

January 13, 2015

At the regular meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 13th day of January, 2015; at 7:00 p.m., there were present:

Pattie Cooper-Jones

Calvin L. Gray

Robert M. Jones

Charles W. McKay

Howard F. Simpson

C. Robert Timmons, Jr.

Jerry R. Townsend

Jim R. Wilck

Also present: Wade Bartlett, County Administrator; Sarah Elam Puckett, Assistant County Administrator; Sharon Lee Carney, Director of Economic Development; Rob Fowler, Director of Planning and Community Development; Jim Ennis, County Attorney; and Kevin Wright, Residency Administrator, VDOT.

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

In Re: Date, Time, and Place of Board Meetings

Supervisor McKay moved, seconded by Supervisor Gray, that the regular monthly meetings of the Prince Edward County Board of Supervisors be held on the second Tuesday of each month, at 7:00 p.m., in the Board of Supervisors' Room of the Court House Building, 111 South Street, Farmville, Virginia. The motion carried:

Aye:	Pattie Cooper-Jones	Nay: None
	Calvin L. Gray	
	Robert M. Jones	
	Charles W. McKay	
	Howard F. Simpson	
	C. Robert Timmons, Jr.	
	Jerry R. Townsend	
	Jim R. Wilck	

In Re: Adoption of Board By-Laws

Supervisor Wilck stated the Board previously discussed requiring a second to all motions and would like to see that amendment made in the Board By-Laws.

Supervisor Wilck moved, seconded by Supervisor Townsend, that the Prince Edward County Rules of the Board of Supervisors be adopted as amended; the motion carried:

Aye:	Pattie Cooper-Jones	Nay: None
	Calvin L. Gray	
	Robert M. Jones	
	Charles W. McKay	
	Howard F. Simpson	
	C. Robert Timmons, Jr.	
	Jerry R. Townsend	
	Jim R. Wilck	

PRINCE EDWARD COUNTY
RULES OF
THE BOARD OF SUPERVISORS

(As amended January 2014)

I. ATTENDANCE AND ADJOURNMENT

All members shall make a reasonable effort to attend meetings of the Board. If unable to attend, a member shall notify the Chairman or County Administrator.

A majority of the members of the Board shall constitute a quorum and must be present to proceed to business. A smaller number of members may adjourn or send for absentees. Special meetings of the Board may be called in accordance with Section 15.1-538 of the Code of Virginia, 1950, as amended.

The Chairman shall take the chair at the hour set by the Board for regular or special meetings. He shall immediately call the Board to order and determine if a quorum is present; if so, he shall have the minutes of the preceding meeting submitted. Any errors or omissions shall, upon motion and carried, then be corrected. The minutes, being found correct, shall be signed by the Chairman and Clerk and shall be the authentic record of the proceedings of the Board of Supervisors.

II. CHAIRMAN AND VICE-CHAIRMAN

At the first meeting in January in even-numbered years, the Board of Supervisors shall elect one of its members as Chairman and one other of its members as Vice-Chairman. The term of office for the Chairman and Vice-Chairman shall be for two years, but they may be re-elected.

The Chairman shall preside at all meetings at which he is present. The Vice-Chairman shall preside at all meetings at which the Chairman is absent and may discharge any other duty of the Chairman during his absence or disability.

The day, time, and place of regular board meetings shall be determined at the January meeting.

III. CLERK

The County Administrator shall serve as Clerk to the Board.

The minutes of the meetings of the Board shall be duly drawn by the Clerk and shall be submitted for approval at the next regular monthly meeting following their draft.

The Clerk shall appoint a deputy as recording secretary if required or needed by the Board.

IV. ORDER OF BUSINESS

After the call to order the Board shall proceed to the agenda. The normal order of the agenda shall be as below, except at the January organizational meeting and as subject to rearrangement by the Chairman, absent objection by the Board. At the organizational meeting in January, the first order of business shall be the election of the Chairman and Vice-Chairman and approval of the Board's operating procedures.

- A. Public Participation
- B. Consent Agenda
 - Acceptance of Treasurer's Report
 - Approval of Minutes
 - Approval of Warrant List
- C. Highway Matters
- D. Business for Board Consideration
- F. County Administrator's Report
- G. Closed Session
- H. Correspondence
- I. Informational Items
- J. Upcoming Meetings
- K. Monthly Reports from Local Departments
- L. Adjournment

V. PREPARATION OF AGENDA

The County Administrator shall see that the preparation and printing of Board papers, ordinances, resolutions, petitions, and other applicable documents, be completed within such time that members of the Board may receive the documents at least 72 hours before the meeting of the Board.

The County Administrator shall close the upcoming Agenda on the Wednesday prior to the meeting of the Board. Any item submitted after this deadline will not be considered for action unless recommended by the County Administrator.

VI. CONSENT AGENDA

The Chairman and County Administrator shall style routine, non-controversial matters requiring Board action on a Consent Agenda. Items may be removed from the Consent Agenda and place on the Regular Agenda on recorded vote by a majority of the

Board members present. Only one motion is necessary to adopt all recommendations and action items on the Consent Agenda.

There shall be no debate or discussion by any member of the Board or the public regarding any item on the Consent Agenda, beyond asking questions for simple clarification.

VII. CONDUCT OF BUSINESS

The Chairman shall preserve order and decorum. When two or more members speak at the same time, the Chairman shall name the person who shall speak first.

A motion or proposition shall be reduced to writing, if desired by the Chairman or any member. Any motion or proposition may be withdrawn by the mover at any time before a decision, amendment, or other action of the Board upon it, except a motion to reconsider, which shall not be withdrawn without leave of the Board. Otherwise, meetings shall be conducted in accordance to Robert's Rules of Order, Newly Revised (Procedures for Small Boards).

VIII. TAKING THE VOTE

When a motion in order is made, the Chairman shall state the exact motion and indicate that it is open to debate. After the motion has been debated, the Chairman shall put the question in the following forms: "As many as agree that, etc. (as the question may be) let it be known by raising your right hand", and "Those opposed by the same sign."

According to the Constitution of Virginia, a majority of all elected members shall be necessary to adopt any ordinance or resolution appropriating money exceeding the sum of \$500.00, imposing taxes, or authorizing the borrowing of money. Otherwise, a resolution, ordinance, or other proposition shall be adopted by vote of the majority of Board members present and voting. A tie vote shall mean the defeat of the motion voted on.

A member may abstain and be entered in the minutes as present and abstaining.

The Code of Virginia, 1950, as amended, Title 2.1, Chapter 40.2, Section 639.30 et seq shall control with respect to a member's participation and voting. (Conflict of Interest-Section 2.1-639.30 et al, Code of Virginia, 1950, as amended.)

IX. RECONSIDERATION

After a question has been decided, it may be reconsidered on the motion of any member who voted with the prevailing side, provided the motion is made on the same day as the decision carried. All motions to reconsider shall be decided by a majority of the votes of the members present and voting.

X. WITHDRAWAL OF EXHIBITS

Original papers, filed as exhibits with any ordinance or resolution, may be withdrawn by the patron or upon his order. In such case, he shall leave attested copies, and shall pay the Clerk for the cost of copying.

XI. MANUAL AND RULES

The rules of parliamentary practice in Robert's Rules of Order, Newly Revised shall govern the Board in all cases to which they are applicable, except when they are inconsistent with the rules established by the Board.

The Rules of the Board shall be reviewed and adopted in January of each year. These Rules may subsequently be suspended or amended by a two-third vote of the entire Board. Upon a motion to suspend or amend, the mover shall be allowed two minutes to state the reasons for his motion, and one member opposed to the motions shall be allowed an equal time to object.

XII. APPOINTMENTS

All appointments of Board representatives to commissions, authorities, committees, etc. shall be made once the individual leaves the position or on expiration of his term, and not later than two meetings after the individual has left. The Board shall attempt to honor appointments from representative districts and shall not discriminate based on sex, age, handicap, race, or origin.

At the January meeting of each year, the Board shall vote whether to operate with a system of standing committees during the year. If it does, the Board shall specify the name, composition, and function of each of the several committees. The committees shall meet at the regular times and in conformity with the Virginia Freedom of Information Act. In selecting members of committees, the Chairman of the Board shall make nominations after soliciting from members of the Board their preferences as to committee assignments. The Board may amend the Chairman's nominations and shall confirm the assignments. Standing committees shall consider such matters as referred by the Board, and shall report at regular meetings of the Board.

If the Board votes not to have standing committees, it may act as a committee of the whole on matters normally referred to standing committees. However; the Chairman after consulting with the County Administrator, may appoint special (ad hoc) committees to carry out specific tasks. This shall be done after soliciting from members of the Board their preferences as to committee assignments. A special committee shall automatically cease to exist once it has completed its specific task.

XIII. PUBLIC HEARINGS

The Chairman may, at his discretion, set an appropriate and consistent time limit on all speakers at a public hearing. All speakers shall come forward and identify themselves by name and address before stating their position. If a public hearing becomes disruptive, the Chairman may adjourn or continue, in accordance with the Code of Virginia.

XIV. CLOSED SESSIONS

All discussions held in Closed Session as outlined in the Freedom of Information Act shall represent privileged information held by those involved. Release of such information by a Board member outside the session shall be considered a breach of these by-laws, and the member shall be subject to censure. Specific purpose of closed session shall be stated in accordance with Section 2.2-3711 of the Code of Virginia, 1950, as amended.

Upon return to regular session after a closed session, the County Attorney and/or Chairman shall state the nature of the closed session in as specific terms as appropriate.

In open session, a roll call vote shall be recorded in the minutes, certifying that only public business matters lawfully exempted from open meeting requirements and only such business matters as were identified in the motion were discussed or considered. Any member of the public body who believes there was a departure from the requirements shall so state prior to the vote. The statement shall be recorded in the minutes.

ROBERT'S RULES OF ORDER, NEWLY REVISED

PROCEDURE IN SMALL BOARDS

In a board meeting where there are not more than about a dozen members present, some of the formality that is necessary in a large assembly would hinder business. The rules governing such meetings are different from the rules that hold in other assemblies, in the following respects:

--Members are not required to obtain the floor before making motions or speaking, which they can do while seated.

--Motions need to be seconded.

--There is no limit to the number of times a member can speak to a question, and motions to close or limit debate generally should not be entertained.

--Informal discussion of a subject is permitted while no motion is pending.

--Sometimes, when a proposal is perfectly clear to all present, a vote can be taken without a motion having been introduced. Unless agreed to by general consent, however, all proposed actions of a board must be approved by vote under the same rules as in other assemblies, except that a vote can be taken initially by a show of hands, which is often a better method in such meetings.

--The chairman need not rise while putting questions to vote.

--The chairman can speak in discussion without rising or leaving the chair; and, subject to rule or custom within the particular board (which should be uniformly followed regardless of how many members are present), he usually can make motions and usually votes on all questions.

EFFECT OF PERIODIC PARTIAL CHANGE IN BOARD MEMBERSHIP

In cases where a board is constituted so that a specific portion of it is chosen periodically (as, for example, where one third of the board is elected annually for three-year terms), it becomes, in effect, a new board each time such a group assumes board membership. Consequently, all unfinished business existing when the outgoing portion of the board vacates membership falls to the ground; and if the board is one that elects its own officers or appoints standing committees, it chooses new officers and committees as soon as the new board members have taken up their duties, just as if the entire board

membership had changed. The individual replacement of persons who may occasionally vacate board membership at other times, however, does not have these effects.

In Re: Selection of Operating System: Committees or Committees-of-the-Whole

The Rules of the Board state that “at the January meeting of each year, the Board shall vote whether to operate with a system of standing committees during the year. If it does, the Board shall specify the name, composition, and function of each of the several committees.” If the Board would vote not to have standing committees, it may act as a “committee of the whole.”

