

August 14, 2018

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 August, 2018; at 7:00 p.m., there were present:

Pattie Cooper-Jones

J. David Emert

Odessa H. Pride

Gene A. Southall

C. Robert Timmons, Jr.

Jerry R. Townsend

Jim R. Wilck

Absent: Robert M. Jones

Also present: Wade Bartlett, County Administrator; Sarah Elam Puckett, Assistant County Administrator; Kate Pickett Eggleston, Economic Development Director; and Brian Butler, County Attorney.

Chairman Cooper-Jones called the August meeting to order. Supervisor Timmons offered the invocation and led the Pledge of Allegiance.

In Re: Conflict of Interest Disclosure

(None)

In Re: Recognitions

Chairman Cooper-Jones said “Recognitions” is an opportunity for the Board of Supervisors to recognize achievements in our community, with a focus on the accomplishments of the students at the Prince Edward County Public Schools and Fuqua School. She stated that since school has not been in session, there are no recognitions this month.

In Re: Public Participation

Angela Cook, Substance Abuse Coalition, stated the Piedmont Alliance for the Prevention of Substance Abuse will hold a Coalition meeting September 13, 2018 at 5:30 p.m. at the Farmville Community Library, to present information on community awareness on the opioid epidemic and other substance abuse and misuse issues.

Joanne Wcislo, Pamplin, expressed her concerns regarding blight in Prince Edward County. She presented a letter and photographs to the Board showing examples of rundown properties and properties with accumulated trash, broken down vehicles and overgrown with weeds. She also reported trash along many of the roadways and stated this negatively impacts surrounding properties. Ms. Wcislo stated in order for the County to attract tech businesses and industry, first the County must show the citizens as attractive as employees. She presented several examples of programs enacted in other localities, and suggested the homeowners that do take care of their properties could be presented a "Pride Award." She then suggested forms to report properties with blight and others to nominate a nice property.

In Re: Board Comments

Supervisors Emert, Pride, Wilck, and Townsend thanked everyone for attending the meeting.

Supervisor Timmons thanked Ms. Wcislo for her comments and stated only a few people in each section of the County are guilty of throwing trash from their vehicles. He said in Darlington Heights, they schedule a Community Pick Up twice a year. He said the Sheriff cannot ticket offenders throwing trash unless they are caught in the act and the Judges assure the offenders will receive the maximum fine. Supervisor Timmons stated that as a property owner, he picks up the trash that lands on his property. Blight structure that has eminent harm is dealt with on a case by case basis. He said notices are sent to the property owners; he directed Mr. Bartlett to ask Mr. Fowler to look at the trailers west of Pin Oak Road.

Supervisor Southall thanked all for attending and said that he lives on Briery Road and property owners pick up trash on their properties.

In Re: Consent Agenda

On motion of Supervisor Timmons, seconded by Supervisor Townsend, and carried:

Aye: Pattie Cooper-Jones
 J. David Emert
 Odessa H. Pride
 Gene A. Southall
 C. Robert Timmons, Jr.
 Jerry R. Townsend
 Jim R. Wilck
 Absent: Robert M. Jones
 Nay: None

the Board accepted the Treasurer's Report for June 2018; the minutes of the meetings held July 10, 2018 and July 31, 2018; Accounts and Claims and Board Mileage Sheets; Salaries; and Event Permits for Appomattox Young Farmers Truck and Tractor Pull, Five County Fair, and Family Affair Kennels Dog Show.

Prince Edward Treasurer's Report - June 2018

Name of Bank	Bank Balance	Available Balance
Benchmark Pooled Fund Account	13,151,555.98	13,151,555.98
Wells Fargo Social Services	105,895.23	105,895.23
Benchmark School Fund	122,301.67	122,301.67
Benchmark Food Service	324,600.13	324,600.13
TOTAL		13,704,353.01

Certificates of Deposit

Benchmark	609,724.91
Farmers Bank	210,882.92
TOTAL	<u>820,607.83</u>

GRAND TOTAL 14,524,960.84

PERMITS AND OTHER LICENSES

Anita Bennett Building permit refund 204.00

BOARD OF SUPERVISORS

Morrissett Funeral & Cremation Service	Cremation	925.00
Farmville Newsmedia	Advertising	589.92
Odessa H. Pride	Mileage	143.88
C. Robert Timmons, Jr.	Mileage	245.25
Jerry R. Townsend	Mileage	310.65
Business Card	Meals	54.80
	Lodging	881.94
Verizon Wireless	iPad service	465.54

COUNTY ADMINISTRATOR

US Cellular	Phone		137.60
University of Virginia	FY19 Dues		1,000.00
Matthew Bender & Company, Inc.	Code Supp Pkg/Index		596.61

COMMISSIONER OF REVENUE

Farmville Printing	Postage	250.00	
	Envelopes / letterhead	148.40	398.40
Treasurer of Virginia	Online service		81.59

ASSESSOR

Wampler-Eanes Appraisal	Assess new construction		7,800.00
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TREASURER

Benchmark Community Bank	Payflow/Paypal		4.30
Treasurer of Virginia	Online service		81.59
University of Virginia	2018 Joint conference	120.00	
	Joint Treasurer training	120.00	
	TAV Course roles	185.00	425.00
Treasurers Association of VA	Dues		400.00
Key Office Supply	Credit	-266.97	
	Copy paper	95.85	
	Ink cartridges	453.46	
	Sticky notes	10.38	
	Chair	169.00	461.72

INFORMATION TECHNOLOGY

Business Data of Virginia, Inc.	Contract agreement	3,900.00	
	Travel expense	1,125.00	5,025.00
BAI Municipal Software	Technical support		11,349.00
ComputerPlus Sales / Service	Printer service contract		79.00

ELECTORAL BOARD AND OFFICIALS

Gwendolyn Akers-Booker	Mileage	76.30	
	Lodging	206.22	
	Meals	31.06	313.58
Charles D. Puckett	Mileage	65.40	
	Lodging	210.74	
	Meals	32.80	308.94

REGISTRAR

U. S. Postal Service	Stamps		500.00
Key Office Supply	Copy paper	63.90	
	Sealing tape	26.28	
	Clips / markers / binders	28.57	
	Paper	17.18	135.93

CIRCUIT COURT

Delux Cleaners	Cleaned 7 robes		70.00
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Matthew Bender & Company, Inc.	Case Finder		103.08
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GENERAL DISTRICT COURT

STEPS, Inc.	Shredding service		35.00
US Cellular	Phone		23.77
Key Office Supply	Pens	60.60	
	Markers / hi-liters	33.09	93.69
Vickie Talbott	Microwave		114.76

CLERK OF THE CIRCUIT COURT

AtWork Franchise, Inc.	Part-time employee		2,456.60
Treasurer of Virginia	Turnover audit		848.50
Rocky Top Locksmith	Replace safe lock		1,375.00
CenturyLink	Phone		45.66
Key Office Supply	Copy paper	319.65	
	Ink cartridges	346.49	
	Paper	24.99	26.45

LAW LIBRARY

Relx, Inc. DBA LexisNexis	Monthly subscription		578.00
Matthew Bender & Company, Inc.	Code 18 Supp Pkg / Inx	596.61	
	Wills & Admin Rel 11	351.31	947.92

COMMONWEALTH'S ATTORNEY

David Moss	Mileage		80.66
Treasurer of Virginia	Dues		260.00
VA Assoc. of Commonwealth's Attorneys	Annual dues		1,750.00
Halasz Reporting & Video	Hearing transcript		212.00
STEPS, Inc.	Shredding service		35.00
Key Office Supply	Paper clips	0.75	
	Pens	62.70	
	Pens / folders / clips	35.03	
	AA batteries	12.99	
	Chair mats	349.65	
	Labels	23.98	485.10

