

1 | **Appomattox Town Council
Special Council Meeting
May 18, 2026**

The Appomattox Town Council held a special meeting on Monday, May 18, 2026, in Appomattox, Virginia with Mayor Richard Conner, presiding.

Members present: Mayor Richard Conner, Vice-Mayor Timothy Garrett, Council Member James J. Boyce, Sr., Council Member Mary Lou G. Spiggle, Council Member Danielle Ulmer, Council Member McKinley Cardwell, and Council Member Jack Hensley.

Members absent: None.

Others: Carlton Duck, Alive Media; Dianne Tanner, Deputy Town Clerk; and Michael Campbell, Town Manager.

Mayor Richard Conner called the meeting to order at 6:30 p.m.

Approval of the Agenda:

Mayor Richard Conner asked if there was a motion to approve the agenda.

On a motion by Council Member Mary Lou Spiggle to accept the agenda, seconded by Council Member McKinley Cardwell, the Council voted to accept the agenda as written, with all members present voting aye. Motion carried 6-0.

Public Comment:

Mayor Richard Conner opened the floor for any public comment. There was no one present for public comment.

Unfinished Business:

Mayor Richard Conner read the first item of unfinished business to the record, adoption of the increase to the Town of Appomattox real property rate. The mayor asked if there was any discussion. There was no discussion. Council Member McKinley Cardwell made a motion to adopt the increase to the Town of Appomattox real property rate, seconded by Council Member Danielle Ulmer, with a ROLL CALL vote being called: Boyce-yes, Cardwell-yes, Garrett-yes, Hensley-yes, Spiggle-yes, Ulmer-yes. The motion carried 6-0. (A copy of the Public Hearing Advertisement Affidavit is attached to these minutes)

Mayor Richard Conner read the second item of unfinished business to the record, adoption of an Ordinance codifying increases to the Town of Appomattox Business, Professional, Occupational, Licenses (BPOL) tax rates. The mayor asked if there was any discussion. There was no discussion. Council Member James J. Boyce, Sr. made a motion to adopt the Ordinance codifying increases to the Town of Appomattox Business, Professional, Occupational, Licenses (BPOL) tax rates, seconded by Council Member Mary Lou Spiggle, with a ROLL CALL vote being called: Boyce-yes, Cardwell-yes, Garrett-yes, Hensley-yes, Spiggle-yes, Ulmer-yes. The motion carried 6-0. (Ordinance is attached the minutes)

Mayor Richard Conner read the third item of unfinished business to the record, adoption of a Resolution for the purposed water and sewer rate changes to the Town of Appomattox Water and Sewer Policy. The mayor asked if there was any discussion. Vice-mayor Timothy Garrett asked if the rate changes take effect July 1, 2026. The town manager indicated that the rate changes would take effect July 1, 2026. Council Member Danielle Ulmer made a motion to adopt the Resolution for the proposed water and sewer rate changes to the Town of Appomattox Water and Sewer Policy, seconded by Council Member Spiggle, with a ROLL CALL vote being called: Boyce-yes, Cardwell-yes, Garrett-yes, Hensley-yes, Spiggle-yes, Ulmer-yes. The motion carried 6-0. (Resolution is attached to the minutes)

Mayor Richard Conner read the fourth item of unfinished business to the record, adoption of a Resolution finalizing the Fiscal Year 2027 Town of Appomattox Budget. The mayor asked if there was any discussion. There was no discussion. Council Member James J. Boyce, Sr. made a motion to finalize and adopt the Fiscal Year 2027 Town of Appomattox Budget, seconded by Council Member Mary Lou Spiggle, with a ROLL CALL vote being called: Boyce-yes, Cardwell-yes, Garrett-yes, Hensley-yes, Spiggle-yes, Ulmer-yes. The motion carried 6-0. (Resolution is attached to the minutes)

Town Manager's Comment:

Town Manager, Michael Campbell: Nothing for you at this time. I will save it for the work session.

Council Comments:

Council Member Mary Lou Spiggle: I have nothing tonight.

Council Member Danielle Ulmer: No, sir.

Council Member McKinley Cardwell: No, sir.

Council Member James J. Boyce, Sr.: No, sir.

Council Member Jack Hensley: No.

Vice-Mayor Timothy Garrett: I just want to say that these increases we just voted on...I don't like it, but if we're going to stay in business and be a town, we got to do it. A lot of people out there that it's going to affect along with what the State's doing also. So, I just...I hate this but we have to do it. That's all I've got.

Mayor: Any other business coming before Town Council at this time? Motion to adjourn?

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Adjournment:

On a motion by Council Member McKinley Cardwell, seconded by Council Member James J. Boyce, Sr., the Council voted to adjourn at 6:36 p.m., with a voice vote being called and all members present voting aye. Motion carried 6-0.