Supervisor Wilck made a motion, seconded by Supervisor Gray, that the Board operate as a committee of the whole, but with two standing committees, the Personnel Committee and the Finance Committee. The motion carried:

Aye:	Pattie Cooper-Jones	Nay: None
	Calvin L. Gray	
	Robert M. Jones	
	Charles W. McKay	
	Howard F. Simpson	
	C. Robert Timmons, Jr.	
	Jerry R. Townsend	
	Jim R. Wilck	

In Re: Appointments: Personnel Committee and Finance Committee

Supervisor Jones made a motion, seconded by Supervisor Wilck, to appoint Supervisor Timmons, Supervisor Townsend, and himself, Supervisor Simpson to act as Chair of the Personnel Committee; the motion carried:

Aye:	Pattie Cooper-Jones	Nay: None
	Calvin L. Gray	
	Robert M. Jones	
	Charles W. McKay	
	Howard F. Simpson	
	C. Robert Timmons, Jr.	
	Jerry R. Townsend	
	Jim R. Wilck	

Supervisor Gray made a motion, seconded by Supervisor Townsend, to appoint Supervisor Cooper-Jones (Chair), Supervisor Timmons, Supervisor Jones, and Supervisor Simpson to the Finance Committee; the motion carried:

Aye: Pattie Cooper-Jones
Calvin L. Gray
Robert M. Jones
Charles W. McKay
Howard F. Simpson
C. Robert Timmons, Jr.
Jerry R. Townsend
Jim R. Wilck

Nay: None

In Re: Adoption of Board Rules of Procedure for Public Hearings

On motion of Supervisor Wilck, seconded by Supervisor Cooper-Jones, and carried:

Aye: Pattie Cooper-Jones
Calvin L. Gray
Robert M. Jones
Charles W. McKay
Howard F. Simpson
C. Robert Timmons, Jr.
Jerry R. Townsend
Jim R. Wilck

Nay: None

the Prince Edward County Board of Supervisors readopted the following procedures to govern public hearings:

BOARD OF SUPERVISORS PUBLIC HEARINGS
RULES OF PROCEDURE

1. Public Hearings – the order of presentation shall be as follows, unless varied by the Chairman.
 - a. Staff report.
 - b. Applicant’s presentation.
 - c. Comments, statements or presentations from members of the public.

The order of speakers will be:

- 1) Those in support of the matter,
 - 2) Those with questions or concerns,
 - 3) Those opposed,
 - 4) Rebuttals (limited by the Chair as to number and time-see below),
 - 5) Questions by the Board members of speakers.
- d. Additional rules:
 - The Chair can permit speaking out of the order in #c above as deemed necessary to enable the public to fully participate.
 - If able, speakers must stand at the lectern and address the Board.

- All comments shall be directed to the members of the Board of Supervisors. Debate is prohibited. This includes debate among speakers or speakers/Board members/staff.
 - Presentation by the applicant and other speakers shall be limited to a time set by the Chairman.
 - Additional time, for any portion, may be granted at the discretion of the Chairman.
 - The Chair will set the number of minutes permitted for rebuttal and has the discretion to change the number.
 - The Chair has the authority to limit or decrease time for any portion of the public hearing due to the number of potential speakers, or repetition, or any other concern.
 - Remarks shall be confined to the matter under discussion and shall be relevant.
2. Speakers arriving after the commencement of the hearing and/or who are not on the sign-up sheet will be recognized at the discretion of the Chairman.
 3. Repetitive testimony is discouraged.
 4. The Chairman shall have the authority to end a presentation that violates these rules or for other cause.
 5. Following discussion of all matters considered in the public hearing, the Board members will consider one of three actions regarding each matter:
 - Approval (with conditions, as applicable);
 - Denial; or
 - Table for further review.
 6. Once the public comment period has been closed, no further public input will be permitted unless clarification is requested by a Board member. The response shall address only those questions raised by the member.

In Re: Adoption of Board Protocol for Public Participation

Supervisor Wilck stated the Protocol for Public Participation designates five minutes' time for discussion by each citizen; this needs to be uniform and needs to be enforced. Supervisor Jones stated the Protocol also states the Chairman may grant more time.

On motion of Supervisor Wilck, seconded by Supervisor Cooper-Jones, and carried:

Aye:	Pattie Cooper-Jones Calvin L. Gray Robert M. Jones Charles W. McKay Howard F. Simpson C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck	Nay: None
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the Prince Edward County Board of Supervisors readopted the following Protocol for Public Participation:

Protocol for Public Participation

The Board of Supervisors sets aside twenty (20) minutes near the beginning of each regular board meeting for citizen comment.

This regular agenda item is termed "Public Participation." During this period, the Board receives comment from any citizen of Prince Edward County on any matter not scheduled for a public hearing.

This is an opportunity for citizens to speak and the Board to listen carefully to citizen expressions of concern and opinion.

Citizens may ask questions of the Board or individual Board members; however, Public Participation is not designed to allow debate between Board members and citizens.

Citizens are expected to conduct research on topics prior to Board meetings and this forum provides citizens with an opportunity to inform elected officials of their findings and positions on matters of public interest and concern.

Citizens wishing to speak during Public Participation are asked to please sign the Public Participation register prior to the beginning of the meeting.

Citizens are respectfully requested to state their full name and address for the record.

The Chairman of the Board will establish the order of speakers and will maintain decorum.

Citizens shall speak for a maximum of five (5) minutes, unless more time is granted by the Chair.

In the event that more than four (4) speakers wish to be heard during citizen's time, the Chairman shall allocate the twenty (20) minutes among speakers in an equitable manner. An extension to the twenty (20) minute limit can be granted by the Chair.

Comments from citizens who are not residents of Prince Edward County will be entertained once all County residents are heard.

Signs, placards, posters or like material are not permitted in the Board Chamber, adjoining areas or County offices.

The Board asks that citizens remain seated during the meeting unless called upon to stand for recognition as a speaker, official duties, physical necessity, or to enter or leave the meeting.

The use of profane, vulgar, obscene or threatening speech is not permitted and can result in removal from the meeting.

Citizens are requested to turn off or deactivate the sound from all cell phones, pagers, or other electronic communication devices.

In Re: Adoption of Protocol for Board of Supervisors Comments:

On motion of Supervisor Wilck, seconded by Supervisor Cooper-Jones, and carried

Aye:	Pattie Cooper-Jones	Nay: None
	Calvin L. Gray	
	Robert M. Jones	
	Charles W. McKay	
	Howard F. Simpson	
	C. Robert Timmons, Jr.	
	Jerry R. Townsend	
	Jim R. Wilck	

the Prince Edward County Board of Supervisors readopted the Protocol for Board of Supervisors
Comments:

Protocol for Board of Supervisors Comments

- The Board of Supervisors sets aside ten (10) minutes near the beginning of each regular board meeting for each member of the Board of Supervisors to respond to comments made by citizens during “Public Participation,” if he/she so desires.
- This is an opportunity for each individual member of the Board to express his/her own personal opinion in response to a citizen’s concerns on matters of public interest.
- “*Board of Supervisors Comments*” is not designed to allow debate between Board members and citizens.
- The Chairman of the Board will establish the order of speakers and will maintain decorum.
- Each Board member shall be allotted an opportunity to speak for a maximum of one (1) minute; unless additional time is yielded by another member of the Board. In the event a Board member or members shall be absent, unallocated time shall not be allocated to Board members in attendance.
- Following each Board member’s comment period, the remaining two (2) minutes shall be set aside for appropriate response, and shall be divided equally between those members of the Board wishing to respond, and as directed by the Chairman.

In Re: Public Participation

Dallas Tinsley, Training Officer for the Prince Edward County Firefighters Association and Chief of Darlington Heights Volunteer Fire Department, expressed his appreciation to the Board for allowing the fire departments to bill for services when responding to the scene of an emergency. He stated the six

member departments (Darlington Heights, Hampden-Sydney, Meherrin, Pamplin, Prospect, and Rice) will be starting a cost-recovery program for response to motor vehicle accidents beginning February 1, 2015. The billing will be similar to what the EMS agencies already have in place; they will be pursuing payment from the insurance companies only. He stated at no time will individuals be billed; they may be contacted for insurance information, however. Mr. Tinsley then said Rice is the only department billing for structure fires.

Supervisor Timmons questioned the connection to the County. Mr. Tinsley stated the Board of Supervisors is not involved in the procedure, collection or revenue of this program. He added all fire departments use the same collection agency as the Rescue Squad.

Donna Nunnally, Treasurer, thanked the Board for the opportunity to speak to the recent finding in the State audit in reference to the remittance of Sheriff's fees. A deposit certificate is printed off every day showing the State money that was received; on this day in particular, the deposit certificate did not print properly. Since that time, the correction has been made and the correct funds have been submitted to the State. She added the reports are printed off each week and there are no penalties.

Mr. Bartlett stated the funds are not County funds; they are state funds. The Treasurer collects certain monies that go directly to the Commonwealth and are not accounted for by Prince Edward County. The collection was there; they were not remitted in a timely fashion, which was the audit finding.

Rocky Morton, Hampden District, expressed his concerns regarding reports that the County is raising taxes. He added his concerns about new businesses coming to the County and stated the Sheriff's deputies have been "getting smart" with citizens in his area.

Richard Altice, Hampden District, read excerpts from the Declaration of Independence, the Preamble to the United States Constitution, the Constitution of Virginia, and the Prince Edward County Oath of Office. He added that when the Board members were sworn into office, they took a solemn and responsible duty, a promise to mankind and God that they would uphold the Constitution even if there are parts that they disagree with.

In Re: Board of Supervisors Comments

Supervisor Gray welcomed Supervisor Cooper-Jones back to the Board, and stated he is looking forward to working with all Board members this year.

Supervisor Cooper-Jones thanked God for the strength to come tonight; she said it was not expected that she would walk yet. She also praised her son for his assistance to bring her to the Board meeting..

Supervisor Townsend thanked the citizens for their attendance.

Supervisor Wilck stated Mr. Bartlett had drafted a letter regarding a dispute in Prospect over junk on a property and asked what action is to be taken.

Mr. Bartlett replied the properties on Hard Times Road and Oliver Road are owned by the same individual; he has agreed to plant evergreens and shrubs and move the junk cars back off the road. Mr. Bartlett stated this individual has come to the office to make sure exactly what was necessary to adhere to the ordinance. Mr. Bartlett said there were also a number of unlicensed vehicles, most are now licensed for farm use, others had been used for training by the Prospect Volunteer Fire Department, and others were disposed of.

Supervisor Gray stated this individual is in his district and is being closely monitored.

Supervisor Jones requested citizens in his district to contact him that are interested in volunteering for the Citizen Committee for the selection of School Board members. He said Ms. Lawman is not seeking reappointment to the School Board.

Supervisor Gray stated he would like to make the same announcement for those citizens in his district to contact him if interested in serving on the Citizen Committee for the selection of School Board members.

In Re: Consent Agenda

On motion of Supervisor Jones, seconded by Supervisor McKay, and carried:

Aye: Calvin L. Gray
 Robert M. Jones
 Charles W. McKay
 Howard F. Simpson
 C. Robert Timmons, Jr.
 Jerry R. Townsend
 Jim R. Wilck

Nay: None

Abstain: Pattie Cooper-Jones

the Board accepted the Treasurer's Report for November, 2014; the minutes of the meetings held December 9, 2014 at 5:00 p.m. and December 9, 2014 at 7:00 p.m.; Accounts and Claims; and Salaries.

