

October 11, 2016

At the regular meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 11<sup>th</sup> day of October, 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; and James R. Ennis, County Attorney.

Chairman Simpson called the meeting to order. Reverend Earl Wallace offered the invocation and led the Pledge of Allegiance.

In Re: Public Participation

**Megan Clark**, Commonwealth's Attorney, addressed the Board in support of the proposed 2% salary increase for her staff. Ms. Clark stated that in terms of the cost of living and the economic environment, she believes that a salary increase is necessary for these positions and an increase would improve employee retention and morale. She said their hard work is not mirrored through their salaries.

**Sheriff Wesley Reed**, Prince Edward County Sheriff, briefed the Board on the Vice Presidential debate and thanked the Board for their support in funding for overtime. He added he was involved in the planning for the debate which went well and without incident. Sheriff Reed commended his department for their professionalism, and added the new radios for the Department were right on time, allowing the Department to speak on their own frequency for the first time in Prince Edward County. Sheriff Reed then asked the Board to consider providing the 2% salary increase for the employees.

**Roma Morris**, Prince Edward County Social Services Director, shared statistical information on services provided by Social Services. She stated the caseloads for food stamp and Medicaid eligibility are much higher than ever before, averaging 400-500 cases per employee and that Prince Edward County is one of the poorest counties in Virginia. She stated her office serves over 6,000 people each month and has an error rate of nearly zero. She requested the Board consider the salary increase. Ms. Morris stated the State and Federal government give Prince Edward County \$39,471,846 with Medicaid and Food Stamps; the local share of that is \$965,645, which was the amount brought into the county by Social Services in 2015.

**Jennifer Cox**, Longwood University Director of Local Community Relations, thanked the Board members for the partnership with Longwood University; she thanked Sheriff Reed, Mr. Bartlett and Mrs. Puckett for their assistance in making the event successful.

Supervisor Timmons commended Ms. Cox, stating he has never before attended any function anywhere that was so well organized.

In Re: Board of Supervisors Comments

Supervisor Townsend thanked all in attendance for the meeting.

Supervisor Cooper-Jones thanked Sheriff Reed, Mr. Bartlett and Mrs. Puckett and all the police officers and departments, and Longwood University for the fantastic job during the Vice Presidential debate event. She stated she was honored to attend the event.

Chairman Simpson thanked the Social Services employees in attendance.

In Re: Consent Agenda

Supervisor Timmons requested the addition of “and last year’s budget shortfall of \$1.1 million” be inserted to clarify the reduction in fund balances on page 4 in the minutes of September 13, 2016.

On motion of Supervisor Timmons, seconded by Supervisor Wilck, and 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	

the Board accepted the Treasurer's Report for August 2016; the minutes of the meeting held September 13, 2016, with corrections; Accounts and Claims; and Salaries.

**Prince Edward Treasurer's Report - August 2016**

<u>Name of Bank</u>	<u>Bank Balance</u>	<u>Available Balance</u>
Benchmark Pooled Fund Account	5,493,232.02	5,493,232.02
Wells Fargo Social Services	91,646.14	91,646.14
Benchmark School Fund	433,377.93	433,377.93
Benchmark Food Service	363,398.33	363,398.33
TOTAL		6,381,654.42
<b>Certificates of Deposit</b>		
Benchmark		357,397.98
Citizens Bank Recreation		16,518.43
Farmers Bank		434,112.82
TOTAL		808,029.23
GRAND TOTAL		7,189,683.65

MOTOR VEHICLE LICENSE TAXES

Town of Farmville	Decal reimbursement	68,288.18
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BOARD OF SUPERVISORS

Farmville Newsmedia	Advertising	245.51
Richmond Times Dispatch	Advertising	109.40
Business Card	Lodging	201.68

COUNTY ADMINISTRATOR

US Cellular	Phone	138.48
Clerk of Circuit Court	Notary renewal	10.00
Diamond Springs Water, Inc.	Water & equipment rental	15.94
Treasurer of Virginia	Notary renewal	45.00
Matthew Bender & Company, Inc.	Admin. Law Appdx. 2016	49.08

LEGAL SERVICES

Clerk of Circuit Court	Serv. Of Process fee	72.00
Local Government Attorney of VA, Inc.	Dues	350.00