Dianne Tanner
Deputy Town Clerk

Richard C. Conner
Mayor

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**AN APPROPRIATIONS RESOLUTION OF THE APPOMATTOX TOWN
COUNCIL ADOPTING THE FISCAL YEAR 2026-2027 BUDGET FOR THE
TOWN OF APPOMATTOX, VA.**

SECTION I:

WHEREAS, Section 5-72, Appomattox Town Code and Section 15.2-2503, Code of Virginia, require that the governing body shall approve the budget and fix a tax rate for the budget year no later than the date on which fiscal year begins; and,

SECTION II:

WHEREAS, the proposed Fiscal Year 2026-2027 Budget was published on April 24, 2026, and May 1, 2026, in the *Farmville Herald*, Farmville, Virginia, pursuant to Section 15.2-2506, Code of Virginia, and public hearing was subsequently held on the proposed budget on Monday, May 11, 2026;

SECTION III:

NOW, THEREFORE, BE IT RESOLVED, that the Appomattox Town Council meeting in a Special Called Meeting on Monday, May 18, 2026, does hereby approve the following General Fund Expenditures by Category for Fiscal Year 2026-2027;

GENERAL FUND; EXPENDITURES BY CATEGORY:

Council	92,344.
Administrative & Town Office	1,181,208.
Professional	90,000.
Tourism	96,273.
Public Works & Town Shop	1,556,362.
Property Maintenance & Construction	100,000.
Events & Contributions	29,500.
Zoning	141,163.
Public Safety	261,668.
TOTAL GENERAL FUND EXPENSES	3,548,518.

SECTION IV:

BE IT FURTHER RESOLVED, that the Appomattox Town Council hereby fixes, levies, and adopts the following tax rates for the applicable tax year: real estate at \$0.11 per \$100.00 of assessed value; tangible personal property at \$0.45 per \$100.00 of assessed value; machinery and tools at \$0.45 per \$100.00 of assessed value; and mobile homes at \$0.11 per \$100.00 of assessed value.

BE IT FURTHER RESOLVED, that the Town Council finds that the required notice and public hearing concerning the effective increase in real property tax levies resulting from reassessment have been provided pursuant to Virginia Code §

58.1-3321, and that Council hereby adopts the real estate tax rate of **\$0.11 per \$100.00 of assessed value** following such notice and hearing.

BE IT FURTHER RESOLVED, that, in accordance with Virginia Code §§ 58.1-3524(C)(2) and 58.1-3912(E), and the applicable provisions of the Personal Property Tax Relief Act and the Commonwealth's appropriation act, the Town Council hereby provides that, for tax year 2026, qualifying vehicles situated within the Town shall continue to receive personal property tax relief from the Town's allocation of Commonwealth Personal Property Tax Relief Program funds. The Town's allocation of such funds shall be applied to qualifying vehicles in accordance with the Personal Property Tax Relief Act, using a uniform relief rate or allocation methodology calculated after completion of the personal property tax book and based upon the Town's available Commonwealth reimbursement and the assessed value of qualifying vehicles eligible for relief. The tax bills for qualifying vehicles shall include a general description of the criteria used to allocate relief and shall state the specific dollar amount of relief allocated to each qualifying vehicle.

SECTION V:

BE IT FURTHER RESOLVED, that the Appomattox Town Council does hereby approve the following General Fund revenue estimates for Fiscal Year 2026-2027;

GENERAL FUND; REVENUES BY CATEGORY:

Current Taxes – Real Estate	275,000.
Current Taxes – Personal Property	95,000.
Delinquent Taxes	1,500.
Penalties & Interest	9,000.
Public Service Corporation	6,000.
Bank Stock Tax	250,000.
Meals Tax	1,800,000.
Lodging Tax	105,000.
Consumption Tax	8,500.
Cigarette Tax	135,000.
Vehicle License Tax	35,000.
Business License	507,000.
Zoning	2,500.
Communications Tax	4,000.
Interest	40,000.
Rental of Misc. Property	9,000.
Rolling Stock Tax	3,000.
Sales Tax	135,000.
Aid to Police Department (HB599)	55,161.
Fire Programs	15,000.

Personal Prop Tax Relief Act State Funds	23,107.
Traffic Tickets	15,000.
Visitor Center	1,000.
Mobile Home Titling Tax	100.
Trash Can Fees	5,000.
Miscellaneous	1,500.
State DMV Fees	4,000.
Town DMV Fees	3,000.
Litter Grant	1,900.
VRSA Grant	2750.
Other Reimbursable	500.
TOTAL GENERAL FUND REVENUES	3,548,518.

SECTION VI:

BE IT FURTHER RESOLVED, that the Appomattox Town Council does hereby approve the following Water Fund Expenditures for Fiscal Year 2026-2027;

WATER FUND; EXPENDITURES BY CATEGORY:

Water Department	1,127,418.
TOTAL WATER EXPENDITURES	1,127,418.

SECTION VII:

BE IT FURTHER RESOLVED, that the Town Council hereby authorizes an interfund advance to the Water Fund in the amount of \$255,043, from available General Fund and/or Sewer Fund resources, as reflected in the adopted budget. The Finance Director/Treasurer is authorized to record such amount as an interfund receivable/payable or transfer, as appropriate under generally accepted governmental accounting principles and as directed by the Town Manager, and that the Appomattox Town Council does hereby approve the following Water Fund Revenue estimates for Fiscal Year 2026-2027;

WATER FUND; REVENUES BY CATEGORY:

Water Sales	713,000.
Connection Fees	10,000.
Penalty Fees	37,000.
Miscellaneous	2,500.
Availability Fees	10,000.
Other Reimbursables	500.
Interest	20,000.
Rental of Misc. Property	10,000.
Intergovernmental Revenue	18,000.
VRSA Grant	1,375.
SERCAP Grant #1	50,000.
Loan from General & Sewer Funds	255,043.

TOTAL WATER REVENUES**1,127,418.****SECTION VIII:**

BE IT FURTHER RESOLVED, that the Appomattox Town Council does hereby approve the following Sewer Fund Expenditures for Fiscal Year 2026-2027;

SEWER FUND; EXPENDITURES BY CATEGORY:

Sewer Department

1,269,875.