Prince Edward Treasurer's Report - November 2014

Name of Bank	Bank Balance	Deposit in Transit / Adj.	Outstanding Checks	Available Balance
Benchmark Pooled Fund Account	9,854,022.57	4,295.21	939,082.50	8,919,235.28
Wachovia Social Services	422,350.10		68,480.02	353,870.08
Bank of America School Fund	713,786.93	0.33	558,099.04	155,688.22
Bank of America Food Service	5,050.26	309.94	4,106.48	1,253.72
Benchmark Food Service	175,085.47			175,085.47
TOTAL				<u>9,605,132.77</u>
Certificates of Deposit				
Benchmark				519,048.66
Citizens Bank Recreation				15,000.00
Citizens Bank Underground Storage				20,260.84
Farmers Bank				204,819.58
Wells Fargo Advantage Fund				162,456.86
TOTAL				<u>921,585.94</u>
GRAND TOTAL				<u><u>10,526,718.71</u></u>

BOARD OF SUPERVISORS

Farmville Herald	Advertising		635.52
Business Card	Lodging	1,155.92	
	Meals	71.85	1,277.77

COUNTY ADMINISTRATOR

VACORP	Workers compensation		89.25
Business Card	Postage	2,450.00	
	Lodging	287.73	
	Meals	29.45	
	Envelopes	340.90	3,108.08
Sheila Martin	Mileage		40.88
Business Data of Virginia, Inc.	Norton update		29.95

Key Office Supply	Ink cartridge	89.99	
	Copy paper	472.20	
	Calendars	27.28	
	Folders / labels	53.94	643.41
Visible	W-2 Forms / envelopes		235.39
Matthew Bender & Company, Inc.	Rules V11 11/14 Supp		21.44

LEGAL SERVICES

VACORP	Workers compensation		9.75
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COMMISSIONER OF REVENUE

VACORP	Workers compensation		47.75
Beverly M. Booth	Postage		10.80
Treasurer of Virginia	Online service		77.05
Key Office Supply	Copy paper	163.94	
	Binders	89.94	253.88
NADA Used Car Guide	Subscription		105.00

ASSESSOR

Marshall Thackston	Training		100.00
Wilkie W. Chaffin	Training		100.00
James W. Garnett, Jr.	Training		100.00
Joy C. Speakes	Training		100.00
Cheryl B. Whirley	Training		100.00

TREASURER

VACORP	Workers compensation		51.00
ComputerPlus Sales / Service	Equipment maintenance contracts		2,150.00
Farmville Herald	Advertising		156.75
Benchmark Community Bank	Payflow / PayPal		4.40
Treasurer of Virginia	Online service		77.05
Mail Finance	Postage machine lease		1,592.55
University of Virginia	Re-certification / Lee		75.00
Business Data of Virginia, Inc.	Norton update		29.95
Key Office Supply	Return ink cartridge	-139.99	
	Chair mats	103.96	
	Pencils	2.99	
	Sparco	5.99	
	Glue	5.75	
	Ribbons	51.96	44.97

INFORMATION TECHNOLOGY

Business Data of Virginia, Inc.	Contract agreement	11,100.00	
	Travel expenses	750.00	11,850.00
Sitevision, Inc.	Web host - 1st quarter		179.85
ComputerPlus Sales & Service	Printer service contract		79.00

ELECTORAL BOARD AND OFFICIALS

Betty A. Gibbs	Mileage		66.64
Key Office Supply	Duct tape		21.56

	<u>REGISTRAR</u>		
VACORP	Workers compensation		18.25
Farmville Herald	Advertising		445.88
	<u>CIRCUIT COURT</u>		
VACORP	Workers compensation		8.00
Matthew Bender & Company, Inc.	Law of Evidence Supp	288.31	
	VA Criminal Law Case Finder	152.43	440.74
Custom Floors	Carpet & installation		925.00
	<u>GENERAL DISTRICT COURT</u>		
Key Office Supply	Ink cartridge	159.99	
	Planner / power strip	35.98	195.97
STEPS, Inc.	Shredding service		35.00
	<u>CLERK OF THE CIRCUIT COURT</u>		
VACORP	Workers compensation		83.50
Key Office Supply	Copier maintenance contracts	1,466.00	
	Copy paper	14.00	
	Laser cartridge	354.36	
	Yellow hi-lite	30.98	143.50
T&N Printing	Plats		10.50
Thomson Reuters-West	Probate handbooks		489.00
	<u>LAW LIBRARY</u>		
AT&T	Phone		41.74
CenturyLink	Phone		40.42
LexisNexis	Online charge		254.00
Matthew Bender & Company, Inc.	Rules V11 11/14 Supp	21.44	
	Advance Code Service	74.96	96.40
Thomson Reuters-West	Probate handbooks		244.50
	<u>COMMONWEALTH'S ATTORNEY</u>		
VACORP	Workers compensation		105.75
Treasurer of Virginia	iPad service	131.22	
	VPS Annual maintenance	192.00	323.22
STEPS, Inc.	Shredding service		35.00
Key Office Supply	Office supplies	75.77	
	Air duster	5.19	
	Laser cartridges	319.98	
	Files & pens	354.98	
	Toner	169.99	
	Envelopes	17.18	35.00
	<u>VICTIM WITNESS ASSISTANCE PROGRAM</u>		
VACORP	Workers compensation		11.75
Cindy Sams	Mileage	145.60	
	Meal	20.26	165.86
VVAN	Dues		50.00

<u>SHERIFF</u>		
VACORP	Workers compensation	3,812.25
Medtox Laboratories, Inc.	Drug testing	50.00
B & G Automotive	Inspect / brake pads	533.62
	Caliper / rotors / pads	733.58
	Hydraulic / ABS control	2,429.11
	Inspect / wiper blade	22.74
East End Motor Company, Inc.	Wrecker service	75.00
	Brake pad / rotors / oil	307.46
	Tie rod / align / mirror	840.74
	Tires	1,328.78
Express Care	Oil changes	439.65
Third Street Wrecker Service	Towing	150.00
	Towing service	200.00
Watts Industrial Equipment	Rotors / brake pads	914.90
	Install strobe / oil change	149.45
	Mount LED strobe	79.95
	Rotors / brake pads	413.95
Farmville Herald	Advertising	647.40
Business Card	Postage & shipping	190.06
	Meals & lodging	1,522.04
	Gas	23.00
	Strobe light bar	89.91
	Holster / batteries	95.95
	Shirt	25.00
Treasurer of Virginia	VCIN	52.87
Kinex Networking Solutions	Remote data backup	19.95
CenturyLink	Phone	10.52
	VCIN	18.64
US Cellular	Phone	777.75
Robert Goldman	Meals	11.86
Public Agency Training	Seminar	275.00
International Association	Membership dues	150.00
Diamond Springs Water, Inc.	Water & equipment rental	73.15
Key Office Supply	Laser cartridge	69.99
	Ink cartridges	113.96
	Folders	6.19
	Phone cord	12.94
	DVD	19.89
Staples Advantage	Ink cartridges	519.50
	Batteries / envelopes	55.59
Walmart Community / RFCSLLC	SD card / coffee supply	87.56
	Halloween candy	71.74
	Ammunition	99.97
	Uniforms	52.88
RDJ Specialties, Inc.	Butter mints	118.58
Calvin Walker	Gas	10.00
Fisher Auto Parts, Inc.	Headlight bulb	10.79
Rockwell Audio	Rewire siren	172.50

Southern Police Equipment Company	Police supplies	72.58	
	Handcuffs / baton	350.60	
	Vest alteration	50.00	473.18
Town Police Supply-Richmond	Ammunition	5,337.72	
	Shoes	152.98	5,490.70
Galls, LLC	Boots		156.94

SHERIFF - COURTS

VACORP	Workers compensation		1,199.00
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FARMVILLE VOLUNTEER FIRE DEPARTMENT

C W Williams	Adapters	63.78	
	Tool set	21.88	
	Fittings	214.23	299.89
Elecom, Inc.	Control repair	48.00	
	Batteries	70.00	118.00
Fire Protection Equipment Company	Repair face piece		346.48
Key Office Supply	Labels	25.99	
	Wall file	33.56	
Municipal Emergency Service	Boots		340.92
NAFECO, Inc.	Coats / pants	439.61	
	Pants / braids	75.80	515.41
NAPA of Farmville	Cleaning supplies		28.85
Star City Communications	Pagers		1,864.80

RICE VOLUNTEER FIRE DEPARTMENT

C W Williams	Handlelok	181.09	
	Cable cutter	29.29	
	Axe blade bracket	77.41	
	Truck equipment	749.25	1,037.04
Elecom, Inc.	Truck radios		723.28
John Deere Financial	Propane		213.68
Dominion Virginia Power	Electric service		314.31

PROSPECT VOLUNTEER FIRE DEPARTMENT

Benchmark Community Bank	Truck payment		3,500.00
Davis GMC Truck, Inc.	Towing / check brakes		84.00
Foster Fuels, Inc.	Propane		163.36
Key Office Supply	Copy paper / ink		54.18
CenturyLink	Phone		98.69
Pamplin Exxon	Fuel		148.40
Prince Edward County Treasurer	Gas		31.03
Dominion Virginia Power	Electric service		215.40

DARLINGTON HEIGHTS VOLUNTEER FIRE DEPARTMENT

BB&T	Paint supplies / phone		236.58
Cyrus Pest Control Company	Exterminating service		90.00
Ellington Energy Service	Propane		781.30
Ray Draper Heating	Repaired ice machine		629.00
Southside Electric Cooperative	Electric service		336.29

Verizon Wireless	Internet	60.07
Verizon	Phone	164.23

HAMPDEN-SYDNEY VOLUNTEER FIRE DEPARTMENT

East End Motor Company, Inc.	Inspection / bulb	27.31
Fire & Safety Equipment Company	Tools	77.50
Foster Fuels, Inc.	Propane	523.28
Goodman Truck & Tractor	Replaced truck cooler	5,033.64
CenturyLink	Phone	50.95
Travelers - RMD	Insurance	7,180.00
Dominion Virginia Power	Electric service	218.36
Watkins Insurance Agency	Package / auto / umbrella insurance	11,947.00

PAMPLIN VOLUNTEER FIRE DEPARTMENT

Pamplin Exxon	Fuel	90.79
Dominion Virginia Power	Electric service	671.95

MEHERRIN VOLUNTEER FIRE DEPARTMENT

Parker Oil Company, Inc.	Propane	181.51
	Diesel	693.86
Verizon	Phone	177.43
Dominion Virginia Power	Electric service	348.31

FIRST RESPONDERS

Hampden-Sydney Volunteer Fire Dept.	14-15 Support	2,500.00
Prince Edward Area Firefighters Assn	14-15 Support	3,000.00

AMBULANCE AND RESCUE SERVICES

Prince Edward Volunteer Rescue Squad	14-15 Support	16,500.00
Pamplin Volunteer Fire Dept. EMS	14-15 Support	2,500.00
Meherrin Fire & Rescue Squad	14-15 Support	3,250.00

REGIONAL JAIL & DETENTION

Irongate Boundary Management	Electronic monitoring	405.00
Piedmont Regional Juvenile Detention Center	Juvenile detention	9,825.00

BUILDING OFFICIAL

VACORP	Workers compensation	251.25
Coy Leatherwood	Meal	6.90
	Meeting registration	15.00

ANIMAL CONTROL

VACORP	Workers compensation	305.75
Jennifer Kingsley, DVM	Vet service	40.00
CenturyLink	Phone	167.76
Lowe's	Electric heater	74.06
Southern States	Feed bags	75.00
Walmart Community / RFCSELLC	Dog food	171.42
Pairet's, Inc.	Caps	60.00

