.36
5203	Telecommunications	4,500.00	4,500.00	35.55	2,647.31	.00	1,852.69	41.17
5240	Mobile Phone/Data Service	29,000.00	29,000.00	.00	375.12	.00	28,624.88	98.70
5401	Office Supplies	8,000.00	8,000.00	705.12	705.12	.00	7,294.88	91.18
5409	Police Supplies	20,000.00	20,000.00	10,028.71	7,828.91	.00	12,171.09	60.85
5410	Uniforms	23,000.00	23,000.00	7,036.82	7,132.82	.00	15,867.18	68.98
5413	Dog Care (G.P. Fees)	3,500.00	3,500.00	507.08	507.08	.00	2,992.92	85.51
5419	Asset Forfeiture Proceeds Expend.	.00	1,217.56	17.89	17.89	.00	1,199.67	98.53
5501	Travel (Mileage)	750.00	750.00	34.39	34.39	.00	715.61	95.41
5503	Travel (Subsistence & Lodging)	6,000.00	6,000.00	986.28	986.28	.00	5,013.72	83.56
5504	Travel (Convention & Education)	6,000.00	6,000.00	.00	.00	.00	6,000.00	100.00
5509	Training	22,000.00	22,000.00	2,325.00	19,029.00	.00	2,971.00	13.50
5510	Confiscated Vehicles	200.00	200.00	.00	.00	.00	200.00	100.00
5801	Dues & Assoc. Memberships	10,000.00	10,000.00	1,350.00	6,300.00	.00	3,700.00	37.00
5802	D.A.R.E.	1,250.00	1,250.00	.00	.00	.00	1,250.00	100.00
7003	Body Worn Cameras Agreement	18,932.00	18,932.00	.00	18,931.45	.00	.55	.00
7015	School Resource Officer	105,898.00	105,898.00	.00	17,633.63	.00	88,264.37	83.34
7017	E-Ticket Expenditures	.00	.00	490.00	4,270.00	.00	4,270.00	100.00
7037	DCJS #15PBJA-21-GG-00258-MUMU LOLE	.00	.00	163.79	163.79	.00	163.79	100.00
7038	DCJS FY24 SRO Grant 24-419-A	55,896.00	55,896.00	.00	5,629.74	.00	50,266.26	89.92
7045	DCJS #528496 Byrne Justice #525887	10,960.00	10,960.00	.00	.00	.00	10,960.00	100.00
7049	DCJS FY24 SRO GRANT #24-1218-B	72,369.00	72,369.00	.00	.00	.00	72,369.00	100.00
7050	CIT Program-Custody Exchange	1,250.00	1,250.00	.00	.00	.00	1,250.00	100.00
SHERIFF		3,009,060.00	3,010,277.56	26,367.42	330,853.12	.00	2,679,424.44	89.00
LAW ENFORCEMENT		3,009,060.00	3,010,277.56	26,367.42	330,853.12	.00	2,679,424.44	89.00
--FUND TOTAL--		3,009,060.00	3,010,277.56	26,367.42	330,853.12	.00	2,679,424.44	89.00

#67,226 Salary → 7015

55,143 FICA → 2001

NELSON COUNTY JUVENILE & DOMESTIC RELATIONS DISTRICT COURT
TRANSMITTAL OF DISTRICT COURT COLLECTIONS
PREPARED: 07/31/25

COLLECTIONS FOR: JULY, 2025

FIPS CODE: 125J

CODE DESCRIPTION

228	CHCF	CHCF	15.00
229	CHMF	CHMF	8.00
234	JAIL ADMISSION FEE	Jadm	25.00
241	E-SUMMONS FEE	Fine	20.00
244	CHSF	CHSF	80.69

LOCALITY 1 TOTAL

148.69

TOTAL LOCAL REMITTANCE TO TREASURER: 148.69

FINE → 3-100-001401-0001

• ESUM → 3-100-001401-0002

Total from 7/01 - 8/25 = \$1,536.00



THIS COPY TO TREASURER

NELSON CIRCUIT COURT
LOCAL REVENUE AND COMMISSION REPORT
PREPARED: 07/31/25

LOCAL REVENUE COLLECTED LESS EARNED CLERK COMMISSIONS

CODE	DESCRIPTION	CURRENT	- COMMISSION	EQUALS	NET
LOCAL REVENUES - 200 SERIES					
201	COUNTY OF NELSON FINE/FORFT <i>fine</i>	27,363.13	1,368.16		25,994.97
203	COMWLTH ATTY FEE <i>fine</i>	132.57	6.63		125.94
206	SHERIFF FEES <i>ssht</i>	318.31	15.92		302.39
212	TRANSFER FEES <i>fine</i>	98.00	9.80		88.20
213	COUNTY GRANTEE TAX <i>fine</i>	22,854.63	1,142.73		21,711.90
219	LAW LIBRARY <i>fine</i>	64.00	3.20		60.80
220	GRANTOR TAX <i>fine</i>	7,992.95	399.65		7,593.30
228	CHCF <i>fine</i>	38.65	1.93		36.72
229	COUNTY OF NELSON CHMF <i>fine</i>	50.48	2.52		47.96
233	BLOOD TEST/DNA FEE <i>fine</i>	72.50	3.63		68.87
234	JAIL ADMISSION FEE <i>fine</i>	25.00	1.25		23.75
236	DOC. REPRO. COSTS	773.50	38.68		734.82
237	MISC. - LOCAL COSTS <i>fine</i>	1,050.00	52.50		997.50
241	E-SUMMONS FEE <i>fine</i>	20.00	1.00		19.00
242	COUNTY OF NELSON INTEREST <i>fine</i>	141.20	7.06		134.14
244	COUNTY OF NELSON CHSF <i>fine</i>	160.19	8.01		152.18
249	RESERVED <i>fine</i>	19.05	0.95		18.10
SUB TOTAL:		61,174.16	3,063.62		58,110.54

TRANSMIT TOTAL (REVENUES LESS COMMISSIONS AND 236 REVENUES:

57,375.72

- * NOTE: 17.1-289 COMMISSION IS 10% ON TRANSFER FEES AND 5% ON ALL OTHER REVENUES
* NOTE: CODE 236 (DOC. REPRO. COSTS) IS PAID TO LOCALITY ON SEPARATE CHECK

CLERK COMMISSIONS EARNED ON LOCAL REVENUES

CODE	DESCRIPTION	CURRENT	+ COMMISSION	EQUALS	NET
CLERK'S FEES/COMMISSIONS - 300 SERIES					
315	MISCELLANEOUS CLERK FEES AND COMMISSIONS	61.79	1,521.24		1,583.03
318	COMM. LOCAL RECORDATION TAX (213, 214)	0.00	1,142.73		1,142.73
319	COMM. LOCAL PROBATE TAX (215, 216)	0.00	0.00		0.00
320	COMP. LOCAL SHARE (220, 223, 224, 226)	0.00	399.65		399.65
SUB TOTAL:		61.79	3,063.62		3,125.41
TOTAL COMMISSIONS EARNED ON LOCAL REVENUES:			3,063.62		



NELSON CIRCUIT COURT
LOCAL REVENUE AND COMMISSION REPORT
PREPARED: 06/30/25

LOCAL REVENUE COLLECTED LESS EARNED CLERK COMMISSIONS

CODE	DESCRIPTION	CURRENT	- COMMISSION	EQUALS	NET
LOCAL REVENUES - 200 SERIES					
<u>FINE</u> 201	COUNTY OF NELSON FINE/FORFT	16,782.45	839.12		15,943.33
<u>SSHf</u> 203	COMWLTH ATTY FEE <u>Att</u>	121.64	6.08		115.56
<u>SSHf</u> 206	SHERIFF FEES	299.50	14.98		284.52 <u>81.56</u>
<u>rtx</u> 212	TRANSFER FEES <u>trfe</u>	109.00	10.90		98.10
<u>rtx</u> 213	COUNTY GRANTEE TAX	30,480.90	1,524.05		28,956.85
<u>UUF</u> 217	CT APPT ATTY <u>Att</u>	166.85	8.34		158.51
<u>const</u> 219	LAW LIBRARY	40.00	2.00		38.00
<u>const</u> 220	GRANTOR TAX <u>rtx</u>	11,143.50	557.18		10,586.32
<u>const</u> 228	CHCF	26.40	1.32		25.08
<u>const</u> 229	COUNTY OF NELSON CHMF <u>chmf</u>	43.14	2.16		40.98
<u>Sher</u> 236	DOC. REPRO. COSTS	991.50	49.58		941.92
<u>Sher</u> 237	MISC. - LOCAL COSTS	735.00	36.75		698.25 <u>901.21</u>
<u>fine</u> 241	E-SUMMONS FEE <u>fine</u>	10.00	0.50		9.50
<u>fine</u> 242	COUNTY OF NELSON INTEREST	148.87	7.44		141.43
<u>post</u> 244	COUNTY OF NELSON CHSF <u>chsec</u>	91.97	4.60		87.37
<u>post</u> 249	RESERVED	14.60	0.73		13.87
SUB TOTAL:		61,205.32	3,065.73		58,139.59
TRANSMIT TOTAL (REVENUES LESS COMMISSIONS AND 236 REVENUES:					57,197.67

* NOTE: 17.1-289 COMMISSION IS 10% ON TRANSFER FEES AND 5% ON ALL OTHER REVENUES
* NOTE: CODE 236 (DOC. REPRO. COSTS) IS PAID TO LOCALITY ON SEPARATE CHECK

CLERK COMMISSIONS EARNED ON LOCAL REVENUES

CODE	DESCRIPTION	CURRENT	+ COMMISSION	EQUALS	NET
CLERK'S FEES/COMMISSIONS - 300 SERIES					
315	MISCELLANEOUS CLERK FEES AND COMMISSIONS	43.00	984.50		1,027.50
318	COMM. LOCAL RECORDATION TAX (213, 214)	0.00	1,524.05		1,524.05
319	COMM. LOCAL PROBATE TAX (215, 216)	0.00	0.00		0.00
320	COMP. LOCAL SHARE (220, 223, 224, 226)	0.00	557.18		557.18
SUB TOTAL:		43.00	3,065.73		3,108.73
TOTAL COMMISSIONS EARNED ON LOCAL REVENUES:					3,065.73



206 SSHF → 284.52
took - 202.96
781.56

81.56 - SSHF
698.25 local sher
[901.21] local (237)

NELSON COUNTY JUVENILE & DOMESTIC RELATIONS DISTRICT COURT
TRANSMITTAL OF DISTRICT COURT COLLECTIONS
PREPARED: 06/30/25

COLLECTIONS FOR: JUNE, 2025

FIPS CODE: 125J

CODE DESCRIPTION

228	CHCF
229	CHMF
234	JAIL ADMISSION FEE
241	E-SUMMONS FEE
244	CHSF

6.00	Const
3.05	CHMF
30.89	JADM
5.00	FINE
39.49	CHSEC

LOCALITY 1 TOTAL

84.43

TOTAL LOCAL REMITTANCE TO TREASURER:

84.43

Halsteadson ID 7/1/25
tr # 27627 HH1

THIS COPY TO DISTRICT COURT

NELSON GEN DISTRICT COURT
TRANSMITTAL OF DISTRICT COURT COLLECTIONS
PREPARED: 06/30/25

COLLECTIONS FOR: JUNE, 2025

FIPS CODE: 125G

CODE DESCRIPTION

206 SHERIFF FEES
217 CT APPT ATTY
219 LAW LIBRARY
228 CHCF
229 CHMF
234 JAIL ADMISSION FEE
241 E-SUMMONS FEE
2X0 COMM E-SUMMONS
244 CHSF

1,020.00
120.00
376.00
1,459.88
852.21
75.00
1,482.50
191.67
8,016.20

SSH
ATTYFE
LLF
CONS
CHMF
JADM
FINE
CASEC

LOCALITY 1 TOTAL

13,593.46

TOTAL LOCAL REMITTANCE TO TREASURER: 13,593.46

NELSON COUNTY GENERAL DISTRICT COURT

4674

Check issued to : LOCAL TREASURER

Check issued on : JULY 01, 2025

Check Amount : 13,593.46

THIRTEEN THOUSAND FIVE HUNDRED NINETY-THREE AND 46/100*****

This check issued for the following reason:

REMIT DISTRICT COURT COLLECTIONS TO THE LOCAL TREASURER

Memorandum data: LOCAL COLLECTIONS

: BALANCES AS OF 06/30/2025

:

LOCAL TREASURER

N/A

N/A

N/A, XX 00000-0000

TO REORDER VISIT US AT: www.AbcCheckPrinting.com

tr# 27628 H+H
Halschneider/D 7/1/25

THIS COPY TO TREASURER

EXPENDITURE SUMMARY

--DETAIL--

7/01/2025 - 9/05/2025

--DETAIL--

FUND #-110 ***Capital Fund Expenditures***

MAJOR	ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN
999		EXPENDITURES-CAPITAL FUND							
92100		***Bonds***							
93100		***Transfers***							
94100		***School Capital Projects***							
8120		NCHS 2024 Construction & Inspections	22,065,327.00	22,065,327.00	.00	.00	.00	22,065,327.00	100.00
		School Capital Projects	22,065,327.00	22,065,327.00	.00	.00	.00	22,065,327.00	100.00
94200		***DSS 2024 Bldg Project***							
8310		DSS - A&E Bldg/Site Design Cost Est	73,769.50	73,770.00	33,857.00	33,857.00	.00	39,913.00	54.10
8311		DSS - A&E Rd Design Cost Est	50,300.00	50,300.00	.00	.00	.00	50,300.00	100.00
8312		DSS - A&E Security System Design	11,500.00	11,500.00	.00	.00	.00	11,500.00	100.00
8313		DSS-A&E Design Team Const Admin Exp	217,020.00	217,020.00	.00	.00	.00	217,020.00	100.00
8314		DSS - A&E Rd Construction Admin Exp	9,700.00	9,700.00	.00	.00	.00	9,700.00	100.00
8320		DSS - A&E Contract Allowance	125,341.00	125,341.00	.00	.00	.00	125,341.00	100.00
8350		DSS Building Contingency	6,670,012.00	6,670,012.00	.00	.00	.00	6,670,012.00	100.00
		DSS 2024 Bldg Project	7,157,642.50	7,157,643.00	33,857.00	33,857.00	.00	7,123,786.00	99.52
		School Capital Projects	29,222,969.50	29,222,970.00	33,857.00	33,857.00	.00	29,189,113.00	99.88
999000		***Capital Reserve***							
9901		Capital Reserve (School)	300,500.00	300,500.00	.00	.00	.00	300,500.00	100.00
		Capital Reserve	300,500.00	300,500.00	.00	.00	.00	300,500.00	100.00
		Capital Reserve	300,500.00	300,500.00	.00	.00	.00	300,500.00	100.00
		--FUND TOTAL--	29,523,469.50	29,523,470.00	33,857.00	33,857.00	.00	29,489,613.00	99.88

Contingency → Furniture Line: 4-110-094200-8324 → 305,191.84
 (4-110-094200-8350) GM

AGREEMENT

THIS AGREEMENT, made and entered this 22nd day of August, 2025, by and between the County of Nelson, Virginia (the "County") and **Image Business Interiors** (the "Contractor") provides:

A. Undertaking. **The Contractor will furnish materials and perform the work for the purchase, storage, and installation of furniture for the newly constructed Department of Social Services Building, Project Name: Nelson County – New Social Services Building, Quote/Project Number 11620-45632 (the "Work") in accordance with this Agreement, the General Conditions, and the specifications listed in Image Business Interior's Proposed Quote dated 8/22/2025, marked as Exhibit 1, and OMNIA Partners Cooperative Procurement Manufacturer's Contracts: Teknion #R240116, HON #R240117, Carolina Business Furniture #R191813, Sit On It #R191803, and Studio TK #R191816, with Exhibit 1 attached hereto and all of which are made a part hereof (collectively, the "Contract Documents").**

B. Contract Price. **The County will pay in consideration of the Work a Not to Exceed amount of Three Hundred and Five Thousand, One Hundred and Ninety-One Dollars and Eighty-Four Cents (\$305,191.84) as follows:**

- ☐ 1. ONE LUMP SUM will be made for the whole contract, upon acceptance by the County, of all Work required hereunder and compliance by the Contractor with all the terms and conditions of this Agreement.
- ☐ 2. PARTIAL PAYMENTS IN THE AMOUNT OF 95 PERCENT of the value of the work in place and of the value of the materials suitably stored at the site (less the aggregate of previous payments) will be made at intervals of _____. The value of the work and materials in place or on site shall be as estimated by the Contractor and approved by the County. Upon acceptance by the County of all Work required hereunder, and compliance by the Contractor with all terms and conditions of this Agreement, the amount due the Contractor will be paid.
- ☒ 3. **33% "Order Deposit, 33% upon delivery, with the balance due upon completion.**

C. Term. **The Contractor will begin the Work upon execution of this Agreement and the County's issuance of a Purchase Order for the Work and will complete the Work upon completion of the Department of Social Services Building, expected to be in approximately 520 days.**

D. Notices. All notices required or permitted under this Agreement shall be in writing and shall be deemed delivered in person or deposited in the United States mail, postage prepaid addressed as follows. Either party may change such address from time to time by providing written notice to the other in the manner set forth above.

