

June 12, 2012

At the regular meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 12<sup>th</sup> day of June, 2012; at 7:00 p.m., there were present:

Howard M. Campbell

Pattie Cooper-Jones

William G. Fore, Jr.

Don C. Gantt, Jr.

Robert M. Jones

Charles W. McKay

Howard F. Simpson

Jim R. Wilck

Also present: Wade Bartlett, County Administrator; Sarah Elam Puckett, Assistant County Administrator; Sharon Carney, Economic Development Director; Parker Knight, Longwood University Intern; James Ennis, County Attorney; and Alecia Daves-Johnson, Planner.

Chairman Fore called the meeting to order. Reverend Earl Wallace offered the invocation.

In Re: Public Participation

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

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

**Michele Schumacher**, Lockett District, expressed her concerns regarding the Granite Falls Inn and Conference Center, and submitted a list of questions to the Board of Supervisors requesting further information on the financial obligation of Prince Edward County taxpayers should the business fail.

In Re: Board of Supervisors Comments

Supervisor Gantt stated he feels it is not in the best interest of the Prince Edward County Schools nor the region to accept out-of-county residents in the schools without charging tuition; more attention needs to be placed on raising the standards of the school “instead of fixing the ADM.” He stated he wishes to work with the school to fix the problems that are occurring there.

Supervisor Cooper-Jones thanked Ms. Schumacher for addressing the issues with the [Granite Falls] Inn and Conference Center.

In Re: Consent Agenda

On motion of Supervisor Jones and carried:

Aye:	Howard M. Campbell Pattie Cooper-Jones William G. Fore, Jr. Don C. Gantt, Jr. Robert M. Jones Charles W. McKay Howard F. Simpson Jim R. Wilck	Nay: None
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the Board accepted the Treasurer’s Reports for February 2012 and March 2012; the minutes of the meetings held May 8, 2012 and May 15, 2012; Accounts and Claims; and Salaries; and appropriations as follows:

		<u>Debit</u>	<u>Credit</u>
3-100-23000-0080	Technology Trust Fund		\$ 4,801
4-100-21600-5880	Technology Trust Fund	\$ 4,801	
3-100-33010-0013	Byrne JAG Grant		\$ 1,303
4-100-31200-6017	Sheriff Department / Byrne Grant	\$ 1,303	

**February 2012**

Fund balances were as follows:

General Fund	118,269.35	
General Fund Reserved for Investments	10,025,222.51	
		10,143,491.86
PPEA Fund		(1,529.57)
Industrial Development Authority Fund		118,665.02
Recreation Fund Reserved for Investments		27,089.84
Forfeited Assets Fund Reserved for Investments		74,650.45
School Capital Projects Fund - VPSA		0.00
Undistributed Local Sales Tax Fund		(51,209.14)
Underground Storage Tank Fund		20,000.00
Economic Development Fund		743,464.42
Board of Public Welfare Special Account		6,977.15
Piedmont ASAP Fund		347,514.01
QZAB Debt Services Fund		408,068.97
Landfill Construction Fund		1,097,502.35
PCS Fund		379,168.96
Revenue Sharing Fund		1,412,614.86
Retirement Benefits Fund		1,458.39
Granite Falls CDA Fund		(1,485.00)
Dare Donations Fund		2,937.43
School Cafeteria Fund		353,840.63
Prince Edward Community Development Fund		46,793.50
Water Fund		854,265.08
Sewer Fund		(70,201.47)
School Fund		0.00
		15,914,077.74

Cash accounts were as follows:

Cash in Office	1,000.00	
Cash in Banks	4,648,312.59	
Warrants Payable (School Fund)	0.00	
General Fund Investments	10,025,222.51	
VPSA Investments	0.00	
QZAB01 Investments	0.00	
Underground Storage Tank Fund	20,000.00	
Recreation Fund Investments	27,089.84	
QZAB02 Investments	0.00	
Landfill Construction Fund for Investment	1,097,502.35	
Forfeited Asset Fund for Investment	94,950.45	
Industrial Development Authority for Investment		15,914,077.74

\*Of this \$10,143,491.86 in the General Fund, \$3,632,937.49 is encumbered for:

Transfers in:

School Fund	3,090,401.95
VPA Fund	327,788.50
Water Fund	0.00
Sewer Fund	0.00
IDA Fund	0.00
Retirement Benefits Fund	12,526.00
Debt Obligations	202,221.04

Total 3,632,937.49

This leaves an unencumbered balance of \$6,510,554.37 in the General Fund.

