



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: February 8, 2011
Item No.: 5-b
Department: County Administration
Staff Contact: Karin Everhart
Issue: Consent Agenda - Approval of Minutes

Summary: Meeting minutes are attached for your review and approval.

Attachments: January 11, 2011 Meeting Minutes
January 13, 2011 Meeting Minutes
January 20, 2011 Meeting Minutes
January 24, 2011 Meeting Minutes

Recommendation: Approval.

Motion _____
Second _____

Campbell _____
Jones _____
Wilck _____

Fore _____
McKay _____
Wiley _____

Gantt _____
Simpson _____

January 11, 2011

At the regular meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday the 12th day of January, 2011; at 5:30 p.m., there were present:

William G. Fore, Jr.

Don C. Gantt, Jr.

Robert M. Jones

Charles W. McKay

Howard F. Simpson

Jim R. Wilck

Mattie P. Wiley

Also present: Wade Bartlett, County Administrator; Sharon Lee Carney, Director of Economic Development & Tourism.

Chairman Fore called the special meeting to order, stating its purpose is for a closed session to discuss the expansion of an existing business.

Supervisor Campbell entered the meeting at this time.

In Re: Closed Session

Supervisor Wiley made a motion that the Board convene in Closed Session to discuss the expansion of an existing business, where no previous public announcement has been made, pursuant to the exemptions provided for in Section 2.2-3711(A)(5) of the *Code of Virginia*. The motion carried:

Aye:	Howard M. Campbell	Nay: None
	William G. Fore, Jr.	
	Don C. Gantt	
	Robert M. Jones	
	Charles W. McKay	
	Howard F. Simpson	
	Jim R. Wilck	
	Mattie P. Wiley	

The Board returned to regular session by motion of Supervisor Gantt and adopted as follows:

Aye: Howard M. Campbell
William G. Fore, Jr.
Don C. Gantt
Robert M. Jones
Charles W. McKay
Howard F. Simpson
Jim R. Wilck
Mattie P. Wiley

Nay: None

On motion of Supervisor Jones and carried by the following roll call vote:

Aye: Howard M. Campbell
William G. Fore, Jr.
Don C. Gantt
Robert M. Jones
Charles W. McKay
Howard F. Simpson
Jim R. Wilck
Mattie P. Wiley

Nay: None

the following Certification of Closed Meeting was adopted in accordance with the Virginia Freedom of Information Act:

WHEREAS, the Prince Edward County Board of Supervisors convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the *Code of Virginia* requires a certification by this Board of Supervisors that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Prince Edward County Board of Supervisors hereby certifies that to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed, or considered by the Prince Edward County Board of Supervisors.

On motion of Supervisor Simpson and adopted by the following vote:

Aye: Howard M. Campbell
William G. Fore, Jr.
Don C. Gantt, Jr.
Robert M. Jones
Charles W. McKay
Howard F. Simpson
Jim R. Wilck
Mattie P. Wiley

Nay: None

the meeting was adjourned at 7:00 p.m.

January 11, 2011

At the regular meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday the 11th day of January, 2011; at 7:00 p.m., there were present:

Howard M. Campbell

William G. Fore, Jr.

Don C. Gantt, Jr.

Robert M. Jones

Charles W. McKay

Howard F. Simpson

Jim R. Wilck

Mattie P. Wiley

Also present: Wade Bartlett, County Administrator; Sarah Puckett, Assistant County Administrator; James Ennis, County Attorney; Sharon Lee Carney, Director of Economic Development & Tourism..

Chairman Fore called the January meeting to order. Supervisor McKay offered the invocation.

Chairman Fore said that due to the weather conditions, the agenda could be abbreviated to cover the time-sensitive issues and the public hearings, and recess until Thursday, January 13, 2011 at 7:00 p.m. The Board concurred.

In Re: Set Day, Time and Place of Regular Meetings

Supervisor McKay moved that the regular monthly meetings of the Prince Edward County Board of Supervisors be held on the second Tuesday of each month, at 7:00 p.m., in the Board of Supervisors' Room of the Court House Building, 111 South Street, Farmville, Virginia. The motion carried:

Aye:	Howard M. Campbell	Nay: None
	William G. Fore, Jr.	
	Don C. Gantt, Jr.	
	Robert M. Jones	
	Charles W. McKay	
	Howard F. Simpson	
	Jim R. Wilck	
	Mattie P. Wiley	

In Re: Adoption of Board By-Laws

Supervisor Wilck moved that the Prince Edward County Rules of the Board of Supervisors be adopted. Supervisor Jones suggested the Board adhere more closely to Roberts Rules of Order regarding the recording of minutes.

After further discussion, the motion carried:

Aye:	Howard M. Campbell William G. Fore, Jr. Don C. Gantt, Jr. Robert M. Jones Charles W. McKay Howard F. Simpson Jim R. Wilck Mattie P. Wiley	Nay: None
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PRINCE EDWARD COUNTY
RULES OF
THE BOARD OF SUPERVISORS

(As amended January 2008)

I. ATTENDANCE AND ADJOURNMENT

All members shall make a reasonable effort to attend meetings of the Board. If unable to attend, a member shall notify the Chairman or County Administrator.

A majority of the members of the Board shall constitute a quorum and must be present to proceed to business. A smaller number of members may adjourn or send for absentees. Special meetings of the Board may be called in accordance with Section 15.1-538 of the Code of Virginia, 1950, as amended.

The Chairman shall take the chair at the hour set by the Board for regular or special meetings. He shall immediately call the Board to order and determine if a quorum is present; if so, he shall have the minutes of the preceding meeting submitted. Any errors or omissions shall, upon motion and carried, then be corrected. The minutes, being found correct, shall be signed by the Chairman and Clerk and shall be the authentic record of the proceedings of the Board of Supervisors.

II. CHAIRMAN AND VICE-CHAIRMAN

At the first meeting in January of each year, the Board of Supervisors shall elect one of its members as Chairman and one other of its members as Vice-Chairman. The term of office for the Chairman and Vice-Chairman shall be for two years, but they may be re-elected.

The Chairman shall preside at all meetings at which he is present. The Vice-Chairman shall preside at all meetings at which the Chairman is absent and may discharge any other duty of the Chairman during his absence or disability.

The day, time, and place of regular board meetings shall be determined at the January meeting.

III. CLERK

The County Administrator shall serve as Clerk to the Board.

The minutes of the meetings of the Board shall be duly drawn by the Clerk and shall be submitted for approval at the next regular monthly meeting following their draft.

The Clerk shall appoint a deputy as recording secretary if required or needed by the Board.

IV. ORDER OF BUSINESS

After the call to order the Board shall proceed to the agenda. The normal order of the agenda shall be as below, except at the January organizational meeting and as subject to rearrangement by the Chairman, absent objection by the Board. At the organizational meeting in January, the first order of business shall be the election of the Chairman and Vice-Chairman and approval of the Board's operating procedures.

- A. Public Participation
- B. Consent Agenda
 - Acceptance of Treasurer's Report
 - Approval of Minutes
 - Approval of Warrant List
- C. Highway Matters
- D. Business for Board Consideration
- F. County Administrator's Report
- G. Closed Session
- H. Correspondence
- I. Informational Items
- J. Upcoming Meetings
- K. Monthly Reports from Local Departments
- L. Adjournment

V. PREPARATION OF AGENDA

The County Administrator shall see that the preparation and printing of Board papers, ordinances, resolutions, petitions, and other applicable documents, be completed within such time that members of the Board may receive the documents at least 72 hours before the meeting of the Board.

The County Administrator shall close the upcoming Agenda on the Wednesday prior to the meeting of the Board. Any item submitted after this deadline will not be considered for action unless recommended by the County Administrator.

VI. CONSENT AGENDA

The Chairman and County Administrator shall style routine, non-controversial matters requiring Board action on a Consent Agenda. Items may be removed from the Consent Agenda and place on the Regular Agenda on recorded vote by a majority of the Board members present. Only one motion is necessary to adopt all recommendations and action items on the Consent Agenda.

There shall be no debate or discussion by any member of the Board or the public regarding any item on the Consent Agenda, beyond asking questions for simple clarification.

VII. CONDUCT OF BUSINESS

The Chairman shall preserve order and decorum. When two or more members speak at the same time, the Chairman shall name the person who shall speak first.

A motion or proposition shall be reduced to writing, if desired by the Chairman or any member. Any motion or proposition may be withdrawn by the mover at any time before a decision, amendment, or other action of the Board upon it, except a motion to reconsider, which shall not be withdrawn without leave of the Board. Otherwise, meetings shall be conducted in accordance to Robert's Rules of Order, Newly Revised (Procedures for Small Boards).

VIII. TAKING THE VOTE

When a motion in order is made, the Chairman shall state the exact motion and indicate that it is open to debate. After the motion has been debated, the Chairman shall put the question in the following forms: "As many as agree that, etc. (as the question may be) let it be known by raising your right hand", and "Those opposed by the same sign."

According to the Constitution of Virginia, a majority of all elected members shall be necessary to adopt any ordinance or resolution appropriating money exceeding the sum of \$500.00, imposing taxes, or authorizing the borrowing of money. Otherwise, a resolution, ordinance, or other proposition shall be adopted by vote of the majority of Board members present and voting. A tie vote shall mean the defeat of the motion voted on.

A member may abstain and be entered in the minutes as present and abstaining.

The Code of Virginia, 1950, as amended, Title 2.1, Chapter 40.2, Section 639.30 et seq shall control with respect to a member's participation and voting. (Conflict of Interest-Section 2.1-639.30 et al, Code of Virginia, 1950, as amended.)

