



**BOOK 39**  
**Page 241-247**



**AMHERST COUNTY**  
**BOARD OF SUPERVISORS**

**Board of Supervisors**

Claudia Tucker, Chair  
District 2  
Tom Martin, Vice-Chair  
District 1  
David W. Pugh, Jr., Supervisor  
District 4  
Chris Adams, Supervisor  
District 3  
Drew Wade, Supervisor  
District 5

**MINUTES**

**December 2, 2025**  
Administration Building - 153 Washington  
Street - Public Meeting Room  
Amherst, Virginia 24521  
Meeting Convened - 3:00 PM

**County Administrator**  
Jeremy Bryant

**County Attorney**  
Mark Popovich

**I. Call to Order**

At a regular meeting of the Amherst County Board of Supervisors held on December 2, 2025, at 3:00 p.m., the following members were present:

**BOARD OF SUPERVISORS:**

Claudia D. Tucker, Chair  
Tom Martin, Vice-Chair  
David W. Pugh, Jr., Supervisor  
Chris Adams, Supervisor  
Drew Wade, Supervisor

**ABSENT:** None

**STAFF:**

Jeremy S. Bryant, County Administrator  
Mark Popovich, County Attorney  
Kristen Freeman, Clerk

Chair Tucker called the meeting to order at 3:00 p.m.

**NOTE: All Board of Supervisors' meetings are now streamed live on Facebook and YouTube.**

**II. Approval of Agenda**

By motion of Supervisor Adams and with the following vote, the Board approved the agenda.

**AYE:** Mrs. Tucker, Mr. Martin, Mr. Pugh, Mr. Adams and Mr. Wade

**NAY:** None

**ABSENT:** None

**III. Invocation and Pledge of Allegiance**

Supervisor Pugh led the Invocation and Vice-Chair Martin led the Pledge of Allegiance.

**IV. Citizen Comment**

Ron Fisher, Gordon Sandidge, David Nash, Eric Orasi, Mike Bryant, Stephanie Tomlin, Kenneth Lovell, Rebecca Pryor, Barry Thompson, Sam Bryant, Bill Massencup, and Gloria Witt all addressed the Board

regarding the recent real estate reassessments.

Jim Vazquez addressed the Board, requesting that the Board revoke Special Exception 2024-154.

John Bottoms addressed the Board regarding concerns of the Commissioner of Revenue's office using J.D. Power for Personal Property Tax assessments.

Robert Richards addressed the Board regarding the \$25 license fee on Personal Property taxes asking where that money goes.

Mark Labadie addressed the Board stating that he created a group "Concerned Citizens of Amherst County" and that they will be back and to address more issues.

Jeffrey Breeding addressed the Board regarding the reassessment and questioned why there is no public water on Higginbotham Creek Rd.

## **V. Consent Agenda**

By motion of Supervisor Adams and with the following vote, the Board approved the Consent Agenda for December 2, 2025.

AYE: Mrs. Tucker, Mr. Martin, Mr. Pugh, Mr. Adams and Mr. Wade

NAY: None

ABSENT: None

### **A. Minutes - November 18, 2025**

It was moved that the Board adopt the minutes of November 18, 2025.

### **B. FY 26 Appropriation of Revenue - Sheriff's Office**

It was moved that the Board approve the appropriation of funds as described.

## **VI. Ordinance - First Read**

### **A. Ordinance 2025-7 Home Occupations**

The Board is conducting a first read regarding proposed changes to the County's Home Occupation Regulations.

Amending and reenacting §§ 703 – Limited Residential District R-1, §§ 711 – Mixed Use/Traditional Neighborhood Development (MU/TND) District, and §§ 712 – Residential Mixed-Use District RMU-1 of Article VII. Use Requirements by Zoning Districts and §§905 – Home Occupations of Article IX – Special Provisions Ordinance, of Appendix A – Zoning and Subdivisions Ordinance to the Code of the County of Amherst, Virginia. The purpose of this ordinance is to define what businesses may constitute as a home occupation and to establish additional regulations and opportunities to administer home occupations.

The Amherst County Planning Commission held a workshop on October 30, 2025, and discussed changes to the County's home occupation regulations. The changes were put into the form of an ordinance and were recommended for approval by the Commission to the Board of Supervisors on November 20, 2025.

Supervisor Wade questioned whether the Ordinance should read 2 to 3 clients at a home business at a time rather than 1.

Vice-Chair Martin asked for the County Attorney's legal opinion on whether it is legal for the County to regulate, through an ordinance, the calling of attention to home occupation businesses on social media. Mr. Popovich stated he did not believe so but would have to do some research. Vice-Chair Martin asked for that to be looked into.