SHERIFF

Express Care	Oil changes		505.89
Pro Auto, LLC	Oil pan		881.93
Rundstrom Auto, LLC	Brake pads & rotors		244.50
Third Street Wrecker, Inc.	Windshield		339.00
ID Networks	Maintenance contract	5,328.75	
	Annual software maintenance	775.00	6,103.75
CenturyLink	Phone	10.36	
	VCIN	7.98	18.33
Sarah Coen	Meal		11.00
Key Office Supply	Toner & folders		304.67
Southside Electric Cooperative	Electric service		15.15
Commtronics of Virginia	Antenna		255.00
DMV	Special ID		10.00

Galls, LLC	EZ Wedge / maglite	177.00	
	Flashlight / boots	242.36	419.36
BKT Uniforms	Pants		321.93
Jannear Jefferson	Sew on hashmarks		175.00
Matthew Bender & Company, Inc.	Code Supp Pkg / Index		596.61
Town Police Supply-Richmond	Bullet-proof vests		6,839.82

RICE VOLUNTEER FIRE DEPARTMENT

C W Williams	Helmets	865.20	
	Traffic cones	182.54	1,047.74
County Waste	Trash collection		32.34
Ellington's Lawn Service	Mowing		600.00
CenturyLink	Phone		184.82
Dominion Energy Virginia	Electric service		357.58
Zurich	Workers comp		2,165.00

PROSPECT VOLUNTEER FIRE DEPARTMENT

Prince Edward County Public Schools	Diesel		101.01
Prince Edward County Treasurer	Gas		30.87

DARLINGTON VOLUNTEER FIRE DEPARTMENT

Cyrus Pest Control Company	Exterminating service		45.00
Mid-Atlantic Irrigation	Bolland covers		666.46
Southside Electric Cooperative	Electric service		478.84

MEHERRIN VOLUNTEER FIRE DEPARTMENT

Commtronics of Virginia	Radios		2,979.65
Parker Oil Company, Inc.	Diesel		1,558.69
Verizon	Phone		193.15
Dominion Energy Virginia	Electric service		531.90

FIRST RESPONDERS

Hampden-Sydney Vol. Fire Dept.	18-19 Support		1,250.00
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PE FIREFIGHTERS ASSOCIATION

Prince Edward Area Firefighters Assoc.	18-19 Support		4,000.00
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AMBULANCE AND RESCUE SERVICES

Prince Edward Volunteer Rescue Squad	18-19 Support		18,700.00
Pamplin Vol. Fire Dept. EMS	18-19 Support		2,500.00
Meherrin Fire & Rescue	18-19 Support		3,250.00

EMERGENCY SERVICES

Business Card	Printer / ink / easel	467.73	
	LEPC meals	214.80	682.53

REGIONAL JAIL & DETENTION

City of Lynchburg	Group home care		2,156.00
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BUILDING OFFICIAL

Rod & Staff, LLC	Serpentine belt		154.50
US Cellular	Phone		24.02
Treasurer of Virginia	2% Permit levy		311.17

ANIMAL CONTROL

Ridge Animal Hospital	Vet service		62.00
East End Motor Company, Inc.	Oil change / pads / rotors		359.39
Dominion Energy Virginia	Electric service		265.07
CenturyLink	Phone		131.17
US Cellular	Phone		106.05
Business Card	Fan	136.88	
	Euthanasia drugs	456.94	593.82
Walmart Community / SYNCB	Cleaning supplies		78.63

SANDY RIVER RESERVOIR

Southern States	Brush spray		63.42
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GENERAL PROPERTIES

Dodson Brothers Exterminating	Pest control		237.00
ThyssenKrupp Elevator	Service contract - July/Sept.		2,881.36
Wagstaff Sales & Service	Mower repairs		302.94
Southside Electric Cooperative	SRR lights		30.04
Dominion Energy Virginia	Roy Clark monument	7.18	
	SCOPE building	91.40	
	Courthouse	12,868.84	
	Sheriff Dept. shed	6.59	
	Worsham Clerk office	13.71	
	STEPS Centre	2,359.32	
	Lights at Rice	111.81	
	Ag building	946.55	
	Shop	21.61	16,427.01
Town of Farmville	Water & sewer		141.11
AT&T	Phone		43.64
CenturyLink	Phone		57.95
US Cellular	Phone		117.67
O. O. Stiff, Inc.	Monthly service		100.00
Diamond Paper Company	Towels / tissue / bleach		918.09
Unifirst Corporation	Janitorial supplies		186.86
Farmville Wholesale Electric	600 Amp fuses		622.31
Lowe's	No Trespassing signs	12.42	
	WD40	4.74	
	Gloves & wasp spray	40.43	
	Rakes	51.24	
	Lawn mower & oil	337.22	446.05
Price Supply Company, Inc.	Swoosh cartridge		44.56
Cintas Corporation #524	Uniform rental		361.45
Taylor-Forbes Equipment Company	Weed trimmer / switch	329.38	
	Oil	15.12	344.50
Prince Edward County Public Schools	Diesel		118.55
East End Motor Company, Inc.	Inspection	16.00	

	Install mower tube	17.25	33.25
NAPA of Farmville	Oil / filter		79.08
Rod & Staff, LLC	Trailer tires		161.00

CANNERY

Virginia Food Works	Commercial contract		2,916.67
Lowe's	Pipe	3.12	
	Pipe & seal	12.57	15.69
Town of Farmville	Water test kit		40.00
Southside Electric Cooperative	Electric service		298.47
Ellington Energy Service	Fuel		952.18
CenturyLink	Phone		253.51
Diamond Paper Company	Gloves / soap / towels		291.87

HEALTH DEPARTMENT

Prince Edward Health Department	1st Quarter support		42,447.75
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COMPREHENSIVE SERVICES ACT

Centra Health, Inc.	Professional service		15,326.00
Grafton School, Inc.	Professional service		10,175.00
STEPS, Inc.	Professional service		877.50
Virginia Keys School	Professional service		3,570.00
Voices Speech Therapy	Professional service		900.04

OTHER WELFARE / SOCIAL SERVICES

SCOPE / Meals on Wheels	18-19 Support		2,500.00
Piedmont Senior Resources	18-19 Support		3,064.00
STEPS, Inc.	18-19 Support		5,000.00
Jolly Glee Senior Center	18-19 Support		1,120.00
STEPS, Inc. (Community Action Program)	18-19 Support		3,622.00
FACES, Inc.	18-19 Support		2,137.50
Special Olympics - Area 12	18-19 Support		1,000.00
VA Legal Aid Society, Inc.	18-19 Support		1,200.00
Tri-County Life Learners	18-19 Support		1,200.00
Southside Center for Violence Prevention	18-19 Support		2,400.00
Heart of Virginia Free Clinic	18-19 Support		3,000.00
Longwood Center for Visual Arts	18-19 Support		2,000.00
Habitat for Humanity	18-19 Support		1,600.00

CONTRIBUTIONS TO COLLEGES

Southside Virginia Community College	18-19 Support		5,000.00
Longwood Small Business Dev. Center	18-19 Support		3,375.00

MUSEUMS

Robert Russa Moton Museum	18-19 Support		4,000.00
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PUBLIC LIBRARY

Farmville-Prince Edward Community Library	18-19 Support		58,519.50
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PLANNING

Farmville Newsmedia	Advertising		516.19
US Cellular	Phone		56.78

COMMUNITY DEVELOPMENT

Farmville Chamber of Commerce	18-19 Support		250.00
Town of Farmville	18-19 Support - Airport	3,800.00	
	18-19 Support - Bus	25,000.00	28,800.00
Town of Blackstone	18-19 Support - Bus		4,000.00
Downtown Farmville	18-19 Support		4,000.00

ECONOMIC DEVELOPMENT

US Cellular	Phone		71.02
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TOURISM