If to the County:

Candice W. McGarry
County Administrator
Post Office Box 336
Lovingston, Virginia 22949

If to the Contractor:

Image Business Interiors
Attn: Will Dasher
4525 Columbus Street, Suite 101
Virginia Beach, VA 23462

E. Guarantee. The period of warranty pursuant to Paragraph 8 of the General Conditions is: **in accordance with Manufacturers 'specifications.**

F. Special Provisions. None.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first above written.

COUNTY OF NELSON

By:

Candice W. McGarry
Candice W. McGarry
Its: County Administrator

By:

Christine O. Philbrick
Its General Manager

Approved as to form:

Philip [Signature]
County Attorney

Revised 10/18/21

BOARD OF
SUPERVISORSTHOMAS D. HARVEY
North DistrictERNIE Q. REED
Central DistrictJESSE N. RUTHERFORD
East DistrictJ. DAVID PARR
West DistrictDR. JESSICA LIGON
South DistrictCANDICE W. MCGARRY
County AdministratorAMANDA B. SPIVEY
Administrative Assistant/
Deputy ClerkGRACE E. MAWYER
Director of Finance and
Human Resources**RESOLUTION R2025-67****NELSON COUNTY BOARD OF SUPERVISORS**

APPROVAL OF THE COUNTY'S PARTICIPATION IN THE PROPOSED SETTLEMENTS OF OPIOID-RELATED CLAIMS AGAINST ALVOGEN, AMNEAL, APOTEX, HIKMA, INDIVIOR, MYLAN, SUN, AND ZYDUS, AND DIRECTING THE COUNTY ATTORNEY TO EXECUTE THE DOCUMENTS NECESSARY TO EFFECTUATE THE COUNTY'S PARTICIPATION IN THE SETTLEMENTS

WHEREAS, the opioid epidemic that has cost thousands of human lives across the country also impacts the Commonwealth of Virginia and its counties and cities, including the County of Nelson, by adversely impacting the delivery of emergency medical, law enforcement, criminal justice, mental health and substance abuse services, and other services by Nelson County's various departments and agencies; and

WHEREAS, the Commonwealth of Virginia and its counties and cities, including Nelson County, have been required and will continue to be required to allocate substantial taxpayer dollars, resources, staff energy and time to address the damage the opioid epidemic has caused and continues to cause the citizens of the Commonwealth and Nelson County; and

WHEREAS, settlement proposals have been negotiated that will cause the opioid manufacturers Alvogen, Amneal, Apotex, Hikma, Indivior, Mylan, Sun, and Zydus (collectively, "the Manufacturers") to pay an aggregate of approximately \$720 million dollars nationwide to resolve opioid-related claims against them; and

WHEREAS, the County has approved and adopted the Virginia Opioid Abatement Fund and Settlement Allocation Memorandum of Understanding (the "Virginia MOU"), and affirms that each of the pending settlements with the Manufacturers shall be considered a "Settlement" that is subject to the Virginia MOU, and shall be administered and allocated in the same manner as the opioid settlements entered into previously with opioid distributors McKesson, Cardinal Health, and AmerisourceBergen, opioid manufacturers Janssen Pharmaceuticals, Teva Pharmaceuticals, and Allergan, and retail pharmacy chains CVS, Walgreens, Walmart, and Kroger;

WHEREAS, the County Attorney has reviewed the available information about the proposed settlements with the Manufacturers and has recommended that the County participate in the settlements in order to recover its share of the funds that the settlements would provide;

NOW THEREFORE BE IT RESOLVED that the Nelson County Board of Supervisors, this 9th day of September, 2025, approves of the County's participation in the proposed settlements of opioid-related claims against the Manufacturers, and directs the County Attorney to execute the documents necessary to effectuate the County's participation in the settlements, including the required release of claims against the Manufacturers.

Approved: September 9, 2025

Attest: _____, Clerk
Nelson County Board of Supervisors

National Opioids Settlements: Alvogen, Amneal, Apotex, Hikma, Indivior, Mylan, Sun, Zydus
Opioids Implementation Administrator
opioidsparticipation@rubris.com

York County, VA
Rubris Reference Number: CL-1768503

**TO LOCAL POLITICAL SUBDIVISIONS AND SPECIAL DISTRICTS:
THIS NOTICE CONTAINS IMPORTANT INFORMATION ABOUT NATIONAL OPIOID
SETTLEMENTS.**

SETTLEMENT OVERVIEW

Proposed nationwide settlement agreements (“Settlements”) have been reached that would resolve opioid litigation brought by states, local political subdivisions, and special districts against eight opioids manufacturers, Alvogen, Amneal, Apotex, Hikma, Indivior, Mylan, Sun, and Zydus (the “Manufacturers”). Local political subdivisions and special districts are referred to as “subdivisions.”

The Settlements require the settling Manufacturers to pay hundreds of millions of dollars to abate the opioid epidemic. The Settlements will provide a maximum of approximately \$720 million in cash to participating states and subdivisions to remediate and abate the impacts of the opioid crisis. Depending on participation by states and subdivisions, the Settlements require:

- Alvogen to immediately pay up to approximately \$19 million;
- Amneal to pay up to approximately \$74 million over 10 years, and to provide either approximately \$177 million of its generic version of the drug Narcan or up to an additional approximately \$44 million in cash;
- Apotex to immediately pay up to approximately \$65 million;
- Hikma to immediately pay up to approximately \$98 million, and to provide either approximately \$35 million of its naloxone product or up to an additional approximately \$7 million in cash;
- Indivior to pay up to approximately \$75 million over five years, a portion of which, at the election of the state, could be paid in the form of Indivior’s branded buprenorphine and/or nalmefene products with a value of up to \$140 million.;
- Mylan to pay up to approximately \$290 million over nine years;
- Sun to immediately pay up to approximately \$32 million; and
- Zydus to immediately pay up to approximately \$15 million.

The Settlements also contain injunctive relief governing opioid marketing, sale, distribution, and/or distribution practices and require the Manufacturers to implement safeguards to prevent diversion of prescription opioids.

Each of the proposed settlements has two key participation steps.

First, each eligible state decides whether to participate in each Settlement. A list of participating states for each settlement can be found at <https://nationalopioidsettlement.com/>.

Second, eligible subdivisions within each participating state decide whether to participate in each Settlement. The more subdivisions that participate, the more funds flow to that state and its subdivisions. Any subdivision that does not participate cannot directly share in any of the settlement funds, even if the subdivision’s state is settling and other participating subdivisions are sharing in settlement funds. If the state does not participate in a particular Settlement, the subdivisions in that state are not eligible to participate in that Settlement.

WHO IS RUBRIS INC. AND WHAT IS THE IMPLEMENTATION ADMINISTRATOR?

The Settlements provide that an Implementation Administrator will provide notice and manage the collection of participation forms. Rubris Inc. is the Implementation Administrator for these new Settlements and was also retained for the prior national opioid settlements.

WHY IS YOUR SUBDIVISION RECEIVING THIS NOTICE?

Your state has elected to participate in one or more of the Settlements, and your subdivision may participate in those Settlements in which your state has elected to participate. This notice is also sent directly to counsel for such subdivisions if the Implementation Administrator has their information.

If you are represented by an attorney with respect to opioid claims, please contact them.

Subdivisions can participate in the Settlements whether or not they filed a lawsuit or are represented.

WHERE CAN YOU FIND MORE INFORMATION?

Detailed information about the Settlements, including each settlement agreement, may be found at: <https://nationalopioidsettlement.com>. This website also includes information about how the Settlements are being implemented in most states and how funds will be allocated within your state.

You are encouraged to review the settlement agreement terms and discuss the terms and benefits with your counsel, your Attorney General's Office, and other contacts within your state. Information and documents regarding the Settlements and your state allocation can be found on the settlement website at <https://nationalopioidsettlement.com/>.

Your subdivision will need to decide whether to participate in the proposed Settlements, and subdivisions are encouraged to work through this process before the **October 8, 2025** deadline.

HOW DO YOU PARTICIPATE IN THE SETTLEMENTS?

The Settlements require that you take affirmative steps to "opt in" to the Settlements.

In the next few weeks, you will receive documentation and instructions from the Implementation Administrator or, in some cases, your Attorney General's Office. In order to participate in a settlement, a subdivision must sign and return the required Participation Form for that settlement.

Please add the following email addresses to your "safe" list so emails do not go to spam / junk folders: dse_na3@docusign.net and opioidsparticipation@rubris.com. Please monitor your email for the Participation Forms and instructions.

All required documentation must be signed and returned on or before **October 8, 2025**.



Sister City Proposal



Brayden Murphy & Odin Clark-Cearley





What is our goal?

To initiate and establish a healthy sister city program between Nelson County and an international community.



What is a Sister City?

- Mutually beneficial long-term partnership
- Formally recognized agreement between highest officials
- An international bridge between communities
- Intent for personal benefit
- Unlimited flexibility through greater independence

How does this work?



Sister Cities International recognizes a sister city relationship when mayors or highest elected officials from the two communities sign an agreement to become sister cities.

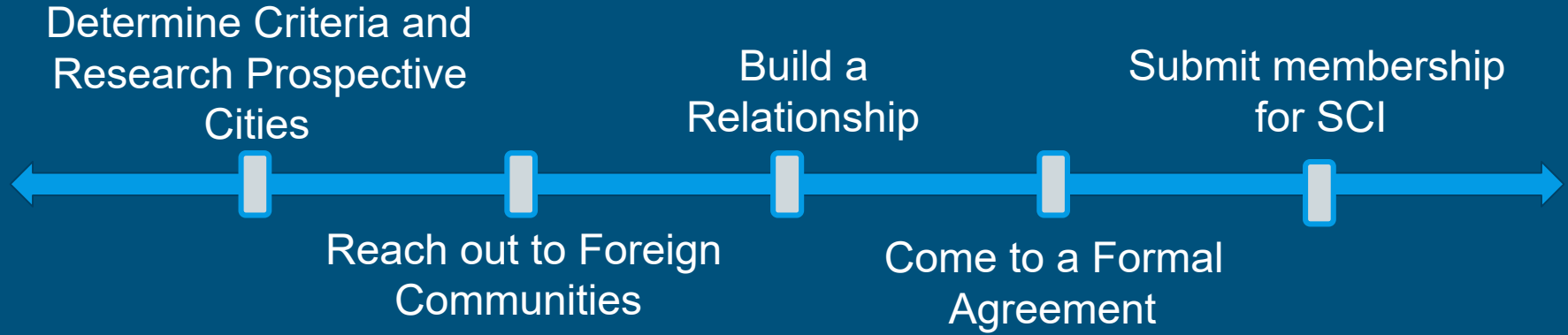


Why does this matter?

- Exposure to international culture
- A wholistic community approach
- Educational opportunities
- Low cost, high return
- Long-term legacy



How does this unfold?



How will it be organized?

The Nelson County Sister City Initiative (NCSCI) will be dedicated to overseeing the creation and administration of formal and informal relationships with friendship cities and sister cities. The primary objective of NCSCI is to grow a mutually beneficial relationship with another city that aims to expand Nelson's horizons.

What are we asking of the board?



Questions?



Thank You



- 2025 Legislative Priorities -

PUBLIC EDUCATION FUNDING

We urge the State to fully fund its share of the realistic costs of the Standards of Quality (SOQ) and reverse policy changes that previously reduced funding or shifted funding responsibility to localities.

- The Joint Legislative Audit and Review Commission (JLARC) report on K-12 education funding found that public education in Virginia is underfunded, noting that local school divisions receive less funding per student than divisions in other states and several key funding benchmarks.
- Localities need an adequately defined SOQ that more equitably shares the costs of public education between the state and local governments.
- Localities and school divisions should have flexibility in the use of state funds provided for school employee compensation.
- We support allowing all localities the option of levying a one-cent sales tax to be used for construction or renovation of schools.

BUDGETS AND FUNDING

We urge the governor and legislature to enhance state aid to localities, to not impose mandates on or shift costs to localities, and to enhance local revenue options.

- Adequate state investment for local service delivery is crucial.
- We oppose unfunded state and federal mandates and the cost shifting that occurs when the State or the federal government fails to fund requirements or reduces or eliminates funding for programs.
- We support additional revenue options for localities in order to diversify the local revenue stream; the state should not restrict local revenue or confiscate or redirect local dollars to the state treasury.
- Any tax reform efforts should examine financing and delivery of state services at the local level and how revenue is generated relative to our economic competitiveness.

LAND USE and GROWTH MANAGEMENT

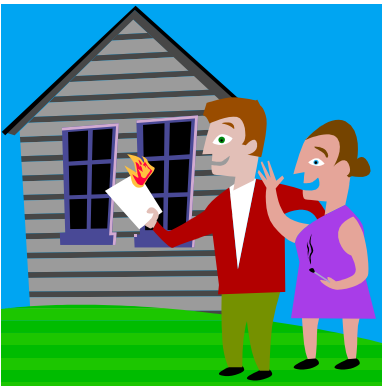
We encourage the State to resist preempting or circumventing existing land use authorities, and to support local authority to plan and regulate land use.

- We support the state providing local governments with additional tools to manage growth.
- We support local authority to address siting and other impacts of utility-scale clean energy resources, and state funding and technical assistance that address the planning, production, transmission, and deployment of such resources.
- We support local government authority to regulate accessory dwelling units.
- We support changes to provisions of the current proffer law that limit the scope of impacts that may be addressed by proffers.



IV D

Reassessment of Real Estate 2026



The Company

We are a Virginia owned company that provides mass appraisal services to localities that do not have a staff or resources to conduct a general reassessment. We are now part of Vision Government Solutions.

By the end of this year Wampler-Eanes will have completed 167 reassessments for 54 different localities across Virginia and North Carolina totaling 2,800,000 + properties.





Legal Requirements

- State Law requires Counties to have a general reassessment every four years unless the population is less than 50,000.
- While every four years is required, reassessment annually or biennially is allowed.



Legal Requirements

- If the State Tax Department's sales ratio study for any county or city shows a sales assessment ratio lower than 70% in the year of the general reassessment, this proves that the locality failed to assess at 100%.

Reassessment Process



- The first step is a comprehensive sales study.
- Each property is visited by a field inspector who verifies data and collects additional data. The field review is done with the homeowner if they are at home.



Reassessment Process

- County is divided into smaller areas called neighborhoods for the purpose of market comparison. 282 as of today.
- Throughout the process, neighborhood sales, land values, yearly appreciation trends and other data are analyzed.
- Data collection is entered into the mass appraisal system and accuracy validated.

GIS

- GIS is utilized by our appraisers and field technicians to view property lines, topo, open land vs. woodland, waterfront, etc. We can use this tool to determine acreage, road frontage,
- water frontage
- Also locate other structures on the property.



Reassessment

- The goal of mass appraisal is to produce accurate appraisals and equitable assessments.
- The primary tool to measure the outcomes of mass appraisal is the sales ratio study.

Reassessment

- A sales ratio study compares assessed values to market values as represented by open market sales.
- The product is the sales ratio of assessed value to sales prices.

$$\frac{\text{Assessed value}}{\text{Sales price}} = \frac{80,000}{100,000} = 80\%$$

Real Estate Values

3 methods are used:



- **Cost Approach**- determines what it would cost to build the structure new at the current rates and land values. If the structure is not new, then the amount of depreciation must be determined.



- **Income Approach**-evaluates how much income the property would produce if it were rented. The price that could be paid and yield a return on the investment is determined.

Real Estate Values

- **Sales Comparison/Market Approach-** compares property to similar properties that have recently sold. Features used as a basis of comparison include living space, style, age condition, lot size, location and other amenities.

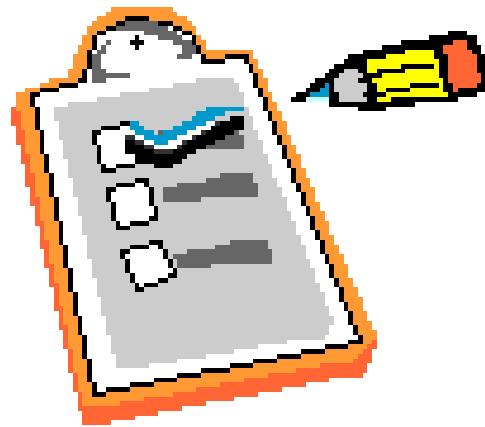




Reassessment Process

- When the reassessment is complete, property owners are notified and hearings with the appraisers will be held if requested.
- Property owners who continue to disagree with the reassessment results may appeal to a Board of Equalization appointed by the Circuit Court from recommendation made by the County.