TOTAL SEWER EXPENDITURES**1,269,875.****SECTION IX:**

BE IT FURTHER RESOLVED, that the Appomattox Town Council does hereby approve the following Sewer Fund Revenue estimates for the Fiscal Year 2026-2027;

SEWER FUND; REVENUES BY CATEGORY:

Sewer Sales

1,139,000.

Connection Fees

6,000.

Availability Fees

7,500.

Interest

13,000.

Intergovernmental Revenue

3,000.

VRSA Grant

1,375.

SERCAP Grant #2

100,000.

TOTAL SEWER REVENUES**1,269,875.****SECTION X:**

BE IT FURTHER RESOLVED, that the salaries, wages, and allowances set forth in the adopted budget are authorized as compensation for Town officers and employees, subject to the Town's adopted personnel policies, classification system, and pay plan. The Town Manager is authorized to administer staffing assignments and position allocations within the appropriated departmental budgets, provided that the creation of new full-time positions, elimination of funded positions, or changes to the adopted compensation plan shall require further approval by Town Council unless otherwise authorized by law or policy.

SECTION XI:

BE IT FURTHER RESOLVED, that the Fiscal Year 2026-2027 Budget may be amended from time to time in accordance with Virginia Code § 15.2-2507, including any required notice and public hearing for amendments exceeding the statutory threshold.; and,

SECTION XII:

BE IT FURTHER RESOLVED, that the Fiscal Year 2026–2027 Budget for the Town of Appomattox is hereby adopted, effective July 1, 2026, and the expenditure amounts set forth herein are hereby appropriated by fund and category, with total appropriations of **\$3,548,518 for the General Fund, \$1,127,418 for the Water Fund, and \$1,269,875 for the Sewer Fund**, for a total all-funds appropriation of **\$5,945,811**.

Adopted this 18th day of May, 2026.

Attest:

Dianne Tanner
Dianne Tanner, Deputy Town Clerk

Richard C. Conner
Richard C. Conner, Mayor

Vote:

Ayes: 6

Nays: 0

Absent: 0

Abstentions: 0

ORDINANCE NO. 2026-____

AN ORDINANCE AMENDING AND REENACTING SECTION 10-198 OF THE TOWN CODE OF THE TOWN OF APPOMATTOX, VIRGINIA, REGARDING BUSINESS LICENSE FEE AND TAX RATES

WHEREAS, the Town Council of the Town of Appomattox, Virginia, is authorized to impose local license taxes and fees as permitted by the Code of Virginia;

WHEREAS, the Town Council has reviewed the business, professional, and occupational license tax rates currently set forth in Section 10-198 of the Town Code;

WHEREAS, the Town Council finds it necessary and appropriate to amend certain license tax rates in order to provide for the continued operation of Town government and the delivery of public services;

WHEREAS, the proposed rates remain within the applicable rate limitations established by the Code of Virginia;

NOW, THEREFORE, BE IT ORDAINED by the Town Council of the Town of Appomattox, Virginia, that Section 10-198 of the Town Code is hereby amended and reenacted as follows:

Sec. 10-198. License fee and tax rates.

Except as may be otherwise provided in Code of Virginia, §§58.1-3712, 58.1-3712.1, and 58.1-3713, every person or business subject to licensure under this article with annual gross receipts of more than \$100.00 shall be assessed and required to pay annually a license tax on all gross receipts includable under this article at the rate set forth below for the applicable class of enterprise:

- (1) **Contractors and persons constructing for their own account for sale.** For contractors and persons constructing for their own account for sale, the license tax shall be \$0.15 per \$100.00 of gross receipts.
- (2) **Retailers.** For retailers, the license tax shall be \$0.20 per \$100.00 of gross receipts.
- (3) **Financial, real estate, and professional services.** For financial, real estate, and professional services, the license tax shall be \$0.20 per \$100.00 of gross receipts.
- (4) **Repair, personal, and business services; other businesses.** For repair, personal, and business services, and all other businesses and occupations not specifically listed or otherwise exempted in this section or otherwise by law, the license tax shall be \$0.20 per \$100.00 of gross receipts.
- (5) **Wholesalers.** For wholesalers, the license tax shall be \$0.05 per \$100.00 of purchases. (See Code of Virginia, §58.1-3716, for applicable limitations).
- (6) **Carnivals, circuses, and speedways.** For carnivals, circuses, and speedways, the license tax shall be \$500.00 for each performance held in the town. (See Code of Virginia, §58.1-3728, for applicable limitations).
- (7) **Fortunetellers, clairvoyants, and practitioners of palmistry.** For fortunetellers, clairvoyants, and practitioners of palmistry, the license tax shall be \$1,000.00 per year.
- (8) **Massage parlors.** For massage parlors, the license tax shall be \$1,000.00 per year.
- (9) **Itinerant merchants or peddlers.** For itinerant merchants or peddlers, the license tax shall be \$500.00 per year. (See Code of Virginia, §58.1-3717, for applicable limitations).
- (10) **Photographers with no regularly established place of business in the town or the state.** For photographers with no regularly established place of business in the town or the state, the license tax shall be \$10.00 per year. (See Code of Virginia, §58.1-3727, for applicable limitations).

