

December 10, 2013

At the regular meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 10th day of December, 2013; at 7:00 p.m., there were present:

Howard M. Campbell

Pattie Cooper-Jones

William G. Fore, Jr.

Don C. Gantt, Jr.

Robert M. Jones

Charles W. McKay

Howard F. Simpson

Jim R. Wilck

Also present: Wade Bartlett, County Administrator; Sarah Elam Puckett, Assistant County Administrator; Supervisor-elect Jerry R. Townsend; Supervisor-elect C. R. "Bob" Timmons, Jr.; Jim Ennis, County Attorney; and Sharon Lee Carney, Economic Development Director.

Chairman Fore called the meeting to order. Supervisor McKay offered the invocation.

In Re: Public Participation

Chairman Fore read the Public Participation Policy, adopted at the September 2009 meeting:

Public Participation is a time set aside for citizens to share their thoughts, ideas and concerns. An official record is made of each person's contribution tonight and will be directed to the County Administrator for follow-up; any necessary follow-up will be noted and tracked. Follow-up may consist of an immediate response, or planned action by the County Administrator or Board, or by placement on a future Board agenda. Tonight's agenda cannot be changed because the public needs advance knowledge of and the opportunity to review related materials regarding items addressed by the Board. To further assist public information, the Board requests our Administrator, Attorney or county staff immediately correct any factual error that might occur.

Chief Andrew Goss, Farmville Fire Department, discussed the request for 10% additional funding for the volunteer fire departments. He reviewed the technological and safety requirements and their increased costs to remain in operation.

Chief Dallas Tinsley reported on the man-hours spent in the Darlington Heights volunteer fire department in the various activities performed by the firefighters. He requested the Board grant the 10% increase in funding to enable the fire departments to meet their budgetary needs.

Brad Watson expressed his support for the Southside Virginia Family YMCA and requested the Board lend their support in their upcoming request for the County to assist in lowering the YMCA's debt service.

Henry Shelton, Prospect District, expressed his concern regarding the financial issues at HOPE Community Services, now called New Horizons Community Action Partnership. Mr. Shelton also stated the raise given to the deputy at last month's meeting could have been delayed. Mr. Shelton thanked Mr. Gantt for standing up for the policies adopted concerning the financial concerns of the County.

In Re: Board of Supervisors Comments

Supervisor Cooper-Jones stated she was pleased to see so many citizens in the audience.

Supervisor Jones expressed his pleasure to Chairman Fore of working with him through the years and thanked Chairman Fore for all he has done for the Board and the County of Prince Edward. He then expressed his appreciation to Supervisor Gantt for all he has done over the past four years.

In Re: Consent Agenda

On motion of Supervisor Jones and carried:

Aye:	Howard M. Campbell	Nay: None
	Pattie Cooper-Jones	
	William G. Fore, Jr.	
	Don C. Gantt, Jr.	
	Robert M. Jones	
	Charles W. McKay	
	Howard F. Simpson	
	Jim R. Wilck	

the Board accepted the Treasurer's Report for October 2013; the minutes from the meetings held November 14, 2013 at 6:00 p.m. and November 14, 2013 at 7:00 p.m.; Accounts and Claims; and Salaries.

Prince Edward Treasurer's Report - October 2013

Name of Bank	Bank Balance	Deposit in Transit / Adj.	Outstanding Checks	Available Balance
Benchmark Pooled Fund Account	5,280,616.80	40,125.00	371,306.71	4,949,435.09
Wachovia Social Services	372,000.64		77,969.91	294,030.73
Bank of America School Fund	393,195.44	0.43	502,165.48	(108,969.61)
Bank of America Food Service	111,022.62	149.26	13,212.97	97,958.91
Benchmark Food Service	245,827.78	918.90		246,746.68
TOTAL				5,479,201.80

Certificates of Deposit

Benchmark	519,048.66
Citizens Bank Recreation	15,000.00
Citizens Bank Underground Storage	20,000.00
Planners Bank	200,000.00
Wells Fargo Advantage Fund	162,442.82
TOTAL	916,491.48

GRAND TOTAL

6,395,693.28

The balance as of October 2012 was \$8,425,357.26.

BOARD OF SUPERVISORS

Business Card	Flowers - Eppes service	100.00	
	Homestead cancellation	-281.26	
	VACo registration	1,575.00	1,393.74
Sharon Lee Carney	Recording plats		41.00
Farmville Herald	Advertising		246.00
Aramark	Legislative luncheon		765.00
Walmart Community / GEGRB	Meeting refreshments		14.24

COUNTY ADMINISTRATOR

Pitney Bowes	Postage meter lease		29.00
US Cellular	Phone		139.32
Sarah E. Puckett	Mileage - July / Oct.		192.66
Business Card	Homestead - cancellation	-281.26	
	VACo registration	225.00	
	Digital transcription kit	199.00	
	EZ Pass	60.00	202.74
Walmart Community / GEGRB	Meeting refreshments	21.76	

	Halloween candy	200.98	222.74
Business Data of Virginia, Inc.	Norton renewal		29.95
Diamond Springs Water, Inc.	Water & equipment rental		15.90
Farmville Printing	Business cards		39.00
HR Direct	Office supplies		26.40
Compro Computers	Monitor		179.99

INDEPENDENT AUDITOR

Stanley Hunt Dupree & Rhine, Inc.	QPEB report		6,988.05
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COMMISSIONER OF REVENUE

Key Office Supply	Copier service contract	552.00	
	Binders / document protectors	33.42	
	Data binder	9.98	
	Indexes	8.97	604.37
Farmville Herald	Advertising		184.52
Treasurer of Virginia	Online service		76.61
Quill Corporation	Office supplies		58.48
NADA Used Car Guide	Used car guide		14.00
BMS Direct	Balance - PP & RE Bks		22.05

ASSESSOR

Wampler-Eanes Appraisal	Reassessment		36,814.50
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TREASURER

Key Office Supply	Credit	-127.00	
	Printer service contract	199.00	
	Credit	-32.89	
	Indexes / pens	28.66	
	Greenbar paper	158.97	
	Copy paper	73.98	300.72
Treasurer of Virginia	Online service		76.61
H Becker	Check signer lease agreement		489.50
University of Virginia	Recertification fee		75.00
M&W Printers, Inc.	Processing RE bills	2,540.88	
	Processing PP bills	2,346.86	26,086.50

INFORMATION TECHNOLOGY

Business Data of Virginia, Inc.	Contract agreement	3,700.00	
	Travel expense	1,000.00	4,700.00
ComputerPlus Sales & Service	Printer maintenance contract		79.00

ELECTORAL BOARD AND OFFICIALS

Betty A. Gibbs	Salary	1,024.82	
	Mileage	48.03	1,072.85
Samuel A. Martin, Jr.	Salary		512.41
Gordon V. Smith	Salary		512.41
Barbara Barnes	Official	100.00	
	Training	25.00	125.00
Robert L. Barnes	Official	90.00	

	Training	25.00	115.00
Mary L. Baylis	Official	100.00	
	Training	25.00	125.00
Patricia A. Brandt	Official		90.00
William E. Brandt, Sr.	Official		90.00
Wendell Brown	Official		90.00
Rachael E. Dove	Official		90.00
Sheila Eames	Official	115.00	
	Training	25.00	
	Cell phone	10.00	
	Ballots	20.00	
	Mileage	5.00	175.00
Lynn H. East	Official	100.00	
	Training	25.00	125.00
Sarah Edmondson	Official		90.00
Nancy D. Fawcett	Official	100.00	
	Training	25.00	125.00
Emmett L. Ferguson	Official		90.00
Linda Finch	Official	90.00	
	Mileage	50.00	140.00
Moses Ford	Official		90.00
Maryln Foster	Official		90.00
Jean G. Fowlkes	Official		90.00
Karen Fulcher	Official	100.00	
	Training	25.00	125.00
Yolanda Gladden	Official	115.00	
	Training	25.00	
	Cell phone	10.00	
	Mileage	5.00	155.00
Jennifer J. Halladay	Official		90.00
Edward Lee Helton, Jr.	Official	100.00	
	Training	25.00	125.00
Michael L. Helton	Official		90.00
Jane Newman Hines	Official		90.00
Esther W. Hollingsworth	Official	115.00	
	Training	25.00	
	Cell phone	10.00	
	Ballots	20.00	
	Mileage	5.00	175.00
Brian N. Hulsizer	Official	115.00	
	Training	25.00	
	Cell phone	10.00	
	Ballots	20.00	
	Mileage	5.00	175.00
Frances D. Jasper	Official	115.00	
	Training	25.00	
	Cell phone	10.00	
	Ballots	20.00	
	Mileage	5.00	175.00
John Jennings	Official		90.00