Role of the Commissioner of Revenue



Commissioner of Revenue

- Is responsible for the maintenance of all records required for the issuance of the Land Book.
- This office maintains all ownership and assessment records, of which most are open to the public.



- 2023
- \$230,000
- 3.26 ACRES
- SHIPMAN
- 1248 SF
- \$184.29 PSF
- CURRENT VALUE
- \$130,000
- 46-A-43B



- 2024
- \$330,000
- 2.49 ACRES
- FABER
- 1298 SF
- \$254.23 PSF
- CURRENT VALUE
- \$232,400
- 36-5-3



- 2025
- \$412,000
- 2.00 ACRES
- FABER
- 1920 SF
- \$214.58 PSF
- CURRENT VALUE
- \$185,500
- 36-A-36B
- RENOVATED



- 2023
- \$209,975
- 0.75 ACRES
- SCHULER
- 852 SF
- \$246.44 PSF
- CURRENT VALUE
- \$79,900
- 62-A-34
- RENOVATED



- 2024
- \$395,000
- 8.00 ACRES
- BEECH GROVE
- 1813 SF
- \$217.87 PSF
- CURRENT VALUE
- \$154,700
- 19-A-22A
- RENOVATED



- 2023
- \$356,500
- 1.00 ACRES
- BEECH GROVE
- 1903 SF
- \$187.33 PSF
- CURRENT VALUE
- \$181,100
- 19-A-31
- RENOVATED



- 2024
- \$395,000
- 2.295 ACRES
- CAMPBELLS MOUNTAIN AREA
- 1350 SF
- \$292.59 PSF
- CURRENT VALUE
- \$200,600
- 29-2-5
- NICE CREEK SITE



- 2025
- \$700,000
- 2.32 ACRES
- TYRO
- 2454 SF
- \$285.24 PSF
- CURRENT VALUE
- \$411,800
- 29-A-50



- 2025
- \$194,500
- .50 ACRES
- GLADSTONE
- 912 SF
- \$213.26 PSF
- CURRENT VALUE
- \$17,000
- 97-A-103
- FLIP



- 2024
- \$270,000
- 9.70 ACRES
- PINEY RIVER
- 1040 SF
- \$259.61 PSF
- CURRENT VALUE
- \$189,000
- 65-A-45



- 2025
- \$218,000
- .527 ACRES
- ARRINGTON
- SF 988
- \$220.64 PSF
- CURRENT VALUE
- \$20,700
- 77-A-72





- 2024
- \$220,000
- 1.06 ACRES
- SHIPMAN
- SF 1,094
- 201.09 PSF
- CURRENT VALUE
- \$105,400
- 69-1-13



- 2024
- \$539,000
- 0.24 ACRES
- WINTERGREEN
- SF 1,196
- 450.66 PSF
- CURRENT VALUE
- \$311,000
- 11B-C-12



- 2024
- \$1,850,000
- 0.84 ACRES
- WINTERGREEN
- SF 3,432
- 539.04 PSF
- CURRENT VALUE
- \$759,200
- 11F-A-63



QUESTIONS?

BOARD OF
SUPERVISORSTHOMAS D. HARVEY
North DistrictERNIE Q. REED
Central DistrictJESSE N. RUTHERFORD
East DistrictJ. DAVID PARR
West DistrictDR. JESSICA LIGON
South DistrictCANDICE W. MCGARRY
County AdministratorAMANDA B. SPIVEY
Administrative Assistant/
Deputy ClerkGRACE E. MAWYER
Director of Finance and
Human Resources

RESOLUTION R2025-68
NELSON COUNTY BOARD OF SUPERVISORS
AUTHORIZATION FOR PUBLIC HEARING TO AMEND CHAPTER 12, UTILITIES,
ARTICLE III, WATER AND WASTEWATER, DIVISION TEN OF THE CODE OF NELSON
COUNTY, VIRGINIA

RESOLVED by the Nelson County Board of Supervisors pursuant to and in accordance with the provisions of §15.2-1427 and the applicable provisions of §15.2-2119, §15.2-2122 and §15.2-2143 of the Code of Virginia, 1950 as amended, that the County Administrator be and is hereby authorized to advertise a public hearing notice for the conduct of a public hearing on **Tuesday, October 14, 2025 at 7:00 p.m.** in the General District Courtroom of the Courthouse in Lovingson.

The purpose of the public hearing is to receive public comments on an Ordinance proposed for passage to amend Chapter 12, Utilities, Article III, Water and Wastewater, Division Ten, Schedules of Rates, Fees, and Other Charges. Specific changes are proposed for sections 12-152 Connection Fees, 12-153 Base Service Fees for water and sewer, 12-169 Grinder Pump Fees as follows:

Sec. 12-152. Connection Fees

Water and Sewer Connection Fees - Each Service by Meter Size			
Meter Size	Effective Date:	Existing	1/1/2026
5/8" to 3/4"		\$2,000.00	\$4,000.00
- Full 3/4" (3/4")		\$3,000.00	\$6,000.00
- One Inch (1")		\$5,000.00	\$10,000.00
- One & One Half (1 1/2")		\$8,000.00	\$17,500.00
- Two Inch (2")		\$16,000.00	\$32,000.00
- Three Inch (3")		\$32,000.00	\$64,000.00
- Four Inch (4")		\$50,000.00	\$100,000.00
- Six Inch (6")		\$100,000.00	\$200,000.00

Sec. 12-153. Base service fees.

Proposed Rates and Fees – Monthly Service

Effective Date:	Existing	1/1/2026	7/1/2026	7/1/2027	7/1/2028
Water Usage - (4,000 gallons monthly minimum)	\$29.90	\$34.36	\$38.82	\$43.28	\$52.20
Water Usage - (per 1,000 gallons over monthly min)	\$6.10	\$7.36	\$8.61	\$9.87	\$12.38
Sewer Usage - (4,000 gallons monthly minimum)	\$29.60	\$39.22	\$48.85	\$58.47	\$77.72
Sewer Usage - (per 1,000 gallons over monthly min)	\$6.85	\$7.91	\$8.97	\$10.03	\$12.15

Sec. 12-169. Grinder pump fees.

Proposed Grinder Pump Fees – Monthly Service

Effective Date:	Existing	1/1/2026	7/1/2026	7/1/2027	7/1/2028
Grinder Pump Fees	\$9.00	\$12.07	\$15.14	\$18.20	\$24.34

Other proposed changes: Sections 12-156 Yard hydrant fees, 12-160 Returned check fees, 12-164 Unauthorized water/sewer use fees, 12-165 Copy of the water and sewer ordinance, and 12-167 Inspection fees, are to align the County's fees for the Piney River Water and Sewer System with the Nelson County Service Authority's fees. New sections will add a Misuse/Damage Fee, Customer Requested Service Fee, and New Service Opinion Fee, all of which the Nelson County Service Authority currently utilizes in the operation of their system.

Approved: _____, 2025

Attest: _____, Clerk
Nelson County Board of Supervisors

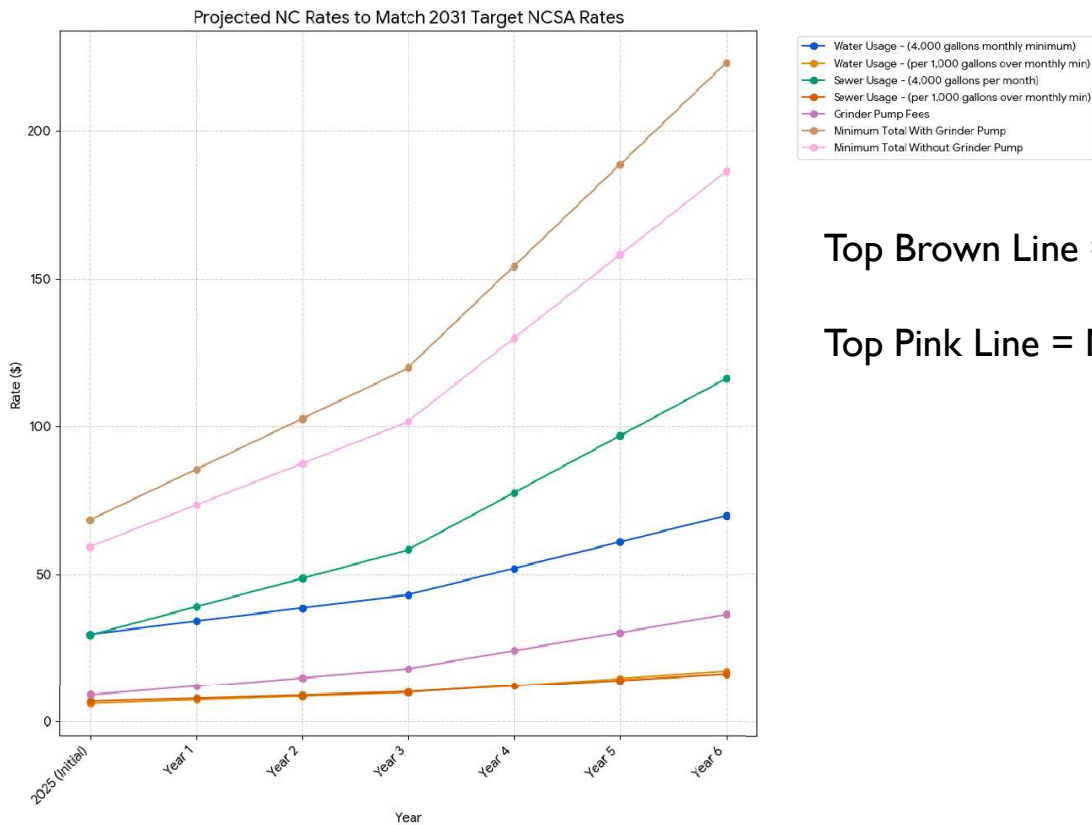
PROPOSED 6-YEAR RATE SCHEDULE – OPTION 3

Assumptions:

- Uses 2031 NCSA Rates as 6-YR Targets for PRWS Rates (Assumes 15% rate escalations every 2 years = 45% by year 6)
- Uses a lower rate of increase in years 1-3 and a higher rate of increase in years 4-6 to reach the 2031 NCSA Target rates in Year 6.
- Note: 2025 NCSA Rates are slightly over-achieved in Year 4

<u>Service</u>	2025 NC PRWS	2025 NCSA	2031 Target NCSA Est. 45%	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
Water Usage - (4,000 gallons monthly minimum)	\$29.90	\$48.30	\$70.04	\$34.36	\$38.82	\$43.28	\$52.20	\$61.12	\$70.04
Water Usage - (per 1,000 gallons over monthly min)	\$6.10	\$12.00	\$17.40	\$7.36	\$8.61	\$9.87	\$12.38	\$14.89	\$17.40
Sewer Usage - (4,000 gallons per month)	\$29.60	\$80.15	\$116.22	\$39.22	\$48.85	\$58.47	\$77.72	\$96.97	\$116.22
Sewer Usage - (per 1,000 gallons over monthly min)	\$6.85	\$11.30	\$16.39	\$7.91	\$8.97	\$10.03	\$12.15	\$14.27	\$16.39
Grinder Pump Fees	\$9.00	\$25.25	\$36.61	\$12.07	\$15.14	\$18.20	\$24.34	\$30.47	\$36.61
Minimum Total With Grinder Pump	\$68.50	\$153.70	\$222.87	\$85.65	\$102.80	\$119.96	\$154.26	\$188.57	\$222.87
Minimum Total Without Grinder Pump	\$59.50	\$128.45	\$186.25	\$73.58	\$87.67	\$101.75	\$129.92	\$158.08	\$186.25

PROPOSED 6-YEAR RATE SCHEDULE – OPTION 3



Top Brown Line = Minimum Total With Grinder Pump Rate

Top Pink Line = Minimum Total Without Grinder Pump Rate

PRWS WATER AND SEWER CONNECTION FEES COMPARED TO NELSON COUNTY SERVICE AUTHORITY

<u>Fee/Charge Description</u>	<u>RATES</u>		
	<u>2024 NCSA - Lovington, Schuyler, Gladstone</u>	<u>2024 NCSA - Wintergreen Mountain (Where Different)</u>	<u>2013 Piney River County-O2013-04</u>
<u>Connection Fees - (Water & Sewer) - each</u>			
5/8" to 3/4"	\$ 4,000.00		\$ 2,000.00
- Full 3/4" (3/4")	\$ 6,000.00		\$ 3,000.00
- One Inch (1")	\$ 10,000.00		\$ 5,000.00
- One & One Half (1 1/2")	\$ 17,500.00		\$ 8,000.00
- Two Inch (2")	\$ 32,000.00		\$ 16,000.00
- Three Inch (3")	\$ 64,000.00		\$ 32,000.00
- Four Inch (4")	\$ 100,000.00		\$ 50,000.00
- Six Inch (6")	\$ 200,000.00		\$ 100,000.00

OTHER FEES/CHARGES THAT DIFFER BETWEEN COUNTY AND NCSA

- Water & Sewer Availability Fees (N/A – Wintergreen System Only)
- Yard Hydrant fees
- Unauthorized Water/Sewer Use Fees (Additional Daily Charge)
- Copies of County Rules/Regulations
- New Service Opinion Fee
- Voluntary Disconnect/Reconnection Fees (Water)
- Misuse/Damage Fee Minimum

OTHER FEES/CHARGES THAT DIFFER BETWEEN COUNTY AND NCSA

<u>Fee/Charge Description</u>	<u>2024 NCSA - Lovington, Schuyler, Gladstone</u>	<u>2024 NCSA - Wintergreen Mountain (Where Different)</u>	<u>2013 Piney River County-O2013-04</u>
<u>Availability Fees</u>			
Availability Fee - Water		\$ 3.50	\$ -
Availability Fee - Sewer		\$ 5.00	\$ -
<u>Yard Hydrant Fees</u>			
Yard Hydrant Fees - (1,500 gal. base charge monthly - NC, 4,000 gal. NCSA) additional if on separate meter	\$ 48.30	\$ 52.90	\$ 7.50
<u>Fire Protection Fees</u>			
Fire Protection Fees - (annual per hydrant) Can be Paid Quarterly (County Pays NCSA)	\$ 981.41		N/A
<u>Unauthorized Water/Sewer Use Fees</u>			
Additional Daily Charge	\$ 1,000.00		\$ 500.00
<u>Septage Hauler's Fees - (per gallon)</u>	\$ 0.16		N/A
<u>Copies of Authority/County Rules & Regulations</u>	\$ 10.00		\$ 2.50
<u>New Service Opinion Fee - (add'l charge of time & material if actually located or dug up)</u>	\$ 50.00		\$ -
<u>Voluntary Disconnect/Reconnection Fees (water service)</u>	N/A		\$ 25.00
<u>Misuse/Damage Fee - (actual cost for time & materials for all damages over minimum)</u>	\$ 500.00		\$ -

§ 15.2-1427. Adoption of ordinances and resolutions generally; amending or repealing ordinances

A. Unless otherwise specifically provided for by the Constitution or by other general or special law, an ordinance may be adopted by majority vote of those present and voting at any lawful meeting.

B. On final vote on any ordinance or resolution, the name of each member of the governing body voting and how he voted shall be recorded; however, votes on all ordinances and resolutions adopted prior to February 27, 1998, in which an unanimous vote of the governing body was recorded, shall be deemed to have been validly recorded. The governing body may adopt an ordinance or resolution by a recorded voice vote unless otherwise provided by law, or any member calls for a roll call vote. An ordinance shall become effective upon adoption or upon a date fixed by the governing body.

C. All ordinances or resolutions heretofore adopted by a governing body shall be deemed to have been validly adopted, unless some provision of the Constitution of Virginia or the Constitution of the United States has been violated in such adoption.

D. An ordinance may be amended or repealed in the same manner, or by the same procedure, in which, or by which, ordinances are adopted.

E. An amendment or repeal of an ordinance shall be in the form of an ordinance which shall become effective upon adoption or upon a date fixed by the governing body, but, if no effective date is specified, then such ordinance shall become effective upon adoption.

F. In counties, except as otherwise authorized by law, no ordinance shall be passed until after notice of an intention to propose the ordinance for passage has been advertised by reference twice, with the first notice being published no more than 28 days before and the second notice appearing no less than seven days before the date of the meeting referenced in the notice, in a newspaper having a general circulation in the county. The publication shall include a statement that a copy of the full text of the ordinance is on file in the clerk's office of the circuit court of the county or in the office of the county administrator; or in the case of any county organized under the form of government set out in Chapter 5, 7 or 8 of this title, a statement that a copy of the full text of the ordinance is on file in the office of the clerk of the county board.