IX. RECONSIDERATION

After a question has been decided, it may be reconsidered on the motion of any member who voted with the prevailing side, provided the motion is made on the same day as the decision carried. All motions to reconsider shall be decided by a majority of the votes of the members present and voting.

X. WITHDRAWAL OF EXHIBITS

Original papers, filed as exhibits with any ordinance or resolution, may be withdrawn by the patron or upon his order. In such case, he shall leave attested copies, and shall pay the Clerk for the cost of copying.

XI. MANUAL AND RULES

The rules of parliamentary practice in Robert's Rules of Order, Newly Revised shall govern the Board in all cases to which they are applicable, except when they are inconsistent with the rules established by the Board.

The Rules of the Board shall be reviewed and adopted in January of each year. These Rules may subsequently be suspended or amended by a two-third vote of the entire Board. Upon a motion to suspend or amend, the mover shall be allowed two minutes to state the reasons for his motion, and one member opposed to the motions shall be allowed an equal time to object.

XII. APPOINTMENTS

All appointments of Board representatives to commissions, authorities, committees, etc. shall be made once the individual leaves the position or on expiration of his term, and not later than two meetings after the individual has left. The Board shall attempt to honor appointments from representative districts and shall not discriminate based on sex, age, handicap, race, or origin.

At the January meeting of each year, the Board shall vote whether to operate with a system of standing committees during the year. If it does, the Board shall specify the name, composition, and function of each of the several committees. The committees shall meet at the regular times and in conformity with the Virginia Freedom of Information Act. In selecting members of committees, the Chairman of the Board shall make nominations after soliciting from members of the Board their preferences as to committee assignments. The Board may amend the Chairman's nominations and shall confirm the assignments. Standing committees shall consider such matters as referred by the Board, and shall report at regular meetings of the Board.

If the Board votes not to have standing committees, it may act as a committee of the whole on matters normally referred to standing committees. However; the Chairman after consulting with the County Administrator, may appoint special (ad hoc) committees to carry out specific tasks. This shall be done after soliciting from members of the Board their preferences as to committee assignments. A special committee shall automatically cease to exist once it has completed its specific task.

XIII. PUBLIC HEARINGS

The Chairman may, at his discretion, set an appropriate and consistent time limit on all speakers at a public hearing. All speakers shall come forward and identify themselves by name and address before stating their position. If a public hearing becomes disruptive, the Chairman may adjourn or continue, in accordance with the Code of Virginia.

XIV. CLOSED SESSIONS

All discussions held in Closed Session as outlined in the Freedom of Information Act shall represent privileged information held by those involved. Release of such information by a Board member outside the session shall be considered a breach of these by-laws, and the member shall be subject to censure. Specific purpose of closed session shall be stated in accordance with Section 2.2-3711 of the Code of Virginia, 1950, as amended.

Upon return to regular session after a closed session, the County Attorney and/or Chairman shall state the nature of the closed session in as specific terms as appropriate.

In open session, a roll call vote shall be recorded in the minutes, certifying that only public business matters lawfully exempted from open meeting requirements and only such business matters as were identified in the motion were discussed or considered. Any member of the public body who believes there was a departure from the requirements shall so state prior to the vote. The statement shall be recorded in the minutes.

ROBERT'S RULES OF ORDER, NEWLY REVISED

PROCEDURE IN SMALL BOARDS

In a board meeting where there are not more than about a dozen members present, some of the formality that is necessary in a large assembly would hinder business. The rules governing such meetings are different from the rules that hold in other assemblies, in the following respects:

--Members are not required to obtain the floor before making motions or speaking, which they can do while seated.

--Motions need not be seconded.

--There is no limit to the number of times a member can speak to a question, and motions to close or limit debate generally should not be entertained.

--Informal discussion of a subject is permitted while no motion is pending.

--Sometimes, when a proposal is perfectly clear to all present, a vote can be taken without a motion having been introduced. Unless agreed to by general consent, however, all proposed actions of a board must be approved by vote under the same rules as in other assemblies, except that a vote can be taken initially by a show of hands, which is often a better method in such meetings.

--The chairman need not rise while putting questions to vote.

--The chairman can speak in discussion without rising or leaving the chair; and, subject to rule or custom within the particular board (which should be uniformly followed regardless of how many members are present), he usually can make motions and usually votes on all questions.

EFFECT OF PERIODIC PARTIAL CHANGE IN BOARD MEMBERSHIP

In cases where a board is constituted so that a specific portion of it is chosen periodically (as, for example, where one third of the board is elected annually for three-year terms), it becomes, in effect, a new board each time such a group assumes board membership. Consequently, all unfinished business existing when the outgoing portion of the board vacates membership falls to the ground; and if the board is one that elects its own officers or appoints standing committees, it chooses new officers and committees as soon as the new board members have taken up their duties, just as if the entire board membership had changed. The individual replacement of persons who may occasionally vacate board membership at other times, however, does not have these effects.

In Re: Selection of Operating System: Committees or Committees-of-the-Whole

The Rules of the Board state that “*at the January meeting of each year, the Board shall vote whether to operate with a system of standing committees during the year. If it does, the Board shall specify the name, composition, and function of each of the several committees.*” If the Board votes not to have standing committees, it may act as a “committee of the whole.”

Chairman Fore said the Board traditionally operates as a “committee of the whole” with one standing committee, the Personnel Committee, and asked if the Board wished to continue or change to a Committee system.

Supervisor Simpson moved that the Board operate as a committee of the whole, but with one standing committee. The motion carried:

Aye:	Howard M. Campbell William G. Fore, Jr. Don C. Gantt, Jr. Robert M. Jones Charles W. McKay Howard F. Simpson Jim R. Wilck Mattie P. Wiley	Nay: None
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In Re: Appointments: Personnel Committee

Chairman Fore then recommended the appointment of Supervisor Simpson (Chair); Supervisor Campbell, Supervisor Wilck, and Supervisor Wiley to the Personnel Committee. The Board concurred.

In Re: Adoption of Board Rules of Procedure for Public Hearings

On motion of Supervisor Wiley and carried:

Aye:	Howard M. Campbell William G. Fore, Jr. Don C. Gantt, Jr. Robert M. Jones Charles W. McKay Howard F. Simpson Jim R. Wilck Mattie P. Wiley	Nay: None
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the Prince Edward County Board of Supervisors readopted the following procedures to govern public hearings:

BOARD OF SUPERVISORS PUBLIC HEARINGS
RULES OF PROCEDURE

1. Public Hearings – the order of presentation shall be as follows, unless varied by the Chairman.
 - a. Staff report.
 - b. Applicant’s presentation.
 - c. Comments, statements or presentations from members of the public.

The order of speakers will be:

- 1) Those in support of the matter,
- 2) Those with questions or concerns,
- 3) Those opposed,
- 4) Rebuttals (limited by the Chair as to number and time-see below),
- 5) Questions by the Board members of speakers.

- d. Additional rules:

The Chair can permit speaking out of the order in #c above as deemed necessary to enable the public to fully participate. Speakers must stand at the podium and address the Board.

All comments shall be directed to the members of the Board of Supervisors. Debate is prohibited. This includes debate among speakers or speakers/Board members/staff.

Presentation by the applicant and other speakers shall be limited to a time set by the Chairman.

Additional time, for any portion, may be granted at the discretion of the Chairman.

The Chair will set the number of minutes permitted for rebuttal and has the discretion to change the number.

The Chair has the authority to limit or decrease time for any portion of the public hearing due to the number of potential speakers, or repetition, or any other concern.

Remarks shall be confined to the matter under discussion and shall be relevant.

2. Speakers arriving after the commencement of the hearing and/or who are not on the sign-up sheet will be recognized at the discretion of the Chairman.
3. Repetitive testimony is discouraged.
4. The Chairman shall have the authority to end a presentation that violates these rules or for other cause.
5. Following discussion of all matters considered in the public hearing, the Board members will consider one of three actions regarding each matter:
 - Approval (with conditions, as applicable);
 - Denial; or
 - Table for further review.
6. Once the public comment period has been closed, no further public input will be permitted unless clarification is requested by a Board member. The response shall address only those questions raised by the member.

In Re: Adoption of Board Protocol for Public Participation

On motion of Supervisor McKay and carried:

Aye:	Howard M. Campbell William G. Fore, Jr. Don C. Gantt, Jr. Robert M. Jones Charles W. McKay Howard F. Simpson Jim R. Wilck Mattie P. Wiley	Nay: None
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the Prince Edward County Board of Supervisors readopted the following Protocol for Public Participation:

Protocol for Public Participation

The Board of Supervisors sets aside twenty (20) minutes near the beginning of each regular board meeting for citizen comment.

This regular agenda item is termed "Public Participation." During this period, the Board receives comment from any citizen of Prince Edward County on any matter not scheduled for a public hearing.

This is an opportunity for citizens to speak and the Board to listen carefully to citizen expressions of concern and opinion.

Citizens may ask questions of the Board or individual Board members; however, Public Participation is not designed to allow debate between Board members and citizens.

Citizens are expected to conduct research on topics prior to Board meetings and this forum provides citizens with an opportunity to inform elected officials of their findings and positions on matters of public interest and concern.

Citizens wishing to speak during Public Participation are asked to please sign the Public Participation register prior to the beginning of the meeting.

Citizens are respectfully requested to state their full name and address for the record.

The Chairman of the Board will establish the order of speakers and will maintain decorum.

Citizens shall speak for a maximum of five (5) minutes, unless more time is granted by the Chair.

In the event that more than four (4) speakers wish to be heard during citizen's time, the Chairman shall allocate the twenty (20) minutes among speakers in an equitable manner. An extension to the twenty (20) minute limit can be granted by the Chair.

Comments from citizens who are not residents of Prince Edward County will be entertained once all County residents are heard.