- (11) **Permanent coliseums, arenas, or auditoriums.** For permanent coliseums, arenas, or auditoriums having a maximum capacity in excess of 10,000 persons and open to the public, the license tax shall be \$1,000.00 per year. (See Code of Virginia, §58.1-3729, for applicable limitations).
- (12) **Savings-and-loan associations and credit unions.** For savings-and-loan associations and credit unions, the license tax shall be \$50.00 per year.
- (13) **Direct sellers.** For direct sellers as defined in Code of Virginia, §58.1-3719.1, with total annual sales in excess of \$4,000.00, the license tax shall be \$0.02 per \$100.00 of total annual retail sales or \$0.05 per \$100.00 of total annual wholesale sales, whichever is applicable.
- (14) **Amusement machines and pinball machines.** For one or more amusement machines or pinball machines, as defined by Code of Virginia, §58.1-3720, the license fee shall be \$50.00 in addition to any other license fee imposed.

Effective Date

This ordinance shall become effective on July 1, 2026, unless otherwise provided by law or by action of Town Council.

Adoption

ADOPTED this 15th day of May, 2026, by the Town Council of the Town of Appomattox, Virginia.

Mayor:

Attest:

Ayes:

Nays:

Abstentions:

x Richard C. Corason
Dianne Tanner
6
0
0 Absent: 0

**A RESOLUTION ADOPTING CHANGES TO THE UTILITY RATES IN THE
TOWN OF APPOMATTOX WATER AND SEWER POLICY FOR FISCAL
YEAR 2026-2027**

WHEREAS, the Town Council of the Town of Appomattox is enabled by the Code of Virginia to impose certain fees in connection with the exercise of its various municipal powers; and,

WHEREAS, the Town Council of the Town of Appomattox desires to establish a WATER AND SEWER POLICY including User Charges and Connection and Availability Fees Administrative Policy for the convenience and benefit of town residents and businesses;

BE IT RESOLVED, that the following WATER AND SEWER POLICY for Fiscal Year 2026-2027 is hereby approved; and,

BE IT FURTHER RESOLVED, that where a charge listing on this WATER AND SEWER POLICY is at variance with the same fee listed in a lawfully adopted regulation, resolution or ordinance of the Town of Appomattox for the Fiscal Year 2026-2027, the fee listed in the lawfully adopted regulation, resolution or ordinance of the Town of Appomattox for the Fiscal Year 2026-2027 shall apply:

A. User Rates - Billing Period: Monthly

UTILITY RATES	FY2027 Rate Effective July 1, 2026
Water	0-2000 Gallons \$17.21 In-Town \$25.82 Out-of-Town Per 1000 > 2000 Gallons \$9.55 In-Town \$14.31 Out-of-Town
Water Penalty Fee	\$100.00
Sewer	0-2000 Gallons \$37.84 Per 1000 > 2000 Gallons \$21.36

Notes:

1. Billing Period – Monthly
2. Equivalent Residential Connections (ERC) computed on the basis of 4400 gallons of water purchased per month equal to one (1) ERC. Equivalent Residential Connections (ECR) computed on an annual basis and applied during the budget or fiscal period. Unless there is a measured 15% change (increase or decrease) in water purchased.

BE IT RESOLVED, by the Town Council of Appomattox, Virginia that the above Water and Sewer Policy amendment to the Town of Appomattox Water and Sewer Policy for the Fiscal Year 2026-2027 is hereby adopted, effective July 1, 2026, and shall be certified by the Clerk of Council and maintained as an archive document with the official minutes of the Town Council of Appomattox, Virginia.

Adopted this 18th day of May, 2026.

Richard C. Comer

Mayor, Town of Appomattox

Dianne Tanner
Dianne Tanner, Deputy Town Clerk



TOWN OF APPOMATTOX
WATER AND SEWER POLICY
TO INCLUDE
USER CHARGES
CONNECTION AND AVAILABILITY FEE
ADMINISTRATIVE POLICY

TOWN OF APPOMATTOX - WATER AND SEWER POLICY
USER CHARGES CONNECTION AND AVAILABILITY FEES
ADMINISTRATIVE POLICY

<u>ACTION</u>	<u>DESCRIPTION</u>	<u>DATE</u>
	Policy Adoption	December 29, 1988
(1)	Amended Water & Sewer Availability Fee Schedule Revised Water Availability Fee from \$600.00 to \$500.00 and Sewer Availability Fee from \$1,000.00 to \$500.00. Revised (decreased) schedule for all other types of service for both Water and Sewer Availability Fees	March 13, 1989
(2)	Revised Deposits - Section "F" to permit discretion in amount of deposit; also amended penalty policy outlined in Billing Policy Section G.	December 29, 1989
(3)	Revised Water & Sewer Rates, Connection Fees, Availability Fees, Deposits and Billing Policy	January 1, 2001
(4)	Amended Policy and added Water Conservation Plan	July 8, 2002
(5)	Revised Water and Sewer Rates, Connection Fees, Availability Fees	July 1, 2004
(6)	Revised Water and Sewer Rates	July 1, 2005
(7)	Revised Water and Sewer Rates, Out of Town Factor	July 1, 2006
(8)	Revised Water and Sewer Rates, Out of Town Factor, Billing Policy	November 13, 2006
(9)	Revised Water and Sewer Rates (with an effective date of July 1, 2008)	April 29, 2008
(10)	Elimination the out of town factor of 1.5 for Water and Sewer Monthly Billing Rates, Connection and Availability fees.	July 1, 2010

