

November 8, 2016

At the regular meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 8<sup>th</sup> day of November, 2016, at 7:00 p.m., there were present:

Calvin L. Gray

Robert M. Jones

Odessa H. Pride

Howard F. Simpson

C. Robert Timmons, Jr.

Jerry R. Townsend

Jim R. Wilck

Absent: Pattie Cooper-Jones

Also present: Wade Bartlett, County Administrator; Sarah Elam Puckett, Assistant County Administrator; Rob Fowler, Planning and Zoning Director; 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

**Katy Overby**, Agriculture and Natural Resources Extension Agent and Acting Unit Coordinator, advised the Board on Jennifer Bowen's acceptance of a position with Mecklenburg. She said the Youth Development Position will be opening in the near future. She thanked the Board for their continued support.

**Wilkie Chaffin**, Piedmont Soil & Water Conservation, briefed the Board on the assistance provided to farmers for installation of their conservation practices; the Little Sandy Creek Watershed is no longer polluted due to these efforts. He stated \$185,000 in incentive funds were provided to Prince Edward County farmers over the last year. He then advised the Board of the Virginia Conservation Assistance Program (VCAP), a statewide program to assist with urban practices. He said it is open to localities, businesses and individuals in the Chesapeake Bay Watershed; \$500,000 is available this year for the program. Mr. Chaffin then reported the Residential Septic System Program is available for residents in select areas of Prince

Edward County; this would assist with the costs of pumping a septic tank, repair or possibly the entire cost of a new system. Prince Edward Health Department is partnering with this program.

In Re: Board of Supervisors Comments

Supervisors Timmons and Townsend thanked all in attendance for coming out to the meeting.

In Re: Consent Agenda

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

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

the Board accepted the Treasurer’s Report for September 2016; the minutes of the meeting held October 11, 2016; Accounts and Claims; and Salaries; and appropriations as follows:

FY 2017 Budget Amendment						
REV/EXP	FUND	DEPT	OBJECT	DESCRIPTION	DEBIT	CREDIT
3 (Rev)	100	24010	0005	Comprehensive Services Act		\$ 227,337
4 (Exp)	100	53500	3160	CSA Programs	\$ 227,337	

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

Name of Bank	Bank Balance	Available Balance
Benchmark Pooled Fund Account	3,552,169.87	3,552,169.87
Wells Fargo Social Services	156,125.69	156,125.69
Benchmark School Fund	1,085,436.01	1,085,436.01
Benchmark Food Service	356,216.10	356,216.10
<b>TOTAL</b>		<b>5,149,947.67</b>

**Certificates of Deposit**

Benchmark	357,397.98	
Citizens Bank Recreation	16,518.43	
Farmers Bank	435,784.50	
TOTAL	<u>809,700.91</u>	
GRAND TOTAL		<u><u>5,959,648.58</u></u>

BOARD OF SUPERVISORS

Pattie Cooper-Jones	Mileage		39.96
Calvin Gray	Mileage		28.62
Robert M. Jones	Mileage		16.20
Odessa H. Pride	Mileage		353.16
Howard F. Simpson	Mileage		443.88
C. Robert Timmons, Jr.	Mileage		331.56
Jerry R. Townsend	Mileage		337.50
James Robert Wilck	Mileage		23.05
Business Card	Homestead reservations	1,150.92	
	VACo registrations	1,125.00	2,275.92
Walmart Community / RFCSELLC	Soft drinks		3.33

COUNTY ADMINISTRATOR

Business Card	Postage	54.40	
	UPS	6.20	
	VACo registration	225.00	
	Reimbursed to County	15.00	300.60
US Cellular	Phone		138.49
Diamond Springs Water, Inc.	Water & equipment rental		22.93
Farmville Printing	Copies & binding		214.00
Rochette's Florist	Ribbon	50.00	
	Fern rental	24.00	74.00
Matthew Bender & Company, Inc.	Rvols 1B, 3, 5, 5A	290.61	
	2015 Local Tax	125.43	416.04

LEGAL SERVICES

Brian T. Butler, PLC	Postage / process fee		23.12
Clerk of Circuit Court	Serv of Process fees		107.12

COMMISSIONER OF REVENUE

Farmville Printing	Postage	470.00	
	Envelopes	169.60	639.60
Treasurer of Virginia	Online service		74.20
Key Office Supply	Ribbons	7.47	
	Halogen bulbs	11.99	19.46
BMS Direct	Processing PP/RE books		19.56