By motion of Vice-Chair Martin and with the following vote, the Board directed staff to advertise Ordinance 2025-7 for Public Hearing on December 16, 2025.

AYE: Mrs. Tucker, Mr. Martin, Mr. Pugh, Mr. Adams and Mr. Wade

NAY: None

ABSENT: None

## **VII. Special Presentation**

### **A. IT Strategic Plan Presentation**

The Board is being asked to adopt the Amherst County IT Strategic Plan document as presented.

The summary of the requested IT Strategic Plan study is being presented to the Board of Supervisors for approval. This study was requested by the Board of Supervisors during their annual retreat in 2023. This is a 3-year plan for the county's technology infrastructure which would include improvements and enhancements to the existing infrastructure. This study is a result of individual interviews conducted with county departments, evaluating needs and areas of improvements as well as potential growth in technology infrastructure for their departments in the next 3 years.

Vice-Chair Martin asked staff to provide more information on the IT Strategic plan so he could review it.

By motion of Vice-Chair Martin and with the following vote, the Board tabled this item until December 16, 2025.

AYE: Mrs. Tucker, Mr. Martin, Mr. Pugh, Mr. Adams and Mr. Wade

NAY: None

ABSENT: None

## **VIII. Old Business**

### **A. Reassessment Appropriation of Funds**

During the budget process for FY25, the Reassessment CIP request splits the request into 3 fiscal years. We received \$200,000 in FY25, \$200,000 in FY26 and are set to receive \$200,000 in FY27. The major financial impact to the County falls within FY26. The County is asking to move the FY27 \$200,000 in FY26 so that we can pay the contractor, mailing charges, and Board of Equalization. We would not be requesting any reassessment funds for FY27.

This request does not exceed the original request for funds, it is to move the money forward one year.

By motion of Vice-Chair Martin and with the following vote, the Board appropriated \$200,000 of the unobligated general fund balance to the Reassessment CIP funds

AYE: Mrs. Tucker, Mr. Martin, Mr. Pugh, Mr. Adams and Mr. Wade

NAY: None

ABSENT: None

## B. Monument Committee

The Board of Supervisors formed the Monument committee in the Fall of 2023 to make a recommendation on adding an interpretive sign near the monument at the Courthouse. The Board originally asked the committee to make a recommendation in May 2024, but granted an extension until August 2024.

Since the formation of the committee, they made a field trip to Charlotte County to meet their committee members, and review their interpretive sign. Additionally, the committee went on a field trip to the University of Lynchburg to hear a talk titled, "Confederate Monuments". The committee also consulted with a history professor to discuss the topic and sought feedback. Generally, the committee met every two-weeks to make a recommendation on the proposed language that would be found on the sign.

The attached graphic represents the recommendation from the Monument Committee.

By motion of Supervisor Wade and with the following vote, the Board denied the recommendation of the Monument Committee.

AYE: Mr. Wade, Mrs. Tucker

NAY: Mr. Adams, Mr. Pugh, Mr. Martin

ABSENT: None

Motion failed, there was discussion between the Board on the placement of where the plaque should go as well as it being privately funded versus being paid for by the County.

By motion of Vice-Chair Martin and with the following vote, the Board accepted the recommendation of the Monument Committee and agreed to fund up to \$5,500 by the County and the interpretive sign would be placed in the grassy area next to the Monument at the Courthouse, similar to the attached mock-up, and shall not exceed 3' in height and 9 square feet in area and shall meet all zoning ordinance requirements by the Town of Amherst and with placement recommendation from Mr. Bryant.

AYE: Mrs. Tucker, Mr. Martin, Mr. Pugh, Mr. Adams

NAY: Mr. Wade

ABSENT: None

## C. Updated Resolution Supporting VDOT Economic Development Access Funding for Dillard Site

The EDA has received an additional grant to provide contingency funds for the VDOT Economic Development Access design only grant for the primary entrance into the Dillard Site. In January 2025, the Supervisors approved a support resolution for up to \$500,000 unmatched for the Dillard Site. The regional VDOT office provided a design estimate for the primary entrance that is more than \$500,000. In an abundance of caution, the EDA applied for and received an Accelerated Virginia Business Readiness Site Program (VBRSP) grant for additional funds that will act as a contingency on the design project. At no cost to the County, the project funding budget is now up to \$800,000. An updated resolution of support reflecting the new budget is necessary in order to go to the Commonwealth Transportation Board (CTB) for Economic Access Program grant approval.

