

February 3, 2012

At a special meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Friday, the 3<sup>rd</sup> day of February 2012; at 9:00 a.m., there were present:

Howard M. Campbell

Pattie Cooper-Jones

William G. Fore, Jr.

Don C. Gantt, Jr.

Robert M. Jones

Howard F. Simpson

Jim R. Wilck

Absent: Charles W. McKay

Also present: Wade Bartlett, County Administrator; and Sarah Elam Puckett, Assistant County Administrator.

Chairman Fore called the meeting to order, stating the purpose of the meeting is for a work session.

In Re: DMME Grant for STEPS, Inc.

Mr. Bartlett, County Administrator, stated that in 2011, the County received a \$668,003 grant from the Virginia Department of Mines, Minerals and Energy (DMME) to assist STEPS, Inc. with the replacement of the HVAC system in the STEPS Centre Building (formerly Craddock-Terry). That project is complete. The County has just been notified that an additional \$350,000 is available to be awarded to assist STEPS with the replacement of the roof. DMME is willing to award the additional funds through an amendment to the existing grant agreement between DMME and the County and the existing construction contract between TRANE and the County. This funding requires no local funds. These are federal dollars that flow through the State and will flow through The County to STEPS.

Supervisor Simpson made a motion to approve receipt of the grant funds and approve an appropriation of \$350,000; and to authorize an amendment to the County's contract with TRANE, the

contractor who will carry out the construction, and authorize the County Administrator to execute the contract amendment; and to authorize the County Administrator to execute all grant agreement documents and the disbursement of the grant funds in an upfront lump-sum payment to enable the County / STEPS to receive the pricing discount from TRANE; and to authorize an amendment to the County’s contract with the CRC to administer the additional grant funds and authorize the County Administrator to execute the contract amendment. The motion carried:

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

Nay: None

Absent: Charles W. McKay

		<u>Debit</u>	<u>Credit</u>
3-100-24040-0120	EECBG		\$ 350,000
4-100-53501-5611	STEPS – Bridge Loan	\$ 350,000	

In Re: FY 13 County Budget

Mr. Bartlett presented an update on the County revenues which are above budget projections. He stated the Expenses will not change much; VRS may increase the rate and the state has lowered anticipated investment returns. Mr. Bartlett stated there is a possible increase in fuel costs, and the debt service will increase for a few years but will decrease significantly after five years, beginning in 2018.

Discussion followed regarding:

- water and sewer
- space request from Social Services.
- Cars needed in the Sheriff’s Department
- Possible need for new computers

Mr. Bartlett stated the Prince Edward County schools have requested \$2.2 million in addition to the \$8.1 million previously budgeted; he stated the entire County budget is just under \$19 million.

Supervisor Gantt suggested waiting to see what action the General Assembly will take.

After some discussion on each topic, the Board concurred the Charitable Organizations and the Fire & Rescue should be level funded.

Mr. Bartlett stated no Special Projects are anticipated.

Mr. Bartlett then stated staff will be reviewing the fleet of County vehicles in the next two weeks; discussion followed regarding the use of old Sheriff Department vehicles for County staff.

Discussion followed on a bonus or raise for County employees.

Supervisor Gantt requested detailed information on a raise of 1.5%. He stated \$70,000 is spent towards VRS and must be taken into consideration. Discussion followed regarding the Cost of Living Allowance (COLA); the Board concurred that Mr. Bartlett provide the Board with figures for a maximum raise of 3.6% (COLA), VRS, and anticipated insurance costs. The Board also concurred to keep Plan II for VRS for employees.

Discussion followed on Operational and Programming Adjustments; several issues were discussed regarding the convenience sites.

Chairman Fore asked about the Visitor Center. Mr. Bartlett stated it is open more than required, due to grants and the older workers and volunteers. Mrs. Sarah Puckett, Assistant County Administrator, stated the highway signs directing visitors to the center will be posted in about a week; the High Bridge Trail will not have its own visitor's center; an exhibit will be housed in the County's visitor's center. Chairman Fore added the High Bridge is scheduled to open in April. [2012].

Supervisor Gantt requested communication be re-opened with the Town of Farmville regarding working together on the water project.

Mr. Bartlett then stated he would work on preparing a budget holding all tax rates and fees level; he will look at the Sheriff's and County's vehicle fleets, a raise of up to 3.6% (COLA) and keep all else the same.

Mr. Bartlett presented a Budget Development Schedule.

On motion of Supervisor Gantt 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	
	Howard F. Simpson	
	Jim R. Wilck	

Absent: Charles W. McKay

the meeting was recessed at 11:15 a.m. until 12:00 noon to meet on site with representatives of Dominion Virginia Power at the proposed location of the new electrical substation in the Leigh District, located at 3098 Worsham Road, Farmville, Virginia.

The meeting was reconvened at 12:05 p.m. to meet with representatives of Dominion Virginia Power at the proposed location of the new electrical substation in the Leigh District, located at 3098 Worsham Road, Farmville, Virginia.

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	
	Howard F. Simpson	
	Jim R. Wilck	

Absent: Charles W. McKay

the meeting was adjourned at 12:35 p.m.