### STATEMENT OF DEPOSITORY BALANCES

**Balances as of February 2012:**

**Checking Accounts:**

Benchmark Community Bank	275,863.97
Wachovia Bank	132,278.97
BB&T	75,506.34
Bank of America	1,706,407.62

**2,187,056.90**

**Investment Accounts:**

Benchmark Community Bank	13,046,700.91
Wachovia Bank	80,413.85
Citizens Bank & Trust Company	235,000.00
BB&T	1,492.16
Planters Bank & Trust	200,000.00
Mentor Investments	162,413.92
SNAP (State Non-Arbitrage Plan)	0.00
Bank of America	0.00

**13,726,020.84**

**March 2012**

Fund balances were as follows:

General Fund	119,563.24	
General Fund Reserved for Investments	9,088,596.43	
		9,208,159.67
PPEA Fund		(1,529.57)
Industrial Development Authority Fund		304,268.17
Recreation Fund Reserved for Investments		27,101.90
Forfeited Assets Fund Reserved for Investments		72,437.08
School Capital Projects Fund - VPSA		0.00
Undistributed Local Sales Tax Fund		(6,032.57)
Underground Storage Tank Fund		20,000.00
Economic Development Fund		743,464.42
Board of Public Welfare Special Account		7,741.15
Piedmont ASAP Fund		349,337.42
QZAB Debt Services Fund		408,068.97
Landfill Construction Fund		1,103,871.70
PCS Fund		345,650.22
Revenue Sharing Fund		803,163.32
Retirement Benefits Fund		11,873.10
Granite Falls CDA Fund		(1,485.00)
Dare Donations Fund		2,938.66
School Cafeteria Fund		382,028.57
Prince Edward Community Development Fund		46,793.50
Water Fund		854,510.31
Sewer Fund		(69,656.21)
School Fund		0.00
		14,612,704.81

Cash accounts were as follows:

Cash in Office	1,000.00	
Cash in Banks	4,299,697.70	
Warrants Payable (School Fund)	0.00	
General Fund Investments	9,088,596.43	
VPSA Investments	0.00	
QZAB01 Investments	0.00	
Underground Storage Tank Fund	20,000.00	
Recreation Fund Investments	27,101.90	
QZAB02 Investments	0.00	
Landfill Construction Fund for Investment	1,103,871.70	
Forfeited Asset Fund for Investment	72,437.08	
Industrial Development Authority for Investment		
		14,612,704.81

\*Of this \$9,208,159.67 in the General Fund, \$3,351,762.79 is encumbered for:

Transfers in:

School Fund	2,907,288.17
VPA Fund	242,253.58
Water Fund	0.00
Sewer Fund	0.00
IDA Fund	0.00
Retirement Benefits Fund	0.00
Debt Obligations	202,221.04

Total 3,351,762.79

This leaves an unencumbered balance of \$5,856,396.88 in the General Fund.

### STATEMENT OF DEPOSITORY BALANCES

**Balances as of March 2012:**

**Checking Accounts:**

Benchmark Community Bank	344,456.31
Wachovia Bank	253,962.84
BB&T	72,433.04
Bank of America	2,966,978.95

**3,627,831.14**

**Investment Accounts:**

Benchmark Community Bank	10,288,949.30
Wachovia Bank	96,016.84
Citizens Bank & Trust Company	235,000.00
BB&T	1,492.32
Planters Bank & Trust	200,000.00
Mentor Investments	162,415.21
SNAP (State Non-Arbitrage Plan)	0.00
Bank of America	0.00