(11)	Revised Water and Sewer Rates	July 1, 2012
(12)	Revision to the Connection Charges to add A Companion Water Meter for Irrigation Service	July 9, 2012
(13)	Omit D – Account Charge, Revise E – Deposits Increasing to \$300, amend F – Billing Policy to Correspond with the Accounts Receivable Policy, Amend G – Unauthorized Connections/Cross- Connections citing the Town Code Section	July 9, 2012
(14)	Revised Availability & Connection Costs	July 1, 2013
(15)	Addition of “L” – Policy for Relief from Excessive Sewer Bill due to Undetectable Water Line Leak or Break.	October 16, 2013
(16)	Addition of “M” - Sewer Only Policy	March 9, 2015
(17)	Revised Water and Sewer Rates	July 1, 2019
(18)	Increase in out-of-town water rates effective January 2022 and thereafter with a multiplier factor of 1.5.	January 2022
(19)	Revised Connection Charges to add a Companion Water Meter for Irrigation Service	November 9, 2021
(20)	Revised the cost of a Companion Water Meter for Irrigation Service	August 8, 2022
(21)	Revised “L” – Filling of Swimming Pools, etc.	March 1, 2023
(22)	Revised Water and Sewer Rates	July 1, 2023
(23)	Revised Water and Sewer Rates	July 1, 2026

A. User Rates - Billing Period: Monthly

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Notes:

1. Billing Period – Monthly
2. Equivalent Residential Connections (ERC) computed on the basis of 4400 gallons of water purchased per month equal to one (1) ERC. Equivalent Residential Connections (ECR) computed on an annual basis and applied during the budget or fiscal period. Unless there is a measured 15% change (increase or decrease) in water purchased.

B. **Connection Fees:** Connection fees are defined as a charge designed to cover the cost of making the connection.

IN-TOWN & OUT-OF-TOWN

Water

- Standard $\frac{3}{4}$ " water connection with water main located on same side of the road as the residents \$1,500.00.
- 1" Water Connection - \$2,000.00
- Multi-Family/Unit - \$1,200.00
- For connection larger than $\frac{3}{4}$ ", and require installing service line across any primary or secondary roads, cost of connection shall be at cost of materials and labor.

Sewer

- Standard 4" residential connection with sewer main located on the same side of the as the residents \$2,200.00.
- 6" Sewer Connection - \$2,600.00
- For connection larger than the standard, and or installing service line across any primary or secondary roads, cost of connection shall be at cost of materials and labor.

Residential Companion Water Meter for Irrigation Service - \$700.00

Utilities - Residential Companion Meter for Irrigation Service

Town of Appomattox Utilities Department offers a residential companion meter to residents who have paid connection fees for a primary residential meter and would like a second meter to measure outside water use separately. No wastewater charges are applied to the residential companion meter, since outside water does not enter the sewer system. The residential companion meter for irrigation is available at a cost of \$700 for standard ¾ inch meter. It is not available for commercial use or entrances to subdivisions and their common areas.

How can I get a residential companion meter for an irrigation system?

To receive a residential companion meter, obtain a county plumbing permit specifically for a residential companion meter for irrigation service. The plumbing permit must include the installation of the backflow device for a residential companion meter. Plumbing permits can be obtained at the Appomattox County Department of Building Inspection, 153-A Morton Lane, Appomattox, Virginia.

Once the plumbing permit is obtained, contact the Town of Appomattox Utilities Department for a water connection application, located at 210 Linden Street, Appomattox, Virginia. The Utilities Department can be reached at 434-352-8268.

When and where will it be installed?

Town of Appomattox Utilities Department usually can install the residential companion irrigation meter within 14 calendar days after receiving an application, plumbing permit, and a connection fee of \$700. Town of Appomattox Utilities Department will choose the exact location of the residential companion meter that is installed near the domestic meter.

What inspections are required after the work is complete?

After the residential companion meter is installed, it is the customer's responsibility to connect the irrigation piping to the companion meter. The customer may install his or her own irrigation system or contract the work to a plumber or irrigation contractor. The installation of all irrigation lines must meet the town's plumbing requirements at all times. All irrigation systems must include the installation of a backflow preventer between the residential companion meter and the irrigation system. When all work is completed, the customer must contact Appomattox County Building Inspections at 434-352-2637 for a final inspection of the installation and the backflow preventer. The backflow preventer must be tested within 30 days of the final inspection and annually thereafter by a "backflow prevention device technician" as certified by the Virginia Department of Professional and Occupational Regulations. The Town of Appomattox does not perform testing on these private backflow-prevention devices, set testing rates, or collect any revenue from these tests.

Why do I need a backflow preventer if I use a companion meter with an irrigation system, and how do I file the test results?

Backflow preventers play an important role in protecting drinking-water supplies, and the testing is required by the Virginia Department of Health. Test results must be returned to Town of Appomattox Utilities Department, P.O. Box 705, Appomattox, VA 24522. The Backflow Prevention Assembly Test Report can be found online at www.townofappomattox.com under Cross-Connection Control and Backflow Prevention Program. Call 434-352-8268 for more information.

How will I be billed?

After the residential companion meter is installed, the irrigation information, including meter number, billing period and usage, will be included as a separate utility account. The account will be for water-only and will not include a sewer portion.

C. Water and Sewer Facilities - Availability Fees

The purpose of the availability fees is to defray the continuing cost of providing water treatment, transmission mains, pumping stations, storage facilities, sewage treatment, sewer collection, and other capital items.

The charge for availability fee for water and sewer service shall be made for each new service in accord with the following schedule.