Dominion Energy Virginia	Electric service		313.56
Town of Farmville	Water & sewer		47.65
Business Card	UPS		29.56
CenturyLink	Phone		373.32
Magi Van Eps	Meals		24.43
Business Data of Virginia, Inc.	Norton update		34.95
Key Office Supply	Copier service contract	1,420.22	
	Copy paper	191.70	
	Office supplies	682.94	
	Construction paper	2.99	
	Toner	1,349.76	3,647.61
Moffatt Evans	Donation box		61.00

FLOOD & EROSION CONTROL

Hurt & Proffitt, Inc.	Stormwater plan review		240.00
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SOIL & WATER CONSERVATION DISTRICT

Piedmont Soil & Water Conservation District	18-19 Support		2,960.00
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COOPERATIVE EXTENSION OFFICE

CenturyLink	Phone		109.32
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GENERAL EXPENSE

Treasurer of Virginia	INS termination		4,025.32
Rochette's Florist	Flowers - Wilck		57.00

CAPITAL PROJECTS

BAI Municipal Software	Load ESD's		4,500.00
Business Data of Virginia, Inc.	Shipping expense		28.80
CAS Severn	AS400 Maintenance contract		3,185.01
Compro Computers	Computers / laptops		14,449.97
Election Systems & Software	Voting machines		57,665.00

GRANITE FALLS EXPENDITURES

VACORP	Auto / liability insurance		1,550.00
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WATER FUND

VACORP	Auto insurance	75.00	
	Liability insurance	331.50	406.50
Town of Farmville	Water		41.73

SEWER FUND

VACORP	Auto insurance	75.00	
	Liability insurance	331.50	406.50
Dominion Energy Virginia	Sewer pump		43.87

COLLECTIONS

Farmville Wholesale Electric	Electrical supplies		764.18
NAFECO, Inc.	Ansul foam		2,250.00
Cavalier Hose & Fittings	Hose / fittings / clamps		89.15
East End Motor Company, Inc.	Inspection		51.00
Watts Industrial Equipment	Serviced truck / oil change		578.42
Republic Services #974	Trash collection		621.21
Emanuel Tire of Virginia	Tire recycling		956.40
STEPS, Inc.	Recycling fee		4,614.24
Synergy Recycling, LLC	Electronic recycling		1,953.45
Southside Electric Cooperative	DH site	49.93	
	Virso site	69.72	119.65
Dominion Energy Virginia	Rice site	24.38	
	Green Bay site	56.35	
	Worsham site	34.62	115.35
CenturyLink	Phone		98.52
US Cellular	Phone		23.77
Verizon	Phone		140.49
O. O. Stiff, Inc.	Monthly service		702.50
Prince Edward County Public School	Diesel		915.94
NAPA of Farmville	Def		49.96
Rod & Staff, LLC	Tires		1,302.50

LANDFILL OPERATIONS

Resource International	Assessment monitoring	14,764.78	
	Miscellaneous work tasks	2,970.00	
	Storm water compliance	1,962.00	19,696.78
Ferguson Enterprises, Inc.	Pipe / elbow / plug / tee	74.49	
	Tee	6.18	
	Pipe nipples	14.23	
	Pipe / elbow / tee	307.77	402.67
Southern States	Grass seed		79.99
Carter Machinery Company, Inc.	Oil pressure gauge		66.72
East End Motor Company, Inc.	Inspection	16.00	
	Tires	1,157.08	1,173.08
Lowe's	Bug spray / paint		10.38
NAPA of Farmville	Impact socket	15.26	
	Dispenser	76.49	
	Truck computer / core	321.25	
	Sensor / gear oil	53.28	

	Oil stabilizer	34.99	
	Couplings / adapter	28.94	
	Freon / shutoff valve	239.39	
	Cabin air filter	135.96	
	Serpentine belt	39.95	945.51
Ronald Van Eps	Bottled water		11.73
Parker Oil Company, Inc.	Diesel		5,776.46

RETIREMENT BENEFIT FUND

Vicki K. Johns	Retiree benefit		1,132.00
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PIEDMONT COURT SERVICES

Alere Toxicology Services, Inc.	Drug testing		214.28
Dominion Energy Virginia	Electric service		568.34
CenturyLink	Phone		72.01
Lumos Networks	Phone		316.33
Zachary Ayoub	Mileage	219.79	
	Newspapers	3.25	223.04
Connie Stimpson	Mileage		10.17
Taylor Herndon	Mileage	182.55	
	Newspapers	2.10	184.65
Andy Mays	Mileage		136.25
Chris Riviere	Mileage		76.30
Rachel Stahlman	Mileage	74.12	
	Newspaper	0.79	74.91
Rebecca Staton	Mileage		60.39
Key Office Supply	Ink cartridges	282.71	
	2019 Planners	138.32	421.03

PCS SUPERVISION FEES EXPENDITURES

SRP Corporation, LLC	Rent		2,500.00
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Chairman Cooper-Jones announced the absence of Supervisor Bobby Jones is due to a death in his family and expressed the Board's condolences. She then wished Mr. Wade Bartlett, County Administrator, happy birthday a day early.

In Re: Appropriations: Fire Department & Sheriff's Office Carry-Overs

Mr. Bartlett stated that on June 30, 2018, the following fire departments had unexpended funds to be carried forward into the FY19 budget:

Rev/Exp	Fund	Dept	Object	Description	Debit	Credit
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3 (Rev)	100	41050	0100	From General Fund Balance		\$172,109
4 (Exp)	100	32200	7001	Farmville Volunteer Fire Dept.	\$ 25	
4 (Exp)	100	32200	7002	Rice Volunteer Fire Dept.	15,663	
4 (Exp)	100	32200	7003	Prospect Volunteer Fire Dept.	44,087	
4 (Exp)	100	32200	7004	Darlington Heights Vol Fire Dept.	63,445	
4 (Exp)	100	32200	7005	Hampden-Sydney Vol Fire Dept.	16,521	
4 (Exp)	100	32200	7006	Pamplin Volunteer Fire Dept.	13,551	
4 (Exp)	100	32200	7007	Meherrin Volunteer Fire Dept	18,817	

Mr. Bartlett stated that in FY18, the Board of Supervisors budgeted \$200,000 in Capital Expenditures for the Sheriff to purchase a new IBR/CAD system. The procurement began but was not completed at the end of FY18. The Sheriff is requesting the re-appropriation of the \$42,618 remaining. This will mainly be used to purchase the equipment that will be placed in the patrol cars to implement the eTicket program. It has been a long-standing policy of the Board to approve such requests. Section 9 of the Annual Resolution of Appropriations adopted each year by the Board authorizes such requests by stating the following: “Appropriations previously designated for Capital Projects will not lapse at the end of the FY but shall remain appropriated until the completion of the project.”

Rev/Exp	Fund	Dept	Object	Description	Debit	Credit
3 (Rev)	100	41050	0100	From General Fund Balance		\$42,618
4 (Exp)	100	94000	0031	Capital – Sheriff IBR System	\$42,618	

Supervisor Timmons made a motion, seconded by Supervisor Townsend, to amend the FY19 General Fund Budget as presented and appropriate those same funds; the motion carried:

Aye: Pattie Cooper-Jones
J. David Emert
Odessa H. Pride
Gene A. Southall
C. Robert Timmons, Jr.
Jerry R. Townsend
Jim R. Wilck
Absent: Robert M. Jones
Nay: None

In Re: Highway Matters

Mrs. Sarah Elam Puckett, Assistant County Administrator, stated Bert Dodson, Lynchburg District’s new Commonwealth Transportation Board (CTB) member will hold a a meeting Monday, September 24,

2018 at 2:00 p.m. at the Town Offices. This is a regional meeting with Buckingham, Cumberland, Charlotte and Prince Edward Counties and the Town of Farmville.