The VDOT Economic Development Access Program is a state-funded program designed to assist Virginia localities in attracting businesses that create jobs and generate tax revenues in the locality. The Dillard Site qualifies as a Major Employment and Investment (MEI) project based on its potential for a very large economic industrial project. As an MEI project, there is no match required up to \$500,000 with an additional \$300,000 at 50% match (VBRSP grant will fund this \$150,000 match). If funded by the CTB, VDOT requires the Board of Supervisors to hold the funds in reserve as surety.

By motion of Supervisor Adams and with the following vote, the Board adopted Resolution 2025-15-R as presented.

AYE: Mrs. Tucker, Mr. Martin, Mr. Pugh, Mr. Adams and Mr. Wade

NAY: None

ABSENT: None

## **IX. New Business**

### **A. GO Virginia Region 2 Grant Matching - Sweet Briar College**

Sweet Briar College, with its industry and government partners, is applying for a GO Virginia Region 2 grant that will enhance technical workforce development in the region, which includes Amherst County and the Town of Amherst.

Sweet Briar College (SBC) and its partners are applying for approximately \$150,000 in Commonwealth funding through the GO Virginia Region 2 grant funding mechanism; GO Virginia funds must be matched on a 2:1 basis (\$150K from GO VA; \$75K from SBC and partners). The Go Virginia grant will be used to develop a pipeline of trained SBC engineering students in the discipline of thermal fluid systems. Applications of these systems include power generation and refrigeration that are important to Lynchburg region and Amherst County industries, including BWXT, Framatome, Buffalo Air Handling, Southern Air, Novatech, AEP, and Aeroфин. The project is innovative and addresses an unmet need, by: 1) training engineers to develop proficiency with power generation cycles and refrigeration cycles; and 2) familiarizing engineering students with local job opportunities to improve regional talent retention and grow regional businesses. SBC Engineering students would be hired as summer interns by regional industry, and after graduating from SBC they would be top candidates for job hires by these industries, could reside in Amherst County, and contribute to its economy and tax base.

By motion of Supervisor Wade and with the following vote, the Board directed the County Administrator to add \$10,000 to the FY 2027 budget to allocate required matching funds for the Sweet Briar College GO Virginia grant proposal.

AYE: Mrs. Tucker, Mr. Martin, Mr. Pugh, Mr. Adams and Mr. Wade

NAY: None

ABSENT: None

## **X. County Administrator's Report**

### **A. Central Virginia Community College Board Vacancy**

By motion of Supervisor Pugh and with the following vote, the Board directed staff to schedule interviews with both applicants.

AYE: Mrs. Tucker, Mr. Martin, Mr. Pugh, Mr. Adams and Mr. Wade

NAY: None

ABSENT: None

### **B. Horizon Behavioral Health Board Vacancy**

By motion of Vice-Chair Martin and with the following vote, the Board directed staff to schedule interviews with the applicants.

AYE: Mrs. Tucker, Mr. Martin, Mr. Pugh, Mr. Adams and Mr. Wade

NAY: None  
ABSENT: None

**C. Parks, Recreation & Cultural Development Board Vacancy**

By motion of Vice-Chair Martin and with the following vote, the Board reappointed Sara Lu Christian to the Parks and Recreation Board.

AYE: Mrs. Tucker, Mr. Martin, Mr. Pugh, Mr. Adams and Mr. Wade  
NAY: None  
ABSENT: None

**D. Boards/Commissions/Committees - Upcoming Vacancies Update**  
For the Board's Information.

**XI. County Attorney's Report**

The County Attorney left the meeting at 5:00 pm and was unable to report on this item.

**XII. Liaison and Committee Reports**

**A. Planning Commission - David Pugh**  
Supervisor Pugh stated he was unable to attend the last meeting so he had no matters to report.

**XIII. Departmental Reports**

**A. Social Services Board-Annual Report**  
Director of Social Services, Jason Meador, gave the Board an annual report. **See Attachment 1**

**XIV. Citizen Comment**

Brooke Vandervelde addressed the Board thanking them for the decision on the monument plaque.

Bill Speidel addressed the Board asking if the real estate assessments can be done using information from Zillow.

Gloria Witt addressed the Board expressing thanks to the Board, the County Administrator, and the Monument Committee on the work and decision made on the plaque for the confederate monument at the courthouse.

Jackie Bibee addressed the Board thanking the Board and the County Administrator for their decision on forming the Monument Committee and the decision made on the plaque.

Ron Fisher addressed the Board thanking them for their thoughtful dialogue on the reassessment situation. He asked that more information be sent out ahead of time to citizens on what is coming and what to expect when there are reassessments coming.