Donald B. Kellum, Jr.	Official		90.00
Peggy Kelsey	Official		90.00
Cindy H. Koether	Official		90.00
James Junior Lee	Official	90.00	
Jean W. Lee	Official	115.00	
	Training	25.00	
	Cell phone	10.00	
	Ballots	20.00	
	Mileage	15.00	185.00
Lora P. McElhenie	Official		90.00
Tola Morgan	Official	115.00	
	Training	25.00	
	Cell phone	10.00	
	Ballots	20.00	
	Mileage	10.00	180.00
Nancy Phaup	Official	100.00	
	Training	25.00	125.00
Rebecca L. Randolph	Official	100.00	
	Training	25.00	125.00
Mary G. Reed	Official		90.00
Rosalie B. Robertson	Official	100.00	
	Training	25.00	125.00
Henry O. Shelton	Official		90.00
Bertha E. Shepperson	Official		90.00
Claudia Somers	Official	115.00	
	Training	25.00	
	Cell phone	10.00	
	Ballots	20.00	
	Mileage	10.00	180.00
J. Scott Simms	Official	115.00	
	Training	25.00	
	Cell phone	10.00	
	Ballots	20.00	
	Mileage	15.00	185.00
Phillip Somers	Official	115.00	
	Training	25.00	
	Cell phone	10.00	
	Ballots	20.00	
	Mileage	15.00	185.00
Lynn Skakum	Official		90.00
Margaret Stockton	Official	100.00	
	Training	25.00	125.00
James B. Towler	Official		90.00
Crystal Glenn Townsend	Official		90.00
Virginia H. Wilson	Official		90.00
Kasie R. Wright	Official	100.00	
	Training	25.00	125.00
Lucie Zehner	Official	115.00	
	Training	25.00	
	Cell phone	10.00	

	Ballots	20.00	
	Mileage	15.00	185.00
Farmville Printing	Absentee ballot envelopes		46.80
Darlington Heights Fire Department	Rent		200.00
Elks Lodge #269	Rent		200.00
Farmville Volunteer Fire Department	Rent		200.00
Hampden-Sydney Fire Department	Rent		200.00
Mt. Zion Second Baptist Church	Rent		200.00
Prospect Volunteer Fire Department	Rent		200.00
Rice Volunteer Fire Department	Rent		200.00
Mt. Pleasant Church	Rent		200.00
Key Office Supply	Labels		11.99

REGISTRAR

Farmville Herald	Advertising		112.75
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GENERAL DISTRICT COURT

US Cellular	Phone		24.63
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CLERK OF THE CIRCUIT COURT

AT&T	Phone		48.82
CenturyLink	Phone		87.27
Jamie Covington	Witness		99.00
Anthony Walker	Witness		66.00
Kinex Networking Solutions	DSL		74.95
Key Office Supply	Copy paper	238.90	
	Ink cartridges	428.97	667.87
Matthew Bender & Company, Inc.	Wills & Admin Rel #7		260.10

LAW LIBRARY

AT&T	Phone		42.27
CenturyLink	Phone		40.23
LexisNexis	Online service		247.00
Matthew Bender & Company, Inc.	Code Rules V11 11/13	20.94	
	Law Appdx 2013 ED	40.44	61.38

COMMONWEALTH'S ATTORNEY

Computer Projects of IL	VCIN License maintenance		156.00
Robert Bauer	Certified mail		6.11
Treasurer of Virginia	IPad service		134.64
Morgan Greer	Mileage		78.87
National District Attorney Association	Dues		97.00
STEPS, Inc.	Shredding service		35.00
Key Office Supply	Copy paper	147.80	
	Paper	20.58	168.38
Virgina Lawyers Weekly	Subscription		369.00

VICTIM WITNESS ASSISTANCE PROGRAM

Key Office Supply	Fastener / pocket	43.56	
	Toner	179.00	

Hilton	Copy paper	36.99	259.55
	<u>SHERIFF</u>		
Prince Edward Health Department	Flu shot		25.00
Medtox Laboratories, Inc.	Drug testing		50.00
Commtronics of Virginia	Radio repair		93.75
Burkeville Body Shop	Auto repairs		2,698.00
East End Motor Company, Inc.	Engine intake manifold	300.39	
	Inspection / fluids	59.39	
	Alternator	54.00	
	Thermostat / gasket	119.12	
	Inspection / tire	156.95	
	Tires	446.98	1,136.83
Express Care	Oil changes		590.55
Farmville Auto Parts	Brake pads / rotors	524.40	
	Oil change / filter / fluid	278.58	
	Wiper blades	45.98	
	Brake pads / rotors	967.00	
	Coil	94.87	
	Air filter	23.06	
	Pads / rotors / wipers	371.31	
	Change oil / filter / plugs	295.41	2,600.61
Rod & Staff Welding	Mount / balance tires		30.00
Computer Projects of IL	OpenFox license fee		156.00
Business Card	Shipping charges	8.28	
	Cell battery	9.08	
	Meals & lodging	1,956.68	
	Credit	-225.00	
	Fees	33.29	
	Gas	119.83	
	Uniforms / gloves	67.39	
	9MM / 40 S&W Snap caps	441.66	2,411.21
Treasurer of Virginia	VCIN		52.57
Kinex Networking Solutions	Remote data backup		19.95
CenturyLink	Phone	10.52	
	VCIN	7.97	18.49
US Cellular	Phone		951.67
Walmart Community / GEGRB	Meals-Task force meeting	39.43	
	Office supplies	30.41	
	Halloween candy	101.58	171.42
Dekeace Morton	Catering service		250.00
Diamond Springs Water, Inc.	Water & equipment rental		103.60
Key Office Supply	Copy paper	149.95	
	Toner / planner	108.45	
	Folders / bulletin board	17.98	
	File folders	5.99	282.37
Rochette's Florist	Flowers - Eppes		200.00
Staples Advantage	Ink / file folders		1,111.94
Southside Electric Cooperative	Electric service		8.95
Rod & Staff Welding	Tires		1,012.39

Galls / Quartermaster	Holsters	215.97	
	Shears	196.80	412.77
Moore Medical, LLC	First aid kits	241.38	
	Gloves / CPR masks	480.31	721.69
Southern Police Equipment Company	Holster	92.70	
	Insignia	71.89	164.59
Quality Uniform Company, Inc.	Pants	38.50	
	Re-cut vest	50.00	
	Uniforms	296.75	385.25
Brooking Industries, Inc.	Lights for new vehicle		2,095.39
Signs @ Work, Inc.	Decals		1,500.00

FARMVILLE VOLUNTEER FIRE DEPARTMENT

Affiliated Computer Service	Contract renewal		965.00
Key Office Supply	Copy paper	5.99	
	Cardstock paper	11.69	17.68

RICE VOLUNTEER FIRE DEPARTMENT

Farmville Wholesale Electric	Lightbar stabilizer		71.25
Industrial Repair, Inc.	Inspection		16.00
John Deere Financial	Repair LP tank	85.00	
	LP gas	71.04	
	Diesel	138.95	
	Gas	85.07	380.06
Dominion Virginia Power	Electric service		375.79
Witmer Public Safety Group	Traffic safety cones		257.88