Mrs. Puckett then announced the Luck Stone Open House to be held on Thursday, August 23, 2018; she said the Board members can let her know if they plan to attend and she will RSVP for them.

Supervisor Townsend asked about the deformations on Virso Road and said nothing has been done. He then asked when VDOT will do tree-limbing and patch/paving. Mrs. Puckett stated the deformations could not be done due to the forecast of rain; some tree-limbing has been done but will check with VDOT to make sure.

Supervisor Southall reported that on the 500-block of Scott Drive, someone threw limbs across the road and pine needles into the ditch. He said he moved some but this could cause issues; he added the ditch line along Scott Drive needs work.

Supervisor Pride stated County Line Road and Route 15 intersection is still a concern; she said nothing has been done and there are still large potholes there.

Supervisor Timmons said the mowing that was done on the secondary roads has not been done well and the grass is still very high; he said the blades on the cutter seem to be worn out. He said the bushes along the pavement need trimming, and on Route 460 West in Prospect, the median is overgrown with trees and large bushes, providing no clear line of sight. He stressed it is not safe there.

Supervisor Emert reported work still needs done on Sulphur Spring Road; residents want to know why there is no guardrail. He said Rattler's Branch Road needs chevrons installed at the creek and bridge, at the curve in the road. He said at the 1500-1600 block of Oliver Road, going west towards Route 460, there is a pothole that is about three feet deep. Supervisor Emert reported a dump truck load of construction litter has been illegally dumped on Route 608 across from Dep. Tharpe.

Supervisor Townsend reported there is no guardrail along Leigh Mountain Road; since the logging has been done, there is a steep drop off.

In Re: Citizen Volunteer Appointments

Mr. Bartlett said Mr. Chris Mason, a long-time member of the Prince Edward County Planning Commission, resigned due to employment obligations. Mr. Mason is a County Representative (outside the

Town of Farmville) on the Planning Commission. At its July meeting, the Board authorized advertising the vacancy to fill this position. The vacancy was advertised; the County Administrator's Office has received one application for this position, from Whitfield M. Paige.

Following some discussion, Supervisor Emert made a motion, seconded by Supervisor Townsend, to appoint Mr. Whitfield M. Paige to the Planning Commission, for a term of office beginning August 14, 2018 and ending December 31, 2019; the motion carried:

Aye:	Pattie Cooper-Jones	Nay:	None
	J. David Emert		
	Odessa H. Pride		
	Gene A. Southall		
	C. Robert Timmons, Jr.		
	Jerry R. Townsend		
	Jim R. Wilck		
Absent:	Robert M. Jones		

Chairman Cooper-Jones stated every district needs to be represented on the Planning Commission. She suggested phasing out the current selection process. She then stated the Planning Commission members are paid for each meeting, and also receive mileage. She asked that research needs to be done because it is "in the books" that they are not to receive mileage because they are paid per meeting.

Supervisor Wilck said there is a seated City Councilman on the Planning Commission but there is no reciprocity there; he said there are three members on the Planning Commission from the Town. Discussion followed.

In Re: eTicket Ordinance

Mr. Bartlett stated the new CAD system in the Sheriff's Office has the capability to operate an electronic summons system. Such a system allows a Sheriff's deputy to print and issue a summons from their vehicle. This is the preferred method of issuing a summons because by using the system it automatically populates both the Sheriff and Supreme Court databases whereby the information does not have to be re-entered by clerks in the offices of the Sheriff or Courts. To be able to implement this system required the purchase of in-car computers and printers. The funding to purchase such equipment was included as part of the expense of the new CAD system which was budgeted and appropriated in FY18. Mr. Bartlett stated an

annual maintenance fee to maintain this system will need to be paid and equipment will need to be replaced as it ages and/or breaks.

Mr. Bartlett said that to offset both the purchase and maintenance of the system the General Assembly amended the Code of Virginia allowing governing bodies to assess an additional sum which cannot exceed \$5 as part of each criminal or traffic case. But for the County to begin imposing this fee the Board must pass an ordinance authorizing such a fee.

The County Attorney has drafted a proposed amendment to the County's Code which would allow the imposition of this fee.

Section 38-34 Electronic summons system fee; amount; administration

There is hereby imposed, in addition to any other fees prescribed by law, the sum of \$5.00 in each criminal and traffic case in which the defendant is convicted of a violation of any statute of the Commonwealth or any ordinance of the County filed in the general district court and the circuit court. The clerk of court in which the action is filed shall collect the assessment and remit it to the County treasurer. The County treasurer, subject to appropriation by the Board of Supervisors, shall disburse such funds in accordance with Section 17.1-279.1 of the *Code of Virginia*, 1950, as amended.

Supervisor Timmons made a motion, seconded by Supervisor Townsend, to authorize advertising a public hearing for the Board of Supervisors September meeting to receive public input on the proposed amendment to the County Code allowing the imposition of the Electronic Summons System Fee; the motion carried:

Aye:	Pattie Cooper-Jones	Nay:	None
	J. David Emert		
	Odessa H. Pride		
	Gene A. Southall		
	C. Robert Timmons, Jr.		
	Jerry R. Townsend		
	Jim R. Wilck		
Absent:	Robert M. Jones		

In Re: County Administrator's Report – Sandy River Reservoir Ordinance

Mr. Bartlett said the Properties Committee (Supervisor Timmons, Chair; Supervisor Cooper-Jones and Supervisor Townsend) met July 31, 2018. The Committee went to the Gates Bass Road parking area at

Sandy River Reservoir to review the concerns about the public use of that area expressed by adjoining landowners at the July Board meeting. The Committee agreed to the following recommendations:

- County staff will clean up around the existing “road closed” sign and barrier and dry hydrant and check with VDOT about having a new sign and barrier installed.
- Boating access at the end of Route 799 should be restricted to canoes and kayaks. County staff will install physical barriers (poles) to limit the size of boat access at this access point. A new canoe/kayak sign will be installed.
- The “no trespassing signs” that are posted on county property will be removed.
- The “no parking signs” installed by VDOT on county property will be removed.
- County staff will work with the Piedmont Regional Jail to establish an enhanced trash pickup schedule at the reservoir.
- County staff will have installed a sign listing the “rules of use” for the Route 799 access point.
- The Prince Edward County Sheriff’s Office will be asked to increase patrols in the area, particularly on Friday and Saturday nights from 9:00 p.m. to 12:00 midnight.

The Committee and the County Administrator also recommend amendments to County Ordinance to clarify parking, access and use issues and to update the violations section.

Discussion followed regarding the restriction to canoes and kayaks; the Board concurred that the wording may change to include “hand-launched watercraft.”

Supervisor Timmons made a motion, seconded by Supervisor Townsend, to authorize advertising a Public Hearing for the September Board meeting on the proposed amendments to the County Ordinance to Regulate and Protect the Sandy River Reservoir; the motion carried:

Aye:	Pattie Cooper-Jones J. David Emert Odessa H. Pride Gene A. Southall C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck	Nay: None
Absent:	Robert M. Jones	

**ORDINANCE TO REGULATE AND PROTECT THE
SANDY RIVER RESERVOIR AND ADJACENT COUNTY-OWNED PROPERTIES
IN ACCORDANCE WITH SECTION 15.1-13 OF THE
CODE OF VIRGINIA, 1950, AS AMENDED**

Sec. 82-31.