<u>TREASURER</u>			
BMS Direct	Postage - property bills	4,900.00	
	Postage - real estate bills	3,300.00	8,200.00
Treasurer of Virginia	Mainframe services	5.57	
	Online service	74.21	79.78
University of Virginia	Fall district meeting		160.00
ESI	Ink cartridges		431.00
STEPS, Inc.	Shredding service		35.00

<u>INFORMATION TECHNOLOGY</u>			
Business Data of Virginia, Inc.	Contract agreement	3,900.00	
	Travel expenses	250.00	4,150.00
ComputerPlus Sales / Service	Printer service contract		79.00

<u>ELECTORAL BOARD AND OFFICIALS</u>			
Gwendolyn Akers-Booker	Salary		1,053.00
Samuel A. Martin, Jr.	Salary		526.74
Gordon V. Smith	Salary		526.74
Farmville Printing	Ballots		365.00
Farmville Herald	Advertising		133.25
Battery Barn of Virginia, Inc.	Batteries		256.65
Printelect	Ramp		144.95
Dallas Tinsley	Handicap door knob		31.56

<u>REGISTRAR</u>			
Farmville Newsmedia	School board petition		438.85
U. S. Postal Service	Stamps		1,109.00
Lynette Wright	Postage	193.04	
	Stamps	47.00	
	Boxes / tools / tape	61.35	
	Laminated signs	57.76	
	Paper towels	10.52	369.67

<u>CIRCUIT COURT</u>			
Key Office Supply	Copy paper		59.90

<u>GENERAL DISTRICT COURT</u>			
Southern Copier Sales & Service	Annual maintenance contract		535.62
US Cellular	Phone		24.21
Key Office Supply	Desktop printer	349.00	
	Copy paper / rolodex	96.32	
	Ink cartridge	79.99	525.31
STEPS, Inc.	Shredding service		35.00

<u>CLERK OF THE CIRCUIT COURT</u>			
CenturyLink	Phone		45.31
Machelle J. Eppes	Mileage	263.52	
	Meals	36.45	
	Lodging	609.81	

	Training registration	250.00	1,159.78
Barbara Armentrout	Juror		30.00
Joseph Blauvelt	Juror		30.00
Brandon Clark	Juror		30.00
Katrita Ford	Juror		30.00
Calvin Gray	Juror		30.00
Susan Lawman	Juror		30.00
Key Office Supply	Toner		139.99

LAW LIBRARY

AT&T	Phone		43.05
CenturyLink	Phone		42.24
Relx Inc DBA LexisNexis	Monthly subscription		281.00
Matthew Bender & Company, Inc.	Rvols 1B, 3,5, 45A	290.61	
	Model Jury Inst Crim	305.31	
	VA Forms 2016 LL Rev	236.10	832.02

COMMONWEALTH'S ATTORNEY

Computer Projects of IL	VCIN license maintenance		173.40
U. S. Postal Service	Box rent		138.00
Wendy Hannah	Mileage	149.04	
	Foam bd / box cutter	19.75	168.79
National District Attorney Association	Dues		177.00
VA Assn. of Commonwealth's Attorney	Dues		1,050.00
STEPS, Inc.	Shredding service		35.00
Key Office Supply	Folders / batteries		161.84

VICTIM WITNESS ASSISTANCE PROGRAM

Comfort Suites	Lodging		328.58
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SHERIFF

B & G Automotive	Auto repairs	157.28	
	Inspection	16.00	
	Headlight bulb	9.46	182.74
Burkeville Body Shop	Repair dent / paint		660.50
East End Motor Company, Inc.	Towing	65.00	
	Mount / balance tires	62.00	
	Oil change / inspection	112.41	
	Auto repair	77.21	
	Towing / mount tires	141.00	
	Check engine light / coil	151.75	
	Brake pads / rotors	452.99	
	Headlight bulb / socket	118.93	
	Battery / fuel module	689.99	
	Tires	680.13	2,551.41
Express Care	Oil / filter change	295.12	
	Oil change	665.03	960.15
Haley Auto Mall	Inspection		16.00
Kenbridge Tire & Auto	Calibrations		75.00
Pro Auto LLC	Oil change		44.33

