

August 12, 2014

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 August, 2014; at 7:00 p.m., there were present:

Pattie Cooper-Jones

Calvin L. Gray

Robert M. Jones

Charles W. McKay

Howard F. Simpson

C. Robert Timmons, Jr.

Jerry R. Townsend

Jim R. Wilck

Also present: Wade Bartlett, County Administrator; Sarah Elam Puckett, Assistant County Administrator; Sharon Lee Carney, Economic Development Director; and Jim Ennis, County Attorney.

Chairman Simpson called the August meeting to order. Chairman Simpson welcomed Supervisor Calvin Gray, who then offered the invocation and led the Pledge of Allegiance.

Vice-Chairman Cooper-Jones presented a Resolution of Respect to Mrs. Linda Campbell in honor of her late husband, Howard Meredith "Pete" Campbell.

Supervisor Cooper-Jones then read the Resolution of Respect and presented a copy to Mrs. Campbell and her daughter, Meredith Campbell.

Mrs. Campbell thanked the Board and stated Mr. Campbell felt it was a great honor to serve the Prospect District on the Board of Supervisors.

**A RESOLUTION OF RESPECT
HOWARD MEREDITH "PETE" CAMPBELL
DECEMBER 8, 1950 – JULY 8, 2014**

WHEREAS, Howard M. "Pete" Campbell, a native of Prospect and lifelong resident of the County of Prince Edward, Virginia, died July 9, 2014; and

WHEREAS, Howard M. "Pete" Campbell served as a member of the Board of Supervisors of the County of Prince Edward from January 1, 2010 until his untimely death; and

WHEREAS, during his tenure on the Board of Supervisors, Supervisor Campbell established a reputation for his pursuit of efficient and effective government for the residents of Prince Edward County and proudly served the citizens of the Prospect District with uncommon devotion and commitment; and

WHEREAS, since June 4, 1970, Howard M. "Pete" Campbell devoted immeasurable hours to ensure the safety of his fellow citizens as a member of the Prospect Volunteer Fire Department; and

WHEREAS, known for his unflagging dedication to the Prospect Volunteer Fire Department and the Prospect community, Howard M. "Pete" Campbell served as President and in numerous other leadership positions in the Department, worked diligently to ensure the best training and equipment for the County's volunteer fire fighters, and responded personally to countless calls; and

WHEREAS, Howard M. "Pete" Campbell will be greatly missed and fondly remembered by his family and friends, as a husband of 39 years, a loving father, a friend to all, and a selfless community leader in Prince Edward County; now

THEREFORE, BE IT RESOLVED, that the Board of Supervisors of the County of Prince Edward, Virginia, hereby notes with great sadness the passing of a fine Virginian, Howard M. "Pete" Campbell, and, be it

RESOLVED FURTHER, that a copy of this resolution be prepared for presentation to the family of Howard M. "Pete" Campbell as an expression of the respect in which his memory is held by the members of the Board of Supervisors of the County of Prince Edward, Virginia.

In Re: Public Participation

Sam Campbell, Prospect District, asked the Board to determine a standard time limit for the public to speak during Public Participation. He then asked Chairman Simpson for the "State of the County" presentation.

Chairman Simpson stated he will prepare one as time allows.

In Re: Board of Supervisors Comments

Supervisor Gray stated he is looking forward to serving the County as interim representative of the Prospect District, and he fully comprehends the enormous responsibility that comes with the post. He added the County has great potential but it will not be fully realized until the importance of working together for the good of the County is understood. He expressed his deep sadness about the transition.

Supervisor McKay, Supervisor Townsend and Supervisor Jones welcomed Supervisor Gray to the Board.

Supervisor Cooper-Jones thanked the citizens for attending and for their participation; she expressed her thanks for the invitation to the meeting held August 11.

In Re: Consent Agenda

On motion of Supervisor Jones, seconded by Supervisor Gray, and carried:

Aye:	Pattie Cooper-Jones	Nay:	None
	Calvin L. Gray		
	Robert M. Jones		
	Charles W. McKay		
	Howard F. Simpson		
	C. Robert Timmons, Jr.		
	Jerry R. Townsend		
	Jim R. Wilck		

the Board accepted the Treasurer's Report for June 2014; the minutes of the meetings held July 8, 2014 and July 15, 2014; Accounts and Claims; Salaries; and appropriations as follows:

FY 2015 Budget Amendment

		<u>Debit</u>	<u>Credit</u>
3-100-41050-0100	From General Fund balance		\$ 81,001
4-100-32200-7001	Farmville Volunteer Fire Department	\$ 7,531	
4-100-32200-7002	Rice Volunteer Fire Department	3,774	
4-100-32200-7003	Prospect Volunteer Fire Department	867	
4-100-32200-7004	Darlington Heights Volunteer Fire Department	4,190	
4-100-32200-7005	Hampden-Sydney Volunteer Fire Department	13,812	
4-100-32200-7006	Pamplin Volunteer Fire Department	45,852	
4-100-32200-7007	Meherrin Volunteer Fire Department	4,975	

Prince Edward Treasurer's Report - June 2014

<u>Name of Bank</u>	<u>Bank Balance</u>	<u>Deposit in Transit / Adj.</u>	<u>Outstanding Checks</u>	<u>Available Balance</u>
Benchmark Pooled Fund Account	9,177,237.66	58,185.00	256,963.19	8,978,459.47
Wachovia Social Services	66,798.12	100,000.00	110,077.99	56,720.13
Bank of America School Fund	1,297,714.03	0.33	678,401.83	619,312.53
Bank of America Food Service	143,647.88	309.95	13,153.72	130,804.11
Benchmark Food Service	256,518.25		7,190.73	249,327.52
TOTAL				<u>10,034,623.76</u>