PROSPECT VOLUNTEER FIRE DEPARTMENT

Benchmark Community Bank	Truck payment		3,500.00
C. W. Williams	Foam / valve		1,293.60
Farmville Auto Parts	Gas can / funnel		60.71
Ferguson Enterprises, Inc.	Asphalt patch		45.71
Prince Edward County Public Schools	Diesel		111.94
Dominion Virginia Power	Electric service		343.00

DARLINGTON HEIGHTS VOLUNTEER FIRE DEPARTMENT

C. W. Williams	Foam	280.40	
	Fitting	61.69	
	Extinguisher / bracket	269.65	
	Rope bag	35.89	647.63
Farmville Wholesale Electric	Toggle switch / splicer	34.75	
	Receptacle	19.24	
	Compression lug	4.89	58.88
Mid-Atlantic Irrigation	Air filter		44.29
NAPA of Farmville	Clamps	18.36	
	Solenoid	25.49	
	Dome light bulb	1.85	45.70
Verizon Wireless	Phone		60.07

HAMPDEN-SYDNEY VOLUNTEER FIRE DEPARTMENT

Arcet Equipment Company	Cylinder rental		121.52
Goodman Specialized Vehicles	Truck maintenance		1,972.06
CenturyLink	Phone		102.32
Travelers - RMD	Insurance		7,366.00
Dominion Virginia Power	Electric service		213.96

PAMPLIN VOLUNTEER FIRE DEPARTMENT

AT&T	Phone		108.35
Blue Ridge Rescue Suppliers	Mineral oil		35.64
Foster Fuels, Inc.	Propane		654.67
JE Jamerson Building Supply	Building maintenance supplies		104.31
Verizon Wireless	Phone		126.52
Dominion Virginia Power	Electric service		391.89

EMERGENCY SERVICES

Timmons Group	GIS Annual maintenance	1,500.00	
	E 911 Addressing	790.00	2,290.00
Korman Signs	Road signs	125.38	
	Sign hardware	210.44	335.82

REGIONAL JAIL & DETENTION

Irongate Boundary Management	Electronic monitoring		1,046.25
Piedmont Regional Juvenile Detention Center	Juvenile detention		3,150.00
Piedmont Regional Jail	Inmate days balance due		653.73

BUILDING OFFICIAL

US Cellular	Phone		24.63
Cumberland County	Mileage		267.81

ANIMAL CONTROL

Jennifer Kingsley, DVM	Vet services		60.00
Lowe's	Dust mask / goggles		15.38
East End Motor Company, Inc.	Inspection / ball joints	224.84	
	Inspection / alignment / ball joints	299.45	524.29
Dominion Virginia Power	Electric service		129.14
CenturyLink	Phone		133.33
US Cellular	Phone		49.26
Ray Foster	VACA Conference lodging		300.12
Walmart Community / GEGRB	Dog food	159.84	
	Bleach	23.86	183.70
Galls / Quartermaster	Trousers		36.00

BIOSOLIDS MONITORING

US Cellular	Phone		25.88
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REFUSE DISPOSAL

Business Card	Operator application		75.00
Resource International	Misc. work tasks	3,397.50	
	Storm water compliance	1,080.62	

	Groundwater monitoring	5,241.15	9,719.27
Farmville Wholesale Electric	Photo cells / fixture		95.83
East End Motor Company, Inc.	Oil / filter change	438.36	
	Tires / filters / oil	1,312.66	
	Tire	225.50	1,976.52
NAPA of Farmville	Wrench / antifreeze	77.92	
	Hydraulic oil / grease	35.26	113.18
Container First Services	Trash collection		414.00
Wright's Excavating, LLC	Landfill operation		48,093.75
Emanuel Tire of Virginia	Tire recycling		1,510.50
STEPS, Inc.	Recycling fee		2,065.06
Synergy Recycling, LLC	Electronic recycling		1,584.52
Southside Electric Cooperative	Darlington Heights site	79.38	
	Virso site	80.55	159.93
Dominion Virginia Power	Leachate pump	124.02	
	Scalehouse	95.08	
	Rice site	59.35	
	Cell C pump station	11.01	
	Green Bay site	57.54	
	Worsham site	105.29	
	Prospect site	95.43	
	Landfill site	51.97	599.69
AT&T	Phone		271.59
CenturyLink	Phone		151.15
US Cellular	Phone		24.63
Verizon	Phone		128.69
O. O. Stiff, Inc.	Monthly service		662.50
Prince Edward County Public Schools	Diesel		1,442.65
Cavalier Equipment Corporation	Tarp		434.80

GENERAL PROPERTIES

Air Conditioning Equipment	HVAC Annual contract		3,520.00
Dodson Brothers Exterminating	Pest control - Cannery	38.00	
	Pest control - Worsham	38.00	
	Pest control - SCOPE	38.00	
	Pest control - Courthouse	85.00	
	Pest control - Visitor center	38.00	237.00
Hudson-Payne Electronics	Charge device labels		218.50
Putney Mechanical Company, Inc.	Heat pump fan motor		874.95
Southside Electric Cooperative	SRR lights		29.88
Dominion Virginia Power	Roy Clark monument	5.66	
	Courthouse	10,664.35	
	Shop	30.82	
	SCOPE building	175.45	
	Sheriff Department shed	5.66	
	Worsham Clerk's office	147.53	
	Lights at Rice	110.14	
	Ag building	935.54	12,075.15
Ellington Energy Service	Heating oil		776.00
Town of Farmville	Water / sewer		206.10

AT&T	Phone	42.26	
CommWorld	Phone maintenance	270.00	
CenturyLink	Phone	53.58	
US Cellular	Phone	111.84	
O. O. Stiff, Inc.	Monthly service	100.00	
Business Data of Virginia, Inc.	Norton update	29.95	
Aramark Uniform Services	Janitorial supplies	306.36	
Diamond Paper Company	Toilet tissue / towels	1,027.84	
Handi-Clean Products, Inc.	Janitorial supplies	132.81	
Lowe's	Cleaning supplies	49.24	
	Wall panel / screws	19.06	
	Dremel bits	7.65	
	Pins	6.27	
	Dremel tool / bits	80.58	
	Chop saw wheel	13.26	
	Light bulbs / elbows	18.14	194.20
Wilco, Inc.	Trash liners	111.30	
Air Conditioning Equipment	AHU Actuator	273.62	
Ayers Building & Supply Company	Bolts / nuts / washers	5.52	
C & L Machine & Welding	Nuts & bolts	14.10	
Diamond Springs Water, Inc.	Equipment rental	8.95	
Farmville Auto Parts	AHU belt	15.93	
	Hand cleaner	23.98	
	Oil & filters	143.37	183.28
Farmville Wholesale Electric	Light bulbs		663.68
Grainger	Beaker	45.54	
	Burner control / wire	410.77	
	Locknuts	20.29	
	Plow bolts	13.34	
	Key blanks	6.63	496.57
NAPA of Farmville	AHU belt		16.69
Cintas Corporation #524	Uniform rental		395.65
Spaulding Equipment Company, Inc.	Cutting edge		197.40
Taylor-Forbes Equipment Company	Nozzle & oil		21.05
Prince Edward County Public Schools	Diesel		219.60
East End Motor Company, Inc.	Lawnmower tube		18.38
	<u>CANNERY</u>		
Virginia Food Works	Contract payment		2,916.67
Grainger	Pipe fittings / elbows		229.45
Lowe's	Pipe / elbows / bushing	38.45	
	Water softener / adapter	431.19	
	Cleaning supplies	13.08	482.72
Southside Electric Cooperative	Electric service		305.95
Ellington Energy Service	Heating oil		1,113.60
CenturyLink	Phone		202.42
	<u>COMPREHENSIVE SERVICES ACT</u>		
Bear Creek Academy	Professional service		10,230.00
Business Card	Foster care		24,308.00