Third Street Wrecker Service	Towing / tire plugs		75.00
Business Card	Postage	8.83	
	Parking	1.00	
	Gas	15.00	
	Ammo / respirator	214.93	
	Credit	-29.60	
	Uniforms	37.82	247.98
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	Credit	-21.38	
	Phone	856.90	835.52
Central Virginia Criminal Justice	Meal	22.00	
	Uniforms	80.90	102.90
Robert Goldman	Meals		22.93
VA Sheriff's Association	Dues		1,593.00
Diamond Springs Water, Inc.	Water & equipment rental		87.20
Key Office Supply	Shredder	139.00	
	Office supplies	87.02	
	Keyboard / mouse	49.95	
	Flash drives	39.70	
	Copy paper	144.95	
	Storage boxes / toner	143.88	604.50
Staples Advantage	Office supplies		158.86
Walmart Community / RFCSLLC	Coffee / creamer / sugar	20.58	
	Office supplies	68.81	
	Zip bags	12.56	
	Coffee / bug spray	21.86	
	Halloween candy	83.58	
	Police supplies	40.76	
	Uniforms	23.96	272.11
Southside Electric Cooperative	Virso rec center		15.00
O. O. Stiff, Inc.	Porta john set-up		25.00
DMV	Special ID		10.00
Galls, LLC	Flashlight / cuff case		195.81
Taser International	Batteries		89.14
Matthew Bender & Company, Inc.	Rvols 1B, 3, 5, &5A		290.61
Commtronics of Virginia	Communication equipment		6,055.00

FARMVILLE VOLUNTEER FIRE DEPARTMENT

Elecom, Inc.	Pagers		2,135.00
Fire Protection Equipment Company	Calibrated meters		239.00
Grainger	Absorbent		67.40
Key Office Supply	Copy paper	29.99	
	Ink	151.29	181.28
NAFECO, Inc.	Shirts		399.33
Witmer Public Safety Group	Gloves		353.94

RICE VOLUNTEER FIRE DEPARTMENT

Benchmark Community Bank	Truck payment		41,777.32
John Deere Financial	Diesel	267.10	
	Gas	63.11	330.21
Dominion Virginia Power	Electric Service		383.70

PROSPECT VOLUNTEER FIRE DEPARTMENT

434 Generator Service, LLC	Annual service		301.76
Ferguson Enterprises, Inc.	Batteries		119.00
Goodman Truck & Tractor	Inspection & service	735.04	
	Truck maintenance	875.89	1,610.93
CenturyLink	Phone		107.92
Pamplin Exxon	Fuel		206.65
Price Supply Company, Inc.	HVAC air filters		30.60
Prince Edward County Public Schools	Diesel		110.29
Dominion Virginia Power	Electric service		386.75

DARLINGTON HEIGHTS VOLUNTEER FIRE DEPARTMENT

Cyrus Pest Control Company	Exterminating service		45.00
East End Motor Company, Inc.	Inspection / cab light	66.99	
	Inspections	67.00	133.99
Southside Electric Cooperative	Electric service		458.26

HAMPDEN-SYDNEY VOLUNTEER FIRE DEPARTMENT

C W Williams	Vehicle repair	144.26	
	Hose	407.85	552.11
Elecom, Inc.	Headsets	6,915.70	
	Siren repair	116.00	7,031.70
Fire & Safety Equipment Company	Fire extinguisher		46.95
Foster Fuels, Inc.	Propane line repair		679.81
CenturyLink	Phone		67.39
Dominion Virginia Power	Electric service		391.69

PAMPLIN VOLUNTEER FIRE DEPARTMENT

Benjamin H. Johnson, CPA	CPA		1,550.00
Verizon	Phone		137.78
Dominion Virginia Power	Electric service		354.27

MEHERRIN VOLUNTEER FIRE DEPARTMENT

Parker Oil Company, Inc.	Propane		845.48
Verizon	Phone		189.04
Dominion Virginia Power	Electric service		627.31

FIRST RESPONDERS

Hampden-Sydney Volunteer Fire Dept.	16-17 Support		1,250.00
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AMBULANCE AND RESCUE SERVICES

Prince Edward Volunteer Rescue Squad	16-17 Support		16,500.00
Meherrin Fire & Rescue	16-17 Support		3,250.00

EMERGENCY SERVICES

Timmons Group	911 Addressing		20.00
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REGIONAL JAIL & DETENTION