Certificates of Deposit		
Benchmark		519,048.66
Citizens Bank Recreation		15,000.00
Citizens Bank Underground Storage		20,000.00
Planners Bank		200,000.00
Wells Fargo Advantage Fund		162,450.48
TOTAL		<u>916,499.14</u>
GRAND TOTAL		<u><u>10,951,122.90</u></u>

BOARD OF SUPERVISORS

Farmville Herald	Advertising		517.63
VACORP	Liability insurance		300.00
Robert M. Jones	Mileage		67.20
Charles W. McKay	Mileage		118.72
C. Robert Timmons, Jr.	Mileage		487.20
Jerry R. Townsend	Mileage	196.00	
	Meals	100.00	296.00
James Robert Wilck	Mileage	61.92	
	Meals	58.36	120.28
Business Card	Homestead reservations		800.64

COUNTY ADMINISTRATOR

Business Card	Postage	16.80	
	Phone cases	83.94	
	Homestead reservations	287.73	388.47
US Cellular	Phones	399.99	
	Monthly service	136.88	536.87
Sarah E. Puckett	Mileage		345.52
University of Virginia	FY15 dues		1,000.00
VA Local Government Management Association	Dues		547.78
Business Data of Virginia, Inc.	Norton update		59.90
Farmville Printing	Landfill weight tickets		528.00
Matthew Bender & Company, Inc.	VA Code Supp / 14 index		383.24

COMMISSIONER OF REVENUE

Treasurer of Virginia	Online service		76.61
Business Data of Virginia, Inc.	Norton update	59.90	
	All-in-1 printer / fax	409.90	469.80

ASSESSOR

Wampler-Eanes Appraisal	Reassessment		4,540.50
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		<u>TREASURER</u>	
Key Office Supply	Copier maintenance contract	1,275.00	
	Fax maintenance contract	176.00	
	Ribbons	74.93	
	Pens	17.59	
	Green bar paper	334.74	
	File cabinet / supplies	2,002.03	3,880.29
Treasurer of Virginia	Online service		76.61
University of Virginia	Training	175.00	
	Conference registration	110.00	285.00
Farmville Printing	Office information forms		95.70
Matthew Bender & Company, Inc.	Taxation 14 Supplement		45.44
M&W Printers, Inc.	Receipt paper		1,168.97
STEPS, Inc.	Shredding service		35.00

		<u>INFORMATION TECHNOLOGY</u>	
Business Data of Virginia, Inc.	Contract agreement	3,700.00	
	Travel expenses	750.00	4,450.00
ComputerPlus Sales / Service	Printer maintenance contract		79.00

		<u>ELECTORAL BOARD AND OFFICIALS</u>	
Unilect Corporation	Voter screen batteries		1,366.00

		<u>REGISTRAR</u>	
Key Office Supply	Office supplies		531.05

		<u>CIRCUIT COURT</u>	
Key Office Supply	Return	-179.90	
	Toner returned	-119.85	
	Office supplies	159.90	
	Stapler / letter opener	12.98	
	Toner / pens / envelopes	296.59	
	Pens	17.49	187.21
Matthew Bender & Company, Inc.	Case Finder 2014 Supp	56.44	
	Dom Rel Case Finder	86.08	142.52
Business Card	IPad		829.00

		<u>GENERAL DISTRICT COURT</u>	
US Cellular	Phone		23.41
Key Office Supply	Mobile files		294.95
Southern Copier Sales & Service	Copier maintenance contract		480.00

		<u>SPECIAL MAGISTRATES</u>	
Key Office Supply	Ink cartridge	181.98	
	Canon cartridge	79.95	
	Office supplies	697.88	959.81

CLERK OF THE CIRCUIT COURT

CenturyLink	Phone		47.78
Key Office Supply	Toner	169.99	
	Legal paper	56.99	
	Laser cartridges	525.97	
	Pens	58.50	
	Copy paper	36.99	848.44

LAW LIBRARY

AT&T	Phone		42.31
LexisNexis	Online charges		254.00
Matthew Bender & Company, Inc.	Code 14 Supp / Index		383.24

COMMONWEALTH'S ATTORNEY

Robert Bauer	Certified mail		63.54
Morgan Greer	Certified mail		12.99
Treasurer of Virginia	IPad service		134.64
STEPS, Inc.	Shredding service		35.00
Cook & Wiley, Inc.	Transcript		54.00
Key Office Supply	Copy paper	295.92	
	Printers	897.00	
	Office supplies	2,672.52	
	Files / staples / batteries	98.00	
	Hole punch	19.99	

SHERIFF

Prince Edward Health Department	Hepatitis B vaccine		61.89
East End Motor Company	Inspections	32.00	
	Repair flat tire	20.00	
	Alignments (2)	139.29	191.29
Express Care	Oil changes (16)		926.34
Kenbridge Tire & Auto	Calibration		25.00
Watts Industrial Equipment	Wires & plugs	205.00	
	Water pump	471.35	
	Oil change	62.95	739.30
ID Networks	Software maintenance		775.00
Southern Copier Sales & Service	Copier maintenance contract		396.98
Business Card	Postage	7.19	
	Shoes	105.30	112.49
Treasurer of Virginia	VCIN		52.57
Kinex Networking Solutions	Remote data backup		19.95
CenturyLink	VCIN		7.97
US Cellular	Phone		1,139.07
Michael Jackson	Meals		8.80
Key Office Supply	Copy paper		149.75
Staples Advantage	Office supplies	1,154.67	
	Batteries	119.99	1,274.66
Walmart Community / GECRB	Office supplies	49.62	
	Auto detail supplies	32.31	81.93
Galls, LLC	Safety vests	77.13	