	<u>MEDICAL EXAMINER</u>		
Treasurer of Virginia	Coroner		20.00
	<u>BIOSOLIDS MONITORING</u>		
VACORP	Workers compensation		264.25
	<u>REFUSE DISPOSAL</u>		
VACORP	Workers compensation		3,647.75
Resource International	Misc. work tasks	2,551.20	
	Groundwater monitoring	15,493.83	
	Storm water compliance	638.00	18,683.03
Farmville Wholesale Electric	100 Amp breaker	61.08	
	Thermostat	107.12	
	Light bulbs	48.36	
	Light bulbs / photocell	54.85	
	Batteries	3.08	274.49
Moore Scale Service-Western VA	Serviced scales		200.00
C & L Machine & Welding	Repair reservoir tank		627.00
East End Motor Company, Inc.	Flat repair	33.00	
	Tires	1,076.92	1,109.92
James P. Childress, Jr.	Hydraulic leak		145.00
Southern States	Gloves		6.38
Allied Waste Services 974	Trash collection		436.09
Wright's Excavating, LLC	Landfill operation		48,093.75
Emanuel Tire of Virginia	Tire recycling		3,004.80
STEPS, Inc.	Recycling fee		1,915.56
Synergy Recycling, LLC	Electronic recycling		3,765.53
Southside Electric Cooperative	Darlington Heights site	86.74	
	Virso site	140.50	227.24
Dominion Virginia Power	Rice site	103.74	
	Cell C pump station	12.60	
	Green Bay site	107.02	
	Leachate pump	141.22	
	Prospect site	102.56	
	Scalehouse	89.83	
	Landfill site	44.51	601.48
AT&T	Phone		47.96
CenturyLink	Phone		232.16
O. O. Stiff, Inc.	Monthly service		662.50
Reliable	Time clocks		959.40
	<u>GENERAL PROPERTIES</u>		
VACORP	Workers compensation		1,246.75
Cornerstone Construction	Repair water damage	9,900.00	
	Replace sill plate	200.00	10,100.00
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
Rohr Mechanical, LLC	Repair HVAC - Worsham		208.00
Fisher Auto Parts, Inc.	Fuel filter	7.02	
	Oil & filter	37.89	44.91
Fourth Street Motor Company	Truck repairs		1,499.53
Pro Auto, LLC	Inspection		16.00
Rod & Staff, LLC	Ball joints		365.64
Southside Electric Cooperative	SRR lights		30.92
Dominion Virginia Power	Roy Clark monument	6.59	
	SCOPE building	251.99	
	Courthouse	10,660.10	
	Lights at Rice	110.09	
	Ag building	1,870.11	12,898.88
Town of Farmville	Water & sewer		166.79
AT&T	Phone		41.74
CenturyLink	Phone		133.40
O. O. Stiff, Inc.	Monthly service		100.00
Aramark Uniform Services	Janitorial supplies		460.11
William S. Coe, Jr.	Tool box		109.99
Farmville Wholesale Electric	Light bulbs	359.64	
	Ballasts	24.54	
	Ballast / bulbs	109.54	
	Tape	117.31	
	Ballasts / connectors	26.12	
	Construction supplies	63.32	
	Connectors	16.13	
	Batteries	10.16	726.76
Lowe's	Plug / valve	42.01	
	Building materials	116.98	
	Insulation / sheetrock	243.19	
	Data interface / jacks	111.32	
	Studs / sheetrock	43.95	
	Sheetrock	76.13	
	Primer	43.64	
	Sandpaper / paste	9.28	
	Sander & sandpaper	30.16	
	Faucet / trashcan	140.53	
	Return	-30.09	827.10
NAPA of Farmville	Belts		21.38
Price Supply Company, Inc.	Adapters / washers	4.26	
	Faucet washers	0.76	5.02
Ranson's, Inc.	Adapter / coax		16.48
Cintas Corporation #524	Uniform rental		385.88
Sherwin Williams Company	Paint		143.52
	<u>CANNERY</u>		
VACORP	Workers compensation		134.25
Virginia Food Works	Contract payment		2,916.67
Doli / Boiler Safety	Boiler inspection		80.00
Grainger	Boiler valve		32.58

Lowe's	Plumbing supplies	15.32
Price Supply Company, Inc.	Flush valve / pipe	70.07
Southside Electric Cooperative	Electric service	349.29
Parker Oil Company, Inc.	Heating fuel	1,121.04
CenturyLink	Phone	203.77
Diamond Paper Company	Gloves	8.69
Can Corporation of America, Inc.	Cans & lids	1,538.81
VA Department of Taxation	Sale use tax on cans	81.54

COMPREHENSIVE SERVICES ACT

Bear Creek Academy	Professional service	5,610.00
Blue Ridge Autism & Achievement Center	Professional service	4,640.00
Rescare / Braley & Thompson	Professional service	5,700.00
Centra Health	Professional service	12,328.00
Childhelp, Inc.	Professional service	2,465.00
Elk Hill	Professional service	2,145.00
Family Preservation Service	Professional service	3,120.00
Grafton School, Inc.	Professional service	20,789.00
Ashley Long	Foster care	4,077.00
Mountain Youth	Professional service	2,375.00
Northstar Academy, Inc.	Professional service	3,018.00
Virginia Family Services	Professional service	577.50
Accurate Interpretation	Foster care	400.00

OTHER WELFARE / SOCIAL SERVICES

SCOPE / Meals on Wheels	14-15 Support	2,500.00
STEPS, Inc.	14-15 Support	6,250.00
FACES, Inc.	14-15 Support	2,137.50
Tri-County Life Learners	14-15 Support	1,500.00
Southside Center for Violence Prevention	14-15 Support	3,000.00
Habitat for Humanity	14-15 Support	2,000.00

CONTRIBUTIONS TO COLLEGES

Longwood Small Business Development Center	14-15 Support	3,750.00
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SUPERVISION OF PARKS & RECREATION

Heart of Virginia Festival	14-15 Support	2,500.00
Town of Farmville	2015 Heart of Virginia fireworks	2,000.00

MUSEUMS

Robert Russa Moton Museum	14-15 Support	2,500.00
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PUBLIC LIBRARY

Farmville-Prince Edward Community Library	14-15 Support	51,165.75
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PLANNING

VACORP	Workers compensation	292.75
Donald B. Gilliam	Commission meeting	100.00

	Mileage	22.40	122.40
Preston Hunt	Commission meeting	100.00	
	Mileage	22.40	122.40
Timothy Mark Jenkins	Commission meeting	100.00	
	Mileage	12.32	112.32
Robert M. Jones	Commission meeting	100.00	
	Mileage	5.60	105.60
Clifford Jack Leatherwood	Commission meeting		100.00
Robert Christopher Mason	Commission meeting	100.00	
	Mileage	10.08	110.08
W. Parker Terry, Jr.	Commission meeting		100.00
John F. Townsend, III	Commission meeting	100.00	
	Mileage	8.40	108.40
Brett Von Cannon Watson	Commission meeting		100.00
Business Card	Postage		6.21

COMMUNITY DEVELOPMENT

Farmville Chamber of Commerce	14-15 Support		2,500.00
Town of Farmville	Local support - airport		4,750.00
Piedmont Area Transit	14-15 Support		2,500.00
Downtown Farmville	14-15 Support		2,500.00

ECONOMIC DEVELOPMENT

VACORP	Workers compensation		360.25
Business Card	Postage	245.00	
	Meals	97.84	342.84

TOURISM

VACORP	Workers compensation		11.00
American Civil War Museum	Marketing campaign		5,000.00
Town of Farmville	Water & sewer		49.96
Business Card	Postage		14.51
CenturyLink	Phone		337.44
Key Office Supply	Copy paper / ink		429.80
Lowe's	Christmas candles		12.32

SOIL & WATER CONSERVATION DISTRICT

Piedmont Soil & Water Conservation District	14-15 Support		2,960.00
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COOPERATIVE EXTENSION OFFICE

CenturyLink	Phone		105.02
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GENERAL EXPENSE

Lumos Networks	Phone		2,646.56
Rochette's Florist	Flowers (Bolt)	104.00	
	Flowers (Gray)	84.00	
	Flowers (Cooper-Jones)	57.00	245.00

<u>CAPITAL PROJECTS</u>		
Business Data of Virginia, Inc.	Norton update	29.95
<u>SEWER FUND</u>		
Dominion Virginia Power	Sewer pump	35.11
<u>RETIREMENT BENEFIT FUND</u>		
Vicki K. Johns	Retiree benefit	1,094.00
<u>PIEDMONT COURT SERVICES</u>		
VACORP	Workers compensation	86.00
Redwood Toxicology Lab	Drug tests	516.82
Dominion Virginia Power	Electric service	154.25
CenturyLink	Phone	57.82
Lumos Networks	Phone	295.42
Jessica Carrion	Mileage	95.20
Sheila Edmonds	Mileage	119.84
Julianna Ferrell	Mileage	129.92
	Newspapers	1.00
Sheena Franklin	Mileage	95.76
Sharon Gray	Mileage	87.36
Connie Stimpson	Mileage	184.09
	Paper / chair mat / battery	92.09
Ashley Nash	Mileage	276.18
		43.68
<u>PCS SUPERVISION FEES EXPENDITURES</u>		
SRP Corporation, LLC	Rent	2,500.00
<u>CCA / PSA GRANT</u>		
Treasurer of Virginia	State aid reduction	13,630.00

In Re: Public Hearing: Ordinance – Workforce Investment Area Consortium

Chairman Simpson announced that this was the date and time scheduled for a public hearing on a proposed ordinance which establishes the WORKFORCE INVESTMENT AREA CONSORTIUM, between the Counties of Amelia, Brunswick, Buckingham, Charlotte, Cumberland, Halifax, Lunenburg, Mecklenburg, Nottoway and Prince Edward, Virginia to be called and bestowing on such entity all powers necessary and proper for the performance of its duties under the *Workforce Investment Act* and repealing all prior ordinances creating an entity for such purposes, pursuant to Section 15.2-1300 of the *Code of Virginia*. Notice of this hearing was advertised according to law in the Wednesday, December 31, 2014

and the Wednesday, January 7, 2015 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Bartlett stated Prince Edward County has participated for many years in a Workforce Investment Consortium with nine neighboring counties. Regional Workforce Investment Areas were created by the Commonwealth and used as a vehicle for local input to and implementation of federal and state workforce investment goals and requirements. Through these workforce entities federal funds flow to educate and train dislocated, unemployed or underemployed residents. The governance body of the Consortium has found the existing organizational construction does not provide adequate liability protection to the board members and local jurisdictions. The Consortium contracted an attorney to create a new formalized agreement for the Workforce Investment Area.

The proposed agreement has been reviewed by attorneys for several of the member counties and our County Attorney reviewed the proposed ordinance. All jurisdictions must approve this agreement if they desire to continue to participate in Workforce Investment activities and receive services for their citizens.

Chairman Simpson opened the public hearing.

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

Supervisor McKay made a motion, seconded by Supervisor Gray, to approve the Ordinance Consortium Agreement and authorize the Board Chairman to sign all necessary documents to enact both documents; the motion carried:

Aye:	Pattie Cooper-Jones	Nay:	None
	Calvin L. Gray		
	Robert M. Jones		
	Charles W. McKay		
	Howard F. Simpson		
	C. Robert Timmons, Jr.		
	Jerry R. Townsend		
	Jim R. Wilck		

**AN ORDINANCE AUTHORIZING
THE FORMATION OF A JOINT ENTITY,
THE WORKFORCE INVESTMENT AREA CONSORTIUM,
BETWEEN THE COUNTIES OF AMELIA, BRUNSWICK, BUCKINGHAM, CHARLOTTE,
CUMBERLAND, HALIFAX, LUNENBURG, MECKLENBURG, NOTTOWAY AND PRINCE
EDWARD, VIRGINIA TO BE CALLED AND BESTOWING ON SUCH ENTITY ALL POWERS
NECESSARY AND PROPER FOR THE PERFORMANCE OF ITS DUTIES UNDER THE
WORKFORCE INVESTMENT ACT AND REPEALING ALL PRIOR ORDINANCES CREATING
AN ENTITY FOR SUCH PURPOSES**

WHEREAS, the Workforce Investment Act of 1998, codified at 29 U.S.C S 2801 et seq. (hereinafter the “Act”), provides federal funding to states for the delivery of workforce training and other services; and

WHEREAS, 29 U.S.C. §2831 requires the Governor to designate local workforce investment areas to deliver workforce investment services within the state; and

WHEREAS, the Governor has designated the Counties of Amelia, Brunswick, Buckingham, Charlotte, Cumberland, Halifax, Lunenburg, Mecklenburg, Nottoway and Prince Edward, Virginia (the “Member Jurisdictions”) as the Area VIII Workforce Investment Act Area; and

WHEREAS, on February 17, 2012 the Member Jurisdictions entered into an agreement to jointly administer the Workforce Investment Act programs called the “CLEO-LWIB Agreement” for the South Central Workforce Investment Area 8 (the “Charter Agreement”) and have operated continuously under this Charter Agreement; and

WHEREAS, the Member Jurisdictions wish to continue to jointly perform the responsibilities prescribed for them under the Act; and

WHEREAS, VA. Code §15.2-1300 provides that local governments may enter into agreements for joint or cooperative exercise of any power, privilege or authority which each is capable of exercising individually; and

WHEREAS, the Member Jurisdictions desire to form a joint entity under Va. Code §15.2-1300 to be designated as the South Central Workforce Investment Area Consortium (the “Consortium”) and to be recognized as Virginia’s Area VIII Local Workforce Investment Area which will perform the duties incumbent on them individually under the Workforce Investment Act; and

WHEREAS, the creation of a joint entity will permit the delivery and oversight of workforce services in a manner that will ensure accountability to governing bodies of the Member Jurisdictions.