Cumberland County Treasurer	Authority documents		2,004.49
Piedmont Regional Jail	Inmate per diem		242,779.84

BUILDING OFFICIAL

East End Chevron	Oil change		33.40
Fisher Auto Parts, Inc.	Thermostat / anti-freeze		81.78
Rod & Staff, LLC	Thermostat		97.50
US Cellular	Phone		24.21
Coy Leatherwood	Meal	8.58	
	Meeting registration	15.00	23.58
Treasurer of Virginia	2% levy on permits		278.46
NAPA of Farmville	Battery		128.99

ANIMAL CONTROL

Dominion Virginia Power	Electric service		102.62
CenturyLink	Phone		118.66
US Cellular	Phone		76.67
BMS Direct	Dog tags		556.00
Galls, LLC	Uniforms		683.68
Walmart Community / RFCSSLCC	Uniforms		96.71

MEDICAL EXAMINER

Treasurer of Virginia	Coroner		20.00
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REFUSE DISPOSAL

Resource International	Assessment monitoring	4,568.12	
	Misc. work tasks	3,278.00	
	Storm water compliance	571.50	8,417.62
Cavalier Equipment Corp	Diverter valve	406.19	
	Tarp for hook-lift	741.53	
	Roll-off diaper	79.00	1,226.72
Grainger	First aid kit		90.16
Lowe's	Extension cords	44.23	
	Door knob	37.98	82.21
Moore Scale Service - Western VA	Serviced scale		200.00
Republic Services #974	Trash collection		411.45
Wright's Excavating, LLC	Landfill operation		48,093.75
Emanuel Tire of Virginia	Tire recycling		2,360.40
STEPS, Inc.	Recycling fee		1,742.24
Synergy Recycling, LLC	Electronic recycling		2,446.00
Southside Electric Cooperative	DH site	54.12	
	Virso site	71.17	125.29
Dominion Virginia Power	Rice site	38.29	
	Cell C pump station	27.54	
	Green Bay site	34.51	
	Leachate pump	311.06	



	Worsham site	46.90	
	Prospect site	50.57	
	Scalehouse	46.15	
	Landfill site	29.53	584.55
CenturyLink	Phone		308.28
US Cellular	Phone		24.21
Verizon	Phone		134.41
O. O. Stiff, Inc.	Monthly service		702.50
Prince Edward County Public Schools	Diesel		1,102.87
East End Motor Company, Inc.	Tires	575.50	
	Service call / tire	762.82	1,338.32
NAPA of Farmville	Def & oil	87.31	
	Def	25.98	
	Oil	21.28	134.57

SANDY RIVER RESERVOIR

Piedmont Soil & Water	Mowing Dam #12		2,400.00
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GENERAL PROPERTIES

Air Conditioning Equipment	Service call		480.00
Dodson Brothers Exterminating	Pest control		237.00
ThyssenKrupp Elevator	Service contract / Oct-Dec		2,696.82
Fisher Auto Parts, Inc.	Alternator	267.22	
	Battery	137.86	405.08
Southside Electric Cooperative	SRR lights		29.74
Dominion Virginia Power	Roy Clark monument	12.13	
	SCOPE Building	149.56	
	Courthouse	12,541.72	
	Sheriff Department shed	6.59	
	Worsham Clerk office	14.24	
	Lights at Rice	110.88	
	Ag building	939.92	
	Shop	20.96	13,796.00
Town of Farmville	Water & sewer		158.82
AT&T	Phone		43.04
CenturyLink	Phone		140.03
US Cellular	Phone		117.90
O. O. Stiff, Inc.	Monthly service		100.00
Diamond Paper Company	Trash bags / towels / tissue	1,572.34	
	Towels / gloves	78.29	1,650.63
Unifirst Corporation	Janitorial supplies		90.46
B & M Greenhouse	2 Holly trees		333.00
Diamond Springs Water, Inc.	Equipment rental		8.95
East End Chevron	Ice		14.70
Farmville Wholesale Electric	Light bulbs	252.66	
	Pliers	54.44	307.10
J R Tharpe Trucking Company	Mulch		600.00
Lowe's	Batteries	11.95	
	Caution tape	11.86	
	Cable ties / rope	22.75	