Centra Health	Professional service	24,308.00	
Elk Hill	Professional service	3,300.00	
Family Preservation Services	Professional service	1,365.00	
Grafton School, Inc.	Professional service	19,996.25	
Hallmark Youthcare - Richmond	Professional service	2,208.00	
Shirley Hicks	Foster care	745.34	
Crystal E. Jones	Foster care	644.00	
Brittany Jones	Foster care	153.68	
New Creations Child Learning Center	Foster care	130.00	
North Spring Behavioral	Professional service	3,010.00	
The Hughes Center	Professional service	5,566.00	
Jeff & Sandra Tindall	Foster care	2,166.54	
Sandra Tindall	Foster care	43.29	
Andrea Vershaeve	Foster care	1,613.61	
Virginia Family Services	Professional service	780.00	
Walmart Community / GECRB	Foster care	27.44	

SUPERVISION OF PARKS & RECREATION

Prince Edward-Farmville Youth Association	13-14 Support	24,000.00	
Southside Virginia Family YMCA	13-14 Support	25,000.00	

PLANNING

Samuel Coleman	Commission meeting	100.00	
	Mileage	13.56	113.56
Donald B. Gilliam	Commission meeting	100.00	
	Mileage	22.60	122.60
Preston Hunt	Commission meeting	100.00	
	Mileage	22.60	122.60
Robert M. Jones	Commission meeting	100.00	
	Mileage	5.65	105.65
Clifford Jack Leatherwood	Commission meeting		100.00
Robert Christopher Mason	Commission meeting	100.00	
	Mileage	10.17	110.17
W. Parker Terry, Jr.	Commission meeting		100.00
John F. Townsend, III	Commission meeting	100.00	
	Mileage	8.48	108.48
Brett Von Cannon Watson	Commission meeting		100.00
Farmville Herald	Advertising		179.38
Business Card	Postage		22.6
US Cellular	Phone		49.26

ECONOMIC DEVELOPMENT

Business Card	Postage	340.49	
	Meals	1,398.06	
	Lodging VEDA Conference	262.20	2,000.75
Key Office Supply	Labels	60.55	
	Labels / Sharpies	45.57	
	Avery name badge	24.40	
	Badge holders	41.78	172.30

	<u>TOURISM</u>		
Dominion Virginia Power	Electric service		283.4
Business Card	UPS	14.93	
	Office supplies	83.09	98.02
CenturyLink	Phone		298.50
	<u>FLOOD & EROSION CONTROL</u>		
Joyce Engineering, Inc.	Stormwater grant		8,837.50
	<u>COOPERATIVE EXTENSION OFFICE</u>		
Treasurer, Virginia Tech	Local support		11,762.70
	<u>GENERAL EXPENSE</u>		
Lumos Networks	Phone		2,817.05
James River Petroleum	Gas		23,072.58
	<u>CAPITAL PROJECTS</u>		
News & Advance	Contractor bid ad		418.50
Richmond Times Dispatch	Contractor bid ad		462.60
W. W. Associates, Inc.	Cannery planning grant		22,500.00
	<u>FORFEITED DRUG ASSETS</u>		
Piedmont Regional Task Force	Dues		2,500.00
	<u>GRANITE FALLS EXPENDITURES</u>		
VACORP	Liability insurance		1,546.00
	<u>WATER FUND</u>		
VACORP	Auto insurance	75.00	
	Public Official liability	325.00	400.00
Town of Farmville	Water		40.44
	<u>SEWER FUND</u>		
VACORP	Auto insurance	75.00	
	Public Official liability	325.00	400.00
Dominion Virginia Power	Sewer pump		29.84
	<u>RETIREMENT BENEFIT FUND</u>		
Vicki K. Johns	Retiree benefit		1,094.00
	<u>PIEDMONT COURT SERVICES</u>		
Dominion Virginia Power	Electric service		186.20
CenturyLink	Phone		57.76
Lumos Networks	Phone		315.37
Julianna Ferrell	Mileage	125.98	
	Meals	102.02	
	Lodging	289.08	
	Training	162.72	
	Newspaper	1.00	680.80

Sheena Franklin	Mileage		88.14
Sharon Gray	Mileage		151.40
Connie Stimpson	Mileage		17.68
Casey Irving	Mileage	40.11	
	Meals	93.21	133.32
Renee T. Maxey	Mileage	51.98	
	Meals @ training	37.50	89.48

PCS SUPERVISION FEES EXPENDITURES

SRP Corporation, LLC	Rent		2,500.00
Page Hardy	Cleaning service		105.00

PCS DRUG TESTING FEES

Alere Toxicology Service, Inc.	Drug testing		77.92
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In Re: Dance Hall Permit – New Fevers

Mr. Bartlett stated the County requires an annual Dance Hall Permit. Coy Leatherwood, Building Official, has inspected and recommends approval of a dance hall permit for New Fevers Restaurant and Lounge, located at 193 McLendon Drive, Farmville, Virginia.

Supervisor Cooper-Jones made a motion to approve the 2014 Dance Hall Permit for New Fevers Restaurant and Lounge; the motion carried:

<p>Aye: Howard M. Campbell Pattie Cooper-Jones William G. Fore, Jr. Don C. Gantt, Jr. Robert M. Jones Charles W. McKay Howard F. Simpson Jim R. Wilck</p>	<p>Nay: None</p>
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In Re: Fire Department Funding

Mr. Bartlett presented the original budget request from the Prince Edward Area Firefighter’s Association and an excerpt of the minutes of the April 30, 2013 Board of Supervisors meeting. The 10% increase in funding would equate to \$6,800 per department for a total of \$47,600. The additional funding can be drawn down from the County Fund Balance.

Supervisor Simpson made a motion to approve the appropriation of \$6,800 for each fire department and \$6,000 for the rescue squad, for a total of \$53,600.

Following some discussion, Supervisor Simpson amended his motion to approve the appropriation for \$6,800 per fire department, \$6,000 for the Firefighter’s Association Truck Fund, \$6,000 for Prince Edward Rescue Squad, \$3,000 for Pamplin Rescue Squad and \$3,000 for Meherrin Rescue Squad, for a total of \$65,600; the motion carried:

Aye:	Pattie Cooper-Jones William G. Fore, Jr. Don C. Gantt, Jr. Robert M. Jones Charles W. McKay Howard F. Simpson Jim R. Wilck	Nay:	None	Abstain:	Howard M. Campbell
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In Re: Highway Matters

Supervisor Campbell reported he has not yet met with Mr. Kevin Wright regarding the issues at Sulphur Springs Road; he said Mr. Bartlett represented the County in Lynchburg regarding the deceleration lane on Route 657.

Supervisor McKay requested a status report on the speed reduction on Darlington Heights Road in Abilene. He stated a “Tractor” sign would be prudent in the same area, from Abilene Road to the County Line. He requested signs be placed at Buffalo Creek and Abilene Road westbound.

Supervisor Jones requested a status update on the potential installation of guardrail on Route 307. Mr. Bartlett stated he has not heard from VDOT on that issue. Supervisor Jones added that a culvert is backed up on Route 636.

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

Chairman Fore announced that this was the date and time scheduled for a public hearing on the request from the Prince Edward County Board of Supervisors to rezone a 13.383 acre parcel of land located on Granite Falls Boulevard (SR 786) in the southeast corner of its intersection with Farmville Road (Hwy 15) and further described as tax map parcel 51-A-36. The parcel is presently in the Agricultural Residential (A-2) Zoning District and the request is to rezone it as General Commercial (C-1). Notice of this hearing

was advertised according to law in the Friday, Friday, November 22, 2013 and the Friday, November 29, 2013 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Bartlett stated that during the September 10, 2013 meeting of the Board of Supervisors, the Board approved a motion directing the Planning Commission to begin the process of rezoning County-owned land fronting on State Route 786 (Granite Falls Boulevard) from Agricultural Residential (A-2) to General Commercial (C-1). The parcel is further described as Tax Map Parcel #51-A-36. The Planning Commission held a public hearing on October 15, 2013 regarding this rezoning. No member of the public spoke and the Planning Commission unanimously recommends to the Board of Supervisors that Tax Map Parcel #51-A-36 which consists of 13.383 acres be zoned General Commercial (C-1).