NOW, WHEREFORE, the Board of Supervisors of the County of Prince Edward, Virginia, hereby:

1. Rescinds the Charter Agreement and any other ordinance creating a local joint entity for the purpose of operating federally funded workforce training programs;
2. Approves entering into the South Central Workforce Investment Consortium Agreement (the “Agreement”) which is attached hereto and made a part of this Ordinance; and
3. Authorizes the Chair of the Board of Supervisors of the County of Prince Edward to execute the Agreement on behalf of the Board of Supervisors.

This Ordinance shall be effective immediately.

**SOUTH CENTRAL WORKFORCE INVESTMENT ACT
CONSORTIUM AGREEMENT**

This agreement is executed by the duly authorized elected officials from the Counties of Amelia, Brunswick, Buckingham, Charlotte, Cumberland, Halifax, Lunenburg, Mecklenburg, Nottoway and Prince Edward (the “Member Jurisdictions”) and shall be effective on the latter of October 1, 2014, or on the day that the last Member Jurisdiction enters into this agreement.

WHEREAS, the Workforce Investment Act of 1998, codified at 29 U.S.C. § 2801 *et seq.*, (hereinafter the “Act”), provides federal funding to states for the delivery of workforce training and other services; and

WHEREAS, 29 U.S.C. § 2831 allows the Governor of the Commonwealth of Virginia to designate local workforce investment areas for the delivery of such services within the state; and

WHEREAS, the Act requires that the Governor consider and approve requests for Workforce Investment Act funds made by a combination of local government units; and

WHEREAS, the Member Jurisdictions wish to jointly perform the responsibilities prescribed under the Act; and

WHEREAS, Va. Code §15.2-1300 provides that local governments may enter into agreements for the joint or cooperative exercise of any power, privilege or authority which each is capable of exercising individually; and

WHEREAS, the Member Jurisdictions desire to form a joint entity under Va. Code §15.2-1300 to be designated as the South Central Workforce Investment Area Consortium (the “Consortium”) and to be recognized as Virginia’s Area VIII Local Workforce Investment Area; and

WHEREAS, each Member Jurisdiction by ordinance approved the establishment of the consortium as a joint entity empowered to exercise the responsibilities of the Chief Local Elected Official as set forth in this Agreement; and

WHEREAS, creation of the Consortium will permit the delivery and oversight of workforce services in a manner that will ensure accountability to local elected officials of the Member Jurisdictions.

NOW, THEREFORE, the parties do mutually covenant and agree as follows:

Article I – Entity

Section 1. **Formation of Consortium.** The Member Jurisdictions acting pursuant to authority granted to them under Va. Code §15.2-1300 hereby create the South Central Workforce Investment Area Consortium as an entity to exercise the powers set forth in this Agreement.

Section 2. **Consortium Membership.** The Member Jurisdiction of the Consortium shall be the Counties of Amelia, Brunswick, Buckingham, Charlotte, Cumberland, Halifax, Lunenburg, Mecklenburg, Nottoway and Prince Edward.

Section 3. **Consortium as Workforce Investment Area.** Subject to the approval of the Governor of Virginia, the ten Member Jurisdictions shall also comprise the boundaries of Virginia’s Area VIII Local the Workforce Investment Area (the “Area”) required by the Act pursuant to 29 U.S.C. § 2831(a)(1).

Article II – Consortium Board Membership

Section 1. **Consortium Board Membership.** The Member Jurisdictions shall establish a Consortium Board comprised of one Representative from each Member Jurisdiction (the “Representative”). The Consortium Board shall have in addition to the powers set forth herein all the powers, duties, and responsibilities of the Chief Local Elected Official as set forth in the Act.

Section 2. **Representative of Member Jurisdiction and Term.** The Representative to the Consortium Board shall be a member of the governing body of the Member Jurisdiction. A Member Jurisdiction may appoint the chief administrative officer to serve as an Alternate for the member of the governing body. Such Alternate shall only serve when the member of the governing body cannot attend a meeting. When the Alternate so serves, the Alternate shall have the same powers and responsibilities as those possessed by the member of the governing body including the right to vote on all matters and shall be counted when determining a quorum. No person shall serve as a Representative if such person is no longer a member of the governing body or its chief administrative officer. Each Member Jurisdiction shall determine the length of term for its Representative and be responsible for filling the vacancy of its Representative who is no longer qualified to serve.

Section 3. **Policy Making Authority.** Every Consortium Board Member shall have the authority to speak affirmatively for the Member Jurisdiction and, in conformity with this Agreement, to commit the Consortium to a course of action.

Section 4. **Removal of Representative.** Under the bylaws and governing rules of the Member Jurisdiction, the Member Jurisdiction may remove its Representative from office.

Article III – Consortium Powers (Chief Local Elected Official)

Section 1. **Powers under the Act.** The Consortium Board shall engage in all activities necessary and proper for the execution of its responsibilities that are assigned or reserved by law to the Chief Local Elected Official, including:

- A. Collectively perform the functions of the chief local elected officials of the Member Jurisdictions as permitted in 29 U.S.C. § 2832(c)(1)(B). For purposes of the Act, the Member Jurisdictions shall act through the Consortium Board.
- B. Apply to the Governor of Virginia for Area designation.
- C. Appoint the members of the Local Workforce Investment Area Board as provided in Article VI of this Agreement.
- D. Execute an agreement with the Local Workforce Investment Area Board for the operation and functions of the Local Workforce Investment Area Board set out in 29 U.S.C. § 2832.
- E. Continually establish the vision and priorities of the Consortium in conjunction with the Local Workforce Investment Area Board.
- F. Develop the region’s strategic plan as the Local Plan under the Act in partnership with the Local Workforce Investment Area Board. The plan shall be submitted to the Virginia Workforce Council (hereinafter, the “Workforce Council”) in the manner prescribed by the Workforce Council.
- G. Provide input into and approve the budget of the Local Workforce Investment Area Board and provide continuing fiscal oversight of all funds received and expended.
- H. Work with the Local Workforce Investment Area Board and Governor of Virginia to establish local performance measures.
- I. Approve the Local Workforce Investment Board’s selection and designation of one-stop operator(s), its evaluation of the performance of one-stop operator(s), and its termination of their eligibility for cause as provided in 29 U.S.C. § 2481(d)(2).
- J. From among the Member Jurisdictions, identify annually the local government to serve as Grant Recipient of all funds received under the Workforce Investment Act.

Section 2. **General Powers.** The Consortium Board shall engage in all things necessary of convenient to carry out the business and affairs of the entity, including, without limitation, the authority to:

- A. To sue, be sued, complain and defend its name.
- B. To adopt and amend bylaws, not inconsistent with this Agreement or with the laws of the Commonwealth, for managing the business and regulating the affairs of the Consortium.
- C. To purchase, receive, lease, or otherwise acquire, and own, hold, improve, use and otherwise deal with in its own name, real or personal property, or any legal or equitable interest in property, wherever located.
- D. To sell, convey, mortgage, pledge, lease, exchange, and otherwise dispose of all or any part of its property.
- E. To make contracts, borrow, and secure any of its obligations by mortgage or pledge of any of its property, franchises, or income; provided that no such liability or obligation to be paid beyond the current fiscal year shall be binding on any Member Jurisdiction without the specific approval of such Member Jurisdiction's governing body, and any such contract, liability or obligation undertaken that contemplates payment from funds received from any Member Jurisdiction(s) shall contain language expressly making it subject to annual appropriation of the required amount by each affected governing body.
- F. To elect officers and define their duties.
- G. To hire, discharge, establish the terms and conditions of employment, and pay the salaries and benefits to employees who provide staffing services to the Consortium Board, the Local Workforce Investment Area Board, and Youth Council. Such benefits may include retirement and deferred compensation plans, health and life insurance, and other leave and pay benefits as the Consortium Board determines are consistent with the practices within the Member Jurisdictions. The Executive Director shall report directly to the Consortium Board.
- H. To pay compensation, or to pay additional compensation, to any or all employees on account of services previously rendered to the Consortium, whether or not an agreement to pay such compensation was made before such services were rendered.
- I. To obtain indemnity insurance for the Consortium, its Board, the Local Workforce Investment Area Board, and the Youth Council and any of its officers or employees for any cause of action or claim asserted against them for acts engaged in their official capacity.
- J. To employ legal counsel, accountants, and other advisors as the Consortium Board deems necessary as may be permitted under the Act.
- K. To have and exercise all powers necessary or convenient to effect any or all of the purposes for which the corporation is organized.

Section 3. **Consortium Board's Oversight and Control.** The Consortium Board shall perform the following functions:

- A. Oversee the local workforce investment services in the Consortium Area.
- B. Oversee the youth and other programs and fund sources which may from time to time fall under the purview of the Local Workforce Investment Area Board.
- C. Consult on appointments to the Local Workforce Investment Area Board's Youth Council.
- D. Assist in the development of the Local Plan and Plan modification review and approval for the Act's programs and other programs for which the Local Workforce Investment Area Board is given responsibility.
- E. Adopt a budget for the Workforce Investment Area including the operating budget developed by the Local Workforce Investment Area Board.
- F. To the extent feasible, align all investments in workforce development in the Area under the policy umbrella of the Consortium Board.

- G. When applicable, ensure that the workforce development policies of the Local Workforce Investment Area Board become integrated into county overall policies for economic development, education and workforce investment.
- H. Any and all powers necessary and proper to carry out the Consortium's oversight and financial control of the Act's funds and programs.

Article IV – Governance

Section 1. **Consortium Board Meetings and Officers.** The Consortium Board shall meet as determined by its members. The Consortium Board shall elect from its membership a chairperson, a vice-chairperson and other officers as provided in the bylaws to serve for a term of one year or until a successor is elected and qualified. The Consortium Board shall fill any vacancies in officer positions by election for the remainder of the unexpired term. The chairperson shall appoint a board clerk. Election shall be by a majority of the members of the Consortium Board.

Section 2. **Consortium Board ByLaws.** The Consortium Board may adopt operational and procedural bylaws consistent with this Agreement, applicable federal and state laws, and rules and regulations pursuant thereto. Such bylaws shall be adopted or amended by a majority of the members of the Consortium Board.

Section 3. **Procedural Rules.** Roberts Rules of Order (revised) or other procedural rules shall govern the proceedings of the Consortium Board insofar as they do not conflict with applicable law or the bylaws duly adopted by the Consortium Board.

Section 4. **Quorum.** A simple majority of the Representatives of the Member Jurisdictions (six jurisdictions out of ten) shall constitute a quorum.

Section 5. **Voting.** Except as provided below or required by state or federal law, all votes shall be approved by a simple majority vote. An affirmative vote of at least six (6) Representatives is required to approve the following actions:

- A. Issuance of long-term debt obligations (i.e., obligations with maturities exceeding one (1) year, such as lease purchase and borrowings).
- B. Sale, conveyance, mortgage, pledge, lease, exchanges and otherwise disposing of all or any part of its real property.
- C. Grants or other contractual obligations which require local matching funding from the Member Jurisdictions subject to the appropriation of matching funds by each Member Jurisdiction.
- D. Hiring and discharging the Executive Director.
- E. Designation of a Fiscal Agent.