	Boots / name tag	118.93	196.06
Sirchie Finger Print Labs	Evidence bags		180.74
Premium Marketing & Sales	Badges		541.00
Quality Uniform Company, Inc.	Blazers	550.00	
	Shirt	56.25	606.25
Southern Police Equipment Company	Shoes		154.82
Matthew Bender & Company, Inc.	14 Supp / Index / RV		383.24

FARMVILLE VOLUNTEER FIRE DEPARTMENT

Atlantic Emergency	Valve / condenser dryer		131.89
C W Williams	Turnout gear wash		148.57
Municipal Emergency Service	Hose		1,283.67
Taylor-Forbes Equipment Company	Filters		156.99
Star City Communications	Pagers		1,864.80

RICE VOLUNTEER FIRE DEPARTMENT

Elecom, Inc.	Batteries / antenna		245.01
Fisher Auto Parts, Inc.	Batteries		430.03
VFIS	Portfolio insurance	2,345.00	
	Umbrella / excess insurance	188.00	2,533.00
Dominion Virginia Power	Electric service		425.02
			19.95

PROSPECT VOLUNTEER FIRE DEPARTMENT

Prince Edward County Public Schools	Diesel		219.82
Prince Edward County Treasurer	Gas		173.09

DARLINGTON HEIGHTS VOLUNTEER FIRE DEPARTMENT

Cyrus Pest Control Company	Exterminating service		45.00
Darlington Heights Volunteer Fire Dept.	Strip / wax floors		495.00
Southside Electric Cooperative	Electric service		330.86
Verizon Wireless	Phone		65.30
Verizon	Phone		165.75

FIRST RESPONDERS

Hampden-Sydney Volunteer Fire Dept.	14-15 Support		2,500.00
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PRINCE EDWARD FIREFIGHTERS ASSOCIATION

Prince Edward Area Firefighters Association	14-15 Support		3,000.00
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MEHERRIN VOLUNTEER FIRE DEPARTMENT

Prince Edward Volunteer Rescue Squad	14-15 Support		16,500.00
Pamplin Volunteer Fire Dept/EMS	14-15 Support		2,500.00
Meherrin Fire & Rescue	14-15 Support		3,250.00
Old Dominion EMS Alliance	14-15 Support		1,000.00

EMERGENCY SERVICES

Timmons Group	E-911 Addressing		360.00
Business Card	IPad		729.00

REGIONAL JAIL & DETENTION

Irongate Boundary Management	Electronic monitoring		270.00
Piedmont Regional			
Juvenile Detention Center	Juvenile detention		1,125.00

BUILDING OFFICIAL

US Cellular	Phone		23.41
Coy Leatherwood	Meal	6.90	
	Meeting registration	15.00	21.90
Treasurer of Virginia	4th Quarter permit levy		261.98
Haley Auto Mall	Spare tire holder		21.25
International Code Council	Electrical handbook		163.00

ANIMAL CONTROL

Lowe's	Screws / nuts / bolts		7.33
CenturyLink	Phone		166.58
US Cellular	Monthly service		46.82
Fisher Auto Parts, Inc.	Oil & filters		60.31

MEDICAL EXAMINER

Treasurer of Virginia	Coroner		20.00
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BIOSOLIDS MONITORING

US Cellular	Phone		23.41
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REFUSE DISPOSAL

Resource International	Groundwater / gas monitoring	11,930.70	
	Misc work tasks	1,972.50	
	Storm water compliance	1,410.75	
	Cell E bid services	1,537.50	16,851.45
Lowe's	Valve / gauge / tee	27.96	
	Valve / elbow	24.86	52.82
Southern States	Net fencing		109.98
Jimmy Whirley / Powerwash	Washed trash truck		75.00
James P. Childress, Jr.	Truck maintenance	575.34	
	Truck repair	195.81	
	Oil change / repair light	468.40	1,239.55
Allied Waste Services 974	Trash collection		886.65
Wright's Excavating, LLC	Landfill operation		48,093.75
Emanuel Tire of Virginia	Tire recycling		543.60
STEPS, Inc.	Recycling fee		2,086.74
Southside Electric Cooperative	DH Site	61.38	
	Virso site	84.26	145.64
Dominion Virginia Power	Rice site	31.53	
	Green Bay site	51.46	82.99
AT&T	Phone		42.29
CenturyLink	Phone		99.28
US Cellular	Phone		23.41
Verizon	Phone		132.27
O. O. Stiff, Inc.	Monthly service		662.50

Prince Edward County Public Schools	Diesel		1,691.36
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GENERAL PROPERTIES