	Gloves / sand	164.17	
	Drain opener / concrete	55.96	
	Landscape cloth / pins	61.70	
	Tarp / tank / weed killer	154.07	
	Sand / boards	161.34	
	Sand	647.28	1,291.08
Rod & Staff, LLC	Handrail		65.00
Cintas Corporation #524	Uniform rental		482.45
Sherwin Williams Company	Paint		64.68
Prince Edward County Public Schools	Diesel		153.72

CANNERY

Virginia Food Works	Contract payment		2,916.67
NAPA of Farmville	Couplings		17.68
Southside Electric Cooperative	Electric service		362.19
Ellington Energy Service	Heating oil		645.83
CenturyLink	Phone		246.39
Poulston's	Refrigerator		544.00

COMPREHENSIVE SERVICES ACT

Blue Ridge Autism & Achievement Center	Professional service		6,000.00
Blue Ridge Therapy Associates	Professional service		640.00
Rescare / Braley & Thompson	Professional service		7,530.00
Center for Pediatric Therapies	Professional service		1,200.00
Centra Health	Professional service		34,335.00
Elk Hill	Professional service		4,200.00
Family & Community Support	Professional service		945.00
Grafton School, Inc.	Professional service		33,250.00
Harbor Point Behavioral	Professional service		3,515.00
Ifetayo Imanchinello	Foster care		2,127.00
Intercept Youth Services	Professional service		4,111.50
Keystone Newport News, LLC	Professional service		3,700.00
Ashley Long	Foster care		3,608.00
Northstar Academy, Inc.	Professional service		3,375.00
Voices Speech Therapy	Professional service		700.00

OTHER WELFARE / SOCIAL SERVICES

STEPS, Inc.	16-17 Support	5,000.00	
	16-17 Support (CAP)	3,622.00	8,622.00

PUBLIC LIBRARY

Farmville-Prince Edward Community Library	16-17 Support		51,165.75
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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

Clifford Jack Leatherwood	Commission meeting		100.00
Robert Christopher Mason	Commission meeting	100.00	
	Mileage	9.72	109.72
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
US Cellular	Phone		54.22
Rob Fowler	Mileage	64.80	
	Meals	32.61	97.41
	<u>TOURISM</u>		
Dominion Virginia Power	Electric service		150.05
Town of Farmville	Water & sewer		56.12
CenturyLink	Phone		360.84
Magi Van Eps	Meal	12.94	
	Fall decorations	28.82	41.76
Business Card	Tourism summit		249.00
	<u>SOIL &amp; WATER CONSERVATION DISTRICT</u>		
Piedmont Soil & Water	16-17 Support		2,960.00
	<u>COOPERATIVE EXTENSION OFFICE</u>		
CenturyLink	Phone		105.62
	<u>GENERAL EXPENSE</u>		
Lumos Networks	Phone		5,369.15
James River Solutions	Gas		9,869.65
	<u>CAPITAL PROJECTS</u>		
Metal Roof & Building	Final inspection		2,350.00
W W Associates, Inc.	Cannery pre-construction plan		1,500.00
	<u>DEBT SERVICE</u>		
Town of Farmville	Loan - principal	158,079.25	
	Loan - interest	35,775.38	193,854.63
	<u>FORFEITED ASSETS FUND</u>		
Commtronics of Virginia	UHF ports		2,057.40
	<u>SCHOOL CONSTRUCTION FUND</u>		
Dunlap & Partners	Performance inspection		1,300.00
	<u>LANDFILL CONSTRUCTION FUND</u>		
Resource International	Cell E construction		485.00
	<u>WATER FUND</u>		
Town of Farmville	Water		43.05

	<u>SEWER FUND</u>		
Dominion Virginia Power	Sewer pump		38.10
	<u>RETIREMENT BENEFIT FUND</u>		
Vicki K. Johns	Retiree benefit		1,129.00
	<u>PIEDMONT COURT SERVICES</u>		
Dominion Virginia Power	Electric service		357.89
Mail Finance	Postage meter lease		190.68
CenturyLink	Phone		67.87
Lumos Networks	Phone		303.34
Connie Stimpson	Mileage	62.40	
	Office supplies	1.00	63.40
Jessica Harding	Mileage	129.60	
	Newspaper	1.00	130.60
Ashley Nash	Mileage		182.52
Megan Newman	Mileage		259.20
Rebecca Staton	Mileage	39.04	
	Newspaper	1.05	39.09
Fred Pryor Seminars	Training		99.00
	<u>PCS SUPERVISION FEES EXPENDITURES</u>		
SRP Corporation, LLC	Rent		2,500.00
Connie Stimpson	PCCJB dinner meeting		255.18
	<u>PCS DRUG TESTING FEES</u>		
Alere Toxicology Services, Inc.	Drug testing		97.40

