



BOOK 40
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AMHERST COUNTY
BOARD OF SUPERVISORS

Board of Supervisors

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

MINUTES

January 6, 2026
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 January 6, 2026, 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
Frank Campbell, Supervisor

ABSENT: None

STAFF:

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

Jeremy Bryant called the meeting to order at 3:00 p.m.

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

II. Invocation and Pledge of Allegiance

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

III. Amherst County Board of Supervisors - Reorganization for 2026

A. Election of Officers

By motion of Supervisor Adams and with the following vote, the Board appointed Supervisor Martin to serve as Chair of the Board of Supervisors.

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

NAY: None

ABSENT: None

By motion of Supervisor Tucker and with the following vote, the Board appointed Supervisor Adams to serve as Vice-Chair of the Board of Supervisors.

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

NAY: None

ABSENT: None

B. Appointment of Liaisons

By motion of Vice-Chair Adams and with the following vote, the Board approved the 2026 Legislative appointments listed below.

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

NAY: None

ABSENT: None

Legislative Appointment 2026 Appointee

Liaison to Planning Commission: Adams

Liaison to Department of Social Services: Pugh

Liaison to Emergency Services Council: Adams

Representatives to the Joint Board Committee (School Board): 2025 Chair & Vice-Chair

Liaison to the School Board: Tucker

Liaison to Agriculture Committee: Tucker

Members of the Building Committee: Martin & Tucker

Community Development Block Grant Mgt Team: Martin

PDC Local Government Council: Adams

Workforce Development Council: Pugh

Transportation Planning Organization, Policy Board: Adams

Parks, Recreation & Cultural Development Board: Martin

C. Meeting Schedule

By motion of Supervisor Tucker and with the following vote, the Board approved the continuation of its meeting schedule as currently configured.

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

NAY: None

ABSENT: None

D. Adopt Rules of Procedure

By motion of Supervisor Pugh and with the following vote, the Board adopted the Rules of Procedure for 2026 as proposed.

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

NAY: None

ABSENT: None

IV. Approval of Agenda

By motion of Vice-Chair Adams and with the following vote, the Board approved the agenda with the amendment of making Section XIII. Closed Session item A., item B., and adding a new item A. A closed meeting for the limited purpose of discussing a prospective business or industry where no previous

announcement has been made of the business's or industry's interest in locating its facilities in the County related to the Dillard site pursuant to Section 2.2-3711(A)(5) of the Code of Virginia.

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

NAY: None

ABSENT: None

V. Citizen Comment

There was no public comment.

VI. Ordinance - First Read

A. Ordinance 2026-1 Planning Commission Membership

By motion of Supervisor Tucker and with the following vote, the Board directed staff to advertise Ordinance 2026-1 for public hearing on January 20, 2026.

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

NAY: None

ABSENT: None

VII. Consent Agenda

By motion of Vice-Chair Pugh and with the following vote, the Board approved the Consent Agenda for January 6, 2026.

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

ABSTAIN: Mr. Campbell

NAY: None

ABSENT: None

A. Minutes - December 16, 2025

It was moved that the Board adopt the minutes of December 16, 2025.

B. Appropriation of Revenue - Maintenance

It was moved that the Board appropriate the insurance claim money received from VaCorp back to the Building Maintenance Repair and Maintenance Supplies line item for the FY26 budget.

C. Appropriation of Revenue — Library

It was moved that the Board accept the additional \$3,350 of State Aid and appropriate it into the Library's current FY26 budget.

VIII. Special Presentation

A. Gateway Project Update

Tim Castillo, Service Authority Director, updated the Board on the Gateway Sewer Project. (See Attachment 1)

It was the consensus of the Board that the County Administrator and Finance Director bring information back to the Board at the February 3, 2026, meeting regarding turning the bond in.

IX. County Administrator's Report

A. Boards/Commissions/Committees - Parks and Recreation Vacancy
For the Board's information.

X. County Attorney's Report

A. Special Exception 2024-154 update

The County Attorney gave the Board an update regarding his research into Special Exception 2024-154 and the consideration of revoking that permit. Mr. Popovich's recommendation, based on his legal research, was not to consider revocation, stating the applicants have a good legal argument for a vested right.

Vice-Chair Adams thanked Mr. Popovich for the information and stated that after the legal guidance provided he is not personally or professionally prepared to move forward with the revocation process. He also stated the situation will continue to be monitored.

Chair Martin asked the Board if they were interested in moving forward with the revocation process based on the information provided by the County Attorney. The consensus was that there was no interest in proceeding.

XI. Citizen Comment

There was no public comment.

XII. Matters from Members of the Board of Supervisors

Supervisor Tucker notified the Board that she would be absent for the February 3, 2026 meeting.