Mr. Bartlett stated the purpose of the rezoning is to more closely align the zoning of the property to the land use of the area as envisioned by the Comprehensive Plan. This property is located in the County's growth corridor and is located in the enterprise zone. Additionally, rezoning the property now will reduce the development process by three to four months for any developer attempting to open a business on this site.

Chairman Fore opened the public hearing.

There being no one wishing to speak, Chairman Fore closed the Public Hearing.

Supervisor Jones made a motion to approve the recommendations of the Planning Commission to rezone Tax Map Parcel #51-A-36 as General Commercial (C-1); the motion carried:

Aye:	Howard M. Campbell	Nay: None
	Pattie Cooper-Jones	
	William G. Fore, Jr.	
	Don C. Gantt, Jr.	
	Robert M. Jones	
	Charles W. McKay	
	Howard F. Simpson	
	Jim R. Wilck	

In Re: Public Hearing: Amendment to Zoning Ordinance (Emergency Communications – Cell Towers)

Chairman Fore announced that this was the date and time scheduled for a public hearing on the amendment of County Zoning Ordinance Section 3-100.13 "Towers" to include language requiring that antennae space be provided on communication towers for location of county emergency services communication equipment. The Amendment also includes language encouraging consideration of

properties owned by Prince Edward County when locating new towers. Notice of this hearing was advertised according to law in the Friday, November 22, 2013 and the Friday, November 29, 2013 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Bartlett stated the Board of Supervisors directed the Planning Commission to review the County Zoning Ordinance to determine the feasibility of requiring space be provided to the County on new cell towers for the location of equipment to be used for emergency services communication purposes.

The Planning Commission held public hearings on October 15, 2013 and November 19, 2013. Representatives from two companies spoke at each public hearing and provided valuable input. One point of discussion arose at the November 19, 2013 meeting. Section 11 requires the County be provided 20 feet of vertical space on a tower. Mr. Al Doss, a representative of National Communications Towers stated that amount of space is burdensome for them. Mr. Doss stated his company's towers only contain 40' of usable space and that a 20' mandate would consume 50% of that space. He stated his company is not opposed to granting the County space on their towers but that antennas exist that would fit within 10' and that all counties they have worked with only require 10' of space. Mr. Bartlett stated that Mr. Doss and his company have no problem providing 20 to 25 feet of space free of charge below 160' on the tower.

Mr. Bartlett reported the Planning Commission approved a proposed amendment to Section 3-100.13 of the Zoning Ordinance at their November 19, 2013 meeting. The amendment was made with the understanding that the 20' requirement of vertical space contained in the amendment may be modified after the County reviews this issue with its communications consultant.

Mr. Bartlett stated the process can be handled as a Special Use Permit on a case by case basis, to require the requesting company provide space on the tower to the County. It could be handled through the negotiation of contracts. This would eliminate the need for an amendment to the Zoning Ordinance.

Chairman Fore opened the public hearing.

Mr. Al Doss, National Towers, stated there is no opposition to granting the county space on the towers, and there is a minimum of four collocations on each tower. The towers contain 40' of rentable space; he said normally localities use 10' of space on the towers. Mr. Doss stated that space on the tower could be free of charge below 160' above ground level and the company would work with the county.

Supervisor Gantt questioned if the site by site basis would be a better way to handle this issue.

Mr. Doss stated if a higher tower is proposed, the 160' could also be higher as it is based on the height of the tower. He added zoning now states towers be less than 200' as they do not have to be lit. There are two towers currently in negotiation.

Mr. Bartlett asked if the 195' limit hinders business. Mr. Doss said that in some instances, it does. Discussion followed.

Chief Tinsley requested the Board include in the Ordinance that the space must be made available to the County Emergency Services and to negotiate height. He said consideration should be included on every tower as a condition to erect the tower.

Bill Hogan, President of the Prince Edward Rescue Squad, said he was in support of the language in the Zoning Ordinance requiring space for Emergency Services communications. He said the communications may be switched from narrow band to one-quarter band, which will require more towers in closer proximity, and added that it could be dangerous for emergency personnel to be without communications due to lack of signal.

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

After some discussion, Chairman Fore suggested the formation of a committee to "wordsmith" the specific language to be included in the amendment to the Zoning Ordinance; he requested the committee comprise Supervisor Campbell (Chair), Supervisor Jones, County Attorney Jim Ennis, and Wade Bartlett.

Supervisor Wilck made a motion to table the issue until the January 2014 meeting.

After some discussion, Supervisor Wilck amended his motion to continue the public hearing until the January 2014 meeting to allow time for the committee to revise the wording of the proposed amendment to the Zoning Ordinance with respect to the Communications Towers; the motion carried:

Aye:	Howard M. Campbell	Nay: None
	Pattie Cooper-Jones	
	William G. Fore, Jr.	
	Don C. Gantt, Jr.	
	Robert M. Jones	
	Charles W. McKay	
	Howard F. Simpson	
	Jim R. Wilck	

In Re: Public Hearing: Corridor Overlay District

Chairman Fore announced that this was the date and time scheduled for a public hearing on the amendment of County Zoning Ordinance to include a Corridor Overlay District to attract economic development, protect scenic beauty and viewsheds, and enhance levels of transportation service along the major road corridors to facilitate the movement of people and goods; with specific attention given to access management, multimodal transportation, landscaping, and site design for projects proposed within the district. The Corridor Overlay District is intended to provide principles for well-planned commercial development. Buildings associated with permitted agriculture use types or residential use types are exempt. The Board of Supervisors is considering the application of the Corridor Overlay District to a depth of 1,000' from the public right-of-way on both sides of the following highway segments designated as corridors:

- Route 15 from Prince Edward County Limits 1.2 miles south to State Route 646 "Farmville Lake Road"
- State Route 786 "Granite Falls Boulevard" from its intersection with Route 15 to intersection with State Route 628 "Zion Hill Road"

Notice of this hearing was advertised according to law in the Friday, Friday, November 22, 2013 and the Friday, November 29, 2013 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Bartlett stated that at its May 2013 meeting, the Board of Supervisors conducted a Public Hearing on the Corridor Overlay District that was prepared by the Planning Commission and recommended to the Board as an Amendment to the Zoning Ordinance. Following the Public Hearing, the Board voted to table the Corridor Overlay District for six months and asked that it be placed on the November Board agenda. At the November 14, 2013 meeting the Board voted to advertise a public hearing regarding the amendment of the Zoning Ordinance, which would add *Section 2-1300 Prince Edward County Highway Corridor Overlay* to the County Zoning Ordinance.

The Board voted to remove all references to the "design guide" and only apply the Corridor Overlay to U.S. 15 from the U.S. 450 By-Pass south to State Route 646 (Farmville Lake Road), and along State Route 786 (Granite Falls Boulevard). The Planning Commission's recommendation is that the Board of Supervisors approve an amendment to the Zoning Ordinance which will provide for a Highway Corridor

Overlay District and for the Board to determine whether it wishes to apply the Highway Corridor Overlay District to the specified sections of all of the proposed corridors: U.S. 15 (Northern and Southern Sections), U.S. 36 and U. S. 460, or to phase it in beginning with Route 15 South of Farmville.

Supervisor Wilck stated a number of citizens expressed concern regarding “Section 2-1300.3, B” regarding the long-range planning inclusions. Discussion followed regarding its removal.

Chairman Fore opened the public hearing.

Sam Campbell, Prospect District, expressed his concern regarding the inclusion of the additional areas as set forth in “Section 2-1300.3, B”, specifically the Route 460 and Route 360 corridors. He stated the action would severely limit economic development and costs to comply would restrict businesses from starting up. He requested the Board reject this proposed amendment, abandon the idea, or modify this ordinance so it helps the taxpaying citizens instead of putting more burden on them.