In Re: Highway Matters

Scot Shippee, VDOT Resident Engineer, reported crews are finishing mowing and brush cutting; they continue filling potholes and answering customer service requests. He stated the Rural Rustic program will take a different approach this year; a stone base will be put down prior to winter and in the spring, the seal coat will be added. Mr. Shippee reported on the following projects;

- Route 619 Bridge – the final inspection is due Thursday, November 10
- Residency building – the bid process closed and bids are under evaluation
- Route 604 – the road will be re-evaluated for possible solutions following a ride-through with Supervisors Pride and Timmons and Mr. Bartlett.

Supervisor Timmons stated they will continue their efforts to get work done on Route 604; the Sheriff has committed to working the area with a lower speed limit. Discussion followed.

Chairman Simpson asked for a status update on Greentown Road in Worsham. Mr. Shippee stated that is scheduled for stone next fall [2017] and will have the road treatment in Spring 2018.

Supervisor Jones thanked Mr. Shippee for the work done on the shoulders along Route 630; other areas in the district also need improvement.

Supervisor Townsend reported a blind spot from overgrowth along Meherrin Road and Shultz Mill Road. Mr. Shippee said crews are addressing the maintenance issues.

Supervisor Wilck questioned how \$1.5 billion [reduction] will affect VDOT. Mr. Shippee stated the shortfall is in the General Fund and shouldn't affect VDOT as much.

Supervisor Townsend asked about the status of the pool of safety money; Mr. Shippee stated they are trying to get a piece of steel pipe for the Route 360 shoulder-widening because there is no recovery area at that location.

Supervisor Townsend said on Route 630, close to Route 15, signs are needed to make citizens aware of the drop-off. Mr. Shippee said a Highway Safety Improvement Project to do spot-shoulder widening on Route 630 is scheduled for a few years out, but planning for the work has begun.

Supervisor Gray requested an update on Hendricks Store Road, Route 626; Mr. Shippee stated the Safety and Operational funds have been renewed and the intersection will be shifted approximately ten feet. He said they expect to trim 12-18 inches from the road to improve sight clearance.

In Re: Public Hearing – Amendments to Prince Edward County Zoning Ordinance

Chairman Simpson announced that this was the date and time scheduled for a public hearing on amendments to the Prince Edward County Zoning Ordinance. Notice of this hearing was advertised according to law in the Friday, October 28, 2016 and Friday, November 4, 2016 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Rob Fowler, Planning and Community Development Director, stated the Planning Commission conducted a Public Hearing on October 25, 2106 to consider amendments to the County Zoning Ordinance:

- 1) Adding a Special Use Permit process for "Retail Sales Establishments" in the A1, Agricultural Conservation and A2, Agricultural Residential Districts to allow additional retail sales establishments; and
- 2) Removing the language regarding Manufactured Home Subdivisions from the A1, Agricultural

Conservation and A2, Agricultural Residential zoning classifications along with the definition of Manufactured Home Subdivision from Article VI, Section 6-200.3(C).

Mr. Fowler reported there was no public input during the public hearing; the Planning Commission voted to recommend to the Board of Supervisors the approval of the two proposed amendments to the County Zoning Ordinance.

Supervisor Cooper-Jones entered the meeting at this time.

Supervisor Timmons questioned the commercial use types as it seems to limit the commercial use to outdoor sports and recreation. Mr. Fowler stated all those items are currently included by Special Use Permit; this would add “Retail Sales” to the other uses. Mr. Bartlett stated “Outdoor Sports” includes things such as pumpkin patches, corn mazes, and archery ranges.

Mr. Fowler stated a review regarding language in the Manufactured Homes Subdivision in A1 and A2, along with the definition, was redundant as manufactured homes subdivision is treated the same as stick-built subdivisions; the Planning Commission met three times regarding this issue and determined trying to create standards would be nearly impossible. The decision was that it was best to strike it from the Ordinance.