In counties, emergency ordinances may be adopted without prior notice; however, no such ordinance shall be enforced for more than sixty days unless readopted in conformity with the provisions of this Code.

G. In towns, no tax shall be imposed except by a two-thirds vote of the council members.

Code 1950, §§ 15-8, 15-10; 1950, p. 113; 1954, c. 529; 1956, cc. 218, 664; 1956, Ex. Sess., c. 40; 1958, cc. 190, 279; 1960, c. 606; 1962, c. 623, § 15.1-504; 1966, cc. 405, 612; 1968, c. 625; 1970, c. 581; 1972, cc. 41, 837; 1973, c. 380; 1978, c. 235; 1983, c. 11; 1997, c. 587; 1998, c. 823; 2000, c.

895;2023, cc. 506, 507;2024, cc. 225, 242.

The chapters of the acts of assembly referenced in the historical citation at the end of this section(s) may not constitute a comprehensive list of such chapters and may exclude chapters whose provisions have expired.

Code of Virginia

Title 15.2. Counties, Cities and Towns

Chapter 21. Franchises; Sale and Lease of Certain Municipal Public Property; Public Utilities

§ 15.2-2119. Fees and charges for water and sewer services provided to a property owner.

A. For water and sewer services provided by localities, fees and charges may be charged to and collected from (i) any person contracting for the same; (ii) the owner who is the occupant of the property or where a single meter serves multiple units; (iii) a lessee or tenant in accordance with § [15.2-2119.4](#) with such fees and charges applicable for water and sewer services (a) which directly or indirectly is or has been connected with the sewage disposal system and (b) from or on which sewage or industrial wastes originate or have originated and have directly or indirectly entered or will enter the sewage disposal system; or (iv) any user of a municipality's water or sewer system with respect to combined sanitary and storm water sewer systems where the user is a resident of the municipality and the purpose of any such fee or charge is related to the control of combined sewer overflow discharges from such systems. Such fees and charges shall be practicable and equitable and payable as directed by the respective locality operating or providing for the operation of the water or sewer system.

B. Such fees and charges, being in the nature of use or service charges, shall, as nearly as the governing body deems practicable and equitable, be uniform for the same type, class and amount of use or service of the sewage disposal system and may be based or computed either on the consumption of water on or in connection with the real estate, making due allowances for commercial use of water, or on the number and kind of water outlets on or in connection with the real estate or on the number and kind of plumbing or sewage fixtures or facilities on or in connection with the real estate or on the number or average number of persons residing or working on or otherwise connected or identified with the real estate or any other factors determining the type, class and amount of use or service of the sewage disposal system, or any combination of such factors, or on such other basis as the governing body may determine. Such fees and charges shall be due and payable at such time as the governing body may determine, and the governing body may require the same to be paid in advance for periods of not more than six months. The revenue derived from any or all of such fees and charges is hereby declared to be revenue of such sewage disposal system.

C. Water and sewer connection fees established by any locality shall be fair and reasonable. Such fees shall be reviewed by the locality periodically and shall be adjusted, if necessary, to assure that they continue to be fair and reasonable. Any locality may, by ordinance or policy, provide for the full or partial reimbursement of water and sewer connection fees, capital recovery charges, and availability fees remitted by an applicant in connection with any new residential development. Nothing herein shall affect existing contracts with bondholders that are in conflict with any of the foregoing provisions.

D. If the fees and charges charged for water service or the use and services of the sewage disposal system by or in connection with any real estate are not paid when due, a penalty and interest shall at that time be owed as provided for by general law, and the owner of such real estate shall, until such fees and charges are paid with such penalty and interest to the date of payment, cease to dispose of sewage or industrial waste originating from or on such real estate by discharge thereof directly or indirectly into the sewage disposal system. If such owner does not pay the full amount of charges, penalty, and interest for water provided or cease such disposal within 30 days thereafter, the locality or person supplying water or sewage disposal services for the use of such real estate shall notify such owner of the delinquency. If such owner does not pay the full amount of charges, penalty, and interest for water provided or cease such disposal within 60 days after the delinquent fees and charges charged for water or sewage disposal services are due, the locality or person supplying water or sewage disposal services for the use of such real estate may cease supplying water and sewage disposal services thereto unless the health officers certify that shutting off the water will endanger the health of the occupants of the premises or the health of others. At least 10 business days

prior to ceasing the supply of water or sewage disposal services, the locality or person supplying such services shall provide the owner with written notice of such cessation.

E. Such fees and charges, and any penalty and interest thereon, shall constitute a lien against the property, ranking on a parity with liens for unpaid taxes.

A lien may be placed on the property when the owner has been advised in writing that a lien may be placed upon the property if the owner fails to pay any delinquent water and sewer charges. Such written notice shall be provided at least 30 days in advance of recordation of any lien with a copy of the bill for delinquent water and sewer charges to allow the property owner a reasonable opportunity to pay the amount of the outstanding balance and avoid the recordation of a lien against the property. The lien may be in the amount of (i) up to the number of months of delinquent water or sewer charges when the water or sewer is, or both are, provided to the property owner; (ii) any applicable penalties and interest on such delinquent charges; and (iii) reasonable attorney fees and other costs of collection not exceeding 20 percent of such delinquent charges. In no case shall a lien for less than \$25 be placed against the property.

F. Notwithstanding any provision of law to the contrary, any town with a population between 11,000 and 14,000, with the concurrence of the affected county, that provides and operates sewer services outside its boundaries may provide sewer services to industrial and commercial users outside its boundaries and collect such compensation therefor as may be contracted for between the town and such user. Such town shall not thereby be obligated to provide sewer services to any other users outside its boundaries.

G. The lien shall not bind or affect a subsequent bona fide purchaser of the real estate for valuable consideration without actual notice of the lien until the amount of such delinquent charges is entered in the official records of the office of the clerk of the circuit court in the jurisdiction in which the real estate is located. The clerk shall make and index the entries in the clerk's official records for a fee of \$5 per entry, to be paid by the locality and added to the amount of the lien.

H. The lien on any real estate may be discharged by the payment to the locality of the total lien amount and the interest which has accrued to the date of the payment. The locality shall deliver a fully executed lien release substantially in the form set forth in this subsection to the person making the payment. The locality shall provide the fully executed lien release to the person who made payment within 10 business days of such payment if the person who made such payment did not personally appear at the time of such payment. Upon presentation of such lien release, the clerk shall mark the lien satisfied. There shall be no separate clerk's fee for such lien release. For purposes of this section, a lien release of the water and sewer lien substantially in the form as follows shall be sufficient compliance with this section:

Prepared By and When:

Recorded Return to:

Tax Parcel/GPIN Number:

CERTIFICATE OF RELEASE OF WATER AND SEWER SERVICE LIEN

Pursuant to Va. Code Annotated § [15.2-2119](#) (H), this release is exempt from recordation fees.

Date Lien Recorded: Instrument Deed Book No.:

Grantee for Index Purposes:

Claim Asserted: Delinquent water and sewer service charges in the amount of \$.

Description of Property: [Insert name of property owner and tax map parcel/GPIN Number]

The above-mentioned lien is hereby released.

BY:

TITLE:

COMMONWEALTH OF VIRGINIA

CITY/COUNTY OF , to-wit:

Acknowledged, subscribed, and sworn to before me this day of by as of the [Insert Water/Sewer Provider Name] on behalf of [Insert Water/Sewer Provider Name].

Notary Public

My commission expires:

Notary Registration Number:

Code 1950, § 15-739.2; 1950, p. 1611; 1962, c. 623, § 15.1-321; 1991, c. 476; 1994, c. [932](#); 1997, cc. [12](#),; 1998, c. [223](#); 2001, c. [13](#); 2005, c. [912](#); 2011, cc. [529](#), [580](#); 2012, c. [766](#); 2016, cc. [415](#), [528](#); 2017, c. [736](#); 2025, c. [586](#).

§ 15.2-2122. Localities authorized to establish, etc., sewage disposal system; incidental powers

For the purpose of providing relief from pollution, and for the improvement of conditions affecting the public health, and in addition to other powers conferred by law, any locality shall have power and authority to:

1. Establish, construct, improve, enlarge, operate and maintain a sewage disposal system with all the necessary sewers, conduits, pipelines, pumping and ventilating stations, treatment plants and works, and other plants, structures, boats, conveyances and other real and personal property necessary for the operation of such system, subject to the approvals required by § 62.1-44.19.
2. Acquire as permitted by § 15.2-1800, real estate, or rights or easements therein, necessary or convenient for the establishment, enlargement, maintenance or operation of such sewage disposal system and the property, in whole or in part, of any private or public service corporation operating a sewage disposal system or chartered for the purpose of acquiring or operating such a system, including its lands, plants, works, buildings, machinery, pipes, mains and all appurtenances thereto and its contracts, easements, rights and franchises, including its franchise to be a corporation, and have the right to dispose of property so acquired no longer necessary for the use of such system. However, any locality condemning property hereunder shall rest under obligation to furnish sewage service, at appropriate rates, to the customers of any corporation whose property is condemned.
3. Borrow money for the purpose of establishing, constructing, improving and enlarging the sewage disposal system and to issue bonds therefor in the name of the locality.
4. Accept gifts or grants of real or personal property, money, material, labor or supplies for the establishment and operation of such sewage disposal system and make and perform such agreements or contracts as may be necessary or convenient in connection with the procuring or acceptance of such gifts or grants.
5. Enter on any lands, waters and premises for the purpose of making surveys, borings, soundings and examinations for constructing and operating the sewage disposal system, and for the prevention of pollution.
6. Enter into contracts with the United States of America, or any department or agency thereof, or any person, firm or corporation, or the governing body of any other locality, providing for or relating to the treatment and disposal of sewage and industrial wastes.
7. Fix, charge and collect fees or other charges for the use and services of the sewage disposal system; and, except in counties which are not otherwise authorized, require the connection of premises with facilities provided for sewage disposal services. Water and sewer connection fees established by any locality shall be fair and reasonable. Such fees shall be reviewed by the locality periodically and shall be adjusted, if necessary, to assure that they continue to be fair and

reasonable. Nothing herein shall affect existing contracts with bondholders which are in conflict with any of the foregoing provisions.

8. Finance in whole or in part the cost of establishing, constructing, improving or enlarging the sewage disposal systems authorized to be established, constructed, improved or enlarged by this section, in advance of putting such systems in operation.

9. Fix, charge and collect fees and other charges for the use and services of sanitary, combined and storm water sewers operated and maintained by any locality. Such fees and charges may be fixed and collected in accordance with and subject to the provisions of §§ [15.2-2119](#) through [15.2-2119.4](#).

10. Establish standards for the use and services of sanitary, combined and stormwater sewer systems, treatment works and appurtenances operated and maintained by any locality, including but not limited to implementation of applicable pretreatment requirements pursuant to the State Water Control Law (§ [62.1-44.2](#) et seq.) and the federal Clean Water Act (33 U.S.C. § 1251 et seq.). Such sewer use standards may be implemented by ordinance, regulation, permit or contract of the locality or of the wastewater authority or sanitation district, where applicable, and violations thereof may be enforced by the same subject to the following conditions and limitations:

a. No order assessing a civil penalty for a violation shall be issued until after the user has been provided an opportunity for a hearing, except with the consent of the user. The notice of the hearing shall be served personally or by registered or certified mail, return receipt requested, on any authorized representative of the user at least 30 days prior to the hearing. The notice shall specify the time and place for the hearing, facts and legal requirements related to the alleged violation, and the amount of any proposed penalty. At the hearing the user may present evidence including witnesses regarding the occurrence of the alleged violation and the amount of the penalty, and the user may examine any witnesses for the locality. A verbatim record of the hearing shall be made. Within 30 days after the conclusion of the hearing, the locality shall make findings of fact and conclusions of law and issue the order.

b. No order issued by the locality shall assess civil penalties in excess of the maximum amounts established in subdivision (8a) of § [62.1-44.15](#), except with the consent of the user. The actual amount of any penalty assessed shall be based upon the severity of the violations, the extent of any potential or actual environmental harm or facility damage, the compliance history of the user, any economic benefit realized from the noncompliance, and the ability of the user to pay the penalty, provided, however, that in accordance with subdivision 10 d, a locality may establish a uniform schedule of civil penalties for specified types of violations. In addition to civil penalties, the order may include a monetary assessment for actual damages to sewers, treatment works and appurtenances and for costs, attorney fees and other expenses resulting from the violation. Civil penalties in excess of the maximum amounts established in subdivision (8a) of § [62.1-44.15](#) may be imposed only by a court in amounts determined in its discretion but not to exceed the maximum amounts established in § [62.1-44.32](#).

c. Any order issued by the locality, whether or not such order assesses a civil penalty, shall inform the user of his right to seek reconsideration or review within the locality, if authorized, and of his right to judicial review of any final order by appeal to circuit court on the record of proceedings before the locality. To commence an appeal, the user shall file a petition in circuit court within 30 days of the date of the order, and failure to do so shall constitute a waiver of the right to appeal. With respect to matters of law, the burden shall be on the party seeking review to

designate and demonstrate an error of law subject to review by the court. With respect to issues of fact, the duty of the court shall be limited to ascertaining whether there was substantial evidence in the record to reasonably support such findings.

d. In addition, a locality may, by ordinance, establish a uniform schedule of civil penalties for violations of fats, oils, and grease standards; infiltration and inflow standards; and other specified provisions of any ordinance (other than industrial pretreatment requirements of the State Water Control Law (§ [62.1-44.2](#) et seq.) or federal Clean Water Act (33 U.S.C. § 1251 et seq.)). The schedule of civil penalties shall be uniform for each type of specified violation, and the penalty for any one violation shall be a civil penalty of not more than \$100 for the initial summons, not more than \$150 for each additional summons and not more than a total amount of \$3,000 for a series of specified violations arising from the same operative set of facts. The locality may issue a civil summons ticket for a scheduled violation. Any person summoned or issued a ticket for a scheduled violation may make an appearance in person or in writing by mail to the treasurer of the locality prior to the date fixed for trial in court. Any person so appearing may enter a waiver of trial, admit liability and pay the civil penalty established for the offense charged. If a person charged with a scheduled violation does not elect to enter a waiver of trial and admit liability, the violation shall be tried in the general district court in the same manner and with the same right of appeal as provided for by law. In any such trial, the locality shall have the burden of proving by a preponderance of the evidence the liability of the alleged violator. An admission of liability or finding of liability under this section shall not be deemed an admission at a criminal proceeding, and no civil action authorized by this section shall proceed while a criminal action is pending.

e. This subdivision shall neither preclude a locality from proceeding directly in circuit court to compel compliance with its sewer use standards or seek civil penalties for violation of the same nor be interpreted as limiting any otherwise applicable legal remedies or sanctions. Each day during which a violation is found to have existed shall constitute a separate violation, and any civil penalties imposed under this subdivision shall be applied to the purpose of abating, preventing or mitigating environmental pollution.

f. For purposes of enforcement of standards established under this subdivision, "locality" shall mean the locality's director of public utilities or other designee of the locality with responsibility for administering and enforcing sewer use standards or, in the case of a wastewater authority or sanitation district, its chief executive.

Code 1950, § 15-739.1; 1950, p. 1610; 1954, c. 332; 1962, c. 623, § 15.1-320; 1979, c. 181; 1991, c. 194; 1997, cc. [12](#), [587](#); 2010, c. [198](#); 2017, c. [736](#).

The chapters of the acts of assembly referenced in the historical citation at the end of this section(s) may not constitute a comprehensive list of such chapters and may exclude chapters whose provisions have expired.

Code of Virginia

Title 15.2. Counties, Cities and Towns

Subtitle II. Powers of Local Government

Chapter 21. Franchises; Sale and Lease of Certain Municipal Public Property; Public Utilities

Article 5. Water Supply Systems Generally

§ 15.2-2143. Water supplies and facilities

Every locality may provide and operate within or outside its boundaries water supplies and water production, preparation, distribution and transmission systems, facilities and appurtenances for the purpose of furnishing water for the use of its inhabitants; or may contract with others for such purposes and services. Fees and charges for the services of such systems shall be fair and reasonable and payable as directed by the locality. Except in counties which are not otherwise authorized, a locality may require the connection of premises with facilities provided for furnishing water; charge and collect compensation for water thus furnished; and may provide penalties for the unauthorized use thereof.

No locality, after July 1, 1976, shall construct, provide or operate outside its boundaries any water supply system prior to obtaining the consent of the locality in which the system is to be located. No consent shall be required for the operation of any such water supply system in existence on July 1, 1976, in the process of construction or for which the site has been purchased, or for its orderly expansion.