Mark Labadie stated how professional he found the County Administrator to be over the years, Mr. Labadie also addressed the Board about a previous attorney retained by the county charging the county \$500,000 a year.

Sam Soghor addressed the Board saying his was proud of the citizens and the Board today during citizen comment. He also thanked Vice-Chair Martin for living a life of service.

Supervisor Adams read an email from Whitney Gregory that she requested be read. This email was regarding revoking special exception 2024-154.

Frank Campbell addressed the Board about his opinion of the Social Services Department.

**XV. Matters from Members of the Board of Supervisors**

Supervisor Wade read a letter regarding his thoughts and opinions on some research he had recently done regarding the Brady Letters issued to Major Begley. Supervisor Wade also thanked the Board and the staff as this is his last meeting.

Supervisor Adams had no matter to discuss.

Supervisor Pugh had no matter to discuss.

Vice-Chair Martin asked the County Administrator to look into the allegations that Mr. Campbell made during citizen comment.

Chair Tucker had no matter to discuss.

**XVI. Adjournment**

By motion of Vice-Chair Martin and with the following vote, the Board adjourned at 6:06 pm.

AYE: Mrs. Tucker, Mr. Martin, Mr. Pugh, Mr. Adams and Mr. Wade

NAY: None

ABSENT: None



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Claudia D. Tucker, Chair  
Amherst County Board of Supervisors



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Jeremy Bryant, County Administrator



# Amherst County

**Department of Social Services**

**Director – Jason Meador**

**Assistant Director – Robin McFadden**



***Mission :***

Offer timely, appropriate, quality services to individuals and families in order to promote self-sufficiency and to protect children and adults.

***Services Offered:***

Foster Care / Adoption  
Adult Protective Services  
Child Protective Services  
In home / Prevention Services  
Energy Assistance  
Emergency Assistance  
Emergency Shelter Operations  
Employment Services  
Family Access to Insurance Security (FAMIS)  
Family Partnership Meetings  
Home Based Care (Companion Services)  
Intake Services  
Medicaid  
SNAP (Food Assistance)  
State/Local Hospitalization  
Temporary Assistance to Needy Families (TANF)  
Volunteer Services

# AMHERST COUNTY DEPARTMENT OF SOCIAL SERVICES ORGANIZATIONAL CHART

Local DSS Board: Todd Rodes, John Marks, David Pugh, Benjamin Bond and Kristin Kidd

Jason Meador

Director II (1)

VACANT

Family Services Manager (82)

Robin McFadden

Assistant Director (1001217)

## Child and Adult Services

Michael Chesser  
Family Services Supervisor (65)

Child Protective Services: Investigations  
Giovanna Rose  
Family Services Specialist III (81)

Hannah Wasvary  
Family Services Specialist II (72)

Elynora Buccholz  
Family Services Specialist I (84)

Dominick Zambrotta  
Family Services Specialist I (1001350)

Child Protective Services: Prevention  
Paula Harman  
Family Services Specialist III (58)

Carmela Dyke  
Family Services Specialist II (67)

Amethyst Allen  
Family Services Specialist II (75)

Adult Services / Protective Services  
Leanne Ragland  
Family Services Specialist III (85)

Eric Divers  
Family Services Specialist II (4)

Chartrice Berkley  
Family Services Specialist I (26)

## Foster Care & Adoption

Robert Pugh  
Family Services Supervisor (30)

Cheyenne Mills  
Family Services Specialist III (1000993)

Leanne Seris  
Family Services Specialist I (54)

Sarah Bergen  
Family Services Specialist I (47)

David Oglesby  
Family Services Specialist I (25)

Fran Patton  
Human Services Assistant III (69)

Allison Shiflett  
Human Services Assistant II (70)

Savanna Hudson  
(Part-Time) Family Services Specialist II

## Benefit Programs: Intake

Kimberly Davis  
Benefit Programs Supervisor (83)

Laura Smith  
Benefit Programs Specialist III (49)

Heather Mays  
Benefit Programs Specialist II (42)

Sharon Hughes  
Benefit Programs Specialist II (61)

Alicia Watkins  
Benefit Programs Specialist II (15)

Kristin Shockey  
Benefit Programs Specialist II (8)

Kayla MacArthur  
Benefit Programs Specialist I (64)

Alison Davis  
Human Services Assistant I (46)

## Benefit Programs: Ongoing

Sara Tomlin  
Benefit Programs Supervisor (63)

Sarah Caddell  
Benefit Programs Specialist III (57)

Marlo Harris  
Benefit Programs Specialist II (9)

Robin Gunter  
Benefit Programs Specialist II (55)