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 Wilck, to approve the addition of a Special Use Permit process for “Retail Sales Establishments” in the A1, Agricultural Conservation and A2, Agricultural Residential Districts to allow additional retail sales establishments; and to remove the language regarding Manufactured Home Subdivisions from the A1, Agricultural Conservation and A2, Agricultural Residential zoning classifications along with the definition of Manufactured Home Subdivision from Article VI, Section 6-200.3(C); 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: Public Hearing – Special Use Permit, Barry and Gwendolyn Martin

Chairman Simpson announced that this was the date and time scheduled for a public hearing on a Special Use Permit for Barry and Gwendolyn Martin. Notice of this hearing was advertised according to law in the Friday, October 28, 2016 and Friday, November 4, 2016 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Fowler stated the Planning Commission conducted a Public Hearing on October 25, 2106 to consider a Special Use Permit for Barry and Gwendolyn Martin to permit the operation of a one-room Bed and Breakfast in an existing detached structure located at 248 Pisgah Church Road on Tax Map Parcel 041-19-1, owned by Barry and Gwendolyn Martin. The property is zoned A1, Agricultural Conservation and this zoning classification permits a Bed and Breakfast by Special Use Permit.

The property is approximately 31 acres; no exterior improvements are planned and the location has ample parking on site. The Planning Commission conducted a public hearing on October 25, 2016 concerning this application; no one spoke at the public hearing. The Planning Commission unanimously recommended to the Board approval of this request for a Special Use Permit with no conditions.

Mr. Barry Martin stated the building will be a 24x26' one-bedroom haybarn conversion. Initially designed for family use, they would open it to rent but anticipate low impact and would only be used once or twice a month.

Chairman Simpson opened the public hearing.

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

Supervisor Jones made a motion, seconded by Supervisor Cooper-Jones, to approve the Special Use request from Barry and Gwendolyn Martin to permit the operation of a one-bedroom Bed and Breakfast in an existing detached structure located at 248 Pisgah Church Road on Tax Map Parcel 041-19-1, owned by Barry and Gwendolyn Martin, with no conditions; 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: Public Hearing – Special Use Permit, BRW Enterprises, LLC

Chairman Simpson announced that this was the date and time scheduled for a public hearing on a Special Use Permit request from BRW Enterprises, LLC. Notice of this hearing was advertised according to law in the Friday, October 28, 2016 and Friday, November 4, 2016 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Rob Fowler stated the Planning Commission conducted a Public Hearing on October 25, 2106 to consider a Special Use Permit request to permit retail sales of sporting goods, firearms and ammunition within an existing building located at 152 Patrick Henry Highway on Tax Map Parcel 120-A-32A owned by Jason Badeaux. The property is zoned A1, Agricultural Conservation and this zoning classification permits Retail Sales by Special Use Permit.

The property is approximately 3.9 acres; no exterior improvements are planned and the location has ample parking on-site. The Planning Commission conducted a public hearing on October 25, 2016 concerning this application; no one spoke at the public hearing.

Mr. Fowler stated he has been in touch with a representative of the ATF to monitor and inspect the property; it has been determined there is no conflict with the two different operations taking place in the same center. The ATF representative stated they will re-inspect once the business is ready to open.

The Planning Commission unanimously recommends to the Board approval of this request for a Special Use Permit with the following conditions:

- Owner must receive licensure through ATF
- The square footage of the retail sales area is limited to 800 square feet. Any expansion of the footprint of the retail operation beyond 800 square feet will require an additional Special Use Permit.

Supervisor Timmons questioned the licensure through the ATF. He recommended the addition of “*and maintain license through ATF.*” He then questioned what would happen if a change in usage occurs. Mr. Bartlett stated this [Special Use Permit] is specifically for this retail operation; “Retail” includes the sale of most any goods and services.

Mr. Fowler stated that there is an exclusion that if anything is called out by definition, it is also handled through a special permit process as well.



Supervisor Townsend questioned the hours of operation. Mr. Badeaux stated the store will be open from noon until 7:00 p.m. Monday through Saturday and closed Sunday; and the restaurant is open from noon until 9:00 p.m. Monday through Thursday, and from noon until 2:00 a.m. Friday and Saturday.

Supervisor Gray questioned what would be required if they decide to increase the square footage of the retail store. Mr. Fowler stated any addition would trigger their need to come back for an additional Special Use Permit.

Supervisor Townsend asked if alcohol is served at the restaurant; Mr. Badeaux said it is, but the retail store is completely separated from the restaurant by the concrete wall, and the store closes prior to most people going to a bar. Mr. Badeaux stated several establishments sell both in the same building, such as Bass Pro Shop.