	<u>COMMISSIONER OF REVENUE</u>		
Treasurer of Virginia	Online service		74.20
National Appraisal Guides	RV / motorcycle / ATV	70.00	
	Old used car / marine	70.00	140.00
	<u>TREASURER</u>		
ComputerPlus Sales / Service	Printer service contract		602.55
Benchmark Community Bank	Payflow / Paypal		1.00
Treasurer of Virginia	Online service		74.21
Mail Finance	Equipment lease		1,592.55
	<u>INFORMATION TECHNOLOGY</u>		
Business Data of Virginia, Inc.	Contract agreement	3,900.00	
	Travel expenses	1,375.00	
	Lodging	79.65	
	Meals	8.75	5,363.40
SiteVision, Inc.	Web hosting service		179.85
ComputerPlus Sales / Service	Printer service contract		79.00
	<u>ELECTORAL BOARD AND OFFICIALS</u>		
Unilect Corporation	Software support		4,345.00
Key Office Supply	Adhesive notes	10.34	
	Paper cutter	62.67	
	Paper / binders / tray	43.25	
	Copy paper	119.93	
	Desktop letter folder	397.84	634.03
	<u>REGISTRAR</u>		
U. S. Postal Service	Box rent		138.00
Farmville Printing	Envelopes		235.00
Lynette Wright	Book binding		18.92
	<u>CIRCUIT COURT</u>		
U. S. Postal Service	Box rent		84.00
Matthew Bender & Company, Inc.	Criminal law supp.		162.43
	<u>GENERAL DISTRICT COURT</u>		
US Cellular	Phone		24.21
ESI	Postage machine ink		76.00
Key Office Supply	Batteries		3.99
Mail Finance	Equipment lease		752.34
STEPS, Inc.	Shredding service		35.00
Dana Franklin	Refrigerator		100.00
	<u>SPECIAL MAGISTRATES</u>		
Key Office Supply	Repair shredder		50.00
	<u>CLERK OF THE CIRCUIT COURT</u>		
Whitecom Systems	Alarm monitoring		258.00

ESI	Postage machine ink	155.00
Mail Finance	Equipment lease	407.13
CenturyLink	Phone	45.31
Machelle J. Eppes	Mileage	165.24
	Lodging	331.32
VA Court Clerk's Association	Financial course	250.00
Key Office Supply	Labels	12.29
	Copier paper	267.86
	Planners	164.31
T&N Printing	Plats	444.46
		15.00

LAW LIBRARY

AT&T	Phone	43.22
CenturyLink	Phone	268.00
Relx, Inc DBA LexisNexis	Monthly subscription	268.00
Matthew Bender & Company, Inc.	Admin Law Appdx 2016	49.08

COMMONWEALTH'S ATTORNEY

Software Unlimited Corporation	Software yearly maintenance	5,110.40
STEPS, Inc.	Shredding service	35.00
Cook & Wiley, Inc.	Transcripts	37.15
Key Office Supply	Wireless mouse	19.99
Farmville Newsmedia	Advertising	50.00

VICTIM WITNESS ASSISTANCE PROGRAM

VVAN	Registration	225.00
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SHERIFF

Prince Edward Health Department	Immunizations	59.86
B & G Automotive	Repair AC/shocks	835.29
	Water pump	342.24
	A/C hose assembly	154.00
	Rack & pinion	1,068.79
East End Motor Company, Inc.	Tow charge	250.00
	Service call & labor	77.00
	Inspection & labor	53.00
	Brake rotors / pads	311.96
	Tire repair	18.50
	Bulb installation	18.00
	Inspection	16.00
	Battery cable end	38.15
	Tires	135.04
	Bulbs	8.49
	Wiper blade	18.98
Express Care	Oil changes	945.12
Kenbridge Tire & Auto	Calibrations	576.15
Wohlford's Radar	Calibrations	325.00
Southern Copier Sales & Service	Copier maintenance contract	192.00
U. S. Postal Service	Box rent	588.88
Chris Joyner	Postage	84.00
		6.45