	<u>WATER</u>	<u>SEWER</u>
1. Single Family Dwelling		
3/4" Water & 4" Sewer	\$2500.00	\$3000.00
1" Water & 6" Sewer	\$3500.00	\$5000.00
2. Multi-Family, per family unit	\$1200.00	\$1900.00
(Duplexes, condominiums, town-		
houses, apartments & mobile homes)		
*Per family unit is considered separately		
3. Motel (per unit or room)	\$300.00	\$500.00
(excluding on-site laundry)		
4. Restaurants (per seat)	\$100.00	\$200.00
5. Laundromats (per machine)	\$900.00	\$1200.00
6. Nursing Homes (per bed)	\$400.00	\$500.00
7. Homes for the aged (per bed)	\$300.00	\$400.00
8. Hospitals (per bed)	\$600.00	\$900.00
9. Doctor's Office (per patient bed)	\$400.00	\$500.00
10. Theaters, drive in type (per car)	\$40.00	\$50.00
11. Theaters, auditorium type (per seat)	\$40.00	\$50.00
12. Picnic areas (per person	\$40.00	\$50.00
& park capacity)		
13. Camps, resorts, overnight (per site)	\$40.00	\$50.00
14. Luxury camps with flush toilets	\$200.00	\$300.00
(per camp site)		

15. Any proposed use not covered above or in cases where a higher factor, hardship or

community waiver is recommended by Staff, the Town Council shall make the final decision based upon written application with supporting data.

Availability charges for any water or sewage use not classified above shall be based on an equivalent residential use (ERU) determination by the Town Manager. Each ERU determined shall be assessed a charge of \$1200.00 per ERU for water and/or \$1900.00 respectively. The ERU determination shall be based on the building or premise water use for existing users, and on projected use or discharges for new users. Projected use or discharges shall be estimated utilizing design analysis and/or records of similar uses. All projected ERU determinations discharge to determine the accuracy of the ERU determination. If the ERU determination was high, the Town will refund the availability fee overpayment. Should any building use change placing a greater demand on the water or sewer system, additional availability fees may be assessed by the Manager based on the additional demand, with full credit given for availability fees already paid.

D. Deposits

All new accounts for rental property will be required to place a \$300 security deposit along with their application for utility service. If property is rental property, the owner will be required to sign the acknowledgement that accompanies the application for the new account. New account holders with local, state, or federal rental assistance will be exempted from the security deposit with proof of such assistance.

E. Billing Policy - All bills are due and payable upon receipt. Bills are due on the 20th of each month. If a balance goes unpaid after the 20th of the month a 10% penalty will be added to the bill. A second notice is mailed immediately after the penalty is applied/assessed. The cut-off date is after the fifth (5th) day of the month following the due date of the original bill. A \$50 disconnect fee will be charged for any customer cut-off for non-payment and a \$50 reconnect fee will be charged to restore service. When restoration of service is then requested, the past due bill, penalty and reconnection charge (availability charge) will be due before service is restored.

G. Unauthorized Connections/Cross-Connections - The connection for any other water supply to the Town's system is strictly prohibited. See Cross-Connection Control Policy - §190-46.1 – 46.11 Division 2 Cross Connection Control; Backflow Prevention (Amended May 4, 2011) of the Code of the Town of Appomattox.

Cross-Connections of a private or an auxiliary water system to the Town's public water system is restricted according to the WATERWORKS REGULATIONS FOR PUBLIC DRINKING WATER SUPPLY as adopted by the Commonwealth of Virginia Department of Public Health.

H. Use of Service - The new service applicant is expected to begin use of water within thirty (30) days from the date of which such service is made available. Therefore, billing will commence at the end of this thirty-day period in accordance with prescribed rates, terms and conditions.

I. Out-of-Town Customers – For all out-of-town water customers, the monthly rate shall be multiplied by a factor of 1.5. There shall be no difference in monthly sewer fees, connection or availability for customers or connections for in-town or out-of-town customers.

- J. The Town of Appomattox reserves the right to review each request or service and evaluate both the requested service requirements and available system well and storage capacity. Appropriate management of available system resources will be exercised by the Town Council with respect to new connections.
- K. The Town of Appomattox reserves the right to institute any and all measures deemed necessary in the event of a natural disaster, emergency, drought or other conditions which impacts on the water system. All measures considered will be as reasonable as possible. Generally residential customer service, although it may be curtailed, will be given highest service priority.
- L. **POLICY FOR RELIEF FROM EXCESSIVE SEWER BILL- DUE TO UNDETECTABLE WATER LINE LEAK OR BREAK**

An adjustment may be made to an excessive sewer bill due to an undetectable water line break or leak on the customer's side of meter, which the customer could not reasonably detect until notified of a high consumptive bill is received. The determination of reasonable shall rest with the Town Manager or their designee. An adjustment can be made to the sewer bill. The adjustment may be made to one (1) or no more than two (2) consecutive billing cycles if the leak or break is repaired within 15 days after notification or receipt of the monthly bill indicating excessive water consumption. The property owner shall be responsible for notifying the Town of Appomattox, in writing, that the leak has been repaired. An adjustment for water loss cannot be applied to the water bill without the approval of the Town Council; however, the Town Manager or his designee may make an adjustment to water in the event that the water loss was due to an Act of God. The Town of Appomattox reserves the right to verify the repairs prior to issuing a water bill adjustment. The water bill will be adjusted based on the following:

SEWER

(1) The sewer commodity charge will be assessed based on the water consumption from a previous similar billing cycle. If no similar billing cycle is available, the Town Manager or their designee will determine the water consumption amount based on accepted industry averages for the type of sewer customer in question.

FILLING OF SWIMMING POOLS, PORTABLE TANKS, ETC.