Stacy Bowman  
Benefit Programs Specialist II (43)

Teresa Irving  
Benefit Programs Specialist II (74)

Casey Collins  
Benefit Programs Specialist II (73)

Haylee Creamer  
Benefit Programs Specialist I (5)

Angel Wright  
Benefit Programs Specialist I (60)

Tabatha Terry  
Benefit Programs Specialist I (48)

Mariah Rodes  
Benefit Programs Specialist I (7)

## Self-Sufficiency

Cindy Walker  
Benefit Programs Supervisor (71)

Audrey Millner  
Self-Sufficiency Specialist II (19)

Kristy Ramsey  
Self-Sufficiency Specialist II (56)

Brooke Stanley  
Self-Sufficiency Specialist II (68)

## Administrative Services

Autumn Paige  
Administrative Office Manager (12)

Tracey Brown  
Administrative Program Assistant I (18)

Mahogany Harris-Dula  
Administrative Program Assistant I (86)

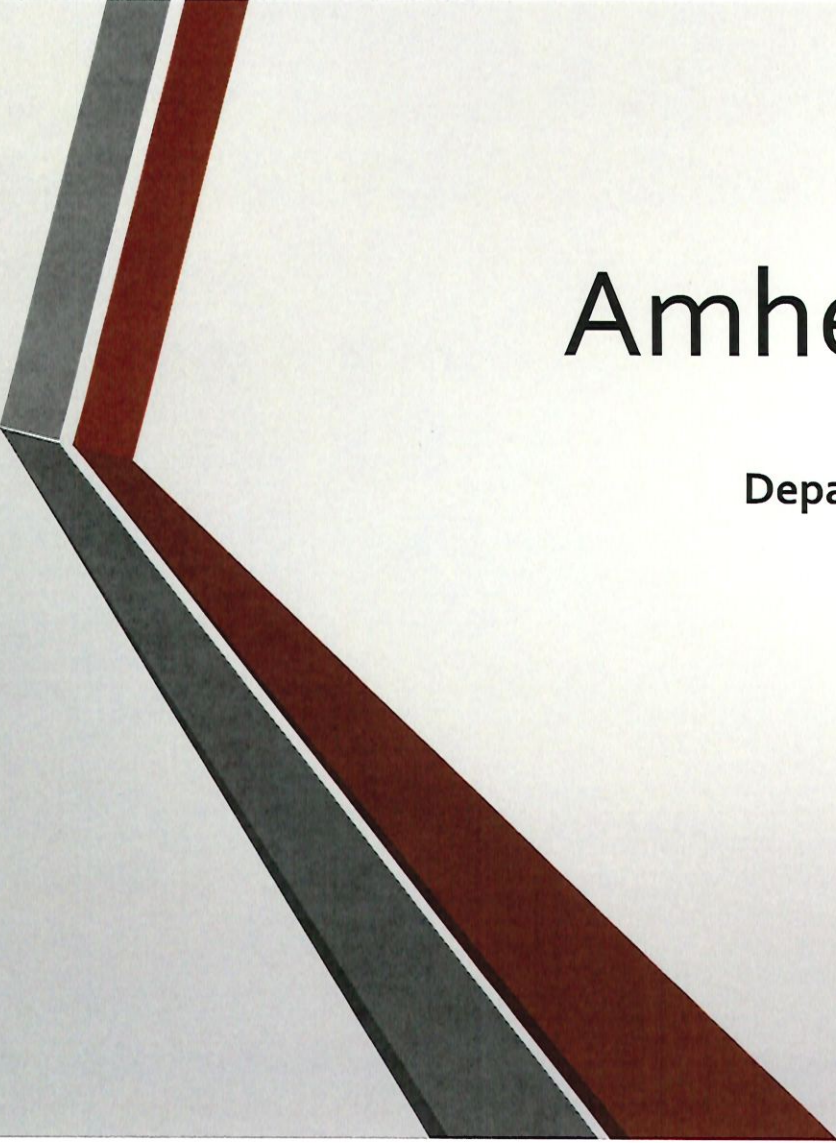
Gabrielle Granger  
Administrative Program Assistant I (59)

Lauren Carter  
Office Associate III

Stephanie Henson  
Office Associate III (38) (part-time)

Tremaine Barbour (part-time)  
Fraud Investigator (1001216)  
Reports to Director

Joann Williams  
Benefit Programs Specialist I (16)  
Foster Care & Adoption  
Reports to Assistant Director



# Amherst County

**Department of Social Services**

Local Profile Report

SFY 2024

## Amherst County Asset Limited Households

Population – 31,741

Number of Households – 12,702

Median Household Income - \$67,298 (state average: \$89,931)