Treasurer of Virginia	VCIN		50.91
Kinex Networking Solutions	Remote data backup		19.95
CenturyLink	Phone	10.36	
	VCIN	7.97	18.33
US Cellular	Phone		1,830.00
Andy Cary	Meals		19.02
Robby Franklin	Meal		11.11
Robert Goldman	Meals		13.95
Joseph Sprague	Meals		20.38
Key Office Supply	Binders / labels / tabs	50.76	
	Binders	22.67	
	Labels	29.07	
	File folders / pockets	191.71	
	File pockets	35.16	
	Cups	32.19	361.56
VALEAC	Dues		100.00
Diamond Springs Water, Inc.	Water & equipment rental		90.65
Farmville Printing	Envelopes		540.60
Walmart Community / RFCSELLC	Office supplies		14.29
Southside Electric Cooperative	Virso Rec center		15.14
Galls, LLC	Lockout tool kit	73.00	
	Uniforms	45.50	118.50
Taser International	Taser batteries		89.14
Town Police Supply	Ammunition	3,448.80	
	Targets	74.15	3,522.95
Southern Police Equipment Company	Duty belt		58.09
Matthew Bender & Company, Inc.	Crime & traffic law		69.08

FARMVILLE VOLUNTEER FIRE DEPARTMENT

McNeil & Company, Inc.	Insurance renewal		2,626.00
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RICE VOLUNTEER FIRE DEPARTMENT

Dominion Virginia Power	Electric service		467.98
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PROSPECT VOLUNTEER FIRE DEPARTMENT

Atlantic Emergency	Credit	-193.61	
	Draeger, Cal Gas	273.00	79.39
C W Williams	SCBA Flow test		1,498.68
Davis GMC Truck, Inc.	Inspection	16.00	
	Vehicle repairs	154.62	
	Inspection / oil change	49.95	220.57
Farmville Wholesale Electric	Connector		16.98
Ferguson Enterprises, Inc.	PVC cap		6.60
Fisher Auto Parts, Inc.	Replacement lens		10.84
Liberty Mutual Insurance	Workers compensation		7,090.00
Prince Edward County Public Schools	Diesel		22.22
Rockwell Audio	Siren		334.49
Prince Edward County Treasurer	Gas		130.11
Trumbull Software Assoc.	Rover subscription		300.00

HAMPDEN-SYDNEY VOLUNTEER FIRE DEPARTMENT

Arc3 Gases	Cylinder rental		25.20
Fire & Safety Equipment Company	Batteries		198.00
CenturyLink	Phone		133.01
Dominion Virginia Power	Electric service		384.43
Your First Due, Inc.	Website hosting		299.40

PAMPLIN VOLUNTEER FIRE DEPARTMENT

AT&T	Phone		63.64
Commtronics of Virginia	Battery pack		21.50
Fire & Safety Equipment Company	Gas meter maintenance		475.99
Foster Fuels, Inc.	Propane		429.29
National Auto Parts, Inc.	Vehicle maintenance		44.33
Pamplin Exxon	Fuel		196.63
Piedmont Fleet Service	Vehicle maintenance		3,575.26
Truck Enterprises Lynchburg	Batteries	647.53	
	Battery core return	-142.16	505.37
Verizon	Phone		260.78
Vest's Sales & Service, Inc.	Truck repair / maintenance		435.10
Dominion Virginia Power	Electric service		793.96

MEHERRIN VOLUNTEER FIRE DEPARTMENT

Atlantic Emergency	Valves / gauge		203.99
Parker Oil Company, Inc.	Repair A/C	163.54	
	Diesel	1,109.18	1,272.72
Verizon	Phone		189.48
Dominion Virginia Power	Electric service		630.82

FOREST FIRE PREVENTION

State Forester	Fire suppression		11,687.22
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EMERGENCY SERVICES

Timmons Group	911 Addressing		90.00
Korman Signs	Signs / posts / hardware		1,693.34

REGIONAL JAIL & DETENTION

Irongate Boundary Management	Electronic monitoring		1,383.75
Piedmont Regional Juvenile Detention Center	Juvenile detention		5,100.00

BUILDING OFFICIAL

Davis GMC Truck, Inc.	Inspection / wiper blades		34.50
US Cellular	Phone		27.21

ANIMAL CONTROL

Dominion Virginia Power	Electric service		145.26
CenturyLink	Phone		118.75
US Cellular	Phone		93.19
Prince Edward Health Department	Immunizations - Johnson		522.98
Walmart Community / RFCSLLC	Food / litter / spray bottle		186.76