- a) The following activities are hereby declared to be unlawful in that part of Lockett Magisterial District of Prince Edward County known as Sandy River Reservoir and on any County-owned property surrounding the reservoir:

- 1) Presence of persons, boats, or other personal property at anytime in areas marked “No Trespassing,” without the express written permission of the county administrator.
- 2) Parking on any County-owned property surrounding the reservoir other than in the Sandy River Reservoir Public Use Area located ~~off Route 640~~ at the end of Route 792, *in designated parking areas at the end of Route 606 and Route 799*, or in any other area specifically designated by the Prince Edward County Board of Supervisors as a Public Parking Area.
- 3) Littering or dumping of any type, kind or description.
- 4) Hunting or trapping of any type, kind or description without an express written permit issued by the County of Prince Edward, with the exception of waterfowl hunting, which requires no county permit. No hunting of any kind shall be allowed on Sunday.
- 5) Conducting fishing tournaments in which prizes are awarded without an express written permit issued by the County of Prince Edward and Department of Game and Inland Fisheries.
- 6) Diving, snorkeling or swimming of any type, kind or description.
- 7) Operation in or on the reservoir of any unlicensed watercraft or any type of watercraft propelled by an engine in excess of ten (10) horsepower.
- 8) Operation in or on the reservoir of ~~a windsurfer, sailboard or~~ any wind-propelled vessel, ~~other than a sailboat~~, length of which ~~shall not~~ exceeds sixteen (16) feet.
- 9) Operation in or on the reservoir of any jet ski.
- 10) Sale of any and all commodities or services anywhere in either the reservoir or the County-owned property surrounding the reservoir, as well as the posting of any kind of advertisement of any description, unless sanctioned by the County of Prince Edward.
- 11) Discharging any firearm, including but not limited to any weapon which propels a projectile by pneumatic means, unless sanctioned by the County of Prince Edward.
- 12) Possession of any type of alcoholic beverage while on the premises.
- 13) Presence on the reservoir or the County-owned property surrounding the reservoir by any person under the age of twelve (12) years, unless such person is accompanied by an individual who is at least twenty-one (21) years of age.
- 14) Camping and lighting or maintaining any kind of fire, unless such activity has been sanctioned or is sponsored by the County.
- 15) Use of any of the County-owned property surrounding the reservoir by any person riding any type of motorized or non-motorized vehicles, bicycle or horse and use of any part of the reservoir or such County-owned property for ice skating or sledding, unless any such use has been expressly sanctioned by the County.
- 16) The use of any of the County-owned property surrounding the reservoir, other than those areas specifically designated by the County as such, for boat access to and from the reservoir including, but not limited to construction of piers, docks and access roads. Individuals owning property adjacent to the county buffer who have a county-approved and permitted boat access ramp shall continue to be responsible for the soil erosion and sedimentation measures and for the safe

maintenance and upkeep of the ramp. The permit is not transferable to any future owners of the property. Permittee must carry liability insurance and show annual proof thereof.

- 17) Cutting, removing or altering any trees, brush or other vegetation now growing or hereafter established in the reservoir or on the County-owned property surrounding the reservoir and removing, altering or otherwise disturbing the reservoir or any County-owned land surrounding the reservoir.
- 18) Withdrawal of water for any purpose, ~~with the exception that adjacent property owners without express written permission from the Prince Edward County Administrator, may withdraw reasonable amounts of water for irrigation and domestic purposes until such time as water therein is used for public water supply.~~
- 19) Stocking of any fish or other aquatic species in the reservoir or animal on the County-owned property, without written permission of Prince Edward County and the Department of Game and Inland Fisheries.
- 20) The siting of dwellings not closer than 200 feet from the normal pool elevation of the reservoir, so long as the soil treatment area is located not less than 500 feet from the normal pool elevation of the reservoir.
- 21) Discharging a firearm, as defined in paragraph 11 of this section, on any county-owned land, on or within 300 feet of a public parking area.

22) The launch of boats other than a canoe or kayak from County-owned property at the end of Route 799 or Route 606.

- (b) The Board of Supervisors may, by resolution, authorize the construction and maintenance of public utilities, including electrical supply lines, water and sewer treatment plants, water and sewer supply lines, and telecommunications transmission lines that benefit the public at large and are constructed and maintained by a public utility company, Prince Edward County, or by a public utility authority created pursuant to state law, on Sandy River Reservoir and on any County-owned property surrounding the Sandy River Reservoir. As a condition of said authorization, the entity responsible for the construction or maintenance of the public utility shall restore the affected property to the same condition as it existed on the date of the authorization, and shall maintain the area in that condition for the duration of the authorization, to the extent that is practical and consistent with prevailing utility maintenance practices in the Commonwealth of Virginia.
- (c) Except for those activities specifically authorized by the Board of Supervisors pursuant to Paragraph (b), any person who shall knowingly commit any of the acts declared unlawful in (a) above, *shall, upon conviction of a first offense of a violation of this section, be guilty of a Class 3 misdemeanor, upon conviction of a second offense of a violation of this section, be guilty of a Class 2 misdemeanor, and upon conviction of a third offense of a violation of this section, be guilty of a Class 1 misdemeanor*, as same as defined in Section 18.2-11 of the *Code of Virginia*, 1950, as amended.

(Ord. of 7-9-96, Ord. of 11-12-98, Ord. of 9-14-99, Ord. of 10-10-00, Ord. of 6-10-08, Ord. of 11-12-08, Ord. of 10-9-12, Ord. of 9-8-15, Ord. of 11-17-15, Proposed Ord. of 8-14-18.)

In Re: Request from Mecklenburg County – Sales Tax Resolution

Mr. Bartlett stated the County received the attached letter from the Board of Supervisors of Mecklenburg County requesting Prince Edward County adopt a resolution requesting the General Assembly

pass legislation that would allow rural localities to hold a referendum to increase the sales tax from 5.3% to 6.0%.

Mr. Bartlett said that if passed, the increase in sales tax could only be used for school construction and/or renovations. Currently, Counties and Schools receive 1% of the sales tax collected in their localities to be used to fund General Operations. For Prince Edward County, this 13.2% increase would raise approximately \$383,000 annually. This amount would pay the debt service on anywhere from \$6-8 million, possibly more, depending on the interest rate and term of the loan.

Mr. Bartlett stated he contacted Delegate Edmund's legislative assistant; she verified Del. Edmunds is willing to carry this legislation forward.

Supervisor Timmons made a motion, seconded by Supervisor Townsend, to adopt the Resolution in Support For Sales Tax Revenue For School Construction and Improvements; the motion carried:

Aye:	Pattie Cooper-Jones	Nay:	None
	J. David Emert		
	Odessa H. Pride		
	Gene A. Southall		
	C. Robert Timmons, Jr.		
	Jerry R. Townsend		
	Jim R. Wilck		
Absent:	Robert M. Jones		

**A Resolution of the
Board of Supervisors of the County of Prince Edward, Virginia**

Support For Sales Tax Revenue For School Construction and Improvements

WHEREAS, in 2013 the Virginia General Assembly approved a sales tax increase from 5.3 percent to 6.0 percent in certain localities for Infrastructure Development to relieve traffic congestion, making available billions of dollars of local funding for infrastructure; and

WHEREAS, Virginia collects 5.3 percent of sales taxes with 1 percent of that going to the locality, currently representing approximately 2.9 million dollars for Prince Edward County; and

WHEREAS, school building needs in many Virginia localities, including the County of Prince Edward, have become as acute a problem as traffic congestion in Northern Virginia and Hampton Roads; and

WHEREAS, rural localities in general lack an adequate tax base to support and fund major capital needs; and

WHEREAS, school children living in rural areas of Virginia should not be at a disadvantage as compared to other localities in attending school in safe, healthy school buildings; and

WHEREAS, the funding of capital projects constricts local school system operating funding and infringes on money for teacher pay and public safety; and

WHEREAS, sales tax dollars invested in local construction projects would make available more local dollars to invest in the operation of schools, including more competitive teacher pay and meeting other pressing needs; and

WHEREAS, sales tax revenue specifically earmarked for school funding would allow a locality to spend local property tax dollars on such needed areas as public safety, school operating budget, and refuse collection and disposal; and

WHEREAS, sales tax revenue specifically designed for school infrastructure funding should not be counted towards the Local Required Effort for educational funding; and

WHEREAS, it is in the interest of having a thriving public education system that any enabling legislation guarantees that localities cannot supplant funding from the schools' operational budgets if new revenue is generated from school infrastructure sale tax; and

WHEREAS, state enabling legislation is legally required for an additional sales tax which would be expressly dedicated to public school capital project funding; and

WHEREAS, each locality should obtain the support of its community by way of a referendum approving any local sales tax increase for school improvements and construction;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of the County of Prince Edward does hereby resolve and express its support and desire for the Virginia General Assembly to enact such legislation as is necessary to permit localities to charge an additional sales tax, conditional upon a local referendum approving such sales tax, with the revenue generated thereby being returned to the localities for the express and exclusive purpose of providing funding for public school capital improvements and building purposes, with no dilution of Local Required Effort toward educational operational funding. Once a project for which a referendum is held and approved is completed and all attendant debt satisfied by the increased sales tax and other available revenue sources, the additional sales tax would cease to be charged.