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

Supervisor Wilck made a motion to remove “Item B” from the Corridor Overlay District Section 2-1300.3, and to approve the rest of the amendments to the Zoning Ordinance as recommended by the Planning Commission; the motion carried:

Aye:	Howard M. Campbell Pattie Cooper-Jones William G. Fore, Jr. Don C. Gantt, Jr. Robert M. Jones Charles W. McKay Howard F. Simpson Jim R. Wilck	Nay: None
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Highway Corridor Overlay District
Amendment to the Prince Edward County Zoning Ordinance

Section 2-1300 **PRINCE EDWARD COUNTY HIGHWAY CORRIDOR OVERLAY**

Sec. 2-1300.1 Statement of Intent

I. Intent

The Highway Corridor Overlay District is created to protect scenic beauty and viewsheds, enhance levels of transportation service along the major County access roads, and increase property values as specified in the overlay language below. Specific attention will be given to access management, multimodal transportation, landscaping, and site design.

Sec. 2-1300.3 Applicability

II. Applicability

- A. The Corridor Overlay District is established to a depth of 1,000 feet from the right of way (as of the date of enactment or as subsequently modified) on both sides of the following corridors:
 - 1. US Highway 15 “Farmville Road” corridor from the Southern boundary of the US 460 bypass right of way, south approximately 1.1 miles to State Route 646 “Farmville Lake Road.”
 - 2. State Route 786 “Granite Falls Boulevard” corridor from its intersection with US 15 to its intersection with State Route 628 “Zion Hill Road.”
- B. RESERVED.
- C. Relation to underlying zoning districts
 - 1. The uses defined in the Corridor Overlay District are as permitted in the underlying zoning district, whether by right (permitted) or special use.
 - 2. Where any conflict exists between requirements of the underlying zoning district and those of the Corridor Overlay District, the more restrictive provision shall apply except as in section 3 immediately following.
 - 3. With respect to setbacks and required building spacing, topography can make conflicting requirements impossible to meet. Accordingly, the Zoning Administrator is authorized to grant variations up to 10% in setbacks or spacing if the administrator finds in writing that the conditions for a variance in Section 5-128.1(B) are met.
- D. Exemptions – The following are exempt from the requirements of this overlay designation:
 - 1. Buildings associated with permitted agricultural use types or permitted residential use types.
 - 2. Interior alterations to a building or structure having no effect on exterior appearance.
 - 3. General maintenance where no change in design or material is proposed.

Sec. 2-1300.5 Design Standards

III. Design Standards

- A. Access and Circulation
 - 1. Access and circulation on-site for auto or truck traffic shall be designed to be convenient without impeding traffic on the primary road.
 - 2. Access by any of the following means should be used to the greatest possible extent in the preparation of a site design for a commercial or civic use:
 - a) Provision of shared entrances, inter-parcel connections, or on-site service drives connecting adjacent properties.
 - b) Access from a secondary road or street as opposed to the corridor highway.
 - c) Access points located the greatest possible distance from any existing intersection.
 - d) Access from internal streets of a commercial or civic-use complex.
 - 3. Developers of commercial or civic-use projects shall submit as part of the site plan an analysis of access and internal circulation traffic for the proposed project and for immediately adjacent areas, indicating access as in 2(a)-2(d) above where possible.
 - 4. Where required as part of the site plan review the developer shall dedicate the required property for inter-parcel connections and service roads.
- B. Parking Lot Areas

1. Parking lots shall be located to the sides and rear of the buildings they serve to the greatest possible extent, and shall not dominate the image of the site from the corridor highway. Multiple parking lot pods can be used to provide required parking spaces. Parking lot layouts shall respond to existing topographic characteristics of the site.
2. Parking lots shall be designed to minimize impervious surfaces and mitigate stormwater runoff. All parking lots shall be paved with concrete, asphalt, or durable pervious paving material, except that areas provided beyond the minimum required by this ordinance in Section 4-300 should use materials designed to reduce total impervious surface and runoff quantity, and improve runoff quality.
3. Parking lots shall be interconnected with adjacent parcels wherever possible.
4. Recessed islands shall be provided at the end of any parking bay abutting an aisle or access way. Islands shall have a concrete or rolled-asphalt curb, with cuts to allow stormwater infiltration. Each island shall be at least 9 feet wide, extend the length of the adjacent parking space or bay, and shall be landscaped with grass, shrubs, or trees.
5. Stacking spaces provided for any use having a drive-through or pick-up area are consistent with the requirements listed in Section 4-300.19.
6. Minimum off-street parking space requirements may be reduced at the discretion of the Zoning Administrator or Planning Commission. Spaces for compact cars may comprise up to thirty (30) percent of required spaces.

C. Pedestrian Circulation

1. A continuous sidewalk not less than 5 feet wide shall be provided from any public sidewalk or the end of any parking-area crosswalk to all customer entrances of the building. Sidewalks shall be concrete or masonry pavers. The sidewalk design must provide for handicap accessibility.
2. Crosswalks and pedestrian access routes from parking-areas shall be clearly marked by the use of striping, contrasting paving materials, elevation change, or speed humps.
3. Sidewalk connections shall be provided between internal walkway networks and adjacent streets, multi-use paths, and adjacent property networks.

D. New or Redeveloped Building Design

1. The design and construction of new or redeveloped buildings for commercial or civic use shall be based on and coordinated with the scale, mass, height, materials, color, texture, construction methods, and orientation of nearby buildings.
2. Trademark buildings or design features shall be subject to these design standards and may require modification.
3. Prior to any demolition of an existing building for a project site plan within a highway corridor district, the applicant is encouraged to consult with the zoning administrator with respect to the overall design.

E. Landscaping

1. New commercial or civic-use development in a highway corridor district shall incorporate as much existing vegetation as possible, with particular reference to Section 4-200.9 of this ordinance.
2. Planting of major trees for stormwater management and heat-island reduction shall equal 10 percent of the aggregate parking area, in islands not less than 8 feet wide.
3. Plants shall not be used to screen utilities. All utilities including loading docks and service entrances shall be located within the building envelope or be screened by architectural elements such as walls or extended parapets.
4. A landscape plan shall be submitted as part of the site plan for any new development. The landscape plan shall be drawn to scale with distances indicated and shall include vehicle areas and, if applicable, any irrigation system proposed.

5. The owner is responsible for the maintenance, repair, or replacement of the required landscaping so that plant materials are kept in a healthy, growing condition and free from refuse and debris.

F. Utilities

1. All utility lines, including electric, telephone, CATV, and gas, shall be installed underground in the highway corridor district. This includes lines serving individual sites as well as lines serving an overall project.
2. Above-ground utilities must lie within the building envelope, as in III.E.3 above.

G. Signs

1. In addition to the general sign requirements of this ordinance, any commercial development having more than one business in a single building or in connected buildings must erect a single monument-style shared sign for all businesses, though each business may also have one building-mounted sign.
2. Each parcel of property occupied by a building shall be permitted one freestanding sign, which shall not exceed thirty (30) square feet on each face.
 - a) Automobile service stations shall be permitted an additional twenty (20) square feet on each face to advertise the price of fuel.
 - b) In instances where more than one (1) business is located in the same building or connected buildings, the businesses must share one (1) common ground mounted sign. Each business may still have an individual building-mounted sign.
3. Freestanding signs shall be mounted on bases a maximum of three (3) feet high. If the specific location of a sign requires a base of more than three feet to provide adequate visibility the Zoning Administrator or Planning Commission may approve a taller base. No freestanding sign shall exceed fifteen (15) feet from grade.
4. Freestanding signs for shopping centers shall be allowed ten (10) square feet of area per business establishment. An additional twenty-five (25) square feet shall be allowed to identify the shopping center as a whole. For the purposes of the Corridor Overlay District, a shopping center shall be defined as
 - a) Groups of two or more stores, personal service shops or restaurants connected by party walls, partitions, canopies or similar features;
 - b) Some or all of the stores, personal service shops or restaurants located in separate buildings designed as a single commercial group sharing common parking areas, vehicular travel-ways, and walkways designed to encourage customer interchange between the buildings and presenting the appearance of a continuous commercial area.
5. If the nearest point of a freestanding sign is located within five (5) feet of the street right-of-way, its location must be approved by VDOT or designee, who will evaluate the location for sight line and other traffic safety considerations.
6. Signs shall be appropriately scaled to the building or portion of the building served and should be coordinated with the architecture.
7. Types of signs: The following sign types shall be permitted in the Corridor Overlay District:
 - a) Externally illuminated signs provided the light source is directed downward;
 - b) Internally illuminated channel letters; and
 - c) Internally illuminated cabinet sign if the background of the cabinet sign is opaque and appears black at night.
 - d) Additional sign types fitting within the recommended materials may be considered. Animated or neon signs may be considered subject to a Special Use Permit.
8. No wall sign shall project beyond the surface of the building or above the roofline.
9. Inflatable figures or signs are not permitted in the Corridor Overlay District.
10. Banner signs may be permitted for temporary use only, but shall be displayed for a maximum of 30 days within any 90 day period.