Galls, Inc.	Name plate		17.74
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REFUSE DISPOSAL

Resource International	Assessment monitoring	26,239.52	
	Misc. work tasks	1,619.25	
	Storm water compliance	539.75	28,398.52
Cavalier Hose & Fittings	Fittings		25.06
Farmville Wholesale Electric	Wire / splice kit / tape	50.43	
	Breaker / ground kit	19.96	
	Bulbs / fuses	45.02	115.41
Lowe's	PVC / cement / adapters	54.68	
	Bug / wasp spray	18.94	
	Adapters / bushings	8.55	
	Lightbulbs / PVC / cement	154.78	
	Adhesive	45.48	
	Adhesive / knife blade	47.58	
	PVC / gloves / cement	132.73	
	Knife blades / nails	18.93	481.67
NAPA of Farmville	Cap screw / nut / washer	7.84	
	Airfitting / grease gun	74.45	
	Def / oil	45.96	128.25
Poulston's	Air conditioner		299.95
Jimmy Whirley	Washed / cleaned truck		75.00
Republic Services #974	Trash collection		411.21
Wright's Excavating, LLC	Landfill operation		48,093.75
Emanuel Tire of Virginia	Tire recycling		1,794.90
STEPS, Inc.	Recycling fee		2,476.30
Synergy Recycling, LLC	Electronic recycling		2,722.55
Southside Electric Cooperative	DH site	49.26	
	Virso site	72.21	121.47
Dominion Virginia Power	Rice site	35.17	
	Cell C pump station	23.61	
	Green Bay site	52.39	
	Leachate pump	288.13	
	Worsham site	38.54	
	Prospect site	44.02	
	Scalehouse	58.91	
	Landfill site	31.68	572.45
CenturyLink	Phone		304.57
US Cellular	Phone		24.21
Verizon	Phone		269.93
O. O. Stiff, Inc.	Monthly service		702.50
Treasurer of Virginia	Annual fee		2,242.12
Prince Edward County Public Schools	Diesel		1,300.88
Fisher Auto Parts, Inc.	Battery		160.84

GENERAL PROPERTIES

Dodson Brothers Exterminating	Pest control		237.00
Land Tech Group of VA, Inc.	Design fee		1,500.00
Daikin Applied	Chillr maintenance contract		3,116.00



Robertson's Mobile Service	Powerwash CH		1,842.00
Davis GMC Truck, Inc.	Inspection		16.00
East End Motor Company, Inc.	Install tube	20.99	
	Inspection / bulb	32.75	53.74
Southside Electric Cooperative	SRR lights		29.74
Dominion Virginia Power	Roy Clark monument	11.62	
	SCOPE Building	176.94	
	Courthouse	12,447.34	
	Sheriff Department shed	6.59	
	Worsham Clerk office	17.85	
	Lights at Rice	110.88	
	Ag building	1,070.62	
	Shop	19.36	13,861.20
Town of Farmville	Water & sewer		153.83
AT&T	Phone		43.21
CenturyLink	Phone		140.06
US Cellular	Phone		121.63
O. O. Stiff, Inc.	Monthly service		100.00
Diamond Paper Company	Trash bags / towels		963.96
Unifirst Corporation	Janitorial supplies		86.78
Diamond Springs Water, Inc.	Water & equipment rental		22.93
Farmville Wholesale Electric	Cable ties		27.72
Fisher Auto Parts, Inc.	GoJo / hand towels		23.42
Lowe's	Concrete leveler	27.36	
	Concrete / bolts / washers	48.02	
	Rebar / lumber / concrete	62.38	
	Lumber	3.16	
	Air filter	18.97	
	Valves	14.06	
	Post / rope	16.25	190.20
NAPA of Farmville	Batteries	564.00	
	5 Gal dex 3	64.99	628.99
Price Supply Company, Inc.	Hot/cold steam units	254.88	
	PVC / cement / valve	17.03	271.91
Cintas Corporation #524	Uniform rental		403.95
Southern States	Weed spray		199.75
Prince Edward County Public Schools	Diesel		399.56
Taylor-Forbes Equipment Company	Mower parts		60.55
	<u>CANNERY</u>		
Virginia Food Works	Contract payment		2,916.67
Southside Electric Cooperative	Electric service		430.87
Ellington Energy Service	Fuel oil		534.19
CenturyLink	Phone		246.59
Lowe's	Batteries	9.47	
	Paper towels	9.48	18.95
	<u>HEALTH DEPARTMENT</u>		
Prince Edward Health Department	2nd Quarter support		40,681.50