Labor Force Participation Rate – 60% (state average: 65%)

ALICE Households – 32% (state average: 28%)

Individuals living in Poverty – 3,833 (12% of total population)

*Poverty Threshold :*

*Single <65 = \$15,650*

*Family of 4 = \$32,150*





VIRGINIA DEPARTMENT OF  
SOCIAL SERVICES

## Annual Local Agency Profile - Benefits

Year:  
2025

FIPS Code:  
009

Region:  
Piedmont

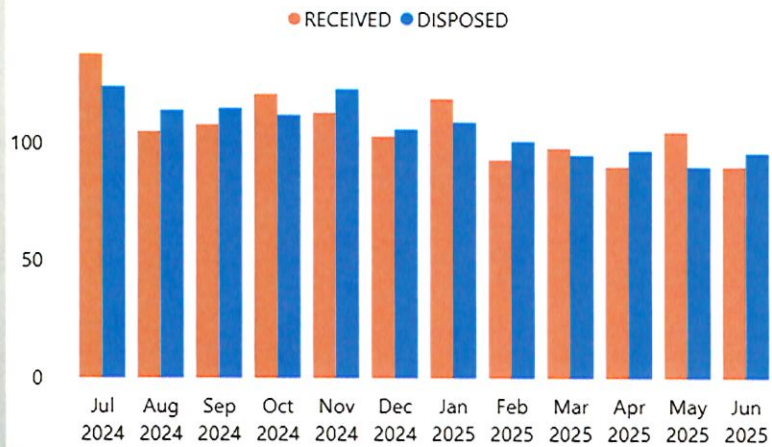
Agency Level:  
II (Two)