Signs, placards, posters or like material are not permitted in the Board Chamber, adjoining areas or County offices.

The Board asks that citizens remain seated during the meeting unless called upon to stand for recognition as a speaker, official duties, physical necessity, or to enter or leave the meeting.

The use of profane, vulgar, obscene or threatening speech is not permitted and can result in removal from the meeting.

Citizens are requested to turn off or deactivate the sound from all cell phones, pagers, or other electronic communication devices.

In Re: Adoption of Protocol for Board of Supervisors Comments

On motion of Supervisor McKay and carried:

Aye: Howard M. Campbell
William G. Fore, Jr.
Don C. Gantt, Jr.
Robert M. Jones
Charles W. McKay
Howard F. Simpson
Jim R. Wilck
Mattie P. Wiley

Nay: None

the Prince Edward County Board of Supervisors readopted the Protocol for Board of Supervisors

Comments:

Protocol for Board of Supervisors Comments

The Board of Supervisors sets aside ten (10) minutes near the beginning of each regular board meeting for each member of the Board of Supervisors to respond to comments made by citizens during “Public Participation,” if he/she so desires.

This is an opportunity for each individual member of the Board to express his/her own personal opinion in response to a citizen’s concerns on matters of public interest.

“*Board of Supervisors Comments*” is not designed to allow debate between Board members and citizens.

The Chairman of the Board will establish the order of speakers and will maintain decorum.

Each Board member shall be allotted an opportunity to speak for a maximum of one (1) minute; unless additional time is yielded by another member of the Board. In the event a Board member or members shall be absent, unallocated time shall not be allocated to Board members in attendance.

Following each Board member’s comment period, the remaining two (2) minutes shall be set aside for appropriate response, and shall be divided equally between those members of the Board wishing to respond, and as directed by the Chairman.

In Re: Highway Matters

Chairman Fore stated that Jorg Huckabee-Mayfield was not in attendance due to the weather, and submitted a written report on the projects and requests from the Board.

Project status – no updates.

Request for traffic study on Route 628 – under review.

Request for safety improvements at intersection of Routes 460 and 626, and Routes 460 and 627 – Maintenance Superintendent notified so appropriate treatments can be applied during inclement weather.

Request for posted speed on Route 616 be reduced to 35 mph from intersection with Route 460 to Nottoway County Line – study is underway.

Request for centerline along entire length of Route 696 – centerline will be painted when weather and schedule permit.

Status of Federal project to straighten portion of Route 626 – project on County’s Six Year Plan, but does not appear to be viable; will investigate further.

Request for accident review at intersection of Routes 628 and 630 – investigation underway.
Request for Traffic Engineering review conducted at intersection of Routes 47 and 671 – recommendations include moving the existing Stop sign 45’ to the north, increasing the width of Route 671 approach lane; re-striping the centerline to guide motorists to intersect Route 47 at 90 degree angle; installing a Stop Bar at the intersection for approaching traffic on Route 671; and installing a “Side Road” Warning sign with a 45 MPH Advisory Speed Plate on Route 47, in advance of the intersection.
Bridge repairs on Routes 622 and 623 – Norfolk-Southern has completed repairs on the Route 622 Bridge and it has been re-posted. Work on the Route 623 Bridge will begin on/around January 10, weather permitting, and is expected to take approximately three weeks.

In Re: Public Hearing – Ordinance for Payment of Bonuses

Chairman Fore announced this was the date and time scheduled for a public hearing for the Employee Bonus Ordinance, which would enable the Board to authorize the payment of bonuses to County employees and officers. Notice of this hearing was advertised according to law in the December 29, 2010, January 5, 2011, and January 7, 2011 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Bartlett reported that at the December Board meeting, the Board authorized a public hearing for the proposed Employee Bonus Ordinance, which would enable the Board to authorize the payment of bonuses to County employees and officers.

Chairman Fore opened the public hearing.

Sam Campbell, Buffalo District, asked Supervisor Simpson would abstain from the vote.

Renee Maxey, Lockett District, spoke in favor of the ordinance and requested the Board’s consideration.

Richard Hurak, spoke in favor of the ordinance, stating the County employees work as hard as the state employees. He asked the Board to recognize what the County employees do by approving this ordinance.

Kenneth Jackson, Lockett District, spoke in favor of the proposed ordinance; he stated the County offers services and its employees provide that service day in and day out.

Bemeche Hicks, Lockett District, said the County employees are the driving force of the County and is in favor of the ordinance.

There being no one further wishing to speak, Chairman Fore closed the public hearing.

Mr. Bartlett stated that the cost is estimated at \$69,000.

Supervisor Jones suggested a change to the ordinance, that part-time employees working less than ten hours per week receive a bonus of \$125 and no bonus to those in probationary status. Discussion followed.

Chairman Fore asked if the funding is available; Mr. Bartlett said it is in the Fund balance.

Discussion followed on the availability of the funds to cover the cost of the bonus if approved.

Supervisor Jones made a motion to approve the Employee Bonus Ordinance with the addition of "The Board of Supervisors shall pay a bonus of \$125.00 for all part-time employees working less than ten hours a week, and no bonus to probationary employees." Further discussion followed.

Chairman Fore restated the motion made by Supervisor Jones, to approve the Employee Bonus Ordinance with the addition of "The Board of Supervisors shall pay a bonus of \$125.00 for all part-time employees working less than ten hours a week, and no bonus to probationary employees." The motion carried:

Aye:	William G. Fore, Jr. Robert M. Jones Charles W. McKay Howard F. Simpson Mattie P. Wiley	Nay:	Don C. Gantt Jim R. Wilck	Abstain:	Howard M. Campbell
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EMPLOYEE BONUS ORDINANCE COUNTY OF PRINCE EDWARD, VIRGINIA

WHEREAS, *Virginia Code § 15.2-1508* sets forth the procedure, including the adoption of an ordinance, by which a Board of Supervisors may provide for payment of monetary bonuses to county officers and employees; and

WHEREAS, the Board of Supervisors, after due notice and public hearing, has determined that the desire of the Board of Supervisors to provide the Prince Edward County officers and employees a monetary bonus shall be granted;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Supervisors of Prince Edward County, Virginia, that:

1. A "bonus" shall be defined as a lump-sum payment to an officer or employee that is not part of the base salary.
2. The Board of Supervisors shall pay a bonus of \$500.00 for all full-time employees.

3. The Board of Supervisors shall pay a bonus of \$250.00 for all part-time employees working +10 hours per week, on average.
4. The Board of Supervisors shall pay a bonus of \$125.00 for all part-time employees working 10 hours or fewer per week, on average.
5. Only employees hired prior to July 1, 2010 are eligible.
6. This ordinance shall become effective on and after 12:01 a.m. on January 11, 2011.
7. This ordinance shall terminate on February 1, 2011.

In Re: Public Hearing – Enterprise Zone Boundary Adjustment

Chairman Fore announced this was the date and time scheduled for a public hearing for the Enterprise Zone Boundary Adjustment. Notice of this hearing was advertised according to law in the December 29, 2010 and January 5, 2011 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Sharon Lee Carney, Director of Economic Development, stated that in December 2010, an Enterprise Zone Boundary Adjustment Amendment was submitted to the Virginia Department of Housing and Community Development (VDHCD). During their review of the application, an error in the Public Hearing Notice procedure conducted in July of 2010 was discovered, having been advertised only once in the Farmville Herald, the local newspaper of record, and should have been advertised twice. As a result, VDHCD has requested the Prince Edward County Board of Supervisors hold a second public hearing on the Enterprise Zone Boundary Amendment, and requested a new “Resolution of Support” for the Prince Edward County Enterprise Zone Boundary Amendment, reaffirming the desire of the Board for the amendment. The public hearing notices that have been published in THE FARMVILLE HERALD meet the Public Hearing Requirements of the VDHCD.

Mrs. Carney said approval of the “Resolution of Support” by the Board of Supervisors will enable the County’s request for the Enterprise Zone Boundary Amendment to be retroactive to January 1, 2010. By complying with VDHCD’s request, no potential grant applicants within the new zone areas submitting an application for 2010 will be precluded from participating for the 2010 grant year.

At its September 14, 2010 meeting, the Board approved the addition of +/- 303.361 acres in and around the Town of Farmville, running contiguous with the County's current sub-zone (Town of Farmville +/- 144.859 acres and in Prince Edward County +/- 158.502). This addition will bring the County's total Enterprise Zone to +/- 2,388.361 acres, leaving the County 1,452.639 acres of the original maximum allocation of 3,840 acres for future development.

Chairman Fore opened the public hearing.

There being no one wishing to speak, Chairman Fore closed the public hearing.

Supervisor Simpson made a motion to approve the Enterprise Zone Boundary Amendment Resolution of Support for the addition of 303.361 acres to the existing Prince Edward County Enterprise Zone; the motion carried:

Aye:	Howard M. Campbell William G. Fore, Jr. Don C. Gantt Robert M. Jones Charles W. McKay Howard F. Simpson Jim R. Wilck Mattie P. Wiley	Nay: None
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**RESOLUTION OF SUPPORT FOR THE AMENDMENT OF
THE PRINCE EDWARD COUNTY ENTERPRISE ZONE**

WHEREAS, the County of Prince Edward is a member of a joint regional Enterprise Zone #48 with the Counties of Charlotte, Lunenburg and Prince Edward; and

WHEREAS, the County of Prince Edward is seeking to expand its Enterprise Zone boundary by an amount not to exceed 303.361 +/- acres (Town of Farmville 144.859 +/- and Prince Edward County 158.502 +/-), and now

THEREFORE, BE IT RESOLVED by the Board of Supervisors of the County of Prince Edward, Virginia that this resolution authorizes the County of Prince Edward to submit the above referenced application to the Virginia Department of Housing and Community Development effective commencing January 1, 2010; and

BE IT RESOLVED FURTHER that the Board of Supervisors of the County of Prince Edward authorizes the County Administrator and/or Chairman of the Board of Supervisors to submit all information necessary to apply for an amendment to Prince Edward County's Enterprise Zone boundary to meet all other program administrative and reporting requirements.