Water customers desiring their water meters to be read before and after the filling of their swimming pool, portable tank, etc. in order to avoid the sewer commodity charge for that water consumption shall notify the Town of Appomattox Utility Department a minimum of two days prior to the filling a swimming pool, portable tank, etc. The Town of Appomattox will certify the amount of water used and the customer will not be charged a sewer commodity charge on the amount of water used to fill the swimming pool, portable tank, etc. Effective March 1, 2023, customers are allowed three (3) pool fillings per calendar year.

- M. **SEWER ONLY POLICY**

Purpose

The purpose of this policy is to establish guidelines for disconnecting customer's sewer service for non-payment.

General

All Town of Appomattox customers that are connected to the town sewer system without being connected to the town water system will be charged a minimum fee according to the town's current sewer rates. Property owners must maintain sewer only accounts in their names. Failure to pay the sewer rate, will lead to sewer connections being plugged and reported to the Appomattox County Health Department

A connection fee of \$50.00 and disconnection fee of \$50.00 will be charged to the property owner's account.

Payment Plans

Any request for a payment plan must be approved by Town Council or authorized personnel.

Availability fees to be determined on the basis of equivalent residential connections and the equivalent residential availability charge.

5/13/2026 10:30 AM H20POLICY - COMPLETE ORIGINAL

Town of Appomattox Water Conservation Plan

Adopted July 8, 2002

- I. Purpose – During the continued existence of climatic, hydrological and other extraordinary conditions, the protection of the health, safety and welfare of the residents of the Town of Appomattox may require that certain uses of water, not essential to the public health, safety and welfare, be reduced, restricted or curtailed. As the shortage of potable water becomes increasingly more critical, conservation measures to reduce consumption or curtail essential water use may be necessary. The Plan is intended to ensure that a dwindling water supply is conserved and managed prudently to meet the Town's needs of water supply availability. The Plan only applies to water from the Town's water system and does not include such water as trucked in water, or rainwater.

II. Background

- A. The Town has seven primary sources of Supply with projected safe yields as follows:

1. Well # 1 50,000 gallons per day;
2. Well # 5 48,000 gallons per day;
3. Well # 9 25,000 gallons per day;
4. Well # 15 60,000 gallons per day;
5. Well # 25 20,400 gallons per day;
6. Well # 41 84,000 gallons per day;
7. Well # 42 32,400 gallons per day;

Total 319,800 gallon per day

(Note that the Total Gallons Per day are Base on a 12 hour of run time)

- B. Safe Yield is defined as the maximum dependable draft that can be made continuously on a source of water supply (groundwater) during a period of years during which the probable driest period or period of greatest deficiency in water supply is likely to occur. Dependability is relative and is a function of storage provided and drought probability

- C. Current annual withdrawal rates are as follows:

1. Well # 1 30,000 gallons per day;
2. Well # 5 40,000 gallons per day;
3. Well # 9 20,000 gallons per day;

4. Well # 15 50,000 gallons per day;
5. Well # 25 17,000 gallons per day;
6. Well # 41 70,000 gallons per day;
7. Well # 42 27,000 gallons per day;

Total 254,000 gallon per day

(Note that the Total Gallons Per day are Base on a 10 hour of run time)

D. Reservoir storage statistics:

1. 1,000,000 gallon ground storage tank.
2. 100,000 gallon elevated storage tank.

The total water storage is 1,100,000 gallons with a 4.3 day water supply based on the current water usage.

III. Plan

Imposition of conditions of water allocation, conservation, restriction, and penalties are set forth in Exhibit B attached hereto and are made a part of this plan and will be implemented as set forth herein.

Condition 1 Normal Operations with up to 75 percent of time flow is equaled or exceeded. No restriction imposed.

Condition 2 Drought Watch with up to 75 to 90 percent of time flow is equaled or exceeded. Voluntary restrictions imposed.

Condition 3 Drought Warning with up to 90 to 95 percent of time flow is equaled or exceeded. Partial Mandatory restrictions imposed.

Condition 4 Drought Emergency with up to 95 percent of time flow is equaled or exceeded. Mandatory restrictions imposed.

- IV. The conservation, restrictions, allocations, and penalties provided for in the plan may be imposed on any water users or customers, who are defined as the person or entity whose name the water account is listed, or in appropriate circumstances, the person or entity in control of the property in question.

V. Penalties for violations of the water restrictions set forth in the Plan may include one or more or any combination of the following:

1. Any charges as set forth in the plan or other ordinances or resolutions of the Town.
2. Citation or warning of a violation of the plan or rules or regulations issued pursuant to the plan.
3. Citation and assessment of a civil penalty against a water use for a violation of the plan or any rules or regulations pursuant to the plan when Condition 4 restriction is in effect in the amount of One Hundred Dollars (\$100.00) per day for residential users and Five Hundred Dollars (\$500.00) per day for commercial/industrial users, with each day of a violation constituting a separate violation.
4. Immediate cutting off or termination of water service for multiple (more than one) violations of the Water Conservation Plan or any rules or regulations issued pursuant to the Plan and/or failure to pay any civil penalty assessed for violation thereof. Furthermore, water service will not be restored until all water bills, penalties, and the then current turn on fee are paid.
5. Such other penalties or remedies as the Town Manager or Town Council may deem necessary to administer the Plan, including but not limited to injunctive relief or other appropriate legal proceedings.

EXHIBIT B
To Water Conservation Plan Dated July 1, 2002

Water Conservation Measures
Conditions, Allocations, Restrictions, and Penalties

Condition 1: Normal Conditions exits whenever wells run an average of 8 to 10 hours per day.