HR Policy:  
Non-Deviating

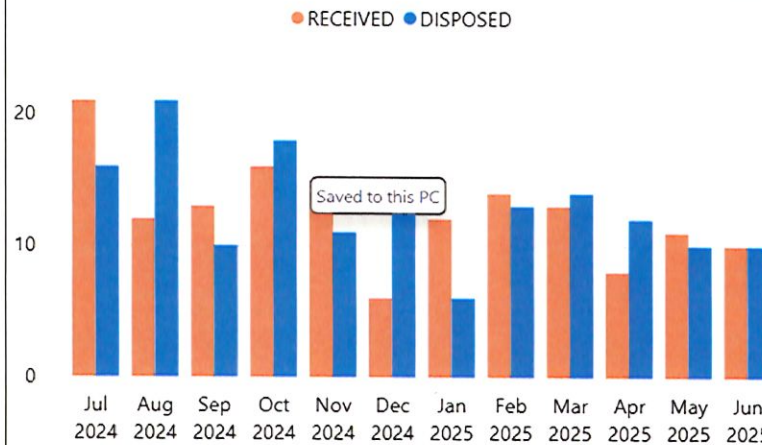
IT Support:  
Full

Type of Agency Board:  
Administrative

SNAP Applications Received & Disposed in Locality, SFY 2025



TANF Applications Received & Disposed in Locality, SFY 2025



Region

All

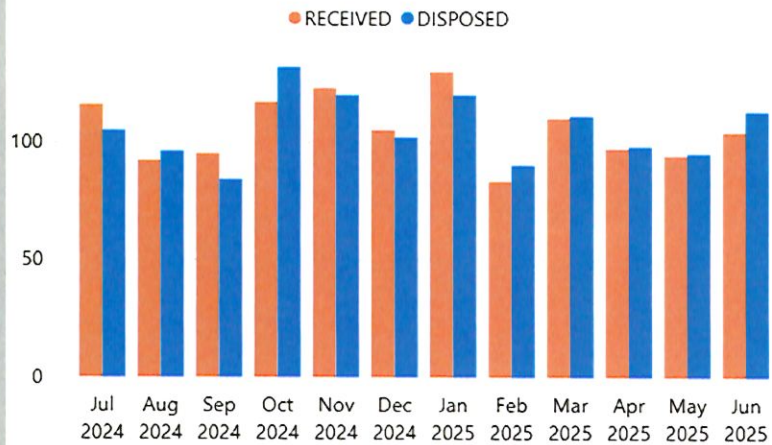
Local Agency

Amherst

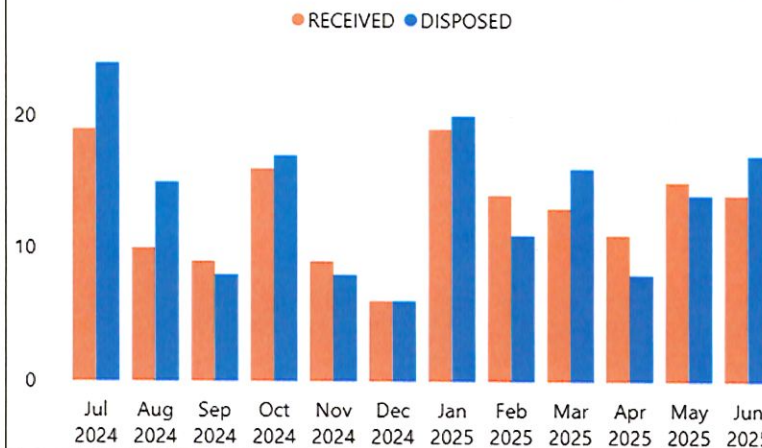
Year

Latest Available Year

Medicaid Applications Received & Disposed in Locality, SFY 2025



Child Care Applications Received & Disposed in Locality, SFY 2025



10548

Residents who received benefits (SNAP, TANF or Medicaid) in SFY 2025

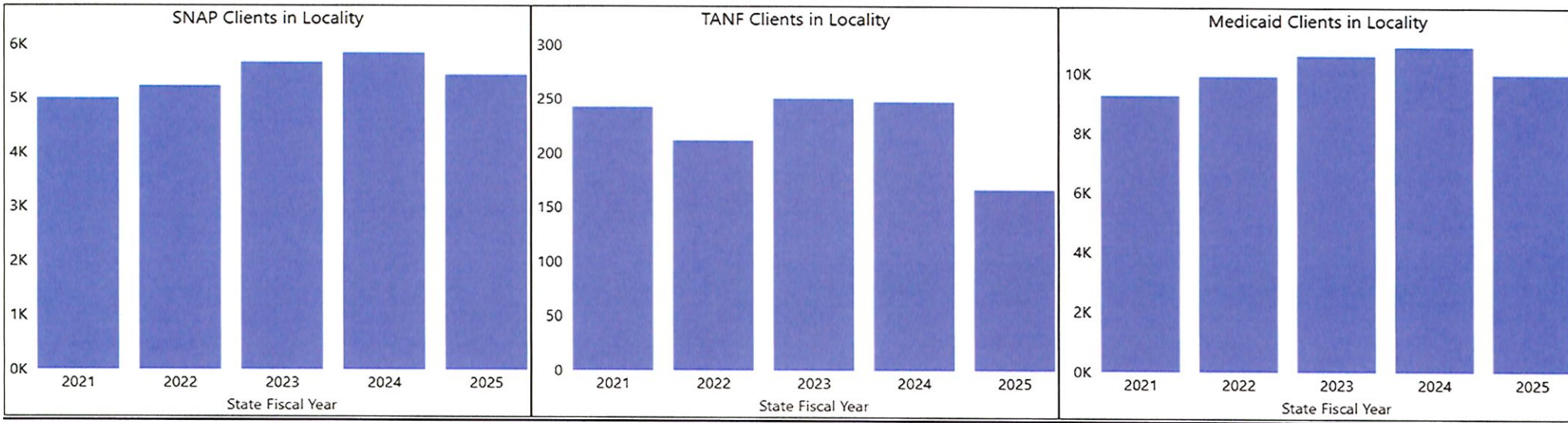
| Benefit Clients served by State Fiscal Year | Benefit Program |      |       |             | Child Care |          |
|---------------------------------------------|-----------------|------|-------|-------------|------------|----------|
|                                             | SNAP            | TANF | MA    | Any Benefit | Families   | Children |
| 2021                                        | 5014            | 243  | 9275  | 9739        | 20         | 40       |
| 2022                                        | 5238            | 212  | 9919  | 10449       | 36         | 52       |
| 2023                                        | 5672            | 251  | 10622 | 11176       | 62         | 99       |
| 2024                                        | 5852            | 248  | 10929 | 11490       | 86         | 133      |
| 2025                                        | 5444            | 167  | 9986  | 10548       | 93         | 138      |
|                                             |                 |      |       |             |            |          |

Local Agency

Amherst

Year

Latest Available Year



# FRAUD INVESTIGATIONS

- Maintains integrity of the programs
- Prevents, investigates, detects, eliminate welfare fraud and abuse

**Welfare Fraud is a Crime!**



## Family Services As of 11/25/25

### Child and Family

Referrals – 376

Investigations – 216

(12 out of family , 2 child fatalities)