In Re: Strategic Planning Retreat

Mr. Bartlett stated the Board wishes to conduct a strategic planning retreat in September or October and would like to hold the event on either a Tuesday or Wednesday. After obtaining the dates the members of the Board were available, only one date was listed as available by all Board members. That date is Wednesday, October 24, 2018.

Mr. Bartlett said the facilitator is available on that date.

Mr. Bartlett then stated the facility at Twin Lakes is not available on October 24, 2018. The Board's second choice was a facility at Hampden-Sydney College, either Crawley Forum or another facility.

Discussion followed regarding meeting at Crawley Forum at Hampden-Sydney College on October 24, 2018 from 8:30 a.m. – 5:00 p.m. The Board concurred.

In Re: County Administrator's Report – County Personnel Policy

Mr. Bartlett stated that with the new policies enacted by the Sheriff regarding screening of individuals entering into the Courthouse and the revised threat analysis and response procedures, the County's Personnel Policy needs to be amended to make it clear what is expected of the employees if the Courthouse remains open under a heightened security scenario.

Mr. Bartlett presented a proposed amendment to Section 8.11 – "Emergency Closing Policy" of the County's Personnel Policy. Periods of heightened security would occur when a threat is perceived or real, but if the Sheriff determines the risk to be minimal, the courthouse would remain open and the Courts would remain in session.

The Sheriff would evaluate any real or perceived threat and decide action to take. If the Sheriff deems the threat credible and he closes the Courthouse, ALL employees must evacuate the Courthouse and the employees will be placed on Administrative leave, which is paid leave that is not subtracted from an employee's leave balance.

If the Sheriff deems the situation controllable and the Courthouse remains open, employees will be expected to remain at work to provide service to the public. But department heads will be allowed to implement a liberal leave policy whereby employees could be allowed to use their annual leave if they so desire and the work load allows them to leave.

With the increased screening and other security measures implemented by the Sheriff, the possibility of someone being able to bring a weapon into the building has been greatly diminished. Likewise, the ability to bring in an explosive or explosive material of enough quantity to induce significant damage has been greatly diminished. With any threat, the Sheriff and his deputies will make an immediate sweep of all common areas while department heads will ensure their areas are visually inspected. If anything out of place is observed, the Dispatch is to be notified immediately and Sheriff personnel will respond and assess the suspicious item taking the appropriate action. At the same time, the State Police will be contacted and the appropriate level of response will be requested from the State Police.

Supervisor Wilck made a motion, seconded by Supervisor Timmons, to approve the amendment to the Personnel Policy as presented; the motion carried:

Aye: Pattie Cooper-Jones
J. David Emert
Odessa H. Pride
Gene A. Southall
C. Robert Timmons, Jr.
Jerry R. Townsend
Jim R. Wilck
Absent: Robert M. Jones
Nay: None

8.11 EMERGENCY CLOSINGS POLICY

It is the intent of the County to provide maximum services to the public by maintaining normal business hours at all County facilities. Under normal and safe conditions, employees are expected to arrive at work on time.

Adverse weather conditions (generally the result of snow or icy conditions) and conditions which make it unsafe or unsanitary for employees to remain at work are recognized as conditions which could jeopardize the safety of employees and could therefore warrant the closing of County facilities. The County Administrator shall determine when to announce the closing or delayed opening of County facilities. Employees shall report to their workstation unless otherwise advised by the County Administrator or his/her designee, under this policy.

During adverse weather conditions it is recognized there can be variances in conditions throughout the County and that some employees live outside of Prince Edward County. If the Courthouse is declared open, Department Heads, at their discretion, can grant leave to employees who have concerns about traveling to work. Department Heads will complete the appropriate form for any employee granted such leave and ensure the time is subtracted from the employee's leave balance.

A. Essential and On-Call Personnel and Operations/Job Sites During Adverse Weather Conditions or heightened security situations.

For the purposes of this policy, employees who report to an essential job site or occupy an essential position may be regularly scheduled to work regardless of conditions. Additionally, certain County employees are considered on-call for the purpose of responding to emergency situations. The following positions are essential-services positions:

- Buildings and Grounds Maintenance Worker
- Buildings and Grounds Maintenance Supervisor

Essential services employees shall report to work at their regularly scheduled time during adverse weather conditions or any other emergency condition.

All other employees shall report to work in accordance with the direction of the County Administrator. Essential services employees shall accrue compensatory time in accordance with Section 4.10.B.3 of this personnel policy.

B. Employee Responsibility

Employees shall be responsible for checking with the County Administrator to determine for the purposes of this policy, whether or not they would be considered non-essential.

C. Public Service Announcements

Public service announcements shall be announced over several local radio and television stations when the County Administrator changes the normal business hours of County facilities (delayed opening, closings of facilities partially or all day).

D. Heightened Security Situations

Due to the nature of the work in various offices located in the Courthouse, there is a possibility threats may be made to the Courthouse or even specific employees. The Sheriff is responsible for providing security in the Courthouse. If at any time any employee receives a direct or implied threat, the employee must notify the dispatch office immediately. The Sheriff will review the threat and determine the appropriate response. If the Sheriff, in consultation with the County Administration, deems the best course of action is to close the Courthouse for the remainder of the work day, all employees must leave the Courthouse. Employees shall be placed on Administrative leave. If the Sheriff, in consultation with the County Administration, deems the best course of action is to have the Courthouse remain open, employees will be expected to remain at work. In these situations where a threat has been received and the Sheriff has made the decision to keep the Courthouse open, Department Heads at their discretion can grant leave to employees who would rather depart the Courthouse. Department Heads will complete the appropriate form for any employee granted such leave and ensure the time is subtracted from the employee's leave balance.

In Re: County Administrator's Report – Virginia Children's Book Festival

Mr. Bartlett said that at the July 10, 2018 meeting of the Board of Supervisors of Prince Edward County, during public participation, Juanita Giles, Director of Virginia's Children's Book Festival gave a short history of the Festival. She also provided a handout that documented its growth and impact across Virginia. The Festival is scheduled for October 17-19, 2018 in Farmville. Last year's student attendance was 7,995 with 23% or 1,839 being from Prince Edward County. Their goal is to have 11,000 attend this year's event.

Mr. Bartlett said that Mrs. Giles asked if Prince Edward County would consider investing in the program. The organization's mission is to create a culture of literacy for all of Virginia's children. Therefore, this organization's focus is not solely on Prince Edward County but all of Virginia. The organization is a 501c (3).

Mr. Bartlett advised the Board this request is out of the normal budget cycle and provided Items 6 and 7 from the Board's Policy on funding non-County organizations:

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.

Mr. Bartlett said in addition to the restrictions noted, the Policy restricts the amount of total funding that can be provided to such organizations to \$150,000 in a fiscal year. For FY19 the amount budgeted for these organizations totals \$145,123. Thus only \$4,877 remains if the Board wishes to provide funding.