Supervisor Pugh had no matter to discuss.

Vice-Chair Adams stated he had spoken to a constituent who notified him that FedEx had dropped off multiple packages at their residence, addressed to roads and areas of the county that were not their address. Mr. Adams asked the County Administrator if he could look into contacting FedEx and address this commerce habit.

Supervisor Campbell had no matter to discuss.

Chair Martin had no matter to discuss.

XIII. Closed Session

- A. A closed session for the limited purpose of consultation with legal counsel retained by the Board regarding specific legal matters requiring the provision of legal advice by such counsel related to the Winton property pursuant to Section 2.2-3711(A)(8) of the Code of Virginia (1950, as amended).

Agenda Amendment:

Item A. A closed meeting for the limited purpose of discussing a prospective business or industry where no previous announcement has been made of the business' or industry's interest in locating its facilities in the County related to the Dillard site pursuant to Section 2.2-3711(A)(5) of the Code of Virginia.

Item B. A closed session for the limited purpose of consultation with legal counsel retained by the Board regarding specific legal matters requiring the provision of legal advice by such counsel related to

the Winton property pursuant to Section 2.2-3711(A)(8) of the Code of Virginia.

Supervisor Pugh motioned to go into closed session and was approved with the following vote:

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

NAY: None

ABSENT: None

Supervisor Pugh motioned to come out of closed session and was approved with the following vote:

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

NAY: None

ABSENT: None

XIV. Certification of Closed Session CERTIFICATION OF CLOSED MEETING

I move that the Amherst County Board of Supervisors certify by a recorded vote that, to the best of each Board member's knowledge, only public business matters lawfully exempted from the open meeting requirements of the Virginia Freedom of Information Act and identified in the motion authorizing the closed session were heard, discussed, or considered in the closed session.

Mr. Martin: AYE

Mr. Adams: AYE

Mr. Pugh: AYE

Mr. Campbell: AYE

Mr. Tucker: AYE

XV. Adjournment

By motion of Vice-Chair Adams and with the following vote, the Board adjourned at 5:48 pm.

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

NAY: None

ABSENT: None



Tom Martin, Chair
Amherst County Board of Supervisors

Jeremy Bryant, County Administrator

Description	Quantity	Units	Unit Cost	Cost	REVISED COST
<u>Pump Station, Forcemain, & Site Work</u>					
Duplex Station w 1 wet-well		1 ea	\$325,000.00	\$325,000.00	\$50,000.00
Portable Hoist		1 ls	\$6,500.00	\$6,500.00	\$6,500.00
6" Forcemain	5,500	lf	\$100.00	\$550,000.00	\$550,000.00
Rock Excavation (assume (L x 4'w x 2'd)	1,630	cy	\$155.00	\$252,650.00	\$252,650.00
16" Jack & Bore - Rt 163	100	lf	\$1,200.00	\$120,000.00	\$120,000.00
Air/Vaccum Release Valve & Structure	3	ls	\$3,800.00	\$11,400.00	\$11,400.00
Pump Station Controls	1	ls	\$60,000.00	\$60,000.00	\$60,000.00
Emergency Generator 130KW	1	ls	\$80,000.00	\$80,000.00	\$80,000.00
Transfer Switch	1	ls	\$12,000.00	\$12,000.00	\$12,000.00
Site Grading	1	ls	\$16,500.00	\$16,500.00	\$16,500.00
Tree Clearing	1	ls	\$5,500.00	\$5,500.00	\$5,500.00
Access Road & Pump Station Pad (2" Stone)	1,400	sy	\$10.00	\$14,000.00	\$14,000.00
access through site part of site construction					
Access Road & Pump Station Pad (21A" Stone)	1,400	sy	\$12.00	\$16,800.00	\$16,800.00
access through site part of site construction					
Security Fencing	200	lf	\$50.00	\$10,000.00	\$10,000.00
Double Access Gate	1	ls	\$2,000.00	\$2,000.00	\$2,000.00
Landscaping	1	ls	\$7,000.00	\$7,000.00	\$7,000.00
Level Spreader	1	ls	\$1,500.00	\$1,500.00	\$1,500.00
Dusk to Dawn Light	1	ls	\$7,000.00	\$7,000.00	\$7,000.00
Electric to Pump Station	1	ea	\$35,000.00	\$35,000.00	\$35,000.00
Pump Station Total				\$1,532,850.00	\$1,257,850.00
<u>Other</u>					
Construction Entrance	3	ls	\$2,000.00	\$6,000.00	\$4,000.00
Silt Fence	6,200	lf	\$6.00	\$37,200.00	\$37,200.00
ESC	1	ls	\$30,000.00	\$30,000.00	\$27,000.00
Seeding	53,400	sy	\$4.00	\$213,600.00	\$213,600.00
Pavement Trench Patch - only	2,750	lf	\$75.00	\$206,250.00	\$0.00
Traffic Control	1	ls	\$20,000.00	\$20,000.00	\$0.00
Mobilization	1	ls	\$103,000.00	\$103,000.00	\$86,246.00
Other Contractor Cost Total				\$616,050.00	\$368,046.00
Estimated Construction Subtotal				\$2,148,900.00	\$1,625,896.00
Contingency				50% \$1,074,450.00	0
Estimated Project Construction Cost				\$3,223,350.00	\$1,625,896.00
<u>Land Costs</u>					
Purchase Pump Station & Control Properties	1	ea	\$1,000.00	\$1,000.00	\$1,000.00
Easement Land Acquisition	1	ea	\$15,000.00	\$15,000.00	\$0.00
Land Cost Total				\$16,000.00	\$1,000.00
<u>River Road Sewer Customer Issues</u>					
Replacement Grinder Pump Cores	9	ea	\$ 3,600.00	\$ 32,400.00	\$ 32,400.00
Other electrical	1	ls	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
River Road Cost Total				\$ 37,400.00	\$ 37,400.00
<u>Engineering Costs</u>					
Survey	0.50%			\$16,200.00	
Engineering Design/Bidding	5.00%			\$161,200.00	
Geotech Investigation	1.00%			\$32,300.00	
Wetland/Stream Permitting	0.50%			\$16,200.00	\$ 167,030.00
Engineering Construction Admin	5.00%			\$161,200.00	\$35,534.00
Construction Materials Testing	1.00%			\$32,300.00	\$32,300.00
Engineering Costs				\$419,400.00	\$234,864.00
Preliminary/Budget Estimated 2023 Project Costs				\$ 3,696,150.00	\$ 1,899,160.00