Dodson Brothers Exterminating	Pest control - Cannery	38.00	
	Pest control - Worsham	38.00	
	Pest control - SCOPE	38.00	
	Pest control - Courthouse	85.00	
	Pest control - Visitor Center	38.00	237.00
Putney Mechanical	Ag building A/C repair		2,679.95
ThyssenKrupp Elevator	Service contract - July-Sept		2,524.82
Southside Electric Cooperative	SRR lights		30.70
Dominion Virginia Power	Roy Clark monument	5.66	
	Courthouse	15,216.15	
	SCOPE building	223.90	
	Lights at Rice	110.22	
	Ag building	1,418.19	16,974.12
AT&T	Phone		42.31
CenturyLink	Phone		53.73
US Cellular	Phone		117.27
O. O. Stiff, Inc.	Monthly service		100.00
Aramark Uniform Services	Janitorial supplies		568.78
Diamond Paper Company	Trash bags / hand soap	1,989.75	
	Janitorial supplies	146.78	
	Vacuum	425.00	
	Paper towels	164.50	
	Merchandise return	-61.88	2,664.15
Fisher Auto Parts, inc.	Towels	27.99	
	Tire repair kit	14.38	42.37
Grainger	Data jacks		8.08
Lowe's	Rope / pulleys	36.52	
	Carpet / adhesive	155.14	
	Two-ton power pull	37.87	
	Pulleys / batteries	23.68	253.21
Rod & Staff, LLC	Steel bar		44.52
Cintas Corporation #524	Uniform rental		325.03
Prince Edward County Public Schools	Diesel		199.97
Taylor-Forbes Equipment Company	Oil & filter		26.79

CANNERY

Virginia Food Works	Contract payment		2,916.67
Grainger	Buffer solution		80.82
Lowe's	Applied in error		36.93
Southside Electric Cooperative	Electric service		471.86
CenturyLink	Phone		204.74
Diamond Paper Company	Janitorial supplies	188.18	
	Gloves	179.74	367.92

COMPREHENSIVE SERVICES ACT

Centra Health	Professional service		2,542.00
Grafton School, Inc.	Professional service		20,775.00

Ashley Long	Foster care	4,077.00
The Hughes Center	Professional service	5,082.00
VA Home for Boys & Girls	Professional service	1,694.40

OTHER WELFARE / SOCIAL SERVICES

SCOPE / Meals on Wheels	14-15 Support	2,500.00
Piedmont Senior Resources	14-15 Support	2,000.00
STEPS, Inc.	14-15 Support	6,250.00
Pamplin Community Center	14-15 Support	250.00
Jolly Glee Senior Center	14-15 Support	1,400.00
FACES, Inc.	14-15 Support	2,137.50
Special Olympics - Area 12	14-15 Support	1,000.00
Virginia Legal Aid Society, Inc.	14-15 Support	1,500.00
Tri-County Life Learners	14-15 Support	1,500.00
Southside Center for Violence Prevention	14-15 Support	3,000.00
Heart of Virginia Free Clinic	14-15 Support	3,750.00
Longwood Center for Visual Arts	14-15 Support	2,000.00
Habitat for Humanity	14-15 Support	2,000.00
Prince Edward County		
High School After Prom Party	14-15 Support	950.00
Fuqua After Prom Party	14-15 Support	475.00

CONTRIBUTIONS TO COLLEGES

Southside Virginia Community College	14-15 Support	5,000.00
Longwood Small Business		
Development Center	14-15 Support	3,750.00

MUSEUMS

Robert Russa Moton Museum	14-15 Support	2,500.00
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PUBLIC LIBRARY

Farmville - Prince Edward		
Community Library	14-15 Support	51,165.75

PLANNING

Donald B. Gilliam	Commission meeting	100.00	
	Mileage	22.40	122.40
Preston Hunt	Commission meeting	100.00	
	Mileage	22.40	122.40
Timothy Mark Jenkins	Commission meeting	100.00	
	Mileage	12.32	112.32
Robert M. Jones	Commission meeting	100.00	
	Mileage	5.60	105.60
Robert Christopher Mason	Commission meeting	100.00	
	Mileage	10.08	110.08
W. Parker Terry, Jr.	Commission meeting		100.00
Brett Von Cannon Watson	Commission meeting		100.00
Business Card	Postage		72.00
US Cellular	Monthly service		46.82
Commonwealth Regional Council	14-15 Support		15,700.00

COMMUNITY DEVELOPMENT

Farmville Chamber of Commerce	14-15 Support		2,500.00
Town of Farmville	14-15 Support - Airport		4,750.00
Piedmont Area Transit	14-15 Support		2,500.00
Downtown Farmville	14-15 Support		2,500.00

ECONOMIC DEVELOPMENT

Business Card	Postage	17.95	
	Meals	34.06	52.01

TOURISM

Dominion Virginia Power	Electric service		325.93
Business Card	UPS		84.95
Business Data of Virginia, Inc.	Norton update		29.95
Farmville Printing	Business cards		49.00
Key Office Supply	Color copies	1,613.98	
	Printer maintenance contract	424.00	2,037.98

SOIL & WATER CONSERVATION DISTRICT

Piedmont Soil & Water Conservation District	14-15 Support		2,960.00
Old Dominion RC&D	14-15 Support		1,900.00

GENERAL EXPENSE

James River Petroleum	Gas		13,347.08
Rochette's Florist	Flowers - Campbell's service		204.00
Digital Insurance, Inc.	Consulting fee		5,000.00

DEBT SERVICE

Citizens & Farmers Bank	YMCA loan - interest	18,632.43	
Citizens & Farmers Bank	YMCA loan - principal	100,000.00	118,632.43

FORFEITED DRUG ASSETS

Compro Computers	Laptop & software		1,279.89
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WATER FUND

Town of Farmville	Chlorine test		24.03
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SEWER FUND

Dominion Virginia Power	Sewer pump		32.99
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RETIREMENT BENEFIT FUND

Vicki K. Johns	Retiree benefit		1,094.00
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PIEDMONT COURT SERVICES

Dominion Virginia Power	Electric service		204.27
CenturyLink	Phone		67.96
Lumos Networks	Phone		315.16
Jessica Carrion	Mileage		112.00

Sheila Edmonds	Mileage		88.48
Julianna Ferrell	Mileage	90.72	
	Newspapers	1.00	91.72
Sheena Franklin	Mileage		57.12
Connie Stimpson	Mileage	16.08	
	Training	25.00	41.08
Andy Mays	Mileage		68.32
<u>PCS SUPERVISION FEES EXPENDITURES</u>			
SRP Corporation, LLC	Rent		2,500.00

In Re: Highway Matters

Supervisor Timmons stated there are several areas in Darlington Heights where the trees are growing over into the roadways and highways. He requested staff contact a VDOT representative to contact him for the locations.

In Re: Memorandum of Understanding

Jennifer Bowen, Prince Edward County Extension Office Unit Coordinator, reviewed the proposed update to the Memorandum of Understanding between the County and Virginia Cooperative Extension (Prince Edward County Extension Office). She stated the major difference is regarding the summer intern position; she added a correction to Section #5 should read “as funding permits,” and not “requires.”

Supervisor Timmons questioned the timing of the requested funding. Ms. Bowen stated it is built into the 2016 budget request.

Supervisor Gray asked if the 50% of the salary that Prince Edward County is to pay is consistent; Ms. Bowen answered the cost is a requirement across the state and that Virginia Tech pays 50% if the locality pays 50% of the intern’s salary, but if the County does not pay, there is no summer intern position.

Supervisor Jones made a motion, seconded by Supervisor McKay, to approve the updated Memorandum of Understanding; the motion carried:

<p>Aye: Pattie Cooper-Jones Calvin L. Gray Robert M. Jones Charles W. McKay Howard F. Simpson C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck</p>	<p>Nay: None</p>
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Memorandum of Understanding
between
Virginia Cooperative Extension
(Virginia Tech and Virginia State University)
and the
County of Prince Edward, Virginia

Introduction

Established in 1914, Cooperative Extension was designed as a partnership of the U.S. Department of Agriculture, the Land-Grant Universities, and local governments. Today, Virginia Cooperative Extension provides research based educational programs to the people of the Commonwealth through Extension Agents in 106 county and city offices. Local citizens are engaged in helping Extension agents design, implement and evaluate educational programs in the areas of Agriculture and Natural Resources, 4-H Youth Development, Family and Consumer Sciences, and Community Viability to address the educational needs of local residents.

Agriculture and Natural Resources

Agriculture and natural resources (ANR) programs help sustain the profitability of agricultural and forestry production and enhance and protect the quality of our land and water resources. We help the agriculture industry use the most current technology and management practices to develop strong businesses that prosper in today's economy. We deliver programs that help put research-based knowledge to work for Virginia's agriculture industry.

4-H Youth Development

4-H is a community of young people across America who are learning leadership, citizenship, and life skills. 4-H, the largest comprehensive youth development program in the nation, educates young people, ages 5-18, through a variety of experiential techniques that encourage hands-on, active learning.

Family and Consumer Services

Virginia Cooperative Extension views the family unit as the cornerstone of a healthy community. We strive to improve the well-being of Virginia families through programs that help participants put research-based knowledge to work in their lives in the areas of family financial management, family and human development, and nutrition education.

Community Viability

Community viability programs are dedicated to strengthening communities and their economic viability by creating innovative programs that allow citizens and local governments to respond to local issues. Our faculty can assess community needs, design a plan of action, and determine the appropriate delivery method suitable for various programs.

I. Purpose of Memorandum

The purpose of the memorandum of understanding is to establish a mutual agreement between Virginia Cooperative Extension and the County of Prince Edward related to Extension's administration, programs, personnel, and financial arrangement.

II. Administrative Responsibility

Extension faculty (Agents and Unit Coordinators) in the County Extension office will report administratively to the Virginia Cooperative Extension District Director.

The District Director will appoint a Unit Coordinator for the County office after consultation with local government. The Unit Coordinator will supervise the support staff in the County Extension Office, and is responsible for office operations. Also, the Unit Coordinator is responsible for those additional assignments which are mutually agreed to by Virginia Cooperative Extension and the County. Appointment of the Unit Coordinator may require a local interview when multiple faculty members express interest in this role.

III. Program Responsibility

Programs will be developed in accordance with the Virginia Cooperative Extension programming. This process involves citizens in the determination and implementation of programs that will address their needs. Supervision of the total program will be under Virginia Cooperative Extension with the expectation that there will be close program coordination and collaboration with local government, and other key agencies and organizations. Reports of Extension programs and program impacts will be provided to the local government at least quarterly, or on a schedule preferred by the locality.

IV. Personnel

There may be two types of employees within a Virginia Cooperative Extension office. These are employees of Virginia Cooperative Extension and employees of the County assigned to Virginia Cooperative Extension.

Virginia Cooperative Extension employees are those employees who are pay-rolled by Virginia Cooperative Extension and may be funded 100 percent by the County, or funded jointly by Virginia Cooperative Extension and the County. These employees will be employed through the procedures by the Commonwealth of Virginia and the Virginia Tech EEO/Affirmative Action Program. A minimum of one-third combined local funding is required for funding extension agents.

Local government input will be sought on the selection of Virginia Cooperative Extension personnel and on their annual performance evaluation. The District Director will work with local government to secure this input.

Any employees pay-rolled by the County and assigned to Virginia Cooperative Extension will be employed in accordance with the local government's established hiring procedures. Virginia Cooperative Extension is not liable for actions of the County employees and the County is not liable for actions of Virginia Cooperative Extension employees.

Virginia Cooperative Extension agents are faculty of the University and subject to the guidelines of the Faculty Handbook. Virginia Cooperative Extension employees who are members of the State of Virginia Personnel Classification System are subject to system guidelines, including salaries and employee benefits. Wage employees pay-rolled by Virginia Cooperative Extension are subject to the applicable state and university guidelines. Wage employees pay-rolled by the County and assigned to Virginia Cooperative Extension are subject to applicable County guidelines.

The title of Extension Agent is reserved for the employees of Virginia Cooperative Extension. No County employee can assume the title of Extension Agent.

V. Financial Arrangement

Virginia Cooperative Extension will annually submit a formal budget request for County funds to support the Extension program. The guidelines for the budget are:

Salaries and Employee Benefits

VCE Employees

Virginia Cooperative Extension will payroll all Extension employees and will bill the County for the locality's portion of salaries and benefits on a quarterly basis. Virginia Cooperative Extension will pay employee benefit costs on the state portion of salaries. The percentage of employee benefits to be applied to salary costs will be requested in the local budget document.

This includes Virginia Cooperative Extension (VCE) employees funded 100 percent by VCE, funding 100 percent by the County, or funded jointly by VCE and the County.

Salary adjustments for Extension Agents are based on an annual evaluation. The local government will be asked by the District Director to provide input into Extension Agents' evaluations. The County is responsible for the local portion of the approved salary increase. Any salary increases designated by the University Board of Visitors for Extension employees will occur on November 25th unless the University Board of Visitors or the Governor of Virginia designate additional salary increases during the course of the fiscal year. By contrast, when the locality provides a raise to their employees, this does not apply to Virginia Cooperative Extension employees.

Staff Support

Virginia Cooperative Extension agrees to provide Faculty Specialist assistance from Virginia Tech and Virginia State University, base level secretarial support, university laboratory services both fee based and non-fee based, office equipment, publications, travel funds, office supplies, postage budget, personal computers, in-service education, and program development support to the extent of budget limitations.

The County agrees to provide office space and appropriate insurance, custodian services, and telephone service. The County agrees, as funding permits, to provide additional secretarial service, printing, equipment, supplies, training opportunities, information technology support and travel funds not furnished by Virginia Cooperative Extension and approved by the County.

VI. Amendment

This memorandum supersedes all previous versions. It may be further amended upon written consent of the parties involved. However, before the memorandum can be terminated by either party, a three month notice must be given in writing to the appropriate party.

The following representatives of Virginia Cooperative Extension and the County agree to the above MOU and attached Appendices.

Appendix 1 Specific Arrangements between Virginia Cooperative Extension and the County

A. Administrative Responsibility

Virginia Cooperative Extension Agents will provide support to the Prince Edward County Emergency Operations Team. VCE agents will inform the local governing bodies whenever agricultural conditions are present which would warrant assistance and will provide farmers and local governing bodies with information on federal and state disaster assistance. In addition, VCE agents will work with the appropriate agencies to complete a comprehensive agricultural damage assessment and coordinate efforts to provide the public with information regarding food safety and security in times of crisis. VCE agents may also assist with planning a safe, environmentally sound and efficient response

to livestock and equine related emergencies including the identification of farms and facilities within or outside the county in the event that animals need to be moved in preparation for an emergency. VCE Agents may also assist in other aspects of emergency planning and response as directed by the County Administration.

B. Program Responsibility

Program responsibilities shall be as outlined in Section III of the Memorandum of Understanding.

C. Personnel

The following Extension Agents are housed in the County Extension Office: 4-H Youth Development, Family and Consumer Sciences (FCS), and Agriculture and Natural Resources (ANR).

Prince Edward County receives support from the Area Food Safety and Security Extension Agent. This agent serves the localities of Dinwiddie, Nottoway, Charlotte, Prince Edward, and Lunenburg and is housed in the Nottoway County Extension Office.

D. Financial Arrangement

The specific funding arrangements for agents housed in the Prince Edward County Office are as follows:

- 4-H Agent – 66.66% State funding, 33.34% County funding
- FCS Agent - 66.66% State funding, 33.34% County funding
- ANR Agent - 66.66% State funding, 33.34% County funding
- Area Food Safety and Security Agent - 66.66% State funding, 33.34% local funding. Prince Edward County contributes 5% of the local funding (or $.05 \times .3334 = .0165$ of the total)

As funding allows, Prince Edward County also pays 50% of the salary and FICA for the Virginia Cooperative Extension Summer Intern position.

Virginia Cooperative Extension provides 100% of the funding for a Unit Administrative Assistant. Staff in the FNP/SNAP-Ed program area are funded by Virginia Cooperative Extension through federal grant programs.

In Re: Festival / Event Permit

Mr. Bartlett reported the Appomattox Young Farmers organization is requesting an event permit for Saturday, August 30, 2014 (with a rain date of Sunday, August 31, 2014) for a Truck & Tractor Pull at the Five County Fairground.

Supervisor Wilck asked if there were any problems last year; Chief Deputy Wilmoth stated there were not.

Supervisor Jones made a motion, seconded by Supervisor Wilck, to approve the event permit application submitted by the Appomattox Young Farmers organization for a Truck & Tractor Pull to be held August 30, 2014; the motion carried:

Aye:	Pattie Cooper-Jones	Nay:	None
	Calvin L. Gray		
	Robert M. Jones		
	Charles W. McKay		
	Howard F. Simpson		
	C. Robert Timmons, Jr.		
	Jerry R. Townsend		
	Jim R. Wilck		

In Re: Resolution: Citizen Volunteer Appointment – Old Dominion RC & D

Mr. Bartlett stated a letter was received from the Chairman of the Old Dominion RC&D regarding the appointment of a council representative for Prince Edward County. Currently, the County's RC&D representative is Ms. Justine Young. Her term expires September 30, 2014. Ms. Young has been contacted to determine if she is interested in being reappointed; she is not. The alternate is Sarah Puckett, and serves at the pleasure of the Board.