Following some discussion, Supervisor Timmons made a motion, seconded by Supervisor Townsend, to follow County policy and not contribute to Virginia's Children's Book Festival and advise them they can submit a funding request next year during the budget process; the motion carried:

Aye:	Pattie Cooper-Jones	Nay:	None
	J. David Emert		
	Odessa H. Pride		
	Gene A. Southall		
	C. Robert Timmons, Jr.		
	Jerry R. Townsend		
	Jim R. Wilck		
Absent:	Robert M. Jones		

In Re: County Administrator's Report – Industrial Development Authority

Mr. Bartlett said that at its July 13, 2018 meeting, the Industrial Development Authority voted to request that the Board of Supervisors consider replacing one of its members due to attendance. The member in question, whose current term of office expires June 30, 2020, has missed in excess of three consecutive meetings and more than four meetings within the last twelve months.

Section 15.2-4904 of the Code of Virginia states:

“A member of the board of directors of the authority may be removed from office by the local governing body without limitation in the event that the board member is absent from any three consecutive meetings of the authority or is absent from any four meetings of the authority within any 12-month period or upon unanimous vote of the board of supervisors. In any such event, a successor shall be appointed by the governing body for the unexpired portion of the term of the member who has been removed.”

Following some discussion, Supervisor Wilck made a motion, seconded by Supervisor Emert, to remove the member in question and to authorize advertising the vacancy on the Industrial Development Authority; the motion carried:

Aye: Pattie Cooper-Jones Nay: None
 J. David Emert
 Odessa H. Pride
 Gene A. Southall
 C. Robert Timmons, Jr.
 Jerry R. Townsend
 Jim R. Wilck
Absent: Robert M. Jones

Supervisor Townsend questioned if a member of the Board of Supervisors is able to sit on the IDA. After some research, Mr. Brian Butler, County Attorney, said a member of the Board of Supervisors cannot serve on the IDA.

In Re: County Administrator’s Report - Request for Support of a USDA Housing Preservation Grant Application

Mr. Bartlett said the County has received a request from Southeast Rural Community Assistance Project, Inc. (SERCAP) for Prince Edward County to support their request for a grant application for the USDA 2018 Rural Housing Preservation Grants Program. The funds are to be used to repair or for rehabilitation of housing owned or occupied by low income rural citizens. The funds can be used for homeowners. Rental property owners may receive assistance but only if they agree to make the units available to low and very low-income families.

Eligible expenses include electrical wiring, roofs, foundations, insulation, heating units, water/waste disposal systems, handicap accessibility features and administrative expenses.

Mr. Bartlett said these funds would be used in Buckingham and Prince Edward County; there is only \$10 million nationwide to be distributed and would permit work on three homes per county.

Supervisor Townsend made a motion, seconded by Supervisor Pride, to partner with SERCAP on the application for the USDA Housing Preservations Grant application and to authorize the Chairman of the Board or the County Administrator to sign the endorsement; the motion carried:

Aye: Pattie Cooper-Jones Nay: None
 J. David Emert
 Odessa H. Pride
 Gene A. Southall
 C. Robert Timmons, Jr.
 Jerry R. Townsend
 Jim R. Wilck
Absent: Robert M. Jones

Mr. Bartlett then advised the Board there will be a vacancy in the County's Animal Control as James Farley has been hired as a Heavy Equipment Operator at the County Landfill; he will also perform backup duties for the Animal Control. Mr. Bartlett said he has also hired Christopher Powell, who has experience in construction; this makes the positions at the landfill almost complete.

Mr. Bartlett stated there is a signage issue on the Courthouse lawn. He said since the building is now restricted to one entrance, better signs need to be posted to direct the citizens. He said they will need to contact the architect regarding the changes in access and to obtain recommendations on signage. He said permanent signage is needed on Main Street; discussion followed.

In Re: Finance Committee Report - Landfill

Mr. Bartlett stated the Finance Committee, comprising Supervisor Cooper-Jones, Chair, and Supervisors Jones and Timmons met August 6, 2018 to review requests from the County Administrator concerning the Landfill. The County's primary front-end loader's transmission needs to be replaced. The estimated cost from Carter to repair the loader is approximately \$40,000. This loader was part of the purchase from Wright Construction; it has approximately 14,000 hours on it and we paid \$25,000 for it. It is not worth the cost to repair this loader. It does have parts that could be used, especially the tracks which are in very good shape. Mr. Bartlett said we have been operating with the backup front end loader which is a Caterpillar 963 with over 11,000 hours on it.

The price for a 963 loader with less than 3,000 hours on it can run in the \$200,000 or more range. Ones with 7,000 hours go in the \$60,000-70,000 range. In FY18 collections for landfill charges in the Solid Waste fund were almost \$60,000 more than the budget and \$67,000 more than the budget in the Landfill Construction Fund. We only have one month of collections for FY19, but that one month saw collections of \$72,701 which on an annual basis would be \$872,412. Mr. Bartlett said he does not believe the County will maintain that level of revenues for the entire FY. The budgeted revenues in the Solid Waste Fund for FY19 is \$560,000.

Mr. Bartlett said the Committee recommends an increase in the revenues for landfill charges by \$120,000 and a corresponding increase in expenditures of \$120,000 to purchase a front-end loader.

Following discussion, Supervisor Timmons made a motion, seconded by Supervisor Wilck, to increase the revenue for landfill charges by \$120,000 and a corresponding increase in expenditures of \$120,000 to purchase a front-end loader; the motion carried:

Aye:	Pattie Cooper-Jones J. David Emert Odessa H. Pride Gene A. Southall C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck	Nay: None
Absent:	Robert M. Jones	

Mr. Bartlett then stated the County has an applicant for the General Manager position for Solid Waste. He has 15+ years' experience serving as a construction superintendent managing both projects and employees. He has built landfills and is knowledgeable in their design and construction. He is from Prince Edward and is tired of traveling to manage construction projects. He is willing to work for less than he has been earning at a salary of \$65,000. In the FY19 budget, \$54,161 was budgeted; this position is a Grade 18 with a salary range of \$47,721-\$76,720. The requested amount is in the range and his experience justifies a higher salary than budgeted. This would require an increase of \$13,300 when benefits are included for that position. Due to vacancies in the first two months, we will under expend the FY19 personnel portion of the solid waste fund budget by at least \$17,500. Because of the savings, no budget adjustment would be required to increase the budgeted salary.

Mr. Bartlett said the Committee recommends increasing the position salary to \$65,000.

Supervisor Timmons made a motion, seconded by Supervisor Townsend, to increase the position salary of the General Manager for Solid Waste to \$65,000; the motion carried:

Aye:	Pattie Cooper-Jones J. David Emert Odessa H. Pride Gene A. Southall C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck	Nay: None
Absent:	Robert M. Jones	

Discussion followed on the condition of the sheds at the convenience sites and at the landfill.

In Re: Finance Committee: Sheriff New Hires

Mr. Bartlett said the Finance Committee, comprising Supervisor Cooper-Jones (Chair), Supervisor Jones and Supervisor Timmons, met August 6, 2018 with the Sheriff to discuss the need to increase staff due to the increased security measures instituted by Sheriff Reed. The Sheriff is requesting an additional two full-time positions and two part-time positions. The Sheriff would like to send the new hires to attend the academy for field deputies. He states this would provide him more flexibility and back-up personnel for emergencies or when he is shorthanded due to vacations or when he has openings. The pay for Courtroom security and field officers are very similar, thus the primary impact would be the new hires would be at the Academy for six months vice the 14 weeks required for Courtroom security. The additional 12 weeks would most likely cause an increase in the amount of overtime to cover that 12 weeks.