In any case in which the approval by such locality's governing body is withheld, the party seeking such approval may petition for the convening of a special court, pursuant to §§ [15.2-2135](#) through [15.2-2141](#).

Notwithstanding any provision of law to the contrary, any town with a population between 11,000 and 14,000, with the concurrence of the affected county, which provides and operates outside its boundaries any such water supply system may provide water supplies to industrial and commercial users outside its boundaries and collect such compensation therefor as may be contracted for between the town and such user. Such town shall not thereby be obligated to provide water supplies to any other users outside its boundaries.

Code 1950, § 15-77.39; 1958, c. 328; 1962, c. 623, § 15.1-875; 1975, c. 573; 1976, c. 69; 1997, c. 587; 1998, cc. [224](#), [328](#).

The chapters of the acts of assembly referenced in the historical citation at the end of this section(s) may not constitute a comprehensive list of such chapters and may exclude chapters whose provisions have expired.

BOARD OF
SUPERVISORS

THOMAS D. HARVEY
North District

ERNIE Q. REED
Central District

JESSE N. RUTHERFORD
East District

J. DAVID PARR
West District

DR. JESSICA LIGON
South District



CANDICE W. MCGARRY
County Administrator

AMANDA B. SPIVEY
Administrative Assistant/
Deputy Clerk

GRACE E. MAWYER
Director of Finance and
Human Resources

RESOLUTION R2025-69
NELSON COUNTY BOARD OF SUPERVISORS
APPROVAL OF LOCAL GRANT MATCH TO PURCHASE 12 ZOLL AEDS

WHEREAS, the Nelson County Sheriff's Office is a recipient of a Rescue Squad Assistance Fund (RSAF) Grant Award, which has a 50/50 State/Local Match; and

WHEREAS, the Sheriff intends to use these grant funds to purchase 12 Zoll AED Plus-Encore Series units; 1 for each patrol car, which will allow patrol division deputies arriving first on scene, to provide life-saving measures,

NOW THEREFORE BE IT RESOLVED, that the Nelson County Board of Supervisors hereby approves the Sheriff's request for local grant match funding of \$4,350 to aid in the purchase 12 ZOLL AED Plus – Encore Series units at a total cost of \$8,700.

Approved: September 9, 2025

Attest: _____, Clerk
Nelson County Board of Supervisors



SHERIFF
M.E. EMBREY

NELSON COUNTY SHERIFF'S OFFICE

An equal opportunity employer

P.O. Box 36, 84 COURTHOUSE SQUARE, LOVINGSTON, VIRGINIA 22949 ~ BUSINESS 434.263.7050 ~ FAX 434.263.7056

August 26, 2025

To: Nelson County Board of Supervisors

From: Sheriff Mark E. Embrey

RE: RSAF Grant Award/Local Match

Members of the Board,

I'm pleased to announce that the Nelson County Sheriff's Office is a recipient of the Rescue Squad Assistance Fund (RSAF) Grant Award. This State Grant was made available through the Office of Emergency Medical Services.

At the time of the application, it was my hope that this Award was going to be a (75/25) State/Local Match. Upon receipt, this is a (50/50) State/Local Match, with an amount not to exceed \$4,950.00.

As this Grant is Emergency Medical Services based, it is my intentions to purchase 12 - Automated External Defibrillators (AEDs), which will be issued to each Deputy within our Department's Patrol Division.

Nelson County Deputies respond to Medical Emergency 'Calls-for-Service' for individuals who are 'Unresponsive' on a daily basis. On many occasions, a Deputy may arrive at the scene of the Medical Emergency prior to the arrival of Emergency Medical Technicians. By providing each Deputy with an AED, this will allow members of our Department to begin life-saving measures on individuals in Cardiac Arrest, until Advanced Medical Personnel can arrive. This will greatly enhance an individual's chances for survival.



SHERIFF
M.E. EMBREY

NELSON COUNTY SHERIFF'S OFFICE

An equal opportunity employer

P.O. Box 36, 84 COURTHOUSE SQUARE, LOVINGSTON, VIRGINIA 22949 ~ BUSINESS 434.263.7050 ~ FAX 434.263.7056

I have attached a quote for (12) ZOLL AED Plus – Encore Series at the total cost of \$8,700.00. I have selected this specific brand of AED as this is the same instrument that is currently being utilized by Nelson EMS (NEMS). NEMS has agreed to replace the pads for each of our AEDs after each usage, free of charge. If approved, the Local County Match for the purchase of these units will be \$4,350.00.

In addition, to the AED Quote, I'm attaching the current Fiscal Statement for our Department's Asset Forfeiture Account. Under normal circumstances, I would consider making this purchase with the utilization of Asset Forfeiture funds. As you can see from the attached statement, I recently spent \$7,550.00 to compensate Nelson County Deputies for their time worked during the 2024 Stars and Spurs event. This was a huge financial impact, as the event Coordinator, Mr. Kenneth Venter, failed to compensate our Department for our services during the event.

I very much appreciate the Board's support of my previous requests to date. I strongly believe that by placing these instruments in each patrol vehicle, lives will be saved! Recently, a member of our Office responded to a residence where an individual was in Cardiac Arrest, and NEMS had an extended ETA. The Deputy had retrieved the existing AED from our Office and brought it with him to the patient's residence. The AED was utilized on the unconscious individual, and it ultimately saved this individual's life.

This is only one success story of what I believe will be many to come with the purchase of these units. I respectfully request that you give strong consideration to this purchase, and that \$4,350.00 of Local County funding be authorized.

Very Respectfully,

A handwritten signature in blue ink, appearing to read "Mark E. Embrey", with a long, sweeping flourish extending from the end.

Mark E. Embrey
Sheriff, Nelson County

Office of Emergency Medical Services
Rescue Squad Assistance Fund (RSAF) Grant Awards

July 1, 2025 - June 30, 2026

28-Agencies must remain compliant with EMS data submissions (Code of Virginia Section 32.1-116.1). This includes documenting "No Runs to Submit" as applicable. The monthly Data Quality Report will be used to monitor compliance.

48-Funds may not be used for travel, contract, or purchase fees related to the purchase of this equipment.

Total: \$180,000.00

38. MOUNT ROGERS VOLUNTEER FIRE DEPARTMENT & RESCUE SQUAD (MT-C04/06-25)

548 Medication - \$4,649.23 (70 / 30) State/Local Match Avg Grade: 1.00

Conditions: 13-Acknowledgment must be provided on any printed material, equipment or vehicle as follows:
"Funding was made possible by a grant from the Virginia Department of Health, Office of Emergency Medical Services."

28-Agencies must remain compliant with EMS data submissions (Code of Virginia Section 32.1-116.1). This includes documenting "No Runs to Submit" as applicable. The monthly Data Quality Report will be used to monitor compliance.

Total: \$4,649.23

39. NELSON COUNTY SHERIFF'S OFFICE (TJ-C04/06-25)

12 ZOLL AED Plus - Encore Series - \$4,950.00 (50 / 50) State/Local Match Avg Grade: 1.83

Conditions: 13-Acknowledgment must be provided on any printed material, equipment or vehicle as follows:
"Funding was made possible by a grant from the Virginia Department of Health, Office of Emergency Medical Services."

28-Agencies must remain compliant with EMS data submissions (Code of Virginia Section 32.1-116.1). This includes documenting "No Runs to Submit" as applicable. The monthly Data Quality Report will be used to monitor compliance.

Total: \$4,950.00

40. NORTHAMPTON COUNTY DEPARTMENT OF EMS (ES-C02/06-25)

2 Chest Compression Devices - \$15,039.50 (50 / 50) State/Local Match Avg Grade: 1.80

Conditions: 13-Acknowledgment must be provided on any printed material, equipment or vehicle as follows:
"Funding was made possible by a grant from the Virginia Department of Health, Office of Emergency Medical Services."

28-Agencies must remain compliant with EMS data submissions (Code of Virginia Section 32.1-116.1). This includes documenting "No Runs to Submit" as applicable. The monthly Data Quality Report will be used to monitor compliance.

Total: \$15,039.50

Sales Quote QUO115191

Coro Medical LLC

1001 Flagpole Ct
Brentwood, TN 37027
USA



Document Date

July 7, 2025

Bill-To Address

Nelson County Sheriffs Office
Larry Cindrick
94 Courthouse Square
Lovingson, VA 22949
USA

Ship-to Address

Nelson County Sheriffs Office
Larry Cindrick
94 Courthouse Square
Lovingson, VA 22949
USA

Quote Expiration Date

September 5, 2025

Salesperson

Carter Penzien

Payment Terms

Net 30 days

No.	Description	Quantity	Unit	Unit Price	Line Amount
R-ZAED+	Re-Certified ZOLL AED Plus - Encore Series	12	Each	725.00	8,700.00
8900-0800-01	ZOLL CPR-D-Padz One-Piece Electrode Pad w CPR	12	Each	0.00	0.00
8000-0807-01	ZOLL AED Plus Type 123 Lithium Batteries	12	Each	0.00	0.00
ENCORE-ZAED+CASE	ZOLL AED+ Carrying Case-Encore	12	Each	0.00	0.00
P-AEDUS-RK	Packaged AED.us Ready Kit - Includes check tag and "AED.us Inside" Sticker	2	Each	0.00	0.00
				Subtotal	8,700.00
				Total Tax	0.00
				Total \$	8,700.00

Amount Subject to Sales Tax 0.00

Amount Exempt from Sales Tax 8,700.00

Home Page
www.AED.us

Phone No.
800.695.1209

Email
support@coromed.us

Tax Registration No.
82-2669986



Forfeited Asset Sharing Program (FASP) Annual Certification Report and Sharing Agreement
This Report must be submitted by September 30, 2025 For Fiscal Year 2025 ending on June 30, 2025

Name of Agency:	Nelson County Sheriff's Office		
Contact Person:	Taylor Martin	Email:	tmartin@nelsoncounty.org
Mailing Address:	P.O. Box 36	Lovingsston	VA 22949
	(Street)	(City)	(Zip Code)
Phone #:	434-263-7054	Federal ID #:	54-8001441
		Fax #:	434-263-7056

Summary of Asset Forfeiture Fund Activity

	Funds
1. Beginning Asset Forfeiture Fund Balance <i>Must agree to prior FY Annual Report's Ending Balance in line 10</i>	1 \$33,190.65
2. State Asset Forfeiture Funds Received from DCJS <i>Must agree to total on Disbursal Amount Report</i>	2 \$6,012.18
3. State Asset Forfeiture Funds Received from DCJS as the Fiscal agent for a Task Force	3 \$0.00
4. Other Income (Transfers from other agencies) <i>Attach itemized list</i>	4 \$0.00
5. Other Income (Auction Proceeds after one year, Forfeiture Proceeds under \$500.00, etc.) <i>Attach itemized list</i>	5 \$0.00
6. Interest Income Accrued <i>Attach documentation</i>	6 \$0.00
7. Adjustment to Income that was not reported on a prior fiscal year Certification Report <i>Attach explanation</i>	7 \$0.00
8. Total Asset Forfeiture Funds (total of lines 1-7) THIS ROW AUTO CALCULATES BY FORMULA	8 \$39,202.83
9. State Forfeiture Funds Spent (totals line L) DO NOT POPULATE - THIS ROW AUTO CALCULATES BY FORMULA	9 \$9,716.98
10. Asset Forfeiture Fund Balance. (This amount must be in agreement with the balance of the locality's Treasurer's accounts at the end of the fiscal year.) This row auto calculates by formula.	10 \$29,485.85

Summary of Monies Spent: Keep invoices for your records and for audit purposes; do not send to DCJS.

a. Total spent on salaries and contracted services (for details, see instructions) <i>Attach itemized list</i>	a. \$7,550.00
b. Total spent on informants and "buy money" <i>Attach itemized list</i>	b. \$0.00
c. Total spent on travel and training <i>Attach itemized list</i>	c. \$0.00
d. Total spent on communications, computers, and electronic surveillance equipment <i>Attach itemized list</i>	d. \$1,575.00
e. Total spent on firearms, weapons, body armor and protective equipment <i>Attach itemized list</i>	e. \$00.00
f. Total spent on matching grants <i>Attach itemized list</i>	f. \$0.00
g. Total spent on contributions to community-based organizations or expenditures to strengthen relationships <i>Attach itemized list and</i>	g. \$104.03
h. Total spent on buildings and improvements <i>Attach itemized list</i>	h. \$206.57
i. Total spent on other law enforcement expenses <i>Attach itemized list</i>	i. \$281.38
j. Total transfers to other law enforcement agencies <i>Attach list of recipients</i>	j. \$0.00
k. Adjustment to Monies Spent that was not reported on a prior fiscal year Annual Certification Report <i>Attach explanation</i>	k. \$0.00
l. Total of Monies Spent (totals equal line a-k) DO NOT POPULATE - THIS ROW AUTO CALCULATES BY FORMULA	l. \$9,716.98

Supplemental Information

1. Total forfeited amounts sent to the Virginia Literary Fund	1 \$0.00
2. Total forfeited amounts received from the Federal Equitable Sharing Program <i>See instructions for details</i>	2 \$0.00

Certification

The undersigned certifies that the information on this report is an accurate account of funds received and spent by the law enforcement agency during this reporting period. The undersigned certifies that all monies received have been deposited and accounted for consistent with applicable state laws, FASP regulations, and court orders, and that all property transferred and all proceeds have been used to promote law enforcement and have not supplanted existing funds.

Mark E. Embrey	Candice McGarry
Name	Name
Date	Date
Sheriff 8-17-2025	County Administrator 8/4/2025
Signature	Signature
Neely Hull	Grace Mawyer
Name	Name
Date	Date
County Treasurer 8-5-2025	Director of Human Resources & Finance 8/4/2025
Signature	Signature

2025 Annual Certification Report and Sharing Agreement
Itemized list of assets required for Annual Certification Report and Sharing Agreement FY2025

Summary of Monies Spent:

a. Total spent on salaries and contracted services.

<i>Date</i>	<i>Amount</i>	<i>Description</i>
5/12/2025	700.00	Overtime Payment: [REDACTED]
5/12/2025	350	Overtime Payment: [REDACTED]
5/12/2025	700	Overtime Payment: [REDACTED]
5/12/2025	1,100.00	Overtime Payment: [REDACTED]
5/12/2025	750.00	Overtime Payment: [REDACTED]
5/12/2025	700	Overtime Payment: [REDACTED]
5/12/2025	700	Overtime Payment: [REDACTED]
5/12/2025	1,450.00	Overtime Payment: [REDACTED]
5/12/2025	750	Overtime Payment: [REDACTED]
5/12/2025	350	Overtime Payment: [REDACTED]
	\$7,550.00	Total spent on salaries and contracted services

d. Total spent on communications, computers, and electronic surveillance equipment.

<i>Date</i>	<i>Amount</i>	<i>Description</i>
4/8/2025	500.00	Flock Group, Inc. - Installation of 3 Flock Cameras
	\$500.00	Please see attachment for Flock Group, Inc.

BOARD OF
SUPERVISORS

THOMAS D. HARVEY
North District

ERNIE Q. REED
Central District

JESSE N. RUTHERFORD
East District

J. DAVID PARR
West District

DR. JESSICA LIGON
South District



CANDICE W. MCGARRY
County Administrator

AMANDA B. SPIVEY
Administrative Assistant/
Deputy Clerk

GRACE E. MAWYER
Director of Finance and
Human Resources

RESOLUTION R2025-70
NELSON COUNTY BOARD OF SUPERVISORS
APPROVAL OF INTEREST FREE LOAN REQUEST FOR
FABER VOLUNTEER FIRE DEPARTMENT

BE IT RESOLVED, that the Nelson County Board of Supervisors hereby approves an interest free loan request from Faber Volunteer Fire Department in the amount of \$34,000 to help purchase a 2025 1,500-gallon capacity tanker.

Approved: _____

Attest: _____, Clerk
Nelson County Board of Supervisors

NELSON COUNTY EMERGENCY SERVICES COUNCIL

P.O. Box 336
Lovington, Va. 22949

9/3/25

County Of Nelson
Candy McGarry, Administrator
P.O. Box 336
Lovington, Va. 22949

Dear Mrs. McGarry,

The Emergency Services Council unanimously approved, on 10/15/24, to support an interest free loan request from the Faber Volunteer Fire Department. The amount requested is \$34,000.00. The request to the County was delayed until the truck was ready to be picked up and that time has come.

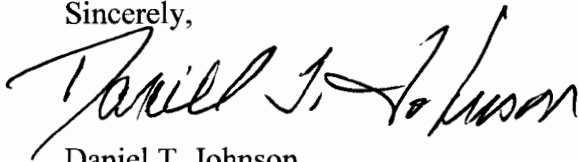
The request is to replace a 1989 Tanker that has served well but is not reliable enough for a first response unit..