Family Partnership Meetings -

***584 TOTAL INVESTIGATIONS***

***1.6 / DAY***

### Adult Services

Referrals – 208

Investigations – 161

LTSS Screens – 129

Companion Care - 5

### Foster Care

Children in Care – 19

**Adoptions – 2 (and 1 pending)**





BOTTOM LINE :

Amherst County DSS served/ helped :

10,548 benefits programs customers (SNAP, TANF, MEDICAID)

Helped numerous citizens become self – sufficient

Provided childcare services for 93 Families (138 Children)

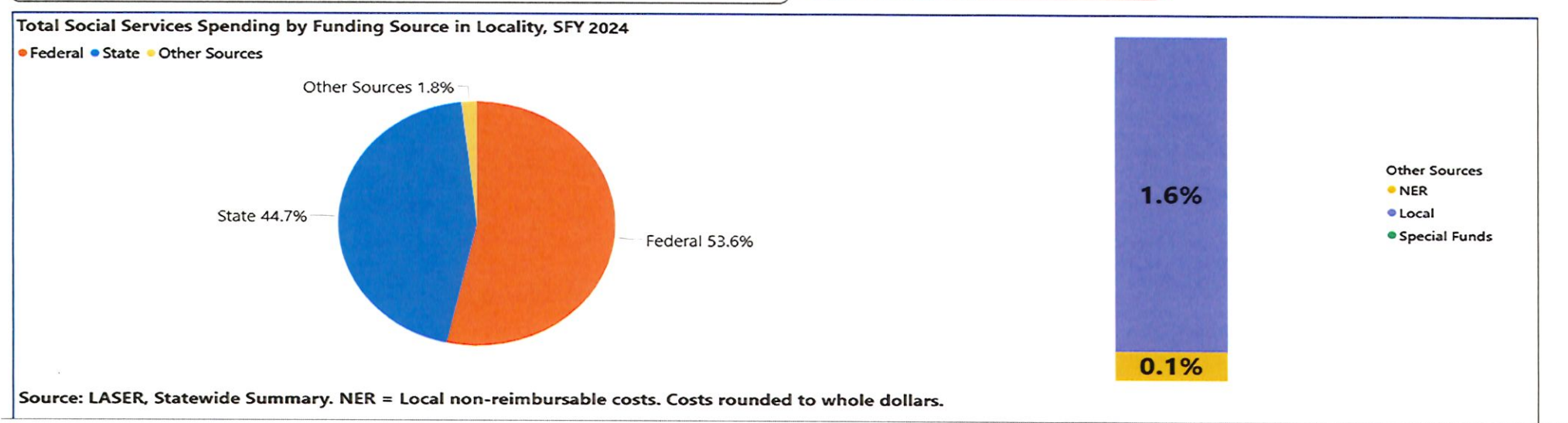
Conducted over 580 protective services investigations

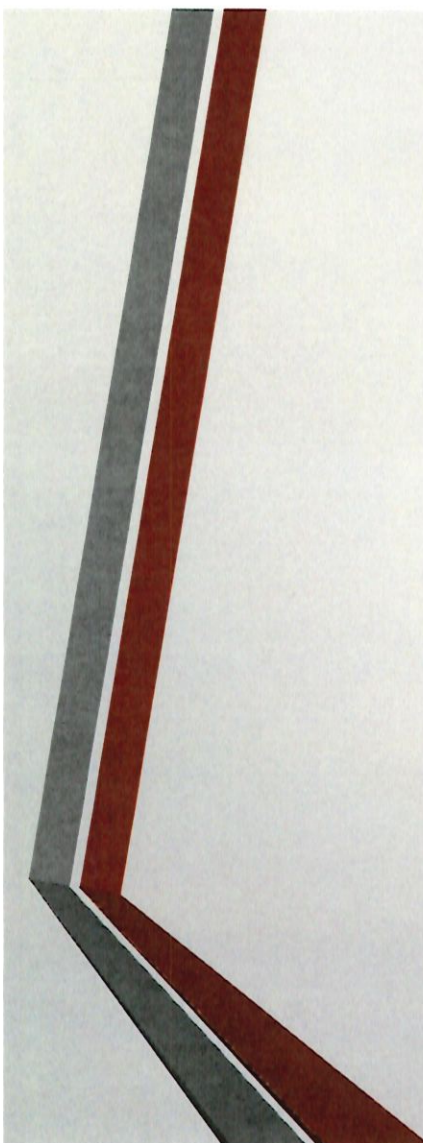
Received 11 new Children in Foster Care – 2 returned home

Finalized 2 Adoptions

Participated in numerous community outreach programs (Toys 4 Tots, etc)

*We reach approximately **35-40%** of the total population at in some way!*





# Questions?