Mr. Bartlett said the Sheriff proposes the new full-time employees be hired at \$35,000 to be increased to \$39,355 upon successful graduation from the academy. He is requesting the part-time employees be paid \$18 per hour and is estimating each will work on average 25 hours per week. He reviewed the estimated personnel cost for the remainder of FY19 and the outyear costs once the employees have graduated the academy. For FY19, the personnel cost is estimated to be \$140,137 and for the outyears, \$159,720. This equates to a penny on the real estate tax rate. Besides personnel cost, the dues paid annually to the police academy are based on your total workforce. With an additional four employees we can expect the dues will increase by \$1,500.

One-time cost increases are: Uniforms, full-time: \$1,688; uniforms, part-time: \$824; Equipment (weapons, taser, etc.): \$7,500; for a total of \$10,012. The total estimated cost for FY19 is \$151,649 and for the outyears, \$161,220.

Mr. Bartlett stated the Finance Committee directed County Staff to research other alternatives on the manning of the security checkpoints for the Courthouse. These include (1) Hiring a contractor to provide these services found at most federal buildings, (2) Hiring County security employees who are not trained to the level of a sworn deputy. County staff contacted the Virginia Institute of Government who sent an inquiry to all local governments asking how they staff these positions. We only received one response from a small community who stated they use part-time sworn officers working for the Sheriff. The Finance Committee met and recommends authorizing the Sheriff's request.

Supervisor Townsend made a motion, seconded by Supervisor Timmons, to approve the request of Sheriff Reed to hire two full-time and two part-time positions, with the full-time employees starting at \$35,000 and increasing to \$39,355 after completion of training at the Academy, and the part-time employees starting at \$18/hour; the motion carried:

Aye:	Pattie Cooper-Jones J. David Emert Odessa H. Pride Gene A. Southall C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck	Nay: None
Absent:	Robert M. Jones	

In Re: Finance Committee Report – WWI Monument

Mr. Bartlett stated the County has received two cost estimates for the purchase of a monument for those killed in WWI. We have an estimate from Simmons Monument Company for \$8,000 and one from Martin Monument Company for \$6,250.

Mr. Bartlett stated that to ensure the monument arrives in time for Veterans Day, we need to have the plaque and the monument ordered by September 1, 2018. He added that both he and Mr. Pempel had a very difficult time reaching anyone from the Department of Defense to obtain a list of names. Mr. Pempel has provided a list of names he compiled from various sources. Mr. Bartlett suggested advertisements could be run in the Herald and on radio stations to enlist the aid of the public in obtaining names and ensuring no deserving person is left off the monument.

Mr. Bartlett said the American Legion will provide \$3,000 to go toward the cost of the Monument. This will leave a balance of \$3,250 which can be paid from the contingency line which has a balance of \$10,000.

Supervisor Emert made a motion, seconded by Supervisor Southall, to authorize the County Administrator to sign the contract with Martin Monument Company with the contingency the American Legion pays \$3,000 up front, and place ads in the Herald and radio stations seeking names of Prince Edward County residents who lost their lives in WWI; the motion carried:

Aye: Pattie Cooper-Jones
 J. David Emert
 Odessa H. Pride
 Gene A. Southall
 C. Robert Timmons, Jr.
 Jerry R. Townsend
 Jim R. Wilck
 Absent: Robert M. Jones

Nay: None

In Re: FY18 Budget Amendment

Mr. Bartlett stated that each year prior to completing the closeout of the fiscal year various budget amendments are completed. This includes such items as amending the budget to account for the receipt of funds from various grants, insurance reimbursements and unanticipated revenue from various sources.

Mr. Bartlett reviewed a proposed budget amendment for FY18 which ended June 30, 2018. The amendment increases various revenue lines and applies those funds to their corresponding expense lines. The expenses have already been incurred and the revenues have been received this amendment assists in preparing for the FY18 audit.

Supervisor Timmons made a motion, seconded by Supervisor Pride, to approve the budget amendments and appropriate the same funds, as follows:

REV/EXP	FUND	DEPARTMENT	OBJECT	DESCRIPTION	DEBIT	CREDIT
3	100	14010	0001	Fines & Forfeitures		\$14,000
4	100	31200	1205	O/T – At Will	\$14,000	
3	100	16010	0020	Centra O/T – Reimbursement		\$36,200
4	100	31200	1207	O/T- Centra	\$33,600	
4	100	31200	2103	FICA – O/T Centra	\$2,600	
3	100	23000	0021	Shared Expenses-Sheriff		\$29,000
4	100	31200	1100	Salary & Wages-Sheriff	\$29,000	
3	100	33010	0012	Bullet Proof Vest Grant		\$9,117
4	100	31200	6021	Bullet Proof Vest Grant	\$9,117	
3	100	33010	0015	DMV Safety Grant		\$10,045
4	100	31200	6018	Highway Safety Grant	\$10,045	
3	100	18990	0099	Miscellaneous Revenue		\$20,000
4	100	31200	3311	Repairs & Maint. – Auto	\$20,000	
3	100	24040	0033	Sheriff – O/T Grant		\$2,537
4	100	31200	1202	Sheriff – O/T	\$2,537	

The motion carried:

Aye: Pattie Cooper-Jones
J. David Emert
Odessa H. Pride
Gene A. Southall
C. Robert Timmons, Jr.
Jerry R. Townsend
Jim R. Wilck
Absent: Robert M. Jones
Nay: None

In Re: Closed Session

Supervisor Wilck made a motion, seconded by Supervisor Emert, that the Board convene in Closed Session for discussion of a business prospect, where no previous public announcement has been made, pursuant to the exemption provided for in Section 2.2-3711(A)(5) of the *Code of Virginia*; the motion carried:

Aye: Pattie Cooper-Jones
J. David Emert
Odessa H. Pride
Gene A. Southall
C. Robert Timmons, Jr.
Jerry R. Townsend
Jim R. Wilck
Absent: Robert M. Jones
Nay: None

The Board returned to regular session by motion of Supervisor Emert, seconded by Supervisor Timmons and adopted as follows:

Aye: Pattie Cooper-Jones
J. David Emert
Odessa H. Pride
Gene A. Southall
C. Robert Timmons, Jr.
Jerry R. Townsend
Jim R. Wilck
Absent: Robert M. Jones
Nay: None

On motion of Supervisor Wilck and seconded by Supervisor Emert, and carried by the following roll call vote:

Aye: Pattie Cooper-Jones
J. David Emert
Odessa H. Pride
Gene A. Southall
C. Robert Timmons, Jr.
Jerry R. Townsend
Jim R. Wilck
Absent: Robert M. Jones
Nay: None

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

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

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

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

In Re: Animal Warden's Report

Mr. Adam Mumma, Animal Control Officer, submitted a report for the month of July 2018, which was reviewed and ordered to be filed with the Board papers.

In Re: Building Official's Report

Mr. Coy Leatherwood, Building Inspector, submitted a report for the month of July 2018, which was reviewed and ordered to be filed with the Board papers.

In Re: Cannery – Home Canning

Ms. Pattie Gulick, Cannery Manager, submitted a report for July 2018, which was reviewed and ordered to be filed with the Board papers.

In Re: Cannery – Commercial Operations

Ms. Allie Hill, Virginia Food Works, submitted a report for July, 2018, which were reviewed and ordered to be filed with the Board papers.

In Re: Tourism and Visitor Center Report

Mrs. Magi Van Eps, Tourism & Visitor Center Coordinator, submitted a report for the month of July, 2018, which was reviewed and ordered to be filed with the Board papers.

In Re: Virginia Cooperative Extension Report

Ms. Katy Overby, Acting Unit Coordinator, submitted a 2018 2nd Quarterly Report, 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
	J. David Emert		
	Odessa H. Pride		
	Gene A. Southall		
	C. Robert Timmons, Jr.		
	Jerry R. Townsend		
	Jim R. Wilck		
Absent:	Robert M. Jones		

the meeting was adjourned at 9:12 p.m.