I would appreciate the Board of Supervisors to support this request as well.

I have attached all the documentation required.

Thank you for your continued support, and let me know if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Daniel T. Johnson". The signature is fluid and cursive, with the first name "Daniel" being the most prominent.

Daniel T. Johnson
President, NCESC

Nelson County Emergency Loan Fund

Agency Name Faber Vol. Fire Dept.

Agency Address 8207 Irish Rd., Faber, VA. 22938

Contact Person Raymond D. Cook

Title Chief

Phone 434-263-8266

Item Requested 2025 1500 gal. capacity tanker

Loan Amount \$34,000.00

Anticipated Term 3 years

Down Payment Amount? FVFD previous paid \$23,938.60 on the new chassis and can pay now additionally from our Capital Fund approximately \$24,000.00.

Replacement Item? YES X NO

If YES, Describe The Condition Of The Item Being Replaced.

The 1989 Tanker currently used to support County emergency operations is near the end of its useful life and will now be used as a reserve piece. Repairs of newer trucks can take 4 months and replacement of wrecked vehicles can take 3 – 4 years. This old tanker would have less than \$2,000.00 salvage value and is better used as a reserve piece.

If Additional Item How Many Do You Already Own?

One (1)

What Will You Do With The Old Item?

We will use it as a reserve piece and move it to a fire-response building in Schuyler when that is built. The east side of Nelson has very delayed fire and rescue response and Schuyler is a high density area. It is a long way to Howardsville from Faber. A building in Schuyler will save residents hundreds of dollars on their insurance, a benefit many Nelson residents enjoy.

Describe Briefly The Scope Of Your Project

We are replacing our older, less safe tanker with a better equipped, new unit. The loss of our attack truck during the Hurricane Helene response cost us \$50,000.00 for a temporary replacement which came out of our capital fund. FEMA and the County were unable to help with that. Hence we now are short on the amount needed for the new tanker previously approved by Nelson County.

Do You Intend to Make This Resource Available County-Wide?

Yes.

What Is The Approximate Net Worth Of Your Agency?

Real Estate Equity+Vehicle Equity+Cash+Investments = \$2,677,846.00

What Is The Total Debt Amount Of Your Organization? - 0 -

How Will You Support Your Payment?

Fire Fund check (approximately 10m) from the County/Federal, annual fund-raising letter to our community (approximately 16m), and community building rental for events, plus grants. We raise 35% of our annual budget.

Please Attach A Copy Of Your Operating and Capital Budget.

Approved:

☒ Yes

☐ No

Date Approved:

10/15/24

By Print:

DANIEL T. JOHNSON

By Sign:

Daniel T. Johnson

Faber Volunteer Fire Department 2024 Budget

CY2024 County Reimbursable Expenses

Propane + 2 Heating Oil	\$5,500.00
Electricity	\$5,000.00
Insurance	\$9,800.00
Internet & Firefly	\$3,400.00
Gasoline + Diesel for apparatus	\$5,400.00
Inspections/Testing/ESO-Knox Box	\$8,000.00
Subtotal:	\$37,100.00

Non-Reimbursable Expenses

Capital Expenditure > Truck payment for new tanker (to be delivered Fall 2025)	\$23,800.00
Building + Truck maintenance	\$20,000.00
Subtotal:	\$43,800.00

Total Expenses \$37,100.00 + \$43,800.00 = \$80,900.00

Revenue Sources

Jan. 1 to Dec. 31, 2024

Beginning Checking Balance December 2023	\$75,809.01
Nelson County Reimbursement for 2023 Utilities	\$38,294.25
Fire funds Check	\$9,000.00
Fundraising Letter	\$16,000.00
Building Rental	\$4,000.00
Total:	143,103.26

Revenues – Expenses = \$62,203.26 Less \$32, 800 “projected expenses for the 1st half of 2025 until revenue starts to come in again in the Fall of 2025. Would have a balance of \$25,403.26 at the end of July 2025. The July checking balance for 2021 was \$21,894.32, July 2022 balance was \$20,538.38, and July 2023 was \$33,827.47. The increased 2023 balance was due to capital improvements savings which was spent for the truck down payment in 2024.

Vehicle Equipment List

2014 Mini-Pumper F550 (300 Gallons)

1989 Tanker (1500 Gallons)

1987 Brush Truck (200 Gallons)

2021 Engine (750 Gallons)

2009 F350 Brush Truck (300 Gallons)

2025 Engine Ordered and to be delivered Fall 2025

From: [Neely Hull](#)
To: [Amanda Spivey](#)
Subject: RE: Interest Free Loan information
Date: Wednesday, September 3, 2025 2:57:23 PM

Hi Amanda,

Faber FD does not have an outstanding balance currently. The account bank balance for the Emergency Service loan fund is \$522,748.54.

Please let me know if you need anything else.

Best,
Neely

From: Amanda Spivey <aspivey@nelsoncounty.org>
Sent: Wednesday, September 3, 2025 2:50 PM
To: Neely Hull <nhull@nelsoncounty.org>
Subject: Interest Free Loan information

Hi Neely,

We have received an interest free loan request for \$34,000 from Faber Fire to be presented to the Board next week. Can you tell me if Faber Fire has any outstanding loans, and if so, the current balance remaining to be paid?

Additionally, can you tell me how much money we have remaining in the Interest Free Loan Fund?

Thank you!
Amanda

(1) New Vacancies/Expiring Seats & New Applicants :

<u>Board/Commission</u>	<u>Term Expiring</u>	<u>Term & Limit Y/N</u>	<u>Incumbent</u>	<u>Re-appointment</u>	<u>Applicant(s)</u>
N.C. Library Committee - West District	6/30/2028	4 year term/No limits	Audrey D. Evans	passed away	Marcia McDuffie
JABA Council on Aging	12/31/2025	2 year term/No limits	Carl Stellwag	Y	Carl Stellwag
N.C. Social Services Advisory Board - new Board		Staggered Terms/2 term limit			To Be Advertised

(2) Existing Vacancies:

<u>Board/Commission</u>	<u>Term Expiration</u>	<u>Term & Limit Y/N</u>	<u>Incumbent</u>	<u>Re-appointment</u>	<u>Applicant(s)</u>
Board of Zoning Appeals	3/30/2025	5 year term/No limits	Mary Cunningham	N	Advertising
N.C. Library Committee - South District	6/30/2025	4 year term/No limits	Jean B. Holliday	N	Advertising
Thomas Jefferson Area Community Criminal Justice Board	6/30/2026	3 years/2 term limit	Mark Stapleton	N - resigned	Advertising
Ag & Forestal District Advisory Committee - landowner	5/13/2027	4 year term/3 term limit	Mary Cunningham	N - resigned	Advertising

NELSON COUNTY LIBRARY ADVISORY COMMITTEE

NAME, ADDRESS & PHONE

TERM :4 Years, July-June

Jennifer Page – **North District**
122 Mickens Road
Afton, Va. 22920
(571) 246-1297
Jpage.nbs@gmail.com

July 1, 2022 – June 30, 2026
(appointed 10-11-22)

Chuck Strauss- **Central District**
112 River View Lane
Faber, VA 22938
strausshaus@hotmail.com

July 1, 2023 - June 30, 2027

Gloria Ashley- **East District**
48 Henry's Hill LN
Lovingston, VA 22949
H (434) 263-5035
W (434) 263-4086
Gashley3@verizon.net

July 1, 2022 – June 30, 2026
(Appointed 3-10-15)

Jean B. Holliday- **South District**
24 Kingswood Ln
Arrington, VA 22922
(434) 263-5266

July 1, 2021 – June 30, 2025

Audrey D. Evans – **West District**
1184 Dickie Rd.
Roseland, VA 22967
(434) 277-5814
bossmare1955@gmail.com

July 1, 2024 - June 30, 2028
(Appointed 2-12-13)

Membership: 5 Members by Election District.

Term(s) of Office: Regular Terms are 4 years July – June, with no term limits. Membership is voluntary.

Summary of Duties: To serve in an advisory capacity to the Jefferson Madison Regional Library Nelson member of the Board, the JMRL Librarian, and the Nelson Librarian.

Meetings: Monthly on the 3rd Monday from 4-6 PM at the Nelson Memorial Library. Members serve on a voluntary basis.

NELSON COUNTY BOARDS AND COMMISSIONS APPLICATION FORM

Subject: Appointments - Statement of Interest Form

Completing this form is one way to indicate your interest in being considered for appointment to some of the Boards, Commissions and Committees appointed by the Board of Supervisors. All appointments remain at the discretion of the Board of Supervisors.

Please complete and mail this form to:

Nelson County Board of Supervisors
Attention: Candice W. McGarry, Clerk of Board
Post Office Box 336
Lovington, VA 22949

or fax to (434) 263-7004 or email aspivey@nelsoncounty.org

Date AUG 17, 2025

Mr. _____ Mrs. _____ Ms. _____

Name: MARCIA McDUFFIE

List a maximum of three (3) Boards on which you are interested in serving.

1. NELSON CO LIBRARY BOARD, WEST DISTRICT
2. _____
3. _____

Home Address:

1936 EMBURY'S GAP RD., ROSELAND 22967

Occupation: RETIRED, UVA Employed by: _____

SCH OF MED

Home Phone No.: 434-277-9216 Business Phone No.: _____

Fax No.: _____ E-Mail Address: secondwind@gmail.com

Do you live in Nelson County? Yes ☒ No ☐

Are you currently a member of a County Board, Commission, Committee or Authority? Yes ☐ No ☒

If yes, list the Board(s):

What talent(s) and/or experience can you bring to the Board(s)?

30 YEARS EXPERIENCE FUNDING AND RUNNING A RESEARCH PROGRAM; 6 YEARS SERVICE ON JMRL BOARD OF TRUSTEES (7/15 - 6/21; PRESIDENT 7/18 - 6/21); ACTIVE MEMBER "GROW NELSON LIBRARY" DURING EXPANSION

What do you feel you can contribute to the Board(s) and to the community that may not be evident from information already on this form?

I HAVE A LIFELONG LOVE AND RESPECT FOR THE WORK THAT LIBRARIES PERFORM AND WOULD BE EXCITED TO CONTINUE TO SUPPORT NELSON COUNTY'S MEMORIAL LIBRARY.

Please use this space for any additional information you would like to provide:

NELSON COUNTY HAS BEEN MY HOME FOR 21 YEARS, AND I HAVE DEVELOPED A DEEP LOVE FOR THE PEOPLE AND THE LAND.

A resume or separate sheet with additional information may be included.

ATTENDANCE REQUIREMENTS

Section 2-153, Absences, Chapter 2, Administration, Article V. Appointments for Boards and Commissions of the Nelson County Code, an appointee of the Board of Supervisors who either (a) fails, during a calendar year, to attend seventy-five percent of the regular meetings of the board or commission of which he/she is a member, or (b) is absent for three consecutive regular meetings, shall be deemed to have tendered his/her resignation from such position. The Board of Supervisors may accept such resignation by appointing another person to fill the position.

In light of the above, will you be able to attend at least 75% of the regular meetings of the boards to which you may be appointed?

Yes ☒ No ☐

CURRICULUM VITAE

MARCIA JENSEN M^cDUFFIE

PERSONAL DATA

Date of Birth: April 10, 1949
Address: 1936 Embly's Gap Rd.
Roseland, VA 22967
U.S.A.
Telephone: (434) 277-9216; (434) 296-6392 (mobile)
email: mjm7e@virginia.edu (professional); secondwind@gmail.com (personal)

EDUCATION

1967 - 1969	Degree candidate Duke University, Durham, NC	Major: Zoology
1969 - 1971	B.A. cum laude with honors University of Pennsylvania, Philadelphia, PA	Major: Biochemistry
1977 - 1981	M.D. with honors University of North Carolina School of Medicine, Chapel Hill, NC	

POST-GRADUATE TRAINING

1981 - 1984	Intern and resident, Department of Pediatrics University of Colorado Health Sciences Center, Denver, CO
1984 - 1987	Postdoctoral Fellow, Department of Medicine, Basic Immunology Division National Jewish Center for Immunology & Respiratory Medicine, Denver, CO

ACADEMIC APPOINTMENTS

1987 - 1993	Assistant Professor and Attending Physician, Department of Pediatrics University of Colorado Health Sciences Center, Denver, CO
1989 - 1993	Research member, Barbara Davis Center for Childhood Diabetes University of Colorado Health Sciences Center, Denver, CO
1993 - 1998	Associate Professor, Department of Pediatrics University of Virginia School of Medicine, Charlottesville, VA
1998 - 2005	Associate Professor, with tenure Departments of Microbiology and Medicine University of Virginia School of Medicine, Charlottesville, VA
2005 - 2012	Professor, Departments of Microbiology and Medicine University of Virginia School of Medicine, Charlottesville, VA
2012 - present	Professor Emerita, Departments of Microbiology and Medicine University of Virginia School of Medicine, Charlottesville, VA

HONORS AND AWARDS

The Heusner Pupil Award	1979
The W. R. Berryhill Merit Scholarship	1980
Alpha Omega Alpha	1980
The Medical Faculty Award	1981
Juvenile Diabetes Foundation Career Development Award	1992
Beckman Undergraduate Mentor Award (University of Virginia)	2009

PROFESSIONAL AFFILIATIONS

Society for Pediatric Research	Elected 1994
American Association of Immunologists	Elected 1994
Immunology of Diabetes Society	Invited 1995

PROFESSIONAL ACTIVITIES

I was continuously funded from 1991 until my retirement by the National Institutes of Health and several international and national foundations for studies in autoimmune diseases such as Type 1 diabetes, systemic lupus erythematosus, and Crohn's disease. This required managing budgets of up to several million dollars per year. I have a strong history of successful grant writing, scientific publications, and public speaking. In addition, I devoted significant time to public advocacy for research and medical care.

ADMINISTRATIVE EXPERIENCE**COMMITTEES**

1994 - 1998	Director, Fellowship Training Program, Department of Pediatrics
1999 - 2003	Executive Committee, Molecular Medicine Training Program
2002	Organizer, Immunogenetic Mechanisms of Intestinal Inflammation: Genetics and Functional Genomics (international workshop)
2001 - 2005	Faculty Senate, University of Virginia (elected)
2001 - 2005	Faculty Senate Grievance Committee (appointed)
2007 - 2012	Internal Research Review Committee, Office of the Vice President for Research
1994 - 2008	Multiple faculty search committees

EDITORIAL BOARDS:

1992 - 1999	Associate editor, <i>Journal of Immunology</i>
1996 - 1999	Editorial board, <i>Diabetes</i>

SCIENTIFIC REVIEW PANELS (1993-present):

National Institutes of Health
 Welcome Trust (United Kingdom)
 European Commission: Medical/Public Health Research
 Canadian Diabetes Association
 Juvenile Diabetes Foundation International
 American Diabetes Association

JEFFERSON AREA BOARD FOR AGING ADVISORY COUNCIL

2 Members

Term

Carl Stellwag
411 Perry Lane
Faber, VA 22938
C (703) 344-4267
carlstellwag@gmail.com

January 1, 2024-December 31, 2025

Dr. William O. Iverson
340 Twin Hollow Lane
Faber, VA 22938
W (908) 884-6267
H (434) 361-0144
iversonw2019@gmail.com

January 1, 2025-December 31, 2026
(appointed 2/18/25)

Term(s) of Office: 2 years: January 1st to December 31st

Summary of Duties: Responsible for developing a comprehensive and coordinated system for services for all persons 60 and over. Acts as an advocate for seniors' interests and as a resource for agencies, organizations and individuals. Provides information referral/tracking service and transportation to improve links between older persons and existing service.

Meetings: Meets the first Thursday of each month at Noon at JABA 674 Hillsdale Drive, Charlottesville. Members serve on a volunteer basis. Contact: Marta Keene CEO. mkeene@jabacares.org, ph 434-817-5238

NELSON COUNTY BOARDS AND COMMISSIONS APPLICATION FORM

Subject: Appointments - Statement of Interest Form

Completing this form is one way to indicate your interest in being considered for appointment to some of the Boards, Commissions and Committees appointed by the Board of Supervisors. All appointments remain at the discretion of the Board of Supervisors.

Please complete and mail this form to:

Nelson County Board of Supervisors
Attention: Candice W. McGarry, Clerk of Board
Post Office Box 336
Lovington, VA 22949

or fax to (434) 263-7004 or email aspivey@nelsoncounty.org

Date 6/11/2025

Mr. X Mrs. _____ Ms. _____

Name: Carl T. Stellwag

List a maximum of three (3) Boards on which you are interested in serving.