On motion of Supervisor Wiley and adopted by the following vote:

Aye:	Howard M. Campbell	Nay: None
	William G. Fore, Jr.	
	Don C. Gantt, Jr.	
	Robert M. Jones	
	Charles W. McKay	
	Howard F. Simpson	
	Jim R. Wilck	
	Mattie P. Wiley	

the meeting was recessed at 8:03 p.m. and will reconvene Thursday, January 13, 2011 at 7:00 p.m.

DRAFT

January 13, 2011

At the reconvened meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday the 13th day of January, 2011; at 7:00 p.m., there were present:

Howard M. Campbell

William G. Fore, Jr.

Don C. Gantt, Jr.

Robert M. Jones

Charles W. McKay

Howard F. Simpson

Jim R. Wilck

Mattie P. Wiley

Also present: Wade Bartlett, County Administrator; Sarah Puckett, Assistant County Administrator; and James Ennis, County Attorney.

Chairman Fore called the reconvened meeting to order. Supervisor McKay offered the invocation.

In Re: Public Participation

Chairman Fore read the Public Participation Policy, adopted at the September 2009 meeting:

Public Participation is a time set aside for citizens to share their thoughts, ideas and concerns. An official record is made of each person's contribution tonight and will be directed to the County Administrator for follow-up; any necessary follow-up will be noted and tracked. Follow-up may consist of an immediate response, or planned action by the County Administrator or Board, or by placement on a future Board agenda. Tonight's agenda cannot be changed because the public needs advance knowledge of and the opportunity to review related materials regarding items addressed by the Board. To further assist public information, the Board requests our Administrator, Attorney or county staff immediately correct any factual error that might occur.

Henry Shelton, Prospect District, expressed his concern regarding the use of Roberts Rules of Order and requested more inclusive minutes. He then expressed his concern about the Sandy River Reservoir Water System and requested more detailed information on the project. Discussion followed; Mr. Bartlett said the PPEA will help answer his questions.

In Re: Board of Supervisors Comments

Supervisor Campbell clarified his position regarding the bonuses.

Supervisor McKay apologized for his tardiness due to a Neighborhood Watch meeting.

Supervisor Gantt expressed his concern regarding the current inclement weather policy; this item was referred to the Personnel Committee.

Supervisor Jones clarified his position on the recording of minutes and the use of Roberts Rules of Order.

Chairman Fore read a prepared statement concerning the financial condition of the County; he said the County's financial position is secure.

In Re: Consent Agenda

On motion of Supervisor Jones and carried:

Aye:	Howard M. Campbell William G. Fore, Jr. Don C. Gantt Robert M. Jones Charles W. McKay Howard F. Simpson Jim R. Wilck Mattie P. Wiley	Nay: None
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the Board accepted the Treasurer's Reports for September 2010 and October 2010; the minutes of the meeting held December 14, 2010; Accounts and Claims; and Salaries.

September 2010

Fund balances were as follows:

General Fund	123,531.55	
General Fund Reserved for Investments	6,080,220.95	5,203,752.50
PPEA Fund		5,370.43
Industrial Development Authority Fund		136,801.14
Recreation Fund Reserved for Investments		26,922.78
Forfeited Assets Fund Reserved for Investments		94,719.92
School Capital Projects Fund - VPSA		0.00
School Capital Projects Fund - QZAB01		0.00
Underground Storage Tank Fund		20,000.00

Economic Development Fund	746,936.98
Board of Public Welfare Special Account	5,683.48
Piedmont ASAP Fund	262,193.19
QZAB Debt Services Fund	408,068.97
Landfill Construction Fund	670,846.63
PCS Fund	312,439.63
Revenue Sharing Fund	20,964.86
Retirement Benefits Fund	10,874.00
School Capital Projects Fund - QZAB02	0.00
Dare Donations Fund	1,320.15
School Cafeteria Fund	177,333.81
Prince Edward Community Development Fund	-1,688.00
Water Fund	992,836.51
Sewer Fund	(5,187.21)
School Fund	0.00
	9,090,189.77

Cash accounts were as follows:

Cash in Office	1,000.00
Cash in Banks	3,059,678.35
Warrants Payable (School Fund)	0.00
General Fund Investments	5,080,220.95
VPSA Investments	0.00
QZAB01 Investments	0.00
Underground Storage Tank Fund	20,000.00
Recreation Fund Investments	26,922.78
QZAB02 Investments	0.00
Landfill Construction Fund for Investment	670,846.63
Forfeited Asset Fund for Investment	94,719.92
Industrial Development Authority for Investment	136,801.14
	9,090,189.77

*Of this \$5,203,752.50 in the General Fund, \$8,366,935.82 is encumbered for:

Transfers in:	
School Fund	7,175,369.28
VPA Fund	479,174.29
Water Fund	0.00
Sewer Fund	0.00
IDA Fund	26,701.14
Retirement Benefits Fund	6,696.00
Debt Obligations	678,995.11
Total	8,366,935.82

This leaves an unencumbered balance of \$(3,163,183.32) in the General Fund.

STATEMENT OF DEPOSITORY BALANCES

Balances as of September 2010:

Checking Accounts:

Benchmark Community Bank	147,897.88	
Wachovia Bank	85,483.94	
BB&T	2,295,045.89	
Bank of America	1,947,602.45	
		4,476,030.16

Investment Accounts:

Benchmark Community Bank	1,755,630.52	
Wachovia Bank	148,122.16	
Citizens Bank & Trust Company	235,000.00	
BB&T	1,225,827.06	
Planters Bank & Trust	200,000.00	
Mentor Investments	162,360.98	
SNAP (State Non-Arbitrage Plan)	0.00	
Bank of America	886,218.89	
		4,613,159.61

October 2010

Fund balances were as follows:

General Fund	118,950.99	
General Fund Reserved for Investments	4,937,700.94	
		5,056,651.93
PPEA Fund		5,370.43
Industrial Development Authority Fund		140,102.71
Recreation Fund Reserved for Investments		26,925.15
Forfeited Assets Fund Reserved for Investments		95,059.24
School Capital Projects Fund - VPSA		0.00
School Capital Projects Fund - QZAB01		0.00
Underground Storage Tank Fund		20,000.00
Economic Development Fund		746,936.98
Board of Public Welfare Special Account		5,985.48
Piedmont ASAP Fund		264,396.74
QZAB Debt Services Fund		408,068.97
Landfill Construction Fund		671,153.55

PCS Fund	387,585.29
Revenue Sharing Fund	20,964.86
Retirement Benefits Fund	8816.00
School Capital Projects Fund - QZAB02	0.00
Dare Donations Fund	1,320.45
School Cafeteria Fund	219,389.01
Prince Edward Community Development Fund	37,483.00
Water Fund	682,733.16
Sewer Fund	(29,416.34)
School Fund	0.00
	8,769,526.61

Cash accounts were as follows:

Cash in Office	1,000.00
Cash in Banks	2,877,585.28
Warrants Payable (School Fund)	0.00
General Fund Investments	4,937,700.94
VPSA Investments	0.00
QZAB01 Investments	0.00
Underground Storage Tank Fund	20,000.00
Recreation Fund Investments	26,925.15
QZAB02 Investments	0.00
Landfill Construction Fund for Investment	671,153.29
Forfeited Asset Fund for Investment	95,059.24
Industrial Development Authority for Investment	140,102.71
	8,769,526.61

*Of this \$5,056,651.93 in the General Fund, \$7,631,819.37 is encumbered for:

Transfers in:	
School Fund	6,468,384.17
VPA Fund	467,668.95
Water Fund	0.00
Sewer Fund	0.00
IDA Fund	26,701.14
Retirement Benefits Fund	6,696.00
Debt Obligations	662,369.11
Total	7,631,819.37

This leaves an unencumbered balance of \$(2,575,167.44) in the General Fund.

STATEMENT OF DEPOSITORY BALANCES

Balances as of October 2010:

Checking Accounts:

Benchmark Community Bank	154,929.65	
Wachovia Bank	85,085.61	
BB&T	2,345,403.69	
Bank of America	1,933,310.35	
		4,518,729.30

Investment Accounts:

Benchmark Community Bank	1,976,292.64	
Wachovia Bank	138,580.25	
Citizens Bank & Trust Company	235,000.00	
BB&T	842,822.45	
Planters Bank & Trust	200,000.00	
Mentor Investments	162,385.39	
SNAP (State Non-Arbitrage Plan)	0.00	
Bank of America	694,716.58	
		4,249,797.31

BOARD OF SUPERVISORS

Farmville Herald	Advertising	321.75
Business Card	Meals	233.23

COUNTY ADMINISTRATOR

Business Card	Postage	95.60
AT&T	Phone	74.77
CenturyLink	Phone	60.35
Ntelos	Phone	6,982.36
US Cellular	Phone	68.52
Diamond Springs	Water & equipment rental	15.70
Key Office Supply	Mat board	5.59
	Office supplies	3.49
	Appointment book	13.49
	File folders	26.38
Walmart / GEMB	Office supplies	48.95
Matthew Bender & Company, Inc.	VA Adv Crt Rules	7.44
Business Data of Virginia, Inc.	Norton	76.71
		34.95

COMMISSIONER OF REVENUE

M&W Printers, Inc.	Postage	4,266.00
Treasurer of Virginia	Online service	78.05
CenturyLink	Phone	14.07