Condition 2: Drought Watch exits whenever wells run in excess of 12 hours per day with up to 75 to 90 percent of time flow is equaled or exceeded.

Voluntary Conservation Restriction Imposed: Citizens are asked to not use water outdoors. Limited supplies of water are available, and the Town will call upon all water users to employ prudent restraint of water usage and to conserve voluntarily water by whatever methods are available.

Condition 3: Drought Warning exits whenever wells run in excess of 14 hours per day with up to 90 to 95 percent or time flow is equaled or exceeded.

Partial Mandatory Restrictions Imposed: Very limited supplies of water available, and the Town requires curtailment of non-essential (defined as not related to health, safety, fire suppression, other public emergencies, or water necessary to sustain business operations) outdoor water use including, but not limited to the following:

1. The watering of shrubbery, trees, lawns, grass, plants, or any other vegetation, except indoor plantings.
2. The washing of automobiles, trucks, trailers, boats, or any other any other type of mobile equipment except in commercial facilities operating with high pressure low consumption equipment or operation with a water recycling system. The Town Manager may curtail the hours of operation of commercial enterprises offering such services or washing their own equipment.
3. The washing of streets, driveways, parking lots, office buildings, exteriors of homes or apartments, or other outdoor surfaces except for commercial/industrial operations using high pressure low consumption equipment.

Condition 4: Drought Emergency exits whenever wells run in excess of 15 hour per day with up to 95 percent of time flow is equaled or exceeded.

Mandatory Restrictions Imposed : Critical limited supplies of water are available, and the Town requires mandatory water reductions for all customers and that certain actions occur as follows:

A.

1. Ceasing all outdoor water uses except for those user related to health, safety, fire suppression, other public emergencies, or water necessary to sustain business operations.
2. Ceasing operation of any ornamental fountain or other structure making a similar use of water.
3. Ceasing the filling or refilling of swimming pools, wading pools, and hot tubs.
4. Ceasing the use of water from fire hydrants for any purpose other than fire suppression or other public emergency.
5. Elimination of the serving of drinking water in restaurants, cafeterias or any other food establishment unless requested by the patron.

B.

1. Imposition of civil penalties against a water user for violation of water conservation rules or regulations or of the plan as set forth as Section V. of the plan.
2. Water Conservation Officers will continue to patrol the Town to warn citizens against the use of prohibited practices and may issue citations or warnings for such violations.

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Affidavit of Publication



TOWN OF APPOMATTOX PUBLIC HEARING NOTICE

Notice of Proposed Real Property Tax Increase

NOTICE IS HEREBY GIVEN that the Appomattox Town Council will hold a public hearing pursuant to Virginia Code § 58.1-3321 to discuss the proposed real property tax increase for Calendar Year 2026.

- 1. Assessment Increase:** The total assessed value of real property, excluding additional assessments due to new construction or improvements to property, exceeds last year's total assessed value of real property by 52%.
- 2. Lowered Rate Necessary to Offset Increased Assessment:** The tax rate which would levy the same amount of real estate tax as last year, when multiplied by the new total assessed value of real estate with the exclusions mentioned above, would be \$0.0725 per \$100 of assessed value. This rate will be known as the "lowered tax rate."
- 3. Effective Rate Increase:** The Appomattox Town Council proposes to adopt the current tax rate of \$0.11 per \$100 of assessed value. The difference between the lowered tax rate and the proposed rate would be \$0.0375 per \$100, or 52%. This difference will be known as the "effective tax rate increase."
Individual property taxes may, however, increase at a percentage greater than or less than the above percentage.
- 4. Proposed Total Budget Increase:** Based on the proposed real property tax rate and changes in other revenues, the total budget of the Town of Appomattox will exceed last year's by 62%.

PUBLIC HEARING INFORMATION:

Date: May 11, 2026

Time: 6:35 PM or as soon as thereafter as the matter may be heard

Location: Appomattox Municipal Building, 210 Linden Street, Appomattox, VA 24522

All hearings shall be open to the public. The governing body shall permit persons desiring to be heard an opportunity to present oral testimony within such reasonable time limits as shall be determined by the governing body.

The provisions of this section shall not be applicable to the assessment of public service corporation property by the State Corporation Commission.

The purpose of this hearing is to provide residents and property owners an opportunity to comment on the reassessment and the resulting revenue-neutral tax rate adjustment. All interested parties are encouraged to attend and express their views. Written comments may be submitted to the Dianne Tanner, Deputy Clerk of Council, P. O. Box 705, Appomattox, VA 23901, or via email to dtanner@appomattoxva.gov by 5:00 PM on May 11, 2026.

ADDITIONAL INFORMATION:

- Copies of the reassessment data and related documents are available for public inspection at the Appomattox County Commissioner of the Revenue Office, 329 Court Street, Appomattox, VA 224522, during regular business hours, Monday through Friday, 8:00 AM to 4:30 PM.

For questions or further information, please contact the Clerk of Council at (434) 352-8268 or dtanner@appomattoxva.gov

By Order of the Appomattox Town Council

April 21, 2026

STATE OF VIRGINIA
BUCKINGHAM, CUMBERLAND and
PRINCE EDWARD COUNTIES

This is to certify that *The Farmville Herald*, a bi-weekly newspaper of general circulation, printed and published in Farmville, Virginia; that the publication, a copy of which is attached hereto, was published and distributed in Buckingham, Cumberland and Prince Edward Counties in the said newspaper on the following dates:

4/24/26 and 5/1/26

That said newspaper was regularly issued and circulated on those dates

SIGNED: