

June 14, 2016

At the regular meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 14th day of June, 2016, at 7:00 p.m., there were present:

Pattie Cooper-Jones

Calvin L. Gray

Robert M. Jones

Odessa H. Pride

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; James R. Ennis, County Attorney; Brian Butler, Deputy County Attorney; and Sharon Lee Carney, Economic Development Director.

Chairman Simpson called the meeting to order. Supervisor Gray offered the invocation and led the Pledge of Allegiance.

In Re: Public Participation

Richard Altice, Hampden District, stated he attended the School Board meeting where it was announced they would use leftover funds to finance reconstruction of the football stadium. He stated he understood the agreement in 2008 that leftover money was to be returned to the taxpayers. He stated a stadium is a luxury and should be funded by voluntary donations rather than use the tax money.

Joe Grace stated his concerns regarding national security and requested the Board prepare for a loss of federal and state government.

Kenneth Jackson, Lockett District, stated he requested information five months ago regarding a road and sewer and water system that is being put into the Industrial Park, and the jobs created, proposed tax revenue and proposed cost to the County. He said he has not received an answer except that he still owes for

a previous FOIA request. He then questioned the transfer of three properties to be relocated within the Town boundaries, stating the County would lose much needed revenue from the taxes.

Supervisor Timmons stated the taxes will still come to the County for those properties; moving the properties within the town boundary does not change that.

Mr. Jackson stated his support for Dr. McWee for School Board; he stated the school board can apply for grants to help the schools. He stated he was told that color plays a part in the selection but it must be based on qualifications. He said he wants a meeting for the chance to hear from the candidates.

Supervisor Wilck stated there have been meetings and public hearings to hear from the candidates. Mr. Jackson stated a lot of the meetings are not known. He requested bi-weekly meetings of the Board.

Supervisor Timmons stated there have been public hearings to hear from the School Board candidates. He then stated the road, water and sewer into the Industrial Park will have no county funds applied to that project; that is State funds through grants that are available to the County. If this County doesn't apply for and receive them, the funds would go to another county. In order to get some of this County's tax money back, the County must apply for it and then the grant funding must be used for that designated purpose. In this case, the designated purpose is for the upgrade to the Industrial Park; it cannot be used for anything else, and if it is, the money needs to be paid back to the State.

Mr. Jackson asked if there is a proposed business going in. Supervisor Timmons stated there is not, not at this time; he said he told Mr. Jackson that when he first asked the question. This is being built for the future and there will likely be a building put out there owned by the County, as an investment by the County trying to entice someone to come in.

Bemeché Hicks, Lockett District, expressed his concern regarding a lack of economic development in the County, and the Board not promoting and working with developers to do so. He stated the Board needs to run the County and not be micro-managed by the Town Council; virtually all the businesses are placed in the Town of Farmville and not in the County except for Lowe's and Tri-Boro, which did not hire all of the employees it should have. He said the citizens must go to town and pay the high taxes placed on fast food places and other entities to keep the Town on survival mode. The County must act as a cohesive Board for the citizens and not the chosen few. Mr. Hicks then stated the Board should work with the Town and region but done so the County can be developed for the citizens as a whole. Mr. Hicks then stated the County needs

recreation for the children and adults for all districts, for all citizens, not parks that are geared to just one sector of people or that you feel uncomfortable attending because of the atmosphere it portrays. He asked why the County has not helped the State Park division to put in pools and waterparks for the summer. He said the County needs a community center for the citizens to use for functions, or each district needs one such as the one Virso has. He said he sees people retiring with high salaries on taxpayers' money. He said he would not mind paying more taxes if the citizens could see a return on them and not just see the money being funneled into special interest organizations, companies, departments and those who operate them to get higher salaries, but the citizens get less. He asked what is the plan to make this happen, and asked when the Board will start operating in the best interest of the citizens, and when will the citizens see tax dollars at work for the citizens of the County.

In Re: Board of Supervisors Comments

Supervisor Timmons and Supervisor Townsend welcomed all and thanked all for their attendance.

Supervisor Wilck requested the Board and County staff purchase locally.

Supervisor Cooper-Jones stated she hopes the citizens see the progress being made in the County.

In Re: Consent Agenda

On motion of Supervisor Cooper-Jones, seconded by Supervisor Wilck, and carried:

| | | |
|------|---|-----------|
| Aye: | Pattie Cooper-Jones Calvin L. Gray Robert M. Jones Odessa H. Pride Howard F. Simpson C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck | Nay: None |
|------|---|-----------|

the Board accepted the Treasurer's Report for April 2016; the minutes of the meetings held May 10, 2016 and May 31, 2016; Accounts and Claims; Salaries; and appropriations as follows:

| FY 2016 Budget Amendment | | | | | | |
|---------------------------------|------|-------|--------|--------------------------|----------|----------|
| REV/EXP | FUND | DEPT | OBJECT | DESCRIPTION | DEBIT | CREDIT |
| | | | | | | |
| 3 (Rev) | 100 | 23000 | 0080 | Technology Trust Fund | | \$ 1,162 |
| 4 (Exp) | 100 | 21600 | 5880 | Circuit Court Clerk –TTF | \$ 1,162 | |
| | | | | | | |

Prince Edward Treasurer's Report - April 2016

| Name of Bank | Bank Balance | Available Balance |
|------------------------------------|---------------------|--------------------------|
| Benchmark Pooled Fund Account | 11,537,719.56 | 11,537,719.56 |
| Wells Fargo Social Services | 97,852.13 | 97,852.13 |
| Bank of America School Fund | 92,427.31 | 92,427.31 |
| Bank of America Food Service | 4,425.06 | 4,425.06 |
| Benchmark School Fund | 61,718.31 | 61,718.31 |
| Benchmark Food Service | 352,203.21 | 352,203.21 |
| TOTAL | | 122,146,345.58 |
| Certificates of Deposit | | |
| Benchmark | | 357,397.98 |
| Citizens Bank Recreation | | 16,518.43 |
| Farmers Bank | | 434,112.82 |
| TOTAL | | 808,029.23 |
| GRAND TOTAL | | 12,954,374.81 |

BOARD OF SUPERVISORS

| | | | |
|---------------------|---------------------|--------|----------|
| VEPGA | Energy negotiations | | 163.00 |
| Farmville Newsmedia | Advertising | | 1,886.00 |
| Business Card | Meals / snacks | 253.28 | |
| | Training | 350.00 | 603.28 |
| Sarah E. Puckett | Meals | | 133.60 |

COUNTY ADMINISTRATOR

| | | | |
|---------------------------------|---------------------|----------|----------|
| Business Card | UPS | 12.94 | |
| | Software / supplies | 117.71 | 130.65 |
| US Cellular | Phone | | 138.06 |
| Sarah E. Puckett | Mileage / tolls | 206.50 | |
| | Meals | 25.77 | |
| | Gas | 10.00 | 242.27 |
| VEMA | Dues | | 75.00 |
| Business Data of Virginia, Inc. | Norton update | 59.90 | |
| | AP/PR checks | 2,003.03 | 2,062.93 |
| Matthew Bender & Company, Inc. | Session summary | | 95.08 |

COMMISSIONER OF REVENUE

| | | | |
|-----------------------|----------------|--------|--------|
| Farmville Newsmedia | Advertising | | 266.52 |
| Treasurer of Virginia | Online service | | 76.86 |
| Key Office Supply | Post-it flags | 9.78 | |
| | Copy paper | 119.80 | 129.58 |

| <u>TREASURER</u> | | |
|---------------------------|-------------------|--------|
| Benchmark Community Bank | Payflow / Paypal | 7.50 |
| Treasurer of Virginia | Online service | 78.86 |
| BAI Treasurers User Group | Dues | 500.00 |
| Key Office Supply | Office supplies | 8.78 |
| | Greenbar paper | 230.36 |
| | Calculator ribbon | 22.53 |
| | HP cartridge | 82.99 |
| | | 344.66 |
| Bank of America | Analysis fee | 850.26 |

| <u>INFORMATION TECHNOLOGY</u> | | |
|---------------------------------|------------------------------|----------|
| Business Data of Virginia, Inc. | Contract agreement | 3,700.00 |
| | Travel expense | 1,375.00 |
| BAI Municipal Software | Annual maintenance | 4,742.00 |
| | Printer maintenance contract | 79.00 |
| ComputerPlus Sales / Service | | 227.72 |

| <u>ELECTORAL BOARD AND OFFICIALS</u> | | |
|--------------------------------------|-------------------|--------|
| Key Office Supply | Copy paper / tape | 153.95 |

| <u>CIRCUIT COURT</u> | | |
|----------------------|-----------------|--------|
| Key Office Supply | Office supplies | 33.65 |
| Donald C. Blessing | Reference book | 193.75 |

| <u>GENERAL DISTRICT COURT</u> | | |
|-------------------------------|-------|-------|
| US Cellular | Phone | 24.00 |

| <u>CLERK OF THE CIRCUIT COURT</u> | | |
|------------------------------------|------------------|--------|
| CenturyLink | Phone | 48.55 |
| Machelle J. Eppes | Mileage | 81.22 |
| | Meals | 47.93 |
| | Lodging | 267.00 |
| Virginia Court Clerk's Association | Annual dues | 396.15 |
| Caskie Graphics, Inc. | Fiduciary files | 470.00 |
| Key Office Supply | Laser cartridges | 296.73 |
| | Copy paper | 449.85 |
| T&N Printing | Plats | 193.88 |
| | | 643.73 |
| | | 33.00 |

| <u>LAW LIBRARY</u> | | |
|--------------------------------|----------------------|--------|
| AT&T | Phone | 43.04 |
| CenturyLink | Phone | 40.83 |
| Relx Inc., DBA LexisNexis | Monthly subscription | 268.00 |
| Matthew Bender & Company, Inc. | 2016 Session summary | 95.08 |
| | Rules 2016 RV11 | 63.93 |
| | | 159.01 |

| <u>COMMONWEALTH'S ATTORNEY</u> | | |
|--------------------------------|-------------------|--------|
| Treasurer of Virginia | IPad service | 131.22 |
| Megan Clark | Mileage | 119.83 |
| STEPS, Inc. | Shredding service | 35.00 |
| Jane Hensley | Transcripts | 75.40 |

| | | | |
|-----------------------------------|----------------------------|-----------|----------|
| Compro Computers | Monitors (4) | | 659.80 |
| | <u>SHERIFF</u> | | |
| Medtox Laboratories, Inc. | Drug testing | | 50.00 |
| East End Motor Company, Inc. | ABS Module | 762.99 | |
| | Mount / balance tires | 34.00 | |
| | Oil change / washer tank | 410.10 | |
| | Inspection | 16.00 | |
| | Tires | 544.25 | |
| | Fog light bulb | 38.14 | |
| | Headlight bulb | 18.00 | 1,823.48 |
| Express Care | Oil change | 819.08 | |
| | Air filter | 22.99 | 842.07 |
| Grant's Glass | Windshield repair | | 50.00 |
| Kenbridge Tire & Auto | Calibrations | | 275.00 |
| Business Card | Service contract | 134.10 | |
| | Postage | 54.36 | |
| | Meals | 131.93 | |
| | Cards | 13.98 | |
| | Gas | 101.65 | |
| | Voice recorder / batteries | 1,699.98 | 2,136.00 |
| Treasurer of Virginia | VCIN | | 52.74 |
| Kinex Networking Solutions | Remote data backup | | 19.95 |
| CenturyLink | Phone | 10.36 | |
| | VCIN | 7.97 | 18.33 |
| US Cellular | Phone | | 851.76 |
| Andy Cary | Meals | | 80.30 |
| Kimberly Hartwell | Meals | | 24.11 |
| Farmville Printing | Envelopes | | 692.60 |
| Key Office Supply | Folders | 261.69 | |
| | Card file | 26.99 | |
| | USB adaptor | 14.95 | |
| | Stool | 269.00 | |
| | Desk / chair | 1,207.00 | |
| | Chairs | 1,177.98 | 2,957.61 |
| Staples Advantage | Office supplies | | 403.96 |
| Walmart Community / RFCSLLC | Coffee / creamer / sugar | 46.02 | |
| | Creamer / sugar / cups | 31.57 | |
| | Condiments / plates | 19.51 | 97.10 |
| Southside Electric Cooperative | Virso Community Center | | 9.47 |
| O. O. Stiff, Inc. | 5.5 Month service | | 467.97 |
| Chris Joyner | Headlight | | 28.20 |
| DMV | Special ID | | 20.00 |
| Southern Police Equipment Company | Mag charger battery | | 70.99 |
| Creative Monogramming | Uniforms | | 114.00 |
| Premium Marketing & Sales | Badge | 94.45 | |
| | Name badges / cases | 675.80 | 770.25 |
| Quality Uniform Company, Inc. | Uniforms | 7,209.00 | |
| | Uniform patches | 825.00 | 8,034.00 |
| Commtronics of Virginia | Base / antenna system | 14,400.00 | |

| | | | |
|--------------------|--------------------|----------|-----------|
| | Radios & batteries | 2,497.52 | 16,897.52 |
| Signs @ Work, Inc. | Decals | | 750.00 |

FARMVILLE VOLUNTEER FIRE DEPARTMENT

| | | | |
|-----------------------------------|-----------------|--------|--------|
| Fire Protection Equipment Company | HUD transmitter | | 489.69 |
| Key Office Supply | Ink cartridges | | 39.98 |
| Municipal Emergency Services | Adapter | 188.28 | |
| | Axe handles | 50.65 | 238.93 |

RICE VOLUNTEER FIRE DEPARTMENT

| | | | |
|-------------------------|------------------|--|----------|
| C. W. Williams | Turn-out gear | | 2,173.09 |
| Dominion Virginia Power | Electric service | | 249.75 |

PROSPECT VOLUNTEER FIRE DEPARTMENT

| | | | |
|-------------------------------------|--------|--|--------|
| Prince Edward County Public Schools | Diesel | | 177.76 |
|-------------------------------------|--------|--|--------|

DARLINGTON HEIGHTS VOLUNTEER FIRE DEPARTMENT

| | | | |
|------------------------------------|-----------------------------------|--|----------|
| Cyrus Pest Control Company | Exterminating service (April-May) | | 90.00 |
| Darlington Heights Fire Department | Concrete drive | | 9,350.00 |
| Southside Electric Cooperative | Electric service | | 531.84 |
| Travelers - RMD | Workers comp | | 525.00 |

PAMPLIN VOLUNTEER FIRE DEPARTMENT

| | | | |
|---------------------------------|-----------------------|----------|----------|
| AT&T | Phone | | 42.73 |
| C. W. Williams | Vehicle repair | 1,109.46 | |
| | Helmets | 5,291.97 | |
| | Chrome cap w/ chain | 94.47 | 6,495.90 |
| Dodson Pest Control | Exterminating service | | 684.00 |
| Fire & Safety Equipment Company | Light | 304.96 | |
| | Gas detector | 880.63 | 1,185.59 |
| Jamerson Building Supply | Paint / supplies | | 70.42 |
| Pamplin Exxon | Fuel | | 223.38 |
| Verizon | Phone | | 130.22 |
| Dominion Virginia Power | Electric service | | 302.98 |

MEHERRIN VOLUNTEER FIRE DEPARTMENT

| | | | |
|--------------------------|------------------|--------|----------|
| Parker Oil Company, Inc. | Diesel | 918.54 | |
| | Propane | 145.38 | 1,063.92 |
| Verizon | Phone | | 371.99 |
| Dominion Virginia Power | Electric service | | 279.53 |

EMERGENCY SERVICES

| | | | |
|---------------|----------------|--|--------|
| Timmons Group | 911 Addressing | | 270.00 |
|---------------|----------------|--|--------|

REGIONAL JAIL & DETENTION

| | | | |
|--|-----------------------|--|-----------|
| Irongate Boundary Management | Electronic monitoring | | 3,676.25 |
| Piedmont Regional Juvenile Detention Center | Juvenile detention | | 13,050.00 |

BUILDING OFFICIAL

| | | |
|-------------------------|----------------------|--------|
| East End Chevron | Oil change | 39.58 |
| Fisher Auto Parts, Inc. | Oxygen sensor | 48.79 |
| Rod & Staff, LLC | Oxygen sensor & fuse | 169.24 |
| US Cellular | Phone | 24.00 |

ANIMAL CONTROL

| | | |
|------------------------------|--------------------------|----------|
| East End Motor Company, Inc. | Inspection | 16.00 |
| Dominion Virginia Power | Electric service | 134.45 |
| CenturyLink | Phone | 99.15 |
| US Cellular | Phone | 74.75 |
| Jennifer Kingsley, DVM | Euthanasia certification | 100.00 |
| NAPA of Farmville | Oil & filters | 80.86 |
| Galls, LLC | Uniforms | 1,028.67 |
| Pairet's, Inc. | Caps | 80.00 |

MEDICAL EXAMINER

| | | |
|-----------------------|---------|-------|
| Treasurer of Virginia | Coroner | 60.00 |
|-----------------------|---------|-------|

REFUSE DISPOSAL

| | | | |
|--------------------------------|------------------------|-----------|-----------|
| Resource International | Groundwater monitoring | 18,149.01 | |
| | Misc. work tasks | 2,009.25 | |
| | Storm water compliance | 1,057.25 | 21,215.51 |
| C & L Machine & Welding | Repair compactor | 1,861.25 | |
| | Repair tarp bracket | 600.80 | 2,462.05 |
| Lowe's | Bug spray / mouse trap | 32.08 | |
| | Rake / shovel | 48.41 | 80.49 |
| Cavalier Equipment Corporation | Tarp for hook-lift | | 737.02 |
| East End Motor Company, Inc. | Patched tire | 32.99 | |
| | Tire | 495.83 | 528.82 |
| NAPA of Farmville | Def | | 29.97 |
| Republic Services #974 | Trash collection | | 396.93 |
| Wright's Excavating, LLC | Landfill operation | | 48,093.75 |
| Emanuel Tire of Virginia | Tire recycling | | 2,029.20 |
| STEPS, Inc. | Recycling fee | | 2,033.84 |
| Southside Electric Cooperative | DH site | 55.43 | |
| | Virso site | 103.18 | 158.61 |
| Dominion Virginia Power | Rice site | 94.34 | |
| | Cell C pump station | 13.33 | |
| | Green Bay site | 54.76 | |
| | Leachate pump | 277.23 | |
| | Worsham site | 53.12 | |
| | Prospect site | 57.66 | |
| | Scalehouse | 44.01 | |
| | Landfill site | 24.01 | 618.46 |
| AT&T | Phone | | 87.23 |
| CenturyLink | Phone | | 460.94 |
| US Cellular | Phone | | 24.00 |
| Verizon | Phone | | 131.34 |
| O. O. Stiff, Inc. | Monthly service | | 702.50 |

| | | |
|-------------------------------------|--------|----------|
| Prince Edward County Public Schools | Diesel | 1,294.82 |
|-------------------------------------|--------|----------|

GENERAL PROPERTIES

| | | | |
|-------------------------------------|--------------------------------|-----------|-----------|
| Dodson Brothers Exterminating | Pest control - Cannery | 38.00 | |
| | Pest control - Worsham | 38.00 | |
| | Pest control - SCOPE | 38.00 | |
| | Pest control - CH | 85.00 | |
| | Pest control - Visitors Center | 38.00 | 237.00 |
| Fire Sprinkler, Ltd. | Annual service contract | | 1,500.00 |
| Hudson-Payne Electronics | Fire alarm testing | | 650.00 |
| Land Tech Group of Virginia | 50% Deposit | | 1,500.00 |
| Southside Electric Cooperative | SRR lights | | 30.02 |
| Dominion Virginia Power | Roy Clark monument | 12.34 | |
| | SCOPE Building | 134.38 | |
| | Courthouse | 10,928.34 | |
| | Sheriff Department shed | 6.59 | |
| | Worsham Clerk office | 27.15 | |
| | Lights at Rice | 111.00 | |
| | Ag building | 797.75 | |
| | Shop | 39.15 | 12,056.70 |
| Town of Farmville | Water & sewer | | 166.52 |
| AT&T | Phone | | 43.03 |
| CenturyLink | Phone | | 217.44 |
| US Cellular | Phone | | 123.56 |
| O. O. Stiff, Inc. | Monthly service | | 100.00 |
| Diamond Paper Company | Janitorial supplies | | 1,208.62 |
| Unifirst Corporation | Janitorial supplies | | 121.98 |
| Walmart Community / RFCSELLC | Janitorial supplies | | 75.15 |
| Ayers Building & Supply Company | Sink strainer / tube | | 9.38 |
| Farmville Wholesale Electric | Lightbulbs | | 38.70 |
| Grainger | Tone generator | | 104.10 |
| Lowe's | Thermometer | 9.49 | |
| | Drain cleaner / saw blades | 33.94 | |
| | Gloves | 12.33 | |
| | Lumber | 27.78 | |
| | Paint / caulk / bolts | 95.90 | |
| | Landscape cloth / tarp | 47.67 | |
| | Lightbulbs | 25.63 | |
| | Nozzle | 33.23 | |
| | Return | -36.96 | |
| | Locknuts | 2.28 | 251.29 |
| NAPA of Farmville | Belts | | 23.38 |
| Rod & Staff, LLC | Angle iron | | 171.00 |
| Cintas Corporation #524 | Uniform rental | | 391.91 |
| Prince Edward County Public Schools | Diesel | | 218.16 |
| East End Motor Company, Inc. | Mower tire tube | | 18.49 |
| Haley Auto Mall | Inspection | | 16.00 |

CANNERY

| | | |
|---------------------|------------------|----------|
| Virginia Food Works | Contract payment | 2,916.67 |
|---------------------|------------------|----------|

| | | |
|----------------------------------|---------------------------|----------|
| Southside Electric Cooperative | Electric service | 299.67 |
| CenturyLink | Phone | 243.27 |
| Key Office Supply | Ink cartridge | 30.54 |
| Can Corporation of America, Inc. | Cans & lids | 4,150.63 |
| Patty Gulick | Stools / airhose / pliers | 172.60 |
| Hubert Company | Cut bds / thermometers | 210.98 |
| Virginia Department of Taxation | Sales use tax on cans | 219.97 |

CHAPTER X BOARD

| | | |
|---------------------------|---------------------|-----------|
| Crossroads Services Board | 4th Quarter support | 15,000.00 |
|---------------------------|---------------------|-----------|

COMPREHENSIVE SERVICES ACT

| | | |
|--|----------------------|-----------|
| Accurate Interpretation | Foster care | 400.00 |
| Bear Creek Academy | Professional service | 3,300.00 |
| Blue Ridge Autism & Achievement Center | Professional service | 5,510.00 |
| Rescare / Braley & Thompson | Professional service | 6,030.00 |
| Center for Pediatric Therapies | Professional service | 880.00 |
| Centra Health | Professional service | 28,930.00 |
| Elk Hill | Professional service | 3,400.00 |
| Family & Community Support | Professional service | 2,400.00 |
| Grafton School, Inc. | Professional service | 30100 |
| Hallmark Youthcare - Richmond | Professional service | 396.00 |
| Ifetayo Imanchinello | Foster care | 2,085.00 |
| Keystone Newport News, LLC | Professional service | 6,650.00 |
| Ashley Long | Foster care | 4,222.00 |
| Mountain Youth | Professional service | 2,625.00 |
| Northstar Academy, Inc. | Professional service | 3,340.00 |

MUSEUMS

| | | |
|--------|--------|-------|
| Lowe's | Return | 76.77 |
|--------|--------|-------|

PLANNING

| | | | |
|--------------------------|--------------------|--------|--------|
| Donald B. Gilliam | Commission meeting | 100.00 | |
| | Mileage | 21.60 | 121.60 |
| Preston Hunt | Commission meeting | 100.00 | |
| | Mileage | 21.60 | 121.60 |
| Timothy Mark Jenkins | Commission meeting | 100.00 | |
| | Mileage | 11.88 | 111.88 |
| Robert M. Jones | Commission meeting | 100.00 | |
| | Mileage | 5.40 | 105.40 |
| Robert Christopher Mason | Commission meeting | 100.00 | |
| | Mileage | 9.72 | 109.72 |
| John W. Peery, Jr. | Commission meeting | 100.00 | |
| | Mileage | 1.62 | 101.62 |
| John C. Prengaman | Commission meeting | 100.00 | |
| | Mileage | 5.40 | 105.40 |
| John F. Townsend, III | Commission meeting | 100.00 | |
| | Mileage | 8.10 | 108.10 |
| Brett Von Cannon Watson | Commission meeting | 100.00 | |
| | Advertising | | 143.50 |

| | | | |
|----------------------------|------------------------------------|--------|--|
| US Cellular | Phone | 56.76 | |
| Key Office Supply | Pens / clips / folders / envelopes | 223.64 | |
| Walmart Community /RFCSLLC | Flash drives | 27.93 | |

ECONOMIC DEVELOPMENT

| | | | |
|--------------------|-----------|--------|--------|
| Business Card | Postage | 100.84 | |
| | Meals | 66.79 | 167.63 |
| Sharon Lee Carney | Mileage | | 163.62 |
| Farmville Printing | Envelopes | | 141.35 |

TOURISM

| | | | |
|-------------------------|------------------|--|--------|
| Dominion Virginia Power | Electric service | | 150.47 |
| Town of Farmville | Water & sewer | | 48.42 |
| Business Card | UPS | | 9.26 |
| CenturyLink | Phone | | 354.71 |
| Magi Van Eps | Meal | | 11.79 |

COOPERATIVE EXTENSION OFFICE

| | | | |
|-------------|-------|--|--------|
| CenturyLink | Phone | | 107.78 |
|-------------|-------|--|--------|

GENERAL EXPENSE

| | | | |
|-------------------------------|-------|--|----------|
| Lumos Networks | Phone | | 2,796.12 |
| Petroleum Traders Corporation | Gas | | 2,433.29 |

CAPITAL PROJECTS

| | | | |
|---------------------------------|---------------------------|--|-----------|
| Business Data of Virginia, Inc. | Software / domain renewal | | 89.99 |
| Compro Computers | Printers | | 554.92 |
| Teamcraft Roofing, Inc. | Courthouse roofing work | | 50,000.00 |
| W. W. Associates, Inc. | Cannery planning grant | | 6,000.00 |

DEBT SERVICE

| | | | |
|-------------------------|------------------|--|-----------|
| SCOPE / Meals on Wheels | Building payment | | 12,000.00 |
|-------------------------|------------------|--|-----------|

SCHOOL CONSTRUCTION FUND

| | | | |
|-------------------|--------------------|--|----------|
| Dunlap & Partners | Roofing inspection | | 1,300.00 |
|-------------------|--------------------|--|----------|

LANDFILL CONSTRUCTION FUND

| | | | |
|------------------------|---------------------|----------|----------|
| Resource International | Cell E bidding serv | 1,302.50 | |
| | CQA Cell E Bidding | 508.00 | 1,810.50 |

WATER FUND

| | | | |
|-------------------|-------|--|--------|
| Town of Farmville | Water | | 209.55 |
|-------------------|-------|--|--------|

SEWER FUND

| | | | |
|-------------------------|------------|--|-------|
| Dominion Virginia Power | Sewer pump | | 39.18 |
|-------------------------|------------|--|-------|

RETIREMENT BENEFIT FUND

| | | | |
|----------------|-----------------|--|----------|
| Vicki K. Johns | Retiree benefit | | 1,129.00 |
|----------------|-----------------|--|----------|

PIEDMONT COURT SERVICES FUND

| | | | |
|---------------------------------|----------------------------|--------|----------|
| Redwood Toxicology Lab | Drug tests | | 772.22 |
| Alere Toxicology Service, Inc. | Drug testing | | 97.40 |
| ServiceMaster | Clean carpets | | 450.00 |
| Southern Copier Sales & Service | Maintenance contract | | 300.00 |
| Farmville Herald | Advertising | | 105.60 |
| Southside Messenger | Advertising | | 48.00 |
| Dominion Virginia Power | Electric service | | 282.48 |
| CenturyLink | Phone | | 63.48 |
| Lumos Networks | Phone | | 297.01 |
| SRP Corporation, LLC | Rent | | 2,500.00 |
| Stacy Ayers | Mileage | | 51.84 |
| Connie Stimpson | Mileage | 11.50 | |
| | Safe / stool / supplies | 371.06 | 382.56 |
| Jessica Harding | Mileage | 73.44 | |
| | Newspapers | 2.00 | 75.44 |
| Renee T. Maxey | Mileage | 131.85 | |
| | Planner | 16.79 | 148.64 |
| Ashley Nash | Mileage | | 281.88 |
| Megan Newman | Mileage | | 273.24 |
| Joshua Williams | Mileage | | 135.54 |
| Fred Pryor Seminars | Seminar registration | | 297.00 |
| Prince Edward County Treasurer | Training | | 60.00 |
| VCCJA | Registration | | 675.00 |
| CMI, Inc. | Alco-sensor / mouthpiece | | 400.00 |
| Key Office Supply | Stamp rack | 9.49 | |
| | 2-Drawer file | 355.99 | |
| | Receipt books / clipholder | 234.48 | |
| | Copy paper | 911.60 | |
| | Chairs | 617.98 | |
| | Mobile file | 179.95 | |
| | Hole punch / dispenser | 40.30 | |
| | Printer | 376.88 | |
| | Nameplate | 12.00 | |
| | Security box | 64.19 | |
| | Desk | 404.00 | 3,206.86 |
| PAS International, Inc. | Mouthpieces | 48.47 | |
| | Calibrate alco-sensor | 42.42 | 90.89 |
| Patterson Medical Supply | Infectious waste bags | | 41.45 |
| Phelps Locksmith Service | Replace locks / keys | | 106.50 |
| Quill Corporation | Shredder / labels / towels | | 250.43 |
| STEPS, Inc. | Shredding service | | 96.00 |
| Business Data of Virginia, Inc. | Software | | 399.00 |
| Kinex Networking Solutions | Remote backup | | 130.00 |
| Quill Corporation | Card files | | 131.18 |

In Re: Appropriation of FY17 Prince Edward County Budget

Mr. Bartlett stated that on April 28, 2016, the Board of Supervisors approved the FY17 Budget for Prince Edward County. The resolution adopted on that date listed a total budget of \$51,983,395 which included a School budget of \$24,887,185 and a School Cafeteria budget of \$1,088,427. He added that the amounts are presented by department and fund; he stated the Board will make the amendment in July for the SVCC appropriation.

Supervisor Gray made a motion, seconded by Supervisor Townsend, to approve the Annual Resolution of FY17 Appropriations and to appropriate the FY17 Budget for each County Department and Fund; the motion carried unanimously:

| | | |
|------|------------------------|-----------|
| Aye: | Pattie Cooper-Jones | Nay: None |
| | Calvin L. Gray | |
| | Robert M. Jones | |
| | Odessa H. Pride | |
| | Howard F. Simpson | |
| | C. Robert Timmons, Jr. | |
| | Jerry R. Townsend | |
| | Jim R. Wilck | |

**ANNUAL RESOLUTION OF APPROPRIATIONS
OF THE COUNTY OF PRINCE EDWARD
FOR THE FISCAL YEAR ENDING JUNE 30, 2017**

A resolution to appropriate designated funds and accounts from specified estimated revenues for FY 2017 for the operating budget and the Capital Improvements Program for the County of Prince Edward, Virginia, and to authorize and empower County officers to expend funds and manage cash assets; and to establish policies under which funds will be expended and managed.

The Prince Edward County Board of Supervisors does hereby resolve on this 14th day of June 2016 that, for the fiscal year beginning on July 1, 2016, and ending on June 30, 2017, the following sections are hereby adopted.

- Section 1. The cost centers shown on the attached letter labeled FY 2016-2017 Appropriations are hereby appropriated from the designated estimated revenues as approved by the Board of Supervisors on April 28, 2016 for FY 2016-2017.
- Section 2. Appropriations, in addition to those contained in this general Appropriations Resolution, may be made by the Board of Supervisors, only if deemed appropriate and there is available in the fund unencumbered or unappropriated sums sufficient to meet such appropriations.
- Section 3. All appropriations herein authorized shall be on the basis of cost centers for all departments and agencies and by Category.
- Section 4. The Social Services Board is separately granted authority for implementation of the appropriated funds for their respective operations. By this resolution the Social Services

Board is authorized to approve the transfer of any unencumbered balance or portion thereof from one classification of expenditure to another within its respective funds in any amount.

- Section 5. The School Board is separately granted authority for implementation of the appropriated funds for their respective operations. Appropriations for the School Board are by Category. By this resolution the School Board is authorized to approve the transfer of any unencumbered balance or portion thereof from one classification of expenditure to another within or between a category.
- Section 6. The County Administrator is expressly authorized to approve transfers of any unencumbered balance or portion thereof from one classification of expenditure to another within the same Fund with the exception of Constitutional Officers for the efficient operation of government. Transfers into or out of a department of a Constitutional Officer requires prior approval of the Board of Supervisors.
- Section 7. All outstanding encumbrances, both operating and capital, at June 30, 2016 shall be re-appropriated to the FY1027 fiscal year to the same cost center and account for which they are encumbered in the previous year.
- Section 8. At the close of the fiscal year, all unencumbered appropriations lapse for budget items other than those involving ongoing operational projects, or programs supported by grants or County funds, which must be preapproved by the County Administrator or his designee and submitted to the Board of Supervisors for final approval. Such funds must be applied to the purpose for which they were originally approved.
- Section 9. Appropriations previously designated for capital projects will not lapse at the end of the fiscal year but shall remain appropriated until the completion of the project if funding is available from all planned sources, or until the Board of Supervisors, by appropriate ordinance, resolution or other action changes or eliminates the appropriation. Upon completion of a capital project, the County Administrator is hereby authorized to close out the project and return to the funding source any remaining balances. This section applies to all existing appropriations for capital projects at June 30, 2016 and appropriations as they are made in the FY 2017 Budget. The County Administrator is hereby authorized to approve construction change orders to contracts up to an increase of \$10,000.00 as long as funds are available from the funding sources and approve all change orders for reduction of contracts.
- Section 10. The approval of the Board of Supervisors of any grant of funds to the County shall constitute the appropriation of both the revenue to be received from the grant and the County's expenditure required by the terms of the grant, if any. The appropriation of grant funds will not lapse at the end of the fiscal year but shall remain appropriated until completion of the project or until the Board of Supervisors, by appropriate action, changes or eliminates the appropriation. The County Administrator may increase or reduce any grant appropriation to the level approved by the granting agency during the fiscal year. The County Administrator may approve necessary accounting transfers between departments and funds to enable the grant to be accounted for in the correct manner. Upon completion of a grant project, the County Administrator is authorized to close out the grant and return to the funding source any remaining balance. This section applies to appropriations for grants outstanding at June 30, 2016 and appropriations in the FY 2017 Budget.
- Section 11. The County Administrator may reduce revenue and expenditure appropriations related to programs funded all or in part by the Commonwealth of Virginia and/or the Federal Government to the level approved by the responsible state or federal agency.

- Section 12. The County Administrator is authorized to make transfers to the various funds for which there are transfers budgeted. The County Administrator shall transfer funds as deemed necessary up to amounts budgeted or in accordance with any existing bond resolutions that specify the manner in which transfers are made.
- Section 13. The Treasurer may advance monies to and from the various funds of the County to allow maximum cash flow efficiency. The advances must not violate County bond covenants or other legal restrictions that would prohibit an advance. The Treasurer is authorized and directed to credit all interest received from the investment of all County funds to the General fund, with the exception of the School Construction Fund, Economic Development Fund, Recreation Fund, Forfeited Assets Fund, Landfill Fund, D.A.R.E.Fund, VDOT Revenue Sharing Fund (non-local money only) and the Piedmont Court Services Fund, wherein all interest earned will be credited to the respective funds.
- Section 14. All procurement activities with funds appropriated herein shall be made in accordance with the County purchasing policy and applicable state statutes.
- Section 15. It is the intent of this resolution that funds be expended for the purpose indicated in the budget; therefore, budgeted funds may not be transferred from operating expenditures to capital projects or from capital projects to operating expenses without the prior approval from the Board of Supervisors. Also, funds may not be transferred from one capital project to another without the prior approval of the Board of Supervisors.
- Section 16. The County Administrator is authorized, pursuant to State statute, to issue orders and checks for payments where funds have been budgeted, appropriated, and where sufficient funds are available. A listing of vendor payments shall be presented to the Board of Supervisors for information not less frequently than monthly.
- Section 17. Subject to the qualifications contained in this resolution, all appropriations are declared to be maximum, conditional and proportionate appropriations – the purpose being to make the appropriations payable in full in the amount named herein if necessary and then only in the event the aggregate revenues collected and available during the fiscal year for which the appropriations are made are sufficient to pay all the appropriations in full. Otherwise, the said appropriations shall be deemed to be payable in such proportions as the total sum of all realized revenue of the respective funds is to the total amount of revenue estimated to be available in the said fiscal year by the Board of Supervisors.
- Section 18. All revenues received by an agency under the financial control of the Board of Supervisors or by the School Board or by the Social Services Board not included in its estimate of revenue for the financing of the fund budget as submitted to the Board of Supervisors may not be expended by said agency under the financial control of the Board of Supervisors or by the School Board or by the Social Services Board without the consent of the Board of Supervisors being first obtained, and those sums appropriated to the budget. Any grant approved by the Board for application shall not be expended until the grant is approved by the funding agency for drawdown. Nor may any of these agencies or boards make expenditures which will exceed a specific item of an appropriation.
- Section 19. Allowances out of any of the appropriations made in this ordinance by any or all County departments, commissions, bureaus, or agencies under the financial control of the Board of Supervisors to any of their officers and employees for expense on account of the use of such officers and employees of their personal automobiles in the discharge of their official duties shall be paid at the same rate as that established by the internal revenue service and shall be subject to change by the County Administrator from time to time to maintain like rates.

Section 20. All previous appropriation ordinances or resolutions to the extent that they are inconsistent with the provisions of this ordinance shall be and the same are hereby repealed.

Section 21. This ordinance shall become effective on July 1, 2016.

Listed below are the appropriations for each County Department and Fund:

| | <u>FUND AND FUNCTION</u> | <u>AMOUNT</u> |
|-------|-----------------------------------|----------------------|
| | <u>General Fund</u> | |
| 11010 | Board of Supervisors | \$ 125,225 |
| 12110 | County Administrator | 514,967 |
| 12210 | Legal Services | 47,035 |
| 12240 | Independent Auditor | 42,988 |
| 12310 | Commissioner of Revenue | 289,947 |
| 12320 | Assessor | 14,000 |
| 12410 | Treasurer | 333,652 |
| 12510 | Information Technology | 87,253 |
| 13100 | Electoral Board & Officials | 40,520 |
| 13200 | Registrar | 92,763 |
| 21100 | Circuit Court | 54,916 |
| 21200 | General District Court | 7,450 |
| 21300 | Magistrates | 3,525 |
| 21600 | Clerk of Circuit Court | 508,688 |
| 21800 | Law Library | 6,000 |
| 22100 | Commonwealth's Attorney | 568,383 |
| 22200 | Victim Witness Assistance Program | 67,913 |
| 31200 | Sheriff | 1,923,843 |
| 31201 | Sheriff – Courts | 383,912 |
| 32200 | Volunteer Fire Departments | 536,600 |
| 32300 | Ambulance & Rescue Squad | 84,000 |
| 32400 | Forest Fire Prevention | 12,000 |
| 32500 | Emergency Services | 45,415 |
| 33200 | Regional Jail/Juvenile Detention | 1,285,000 |
| 34100 | Building Official | 55,360 |
| 35100 | Animal Control | 119,052 |
| 35300 | Medical Examiner | 500 |
| 42300 | Refuse Disposal | 1,200,382 |
| 42600 | Litter Control | 7,452 |
| 42610 | Sandy River Reservoir | 8,000 |
| 43200 | General Properties | 648,919 |
| 43400 | Cannery | 80,986 |
| 51100 | Health Department | 162,734 |
| 52500 | Crossroads Services Board | 60,000 |
| 53500 | Comprehensive Services Act | 1,103,000 |
| 53501 | Other Welfare/Donations | 69,533 |
| 68100 | Contributions to Colleges | 6,750 |
| 71100 | Parks & Recreation | 63,000 |
| 72200 | Museums | 9,000 |
| 73500 | Public Library | 204,663 |
| 81100 | Planning | 191,502 |
| 81200 | Community Development | 48,850 |
| 81500 | Economic Development | 66,840 |

| | | |
|---------------------------|------------------------------|----------------------|
| 81600 | Tourism | 84,189 |
| 82300 | Flood & Erosion Control | 6,000 |
| 82400 | Soil & Water Conservation | 11,840 |
| 83500 | Cooperative Extension Office | 67,420 |
| 91000 | General Expense | 168,026 |
| 93000 | Transfers Out | 9,308,514 |
| 94000 | Capital Projects | 22,000 |
| 95000 | Debt Service | 876,645 |
| TOTAL GENERAL FUND | | \$ 21,727,152 |

Forfeited Assets Fund \$ 0.00
(To be expended only on order of the Board of Supervisors)

Recreation Fund \$ 6,000
(To be expended only on order of the Board of Supervisors)

CDA Special Levy Fund \$ 110,709
(To be expended only on request of the Poplar Hill CDA)

Granite Falls CDA \$ 1,551
(To be expended only on order of the Granite Falls CDA)

D.A.R.E. Fund \$ 0.00
(To be expended only on order of the Board of Supervisors)

Welfare Fund \$ 2,838,685
(To be expended only on order of the Social Services Board)

School Fund
(To be expended only on order of the School Board)

| | |
|--|----------------------|
| 61000 – Instruction | \$17,982,676 |
| 62000 – Administration, Health, Attendance | 1,517,144 |
| 63000 – Pupil Transportation | 1,882,742 |
| 64000 – Operation & Maintenance | 1,669,023 |
| 66000 – Facilities | 150,000 |
| 67000 – Debt Service | 599,330 |
| 68000 – Technology | 1,086,270 |
| Total | \$ 24,887,185 |

School Cafeteria Fund \$ 1,088,427
(To be expended only on order of the School Board)

Landfill Construction Fund \$ 304,000
(To be expended only on order of the Board of Supervisors)

Water Fund \$ 301,613

Sewer Fund \$ 116,800

Retiree Benefits Fund \$ 13,819
(To be expended only on order of the Board of Supervisors)

| | | |
|--|-----------|-------------------|
| <u>Economic Development Fund</u> | \$ | 23,368 |
| (To be expended only on order of the Board of Supervisors) | | |
| <u>Revenue Sharing Fund – VDOT</u> | \$ | 0.00 |
| (To be expended only on order of the Board of Supervisors) | | |
| <u>Piedmont Court Services Fund</u> | \$ | 564,086 |
| (To be expended only on order of the Board of Supervisors) | | |
| TOTAL | | |
| APPROPRIATIONS | \$ | 51,983,395 |

The Treasurer is authorized and directed to transfer from the General Fund to the Welfare Fund, School Fund, and Retiree Benefits Fund such sums as may be needed to meet the foregoing appropriations. The Treasurer is authorized and directed to credit all interest received from the investment of all county funds to the General Fund, with the exception of the School Construction Fund, Economic Development Fund, Recreation Fund, Forfeited Assets Fund, Landfill Fund, D.A.R.E. Fund, VDOT Revenue Sharing Fund (non-local money only) and the Piedmont Court Services Fund, wherein all interest earned will be credited to the respective funds.

Supervisor Timmons questioned the necessity of the Board to approve the School making adjustments to their budget categories. Mr. Bartlett said that is included in Section 5 of the Resolution and the Schools would have to come back to the Board.

In Re: Courthouse Landscape Design

To prepare for the Vice-Presidential Debate in October, the Board of Supervisors has decided to improve the appearance of the outside of the Courthouse grounds. The front steps have been re-caulked, the brickwork has been tuck pointed and the damaged part of the columns has been repaired.

On April 12, 2016, the Board agreed to hire LandTech to develop a landscape design for the Courthouse grounds. LandTech has completed the design and has provided two options for the front of the Courthouse. The Board was provided schematics of the entire design to include the two options.

Both designs maintain the current brick columns with the black chain that runs parallel to the sidewalk on Main Street. Both options call for the existing brick of the front walk to be removed and be replaced by new pavers that match what the Town has used. The main difference between the two options is one allows for secondary walkways using the existing pavers and running parallel to Main Street. At the

end of the secondary walks are the Light of Reconciliation Marker and the Granite Memorials. Benches are provided in this plan to allow seating.

The second design eliminates the secondary walks. The Light of Reconciliation Marker and the Granite Memorials would be moved close to the Main Street sidewalk. Existing pavers will be used to create small patios adjacent to the Marker and Memorials for the public to use.

A representative from LandTech presented and reviewed the two options, providing detail on placement of the options and plants used. She also stated a bronze casting of the County Seal may be added to the design.

Following the presentation, Supervisor Timmons stated the County is also in the process of evaluating Courthouse security measures; he stated if in that process they restrict access to all but one entrance on the north side, several of the other entrances would not be used, and the Board must consider that change. Discussion followed.

Mr. Bartlett stated the estimates provided are for all portions of the design.

Supervisor Timmons asked when the report from the consultant may be expected. Mr. Bartlett said it should be received within the next two to four weeks. Discussion followed.

Supervisor Timmons made a motion, seconded by Supervisor Wilck, to table action until the County receives the information regarding the security plan for the Courthouse; the motion carried:

| | | |
|------|------------------------|-----------|
| Aye: | Pattie Cooper-Jones | Nay: None |
| | Calvin L. Gray | |
| | Robert M. Jones | |
| | Odessa H. Pride | |
| | Howard F. Simpson | |
| | C. Robert Timmons, Jr. | |
| | Jerry R. Townsend | |
| | Jim R. Wilck | |

Mr. Timmons asked how long it would take LandTech to come up with construction plans once the Board decides on action; the representative stated it would be approximately a week.

In Re: FY17 County Budget – Revisited

Mr. Bartlett stated that upon closer review, the Board may wish to eliminate the last sentence in Section 5 of the Annual Resolution of Appropriations of the County of Prince Edward for the Fiscal Year Ending June 30, 2017.

After some discussion, Supervisor Timmons made a motion, seconded by Supervisor Townsend, to strike the last sentence in Section 5 of the Annual Resolution of Appropriations of the County of Prince Edward for the Fiscal Year Ending June 30, 2017, to read as follows:

Section 5. The School Board is separately granted authority for implementation of the appropriated funds for their respective operations. Appropriations for the School Board are by Category. ~~By this resolution the School Board is authorized to approve the transfer of any unencumbered balance or portion thereof from one classification of expenditure to another within or between a category.~~

The motion carried:

| | | |
|------|---|-----------|
| Aye: | Pattie Cooper-Jones Calvin L. Gray Robert M. Jones Odessa H. Pride Howard F. Simpson C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck | Nay: None |
|------|---|-----------|

In Re: Public Hearing – Amendments to the County Precinct Ordinance

Chairman Simpson announced that this was the date and time scheduled for a public hearing on the Amendments to the County Precinct Ordinance. Notice of this hearing was advertised according to law in the Friday, June 3, 2016 and Friday, June 10, 2016 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

At its May 10, 2016 meeting, the Board authorized a public hearing on amendments to the County Precinct Ordinance. Two of the County's eight election districts have more than one precinct: Buffalo District and Leigh District. Each of these voting Districts has two precincts. Election boundaries (voting districts or precincts) must be drawn using physical features (roads, creeks, etc.) that are discernible from the ground. Based on this legal requirement, the boundaries of the precincts in the Leigh District will require

minor changes in order to bring them into compliance. No changes are necessary on the precincts in the Buffalo District.

Chairman Simpson opened the public hearing.

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

Brian Butler, Deputy County Attorney, stated the ordinance had not been updated when the redistricting took place; this would ensure the ordinance lawfully complies. He added no one will vote for a new supervisor.

Supervisor Timmons made a motion, seconded by Supervisor Cooper-Jones, to approve the proposed amendments to the County Precinct Ordinance; the motion carried:

| | | |
|------|------------------------|-----------|
| Aye: | Pattie Cooper-Jones | Nay: None |
| | Calvin L. Gray | |
| | Robert M. Jones | |
| | Odessa H. Pride | |
| | Howard F. Simpson | |
| | C. Robert Timmons, Jr. | |
| | Jerry R. Townsend | |
| | Jim R. Wilck | |

Sec. 42-31. – Boundary descriptions of election precinct areas.

- (a) Each of the county election districts, with the exception of districts 301 and 501, has one precinct. The boundaries for precinct districts 101, 201, 401, 601, 701 and 801 are the same as for the corresponding election districts described in this article.
- (b) Election district 501 has two precincts located within its boundaries. These are precincts 501 and 502. The boundary descriptions are as follows:
 - (1) Boundary description of precinct 501. Commencing at a point where Secondary Highway 667 (Bloomfield Road) intersects Secondary Highway 671 (County Line Road) at the Charlotte County line; thence in a northerly direction along said Secondary Highway 667 (Bloomfield Road) until it intersects Secondary Highway 699 (Carter Road); thence in an easterly direction along said Secondary Highway 699 (Carter Road) until it intersects with Carey Creek; thence in a northerly direction down said Carey Creek until it intersects with Buffalo Creek; thence in a northeasterly direction along said Buffalo Creek until it intersects Secondary Highway 648 (Hard Times Road) at Lockett Creek’s confluence with Buffalo Creek; thence in a westerly and southwesterly direction along said Lockett Creek until said creek’s point of beginning at the intersection of Secondary Highway 658 (Five Forks Road) and Secondary Highway 664 (Singleton Road); thence in a westerly and northwesterly direction along said Secondary Highway 658 (Five Forks Road) until it intersects U.S. Highway 460 until it intersects Secondary Highway 627 (Hixburg Road); thence in a southwesterly direction along the Appomattox County and Charlotte County line until said line intersects with Secondary Highway 671 (County Line Road); thence in an easterly and southeasterly direction along said Secondary Highway 671 (County Line Road) at the point of beginning, including all territory encompassed within said lines, and being further described as including Census Blocks; (Tract 9302) 22065, 23060-23062, 23068, 23069, 23072-23074, 23082; (Tract 9303) 1000, 1001, 1007-10011, 1018-1020, 1022, 1023-1034, 1038-1050, 1052-1091, 2018-2050, 3023, 2036, 3038, 3047, 3049, 3052-3082, 3093, 3094.

- (2) Boundary description of precinct 502. Commencing at a point where Buffalo Creek intersects Secondary Highway 658 (Five Forks Road); thence in an easterly direction along said Secondary Highway 658 (Five Forks Road) until it intersects with Secondary Highway 643 (Back Hampden-Sydney Road); thence in a northerly direction along said Secondary Highway 643 (Back Hampden-Sydney Road) until it intersects with Secondary Highway 642 (Germantown Road); thence in an easterly direction along Secondary Highway 642 (Germantown Road) until its intersection with Secondary Highway 628 (Commerce Road); thence in a northerly direction along Secondary Highway 628 (Commerce Road) until it intersects with U.S. Highway Bypass 15-460; thence in an easterly direction along said U.S. Highway Bypass 15-460 until it intersects Little Buffalo Creek; thence in a northerly direction along said Little Buffalo Creek until it intersects with the corporate limits of the Town of Farmville; thence in a westerly, northerly, northwesterly, and easterly direction along said corporate limits of the Town of Farmville until said corporate limits intersect with High Bridge Trail State Park (formerly Norfolk-Southern railroad tracks); thence in an easterly direction along High Bridge Trail State Park (formerly Norfolk-Southern railroad tracks) until it intersects with Buffalo Creek at the corporate limits of the town of Farmville; thence in a northeasterly direction along said Buffalo Creek and corporate limits until said Buffalo Creek enters the Appomattox River; thence in a westerly and northwesterly direction along said Appomattox River until it intersects U.S. Highway 15 (Sheppards Road); thence in a southeasterly direction along said U.S. Highway 15 (Sheppards Road) until it intersects with the U.S. Highway 15-460 Bypass; thence in a southeasterly direction along said U.S. Highway 15-460 Bypass until it intersects with the High Bridge Trail State Park (formerly the Norfolk-Southern railroad tracks); thence in a westerly direction along said High Bridge Trail State Park (formerly Norfolk-Southern railroad tracks) until said Park intersections with Secondary Highway 648 (Hard Times Road); thence in a southerly direction along Secondary Highway 648 (Hard Times Road) until it intersects Lockett Creek at Lockett Creek's confluence with Buffalo Creek; thence in a southerly direction along Buffalo Creek to the point of beginning, including all territory encompassed within said lines, and being further described as including Census Blocks; (Tract 9302) 11000-11034, 11044-11050, 11087, 11089, 11095, 11096, 11103-11108, 11110, 12034, 12035, 12038, 21040, 21073, 22029-22032, 22034-22038, 22058-22064, 22087, 22088, 22101.
- (c) Election District 301 has two precincts located within its boundaries. These are precincts 301 and 302. The boundary descriptions are as follows:
- 1) Boundary description of precinct 301. Commencing at a point where Secondary Highway 621 (Grape Lawn Road) intersects the Nottoway County line; thence proceeding in an westerly direction along said Secondary Highway 621 (Grape Lawn Road) until it intersects with Secondary Highway 641 (Williams Road); thence in a northwesterly direction along said Secondary Highway 641 (Williams Road) until it intersects Secondary Highway 612 (Sandy River Road); thence in a westerly direction along said Secondary Highway 612 (Sandy River Road) until it intersects with Secondary Highway 696 (Green Bay Road); thence in a northwesterly direction along said Secondary Highway 696 (Green Bay Road) until it intersects with Secondary Highway 636 (Poorhouse Road); thence in a northwesterly direction along said Secondary Highway 636 (Poorhouse Road) until it intersects with Secondary Highway 637 (Worsham Road); thence in a westerly direction along said Secondary Highway 637 (Worsham Road) until it intersects with Secondary Highway 630 (Old Ridge Road); thence in a northerly direction along said Secondary Highway 630 (Old Ridge Road) until it intersects Secondary Highway 628 (Zion Hill Road); thence in a westerly direction along said Secondary Highway 628 (Zion Hill Road) until it intersects Briery Creek; thence up Briery Creek in a southwesterly direction until it intersects with U.S. Highway 15; thence in a southeasterly and southerly direction along U.S. Highway 15 until it intersects with Secondary Highway 630 (Meherrin Road) at New Witt Church;

thence along said Secondary Highway 630 (Meherrin Road) until it intersects with Rice Creek; thence in a northeasterly direction along Rice Creek until its confluence with Bush River; thence in a southerly direction along Bush River to its branch with Camp Creek; thence in a southeasterly direction along Camp Creek and the eastern border of Census Tract 9303, Block 5048 to the intersection of Secondary Highway 632 (Schultz Mill Road) and Secondary Highway 630 (Meherrin Road); thence in a southeasterly direction along Meherrin Road to the Lunenburg County line; thence generally easterly along the Lunenburg County line until the Lunenburg County line intersects with the Nottoway County line; thence in a northerly direction along said Nottoway County line until it intersects with Secondary Highway 621 (Grape Lawn Road), the point of beginning, including all of the territory encompassed within said lines and being further described as including Census Blocks: (Tract 9301) 3054, 3046 (Tract 9303) 4000-4008, 5002-5047, 4040-5135, 4142-5151, 5166-5183, 5187-5192.

- 2) Boundary description of precinct 302. Commencing at a point where Secondary Highway 630 (Meherrin Road) intersects with Rice Creek; thence in a northeasterly direction along Rice Creek until its confluence with Bush River; thence in a southerly direction along Bush River to its branch with Camp Creek; thence in a southeasterly direction along Camp Creek to the intersection of Secondary Highway 632 (Schultz Mill Road) and Secondary Highway 630 (Meherrin Road); thence in a southeasterly direction along Meherrin Road to the Lunenburg County line; thence generally westerly along the Lunenburg County and then Charlotte County lines to its intersection with U.S. Highway 15 (Farmville Road); thence in a northerly direction along U.S. Highway 15 (Farmville Road) to its intersection with Secondary Highway 647 (Loman Road); thence in an easterly direction along Secondary Highway 647 (Loman Road) to its intersection with Secondary Highway 630 (Meherrin Road); thence in a northerly direction along Secondary Highway 630 (Meherrin Road) to the point of beginning, including all of the territory encompassed within said lines and being further described as including Census Blocks: (Tract 9303) 4010-4015, 4014, 4031-4035, 4038-4040, 4042-4046, 4048, 4056-4080, 4091-4096, 4098-4119, 5048, 5049, 5136-5141, 5152-5165, 5184-5186, 5193.

Sec. 43-32. – Description of polling places.

The description of the county’s polling places is as follows:

| Election District Number | District Name | Polling Place Location |
|--------------------------|--|--|
| 101 | Farmville | Farmville Bus Shop on Doswell Street |
| 201 | Lockett | Rice Fire House on Highway 600 in Rice |
| 301 | Leigh District 301 Mount Zion | Second Mount Zion Baptist Church on Highway 696 near Green Bay |
| | Leigh District 302 Mount Pleasant | Mount Pleasant United Methodist Church on Highway 633 |
| 401 | Hampden | Hampden-Sydney Fire House off State Primary Route 133 on South Boundary Road |
| 501 | Buffalo Precinct 501 Darlington Heights | Fire House in Darlington Heights on Highway 665 |

| | | |
|-----|---------------------------------|---|
| | Precinct 502 Buffalo Heights | Piedmont ASAP Building on West Third Street, U.S. Highway 460 Business |
| 601 | Prospect | Fire House in Prospect on Highway 655 |
| 701 | West End | P. F. Gay Fire Station at Highway 460 Bridge over Buffalo Creek |
| 801 | Center | Elks Lodge on South Main Street |

In Re: Public Hearing – Amendments to the County 2016 Tax Rate Ordinance

Chairman Simpson announced that this was the date and time scheduled for a public hearing on the Amendments to the County 2016 Tax Rate Ordinance. Notice of this hearing was advertised according to law in the Friday, June 3, 2016 and Friday, June 10, 2016 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Section 58.1-3965 of the *Code of Virginia* enables localities to adopt an ordinance which will authorize the sale of land for delinquent special tax levies within any district covered by a community development authority if the property is delinquent on the first anniversary of the date on which the special tax becomes due. The special tax levy requested by the Poplar Hill CDA is only assessed on properties within the Poplar Hill CDA District. This expedites the collection of special tax levies, but does not impact other taxpayers of the County.

Mr. Butler stated the Special Assessment that was assessed against the properties in the Poplar Hill Community Development Authority and has no application beyond those properties and will not affect taxes paid by anyone else. This will allow acceleration of the process of collection of overdue taxes from three years to one year. There are protections for anyone living on CDA property; this only affects unoccupied land of the CDA.

Chairman Simpson opened the public hearing.

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

Supervisor Gray made a motion, seconded by Supervisor Townsend, to approve the amendments to the County 2016 Tax Rate Ordinance; the motion carried:

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

Nay: None

An Ordinance to Amend the Ordinance to Impose Tax Levies For Calendar Year 2016

Whereas, the Prince Edward County Board of Supervisors established the levies for Calendar Year 2016 for the County of Prince Edward, Virginia by ordinance adopted April 28, 2016; and

Whereas, the Prince Edward County Board of Supervisors desires to amend said ordinance to expedite the collection of any delinquent Special Levy taxes in the Poplar Hill Community Development Authority District, in accordance with the provisions of Section 58.1-3965.2 of the *Code of Virginia*;

Now, Therefore, Be It Resolved, by the Board of Supervisors of the County of Prince Edward that the Ordinance to Impose Tax Levies for Calendar Year 2016 be amended to include the following language:

Be It Further Resolved, that an additional special tax shall be levied on real property located in the Poplar Hill Community Development Authority (CDA) District at the request of the Poplar Hill Community Development Authority, pursuant to the authority granted by Section 14.2-5158(A)(3) of the *Code of Virginia*; and that, pursuant to Section 58.1-3965.2 of the *Code of Virginia*, proceedings be instituted to sell any such real property when this special tax on the property is delinquent on the first anniversary of the date on which the tax became due.

Additional Special Tax Levy – Poplar Hill CDA District Only

| Levy | Nominal Tax Rate (per \$100 of assessed valuation) | Value Used for Assessment Purposes | Effective Tax Rate (per \$100 of assessed valuation) |
|--|--|---|--|
| Poplar Hill CDA District Real Estate Special Tax Levy | \$1.00 | Fair Market Value | \$1.00 |

In Re: School Board Appointments

At its May 10, 2016 meeting, the Board of Supervisors held a public hearing on the candidates for School Board for Districts #301 and #501, as required by Section 22.1-29.1 of the *Code of Virginia*.

A vote was taken on the candidates for the four year term of School Board representative for District 301.

| <u>Candidate</u> | <u>Vote</u> |
|-----------------------------|---|
| Timothy W. Corbett, Sr., MD | Pattie Cooper-Jones Calvin L. Gray Robert M. Jones Odessa H. Pride Howard R. Simpson C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck |
| Wayne E. McWee, Ed.D. | (None) |

Timothy W. Corbett, Sr., MD will serve a four-year term as the School Board representative for District 301, commencing July 1, 2016.

A vote was taken on the candidates for the four year term of School Board representative for District 501.

| <u>Candidate</u> | <u>Vote</u> |
|--------------------------|---|
| Patricia A. Bobenreith | Robert M. Jones Howard R. Simpson |
| Wilkie W. Chaffin, Ph.D. | Pattie Cooper-Jones Calvin L. Gray Odessa H. Pride C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck |

Wilkie W. Chaffin, Ph.D. will serve a four-year term as the School Board representative for District 501, commencing July 1, 2016.

In Re: Appointment – Board of Appeals for Building Code

Chairman Simpson requested the Board consider the statement contained in the Virginia Uniform Statewide Building Code prior to voting. The USBC states:

“Members of the LBBCA (local board of building code appeals) shall be selected by the locality on the basis of their ability to render fair and competent decisions regarding application of the USBC and shall to the extent possible, represent different occupational or professional fields relating to the construction industry.”

Discussion followed regarding the qualifications of Ms. Walker for the position. Mr. James Ennis, County Attorney, stated the USBC statement does not disqualify Ms. Walker as a candidate; it is a question of qualification to interpret building code as goes to familiarity with building code and custom and usage in the construction industry. The language “to the extent possible” would not limit the candidacy to someone who is a licensed contractor.

Mr. Bartlett stated the purpose of the Board of Appeals for Building Code.

A vote was taken on the candidates for the five-year term of Board of Appeals for Building Code.

| <u>Candidate</u> | <u>Vote</u> |
|--------------------|---|
| Southard Brumfield | Robert M. Jones Howard R. Simpson |
| Lanay S. Walker | Pattie Cooper-Jones Calvin L. Gray Odessa H. Pride C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck |

Lanay S. Walker will be appointed to the Board of Appeals for Building Code for a term of five years beginning July 1, 2016 and ending June 30, 2021.

In Re: Appointment – Poplar Hill Community Development Authority

A vote was taken on the candidates for the one-year terms for the Poplar Hill Community Development Authority:

| | |
|------------------|---|
| John Gantt | Calvin L. Gray Pattie Cooper-Jones Robert M. Jones Odessa H. Pride Howard R. Simpson C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck |
| Karen Schinabeck | Calvin L. Gray Pattie Cooper-Jones Robert M. Jones Odessa H. Pride Howard R. Simpson C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck |

Lanay S. Walker

(None)

John Gantt and Karen Schinabeck will be appointed to the Poplar Hill Community Development Authority for a term of one year beginning July 1, 2016 and ending June 30, 2017.

In Re: Appointment – Prince Edward County Industrial Development Authority – Four Year Term

A vote was taken on the candidates for the unexpired term for the Prince Edward County Industrial Development Authority:

| <u>Candidate</u> | <u>Vote</u> |
|-----------------------|---|
| Gwen Eddleman, Ed.D. | Calvin L. Gray Pattie Cooper-Jones Robert M. Jones Odessa H. Pride Howard R. Simpson C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck |
| Michael B. Montgomery | Calvin L. Gray Pattie Cooper-Jones Odessa H. Pride C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck |
| Fred E. Russell | Robert M. Jones Howard R. Simpson |
| Lanay S. Walker | (None) |

Gwen Eddleman, Ed.D. and Michael B. Montgomery will be appointed to the Prince Edward County Industrial Development Authority for a term of four years beginning July 1, 2016 and ending June 30, 2020.

In Re: Appointment – Prince Edward County Industrial Development Authority – Unexpired Term

A vote was taken on the candidates for the one-year term opened by the resignation of a member of the Prince Edward County Industrial Development Authority:

| <u>Candidate</u> | <u>Vote</u> |
|------------------|--|
| Fred E. Russell | Calvin L. Gray Pattie Cooper-Jones Robert M. Jones Howard R. Simpson C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck |
| Lanay S. Walker | (None) |

Fred E. Russell will be appointed to the Prince Edward County Industrial Development Authority to fill an unexpired term ending June 30, 2017.

In Re: Appointment – Social Services Board

A vote was taken on the candidate for the four-year term for the Prince Edward Social Services Board.

| <u>Candidate</u> | <u>Vote</u> |
|------------------|---|
| Shirley Wallace | Calvin L. Gray Pattie Cooper-Jones Robert M. Jones Odessa H. Pride Howard R. Simpson C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck |

Shirley Wallace will be appointed to the Social Services Board for a term of four years beginning July 1, 2016 and ending June 30, 2020.

In Re: Appointment – Central Virginia Regional Library Board

A vote was taken on the candidates for the four-year term for the Central Virginia Regional Library Board:

| <u>Candidate</u> | <u>Vote</u> |
|-----------------------|---|
| Susan M. Smith, Ph.D. | Calvin L. Gray Pattie Cooper-Jones Robert M. Jones Odessa H. Pride Howard R. Simpson C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck |
| L. Rae Moore-Reed | (None) |
| Lanay S. Walker | (None) |

Susan M. Smith, Ph.D. will be appointed to the Central Virginia Regional Library Board for a term of four years beginning July 1, 2016 and ending June 30, 2020.

In Re: Appointment – Central Virginia Regional Library Board (Unexpired Term)

A vote was taken on the candidates for the two-year, unexpired term for the Central Virginia Regional Library Board:

| <u>Candidate</u> | <u>Vote</u> |
|-------------------|---|
| L. Rae Moore-Reed | Calvin L. Gray Pattie Cooper-Jones Robert M. Jones Odessa H. Pride Howard R. Simpson C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck |
| Lanay S. Walker | (None) |

L. Rae Moore-Reed will be appointed to fill an unexpired term until June 30, 2018.

In Re: Regional Emergency Communications Grant

Mr. Bartlett stated the Commonwealth Regional Council is spearheading an application for a grant from VDEM. The grant will be used to assist in providing communication coverage for areas that lack such coverage now. The grant will be used to erect eight communication towers. Three of the towers will be purchased with funds from the grant and Mid-Atlantic Broadband, who is partnering with the CRC, will donate five towers.

Lunenburg and Prince Edward County each would receive one tower. Amelia will receive two and Charlotte County will receive four towers. The tower in Prince Edward County is proposed to be placed on land owned by the Darlington-Heights Volunteer Fire Department and would provide communication in dead zones in the western and southern portion of the County. The grant request is for approximately \$866,000 and there is no match requirement. Charlotte County has agreed to serve as the fiscal agent for the grant.

Mr. Bartlett stated the Regional Preparedness Advisory Committee (RPAC) is supportive of this regional grant and will be providing a letter of support. The RPAC recommends the participating counties also provide a letter of support and state if the grant is awarded the County will be committed to providing the required radio equipment so that Towers are actually used. There is no timeline for the purchase of this radio equipment.

Supervisor Timmons clarified there is no cost to the County. Mr. Bartlett stated the County has to fund the tower and then would receive reimbursement. He stated the CRC is already looking for grants for equipment. He then questioned if the County wishes to own the tower or sell or lease it back to MidAtlantic Broadband.

Supervisor Townsend questioned the cost for the radio equipment. Mr. Bartlett said it would be approximately \$100,000.

Supervisor Timmons made a motion, seconded by Supervisor Cooper-Jones, to authorize the County Administrator to sign and deliver the Letter of Support for the regional grant application; the motion carried:

| | | |
|------|------------------------|-----------|
| Aye: | Pattie Cooper-Jones | Nay: None |
| | Calvin L. Gray | |
| | Robert M. Jones | |
| | Odessa H. Pride | |
| | Howard F. Simpson | |
| | C. Robert Timmons, Jr. | |
| | Jerry R. Townsend | |
| | Jim R. Wilck | |

In Re: Boundary Line Adjustment

Chairman Simpson said three property owners wish to be included within the Town limits; they are Blue Sky Development, LLC, Barry Dowdy and Cedar Level, LLC.

Section 15.2-3106 et. seq. of the *Code of Virginia* allows a county and town to relocate and change the boundary lines between them. At present, there are three County property owners with parcels contiguous to the existing corporate limits of the Town of Farmville, who have requested in writing a boundary adjustment whereby their property would be within the town limits. They are Blue Sky Development, LLC (231 acres +/-, adjacent to Crestview Subdivision/Germantown Road); Barry Dowdy (2 acres +/-, adjacent to Germantown Road); and Cedar Level, LLC (48.52 acres +/-, located on Milnwood Road).

The Board of Supervisors and Town Council have held the required public hearing. The draft Voluntary Boundary Agreement was prepared by the Town Attorney. Once approved, a joint petition will be filed with the Prince Edward County Circuit Court to obtain an order approving the boundary change.

Mr. Ennis stated there is one issue with the legal descriptions presented by Blue Sky Development and Mr. Dowdy; he said it is not possible to ascertain whether or not portions of these properties would go to centerline of State Route 628. As long as the properties are in the County, that road is under the control of the Virginia Department of Transportation. There may be deeded right of ways to VDOT for State Route 628 and some portions of it, the right of way has been acquired by prescription and not in a deeded right of way. The boundary would be about 25 feet from the center line of State Route 628 and may fall short of the actual property line according to the legal descriptions provided in the proposed boundary adjustment. It would not affect the landowner; it would set the boundary between the Town and County, 25 feet from the centerline on the eastern side of State Route 628.

Supervisor Timmons made a motion, seconded by Supervisor Wilck, to approve the Voluntary Boundary Agreement subject to the addition of specific language which clarifies the new western boundary line between the Town and the County which affects the properties of Blue Sky Development and Barry Dowdy will be aligned 25 feet east of the existing center line of State Route 628 and that no portion of said State Route will become part of the Town of Farmville; the motion carried:

| | | |
|------|------------------------|-----------|
| Aye: | Pattie Cooper-Jones | Nay: None |
| | Calvin L. Gray | |
| | Robert M. Jones | |
| | Odessa H. Pride | |
| | Howard F. Simpson | |
| | C. Robert Timmons, Jr. | |
| | Jerry R. Townsend | |
| | Jim R. Wilck | |

Mr. Ennis stated he will notify the Town Attorney and will work out the language in the Agreement and subsequent petition which will be filed with the Circuit Court.

In Re: Landfill Operations Contract

Mr. Bartlett stated the County's existing contract with the Contractor for landfill operation services expires June 30, 2016. The original contract expired on June 30, 2015 but allows the County to negotiate up to two additional one-year renewals. The Board of Supervisors renewed the contract for one year on May 12, 2015.

Mr. Bartlett recommended renewal for the following reasons:

- By focusing on compacting the trash to a greater extent than normal and the effective use of daily cover, and the willingness to work in the restrictive airspace at the top of the highest cell, the Contractor has greatly extended the life of the landfill.
- During the last advertisement the only contractor willing to obtain a Class II Certified Waste Management Facility Operator's License was the current operator.
- The Contractor has full knowledge of Virginia Solid Waste Management Regulations, the County's Facility Permit issued and approved by DEQ and the County's operation manual.
- The Contractor has a long history of working at the County Landfill which provides it specific knowledge of the soils, types of refuse deposited, specific requirements imposed by DEQ and the County's Engineers and the County itself.
- DEQ has found no flaws in the operations conducted by the Contractor.
- DEQ has stated the Contractor is proactive, not reactive which ensures small problems are resolved before DEQ must issue any notice of non-compliance.
- The Contractor has a long history of working with County residents and meeting their needs and expectations.
- The Contractor has provided services not contained in the contract for no additional cost – collecting water samples, clearing land for a new cell, etc.
- The current Contractor has not issued a single change order nor billed the County for the additional work mentioned above.

If for any reason the contractor fails to provide the same level of service, the existing contract allows the County to terminate the Contract with 90 days notice with or without cause.

Supervisor Gray made a motion, seconded by Supervisor Cooper-Jones, to authorize the County Administrator to negotiate a one-year contract extension in accordance with the existing contract and authorize the Chairman of the Board of Supervisors and the County Administrator to sign all necessary documents after review by the County Attorney; the motion carried:

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

Nay: None

In Re: Prospect Depot Restoration – Memorandum of Agreement Resolution

Mrs. Sharon Lee Carney, Economic Development Director, stated over the years, beginning in 2001, Prince Edward County contracted with the Prospect Historical Society as the fiduciary agent for the restoration of the old Prospect Depot. The Depot Project has been able to accumulate a total of \$600,019; VDOT Enhancement Grants ((\$501,000) and a Tobacco Commission Southside Economic Development Grant (\$99,019).

In December 2013, there was a failed contractor bid as a result of bids coming in much higher than the allowable budgeted amount. This initiated the need to virtually start over and modify the Depot scope of work. At the direction of the Enhancement Grant Funding Agent, the Federal Highway Administration (FHWA), extensive negotiations ensued with the various agencies involved in the Depot Project, resulting in a Memorandum of Agreement (MOA). As part of the acceptance of the MOA, the FHWA requests the approval of a Resolution of Support from Prince Edward County. In addition, all agencies involved in the Depot Project will also have to approve these documents: Virginia Department of Transportation (VDOT); Virginia Department of Conservation and Recreation (DCR); Virginia Bureau of Capital Outlay Management (BCOM); the Virginia Department of Historic Resources (DHR) and the Prospect Historical Society.

Approval by Prince Edward County will allow the Depot Project to move forward toward another contractor bid. Revised 90% plans have already been prepared, with anticipated construction to commence by late summer/early fall. As of this date, Prince Edward County has been fully reimbursed for expenses associated with this project. As required by VDOT, Hurt & Proffitt Engineering has been contracted to oversee the Project to completion and within budget. This will include verification of the contractor draws, and documentation acceptable for expense reimbursement to Prince Edward County. There are still sufficient

grant funds available to construct the revise Depot, utilizing modern materials and the proposed modifications as outlined in the MOA. There are no additional funds necessary for this project amendment.

Supervisor Timmons made a motion, seconded by Supervisor Gray, to approve the MOA Resolution of Support and to authorize the County Administrator to sign any and all documents associated with the MOA submittal to the FHWA following a review by the County Attorney; the motion carried:

| | | |
|------|------------------------|-----------|
| Aye: | Pattie Cooper-Jones | Nay: None |
| | Calvin L. Gray | |
| | Robert M. Jones | |
| | Odessa H. Pride | |
| | Howard F. Simpson | |
| | C. Robert Timmons, Jr. | |
| | Jerry R. Townsend | |
| | Jim R. Wilck | |

**MEMORANDUM OF AGREEMENT
AMONG THE FEDERAL HIGHWAY ADMINISTRATION,
THE VIRGINIA STATE HISTORIC PRESERVATION OFFICER,
PRINCE EDWARD COUNTY, THE VIRGINIA DEPARTMENT OF
TRANSPORTATION, THE PROSPECT HISTORICAL SOCIETY, AND
THE VIRGINIA DEPARTMENT OF CONSERVATION AND RECREATION,
REGARDING RECONSTRUCTION OF THE PROSPECT DEPOT,
PRINCE EDWARD COUNTY, VIRGINIA**

WHEREAS, Prince Edward County (the County) proposes to reconstruct the Prospect Depot (VDHR) Inventory No. 073-5050), located in the Village of Prospect, Prospect, Virginia, for the purposes of a trail head for the High Bridge Trail and a transportation museum (VDOT Project No. EN01-073-116, PE101, RW201, C501, UPC 59780), hereinafter referred to as the Project (Attachment A-Location Map); and

WHEREAS, the County anticipates receiving Federal financial assistance for the Project from the Federal Highway Administration (FHWA) through the FHWA's Transportation Enhancement Program, administered in the Commonwealth of Virginia by the Virginia Department of Transportation (VDOT); and

WHEREAS, the Project is being administered by the County, on behalf of the Prospect Historical Society (PHS), pursuant to a Project Administration Agreement executed with the VDOT's Commissioner of Highways; and

WHEREAS, the FHWA has determined that the provision of financial assistance for the Project is an undertaking, as defined in 36 CFR 800.16(y); and

WHEREAS, the FHWA, with assistance from the County, has consulted with the Virginia State Historic Preservation Officer (SHPO) on the Project, pursuant to Section 106 of the National Historic Preservation Act (54 U.S.C. 306108); and

WHEREAS, the FHWA, with assistance from the County and in consultation with the SHPO, has defined the Area of Potential Effects (APE) for the Project in accordance with 36 CFR 800.4(a)(1); the APE for direct effects (Attachment B) encompasses the footprint of the original Prospect Depot building; and

WHEREAS, and archaeological survey of the Project area, conducted in 2003 by Dr. Jordan, Archaeologist at Longwood University, found no archaeological artifacts or remains; and

WHEREAS, the FHWA, with assistance from the County and in consultation with the SHPO, has determined that the Project lies outside of the American Battlefield Protection Program's Potential National Register boundaries for the Appomattox Station Battlefield (DHR Inventory No. 165-5001) but the existing Prospect Depot (VDHR Inventory no. 073-0061) is a contributing element to the Prospect Historic District (073-5050), which is eligible for the National Register of Historic Places; and

WHEREAS, the FHWA, with assistance from the County and in consultation with the SHPO, has determined that the Project, which will require the complete demolition and removal of the ruins of the original Prospect Depot, will have an adverse effect on the Prospect Historic District; and

WHEREAS, the FHWA, with the assistance of the County, has consulted with the SHPO to resolve the adverse effects of the Project on historic properties in accordance with Section 106 of the National Historic Preservation Act, 54 U.S.C. 306108, and is implementing regulations, 36 CFR Part 800; and

WHEREAS, the FHWA has notified the Advisory Council on Historic Preservation (ACHP) of the adverse effect of the Project by letter dated _____, and the ACHP, by letter dated _____, has chosen not to participate in consultation; and

WHEREAS, the County is administering the Project and is responsible for implementing certain stipulations under this Agreement, and the FHWA has invited the County to be a signatory to the Agreement pursuant to 36 CFR 800.6(2)(iii); and

WHEREAS, the VDOT, as administrator of the FHWA's Transportation Enhancement Program in the Commonwealth of Virginia, has participated in this consultation pursuant to 36 CFR 800.2(c)(4), and the FHWA has invited the VDOT to be a signatory to this Agreement pursuant to 36 CFR 800.6(2)(iii); and

WHEREAS, the PHS is participating in the development of the Project with the County, and is responsible for implementing certain stipulations under this Agreement; and the FHWA has invited the PHS to be a signatory to the Agreement pursuant to 36 CFR 800.6(2)(iii);

WHEREAS, the Project is located on Virginia Department of Conservation and Recreation (DCR) property known as High Bridge Trail State Park and DCR is responsible for implementing certain stipulations under this Agreement; and the FHWA has invited the DCR to be a signatory to this Agreement pursuant to 36 CFR 800.6(2)(iii); and

NOW, THEREFORE, the FHWA, the SHPO, the County, VDOT, PHS, and DCR agree that the Project shall be implemented in accordance with the following stipulations in order to take into account the effects of the Project on historic properties.

STIPULATIONS

The FHWA shall ensure that the following measures are carried out:

- I. Treatment of Prospect Historic District (VDHR Inventory No. 073-5050)
 - A. The County shall erect the reconstructed Prospect Depot within the footprint of the original depot (VDHR Inventory No. 073-0061) and shall ensure that the reconstructed depot is similar in size, plan, and appearance to the original depot, although the reconstruction will be implemented using readily available modern materials. The County will make some modifications to the interior plan of the original depot so that two bathrooms, a janitor closet, and a mechanical room may be constructed at the east end of the reconstructed depot.

The County shall provide the SHPO the opportunity to review and comment on preliminary and final reconstruction plans for the depot with respect to the design's similarity to the original depot and the compatibility of the reconstruction with the historic setting and character of the Prospect Historic District. Prior to initiating demolition of the remains of the original depot and initiating its reconstruction, the County shall provide VDOT a copy of any comments received from the SHPO and documentation evidencing how these comments were taken into consideration.

- B. DCR shall construct and install on the grounds of the reconstructed Prospect Depot an interpretive sign about the history of Prospect Village and the Prospect Depot during the Civil War and the role it played leading up to General Lee's surrender to General Grant at Appomattox Courthouse. Prior to the completion of the Project, DCR shall provide documentation to the County evidencing installation of the interpretive sign, and the County shall provide the SHPO and VDOT a copy of that documentation.
- C. Within the transportation museum they will develop in the reconstructed Prospect Depot, the PHS and DCR shall include a brief history of the Village of Prospect and the role the original depot played in its development, an explanation of why the original depot had to be reconstructed rather than rehabilitated, a visual reference showing the original depot, and information about the design of the original depot (alterations, segregated waiting rooms, etc.). Prior to completion of the Project, the PHS and DCR shall provide documentation to the County evidencing installation of these portions of the transportation museum, and the County shall provide the SHPO and VDOT a copy of that documentation.

II. Professional Qualifications

All archaeological and architectural documentation carried out pursuant to this Agreement shall be conducted by or under the direct supervision of an individual or individuals who meet, at a minimum, the Secretary of the Interior's Professional Qualifications Standards (48 FR 44738-9, September 29, 1983) in the appropriate discipline.

III. Preparation and Review of Documents

- A. All technical materials prepared pursuant to this Agreement shall be consistent with the federal standards entitled Archaeology and Historic Preservation: Secretary of the Interior's Standards and Guidelines (48 FR 44716-44742, September 29, 1983) and with the SHPO's Guidelines for Conduction Historic Resources Survey in Virginia (rev. 2011), or subsequent revisions or replacements to these documents.
- B. The SHPO agrees to provide comments to the County on all technical materials and other documentation arising from this Agreement within thirty (30) calendar days of receipt. If no comments are received from the SHPO within this review period, the County may assume that the SHPO has no comment. The County shall ensure that all comments received within the thirty (30) calendar-day review period are addressed in the final documentation.

IV. Post- Review Discoveries

- A. In the event that a previously unidentified archaeological resource is discovered during ground-disturbing activities associated with construction of the Project, the County shall require the construction contractor to halt all construction work involving subsurface disturbance in the area of the resource and in surrounding areas where additional subsurface remains can reasonably be expected to occur. Work in all other areas of the Project may continue.
- B. The County shall notify the FHWA, the SHPO, VDOT, PHS, and DCR within two (2) working days of the discovery. In the case of prehistoric or historic Native American sites, the FHWA

shall also notify any federally recognized Indian tribes with an interest in the area and the County shall notify appropriate Indian tribes recognized by the Commonwealth (hereinafter “Virginia Indian tribes”) within two (2) working days of the discovery.

- C. The County shall ensure that an archaeologist meeting the Secretary of the Interior’s Professional Qualifications Standards (48 FR 44739) shall investigate the work site and the resource, and then the County shall forward to the FHWA, the SHPO, VDOT, PHS, DCR, the federally recognized Indian tribes, and the appropriate Virginia Indian tribes an assessment of the HRHP eligibility of the resource (36 CFR 60.4) and proposed treatment actions to resolve any adverse effects on historic properties. The SHPO, VDOT, PHS, and DCR the federally recognized Indian tribes, and the appropriate Virginia Indian tribes shall respond within five (5) working days of receipt of the VDOT’s assessment of NRHP eligibility of the resource and proposed action plan. The County, in consultation with the FHWA, shall take into account the recommendations of the SHPO, VDOT, PHS, DCR, the federally recognized Indian tribes, and the appropriate Virginia Indian tribes regarding NRHP eligibility of the resource and the proposed action plan, and then carry out appropriate actions.
- D. The County shall ensure that construction work within the affected area does not proceed until appropriate treatment measures are developed and implemented or the determination is made that the located resource is not eligible for inclusion on the NRHP.

V. Treatment of Human Remains

- A. The County shall treat all human remains and gravesites in a manner consistent with the ACHP “Policy Statement Regarding Treatment of Burial Sites, Human Remains and Funerary Objects” (February 23, 2007); <http://www.achp.gov/docs/hrpolicy0207.pdf>.
- B. Human remains and associated funerary objects encountered during the course of actions taken as a result of this Agreement shall be treated in a manner consistent with the provisions of the Virginia Antiquities Act, Section 10.1-2305 of the *Code of Virginia* and its implementing regulations, 17 VAC5-20, adopted by the Virginia Board of Historic Resources and published in the Virginia Register on July 15, 1991, and the Native American Graves Protection and Repatriation Act (25 U.S.C. 3001) and its implementing regulations, 36 CFR Part 10. In accordance with the regulations sated above, the County may obtain a permit from the SHPO for the archaeological removal of human remains should removal be necessary.
- C. In the event that the human remains encountered are likely to be of Native American origin, whether prehistoric or historic, the FHWA shall immediately notify any federally recognized Indian tribes with an interest in the area, and the County shall immediately notify appropriate tribal leaders of Virginia Indian tribes. The FHWA and the County shall determine the treatment of Native American human remains and associated funerary objects in consultation with the federal Indian tribes and appropriate tribal leaders of Virginia Indian tribes.
- D. The County shall make all reasonable efforts to ensure that the general public is excluded from viewing any Native American gravesites and associated funerary objects. The Signatories to this Agreement shall release no photographs of any Native American gravesites or associated funerary objects to the press or to the general public.

VI. Dispute Resolution

A. Objection by Signatory

- 1. Should any Signatory to this Agreement object in writing to the FHWA regarding any plans provided for review pursuant to this Agreement, or should any Signatory to this Agreement object in writing to the FHWA regarding the manner in which measures stipulated in this Agreement are being implemented, the FHWA shall first consult with the objecting party to resolve the objection.

If the FHWA determines that the objection cannot be resolved through such consultation, the FHWA shall then consult with all Signatories to this Agreement to resolve the objection. If the FHWA then determines that the objection cannot be resolved through consultation, the FHWA shall forward all documentation relevant to the objection to the ACHP, including the FHWA's proposed response to the objection. Within thirty (30) calendar days after receipt of all pertinent documentation, the ACHP shall exercise one of the following options:

- a. Advise the FHWA that the ACHP concurs in the FHWA's proposed response to the objection, whereupon the FHWA will respond to the objection accordingly; or
 - b. Provide the FHWA with recommendations, which the FHWA shall take into account in reaching a final decision regarding its response to the objection; or
 - c. Notify the FHWA that the objection will be referred for comment pursuant to 36 CFR 800.7(a)(4), and proceed to refer the objection and comment. The FHWA shall take the resulting comment into account in accordance with 36 CFR 800.7(c)(4).
2. Should the ACHP not exercise one of the above options within thirty (30) calendar days after receipt of all pertinent documentation, the FHWA may assume the ACHP's concurrence in its proposed response to the objection.
 3. The FHWA shall take into account any ACHP recommendation or comment provided in accordance with this stipulation with reference only to the subject of the objection; the FHWA's responsibility to carry out all actions under this Agreement that are not the subjects of the objection shall remain unchanged.

B. Objection from Public

At any time during implementation of the measures stipulated in this Agreement, should a member of the public object to the FHWA or the County regarding the manner in which the measures stipulated in this Agreement are being implemented, the FHWA shall notify the Signatories to this Agreement and consult with the objector to resolve the objection. The Signatories may request that the FHWA notify the other consulting parties to this Agreement about the objection as well.

VII. Amendments and Termination

- A. Any Signatory to this Agreement may propose to the FHWA that the Agreement be amended, whereupon the FHWA shall consult with the other Signatories to consider such an amendment. 36 CFR 800.6(c)(7) shall govern the execution of any such amendment. Any Signatory to this Agreement may terminate it in accordance with the provisions of 36 CFR 800.6(c)(8).
- B. If the FHWA, the County, and VDOT decide they will not proceed with the Project, they may so notify the Signatories and then this Agreement shall become null and void.
- C. In the event that this Agreement is terminated or rendered null and void, the County shall submit to the SHPO a technical report on the results of any archaeological investigations conducted prior to and including the date of termination, and shall ensure that any associated collections and records recovered from VDOT right of way are curated in accordance with 36 CFR Part 79.

- D. In the event of termination, the FHWA shall either execute a memorandum of agreement with the Signatories under 36 CFR 800.6(c)(1) or request the comments of the ACHP under 36 CFR 800.7(a).

VIII. Duration

This Agreement shall continue in full force and effect for five (5) years after the date of the last signature of a Signatory party. At any time in the six (6)-month period prior to such date, the County may request that the Signatory parties consider an extension of this Agreement. No extension or modification shall be effective unless all Signatories to the Agreement have agreed with it in writing.

IX. Execution

This agreement may be executed in counterparts, with a separate page for each Signatory. The FHWA shall ensure that each Signatory is provided with a copy of the fully executed agreement.

Execution of this Agreement by the FHWA and the SHPO and its submission to the ACHP in accordance with 36 CFR 800.6(b)(1)(iv), shall, pursuant to 36 CFR 800.6(c), be considered to be an Agreement with the ACHP for the purposes of Section 110(1) of the NHPA. Execution and submission of this Agreement, and implementation of its terms, evidence that the FHWA has afforded the ACHP an opportunity to comment on the proposed undertaking and its effect on historic properties, and that the FHWA has taken into account the effect of the undertaking on historic properties.

In Re: County Administrator's Report

Mr. Bartlett stated that with the retirement of the County's Economic Developer there is the need to move forward to fill the vacancy. During the budget process, the Board was informed of plans to hire an Economic Development Specialist. This would be a Grade 15 and funds are in the FY17 budget to offer up to a Step 3 to provide some flexibility in the hiring process. This grade and step calls for an annual salary of \$43,365. This is the amount contained in the FY17 budget. This grade is shared by the Registrar and senior probation officer in the County's grading system.

Mr. Bartlett said the position has not been advertised because questions by Board members have caused him to believe that some members are looking to move in a different direction.

Mr. Bartlett said the type of duties envisioned for the new position would be handling the day to day administrative and office management duties associated with the economic development function. The position would manage the Enterprise Zone, grants, executed incentive packages; conduct research, produce promotional and marketing material, etc. This position would have slightly less autonomy than the current position but complete the majority of the routine work. The County Administrator and Assistant County Administrator would increase their visibility and involvement in the economic development process. The County Administrator has always been involved in the Economic Development function for the County and has approved all recommendations made to the Board of Supervisors prior to their submission to the Board.

This adjustment would involve the highest level of County staff increasing their involvement with the VGA and becoming involved in the economic development process slightly earlier than before. This change sends a signal to the VGA and VEDP that Prince Edward County has increased its interest and commitment to economic development.

In the VGA, only Prince Edward County and Mecklenburg County have a position dedicated to economic development. The remainder either have no one and the duty is handled by the County or Assistant County Administrator or they have someone that handles Economic Development along with other duties.

Supervisor Townsend made a motion, seconded by Supervisor Gray, to authorize advertisement of the Economic Development Specialist position as approved in the FY17 budget; the motion carried:

| | | |
|------|------------------------|-----------|
| Aye: | Pattie Cooper-Jones | Nay: None |
| | Calvin L. Gray | |
| | Robert M. Jones | |
| | Odessa H. Pride | |
| | Howard F. Simpson | |
| | C. Robert Timmons, Jr. | |
| | Jerry R. Townsend | |
| | Jim R. Wilck | |

In Re: Strategic Plan Committee Report

Mr. Bartlett stated the Strategic Plan Committee met May 23, 2016; the committee comprises Supervisor Calvin Gray, Committee Chair, and Supervisors Howard Simpson, Bob Timmons and Jerry Townsend.

Mr. Bartlett stated the Committee presents the following recommendations to the Board of Supervisors:

1. Draft Vision Statement for the County of Prince Edward
2. Revised Mission Statement for the Board of Supervisors
3. Draft Priorities for the County of Prince Edward

Anticipated Next Steps:

- Following Board action on the Committee's recommendations regarding the vision, mission and priorities, staff will develop a draft three-year Strategic Work Plan.
- The draft Strategic Work Plan will be reviewed by the Strategic Plan Committee.
- A final draft Strategic Work Plan will be presented to the Board of Supervisors for approval.

Supervisor Timmons made a motion, seconded by Supervisor Jones, to review and act on the Strategic Plan review, and to accept the Vision, Mission, and Strategic Direction Priorities, and to direct staff to complete the next tasks ahead and report back to the Strategic Plan Committee; the motion carried:

| | | |
|------|------------------------|-----------|
| Aye: | Pattie Cooper-Jones | Nay: None |
| | Calvin L. Gray | |
| | Robert M. Jones | |
| | Odessa H. Pride | |
| | Howard F. Simpson | |
| | C. Robert Timmons, Jr. | |
| | Jerry R. Townsend | |
| | Jim R. Wilck | |

VISION STATEMENT

“A progressive, diverse and inclusive county that honors its heritage and collaborates with our citizens to achieve prosperity, educational excellence and lasting public safety, which ensuring fiscal responsibility.”

MISSION STATEMENT

“The mission of the Board of Supervisors of the County of Prince Edward is to represent all citizens, provide leadership, create vision and set policy to accomplish positive change and planned growth and to provide essential services, enhancing the quality of life and maintaining fiscal responsibility.”

STRATEGIC DIRECTION & PRIORITIES

Economic Development:

1. Establish collaborative partnerships for a “community economic development effort”.
2. Roles and focus of economic development function.
3. Inventory of business-ready sites and buildings.
4. Expansion of agricultural and forestry / timber industries.
5. Access to high-speed internet / broadband and other critical infrastructure.

Mobility:

1. Work strategically and collaboratively with VDOT on identifying County road priorities to enable the Board to implement an effective Six-Year Plan process and take advantage of VDOT funding opportunities like HB2 and Revenue Sharing.
2. Develop a project tracking system for county road maintenance and upgrades and other related projects.
3. Annual review of public transportation in the County.

Fiscal Responsibility:

1. Work collaboratively with county departments, Constitutional Officers and other county-funded agencies to provide the most efficient County services for our citizens; requiring accountability for spending.
2. Ensure the Board's knowledge of the County's fiscal health (i.e. fund balance, cash flow, etc.)
3. Identify and promote greater usage of County owned properties that are underutilized in the achievement of our goals.
4. Maintain a budgeting process that supports the County's competitive tax structure and balanced budget.

Cultural Center:

1. Expand the collaboration of the Visitors Center with community and regional partners to promote the full spectrum of cultural events, festivals, museums, sites, and activities such as the Visual Arts Center, Longwood University and Hampden-Sydney College events, state parks, the Waterworks Theater, etc.

Education:

1. Develop and implement specific strategies to enhance the trust, understanding and communications between the Board of Supervisors and School Board.
2. Implement a County / Schools budgeting process that assures fiscal responsibility and accountability from the School Board and equitable funding from the Board of Supervisors to support the community's goals for the Prince Edward County Public Schools.

Public Safety:

1. Develop a collaborative anti-crime commission to explore and implement innovative public safety strategies to encompass the journey from at-risk youth to offenders returning to the community.
2. Assess the County's public safety communication systems and develop an achievable long-term plan to provide maximum county-wide coverage for law enforcement, fire, and EMS.
3. Work with the Board of Supervisors, Courthouse Security Committee, Judges, Sheriff, and other courthouse offices to create and implement a cost-effective courthouse security plan that will provide for the safety of our employees and the public.

Collaboration:

1. Identify opportunities to engage collaborative partners to achieve mutual goals.

In Re: Funding Policy for Outside Agencies

Mr. Bartlett stated that during the Board’s strategic planning sessions and again during the Budget development process the Board of Supervisors voiced their desire to create a formal funding policy for non-county agencies often referred to as “outside organizations.”

The Board met on June 9, 2016 and developed a policy to help guide funding decisions for such agencies in the future. Mr. Bartlett reviewed the Policy for Funding Non-County Agencies and Organizations.

Supervisor Townsend made a motion, seconded by Supervisor Gray, to adopt the Policy for Funding Non-County Agencies and Organizations; the motion carried:

| | | |
|------|------------------------|-----------|
| Aye: | Pattie Cooper-Jones | Nay: None |
| | Calvin L. Gray | |
| | Robert M. Jones | |
| | Odessa H. Pride | |
| | Howard F. Simpson | |
| | C. Robert Timmons, Jr. | |
| | Jerry R. Townsend | |
| | Jim R. Wilck | |

PRINCE EDWARD COUNTY BOARD OF SUPERVISORS
POLICY FOR FUNDING NON-COUNTY AGENCIES AND ORGANIZATIONS
EFFECTIVE DATE: June 14, 2016

I. Purpose

The Board of Supervisors of Prince Edward County receives numerous funding requests from non-county agencies. The Board is aware many of these organizations provide valuable services to citizens of Prince Edward County. These organizations either enhance the lives of County citizens or support operations of County government. At the same time the Board is cognizant of its fiduciary responsibility to the tax payers of Prince Edward County. This policy is intended to guide the Board with its fiduciary duties and responsibilities and aid in the prudent and consistent evaluation of funding requests.

II. Definition

In the past, all organizations that were not under the direct control of the County were lumped into one category in the County budget often called “outside organizations.” These organizations followed the same policy regarding requesting funds from the County during the County’s budget development process. After careful deliberation the Board has determined these organizations are best divided in to three distinct categories.

First, is a Public Safety Category. This category includes firefighting and emergency medical service response. Providing Public Safety is a core function of government. These organizations cannot be established without the approval of the governing body (15.2-955). Additionally, the governing body has the authority to dissolve such fire/EMS agencies if for any reason it deems it advisable (27-10). These responsibilities and duties codified in the Code of Virginia document these services are a core function of government. In small/rural communities these services are often performed by volunteer organizations. These volunteer agencies provide these core functions at the least cost to the citizens. But because these are core functions and are vital to the well-being of the citizens, the Commonwealth has developed certain controls and criteria these agencies must meet if they are to exist.

In Prince Edward County Firefighting services are performed by the Volunteer Fire Departments while emergency medical service is provided by a combination of volunteer non-profit organizations and for-profit agencies. The volunteer organizations provide the majority of the service to Prince Edward citizens while the for-profit agencies serve primarily as a backup service. The Board does not believe the use of taxpayer dollars to support for-profit organizations providing emergency medical service is appropriate. Prince Edward County has authorized the creation of the volunteer fire/EMS agencies in the County and as such has a special relationship to these organizations. These agencies will no longer be considered as outside organizations. Instead they will be treated the same as a County department during the budget process. They will still submit funding requests and those will be considered by the Board of Supervisors the same as other County departments.

The second category contains organizations that are either state agencies, political subdivisions of the state, agencies created by the County and the Town of Farmville. For many of these organizations the County appoints members to their governing boards or the agency provides services to the citizens the state has deemed a core function and the state and local governments have a long history of sharing costs. These agencies are listed in Attachment A. These agencies will also be treated as a County department during the budget process. They will still submit funding requests and those will be considered by the Board of Supervisors the same as other County departments.

The final category contains all other agencies which perform services for citizens but which are not deemed to be a core function of local government. Or, if providing a core service, is ancillary to the primary provider of such service. To assist the Board with their fiduciary duties and responsibilities and aid in the prudent and consistent evaluation of funding requests received from such organizations the Board has created the following policies and criteria which must be met before the Board will consider funding request and which will guide the decision process. The agencies currently receiving funds are listed in Attachment A.

1. The agency must be affiliated with the County by providing services directly to County residents.
2. Only organizations providing educational, health, safety or social services will receive funding consideration. Health includes agencies that provide food to citizens.
3. Only 501c(3) organizations or non-profits that provide financial statements will be considered.
4. No new organization can receive funding unless two-thirds of the Board of Supervisors approve. All members must be present for such a vote.
5. For FY17 and FY18 the total amount reserved for allocation to such agencies will be no more than \$150,000. The Board of Supervisors will establish a new spending limit for FY19 and beyond.
6. Once the budget is approved for any fiscal year, the Board will not consider any new or additional funding requested by any organization or Board member except in case of an emergency. Additional funding provided due to an emergency will not be provided unless approved by two-thirds of the Board of Supervisors. All members must be present for the vote.
7. All funds provided are subject to modification, reduction, or can be completely rescinded without prior notification. Such action will require approval of two-thirds of the Board of Supervisors. All members must be present for the vote.

These procedures will be used during the development of the annual budget and cannot be amended or abolished without the approval of two-thirds of the Board of Supervisors. All members must be present for the vote. The Board of Supervisors understands that one Board cannot bind a future Board. It is envisioned this policy will be ratified or amended during the organizational meeting of each new Board.

In Re: Public Safety

Supervisor Townsend made a motion, seconded by Supervisor Gray, to request a Public Safety Briefing for the Board of Supervisors from the Public Safety Unified Command Staff for the anticipated impact on the County and First Responders during the Vice-Presidential debate; the motion carried:

| | | |
|------|------------------------|-----------|
| Aye: | Pattie Cooper-Jones | Nay: None |
| | Calvin L. Gray | |
| | Robert M. Jones | |
| | Odessa H. Pride | |
| | Howard F. Simpson | |
| | C. Robert Timmons, Jr. | |
| | Jerry R. Townsend | |
| | Jim R. Wilck | |

In Re: Other Business

Mr. Bartlett stated a camera crew filmed for Virginia Homegrown, shown on PBS, at the Cannery; the focus was on the preparation of blackberry jam for the Westmoreland Berry Farm. The host interviewed Allie Hill regarding the commercial and home canning opportunities at the Cannery. The episode will air Tuesday, June 28 [2016] at 8:00 p.m.

Supervisor Timmons made a motion, seconded by Supervisor Townsend, to change the name of the “Properties Committee” to the “Property & Community Development Committee”, with the same members and reporting; the motion carried:

| | | |
|------|------------------------|-----------|
| Aye: | Pattie Cooper-Jones | Nay: None |
| | Calvin L. Gray | |
| | Robert M. Jones | |
| | Odessa H. Pride | |
| | Howard F. Simpson | |
| | C. Robert Timmons, Jr. | |
| | Jerry R. Townsend | |
| | Jim R. Wilck | |

In Re: Animal Warden's Report

Mr. Mark Cronk, Animal Warden, submitted a report for the month of May 2016, 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 May 2016, which was reviewed and ordered to be filed with the Board papers.

In Re: Cannery (Commercial)

Mr. Brian Serway, Commercial Manager, submitted a report for May 2016, which was reviewed and ordered to be filed with the Board papers.

In Re: Prince Edward County Public Schools

Dr. K. David Smith, School Superintendent, submitted a financial summary report for the month of May 2016, 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 May 2016, which was reviewed and ordered to be filed with the Board papers.

On motion of Supervisor Cooper-Jones, seconded by Supervisor Townsend, and adopted by the following vote:

| | | |
|------|------------------------|-----------|
| Aye: | Pattie Cooper-Jones | Nay: None |
| | Calvin L. Gray | |
| | Robert M. Jones | |
| | Odessa H. Pride | |
| | Howard F. Simpson | |
| | C. Robert Timmons, Jr. | |
| | Jerry R. Townsend | |
| | Jim R. Wilck | |

the meeting was adjourned at 9:04 p.m.