CHAPTER X BOARD

Crossroads Services Board 1st Quarter support 15,000.00

COMPREHENSIVE SERVICES ACT

Blue Ridge Autism & Achievement Center	Professional service	3,300.00
Blue Ridge Therapy Associates	Professional service	320.00
Rescare / Braley & Thompson	Professional service	7,781.00
Center for Pediatric Therapies	Professional service	640.00
Centra Health	Professional service	16,530.00
Elk Hill	Professional service	600.00
Family & Community Support	Professional service	1,857.00
Grafton School, Inc.	Professional service	29,521.00
Harbor Point Behavioral	Professional service	3,700.00
Ifetayo Imanchinello	Foster care	2,127.00
Intercept Youth Services	Professional service	4,248.55
Keystone Newport News, LLC	Professional service	4,255.00
Ashley Long	Foster care	3,608.00
Mountain Youth	Professional service	2,375.00
Voices Speech Therapy	Professional service	600.00

PLANNING

US Cellular Phone 54.22

TOURISM

Dominion Virginia Power	Electric service	324.49
Town of Farmville	Water & sewer	7.50
Business Card	UPS	13.44
CenturyLink	Phone	357.67

COOPERATIVE EXTENSION OFFICE

CenturyLink Phone 105.62

GENERAL EXPENSE

Lumos Networks	Phone	2,670.90
James River Solutions	Gas	6,824.68

CAPITAL PROJECTS

Metal Roof & Building	Courthouse roof service	2,350.00
Treasurer of Virginia	Plan review	710.00

DEBT SERVICE

US Bank	GO Refunding - Interest	43,234.38
	GO Refunding - Principal	250,000.00
	Refinancing - Interest	49,137.51
	Refinancing - Principal	87,181.00
		429,552.89

LANDFILL CONSTRUCTION FUND

Sargent Corporation	Cell E construction	39,857.85
Resource International	Cell E construction	4,197.50

	<u>WATER FUND</u>		
Town of Farmville	Water		46.33
US Bank	Refinancing - Principal	111,296.00	
	Refinancing - Interest	62,729.63	174,025.63
	<u>SEWER FUND</u>		
Dominion Virginia Power	Sewer pump		51.69
US Bank	Refinancing - Principal	41,523.00	
	Refinancing - Interest	23,404.74	64,927.74
	<u>RETIREMENT BENEFIT FUND</u>		
Vicki K. Johns	Retiree benefit		1,129.00
	<u>ECONOMIC DEVELOPMENT FUND</u>		
Mecklenburg County	FY17 Contribution		23,368.00
	<u>PIEDMONT COURT SERVICES</u>		
Farmville Newsmedia	Advertising		107.40
Dominion Virginia Power	Electric service		202.68
CenturyLink	Phone		70.25
Lumos Networks	Phone		299.96
Jessica Harding	Mileage	246.24	
	Newspapers	3.00	249.24
Renee T. Maxey	Mileage	168.88	
	Newspaper	1.00	169.88
Ashley Nash	Mileage		258.66
Megan Newman	Mileage		416.88
	<u>PCS SUPERVISION FEES EXPENDITURES</u>		
SRP Corporation, LLC	Rent		2,500.00
	<u>PCS DRUG TESTING FEES</u>		
Alere Toxicology Services, Inc.	Drug testing		77.92

In Re: Highway Matters

Supervisor Timmons stated he emailed a request regarding a pothole at the railroad crossing on Route 670 (Spring Creek Road), about 100 yards into the county from the county line. Mr. Bartlett said Mrs. Puckett already forwarded the concern to Mr. Shippee with VDOT.