Section 6. **Minutes.** Written minutes shall be kept on all meetings. Such minutes shall state the substance of the matters considered and all votes taken.

Article V – Operational Provisions

Section 1. **Allocation of Funds.**

- A. Funds allocated under the Act shall be expended for the mutual benefit of the residents of the Member Jurisdictions without regard to place of residence or as required by applicable law, regulation or in the approved Local Plan.
- B. The chief administrative officers or their designees may execute an Operational Agreement to specify the use of general funds that each Member Jurisdiction may provide for services and administration under the Act.

Section 2. **Designation of Fiscal Agent.** The Consortium Board shall select a local government to be the fiscal agent for all funds awarded by the federal government, the Commonwealth of Virginia, the local jurisdictions, or other funding sources for workforce development activities, including Title I funds provided by the Act. The Grant Recipient and the Fiscal Agent can be the same member jurisdiction.

Section 3. **Responsibility for Funds.** The Member Jurisdictions collectively and individually shall be financially responsible for the expenditure of funds.

Section 4. **Allocation of Financial Responsibility.** Disallowed costs shall be allocated to the Member Jurisdiction(s) on a pro-rata share for the services provided in their jurisdiction(s) in the prior fiscal year under the program(s) for which such costs were disallowed.

Section 5. **Return of Local Funds.** If Member Jurisdictions contribute funds, assets or resources to the programs of the Consortium other than funds obtained under the Act, each shall be entitled to the return of the pro rata portion of any remaining funds, assets and resources under the control of the Consortium Board in the event of the termination of this Agreement.

Section 6. **Liability Insurance.**

- A. The Consortium Board shall provide from eligible funds liability insurance policies for itself and its affiliate entities, the Local Workforce Investment Area Board and the Youth Council and their representatives and their officers, members, employees, volunteers, and Member Jurisdictions (“the covered persons”) as it deems appropriate and shall provide legal defense of claims in accordance with the terms of the policies of insurance.
- B. The liability insurance should be in such amounts as are sufficient to cover any and all claims resulting from the performance of the official duties and responsibilities of the covered person. The Consortium Board, or its authorized representatives, shall retain legal counsel to represent the covered persons to the extent deemed necessary to supplement legal counsel provided under said liability insurance policies.
- C. Nothing contained in this Agreement shall be construed to abrogate or waive any defense of governmental or sovereign immunity on behalf of the Representatives, Alternates, covered persons, boards or entities.

Article VI – Local Workforce Investment Area Board

Section 1. **Membership.**

- A. The Consortium Board shall appoint the members of the Local Workforce Investment Area Board in accordance with the criteria in 29 U.S.C. § 2832(b). The Consortium Board shall make every effort to appoint creative and visionary individuals to the Local Workforce Investment Area Board. Each Member Jurisdiction shall recommend nominees to the Consortium Board. The Consortium Board shall coordinate with and consult with the member Jurisdictions when necessary to ensure appropriate representation of the Member Jurisdictions, the regional labor market, the adult education providers, economic development leaders and the mandatory partner programs prescribed by the Act.
- B. In making appointments, the Consortium Board shall ensure that resources and programs, although regional in nature, will address the critical workforce needs, present and future, of each Member Jurisdiction.

Section 2. **Membership Composition**

- A. The or more Local Workforce Investment Area Board shall comprise of at least:
 - 1. Two representatives from each Member Jurisdiction who are owners of a private business or chief executive officers of private businesses, or other business

executives. Business representatives shall at all times comprise at least 51% of the Local Workforce Investment Area Board's membership.

2. Two representatives of local educational entities, including representatives of local educational agencies, local school boards, entities providing adult education and literacy activities, and postsecondary educational institutions (including representatives of community colleges), selected from among individuals nominated by regional or local educational agencies, institutions, or organizations representing such local educational agencies.
 3. Two representatives of labor organizations, nominated by local labor federations, or other representatives of employees in instances where no employees are represented by labor organizations.
 4. Two representatives of community based organizations, including organizations representing individuals with disabilities and veterans.
 5. Two representatives of economic development agencies, including private sector economic development entities.
 6. One representative of each of the one-stop partners.
 7. Other individuals or representatives of entities as the Consortium Board may determine to be appropriate to develop a comprehensive workforce policy within the region.
 8. A member of the Consortium Board will be a member of the Local Workforce Investment Board and a member of its Policy/Oversight Committee.
- B. Every member appointed to the Local Workforce Investment Area Board must be a person with "optimum policymaking authority" within their respective organization or entity as this term is defined in the Act.
- C. The Chair and Vice-Chair of the Local Workforce Investment Area Board shall be from among the representatives appointed under Subsection A(1) above.
- D. The Executive Director shall notify the Consortium Board at the beginning of each fiscal year the members serving on the Local Workforce Investment Board.

Section 3. **Duties under the Act.** The Local Workforce Investment Area Board shall do the following:

- A. Execute an agreement with the Consortium Board for the operation and functions of the Local Workforce Investment Area Board set out in the Act.
- B. Establish the vision and priorities of the Consortium in conjunction with the Consortium Board.
- C. Develop the Local Plan for the Consortium in partnership with the Consortium Board for submission to the Virginia Workforce Council.
- D. Develop a budget to meet its functions and responsibilities under the Act to present to the Consortium Board for its approval.
- E. Work with the Consortium Board and Governor of Virginia to reach agreement on local performance measures.
- F. Select and designate one-stop operators as described in 29 U.S.C. § 2481 (d)(2)(A) with the agreement of the Consortium Board.
- G. Evaluate and oversee the performance and operations of the one-stop operators, including termination of the eligibility of such operators for cause, with the agreement of the Consortium Board.
- H. On the recommendations of the Local Youth Council, competitively procure the services of youth service providers and recommend the awarding of contract(s) to the successful providers.
- I. Direct the disbursement of funds for workforce investment activities pursuant to 29 U.S.C. § 2832(d)(3)(B)(III).
- J. Identify and competitively procure the services of intensive service providers for adults and dislocated workers and other training providers and recommend the awarding of contract(s) to the successful providers.

- K. As requested, assist the Governor of Virginia in developing a statewide employment statistics system.
- L. Coordinate workforce investment activities with local economic development strategies and develop employer linkages.
- M. Promote participation of private sector employers in the statewide workforce system.
- N. Conduct business in an open manner and make its activities and information known to the public on a regular and continuous basis.

Section 4. **Collaboration.** In partnership with the Consortium Board, the Local Workforce Investment Area Board shall perform the following functions to fulfill the requirements of the Act:

- A. Develop a five (5) year strategic plan that connects all investments in workforce development.
- B. Conduct strategic oversight to the workforce delivery system.
- C. Oversee the One Stop Delivery System.
- D. Develop and enter into a Memorandum of Understanding (MOU) with workforce development system partners for the implementation and operation of the service delivery system in the local area.
- E. Certify one-stop operators and affiliate sites.
- F. Promote quality in customer services.
- G. Provide continuous accountability and evaluation through customer satisfaction surveys and other performance outcomes.
- H. "In partnership" is defined as keeping the Consortium Board informed of how these responsibilities are exercised.

Article VII – Youth Council

Section 1. **Local Youth Council Membership.** The Local Workforce Investment Area Board shall appoint the members of the Local Youth Council as described in 29 U.S.C. § 2832(h)(2) and notify the Consortium Board at the beginning of each fiscal year the members so serving. The Local Youth Council Members shall include:

- A. Members of the Local Workforce Investment Area Board with special interest or experience in youth policy.
- B. Representatives of youth service agencies, including juvenile justice and local law enforcement agencies.
- C. Representatives of local public housing authorities.
- D. Parents of eligible youth seeking assistance under the Act.
- E. Individuals, including former participants, and representatives of organizations, that have experience relating to youth activities.
- F. Representatives of Job Corps, as appropriate.
- G. Other individuals as the Local Workforce Investment Area Board and the Consortium Board determine to be appropriate.

Section 2. **Duties of the Local Youth Council.** The Local Youth Council shall perform the duties and responsibilities described in 29 U.S.C. § 2732(H)(4) which shall be included in the bylaws of the Local Workforce Investment Area Board.

Article VIII – Conflict of Interest

Section 1. **Certain Votes Prohibited.** No individual member of the Consortium Board, the Local Workforce Investment Area Board or the Youth Council may:

- A. Vote on a matter under consideration by the respective Board
 - 1. Regarding the provision of services by such member (or by an entity that such member represents).

2. That would provide direct financial benefit to such member or the immediate family of such member.
- B. Engage in any other activity determined by the Governor to constitute a conflict of interest as specified in the State plan.

Section 2. **Virginia Conflict of Interest Act.** The provisions of the Virginia Conflict of Interest Act, Virginia Code § 2.2-3100 *et seq.* shall apply to the officers, members and employees of the Consortium, the Local Workforce Investment Area Board and the Youth Council.

Article IX – Withdrawal and Removal of Member Jurisdictions

Section 1. Without Long Term Indebtedness.

- A. Subject to the limits in this Section 1 any Member Jurisdiction may withdraw from participation in this Agreement, provided that it has given notice of its intent to withdraw at least 120 days in advance of the effective withdrawal date. Notice of the intent to withdraw shall be given in writing and delivered to all Member Jurisdictions.
- B. Once notice of the notice of withdrawal is received, each Member Jurisdiction shall provide the public with notice that the Joint Powers Agreement will be amended to reflect the removal of the Member Jurisdiction from the Joint Powers Agreement. The vote of each Member Jurisdiction may be done by resolution recorded in the Minutes of the governing body.
- C. Prior to any vote on the withdrawal of a Member Jurisdiction, the Member Jurisdiction so withdrawing must provide by written agreement how its share of the financial obligations (including the annual appropriation of funds) of the Consortium for the current fiscal year will be met; such agreement shall be signed by the Chair of the Consortium and the County Administrator or Board Chair of the withdrawing jurisdiction.
- D. An affirmative vote of the majority of the Member Jurisdictions is required.

Section 2. **Long Term Indebtedness.** If the Consortium has incurred any outstanding indebtedness that obligates the Member Jurisdictions to payments beyond the present fiscal year, in addition to the steps in Section 1 of this Article, the following steps must be taken before a Member Jurisdiction can withdraw:

- A. A written agreement must be entered into to which each Member Jurisdiction is a party setting forth how the withdrawing Member Jurisdiction's share of all existing short and long term financial obligations will be met.
- B. An affirmative vote of sixty percent (60%) of the Member Jurisdictions is required for the withdrawal of the Member Jurisdiction.
- C. If there are any bonds that have been issued in the name of the Consortium, the consent of the bond holders shall be obtained.

Article X – Dissolution

Section 1. **Dissolution of Consortium.** This Agreement may be terminated and the Consortium dissolved upon the occurrence of any of the following events:

- A. The Governor's re-designation of the Area that excludes any of the Member Jurisdictions, or includes any localities that are not Member Jurisdictions.
- B. The cessation of funding under the Act and approval by ordinance of each Member Jurisdiction for the dissolution of the Consortium.
- C. Approval by ordinance of each Member Jurisdiction of a Consortium Agreement which supersedes or rescinds this Agreement. If the new agreement alters the boundaries of the Area, it shall not become effective prior to approval by the Governor of Virginia.

Article XI – Miscellaneous

Section 1. **Effective Date of Agreement.** This agreement shall be effective upon approval by ordinance by the governing bodies of all of the Member Jurisdictions and execution by the chief elected officials thereof.

Section 2. **Amendments.** The Member Jurisdictions may amend this Agreement by ordinance upon approval of a written amendment by the governing body of each Member Jurisdiction and execution by the chief elected officials thereof.

Section 3. **Repeal of Prior Agreements.** This agreement shall repeal and superseded any and all prior written or oral agreements including, but not limited to, the Charter Chief Local Elected Officials-Workforce Investment Board Agreement dated November 12, 2004, and the agreements under P.L. 102-367 (the Job Training Partnership Act) and P.L. 105-220 (the Workforce Investment Act). On the effective date of this Agreement, all the duties and responsibilities of any Board of Council operating under such prior agreements shall immediately and simultaneously cease operating and the responsibilities under the Act shall vest in the Consortium Board created in this Agreement.