Mrs. Sarah E. Puckett, Assistant County Administrator, advised the Board that finding a volunteer may prove to be difficult as several advertisements had been placed prior to finding a volunteer. She stated it may be best to wait to see what the organization will do in its restructuring prior to advertising, and if the Board wishes, the position could be advertised in the December appointment cluster.

Supervisor Cooper-Jones made a motion, seconded by Supervisor Gray, to appoint Mr. Wade Bartlett as representative and Mrs. Sarah E. Puckett as alternate until the direction of the RC&D is established and it may be advertised in the December cluster; the motion carried:

Aye:	Pattie Cooper-Jones	Nay:	None
	Calvin L. Gray		
	Robert M. Jones		
	Charles W. McKay		
	Howard F. Simpson		
	C. Robert Timmons, Jr.		
	Jerry R. Townsend		
	Jim R. Wilck		

In Re: Appointments for Board Members

Mr. Bartlett stated that vacancies now exist on the County Local Emergency Planning Committee (LEPC), the Fire-EMS Funding Committee, and the Piedmont Alcohol Safety Action Program (ASAP) due to the passing of Supervisor Howard M. "Pete" Campbell.

Mrs. Puckett reviewed the function of the LEPC and stated it is a federally required seat.

Supervisor Timmons volunteered to fill the vacancy on the LEPC and the Fire-EMS Funding Committee. The Board concurred.

Mrs. Puckett reviewed the function of the Piedmont ASAP and stated their Board will meet and seek an individual to fill the position and will return to the Board of Supervisors to request the appointment. No action is necessary at this time.

In Re: Public Hearing – Special Use Permit, Southside Electric Cooperative

Chairman Simpson announced that this was the date and time scheduled for a Public Hearing to hear citizen input regarding a request of Southside Electric Cooperative to construct a wireless substation communication tower (140' in height) which will replace an existing 76' monopole located at 789 Loman Road, and will be located approximately eight-tenths of a mile east of Highway 15 on the North side of Loman Road on parcels owned by Southside Electric Cooperative, and identified as Tax Map Parcel 92-A-9 and 92-A-10. Notice of this hearing was advertised according to law in the Wednesday, July 30, 2014 and Wednesday, August 6, 2014 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Bartlett stated the County received a special use permit application for the construction of a wireless communication tower on Tax Map Parcel 92-A-9A, further identified as 789 Loman Road. The parcels are owned by Southside Electric Cooperative and comprise a total of 16.69 acres. The tower will be located inside the grounds of an existing substation. It is a lattice type tower measuring 139.7 feet in height with a base 15.25' wide. At the top, but not extending above the top of the tower will be a six-foot disk shaped antenna. A representative from Southside Electric was the only person to speak at the public hearing held by the Planning Commission. The Planning Commission unanimously approved recommending the approval of the Special Use Permit.

Supervisor Wilck questioned its use. Mr. Bartlett stated it allows for data to be provided to the home office and substations and will be a microwave which will provide more data capability; there will be space for emergency communications to be placed in the future. Mr. Wilck added it is off a dirt road and surrounded by trees.

Supervisor Gray questioned any interference with flight patterns; Mr. Bartlett stated anything lower than 199 feet high, there is no need to have FCC clearance.

Chairman Simpson opened the public hearing.

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

Supervisor McKay made a motion, seconded by Supervisor Wilck, to approve the Special Use Request of Southside Electric Cooperative for the construction of a wireless communication tower located on Tax Map Parcel 92-A-9A; the motion carried:

Aye:	Pattie Cooper-Jones	Nay:	None
	Calvin L. Gray		
	Robert M. Jones		
	Charles W. McKay		
	Howard F. Simpson		
	C. Robert Timmons, Jr.		
	Jerry R. Townsend		
	Jim R. Wilck		

In Re: Public Hearing – Special Use Permit, Stanley A. Lyles

Chairman Simpson announced that this was the date and time scheduled for a Public Hearing to receive public comment on a Special Use Permit request of Stanley A. Lyles for expansion of the Briery Creek Lake Getaway RV Park on land owned by Mr. Stanley Lyles and identified as Tax Map Parcel 91-A-23A. Notice of this hearing was advertised according to law in the Wednesday, July 30, 2014 and Wednesday, August 6, 2014 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Bartlett stated the County received a Special Use Permit application requesting the expansion of the Briery Creek Lake Getaway RV Park on land owned by Mr. Stanley Lyles and identified as Tax Map Parcel 91-A-23A. The property encompasses 11.97 acres of land. The expansion will allow the addition of up to six primitive campsites for use of tents and pop-up campers. In addition, two bathrooms and two shower houses will be installed.

The original Special Use Permit allowing the operation of the RV Park was approved by the Prince Edward County Board of Supervisors on October 14, 2008. This is a Recreational Use which is allowed in the A1, Agricultural Residential District by Special Use Permit.

Mr. Bartlett reported that only Mr. Lyles spoke at the Public Hearing held by the Planning Commission; the Planning Commission unanimously recommended the Special Use Permit be approved.

Chairman Simpson opened the public hearing.