Supervisor Pride announced that on September 28, her request regarding the safety issues on Route 604 was denied by VDOT. She said on September 30, a serious accident occurred; and on October 4, another serious accident occurred at the same location. She reported she sent another letter to Mr. Bartlett who

forwarded it to Scot Shippee, VDOT; she said she still considers this a dangerous road and will continue her efforts.

Supervisor Gray questioned the rotation on VDOT's efforts on grass cutting and trash pick-up.

In Re: Citizen Volunteer Appointments

Chairman Simpson stated the following Board and Commission vacancies for which the Board of Supervisors will make appointments at the December Board meeting:

- Two members of the Planning Commission whose terms expire on December 31, 2016: Donald Gilliam (County Representative) and Preston Hunt (County Representative)
- One member of the Board of Zoning Appeals whose term expires on December 31, 2016: Vincent Eanes

Supervisor Wilck made a motion, seconded by Supervisor Cooper-Jones, to authorize advertisement of the Citizen Volunteer Appointments to be made at the December Board of Supervisors meeting; 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: County Administrator's Report

Voting Credentials for VACo Annual Meeting

Mr. Bartlett stated the Board will wish to designate its voting delegate and alternate for the VACo Annual Business Meeting. Historically, this has been the Chairman and Vice-Chair. As the Vice Chair is unable to attend, the Board will wish to appoint another Board member who is able to attend the Tuesday morning business meeting.

Supervisor Cooper-Jones made a motion, seconded by Supervisor Timmons, to appoint Supervisor Pride as Alternate for the VACo Annual Business Meeting; 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

Court House RFP

Mr. Bartlett stated the advertisement for the A&E firm ran in the August 28, 2016 edition of the Richmond Times Dispatch. The County received seven proposals by the September 30, 2016 deadline. He stated he and Supervisor Timmons reviewed the submissions, and recommended a meeting of the Property Committee to review the submissions to make a recommendation to the full Board.

Supervisor Timmons led discussion on a tentative date for the meeting, which will be coordinated through the Administrator's office.

Smart Scale

Mr. Bartlett reported the County submitted the projects prior to the deadline of October 3, 2016. VDOT declined to scope the project involving the intersection of US 15 and Route 628 by the Prince Edward County Schools. VDOT stated they studied that intersection in 2015 and made improvements at that time. They stated not enough time has passed to provide sufficient data to justify additional work at this time. Mr. Bartlett stated he is attempting to obtain from VDOT what improvements were made in 2016. He stated other projects being considered are the interchange at Third and Route 460 and on Route 626 in Prospect, where they recommend timed flashers and may work to improve sight distance.

Mr. Bartlett then stated the County has Vice Presidential banners; five are road-side banners and two are hanging banners. He recommended allowing Emergency Services first right of refusal to hang them in their hall. Citizens can view them on display at these locations. Discussion followed, with suggestions of the Tourism Center, in the Courthouse atrium, the Fire Departments and Rescue Squad and at the public schools.

Supervisor Timmons stated VDOT seems to have forgotten two safety issues: Abilene Road and County Line Road intersection, where there is a sight issue; and safety issues at Pin Oak Road and Hendricks, and Sulphur Springs Road intersection. He said these areas need to be kept in VDOT's attention.

In Re: Appropriations

Mr. Bartlett stated the Schools have notified the County they will be receiving \$58,189 from the Security Equipment Grant Program. There is a 25% local match requirement which will be funded from the existing budget. The funds will be used to purchase security alarm systems for all three schools and the technical education center, and additional electronic door access controls.

The acceptance of this grant will be revenue neutral for the School and General Fund.

Supervisor Cooper-Jones made a motion, seconded by Supervisor Gray, to approve the FY17 budget amendment and appropriate the same funds, as follows:

FY 2017 Budget Amendment						
REV/EXP	FUND	DEPT	OBJECT	DESCRIPTION	DEBIT	CREDIT
3 (Rev)	250	24020	0106	Safety & Security Grant		\$58,189
4 (Exp)	250	66000	6020	Safety & Security Grant	\$58,189	

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
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In Re: Finance Committee Report

Mr. Bartlett stated the Finance Committee met on October 6, 2016. The committee is comprised of Supervisor Cooper-Jones (Chair), Supervisor Jones, Supervisor Simpson, and Supervisor Timmons; Supervisor Jones was absent. The Committee voted 2-1 to recommend to the full Board the pay raise be removed from the budget because the State was not providing their share of the funding.