1. JABA
2. _____
3. _____

Home Address: 411 Perry Lane

Lovington, VA 22949

Occupation: Sr. Project Manager Employed by: MBP

Home Phone No.: 703 344-4267 Business Phone No.: _____

Fax No.: _____ E-Mail Address: CarlStellwag@gmail.com

Do you live in Nelson County? Yes X No _____

Are you currently a member of a County Board, Commission, Committee or Authority? Yes _____ No X

If yes, list the Board(s):

JABA

What talent(s) and/or experience can you bring to the Board(s)?

Leadership, Management, Communication, Strategic, Responsibility, Self-Assurance, Analytical

What do you feel you can contribute to the Board(s) and to the community that may not be evident from information already on this form?

Leadership, Management, Communication,
Strategic, Responsibility, Self-Assurance, Analytical

Please use this space for any additional information you would like to provide:

I have been on the JABA Advisory Council for the past 4 years representing Nelson County.

A resume or separate sheet with additional information may be included.

ATTENDANCEREQUIREMENTS

Section 2-153, Absences, Chapter 2, Administration, Article V. Appointments for Boards and Commissions of the Nelson County Code, an appointee of the Board of Supervisors who either (a) fails, during a calendar year, to attend seventy-five percent of the regular meetings of the board or commission of which he/she is a member, or (b) is absent for three consecutive regular meetings, shall be deemed to have tendered his/her resignation from such position. The Board of Supervisors may accept such resignation by appointing another person to fill the position.

In light of the above, will you be able to attend at least 75% of the regular meetings of the boards to which you may be appointed?

Yes ☒ No ☐

NELSON COUNTY SOCIAL SERVICES ADVISORY BOARD

<u>NAME, ADDRESS & PHONE</u>	<u>TERM (DATES TBD) 4 Years, 2 Term Limit</u>
----------------------------------	--

– **West District**

Term TBD

Street Address
City, VA Zip Code
Phone
Email Address

– **East District**

Term TBD

Street Address
City, VA Zip Code
Phone
Email Address

- **North District**

Term TBD

Street Address
City, VA Zip Code
Phone
Email Address

– **South District**

Term TBD

Street Address
City, VA Zip Code
Phone
Email Address

– **Central District**

Term TBD

Street Address
City, VA Zip Code
Phone
Email Address

BOS Liaison

Term TBD

Street Address
City, VA Zip Code
Phone
Email Address

Candice McGarry – **Local Government Official**
Ex-Officio Member (non-voting)

Authority: Established by the Code of Virginia §63.2-305.

Membership: 5 to 13 members, with at least one member appointed from each Election District.

Term: 4 Years, Term Dates TBD. **2 term limit**

Summary of Duties: Interests itself in all matters pertaining to the public assistance and social services needed by people of the political subdivision or subdivisions served by the local department; Monitors the formulation and implementation of public assistance and social services programs by the local department; meet with the local government official who constitutes the local board at least four times a year for the purpose of making recommendations on policy matters concerning the local department; prepares an annual report to the governing body concurrent with the budget presentation of the local department, concerning the administration of the public assistance and social services programs; submits to the governing body from time to time, other reports that the advisory board deems appropriate.

Meetings: Meets at least bi-monthly and with the local government official who constitutes the local board at least 4 times per year. A regular meeting schedule and Board chair will be established at the first meeting of the Board.

BOARD OF ZONING APPEALS
Board Appoints & Recommends Certification by the Circuit Court

<u>Name & Address</u>	<u>Term Expiration Date</u>
Angela Jones 148 Miles Lane Faber, VA 22938 H 434-995-9441 ajjones9267@gmail.com	November 11, 2026
Carole Saunders 1610 Wilson Hill Rd. Arrington, VA 22922 H (434) 263-4976 carolevar@aol.com	November 9, 2028
W. Jerrold Samford 302 Bellevette Place Arrington, VA 22922 (804) 314-7291 jerry.samford@troutman.com	November 11, 2027
Philippa Proulx (Active PC Member) 950 Avon Road Afton, VA 22920 540-456-6849 proulx@lumos.net	November 1, 2029
Shelby Bruguiera 1339 Stoney Creek West Nellysford VA 22958 540-456-6778 (H) Shelby@DickieBros.com	November 10, 2025
Mary Cunningham (Alternate) 171 Joshua Lane Afton, VA 22920 434-882-1587 (H) mscsherpa@gmail.com	March 30, 2025

BOARD OF ZONING APPEALS

Board Recommends Appointment to the Circuit Court.

Established: by Article 14 of the Nelson County Code,

Composition: 5 members and an alternate recommended by the BOS and appointed by the Nelson Circuit Court, 1 of which is an active Planning Commission member.

Term of Office: 5 years; No Term Limits

Summary of Duties:

To hear and decide applications for Special Use Permits where authorized by Ordinance including deciding interpretation of the district map where there is uncertainty as to location or boundary. To authorize upon appeal in specific cases such variance from the terms of the ordinance as will not be contrary to public interest.

Meetings:

Meetings are held at the call of the Chairman or at such times as a quorum of the board may determine. Members serve on a volunteer basis without pay other than for travel expenses.

THOMAS JEFFERSON AREA COMMUNITY CRIMINAL JUSTICE BOARD

NAME, ADDRESS & PHONE

TERM

Governing Body Representative

Annually Appointed

Daniel Rutherford
84 Courthouse Square/P.O. Box 447
Lovingston, VA 22949
PH: (434) 263-7010
drutherford@nelsoncounty.org

January 2025 – December 31, 2025

Citizen Representative

3 Years, 2 Consecutive Term Limit

Mark Stapleton
1919 Black Walnut Drive
Nellysford, VA 22958
PH: (703) 498-1027
mlstapleton@icloud.com

July 1, 2023 – June 30, 2026 (UT)
(Appointed 1/14/25)

Authority: Established by the Code of Virginia §53.1-180 et seq. & §19.2-152 et seq.

Membership: Local membership is one (1) Governing Body Representative and one (1) Citizen Representative. Members serve on a volunteer basis.

Term(s) of Office: The Governing Body representative is annually appointed at the BOS annual organizational meeting; the Citizen Representative Term is 3 years with a **2 consecutive term limit unless no other person meets the criteria for the position.**

Summary of Duties: To enable participating localities to work together to develop community-based pretrial court services and post conviction alternatives to incarceration for misdemeanants and certain non-violent felons.

Meetings: Meetings are held 4 times a year usually on the second Wednesday (January, April, July and October) at 4:00 PM at the Albemarle County Office Building. Thomas Jefferson Area Community Criminal Justice Board, Thomas Jefferson Area Crisis Intervention Team (CIT), 1600 5th Street Ext, Room B, Charlottesville, VA 22902, Office: (434) 296 - 2441 Ext: 117, FAX: (434) 979 – 4038. Contact: Matt Vitale mvitale@oar-jacc.org

Agricultural & Forestal District Advisory Committee

Citizen Members (Producers) 4

Term 4 years

Andy Wright dutchcreekfarm@aol.com
1315 Dutch Creek Lane
Shipman, VA 22971
434-263-8938 (H)

May 13, 2023 – May 13, 2027 (T5)

Billy Newman enviroforllc@netscape.net
356 Deer Run Lane
Shipman, VA 22971
434-263-4172 (H)

May 13, 2023 – May 13, 2027 (T4)

Susan McSwain losthorseshoe3@gmail.com
3254 Dutch Creek Lane
Shipman, VA 22971
434-263-6714 (H)

May 13, 2023 – May 13, 2027 (T5)

Ernie Reed ereed@nelsoncounty.org
971 Rainbow Ridge Road
Faber, VA 22938
434-249-8330

May 13, 2023 – May 13, 2027 (T1)

Citizen Members (Other Landowners) 4

Joyce Burton joybirdpt@gmail.com
96 Old Turtle Place
Nellysford, VA 22958
434-361-2328

May 13, 2023 – May 13, 2027 (T3)

Ben Kessler bkessler@gm.slc.edu
1323 Glass Hollow Road
Afton, VA 22920
434-227-2317 (H)

May 13, 2024 – May 13, 2028 (UT)
(Appointed 06-11-24)

Mary Cunningham mscsherpa@gmail.com
171 Joshua Lane
Afton, VA 22920
434-1587 (H)

May 13, 2023 – May 13, 2027 (T2)

Charlotte L. Rea the.creac1@gmail.com
411 Bland Wade Ln.
Afton, VA 22920
540-456-6509 (H)
434-996-7291 (Cell)

August 13, 2023 – May 13, 2027 (T2)

Commissioner of Revenue

Kim Goff kgoff@nelsoncounty.org 434-263-7070
P.O. Box 246
Lovingston, VA 22949

Board of Supervisors Member

Jesse Rutherford jrutherford@nelsoncounty.org

P.O. Box 336

Lovington, VA 22949

434-981-8728

Establishment: Established by the Code of Virginia §15.2-4300 et seq. and the Code of Nelson County, Chapter 9, Article V. on February 11, 2003.

Members: Consists of 10 members, four (4) agricultural producers, four (4) other landowners, the Commissioner of Revenue and a Board of Supervisors member.

Term: Regular terms are 4 years from May 13th to May 13th with a term limit of 3 consecutive terms except in cases where there are no new applicants to fill the vacancy.

Summary of Duties: To advise the Planning Commission and the County governing body and assist in creating, reviewing, modifying, continuing or terminating districts within the county. In particular, the committee shall render expert advice as to the nature of farming and forestry and agricultural and forestal resources with the district(s) and their relation to the entire county.

Meetings: Meetings are held on an as needed basis. Members serve on a voluntary basis, but the Board of Supervisors may at its discretion, reimburse each member for actual and necessary expenses incurred in the performance of duties.

**LEGAL NOTICE
NOTICE OF PUBLIC HEARING
NELSON COUNTY BOARD OF SUPERVISORS**

In accordance with Volume 3A, Title 15.2, Counties, Cities and Towns, of the Code of Virginia, 1950, as amended, and pursuant to §15.2-1427 and §2.2-4300 et seq. the Nelson County Board of Supervisors hereby gives notice that a Public Hearing will start at **7:00 p.m., Tuesday, September 9, 2025** in the **General District Courtroom** on the third floor of the Nelson County Courthouse located at 84 Courthouse Square, Lovingston.

Public Hearing(s):

1. Ordinance O2025-08 – Amendment to Chapter 2, Article I, Sec. 2-1 Purchasing Procedures and Policies

Consideration of an ordinance proposed for passage to amend Chapter 2, Article I, Sec. 2-1 Purchasing Procedures and Policies. Proposed amendments in summary, would increase the County's purchase order threshold from \$2,500 to \$5,000 and increase the capitalization threshold in fixed asset inventory from \$5,000 to \$10,000.

A Copy of the full text of the proposed Ordinance is available for review in the Office of the County Administrator, 84 Courthouse Square, Monday through Friday, 9:00 a.m. to 5:00 p.m. For more information, call the County Administrator's Office at (434) 263-7000. EOE.

BY AUTHORITY OF NELSON COUNTY BOARD OF SUPERVISORS

BOARD OF
SUPERVISORS

THOMAS D. HARVEY
North District

ERNIE Q. REED
Central District

JESSE N. RUTHERFORD
East District

J. DAVID PARR
West District

DR. JESSICA LIGON
South District



CANDICE W. MCGARRY
County Administrator

AMANDA B. SPIVEY
Administrative Assistant/
Deputy Clerk

GRACE E. MAWYER
Director of Finance and
Human Resources

ORDINANCE O2025-08
NELSON COUNTY BOARD OF SUPERVISORS
AMENDMENT OF THE CODE OF NELSON COUNTY, VIRGINIA
CHAPTER 2 ADMINISTRATION, ARTICLE I IN GENERAL

BE IT HEREBY ORDAINED, by the Nelson County Board of Supervisors that the Code of Nelson County, Virginia, Chapter 2, Administration, Article I In General is hereby amended as follows:

Amend

Sec. 2-1. Purchasing procedures and policies.

(c) Purchasing authority. No person shall make any commitment for supplies, materials or services in the county unless authorization has been granted by the county administrator or his/her designee. Department heads or constitutional officers are hereby granted authority for purchases less than ~~twenty five hundred dollars (\$2,500.00)~~ **five thousand dollars (\$5,000)** provided such purchases meet a legitimate need of the department and the necessary funds are budgeted.

(g) Requisitions. Department heads or their designees shall submit a requisition for all purchases of goods and/or services greater than ~~twenty five hundred dollars (\$2,500.00)~~ **five thousand dollars (\$5,000)** to the finance department prior to a purchase order being issued.

(j) Small purchase procurement.

(1) For purchases between ~~twenty five hundred dollars (\$2,500.00)~~ **five thousand dollars (\$5,000)** and thirty thousand dollars (\$30,000.00), there must be either three (3) telephone, three (3) written, or three (3) internet quotations.

(2) Purchases of goods and nonprofessional services greater than thirty thousand dollars (\$30,000.00) and up to one hundred thousand dollars (\$100,000.00) shall require the written informal solicitation of a minimum of four (4) bidders or offerors. Public notices shall be posted in accordance with the Virginia Public Procurement Act.

(3) Purchases of professional services greater than thirty thousand dollars (\$30,000) and up to fifty thousand dollars (\$50,000.00) shall require the written solicitation of four (4) bidders or offerors.

(m) Fixed asset inventory. All capital goods and equipment and those materials over ~~five thousand dollars (\$5,000.00)~~ **ten thousand dollars (\$10,000)** in value assigned to each department shall be logged on the fixed asset inventory at the time of delivery or assignment. Department heads shall annually review the inventory for their department(s) and shall list and account for any changes in the inventory by report to the purchasing agent or his/her designee at each fiscal year end. The fixed asset inventory will also be used for both insurance and inventory control purposes.

(n) Documents. The following five (5) documents will be used as a part of the county purchasing procedures and policies:

(1) Requisition for purchase. A requisition for purchase is prepared by the user department to explain and request a needed purchase provided for in the department's budget.

(2) Telephone/internet quotation. A telephone/internet quotation form is utilized to record cost quote comparisons for goods and/or services in accordance with the established guidelines of the Purchasing Manual of Nelson County and is submitted to the purchasing agent or his/her designee along with a requisition for purchase for those goods and/or services.

(3) Purchase order. Purchase order forms will be used by the purchasing agent or his/her designee for all purchases exceeding ~~twenty-five hundred dollars (\$2,500.00)~~ **five thousand dollars (\$5,000)** for which a requisition for purchase has been approved.

(4) Fixed asset inventory. Department heads shall annually review the fixed asset inventory for their department(s) and shall list and account for any changes in the inventory by report to the purchasing agent or his/her designee at each fiscal year end.

(5) Request for proposal/invitation for bid. A request for proposal/invitation for bid is an official bidding document specifying goods or scope of services being procured and detailing the manner in which bidders/vendors should respond to the county administrator or his/her designee for the purchase of professional services greater than fifty thousand dollars (\$50,000.00) and for the purchase of goods and nonprofessional services greater than one hundred thousand dollars (\$100,000.00).

BE IT FURTHER ORDAINED, by the Nelson County Board of Supervisors that this Ordinance becomes effective upon adoption.

Adopted: _____

Attest: _____, Clerk
Nelson County Board of Supervisors



AMENDMENT OF PURCHASING POLICY AND PROCEDURES

September 9, 2025 Board of
Supervisors Meeting

CURRENT PURCHASING POLICY

- Currently, a Purchase Order is required for purchases of items over \$2,500 (3 quotes required)
- This policy has been in place with no updates since 2011
- Our capitalization threshold has historically been \$5,000

PROPOSED UPDATES

- Change our Purchase Order threshold from \$2,500 → \$5,000
- Change our Capitalization threshold from \$5,000 → \$10,000

Why?