Supervisor Timmons stated they must be in full compliance to ATF regulations.

Sheriff Reed asked what type of security and alarm system is intended for the store. Mr. Badeaux stated they will have an alarm system, cameras, bars on the windows and reinforced doors; the ATF requires them to ensure it is secured. He added that there will be other items for sale, such as fishing poles and camping gear.

Supervisor Jones stated there is an establishment nearby that sells guns, ammunition and alcohol right at the same store.

Mr. Jim Ennis, County Attorney, asked the percentage of the inventory that will be firearms. He said guns are the main target for break-ins and \$500 worth of guns is worth \$3,000 if it gets to New York. Mr. Badeaux stated they would start with 50-60 guns in a lockable display case and some will be in a steel safe. He said they also intend to offer crossbows, longbows and knives.

Chairman Simpson opened the public hearing.

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

Supervisor Timmons made a motion, seconded by Supervisor Gray, to approve the Special Use request to permit retail sales of sporting goods, firearms and ammunition within an existing building located at 152 Patrick Henry Highway on Tax Map Parcel 120-A-32A owned by Jason Badeaux, with the following conditions:

- Owner must receive licensure and maintain said licensure through ATF

- The square footage of the retail sales area is limited to 800 square feet. Any expansion of the footprint of the retail operation beyond 800 square feet will require an additional Special Use Permit.

The motion carried:

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

Nay: None

Abstain: Jerry R. Townsend

In Re: Committee Report – Strategic Planning Committee

Mr. Bartlett stated that at the June 14, 2016 meeting of the Board of Supervisors, the Board approved the Vision Statement for the County, the revised Missions Statement for the Board of Supervisors and a list of Strategic Direction & Priorities. The Board then tasked County staff to draft a three-year Strategic Work Plan to be reviewed by the Strategic Planning Committee. The Strategic Planning Committee was to develop a final three-year Strategic Work Plan and submit it to the Board of Supervisors for approval.

The purpose of the Committee's work was to review the Strategic Work Plan developed by County staff, make amendments it deemed appropriate and present a completed Strategic Work Plan to the full Board. The Strategic Planning Committee met on September 12 and October 25. The committee is comprised of Supervisors Gray (Chair), Simpson, Timmons, and Townsend.

During the September 12 meeting, the Committee, after considerable review and discussion, determined the number of priorities for some of the Critical Target Areas was too large to manage effectively and should be reduced. The committee is recommending the following amendments to the Strategic Direction & Priorities approved by the Board of Supervisors at the June 14, 2016 meeting:

- Reduce from five to three the number of Economic Development Priorities by combining the first three
- Move the first two priorities in the Mobility critical target Area to the operations Strategic Work Plan.

Supervisor Gray thanked the committee for their hard work to bring this working document which will help the Board move its vision in a positive direction.

Supervisor Townsend reminded the Board that it was agreed to meet in June and December for semi-annual updates; he said it is critical to ensure that the Board is moving forward.

Supervisor Timmons made a motion, seconded by Supervisor Townsend, to adopt the Strategic Work Plan as submitted and request a semi-annual update to be held in June and December; 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: Properties Committee Meeting

Mr. Bartlett stated the Properties Committee met and reviewed the responses to the RFP concerning Courthouse security and expansion; seven proposals were received from various architectural tech firms. Two have been called back for interviews which will be held later this month. After the interviews, the Committee will come back with a recommendation to the full Board.

In Re: Crossroads

Mr. Bartlett reported the Crossroads former employees' lawsuit has been dismissed by the judge to include all the counties, all Board members and Crossroads itself; an appeal is available.

Mr. Ennis stated the court order to dismiss was entered October 11 [2016]; normally that order would become final 21 days after the ruling unless notice of appeal was filed. However, in this case, the attorneys were not aware that the order had been entered until they requested a status of the ruling of the judge. Mr. Ennis said there will be a motion made to extend the filing period to allow the attorneys to meet with the clients to get a decision on whether they want to note an appeal. Discussion followed.

In Re: Animal Warden's Report

Kathryn Johnson and Adam Mumma, Animal Wardens, submitted a report for the month of October 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 October 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 October 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 October 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 October 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 October 2016, which was reviewed and ordered to be filed with the Board papers.

On motion of Supervisor Wilck, seconded by Supervisor Cooper-Jones, 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 8:03 p.m.