H. Lighting

1. Exterior lighting shall be limited to that necessary for safety, security, and to complement architectural character.
2. No light shall spill onto an adjacent property or interfere with the character of the surrounding area.
3. All light sources must be down-shielded, and no light pylon shall be more than 24 feet high.

In Re: Request from YMCA

Mr. Bartlett stated a request was received from the Southside Virginia Family YMCA for the County's assistance with refinancing the debt service on the YMCA facility.

Gwen Eddleman, Board of Directors' Chair of the Southside Virginia Family YMCA, presented a review of data of market coverage and projections; she added the YMCA is now considered a member of the healthcare community by the American Medical Association. Ms. Eddleman requested consideration for assistance in supporting a refinancing of their debt.

Supervisor Wilck stated it would be irresponsible to vote without a review of the financial numbers, and requested to see audited financial reports of the YMCA. Mrs. Eddleman agreed to provide information.

Chairman Fore appointed a committee to review the financial information, to include Supervisor Jones, Supervisor Wilck, Supervisor McKay, Jane Schirmer, Tim Tharpe, Brad Watson, and Mr. Bartlett; the committee will work out the details and present a financial picture to better assist the YMCA. Discussion followed. The Board concurred.

In Re: Appointments: Citizen Volunteer Positions

Mr. Bartlett reported several terms for the Prince Edward County Planning Commission and the Board of Zoning Appeals expire December 31, 2013; the position of the Board of Piedmont Senior Resources is vacant due to the resignation of Steve Kerns. All positions have been advertised in The Farmville Herald.

Prince Edward County Planning Commission: A vote was taken on the candidates for the four-year term for the Planning Commission:

<u>Candidate</u>	<u>Vote</u>
John F. Townsend, III	Howard M. Campbell Pattie Cooper-Jones William G. Fore, Jr. Don C. Gantt Robert M. Jones Charles W. McKay Howard R. Simpson Jim R. Wilck
Mark Jenkins	Howard M. Campbell Pattie Cooper-Jones William G. Fore, Jr. Don C. Gantt Robert M. Jones Charles W. McKay Howard R. Simpson Jim R. Wilck
Robert T. Jenkins	(none)

John F. Townsend, III and Mark Jenkins will be appointed to the Planning Commission for a term of four years beginning January 1, 2014 and ending December 31, 2017.

Board of Zoning Appeals:

<u>Candidate</u>	<u>Vote</u>
James W. Garnett, Jr.	Howard M. Campbell Pattie Cooper-Jones William G. Fore, Jr. Don C. Gantt Robert M. Jones Charles W. McKay Howard R. Simpson Jim R. Wilck

Mr. James W. Garnett, Jr. will be recommended to the Circuit Court Judge to serve on the Prince Edward County Board of Zoning Appeals for a term of five years beginning January 1, 2014 and ending December 31, 2018.

Supervisor McKay made a motion to authorize advertisement of the vacancy for the Piedmont Senior Resources, to fill an unexpired 3-year term until June 30, 2016; the motion carried:

Aye:	Howard M. Campbell Pattie Cooper-Jones William G. Fore, Jr. Don C. Gantt, Jr. Robert M. Jones Charles W. McKay Howard F. Simpson Jim R. Wilck	Nay: None
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In Re: Mottley Lake

Mr. Bartlett reviewed excerpts from the Board of Supervisors meeting minutes held February 12, 2013 and March 12, 2013 representing Board action regarding the Town's request for the County's approval to use Mottley Lake as a temporary emergency water supply.

Supervisor Simpson made a motion to approve the Town's use of Mottley Lake as a temporary emergency water supply for one year, effective January 1, 2014 to December 31, 2014; the motion carried:

Aye:	Howard M. Campbell Pattie Cooper-Jones William G. Fore, Jr. Don C. Gantt, Jr. Robert M. Jones Charles W. McKay Howard F. Simpson Jim R. Wilck	Nay: None
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In Re: Planning & Community Development Report

Mr. Bartlett stated the Planning Commission met on November 19, 2013; during that meeting a public hearing was held regarding a request for a special use permit for Tax Map Parcel 50-A-101, located at 18 County Shop Road. The request was to allow the operation of a flea market and restaurant. This was a compliance permit because the flea market has been in operation without a permit. The Planning Commission requested more detailed site plans from the applicant and will revisit the request at its December 17, 2013 meeting. Additionally, the request is to be amended to change the requested use as restaurant to retail sales. There will be no on-site consumption of food and the items sold are not for immediate consumption. The Board, during its November meeting, authorized the advertisement of a

Public Hearing following a final recommendation from the Planning Commission. This issue is now not expected to be considered by the Board of Supervisors until its January meeting.

Mr. Bartlett also reported the Planning Commission has two scheduled Public Hearings for its December 17, 2013 meeting to consider two Special Use Permit applications from National Communication Towers to construct two towers in the A-1 zoning district. The first tower location is to be on Tax Map Parcel 120-A-43, owned by Mildred B. Hampton and is located on West Patrick Henry Highway in Meherrin. The second proposed tower location is on Tax Map Parcel 122-A-20, Bruceville Tract #18, owned by David and Caraletta Orton and is located on West Patrick Henry Highway in Meherrin. The Board during its November meeting authorized the advertisement of a Public Hearing following a final recommendation from the Planning Commission. This issue is now not expected to be considered by the Board until the January meeting.

In Re: County Administrator's Report

Halifax County Request for Payment:

Mr. Bartlett announced that Mr. Ron Van Eps, Director of Public Works, now has his Landfill Operator License. The landfill operators are permitted, but now a member of county staff also is licensed.

Mr. Bartlett stated a letter was received from Halifax County requesting payment of \$5,500 for the temporary administrative assistance provided during the time that the Circuit Court Judgeship and secretarial position were vacant in Prince Edward County. An agreement was reached that while the Judgeship and secretarial positions were vacant, Prince Edward County would reimburse Halifax County \$500 per month to be used to temporarily increase the salary of the secretaries for Judge Osborn and Judge Cunningham for the additional work they had to absorb. The agreement was in effect until the new Judge was appointed and the secretarial position was filled in Prince Edward; the position was filled on October 1, 2012. Judge White and Judge Osborn have both reviewed the Halifax County letter and attachments, and both agree that the original agreement is equitable to all parties. Mr. Bartlett recommended the Board consider reimbursing Halifax County \$1,000 of the \$5,500 that has been requested. Following reimbursement from our neighboring counties (Appomattox, Buckingham and Cumberland Counties), the total cost to Prince Edward County will be \$250.