Ntelos	Internet		20.46
Key Office Supply	Office supplies		7.56
NADA Appraisal Guides	Older Used Car Guide	20.00	
	Marine Appraisal Guide	35.00	55.00

TREASURER

AT&T	Phone		123.44
Treasurer of Virginia	Online service		78.06
CenturyLink	Phone		37.26
Pitney Bowes Financial Services	Service agreement		1,002.00
Key Office Supply	Pens	14.69	
	Ink cartridges	131.21	145.90
Business Data of Virginia, Inc.	Software/Norton	339.90	
	Software	119.80	459.70
Compro Computers	Computer & software		749.95

INFORMATION TECHNOLOGY

Business Data of Virginia, Inc.	Travel expenses	937.50	
	Monthly contract	2,800.00	3,737.50

REGISTRAR

Dale L. Bolt	Postage	26.40	
	Mileage	60.50	
	Meal	8.23	95.13
AT&T	Phone		35.18
CenturyLink	Phone		112.98
VRAV	Membership dues		170.00
Key Office Supply	Ink & supplies	137.49	
	Pens & calendars	52.68	190.17
Business Data of Virginia, Inc.	Router / cables	75.67	
	Norton	89.85	165.52

CIRCUIT COURT

CenturyLink	Phone		92.12
Key Office Supply	Repaired Windows	50.00	
	Calendar / sheet protectors	16.96	
	Returned merchandise	-150.00	
	Norton Anti-virus	62.98	
	Installed memory	129.98	109.92

GENERAL DISTRICT COURT

AT&T	Phone - Juv Prob	46.85	
	Phone - Gen Dist Court	122.52	169.37
CenturyLink	Phone - Juv Prob	33.03	
	Phone - Gen Dist Court	134.36	167.39
US Cellular	Phone		27.88

SPECIAL MAGISTRATES

AT&T	Phone		93.40
CenturyLink	Phone		28.83

CLERK OF THE CIRCUIT COURT

International Land Systems	Replacement battery		59.10
AT&T	Phone		50.18
CenturyLink	Phone		74.25
Key Office Supply	Dater	33.69	
	Office supply	8.18	41.87

LAW LIBRARY

CenturyLink	Phone		34.77
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COMMONWEALTH'S ATTORNEY

Cecelia Charlton	Postage		10.26
Kinex Networking Solutions	Internet		49.95

VICTIM WITNESS ASSISTANCE PROGRAM

CenturyLink	Phone		11.41
Cindy Sams	Mileage	30.00	
	Meal	12.75	42.75

SHERIFF

Medtox Laboratories, Inc.	Drug testing		50.00
East End Motor Company, Inc.	Inspections (3)	48.00	
	Replaced radiator	522.38	
	Oil / filters / fluids	170.61	
	Fan motor / thermostat	757.93	
	Auto repairs	833.46	
	Oil change / window vents	81.55	
	Finance charge	56.36	
	Tires	347.49	2,817.78
Kenbridge Tire & Auto	Calibration		25.00
Kinex Telecom, Inc.	DSL & Webhosting	139.85	
	Antivirus	239.20	379.05
CenturyLink	Phone		59.27
Farmville Auto Parts	Finance charge	3.09	
	Battery	102.99	106.08
Key Office Supply	Labels	15.89	
	Coil cord	5.60	21.49
RDJ Specialties, Inc.	Mood pencils		323.76
DMV	Vehicle registration		25.00
Galls, An Aramark Company	Vehicle light / bracket	170.96	
	Boots	95.98	266.94
Sirchie Finger Print Labs	Fingerprint supplies		593.74
Rhett Herman	Site Sensing Surveys		400.00
Southern Police Equipment Company	Goggles & gloves	79.48	
	Belt	37.99	117.47

FARMVILLE VOLUNTEER FIRE DEPARTMENT

Aplus	Accountability tags		40.65
Anderson Tire Company, Inc.	Tires		723.48

Atlantic Emergency	120 Volt auto eject		237.23
Davis Pontiac	Sensor	160.72	
	Pressure hose	97.01	
Elecom, Inc.	Pager repair	206.00	
	Pager rental	90.00	
Farmville Auto Parts	Batteries	439.96	
	Headlight	11.95	451.91
Farmville Volunteer Fire Department	Internet	24.90	
	Phone	81.28	106.18
Key Office Supply	Post cards / calendars		33.96
Witmer Public Safety Group	Gloves / suspenders		184.87

RICE VOLUNTEER FIRE DEPARTMENT

Parker Oil Company, Inc.	Propane		126.98
Dominion Virginia Power	Electric service		226.09

PROSPECT VOLUNTEER FIRE DEPARTMENT

Ellington Energy Service	Diesel		264.65
Key Office Supply	Copies / paper / binders		44.15
CenturyLink	Phone		91.19
Pamplin Exxon	Fuel		53.79
Price Supply Company, Inc.	Water filter	2.37	
	A/C/ supply	18.36	20.73
Dominion Virginia Power	Electric service		263.81

DARLINGTON HEIGHTS VOLUNTEER FIRE DEPARTMENT

Farmville Auto Parts	Work lamps	37.98	
	Oil absorbent	13.08	
	Battery charger	79.95	
	Miniature bulbs	27.79	158.80

PAMPLIN VOLUNTEER FIRE DEPARTMENT

AT&T	Phone		54.49
Foster Fuels, Inc.	Propane		716.64
Pamplin Volunteer Fire Department	Fuel	490.37	
	Internet	24.95	515.32
Verizon	Phone		120.56
Dominion Virginia Power	Electric service		233.72

MEHERRIN VOLUNTEER FIRE DEPARTMENT

Parker Oil Company, Inc.	Service charge	9.51	
	Propane	249.13	
	Diesel	678.84	937.48
Jack L. Slagle Fire Equipment	SCBA cylinder tests	187.65	
	Roof hook	82.95	270.60
US Cellular	Phone		154.95
Verizon	Phone		147.80
Dominion Virginia Power	Electric service		339.02

EMERGENCY SERVICES

Korman Signs	Signs & hardware		465.96
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REGIONAL JAIL & DETENTION

Piedmont Regional Juvenile Detention Center	Juvenile detention		2,325.00
Piedmont Regional Jail	Inmate per diem	3,355.00	
	SCAAP funds	121.00	3,476.00

BUILDING OFFICIAL

US Cellular	Phone		28.13
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ANIMAL CONTROL

Jennifer Kingsley, DVM	Vet services		45.00
Fisher Auto Parts, Inc.	Alternator	217.45	
	Alternator core returned	-53.43	164.02
Dominion Virginia Power	Electric service		354.54
US Cellular	Phone		56.61

MEDICAL EXAMINER

Treasurer of Virginia	Coroner		20.00
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BIOSOLIDS MONITORING

US Cellular	Phone		27.88
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REFUSE DISPOSAL

Resource International	Miscellaneous work tasks	848.70	
	Storm water compliance	375.50	1,224.20
Spence Compactor Service	Compactor repair - Rice		1,816.87
Arcet Equipment Company	Gloves		13.25
C & L Machine & Welding	Repair tarp pin	65.00	
	Repair hose fitting	211.95	
	Fabricate tarp pin	83.00	359.95
Wright's Excavating	Landfill operation		42,187.50
Emanuel Tire of Virginia	Tire recycling		496.80
STEPS, Inc.	Recycling fee		2,126.56
Southside Electric Cooperative	Darlington Heights site		129.75
Dominion Virginia Power	Leachate pump	73.81	
	Scalehouse	144.45	
	Cell C pump station	62.00	
	Green Bay site	78.95	
	Worsham site	120.85	
	Prospect site	106.18	
	Landfill site	72.51	658.75
AT&T	Phone		189.43
CenturyLink	Phone		249.56
US Cellular	Phone		27.89
Verizon	Phone		121.92
East End Motor Company, Inc.	Tire		275.61
Farmville Auto Parts	Antifreeze / gasket	26.39	

Hydraulic fluid	39.99	
Oil	13.27	79.65

GENERAL PROPERTIES

Mds Construction & Roofing	Roof repairs	1,322.50
OK Termite & Pest Control	Exterminating service	150.00
Southside Electric Cooperative	SRR lights	29.51
Dominion Virginia Power	Roy Clark monument	52.50
	Courthouse	10,035.58
	Shop	44.86
	Sheriff Department shed	5.50
	Worsham Clerk Office	161.37
CenturyLink	Phone	66.06
US Cellular	Phone	83.59
Air Conditioning Equipment	AHU control card	752.00
Diamond Springs	Water & equipment rental	8.95
Southern States	Ice melt	591.71
East End Motor Company, Inc.	Tires for trailer	183.22
Farmville Auto Parts	AHU belt / ice scraper	21.55
Taylor-Forbes Equipment Company	Fuel stabilizer	7.90

CANNERY

Southside Electric Cooperative	Electric service	122.80
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COMPREHENSIVE SERVICES ACT

Centra Health	Professional services	9,928.00
Crossroads Services Board	Professional services	3,000.00
Grafton School, Inc.	Professional services	12,551.50
Helton House, Inc.	Professional services	4,121.55
Letricia R. Logan	Foster care	666.00
Bonnie Mills	Foster care	896.00
I'Shawn Smith	Foster care	644.00
Family Alliance	Foster care	175.00

OTHER WELFARE / SOCIAL SERVICES

STEPS, Inc.	Gas heaters	6,000.00
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PLANNING