**10,983,873.67**

	<u>BOARD OF SUPERVISORS</u>		
Farmville Herald	Advertising		3,771.19
Business Card	Meals / soda / snacks		119.53
	<u>COUNTY ADMINISTRATOR</u>		
Pitney Bowes Financial Services	Postage meter lease		29.00
US Cellular	Phone		114.24
Business Card	Meals	22.05	
	Office supplies	29.29	
	PCS reimbursement - credit card	498.18	549.52
Farmville Chamber of Commerce	Dues - Bartlett		250.00
Key Office Supply	Batteries		25.98
Matthew Bender & Company, Inc.	Legislative summary		73.39
	<u>COMMISSIONER OF REVENUE</u>		
Farmville Herald	Advertising		266.52
	<u>TREASURER</u>		
Pitney Bowes Financial Services	Equipment lease		1,662.00
Treasurer's Association of Virginia	Registration		200.00
BAI Treasurers User Group	Annual dev. Fees		400.00
Key Office Supply	Ribbons	346.40	
	Black ink	19.99	366.39
	<u>INFORMATION TECHNOLOGY</u>		
Business Data of Virginia, Inc.	Travel expenses	875.00	
	Contract agreement	3,700.00	4,575.00
ComputerPlus Sales & Service	Monthly maintenance charge		270.00
	<u>ELECTORAL BOARD AND OFFICIALS</u>		
Unilect Corporation	Sample ballots - Nov	285.00	
	Sample ballots - March	285.00	
	Sample ballots - June	285.00	855.00
Battery Barn of Virginia, Inc.	Batteries		263.60
	<u>REGISTRAR</u>		
VRAV	Registration		170.00
	<u>GENERAL DISTRICT COURT</u>		
US Cellular	Phone		25.37
Kofile Preservation	Deed book restoration		4,980.00
Kinex Networking Solutions	DSL		74.95
	<u>LAW LIBRARY</u>		
AT&T	Phone		37.14
CenturyLink	Phone		37.32
LexisNexis	Online services		228.00
Matthew Bender & Company, Inc.	Legislative summary		73.39

COMMONWEALTH'S ATTORNEY

Morgan Greer	Mileage	132.09	
	Meals	45.15	177.24
Commonwealth Solutions	Shredding service		15.00
Key Office Supply	Office supplies		167.51

VICTIM WITNESS ASSISTANCE PROGRAM

Key Office Supply	Ink cartridges		59.96
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SHERIFF

Medtox Laboratories, Inc.	Drug testing		50.00
East End Motor Company, Inc.	Service call	54.00	
	Inspections (3)	48.00	
	ABS control module	878.09	
	Repair transmission	379.80	1,359.89
Express Care	Oil changes (2)		102.95
Kenbridge Tire & Auto	Calibrations		250.00
UPS	Shipping		20.78
Treasurer of Virginia	VCIN		53.06
Kinex Networking Solution	Web host / data backup		39.90
CenturyLink	Phone		18.33
US Cellular	Phone		673.19
Business Card	Meals	65.70	
	Light bar lens	183.89	
	Vehicle registration	15.00	
	Camera	755.94	1,020.53
Larry Franklin	Meal	3.71	
	Gas	10.00	13.71
Robert Goldman	Meals		24.01
Joseph Sprague	Meals		42.81
Walmart	Meeting supplies		34.68
Michael Jackson	Meal		29.53
Glock Professional, Inc.	Training		150.00
Business Data of Virginia, Inc.	Norton anti-virus		29.95
Diamond Springs	Water & equipment rental		90.90
Farmville Printing	Envelopes		308.22
Key Office Supply	Office supplies		9.76
Staples Advantage	Batteries		174.79
RDJ Specialties, Inc.	Pens-Drug program		1,136.30
DMV	Special IDs		30.00
Southern Police Equipment Company	Maglite battery pack	21.00	
	Duty gear	104.06	
	Bullet-proof vests	13,850.00	13,975.06
Town Police Supply - Richmond	Ammunition		345.72
Walmart	Camera bag		25.00
Matthew Bender & Company, Inc.	Legislative summary		73.39
Sheehy Ford	Install emergency equipment (2)	3,362.00	
	FCC check on 3 cars	531.24	
	Siren	529.58	4,422.82

SHERIFF - COURTS

Best Uniforms, Inc.	Shirts		97.95
Premium Marketing & Sales	Badges		208.50
Southern Police Equipment Company	Ties	124.80	
	Nameplates	54.95	179.75

FARMVILLE VOLUNTEER FIRE DEPARTMENT

Arcet Equipment Company	Hydrostatic test		91.92
Goodman Truck & Tractor	Truck repairs		118.03
Key Office Supply	Copy paper / ink		61.84
NAFECO, Inc.	Gear cleaner		203.98
Southern States	Hose		69.99