Project Cost vs Funding Available

Budget Estimated 2023 /Actual Costs		\$ 3,696,150.00	\$1,899,160.00
	SEID		\$ 500,000.00
	finance	\$ 2,500,000.00	\$ 400,000.00
	ARPA	\$ 1,000,000.00	\$ 1,000,000.00
Funding Available		\$ 3,500,000.00	\$ 1,900,000.00
Funding Shortfall		(\$ 196,150.00)	\$ 840.00

Original River Road Option 2023 Project Costs		\$7,768,250.00
Funding Shortfall		(\$4,268,250.00)

Short Term Bond Anticipation Note

Debt	obtained	term	pay off date	%	amount	costs	proceeds
2023B Gateway	5/2/2023	2 yr	3/1/2026	3.98	\$ 2,450,000.00	\$ 50,000.00	\$ 2,500,000.00

Amherst County Service Authority

Water and Sewer Revenue Bond Anticipation Note, Series 2023B

Webster Bank , Tax-Exempt

Date	Principal	Interest	Total Debt Service	Net Debt Service	Annual Net D/S
9/1/2023		\$ 30,402.78	\$ 30,402.78	\$ 30,402.78	
3/1/2024		\$ 49,750.00	\$ 49,750.00	\$ 49,750.00	
6/30/2024					\$ 80,152.78
9/1/2024		\$ 49,750.00	\$ 49,750.00	\$ 49,750.00	
3/1/2025		\$ 49,750.00	\$ 49,750.00	\$ 49,750.00	
6/30/2025					\$ 99,500.00
9/1/2025		\$ 49,750.00	\$ 49,750.00	\$ 49,750.00	
3/1/2026	\$ 2,500,000.00	\$ 49,750.00	\$ 2,549,750.00	\$ 2,549,750.00	
6/30/2026					\$ 2,599,500.00
	\$ 2,500,000.00	\$ 279,152.78	\$ 2,779,152.78	\$ 2,779,152.78	\$ 2,779,152.78

SNAP Account #	FY26 July	August	September	October	November
SNAP11188-004	\$ 2,451,577.70	\$ 2,451,577.70	\$ 2,451,577.70	\$ 2,451,577.70	\$ 2,451,577.70
Cash Dividend & in	\$ 9,247.29	\$ 9,224.29	\$ 8,848.83	\$ 8,931.65	\$ 8,297.15
SNAP11188-005	\$ 297,380.28	\$ 300,723.49	\$ 317,681.77	\$ 327,770.81	\$ 337,174.93
Cash Dividend & in	\$ 1,082.75	\$ 1,118.92	\$ 1,109.45	\$ 1,157.39	\$ 1,106.96

BOND ISSUE

Water and Sewer Revenue Bond

Anticipated Note Series 2023B

REMAINING BALANCE

REBATE LIABILITY

NEXT COMPUTATION DATE

\$ 2,738,627.94

\$ 71,957.48

3/1/2026