Samuel R. Coleman	Commission meeting	100.00
	Mileage	12.00 112.00
Sally W. Gilfillan	Commission meeting	100.00
Donald B. Gilliam	Commission meeting	100.00
	Mileage	20.00 120.00
Lee Edward Hicks, Jr.	Commission meeting	100.00
	Mileage	11.50 111.50
Robert M. Jones	Commission meeting	100.00
	Mileage	5.00 105.00
Clifford Jack Leatherwood	Commission meeting	100.00
Robert Christopher Mason	Commission meeting	100.00
	Mileage	9.00 109.00

Thomas M. Pairet	Commission meeting		100.00
John F. Townsend, III	Commission meeting	100.00	
	Mileage	7.50	107.50
Farmville Herald	Advertising		263.25
US Cellular	Phone		55.76
Business Card	Dues	25.00	
	Office supplies	44.93	69.93
Reliable	Post-it notes / clips		31.26
Business Data of Virginia, Inc.	Norton Anti-virus		39.95

ECONOMIC DEVELOPMENT

Business Card	Postage & shipping	94.23	
	Meals	40.12	134.35
US Cellular	Phone		27.88
Key Office Supply	Canon drum unit		84.50

TOURISM

Dominion Virginia Power	Electric service		254.99
Business Card	UPS charges		23.96
AT&T	Phone		66.94
CenturyLink	Phone		190.07
Key Office Supply	Office supplies		96.48

COOPERATIVE EXTENSION OFFICE

Treasurer, Virginia Tech	1st quarter support		6,422.49
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GENERAL EXPENSE

Anthem BCBS	Cobra insurance (Jan)		510.00
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CAPITAL PROJECTS

Taylor-Forbes Equipment Company	Kubota loader	5,100.00	
	Kubota tractor	22,170.00	27,270.00

DEBT SERVICE

Rural Development	Courthouse loan		16,626.00
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FORFEITED DRUG ASSETS

Virginia Criminal Justice	Training prosecutors		290.00
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RETIREMENT BENEFIT FUND

Vicki K. Johns	Retiree benefit	1,038.00	
Anthem BCBS	Retiree health insurance	1,020.00	2,058.00

PIEDMONT COURT SERVICES

Dominion Virginia Power	Electric service		327.56
Pitney Bowes Financial Services	Postage meter lease		202.00
AT&T	Phone		111.98
CenturyLink	Phone		200.74
Sheena Franklin	Mileage		154.50
Renee T. Maxey	Mileage		56.50

Kinex Networking Solutions	Backup battery	94.90
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PCS SUPERVISION FEES EXPENDITURES

SRP Corporation, LLC	Rent	2,383.00
Page Hardy	Cleaning service	210.00

ADDENDUM BILL LIST

BOARD OF SUPERVISORS

Howard F. Simpson	Mileage	200.00
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COUNTY ADMINISTRATOR

HR Direct	Absentee calendar	54.67
Reliable	Office supplies	146.55
	Shipping charge	1.48
		148.03

COMMISSIONER OF REVENUE

AT&T	Phone	36.68
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INFORMATION TECHNOLOGY

Computer Plus Sales/Service	Maintenance contract	270.00
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REGISTRAR

Compro Computers	Computer memory	219.80
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GENERAL DISTRICT COURT

Joyce K. Sexton	Mediation services	712.50
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CLERK OF THE CIRCUIT COURT

Kinex Telecom, Inc.	DSL	74.95
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LAW LIBRARY

AT&T	Data line	34.77
Matthew Bender & Company, Inc.	VA Advance Code Serv	62.55

RICE VOLUNTEER FIRE DEPARTMENT

Companion Property & Casualty Group	Workers Comp insurance	7,650.00
Dominion Virginia Power	Electric service	224.18

DARLINGTON HEIGHTS VOLUNTEER FIRE DEPARTMENT

BB&T Financial, FSB	Power saw oil	63.75
Cyrus Pest Control Company	Exterminating service	45.00
East End Motor Company, Inc.	Truck inspection	51.00
Ellington Energy Service	Propane	1,140.67
Farmville Wholesale Electric	Light for brush truck	22.85
Ray Draper Heating	Repair ice machine	264.00
Southside Electric Cooperative	Electric service	240.55
Verizon	Phone	134.97

ANIMAL CONTROL

Lowe's Propane cylinder 8.77

REFUSE DISPOSAL

Resource International Assessment monitoring 3,901.37
Groundwater monitoring 10,547.25 14,448.62
Farmville Wholesale Electric Bulbs / aluminum box / plugs 76.59
Arena Trucking Company Trash collection 414.00
Emanuel Tire of Virginia Tire recycling 1,638.30
Southside Electric Cooperative Virso site 166.29
Dominion Virginia Power Rice site 128.32
AT&T Phone 69.44
O. O. Stiff, Inc. Monthly service 662.50

GENERAL PROPERTIES

Doli/Boiler Safety Boiler inspection 60.00
ThyssenKrupp Elevator Service contract - Jan /Mar 2,230.28
Dominion Virginia Power SCOPE building 299.13
Lights at Rice 101.78
Ag building 2,661.83 3,062.74
Heating oil 525.22
Parker Oil Company, Inc. Water 37.52
Town of Farmville Water & sewer 223.49 261.01
AT&T Phone 34.78
CenturyLink Line to hospital 7.97
Phone 42.75 50.72
O. O. Stiff, Inc. Monthly service 100.00
Lowe's Floor finish / stripper 194.36
Tool set / drill bits 34.94
Gloves 12.92
Flood lights / clamps 34.10
Gloves / slow moving sign 55.82 332.14
Farmville Wholesale Electric Bulbs 86.76
Junction box / conduit 90.86 177.62
Price Supply Company, Inc. Boiler control 70.80
Cintas Corporation #524 Uniform rental 545.85

CANNERY

Price Supply Company, Inc. Gasket & filter 4.59
Parker Oil Company, Inc. Heating oil 365.37

CHAPTER X BOARD

Crossroad Services Board 3rd Quarter support 15,660.75

COMPREHENSIVE SERVICES ACT

Bear Creek Academy Professional service 2,900.00
Family Alliance Professional service 315.00
Treasurer of Bedford Professional service 1,742.00
Mable Shanaberger Administrative fee 150.00

<u>ECONOMIC DEVELOPMENT</u>		
Longwood Small Business	Survey sponsorship	100.00
Key Office Supply	Binding bars / covers	63.60
	Markers	1.98
		65.58
<u>TOURISM</u>		
Ellington Energy Service	Propane	563.21
AT&T	Phone	75.15
<u>COOPERATIVE EXTENSION OFFICE</u>		
CenturyLink	Phone	94.43
<u>GENERAL EXPENSE</u>		
Southern States Cooperative, Inc.	Gas	8618.72
<u>CAPITAL PROJECTS</u>		
Toshiba (Telecom Systems)	Phone equipment	63,002.28
<u>WATER FUND</u>		
Town of Farmville	Water	145.11
<u>SEWER FUND</u>		
Dominion Virginia Power	Sewer pump	28.81
<u>PIEDMONT COURT SERVICES</u>		
Sharon Gray	Mileage	166.00
Connie Stimpson	Mileage	10.00
	Batteries	6.29
		16.29
Chad Lipscomb	Mileage	23.00
Cadance Reed	Mileage	68.00
Dayna Stanley	Mileage	82.50
<u>PCS DRUG TESTING FEES</u>		
Alere Toxicology Services, Inc.	Drug testing	19.48

In Re: Appropriations

Mr. Bartlett reported the State Criminal Alien Assistance Program (SCAAP) presented \$121.00 to the Regional Jail. Mr. Bartlett then reported an appropriation request from the Commonwealth's Attorney from the Forfeited Asset Fund to purchase equipment to be used to aid law Enforcement.

Mr. Bartlett said the third appropriation is to pay for the additional work required to ensure the Dominion Drive/Route 15 intersection would not have to be redone by VDOT when they improve Route 15 (\$24,340) and to

modify the connection of Alternate 628 with existing 628 from a "T" intersection to a curved connection (2,080).

Discussion followed.

Supervisor Simpson made a motion to approve the following appropriations and budget amendments:

		<u>Debit</u>	<u>Credit</u>
3-100-24040-0032	Other Categorical Aid / SCAAP		\$ 121
4-100-33200-7002	Regional Jail / SCAAP	\$ 121	
3-105-41050-0105	Forfeited Assets Fund Balance		\$ 20,000
4-105-31700-6020	Commonwealth Attorney	\$ 20,000	
3-100-41050-0100	From General Fund Balance		\$ 6,000
4-100-93000-0740	Transfer to Revenue Sharing Fund	\$ 6,000	
3-740-41050-0100	From General Fund		\$ 6,000
3-740-41050-0740	From Revenue Sharing Fund Balance		\$ 21,000
4-740-94000-0104	Route 628 Alternate	\$ 27,000	

The motion carried:

Aye: Howard M. Campbell
William G. Fore, Jr.
Don C. Gantt
Robert M. Jones
Charles W. McKay
Howard F. Simpson
Jim R. Wilck
Mattie P. Wiley

Nay: None

In Re: School Board Appointments

Chairman Fore said the terms of the following School Board members expire as of June 30, 2011:

District 201 – Susan Southall Lawman (Supervisor Jones)
District 601 – Reverend Thomas M. Tillerson (Supervisor Campbell)

Supervisor Jones and Supervisor Campbell will appoint Citizen Committees to be announced at the February Board meeting.

In Re: Appointments – To Be Filled By Board of Supervisors Members

Chairman Fore made the following recommendations for appointment to the following positions:

Southside Virginia Family YMCA,
Term of Office: January 1, 2011 – December 31, 2013)

Supervisor Simpson
Supervisor Wiley

Board of Supervisors Legislative Committee for 2011,
3 Board Members, Appointed annually

Supervisor Simpson (Chair)
Supervisor Gantt
Supervisor Campbell

The Board concurred.