At this time because of the revenue shortfall for the Commonwealth, the proposed 2% pay raise effective December 1, 2016 for state employees will not be implemented. The County's approved FY17 budget included the same 2% pay raise for all employees, to include Constitutional Offices effective December 1, 2016. The County's FY17 budget includes the increase in revenue from the State Compensation Board for the Constitutional Offices for the raise. This revenue will not be received.

Mr. Bartlett stated the expense, which can be found in the budget under General Expenses in a line called Pay Raise Reserve (91000-5011) contains \$72,000 for seven months in FY17. If the raise is provided it will mean an annual increase of \$123,429 for FY18 and beyond, all of which must be locally funded.

The FY17 budget contains \$37,513 in revenue from the Comp Board which now will not be received. As of now, the pay raise is not authorized and the Governor will not present his budget amendments to the General Assembly until December 16, 2016. For FY18 and beyond, the County would have received \$64,308 from the Comp Board for the pay raise. This means in order to balance the FY17 budget, either revenue will need to increase by \$37,513 or expenses will need to be decreased by that same amount. For FY18 and beyond the County will experience lost revenue of \$64,308.

Mr. Bartlett stated that in FY17, because of vacancies, the extension office estimates we will see savings of about \$15,000. The County received \$30,298 from the state for timbering in State Forest; the budget did not contain any funds from this revenue source. Thus these two items will provide approximately \$45,298 in expense savings or unanticipated revenues which are greater than the amount which will be lost due to the forgone pay raise. While the amount of lost revenue for FY17 can be resolved, the out year impact of \$64,308 will have to be addressed every year. He reviewed revenue collections for the first three months of FY17 and except for the timbering mentioned above, he did not see any other revenues that are particularly exceeding or falling short of the budget, but it is very early in the fiscal year. There are some expense lines where the County is experiencing savings but there are some that are over budget, particularly in Animal Control and Legal; overall they are balancing each other. One other expense that is not included in the budget is the cost of hiring the Architectural firm for the Courthouse project. The actual cost will not be known until the contract is awarded but will be considerable.

Mr. Bartlett reported that before making their decision, the Finance Committee reviewed the impact the failure of providing the raise will have on the School Budget. Failure to receive the state funding would

mean local dollars would have to be used to make up the shortfall. For FY17, the school budget contained almost \$101,000 in state revenue that will now not be received. For FY18 and beyond, this amount would be slightly more than \$161,000.

Taken together in FY18 and beyond, the County and School budgets will not receive \$225,000 which will have to be made up with local tax dollars if the 2% raise is implemented.

Supervisor Timmons made a motion, seconded by Supervisor Cooper-Jones, to amend the budget by removing the funds associated with the pay raise; the motion carried:

FY 2017 Budget Amendment						
REV/EXP	FUND	DEPT	OBJECT	DESCRIPTION	DEBIT	CREDIT
3 (Rev)	100	23000	0010	Shared Expense – Commonwealth’s Attorney	\$ 6,952	
3 (Rev)	100	23000	0020	Shared Expense – Sheriff	\$21,642	
3 (Rev)	100	23000	0030	Shared Expense – Commissioner Of Revenue	\$ 1,540	
3 (Rev)	100	23000	0040	Shared Expense – Treasurer	\$ 2,402	
3 (Rev)	100	23000	0070	Shared Expense – Clerk of Court	\$ 4,977	
3 (Rev)	100	93000	0100	To General Fund Balance	\$34,487	
4 (Exp)	100	91000	5011	Pay Raise Reserve		\$72,000

Supervisor Timmons made a motion, seconded by Supervisor Cooper-Jones, to not provide a salary increase for the employees this fiscal year. Discussion followed regarding a bonus for the employees.

Chairman Simpson requested the bonus be provided to the employees by the 15<sup>th</sup> of December [2016]. Discussion followed.

Supervisor Cooper-Jones asked Mr. Bartlett to explain to the audience what the County is facing and why providing a raise at this time would hurt Prince Edward County.