Section 4. **Implementation of Agreement.** This Agreement shall be implemented to ensure that the Consortium Board, Local Workforce Investment Area Board and Local Youth Council are in place and the designation of one-stop operators is complete as soon as possible but no later than two months following the effective date.

Section 5. **Severability.** Should any part of this Agreement be invalidated or otherwise rendered null and void, the remainder of this Agreement shall remain in full force and effect.

Section 6. **Amendments by Operation of Law.** References to all federal and state statutes and/or regulations shall include amendments thereto.

Section 7. **Duplicate Originals.** This Agreement may be entered into by each Member Jurisdiction as an original document. The signature on each Agreement shall bind the Member Organization.

In Re: Introduction of Director of Planning & Community Development

Mr. Bartlett introduced Mr. Rob Fowler, the County's new Director of Planning & Community Development.

Mr. Fowler thanked the Board, and stated he has worked in the field for 27 years in both Hampden and Lynchburg. He said he is a firm believer in communication and stated the staff has been very welcoming.

In Re: Highway Matters

Mr. Kevin Wright, Residency Administrator, VDOT, updated the Board on the following projects:

- Back Hampden-Sydney Road – utility relocation, will soon be advertised for construction

- Route 619, Sailor's Creek Bridge – expect to begin the end of 2015, plans will be reviewed at the informational meeting

Mr. Wright stated salt and sand are stocked, and VDOT has hired equipment and additional employees for the winter.

Mr. Wright then stated the workshop meeting with the Board of Supervisors for the Six Year Plan will be held February 10, 2015. The public hearing will be held prior to July 1, 2015.

Supervisor Timmons reported Route 670, Spring Creek Road, has a large pothole, approximately two feet deep and three to four feet in circumference ; it's near the railroad tracks. He stated that approximately two-tenths of a mile away, close to the sawmill, there are two large spots where the pavement is gone completely. Supervisor Timmons then thanked Mr. Wright for the work performed on the ditches on Route 658.

Supervisor Timmons stated it appears the state has stockpiled dirt on the wrong property, and the property owner wishes it removed. Mr. Wright stated he's been in touch with the property owner and they are just waiting for the weather to clear to have it removed.

Supervisor Timmons then reported there is a flat hiding spot in the woods once the dirt is removed. Mr. Wright stated that has also been discussed with the property owner.

Supervisor Timmons reported that on Route 664, Morris Creek Road, water from the creek has backwashed the roadway at Culvert #736129 and will jeopardize the road.

Supervisor Gray stated that there are serious potholes on Pin Oak Road and Twenty Two Road at the incline.

Supervisor Jones stated the shoulders on the secondary roads are still in need of work; Mr. Wright replied that it is a time consuming project and they are being taken care of as quickly as possible.

Mr. Wright presented a draft resolution which is necessary to adjust the road mileage inventory following the completion of the Granite Falls Boulevard project. It corrects the mileage around the Route 628 / 786 intersection behind the schools to reflect the changes from the project.

Supervisor Gray made a motion, seconded by Supervisor Wilck, to approve the resolution and authorize the Chairman to execute all documents; the motion carried:

Aye: Pattie Cooper-Jones
Calvin L. Gray
Robert M. Jones
Charles W. McKay
Howard F. Simpson
C. Robert Timmons, Jr.
Jerry R. Townsend
Jim R. Wilck

Nay: None

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

WHEREAS, the Virginia Department of Transportation has completed Project 0628-073-207, P-101, R-201, M-501; and

WHEREAS, the project sketch and VDOT Form(s) AM4.3, attached and incorporated herein as part of this resolution, define adjustments required in the Secondary System of State highways as a result of construction; and

WHEREAS, certain segments identified on the incorporated Form AM4.3 appear to no longer serve public convenience and should be abandoned as a part of the Secondary System of State Highways; and

WHEREAS, certain segments identified on the incorporated Form AM4.3 are ready to be accepted into the Secondary System of State Highways;

NOW THEREFORE, BE IT RESOLVED, the Board of Supervisors of the County of Prince Edward, Virginia, hereby requests the Virginia Department of Transportation take the necessary action to abandon those segments identified on the attached AF4.3 Form and project sketch as a part of the Secondary System of State Highways, pursuant to §33.2-912, *Code of Virginia*; and

BE IT FURTHER RESOLVED, the Board of Supervisors of the County of Prince Edward, Virginia, requests the Virginia Department of Transportation add the segments identified on the incorporated Form AM4.3 to the Secondary System of State Highways, pursuant to §33.2-705, *Code of Virginia*, for which sections this Board hereby guarantees the right of way to be clear and unrestricted, including any necessary easements for cuts, fills, and drainage; and

BE IT FINALLY RESOLVED, that a certified copy of this resolution be forwarded to the Virginia Department of Transportation.

In Re: Appointments – Granite Falls CDA & Virginia’s Heartland Water & Sewer Authority

Mr. Bartlett stated that, while inactive, the Granite Falls Community Development Authority (CDA) and the Virginia’s Heartland Water & Sewer Authority do still exist. At present, the members of

the Prince Edward County Board of Supervisors comprise both Authority Boards. The term of office for each Authority Board runs concurrent with the term of office of each member of the Board of Supervisors.

Supervisor Cooper-Jones made a motion, seconded by Supervisor Townsend, to appoint Supervisor Gray to the Board of the Granite Falls CDA; the motion carried:

Aye:	Pattie Cooper-Jones	Nay: None
	Calvin L. Gray	
	Robert M. Jones	
	Charles W. McKay	
	Howard F. Simpson	
	C. Robert Timmons, Jr.	
	Jerry R. Townsend	
	Jim R. Wilck	

Supervisor Townsend made a motion, seconded by Supervisor McKay, to appoint all current members of the Board of Supervisors to the Board of the Virginia's Heartland Water & Sewer Authority; the motion carried:

Aye:	Pattie Cooper-Jones	Nay: None
	Calvin L. Gray	
	Robert M. Jones	
	Charles W. McKay	
	Howard F. Simpson	
	C. Robert Timmons, Jr.	
	Jerry R. Townsend	
	Jim R. Wilck	

Supervisor Timmons questioned the necessity of the Granite Falls CDA, and if so, requested a meeting of the Granite Falls CDA.

Following some discussion, Supervisor Timmons made a motion, seconded by Supervisor Wilck, to hold a meeting of the Granite Falls CDA on Tuesday, January 29, 2015 at 10:00 a.m.; the motion carried:

Aye:	Pattie Cooper-Jones	Nay: None
	Calvin L. Gray	
	Robert M. Jones	
	Charles W. McKay	
	Howard F. Simpson	
	C. Robert Timmons, Jr.	
	Jerry R. Townsend	
	Jim R. Wilck	

In Re: School Board Appointments

The terms of the following School Board members expire June 30, 2014:

- District 201 – Susan Lawman (Supervisor Bobby Jones)
- District 601 – Darin Thomas (Supervisor Calvin Gray)

Supervisor Jones and Supervisor Gray will appoint Citizen Committees to be announced at the February 10, 2015 Board meeting.

In Re: Citizen Volunteer Appointment – Board of Zoning Appeals

Mrs. Puckett stated that in December 2014, when reviewing the terms of office and requirements for the appointments to the Board of Zoning Appeals (BZA), County staff learned that per Section 15.2-2308 of the *Code of Virginia*, “members of the BZA shall hold no other public office in the locality except that one may be a member of the local planning commission.”

At present, long-serving BZA member James Garnett also serves as a member of the Regional Jail Board, which qualifies as a public office. Mrs. Puckett reported that Mr. Garnett will readily relinquish his seat on the BZA. The Board of Supervisors will need to make recommendation to the Circuit Court Judge for another citizen to be appointed to serve on the Board of Zoning Appeals.

Supervisor Jones stated Mr. Sam Coleman is knowledgeable and is willing to serve.

Supervisor Jones made a motion, seconded by Supervisor Wilck, to nominate Mr. Sam Coleman to be recommended to the Circuit Court for the Board of Zoning Appeals. After some discussion, the motion carried:

- | | | | | | |
|------|------------------------|------|------|----------|-------------------|
| Aye: | Pattie Cooper-Jones | Nay: | None | Abstain: | Jerry R. Townsend |
| | Calvin L. Gray | | | | |
| | Robert M. Jones | | | | |
| | Charles W. McKay | | | | |
| | Howard F. Simpson | | | | |
| | C. Robert Timmons, Jr. | | | | |
| | Jim R. Wilck | | | | |

Sam Coleman will be recommended to the Circuit Court Judge to serve on the Prince Edward County Board of Zoning Appeals for a term beginning immediately and ending December 31, 2018.

In Re: Dissolution of Old Dominion RC&D Council

Mr. Bartlett stated the Board of the Old Dominion Resource Conservation and Development Council, Inc. met on October 20, 2014 and voted unanimously to recommend dissolution of the Council. The sponsoring organizations met on December 15, 2014 and voted unanimously to concur with the recommendation to begin the process of dissolving the Council. The sponsoring entities consist of Amelia, Brunswick, Buckingham, Charlotte, Cumberland, Halifax, Lunenburg, Mecklenburg, Nottoway and Prince Edward Counties and the Halifax, Lake Country, Peter Francisco, Piedmont and Southside Soil & Water Conservation Districts, and the Commonwealth Regional Council and Southside Planning District. There are eight RC&D Councils covering about two-thirds of the Commonwealth.

Mr. Bartlett presented a brief history and stated that currently, the only active project is the Buy Fresh Buy Local program. He stated federal funds were the primary funding source; since 2010 the Federal Government has not provided funding for this program. Several sponsors have already ceased providing funds to the Council. Per Article X of the Articles of Incorporation and the By-Laws each sponsoring organization is required to vote to affirm or deny the dissolution.

Supervisor Cooper-Jones made a motion, seconded by Supervisor Gray, to approve the Dissolution Resolution and authorize the Chairman to execute all documents related to the dissolution of the Old Dominion RC&D on behalf of the County.

Supervisor Timmons questioned if there are any assets. Mr. Bartlett stated the By-Laws of the RC&D set forth the assets are divided according to the contributions made by the members in the current year. Mr. Bartlett said Prince Edward County will get its portion returned.