In Re: Appointments: Citizen Board / Commission Vacancies

Two vacancies exist on the Board of Zoning Appeals (BZA). The current BZA comprises five members:

Vincent Eanes	Term expires 12/31/11
James W. Garnett, Jr., Chairman	Term expires 12/31/13
Sally Gilfillan	Term expires 12/31/14 – VACANCY
William W. Porterfield	Term expires 12/31/12
John J. Ross	Term expires 12/31/10 – VACANCY

Mr. Ross did not submit a citizen volunteer form to seek re-appointment in December; Mrs. Gilfillan has resigned, effective January 4, 2011.

The *Code of Virginia* provides that members of the BZA shall hold no other public office in the locality except that one may be a member of the local planning commission.

These positions are appointed by the Circuit Court Judge, who has historically accepted recommendations from the Board of Supervisors. The Board may choose to make the recommendations or ask staff to advertise the positions for citizen volunteers.

Chairman Fore will recommend to Judge Blanton that Mary Jenkins fill the term to expire on 12/31/14 and Jim Davis fill the term to expire on 12/31/15 to the Board of Zoning Appeals; the Board concurred.

In Re: Planning Department Report

At its December meeting, the Prince Edward County Planning Commission tabled the rezoning request from Richard Raymond, Jr. and Robert Raymond, Sr., to rezone from A-2, Agricultural Residential, to C-1, General Commercial, a 1.5 acre parcel located at 4644 Farmville Road (Tax Map #50-A-71). The purpose is to permit a truck rental and used automobile sales business to locate on the property.

The Planning Commission has requested a site plan for the proposed project from the property owners, prior to taking action on the request. The Planning Commission has scheduled another public hearing on the request during its January 18, 2011 meeting.

Supervisor Wilck made a motion to authorize a public hearing on the rezoning request from Richard Raymond, Jr. and Robert Raymond, Sr., to rezone from A-2, Agricultural Residential, to C-1, General Commercial, a 1.5 acre parcel located at 4644 Farmville Road (Tax Map #50-A-71), pending Planning Commission action; the motion carried:

Aye: Howard M. Campbell
William G. Fore, Jr.
Don C. Gantt, Jr.
Robert M. Jones
Charles W. McKay
Howard F. Simpson
Jim R. Wilck
Mattie P. Wiley

Nay: None

In Re: Appropriation – Prospect Historical Society VDOT Grant - Addendum

Mr. Bartlett stated that since 2002, the Prospect Historical Society has received \$313,000 in VDOT Enhancement Grant awards towards the restoration of the historic Prospect Depot. The beginning phase of the project was for the development of preliminary architectural and engineering design, which VDOT approved in November 2009, authorizing a contract with Calloway Johnson Moore West (CJMW) in the amount of \$67,000. In January of 2010, the Prince Edward County Board of Supervisors authorized an initial appropriation of \$45,000 to begin the preliminary architectural and engineering phase (30% plans). As required, these plans were then sent to various agencies (DHR, VDOT and DCR) for their comments.

Mr. Bartlett reported comments were received and a \$22,000 appropriation is needed to complete the necessary architectural and engineering. CJMW is currently working toward the development of 90% plans, whereby they will once again be sent out as required for the various agencies (DHR, VDOT and DCR) to make comments and/or recommendations.

A final VDOT Enhancement Grant in the amount of \$188,000 was submitted December 1, 2010 as a result of more defined construction costs being determined by CJMW. Grant award announcements are anticipated in late spring of 2011. In addition, the Prospect Historical Society and DCR have developed a partnership for the

restoration of the Prospect Depot to be a shared facility for a small transportation museum, community meeting space, park ranger office and restroom facilities with running water.

Supervisor McKay made a motion to approve the following appropriation for the architectural and engineering fees associated with the restoration of the historic Prospect Depot to be 100% reimbursed by VDOT and the Prospect Historical Society:

		<u>Debit</u>	<u>Credit</u>
3-100-24040-0020	VDOT Transportation Grant		\$ 22,000
4-100-94000-0028	Prospect Depot – VDOT Grant	\$ 22,000	

Aye: Howard M. Campbell
 William G. Fore, Jr.
 Don C. Gantt
 Robert M. Jones
 Charles W. McKay
 Howard F. Simpson
 Jim R. Wilck
 Mattie P. Wiley

Nay: None

In Re: Appropriations and Budget Amendments - Telephone System

Mr. Bartlett reported that at the August 10, 2010 Board of Supervisors meeting, the Board approved the award of a contract to replace the telephone system in the Courthouse in the amount of \$62,934.44. At that meeting no corresponding budget amendment or appropriation was submitted or approved. The telephone system has been acquired and installed and a budget amendment is now required.

Supervisor McKay made a motion to approve the following appropriations and budget amendments:

		<u>Debit</u>	<u>Credit</u>
3-100-41050-0100	From General Fund Balance		\$ 63,000
4-100-94000-0022	Capital Project – Telephone System	\$ 63,000	

Aye: Howard M. Campbell
 William G. Fore, Jr.
 Don C. Gantt
 Robert M. Jones
 Charles W. McKay
 Howard F. Simpson
 Jim R. Wilck
 Mattie P. Wiley

Nay: None

In Re: Ordinance on Application of Funds Received by County Treasurer

Mr. Ennis, County Attorney, stated a number of taxpayers have come to the Treasurer's Office to pay their taxes and questions have arisen about the application of the payment. This ordinance will direct the Treasurer to apply the payment in the specific order specified.

Supervisor Gantt made a motion to authorize advertisement of a public hearing to be held February 8, 2011 on the amendment to Chapter 70 (Taxation) of the *County Code*; the motion carried

Aye: Howard M. Campbell
William G. Fore, Jr.
Don C. Gantt
Robert M. Jones
Charles W. McKay
Howard F. Simpson
Jim R. Wilck
Mattie P. Wiley

Nay: None

Chapter 70 Taxation

Proposed Sec. 70-4 Application of Payments

Any payment of taxes or fees received by the Treasurer, the collection of which is not subject to a defense of an applicable statute of limitations, shall be credited by the treasurer in the following order:

1. Delinquent real estate taxes and penalty and interest thereon
2. Current real estate taxes
3. Delinquent personal property taxes and penalty and interest thereon
4. Current personal property taxes
5. License fees
6. Delinquent special levies and assessments
7. Special levies and assessments

Authority: Va. Code Ann. Section 58.1-3913

In Re: County Administrator's Report

Mr. Bartlett reported the County received a request from VACo for a special assessment of at least \$1,000 to hire consultants to defeat any change to the current state law concerning the burden of proof process in real estate and property assessment appeals. Currently, the burden of proof is on the property owner to prove the assessment is incorrect. Changes have been submitted in the past that would shift the burden to the local government to prove the

assessment is correct. Such a change would have a profound impact on Prince Edward County, possibly forcing the County to conduct annual assessments increasing expenses hundreds of thousands of dollars each fiscal year.

Supervisor Jones made a motion to approve the VACo request and expend the funds from the existing budget line in professional services of the Board of Supervisors and to send a letter to all legislators; the motion carried:

Aye:	Howard M. Campbell William G. Fore, Jr. Robert M. Jones Charles W. McKay Howard F. Simpson Jim R. Wilck Mattie P. Wiley	Nay: None	Abstain: Don C. Gantt
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Mr. Bartlett also reported a request was received from Mrs. Carol G. Hurley to conduct an exercise program for senior citizens at the SCOPE building. This is to be a free service for the citizens and as such, the request is for the rental payment for the building to be waived. Mr. Bartlett spoke with Reverend Smith to ensure this program would not interfere with HOPE's use of the building; Reverend Smith stated it would not and said she is interested in working with Mrs. Hurley on this program.

Supervisor Simpson made a motion to permit the use of the SCOPE building to conduct an exercise program for adults on Tuesdays and Thursdays.

Supervisor Jones raised a concern regarding a paying renter.

Supervisor Simpson amended his motion to permit the use of the SCOPE building to conduct an exercise program for adults on Tuesdays and Thursdays, providing there are no paying renters at the time of the exercise class; the motion carried:

Aye:	Howard M. Campbell William G. Fore, Jr. Don C. Gantt Robert M. Jones Charles W. McKay Howard F. Simpson Jim R. Wilck Mattie P. Wiley	Nay: None
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Mr. Bartlett then requested the scheduling of a strategic planning session to be used specifically by the Board to provide budgetary guidance to the County Administrator regarding development of the FY12 budget; he

asked that this meeting be held January 28, 2011 at 9:00 a.m. in the Third Floor Conference Room of the Court House. Discussion followed.

Chairman Fore scheduled the strategic planning session to be held on Monday, January 24, 2011 at 9:00 a.m. in the Third Floor Conference Room.

In Re: FY10 Audit Report and Financial Overview

Mr. Bartlett reviewed the FY 10 audit results of the various funds for Prince Edward County. The fund balance of all funds, excluding Agency and Internal service funds, increased by \$185,518. This amount includes non-cash revenues such as accounts and note receivables and the non-cash expense of accounts payable.

Mr. Bartlett provided a short review of the FY11 budget. If revenue collections follow the patterns in FY10, revenues could exceed our budget by \$50,000-\$100,000 or more in the General Fund. The County historically under-spends expenses but rising gasoline costs are an unknown. Actions have been taken (unfilled positions, cost reduction measures) that will reduce expenditures by approximately \$106,000. Together, these actions could produce a positive budgetary impact of \$150,000-\$200,000 for the current fiscal year.

Supervisor Wilck asked for clarification on the Interim Agreement and if there would be returnage; Mr. Bartlett stated there will be a settling of accounts at the end of the contract and it appears the full amount will not be expended.