Mr. Bartlett stated the Treasurer’s Report shows the County has a Fund Balance of approximately \$7.1 million and last year, the Fund Balance was approximately \$9.5 million. He said the following expenses caused the decrease: approximately \$200,000 for the new Courthouse roof, approximately \$1.4 million for the cost of the work on the new landfill cell, and the use of approximately \$1.1 million to balance the budget last fiscal year. He said that decrease put the General Fund balance down by \$2.4 million.

Supervisor Jones added the security issues for the Courthouse building could be over \$1 million.

Supervisor Timmons restated his motion, seconded by Supervisor Cooper-Jones, to not provide a salary increase for the employees this fiscal year; 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

Mr. Bartlett stated the County has 83 full time employees, not including Social Services, ten full-time employees making \$70,000 or more; there are 38 part-time employees. He stated the full time employees' salaries equal about \$3.5 million annually. Discussion followed on the impact of a salary increase versus a one-time bonus and the various scenarios for an employee bonus.

Supervisor Townsend made a motion to provide a bonus of \$375 to full-time employees making under \$70,000 annually, \$200 to those making over \$70,000 annually, and \$100 to the part-time employees.

After some discussion, Supervisor Timmons made a substitute motion to provide bonuses that would be budget-neutral. Mr. Bartlett said he will adjust the amounts to make it budget neutral. He added he did not consider a caveat that employees hired since July 1, 2016 not be eligible for the bonus; the Board concurred to add that to the requirement.

Supervisor Wilck stated the people in the middle are the ones that have been here the longest and work hardest; he said he would like to see those making over \$70,000 should be changed to \$0, and part-time employee bonuses should be \$50, and the employees in the middle get the majority of it.

Supervisor Timmons stated the part-time employees at the landfill work hard and work on holidays and weekends. After further discussion, Supervisor Timmons rescinded his motion.

Supervisor Townsend restated his motion, seconded by Supervisor Gray, to provide a bonus of \$100 to part-time employees, \$200 to those making over \$70,000 annually, and \$350 or \$400 to full-time employees making under \$70,000 annually, and keeping the bonuses budget-neutral and not to exceed \$34,487, and with employees hired after July 1, 2016 being ineligible; 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: Closed Session

Supervisor Jones made a motion, seconded by Supervisor Cooper-Jones, that the Board convene in Closed Session for discussion to consider the acquisition of real property for a public purpose, where discussion in an open meeting could adversely affect the negotiating strategy of the County, pursuant to the exemption provided for in Section 2.2-3711(A)(3) of the *Code of Virginia*; 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	

The Board returned to regular session by motion of Supervisor Jones, seconded by Supervisor Cooper-Jones, and adopted as follows:

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	

On motion of Supervisor Jones and seconded by Supervisor Cooper-Jones and carried by the following roll call 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 following Certification of Closed Meeting was adopted in accordance with the Virginia Freedom of Information Act:

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

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

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

In Re: Town Hall Meetings

Supervisor Townsend announced he will hold a Town Hall meeting Saturday, November 5, 2016 at 9:00 a.m. until 11:00 a.m., at the Cedar Crest [Conference Center, Twin Lakes State Park].

Supervisor Timmons stated he will hold a Town Hall meeting Monday, October 24, 2016 at 7:00 p.m. at the Darlington Heights Fire Department.

Supervisor Pride announced she will hold a Town Hall meeting Thursday, December 8, 2016 at 6:00 p.m., at Venable Hall, Hampden Sydney College.

In Re: Animal Warden's Report

Mr. S. Ray Foster and Kathryn Johnson, Animal Wardens, submitted a report for the month of September 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 September 2016, which was reviewed and ordered to be filed with the Board papers.

In Re: Cannery

Mrs. Patty Gulick, Cannery Manager, submitted a report for September 2016, which was reviewed and ordered to be filed with the Board papers.

In Re: Cannery (Commercial)

Ms. Allie Hill, Board President & Commercial Manager, submitted a report for September 2016, which was reviewed and ordered to be filed with the Board papers.

In Re: Prince Edward County Public Schools

Dr. Barbara Johnson, School Superintendent, submitted a financial summary report for the month of September 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 September 2016, which was reviewed and ordered to be filed with the Board papers.

On motion of Supervisor Timmons, seconded by Supervisor Wilck, 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 8:24 p.m.