Chairman Simpson called for Supervisor Cooper-Jones' motion to approve the Dissolution Resolution and authorize the Chairman to execute all documents related to the dissolution of the Old Dominion RC&D on behalf of the County; the motion carried:

Aye:	Pattie Cooper-Jones	Nay: None
	Calvin L. Gray	
	Robert M. Jones	
	Charles W. McKay	
	Howard F. Simpson	
	C. Robert Timmons, Jr.	
	Jerry R. Townsend	
	Jim R. Wilck	

**A RESOLUTION OF
THE BOARD OF SUPERVISORS OF THE COUNTY OF PRINCE EDWARD,
VIRGINIA
FOR THE DISSOLUTION OF THE OLD DOMINION RC&D COUNCIL, INC.**

WHEREAS, the Resource, Conservation and Development (RC&D) Program was established in 1964 by the Food and Agricultural Act of 1962; and

WHEREAS, the RC&D program was re-authorized by the Food and Agricultural Act of 1981 empowering the United States Department of Agriculture to provide technical and financial assistance to state and local units of government and nonprofit organizations in rural areas, which need help in conserving natural resources and solving local problems; and

WHEREAS, the focus on local direction and control has made the RC&D Program one of the Federal government's most successful rural development programs, with RC&D Councils able to leverage approximately \$7 for every Federal dollar invested in the program; and

WHEREAS, the Old Dominion RC&D became an authorized council area in February 1991; and

WHEREAS, the sponsoring entities for the Old Dominion RC&D Council are the Counties of Amelia, Brunswick, Buckingham, Charlotte, Cumberland, Halifax, Lunenburg, Mecklenburg, Nottoway, and Prince Edward, and the Halifax, Lake Country, Peter Francisco, Piedmont, and Southside Soil & Water Conservation Districts; and

WHEREAS, Old Dominion RC&D's Council became incorporated in June 1991 and received its 501(c)3 not-for-profit corporation status in 1992; and

WHEREAS, the mission of the Old Dominion RC&D Council has been to initiate and coordinate resource development and conservation programs that enhance to social, economic, and environmental quality of the region; and

WHEREAS, the Council has participated in over 185 projects working cooperatively within the region to improve the quality of life of its citizenry; and

WHEREAS, the Federal Government has not funded nor provided technical and financial assistance to state, local government units or nonprofit organizations in rural areas since 2010; and

WHEREAS, the Old Dominion RC&D's current local funding without federal funding cannot financially support a Coordinator position and other paid staff to provide grant writing, marketing and project management services without imposing a burden on the localities; and

WHEREAS, at its October 20, 2014 meeting, the Old Dominion RC&D Council voted unanimously to recommend dissolution of the organization and proceed in accordance with Article X of Old Dominion RC&D's Articles of Incorporation and By-laws at the December 2014 regular meeting; and

WHEREAS, a majority ballot vote cast by the sponsoring organizations at the December 2014 Old Dominion RC&D Council meeting concurs with the

recommendation to proceed with the dissolution of the Old Dominion Resource, Conservation and Development Council, Inc.;

NOW, THEREFORE, BE IT RESOLVED, that Article X – Dissolution of the Organization of Old Dominion RC&D’s Articles of Incorporation and By-Laws states “following the receipt of two-thirds vote of the Old Dominion RC&D voting members, a resolution shall be prepared and mailed to the governing board of each sponsor organization” for an official vote of affirmation from each of the sponsoring government bodies; and

BE IT FURTHER RESOLVED, that the Board of Supervisors of the County of Prince Edward, Virginia supports the decision of the Old Dominion Resource, Conservation and Development Council, Inc. to proceed with the dissolution of the organization.

In Re: Sheriff’s Department At-Will Program

Mr. Bartlett stated that at the July 8, 2014 meeting the Board approved a six month extension of the “At-Will” traffic enforcement program.

The first six months of FY15, this program has cost a total of \$28,358 to include FICA costs. This program was instituted at the start of FY14, thus the FY13 revenues serve as the base year for revenue collection. During FY13, collections averaged \$8,265 per month or \$49,590 for six months. Collections for the first six months of FY15 have been \$82,288. This is an increase of \$32,698 when compared to the base year and exceeds expenses by \$4,340. On a financial basis, this program funds itself.

This program provides benefits other than financial and traffic enforcement. It frees deputies from routine traffic duties to concentrate on other law enforcement duties – crime prevention, solving crimes and increasing visibility and availability of law enforcement personnel throughout the County. It is a no cost program that effectively increases the number of deputies on shift. If approved, no budget action is required.

Sheriff Reed stated the program has been a success for the department and Prince Edward County. From January 2014 through December 2014, 43 Breaking and Entering arrests were made, 8,173 civil papers were served, 8,173 calls were made for service, 30,000 building checks of residences and businesses were made, 2,727 summons were served. Sheriff Reed stated these netted revenue of \$103,000 in FY14. He added he is grateful the Board allows the Sheriff’s department to work this program.

Supervisor Timmons thanked Sheriff Reed for his and his deputies' hard work, and questioned the accident and fatality rates. Sheriff Reed stated he has no figures but they have diminished; there were several DUI arrests but people are being more careful. Discussion followed regarding the statistics presented.

Supervisor Timmons made a motion, seconded by Supervisor Gray, to authorize continuation of the Sheriff's At-Will Program for 12 months with reports every six months; the motion carried:

Aye:	Pattie Cooper-Jones	Nay: None
	Calvin L. Gray	
	Robert M. Jones	
	Charles W. McKay	
	Howard F. Simpson	
	C. Robert Timmons, Jr.	
	Jerry R. Townsend	
	Jim R. Wilck	

In Re: County Administrator's Report – FY14 County Audit

Mr. Bartlett reported cash and cash equivalents in the County's governmental funds decreased by \$264,172 during FY14. The Governmental Funds include all of the County Funds except for the utility funds. The cash and cash equivalents decreased from \$10,284,515 to \$10,020,343. Cash and cash equivalents include such non-cash items as account receivables and note receivables. Actual cash in the General Fund at year end was \$7,059,472, a decrease of \$336,878. An additional \$742,584 in cash is in the Economic Development Fund for approximately \$7.8 million in available and unrestricted cash in the funds.

The Landfill Construction Fund cash increased by \$302,564 to \$1,757,908. These funds, while not restricted, have traditionally been used to pay for the opening and closing of cells at the landfill. It is expected approximately \$1.2 million will be spent this fiscal year to open a new landfill cell. This project will reduce the cash in that fund by about \$900,000. Cash in the Utility Funds (water/sewer) decreased by \$325,697 and cash in the Revenue Sharing Fund decreased by about \$180,000. Combining all Funds described above shows that total cash decreased by approximately \$540,000.

The decrease in the Revenue Sharing fund was due to the completion of the Granite Falls Road Project, these funds were restricted and could only be used for that project. The decrease in the Utility

Funds was due to expenses exceeding revenues and is primarily caused by debt service payments. The decrease in the General Fund was also caused by expenditures exceeding revenues.

The decreases were anticipated and budgeted. The General Fund budget called for a decrease of more than \$1 million. This positive outcome was primarily due to expenses being less than the amounts budgeted as revenues for the most part closely matched budgeted amounts. Areas that saw expenditure savings included: General Government Administration (\$62,000), Judicial Administration (\$77,000), Public Safety (\$206,000), Public Works (\$323,000), Health & Welfare (\$101,229), Planning (\$112,000), and Non-Departmental (\$130,000).

Finally, the County's outstanding debt, to include utility funds, decreased by \$956,721. This was caused by a reduction in the County's total outstanding debt. The attachment contains a more in-depth analysis of the results of the FY14 audit. Some discussion followed.

Supervisor Jones made a motion, seconded by Supervisor Gray, to authorize acceptance of the FY14 County Audit; the motion carried:

Aye:	Pattie Cooper-Jones	Nay: None
	Calvin L. Gray	
	Robert M. Jones	
	Charles W. McKay	
	Howard F. Simpson	
	C. Robert Timmons, Jr.	
	Jerry R. Townsend	
	Jim R. Wilck	

In Re: Tax Relief for the Elderly & Disabled

Mr. Bartlett stated a letter was received from Beverly Booth, Commissioner of the Revenue, requesting the Board review the changes made to the *Code of Virginia* by the 2014 Virginia General Assembly to determine what amendments are necessary to the County's *Ordinance Providing for the Exemption from Real Estate Taxation of Certain Elderly and/or Permanently and Totally Disabled Persons Who Own Their Own Home in Prince Edward County*. He stated staff recommends the Board refer this to a committee for review.

Chairman Simpson appointed the Finance Committee, comprising Supervisor Cooper-Jones, Supervisor Jones, Supervisor Timmons, and himself, Supervisor Simpson; and Mrs. Beverly Booth, Commissioner of Revenue, Mr. Jim Ennis, County Attorney, and Mr. Bartlett, County Administrator.

Supervisor McKay made a motion, seconded by Supervisor Townsend, to accept the nominations for appointment to the Tax Relief Committee; the motion carried:

Aye:	Pattie Cooper-Jones Calvin L. Gray Robert M. Jones Charles W. McKay Howard F. Simpson C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck	Nay: None
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In Re: Personnel Committee Report

Mr. Jim Ennis, Commonwealth’s Attorney, stated he met with the Personnel Committee on January 8, 2015. The Committee comprises of Supervisor Simpson, Chair; Supervisor Timmons and Supervisor Townsend. All were present; also in attendance was Jim Ennis and Sarah Elam Puckett, Assistant County Administrator. Mr. Ennis stated he presented a request for temporary help, for a maximum of six months, to assist his office with getting caught up with entering case file data in the electronic case management system, to not exceed \$15,740. He would also need an additional work station at a cost of \$500 to \$600. Mr. Ennis stated he requires no appropriation as it can be funded from the Forfeited Asset Funds.

Supervisor Cooper-Jones made a motion, seconded by Supervisor Gray, to accept the Personnel Committee’s recommendation regarding the request from the Commonwealth’s Attorney and to approve the budget amendment and appropriate the same funds, as follows:

<u>Account</u>	<u>Description</u>	<u>Debit</u>	<u>Credit</u>
100-3-41050-0105	From Forfeited Asset Fund		\$ 15,740
100-4-22100-1300	Commonwealth Attorney / Part Time	\$ 14,621	
100-4-22100-2100	Commonwealth Attorney / FICA	\$ 1,119	

the motion carried:

Aye:	Pattie Cooper-Jones Calvin L. Gray Robert M. Jones Charles W. McKay Howard F. Simpson C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck	Nay: None
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In Re: Appropriations

Mr. Bartlett stated the County received the initial deposit of the Fire Program funds or Aid to Localities (ATL) for FY15 in the amount of \$40,955. Per Board policy it is recommended these funds be divided among the four Volunteer Fire Departments located in the County – Darlington Heights, Hampden-Sydney, Prospect and Rice.

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

		<u>Debit</u>	<u>Credit</u>
3-100-24040-0012	Fire Program Funds		\$40,955
4-100-32200-7012	Fire Programs / ATL – Rice	10,238.75	
4-100-32200-7013	Fire Programs / ATL – Prospect	10,238.75	
4-100-32200-7014	Fire Programs / ATL – Darlington Heights	10,238.75	
4-100-32200-7015	Fire Programs / ATL – Hampden-Sydney	10,238.75	

The motion carried:

Aye:	Pattie Cooper-Jones	Nay: None
	Calvin L. Gray	
	Robert M. Jones	
	Charles W. McKay	
	Howard F. Simpson	
	C. Robert Timmons, Jr.	
	Jerry R. Townsend	
	Jim R. Wilck	

In Re: Closed Session

Supervisor Timmons made a motion that the Board convene in Closed Session to discuss the consultation with legal counsel pertaining to probably litigation concerning the sewer lines at The Manor, pursuant to the exemption provided for in Section 2.2-3711(A)(7) of the *Code of Virginia*; the motion carried:

Aye:	Pattie Cooper-Jones	Nay: None
	Calvin L. Gray	
	Robert M. Jones	
	Charles W. McKay	
	Howard F. Simpson	
	C. Robert Timmons, Jr.	
	Jerry R. Townsend	
	Jim R. Wilck	

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

Aye:	Pattie Cooper-Jones	Nay: None
	Calvin L. Gray	
	Robert M. Jones	
	Charles W. McKay	
	Howard F. Simpson	
	C. Robert Timmons, Jr.	
	Jerry R. Townsend	
	Jim R. Wilck	

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

Aye:	Pattie Cooper-Jones	Nay: None
	Calvin L. Gray	
	Robert M. Jones	
	Charles W. McKay	
	Howard F. Simpson	
	C. Robert Timmons, Jr.	
	Jerry R. Townsend	
	Jim R. Wilck	

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

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

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

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

In Re: Animal Warden's Report

Mr. Ray Foster, Animal Warden, submitted a report for the month of December 2014, 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 December 2014, 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 December 2014, which was reviewed and ordered to be filed with the Board papers.

In Re: Commercial Cannery Report

Ms. Emily Wells, Commercial Manager, submitted a Year End Report for 2014, 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 December 2014, 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 December 2014, which was reviewed and ordered to be filed with the Board papers.

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

Aye:	Pattie Cooper-Jones	Nay: None
	Calvin L. Gray	
	Robert M. Jones	
	Charles W. McKay	
	Howard F. Simpson	
	C. Robert Timmons, Jr.	
	Jerry R. Townsend	
	Jim R. Wilck	

the meeting was recessed at 8:46 p.m. until Tuesday, January 27, 2015 at 5:30 p.m. for the Joint Meeting with the Prince Edward County School Board at the Career Technical Center.