In Re: Upcoming Events

Mrs. Sarah Puckett, Assistant County Administrator, requested the Board members notify her of their intent to attend VACo/VML Legislative Day as soon as possible.

In Re: Assistance from the Town of Farmville

Mr. Bartlett thanked the Town of Farmville and the Town Manager for all the assistance given with the GIS system and in many other areas, in the absence of Mr. Jonathan Pickett.

In Re: Closed Session

Supervisor Wiley made a motion that the Board convene in Closed Session for discuss the expansion of an existing business where no previous public announcement has been made, pursuant to the exemptions provided for in Section 2.2-3711(A)(5) of the *Code of Virginia*; the motion carried:

Aye: Howard M. Campbell
William G. Fore, Jr.
Don C. Gantt, Jr.
Robert M. Jones
Charles W. McKay
Howard F. Simpson
Jim R. Wilck
Mattie P. Wiley

Nay: None

The Board returned to regular session by motion of Supervisor McKay and adopted as follows:

Aye: Howard M. Campbell
William G. Fore, Jr.
Don C. Gantt, Jr.
Robert M. Jones
Charles W. McKay
Howard F. Simpson
Jim R. Wilck
Mattie P. Wiley

Nay: None

On motion of Supervisor McKay, seconded by Supervisor Wiley and carried by the following roll call vote:

Aye: Howard M. Campbell
William G. Fore, Jr.
Don C. Gantt, Jr.
Robert M. Jones
Charles W. McKay
Howard F. Simpson
Jim R. Wilck
Mattie P. Wiley

Nay: None

the following Certification of Closed Meeting was adopted in accordance with the Virginia Freedom of Information Act:

WHEREAS, the Prince Edward County Board of Supervisors convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the *Code of Virginia* requires a certification by this Board of Supervisors that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Prince Edward County Board of Supervisors hereby certifies that to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business

matters as were identified in the motion convening the closed meeting were heard, discussed, or considered by the Prince Edward County Board of Supervisors.

In Re: Animal Warden's Report

Mr. Ray Foster, Animal Warden, submitted a report for the month of December 2010, which was reviewed and ordered to be filed with the Board papers.

In Re: Building Official's Report

Mr. Coy Leatherwood, Building Inspector, submitted reports for the month of December 2010, which was reviewed and ordered to be filed with the Board papers.

In Re: Cannery

Mrs. Lena Huddleston, Cannery Manager, submitted a report for the month of December 2010, which was reviewed and ordered to be filed with the Board papers.

In Re: Tourism and Visitor Center Report

Mrs. Magi Van Eps, Tourism & Visitor Center Coordinator, submitted a report for the month of December 2010, which was reviewed and ordered to be filed with the Board papers.

In Re: PERT Ridership Report

The Board reviewed the November 2010 and the December 2010 ridership reports from PERT and ordered them to be filed with the Board papers.

On motion of Supervisor McKay and adopted by the following vote:

Aye:	Howard M. Campbell	Nay: None
	William G. Fore, Jr.	
	Don C. Gantt, Jr.	
	Robert M. Jones	
	Charles W. McKay	
	Howard F. Simpson	
	Jim R. Wilck	
	Mattie P. Wiley	

the meeting was recessed at 9:35p.m. until Thursday, January 20, 2011 at 5:00p.m. at the Prince Edward County Career and Technical Center.

DRAFT

January 20, 2011

At the reconvened meeting of the Board of Supervisors of Prince Edward County, held at the Prince Edward County Career and Technical Center, Prince Edward County Schools, on Thursday the 20th day of January, 2011; at 5:00 p.m., there were present:

Board of Supervisors

William G. Fore, Jr., Chairman
Howard F. Simpson, Vice Chairman
Howard M. Campbell
Don C. Gantt
Robert M. Jones
Charles W. McKay
Jim R. Wilck
Mattie P. Wiley

School Board

Russell L. Dove, Chairman
Harriett Fentress
Susan S. Lawman
Linda L. Leatherwood
Lawrence C. Varner
Osa Sue Dowdy
Thomas M. Tillerson.

Not present: Dr. Ellery Sedgwick

Also present: Wade Bartlett, County Administrator; Sarah Elam Puckett, Assistant County Administrator; Dr. K. David Smith, Superintendent; and Cindy Wahrman, Division Director of Finance.

Chairman Fore called the reconvened meeting to order from the meeting of January 13, 2011, as a joint meeting with the Prince Edward County School Board.

Chairman Dove called the School Board meeting to order.

Dr. K. David Smith, Superintendent, summarized the anticipated FY12 budget challenges:

Average Daily Membership (ADM) reduction
State revenue decrease of \$794,325; Federal decrease of \$27,714
Health insurance costs increasing – expected 10-12% (\$157,750)
Virginia Retirement System (VRS) – expected 3.23% increase (\$417,700)
Overall discrepancy - \$1,397,489 for the school system
Federal Stimulus funds – loss of \$636,909
Federal funds added (Education Jobs Fund) - \$609,000 (obligated \$89,000 of the original \$698,370)

Ms. Cindy Wahrman, Division Director of Finance, stated a VRS increase from 8.93% contribution to 12.16% is proposed by the Governor; it is a reflection of the compensation piece that goes towards the employees retirement account, no change is proposed for the group life insurance or the health credit.

Mr. Wade Bartlett, County Administrator, said a reduction in Average Daily Membership (ADM) (88 students) equals a reduction in basic aid. Dr. Smith said enrollment loss is a part of the decrease in funding.

Discussion followed regarding the preliminary revenue estimates and budget implications. Ms. Wahrman stated the per pupil expense, overall, equals approximately \$10,100, for State, Federal and local; this does not include debt service.

Supervisor Gantt questioned the special education funds for education at Piedmont Regional Jail or Detention Center; Ms. Wahrman said those two programs are fully funded by the state and there is no cost to the County.

Mr. Bartlett said there is a reduction of approximately \$800,000 from the state; the reduction in ADM and composite index hold harmless accounts for almost all of that reduction.

Supervisor Wilck questioned the impact of the shortfall.

Dr. Smith said if \$1.4 million must be made up this year, which is the same as the previous year, there will be severe cuts in all phases of operation, including maintenance, transportation and in the instructional category. He said it is too early to know what the request for local funding will be, and the level funding for this year is deeply appreciated. Discussion followed.

Supervisor Gantt requested a "wish list" from the Board.

Dr. Smith stated the best possible situation would be level funding and an increase of \$1.3 million to cover the shortfall, but level funding is a starting point.

On motion of Supervisor Gantt and adopted by the following vote:

Aye:	Howard M. Campbell	Nay: None
	William G. Fore, Jr.	
	Don C. Gantt, Jr.	
	Robert M. Jones	
	Charles W. McKay	
	Howard F. Simpson	
	Jim R. Wilck	
	Mattie P. Wiley	

the meeting was recessed at 9:35 p.m. until Monday, January 24, 2011 at 9:00 p.m. at the Third Floor Conference Room in the Prince Edward County Courthouse.

January 24, 2011

At the reconvened meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday the 24th day of January, 2011; at 9:00 a.m., there were present:

Howard M. Campbell

William G. Fore, Jr.

Don C. Gantt, Jr.

Charles W. McKay

Howard F. Simpson

Jim R. Wilck

Mattie P. Wiley

Absent: Robert M. Jones

Also present: Wade Bartlett, County Administrator; Sarah Puckett, Assistant County Administrator; and James Ennis, County Attorney.

Chairman Fore called the reconvened meeting to order, stating its purpose is to furnish the County Administrator with guidance in the preparation of the draft budget. Supervisor McKay offered the invocation.

In Re: County Administrator's Report

Mr. Bartlett presented the FY12 Budget Review.

Discussion followed on the Line of Duty program; Mr. Bartlett said the County could opt out of the program prior to June 30, 2011, but this mandate will cost the County between \$15,000 - \$30,000 for FY12.

Discussion followed on the costs associated with the VA Risk Management Liability and Surety Bond Premiums for Constitutional Offices and the possibility of increasing VRS rates, which together could cost the County approximately \$77,000.

Mr. Bartlett then reviewed the FY11 Revenue Review and the Budget Schedule; discussion followed.

Mr. Bartlett then requested input from the Board regarding the following budget issues:

- a. Revenues
- b. Schools
- c. Charitable Organizations
- d. Fire & Rescue
- e. Special Projects
- f. Capital Equipment/Projects
- g. Bonus
- h. Pay Raises/VRS Contribution
- i. Operation/Programming Adjustments

The Board directed the County Administrator to leave the Revenues category open as there is no clear picture of the budget at this time. Chairman Fore directed the County Administrator to draft the budget and level fund the schools; when the Board reviews the draft budget, if the revenues are suitable, then the Board can consider increasing the local contribution to the schools to help offset state cuts.

After some discussion, the Board concurred on reviewing and evaluating each Charitable Organization individually and in level-funding the Fire and Rescue Departments and not accepting any new funding requests.

Supervisor Wilck suggested a moratorium for one year on Special Projects; the Board concurred.

Chairman Fore recommended the Board direct the County Administrator to include the figure for Capital Projects that would give the Board flexibility in equipment purchases and for flexibility on Rt. 628. The Board also advised Mr. Bartlett to follow the State's action regarding bonuses, health insurance and VRS, and bring the information to the Board for review; and to continue the Operation/Programming Adjustments as traditionally figured.

On motion of Supervisor Wilck and adopted by the following vote:

Aye:	Howard M. Campbell	Nay: None
	William G. Fore, Jr.	
	Don C. Gantt, Jr.	
	Charles W. McKay	
	Howard F. Simpson	
	Jim R. Wilck	
	Mattie P. Wiley	
	Absent: Robert M. Jones	

the meeting was adjourned at 11:32 a.m.