Supervisor Jones made a motion to approve a \$1,000 payment to the County of Halifax; the motion carried:

Aye:	Howard M. Campbell Pattie Cooper-Jones William G. Fore, Jr. Don C. Gantt, Jr. Robert M. Jones Charles W. McKay Howard F. Simpson Jim R. Wilck	Nay: None
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Dogs on Courthouse Lawn

Mr. Bartlett said that while the County staff prepared for the Halloween Parade, they noticed a large quantity of dog excrement on the Courthouse Lawn. County staff removed the offending items prior to the parade. Investigating this matter, County staff learned there are several apartments downtown with occupants with dogs. It appears these pet owners are allowing their pets to use the Courthouse Lawn and then do not remove the items as required by Town Code. Additionally, there are many residential buildings in close proximity to the Courthouse and at times pet owners in these buildings walk their pets downtown and onto the Courthouse Lawn. While the Town does have an ordinance requiring owners to clean up after their pets, it is very hard to enforce because you have to actually see the offense occur. County staff felt that the Board may not consider the Courthouse Lawn an appropriate place for pet owners to allow their pets to relieve themselves. Due to the difficulty in enforcing the current Town Ordinance, it is recommended the Board direct the County staff to post the Courthouse Lawn to indicate that no dogs are allowed. Mr. Bartlett added that Judge White is in agreement.

Supervisor Simpson made a motion to post “No Dogs” signs on Courthouse property; the motion carried:

Aye:	Howard M. Campbell Pattie Cooper-Jones William G. Fore, Jr. Don C. Gantt, Jr. Robert M. Jones Charles W. McKay Howard F. Simpson Jim R. Wilck	Nay: None
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Position Vacancy:

Mr. Bartlett stated with the resignation of Mrs. Daves-Johnson, an advertisement has been placed to fill the position of Director of Planning and Community Development. The ad will run in The Farmville Herald and has been sent to VACo and VML for posting.

Jail Update and Budget Amendment:

Mr. Bartlett said that at the October 8, 2013 meeting, he informed the Board that reimbursements from participating members of the regional jail would increase significantly. This increase was primarily the result of two items: (1) revenues from non-member jurisdictions were considerably below budget estimates and (2) the contract for medical services increased jail costs by \$400,000 annually.

Mr. Bartlett said the second quarter payment by Prince Edward County to the regional jail increased from \$208,000 to \$411,000. The Board was informed that after the first two quarters \$619,000 out of a total budget of \$700,000 had been expended. It was hoped that usage and thus revenues from non-member jurisdictions would increase, but that does not seem to be occurring.

Mr. Bartlett reported that after a review of the situation it appears the cost to house our prisoners will continue to hover around \$400,000 each quarter. This will result in a total annual cost in FY14 of approximately \$1.4 million. Because only \$700,000 has been appropriated for the operation of the jail we will need to increase the budget by \$700,000 which is recommended to be moved from the fund balance of the General Fund. It is recommended the Budget Amendment be approved as follows:

		<u>Debit</u>	<u>Credit</u>
3-100-41050-0100	From General Fund Balance		\$700,000
4-100-33200-7001	Piedmont Regional Jail	\$700,000	

Supervisor McKay made a motion to approve the recommended budget amendment, and appropriate \$700,000 to the Piedmont Regional Jail fund; the motion carried:

Aye:	Howard M. Campbell Pattie Cooper-Jones William G. Fore, Jr. Don C. Gantt, Jr. Robert M. Jones Charles W. McKay Howard F. Simpson Jim R. Wilck	Nay: None
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In Re: Request for Easement – Kinex

Mr. Bartlett stated a letter was received from Kinex Telecom requesting an easement from the County through the Prince Edward County Courthouse Parking Lot. Ron Van Eps, Director of Public Works, and Mr. Bartlett met with representatives of Kinex on December 5, 2013 regarding the easement. Farmville Baptist Church and Pairet’s Inc. desire to obtain phone service from Kinex. For Kinex to provide the level of service requested, they need to run new fiber lines. Kinex feels their best option is to run fiber under the County’s parking lot as depicted in the drawing attached to their letter.

Mr. Bartlett stated that after discussions with representatives of Kinex, he recommended an exclusive underground easement restricted to a width of 10 feet be considered for approval.

Supervisor Gantt made a motion to approve an exclusive, underground, 10’ wide easement across the courthouse parking lot to Kinex and to authorize the County Administrator or Board Chairman to execute the easement agreement with Kinex once in its final form to the satisfaction of the County Attorney; the motion carried:

Aye:	Howard M. Campbell Pattie Cooper-Jones William G. Fore, Jr. Don C. Gantt, Jr. Robert M. Jones Charles W. McKay Howard F. Simpson Jim R. Wilck	Nay: None
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In Re: Appointments – Board Positions

Chairman Fore stated the Local Social Services Board will meet prior to the January Board of Supervisors meeting, and requested the Board of Supervisors consider the reappointment of Supervisor Howard Simpson to the Local Social Services Board.

Supervisor Jones made a motion to approve the reappointment of Supervisor Simpson to the Local Social Services Board; the motion carried:

Aye:	Howard M. Campbell Pattie Cooper-Jones William G. Fore, Jr. Don C. Gantt, Jr. Robert M. Jones Charles W. McKay Howard F. Simpson Jim R. Wilck	Nay: None
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Chairman Fore advised the Board the same circumstance will occur with the Commonwealth Regional Council, which will hold its January meeting on Thursday, January 2, 2014. Chairman Fore stated as he is currently the County's representative and Supervisor Gantt is the Alternate, replacements will need to be made. He recommended Supervisor-elect Timmons as County Representative and Supervisor McKay as Alternate. The members accepted the appointments; the Board concurred.

In Re: Presentation of Plaques

Chairman Fore thanked Supervisor Gantt for his service to the County from January 1, 2010 to December 31, 2013 and presented a plaque of Appreciation.

Supervisor Simpson presented a plaque of Appreciation to Chairman Fore for his years of service from January 1, 1998 through December 31, 2013, and for his service as Board Chairman from January 1, 2003 through December 31, 2013.

In Re: Closed Session

Supervisor Gantt made a motion that the Board convene in Closed Session to discuss a prospective industry, 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*, and for discussion concerning the disposition of publicly held real property in the County Industrial Park, pursuant to the exemption provided for in Section 2.2-3711(A)(3) of the *Code of Virginia*; the motion carried:

Aye:	Howard M. Campbell	Nay: None
	Pattie Cooper-Jones	
	William G. Fore, Jr.	
	Don C. Gantt, Jr.	
	Robert M. Jones	
	Charles W. McKay	
	Howard F. Simpson	
	Jim R. Wilck	

The Board returned to regular session by motion of Supervisor McKay and adopted as follows:

Aye: Howard M. Campbell
Pattie Cooper-Jones
William G. Fore, Jr.
Don C. Gantt, Jr.
Robert M. Jones
Charles W. McKay
Howard F. Simpson
Jim R. Wilck

Nay: None

On motion of Supervisor Jones and carried by the following roll call vote:

Aye: Howard M. Campbell
Pattie Cooper-Jones
William G. Fore, Jr.
Don C. Gantt, Jr.
Robert M. Jones
Charles W. McKay
Howard F. Simpson
Jim R. Wilck

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. Ray Foster, Animal Warden, submitted a report for the month of November 2013, 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 November 2013, which was reviewed and ordered to be filed with the Board papers.

In Re: Cannery Report

Mrs. Lena Huddleston, Cannery Manager, submitted a report for the month of November 2013, which was reviewed and ordered to be filed with the Board papers.

In Re: Commercial Cannery Report

Ms. Emily Wells, Commercial Manager, submitted a report for the month of November 2013, which was reviewed and ordered to be filed with the Board papers.

In Re: Prince Edward County Public Schools

Mr. K. David Smith, School Superintendent, submitted a financial summary report for the month of November 2013, 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 November 2013, which was reviewed and ordered to be filed with the Board papers.

On motion of Supervisor Wilck and adopted by the following vote:

Aye:	Howard M. Campbell	Nay: None
	Pattie Cooper-Jones	
	William G. Fore, Jr.	
	Don C. Gantt, Jr.	
	Robert M. Jones	
	Charles W. McKay	
	Howard F. Simpson	
	Jim R. Wilck	

the meeting was adjourned at 10:05 p.m.