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

Supervisor Wilck made a motion, seconded by Supervisor Gray, to approve the Special Use Permit of Stanley A. Lyles for the expansion of the Briery Creek Lake Getaway RV Park located on Tax Map Parcel 91-A-23A, owned by Stanley A. Lyles; the motion carried:

Aye:	Pattie Cooper-Jones	Nay:	None
	Calvin L. Gray		
	Robert M. Jones		
	Charles W. McKay		
	Howard F. Simpson		
	C. Robert Timmons, Jr.		
	Jerry R. Townsend		
	Jim R. Wilck		

In Re: County Administrator's Report

Mr. Bartlett reported the County received a request from a non-profit organization called "In God We Trust – America, Inc." They are requesting the County approve the placement of the national motto, IN GOD WE TRUST, in the Courthouse. In addition, they request the Board pass a resolution.

The Town of Farmville recently passed this same resolution.

Supervisor McKay suggested if approved, it should be placed on the first floor of the Courthouse, and requested the staff design it.

Mr. Bartlett stated there may be enough in the maintenance fund to cover the cost.

Supervisor McKay made a motion, seconded by Supervisor Gray, to approve placement of "IN GOD WE TRUST" in the Courthouse and to authorize the Chairman of the Board to sign the resolution; the motion carried:

Aye: Pattie Cooper-Jones
Calvin L. Gray
Robert M. Jones
Charles W. McKay
Howard F. Simpson
C. Robert Timmons, Jr.
Jerry R. Townsend
Jim R. Wilck

Nay: None

**BOARD OF SUPERVISORS
OF THE COUNTY OF PRINCE EDWARD, VIRGINIA**

IN GOD WE TRUST

WHEREAS, “In God We Trust” became the United States national motto on July 30, 1956, shortly after our nation led the world through the trauma of World War II; and

WHEREAS, the words have been used on United States currency since 1864; and

WHEREAS, the same inspiring slogan is engraved above the entrance to the United States Senate Chamber, as well as above the Speaker’s dais in the United States House of Representatives; and

WHEREAS, in both war and peace, these words have been a profound source of strength and guidance to many generations of Americans; and

WHEREAS, the County of Prince Edward desires to display this patriotic motto as a way to solemnize public occasions and express confidence in our society;

NOW, THEREFORE, BE IT RESOLVED, the Board of Supervisors of the County of Prince Edward does hereby determine that the historic and patriotic words of our national motto, “*In God We Trust*,” shall be displayed in the Prince Edward County Courthouse and the adoption of this resolution shall be entered into the minutes book of the Board of Supervisors.

Mr. Bartlett reported he was informed by Piedmont Regional Jail that they will be accepting up to 50 additional prisoners from a federal client which will provide a net increase in revenue of approximately \$700,000 for the Jail. These inmates will be able to be housed with no additional staff; there will be additional food and minimal utility costs. He said the State approved eleven additional positions which would be an additional \$352,000 of State revenue. Overall, this will be approximately \$1 million which would lower everyone’s cost.

Supervisor Timmons requested information regarding the recertification of the monitor. Mr. Bartlett stated the report will be received from the monitor on or around August 27.

Supervisor Wilck congratulated Chief Deputy Wilmoth on the capture of the prisoners. Mr. Bartlett stated they were escaped from the Juvenile Justice and there will be an After Action report issued from Juvenile Justice.

In Re: IT Upgrades in Board Room

Supervisor Timmons stated he has received comments from constituents regarding not being able to see the same documents as seen by the Board members during the discussions in the meetings. He suggested installing big screen televisions and a laptop to show what the Board members are discussing.

After some discussion, Supervisor Timmons made a motion, seconded by Supervisor Cooper-Jones, to have staff investigate costs for the visual aids to be used during the meetings; the motion carried:

Aye:	Pattie Cooper-Jones	Nay:	None
	Calvin L. Gray		
	Robert M. Jones		
	Charles W. McKay		
	Howard F. Simpson		
	C. Robert Timmons, Jr.		
	Jerry R. Townsend		
	Jim R. Wilck		

Chairman Simpson announced the Hampden-Sydney Volunteer Fire Department has been notified they have successfully received full federal funding of \$59,796 to purchase 29 sets of Turnout Gear. The CRC assisted the Hampden-Sydney Volunteer Fire Department in applying to the FEMA, Assistance to Firefighters Grant Program.

Supervisor Timmons stated almost six months have passed and the YMCA review of its financial status is about due. Supervisor Jones thanked Supervisor Timmons for the reminder and will meet with Mr. Bartlett to obtain the information for review.

Supervisor Gray stated Miss Virginia is from Pamplin and should be recognized by the Board for her achievement. Chairman Simpson asked Mrs. Puckett to research and bring the information back to the Board.

In Re: Animal Warden's Report

Mr. Ray Foster, Animal Warden, submitted a report for the month of July 2014, which was reviewed and ordered to be filed with the Board papers.

In Re: Building Official's Report

Mr. Coy Leatherwood, Building Inspector, submitted a report for the month of July 2014, which was reviewed and ordered to be filed with the Board papers.

In Re: Cannery Report

Mrs. Lena Huddleston, Cannery Manager, submitted a report for the month of July 2014, which was reviewed and ordered to be filed with the Board papers.

In Re: Cannery – Commercial Report

Ms. Emily Wells, Commercial Manager, submitted a report for the month of July 2014, which was reviewed and ordered to be filed with the Board papers.

In Re: Prince Edward County Public Schools

Mr. K. David Smith, School Superintendent, submitted a financial summary report for the month of July 2014, 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 July 2014, which was reviewed and ordered to be filed with the Board papers.

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

Aye:	Pattie Cooper-Jones	Nay:	None
	Calvin L. Gray		
	Robert M. Jones		
	Charles W. McKay		
	Howard F. Simpson		
	C. Robert Timmons, Jr.		
	Jerry R. Townsend		
	Jim R. Wilck		

the meeting was adjourned at 7:50 p.m.