- Keep us in line with surrounding localities (see next slide)
- Help us keep up with inflationary trends while reducing administrative burden
- Keep us in line with federal guidelines

Purchase Order Limit Thresholds of surrounding localities:

Montgomery County: \$5,000

Rockbridge County: \$2,500 (currently in process of revamping policy)

Town of Ashland: \$5,000

Augusta County: \$5,001

Town of Rocky Mount: \$5,000

Madison County: \$2,500

Hanover County: \$10,000

Town of Blacksburg: \$3,500

Bedford County: \$10,000

Town of Leesburg: \$5,000

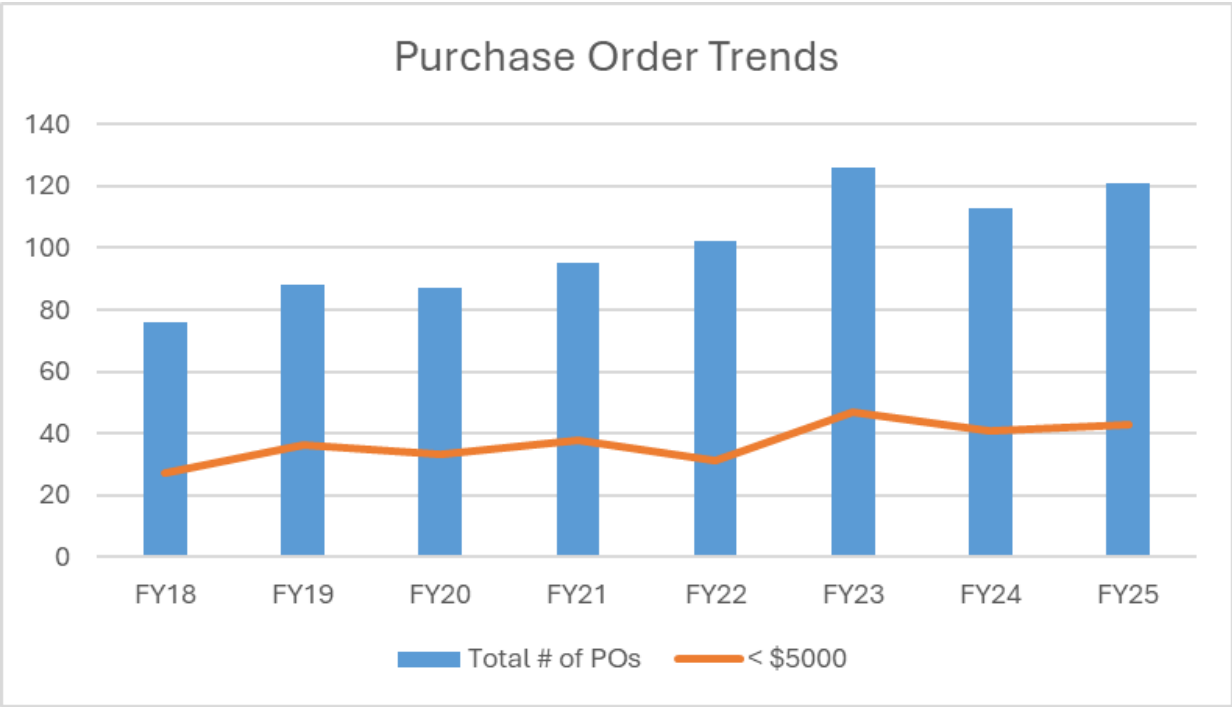
Albemarle County: \$5,000

Amherst County: \$5,000

Buckingham County: Does not use purchase orders. Procurement policy allows County Administrator to make a purchase up to \$15,000 without having to solicit bids.

Nelson County Purchase Order Data since FY2018:

	FY18	FY19	FY20	FY21	FY22	FY23	FY24	FY25
Total # of POs	76	88	87	95	102	126	113	121
< \$5000	27	36	33	38	31	47	41	43



Since 2017, our numbers of Purchase Orders issued have increased as well as those under \$5,000.

CAPITALIZATION THRESHOLD

- In 2024, the United States Office of Management and Budget (OMB) revised the definition of equipment under the Uniform Guidance and raised their capitalization threshold from \$5,000 to \$10,000.
- I have spoken with our auditors, Robinson, Farmer, Cox Associates, who believe it is appropriate to raise our capitalization threshold to the \$10,000 given the OMB revisions.

NEXT STEPS

- These updates would require an amendment to Chapter 2, Article 1, Section 2-1 “Purchasing Procedures and Policies” of the Nelson County Code.
- Resolution **R2025-57** was approved on August 12th, 2025 authorizing the public hearing to be conducted on September 9, 2025.
- After public hearing, consider adoption of Ordinance **O2025-08**. If adopted, staff will update the Purchasing Policy to reflect the adopted changes and circulate to all County departments.

QUESTIONS?

BOARD OF
SUPERVISORS

THOMAS D. HARVEY
North District

ERNIE Q. REED
Central District

JESSE N. RUTHERFORD
East District

J. DAVID PARR
West District

DR. JESSICA LIGON
South District



CANDICE W. MCGARRY
County Administrator

AMANDA B. SPIVEY
Administrative Assistant/
Deputy Clerk

GRACE E. MAWYER
Director of Finance and
Human Resources

RESOLUTION R2025-57
NELSON COUNTY BOARD OF SUPERVISORS
AUTHORIZATION FOR PUBLIC HEARING TO AMEND ARTICLE I, IN GENERAL,
SECTION 2-1 PURCHASING PROCEDURES AND POLICIES OF THE CODE OF NELSON
COUNTY, VIRGINIA

RESOLVED by the Nelson County Board of Supervisors pursuant to and in accordance with the provisions of §15.2-1427 of the Code of Virginia, 1950 as amended, that the County Administrator be and is hereby authorized to advertise a public hearing notice for the conduct of a public hearing on **Tuesday, September 9, 2025 at 7:00 p.m.** in the General District Courtroom of the Courthouse in Lovington.

The purpose of the public hearing is to receive public comments on an Ordinance proposed for passage to amend Article I, In General, Section 2-1, Purchasing Procedures and Policies of the Code of Nelson County, Virginia. The Ordinance proposed for passage would increase the County's purchase order threshold from \$2,500 to \$5,000 and increase the capitalization threshold in fixed asset inventory from \$5,000 to \$10,000.

Approved: August 12, 2025

Attest: *Candice W. McGarry*, Clerk
Nelson County Board of Supervisors

BOARD OF
SUPERVISORS

THOMAS D. HARVEY
North District

ERNIE Q. REED
Central District

JESSE N. RUTHERFORD
East District

J. DAVID PARR
West District

DR. JESSICA LIGON
South District



CANDICE W. MCGARRY
County Administrator

AMANDA B. SPIVEY
Administrative Assistant/
Deputy Clerk

GRACE E. MAWYER
Director of Finance and
Human Resources

August 8, 2025

MEMORANDUM

To: Board of Supervisors
From: Grace Mawyer, Director of Finance & Human Resources

Re: Amendment of Purchasing Policy and Procedures

Currently, pursuant to our Purchasing Policy, a Purchase Order is required for purchases of items over \$2,500. This has been in place since 2011. I am proposing an update to our policy which would change our Purchase Order threshold from \$2,500 to \$5,000. This is in line with surrounding localities as well as inflationary trends. Additional supporting data is attached.

Additionally, I propose raising our capitalization threshold from \$5,000 to \$10,000. In 2024, the United States Office of Management and Budget (OMB) revised the definition of equipment under the Uniform Guidance. Their capitalization threshold for equipment has been raised from \$5,000 to \$10,000. The higher threshold would reduce the administrative burden of capitalizing smaller items while still aligning with the federal guidelines. I have spoken with our auditors, Robinson, Farmer, Cox Associates, who believe it is appropriate to raise our capitalization threshold to the \$10,000 given the OMB revisions.

These updates would require an amendment to Chapter 2, Article 1, Section 2-1 "Purchasing Procedures and Policies" of the Nelson County Code. Resolution **R2025-57** is included with this correspondence which would authorize a public hearing to amend the Code and effect these updates. Thank you for your consideration of this request.

From: [David Foley](#)
To: [Grace Mawyer](#)
Subject: RE: Capitalization Threshold
Date: Thursday, August 7, 2025 3:31:34 PM

Hi Grace,

I think raising the capitalization threshold to \$10,000 is appropriate. I recently had another locality decide to raise theirs from \$5k to \$10k.

Thanks,

David E. Foley, CPA
Member
Robinson, Farmer, Cox Associates
Phone: 434-973-8314 Fax: 434-974-7363

From: Grace Mawyer <gmawyer@nelsoncounty.org>
Sent: Thursday, August 7, 2025 3:24 PM
To: David Foley <dfoley@rfca.com>
Subject: Capitalization Threshold

[Message Received from External Sender]

Hi David,

I've recently learned that the OMB revised their definition of equipment under the Uniform Guidance, and they raised the capitalization threshold for equipment from \$5,000 to \$10,000. Our capital asset threshold has been \$5,000. Do you think we should consider updating our threshold to the \$10,000? I'm working on a request to change our purchase order threshold from \$2,500 to \$5,000, which will require a public hearing and an update to our ordinance. I wasn't sure if we should request an update to the capitalization threshold while we're at it. I appreciate any help/insight you can provide!

Best,

Grace Mawyer

Nelson County
Director of Finance & Human Resources
PO Box 336, Lovingson, VA 22949
(P) 434-263-7136 / (F) 434-263-7134
gmawyer@nelsoncounty.org
www.nelsoncounty-va.gov

Purchase Order Limit Thresholds of surrounding localities:

Montgomery County: \$5,000

Rockbridge County: \$2,500 (currently in process of revamping policy)

Town of Ashland: \$5,000

Augusta County: \$5,001

Town of Rocky Mount: \$5,000

Madison County: \$2,500

Hanover County: \$10,000

Town of Blacksburg: \$3,500

Bedford County: \$10,000

Town of Leesburg: \$5,000

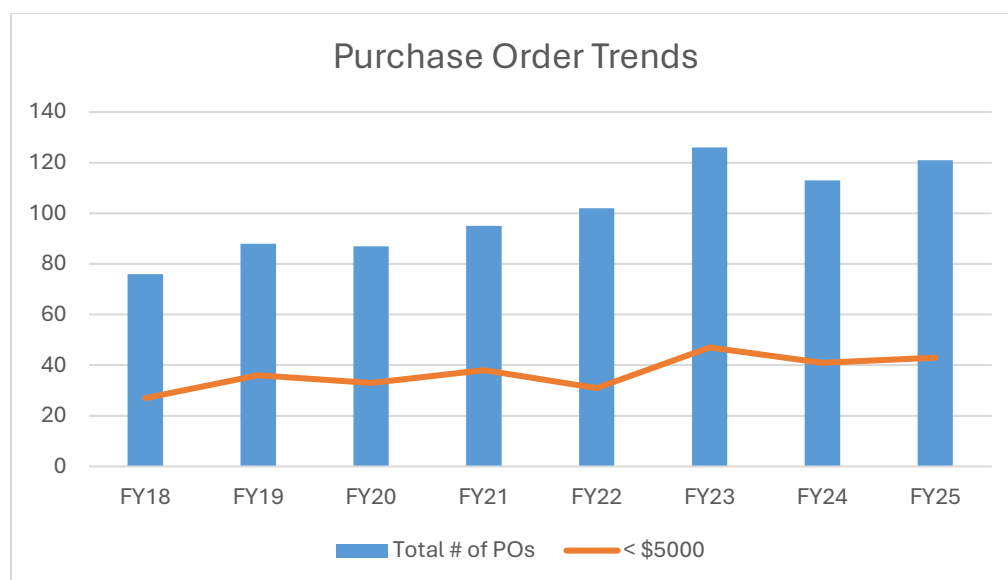
Albemarle County: \$5,000

Amherst County: \$5,000

Buckingham County: Does not use purchase orders. Procurement policy allows County Administrator to make a purchase up to \$15,000 without having to solicit bids.

Nelson County Purchase Order Data since FY2018:

	FY18	FY19	FY20	FY21	FY22	FY23	FY24	FY25
Total # of POs	76	88	87	95	102	126	113	121
< \$5000	27	36	33	38	31	47	41	43



Sec. 2-1. Purchasing procedures and policies.

- (a) *General policy statement.* It is the policy of the county to make all purchases of supplies, materials, equipment and contractual services on the basis of best value for lowest price, and whether a specific purchase shall be made on a competitive bid or open market basis will be determined solely by the county administrator or his/her designee, in accordance with sound purchasing practices and provisions of law. All applicable discounts will be sought.
- (b) *Purchasing policy.* All purchases shall be made according to the Nelson County Purchasing Policy and Procedures, which policy, and any appendices thereof, are hereby adopted as if set out at length in this section.
- (c) *Purchasing authority.* No person shall make any commitment for supplies, materials or services in the county unless authorization has been granted by the county administrator or his/her designee. Department heads or constitutional officers are hereby granted authority for purchases less than twenty-five hundred dollars (\$2,500.00) provided such purchases meet a legitimate need of the department and the necessary funds are budgeted.
- (d) *Budgeting required.* No person shall make any financial commitment for any supplies, materials, goods or services which have not been budgeted without the prior authorization of the county administrator or his/her designee.
- (e) *Unbudgeted purchase.* The county administrator shall obtain the authority of the board of supervisors before committing to any unbudgeted purchase.
- (f) *Exceeding budgeted amount.* No person shall have the authority to exceed the amount budgeted for a particular department without prior authorization from the county administrator and, when appropriate, the board of supervisors. Funds budgeted for salary and fringe benefit line items shall not be utilized for other operational expenditures without prior authorization from the county administrator or his/her designee.
- (g) *Requisitions.* Department heads or their designees shall submit a requisition for all purchases of goods and/or services greater than twenty-five hundred dollars (\$2,500.00) to the finance department prior to a purchase order being issued.
- (h) *State contracts.* When available, the use of state contracts is encouraged, unless a better value can be obtained elsewhere.
- (i) *Cooperative procurement.* Nelson County as a public body may participate in, sponsor, conduct, or administer a cooperative procurement agreement.
- (j) *Small purchase procurement.*
 - (1) For purchases between twenty-five hundred dollars (\$2,500.00) and thirty thousand dollars (\$30,000.00), there must be either three (3) telephone, three (3) written, or three (3) internet quotations.
 - (2) Purchases of goods and nonprofessional services greater than thirty thousand dollars (\$30,000.00) and up to one hundred thousand dollars (\$100,000.00) shall require the written informal solicitation of a minimum of four (4) bidders or offerors. Public notices shall be posted in accordance with the Virginia Public Procurement Act.
 - (3) Purchases of professional services greater than thirty thousand dollars (\$30,000) and up to fifty thousand dollars (\$50,000.00) shall require the written solicitation of four (4) bidders or offerors.
- (k) *Competitive sealed bidding/competitive negotiation procurement.* In accordance with state statutes, single or term contracts for the purchase of goods and nonprofessional services in the amount of more than one

hundred thousand dollars (\$100,000.00) and professional services expected to exceed fifty thousand dollars (\$50,000.00) shall be entered into on the basis of sealed competitive bids or competitive negotiation according to the following:

- (1) All invitations to bid/requests for proposal will be provided to each vendor who requests them. Additionally, these documents shall adhere to posting and/or advertising requirements of the Virginia Public Procurement Act.
 - (2) Multiple small purchases of the same item shall not be made for the purpose of circumventing the formal bid requirement or any other county purchasing policy guidelines.
 - (3) Sealed bids will be publicly opened and read aloud at the time and place provided in the invitation to bid.
 - (4) Awards will be made on the basis of the lowest bid and/or most qualified and capable bidder; however, the board reserves the right to accept or reject any bid.
- (l) *Local vendors.* In order to stimulate business and economic activity within the county and for convenience, purchases shall be made from county merchants whenever their quotations are low or lower than any other received, provided all qualifications and requirements are met. Consideration of procurement costs (travel expense, personnel time, shipping charges, etc.) may be taken into account in determining the lowest cost.
- (m) *Fixed asset inventory.* All capital goods and equipment and those materials over five thousand dollars (\$5,000.00) in value assigned to each department shall be logged on the fixed asset inventory at the time of delivery or assignment. Department heads shall annually review the inventory for their department(s) and shall list and account for any changes in the inventory by report to the purchasing agent or his/her designee at each fiscal year end. The fixed asset inventory will also be used for both insurance and inventory control purposes.
- (n) *Documents.* The following five (5) documents will be used as a part of the county purchasing procedures and policies:
- (1) *Requisition for purchase.* A requisition for purchase is prepared by the user department to explain and request a needed purchase provided for in the department's budget.
 - (2) *Telephone/internet quotation.* A telephone/internet quotation form is utilized to record cost quote comparisons for goods and/or services in accordance with the established guidelines of the Purchasing Manual of Nelson County and is submitted to the purchasing agent or his/her designee along with a requisition for purchase for those goods and/or services.
 - (3) *Purchase order.* Purchase order forms will be used by the purchasing agent or his/her designee for all purchases exceeding twenty-five hundred dollars (\$2,500.00) for which a requisition for purchase has been approved.
 - (4) *Fixed asset inventory.* Department heads shall annually review the fixed asset inventory for their department(s) and shall list and account for any changes in the inventory by report to the purchasing agent or his/her designee at each fiscal year end.
 - (5) *Request for proposal/invitation for bid.* A request for proposal/invitation for bid is an official bidding document specifying goods or scope of services being procured and detailing the manner in which bidders/vendors should respond to the county administrator or his/her designee for the purchase of professional services greater than fifty thousand dollars (\$50,000.00) and for the purchase of goods and nonprofessional services greater than one hundred thousand dollars (\$100,000.00).

(Res. of 2-8-83; Res. of 1-13-87; Res. of 5-10-94; Ord. No. O2011-09, 12-13-11)

State law reference(s)—Virginia Public Procurement Act, Code of Virginia, § 2.2-4300 et seq.