DARLINGTON HEIGHTS VOLUNTEER FIRE DEPARTMENT

C. W. Williams	Mounting bracket	264.82	
	Handlelok/grab handle	339.90	604.72
Cyrus Pest Control Company	Exterminating service		45.00
Elecom, Inc.	Mic / speakers / radios		632.16
Ellington Energy Service	Capacitor	186.15	
	A/C unit	3,650.00	3,836.15
Farmville Auto Parts	Filter / GTX / undercoat		25.39
Farmville Wholesale Electric	Plug / connector		21.87
Mid-Atlantic Irrigation	Saw kit & blade		203.91
NAPA of Farmville	Compressor	464.42	
	Refrigerant	25.98	
	Credit	-7.50	482.90
Jack L. Slagle Fire Equipment	Bracket		64.20
Southside Electric Cooperative	Electric service		315.92
Southside Fire Training	Dues		200.00
Verizon Wireless	Phone		60.07
Verizon	Phone		133.83

PAMPLIN VOLUNTEER FIRE DEPARTMENT

Pamplin Exxon	Vehicle repairs	858.04	
	Fuel	314.99	1,173.03
Prince Edward Overhead Doors	Door repairs		1,645.00

EMERGENCY SERVICES

Timmons Group	Address additions		205.00
Korman Signs	Signs & hardware		105.77

REGIONAL JAIL & DETENTION

Piedmont Regional Juvenile Detention Center	Juvenile detention		9,975.00
Piedmont Regional Jail	Inmate per diem		3,421.00

BUILDING OFFICIAL

East End Chevron	Oil change		29.40
US Cellular	Phone		25.37
Coy Leatherwood	Meal	7.71	

	Meeting registration	15.00	22.71
	<u>ANIMAL CONTROL</u>		
Lowe's	Hooks	11.80	
	Hooks / bits / screws	34.18	45.98
Dominion Virginia Power	Electric service		110.44
CenturyLink	Phone		128.68
US Cellular	Phone		50.99
Southern States	Feed bags		75.00
Walmart	Dog food		141.34
	<u>BIOSOLIDS MONITORING</u>		
US Cellular	Phone		25.37
	<u>REFUSE DISPOSAL</u>		
Resource International	Miscellaneous work tasks	667.00	
	Storm water compliance	404.50	
	Groundwater monitoring	3,615.94	4,687.44
Lowe's	Screws / pipe / elbow		19.67
Jimmy's Service Center	Water tank / sensor / thermostat	609.23	
	Light switch / wire	215.00	
	Oil change / repair light	567.15	1,391.38
Reliable	Time clocks		494.96
Southern States	Rubber straps / gloves		31.91
Emanuel Tire of Virginia	Tire recycling		585.60
STEPS, Inc.	Recycling fee		1,971.84
Synergy Recycling, LLC	Electronic recycling		1,229.72
Southside Electric Cooperative	Darlington Heights site	71.86	
	Virso site	76.89	148.75
Dominion Virginia Power	Leachate pump	162.91	
	Scalehouse	73.18	
	Rice site	65.45	
	Cell C pump station	11.95	
	Green Bay site	37.16	
	Worsham site	52.48	
	Prospect site	51.81	
	Landfill site	33.51	488.45
AT&T	Phone		214.81
CenturyLink	Phone		127.31
US Cellular	Phone		25.37
Verizon	Phone		120.16
O. O. Stiff, Inc.	Monthly service		662.50
Prince Edward County Public School	Diesel		1,669.73
	<u>GENERAL PROPERTIES</u>		
Hudson-Payne Electronics	Alarm monitor contract		360.00
Rod & Staff Welding	Metal - mower trailer		23.20
Southside Electric Cooperative	SRR lights		30.66
Dominion Virginia Power	Roy Clark monument	18.04	
	Courthouse	10,958.38	

	Shop	27.44	
	SCOPE building	189.23	
	Sheriff Department Shed	5.66	
	Worsham Clerk's office	13.46	
	Ag building	1,063.03	12,275.24
Town of Farmville	Water & sewer		278.35
AT&T	Phone		37.12
CenturyLink	Phone		50.59
US Cellular	Phone		77.40
O. O. Stiff, Inc.	Monthly service		100.00
Aramark Uniform Services	Janitorial supplies		267.02
Diamond Paper Company	Spray buff / floor pads		130.28
Lowe's	Lysol / Static Guard	11.01	
	Hammer / wrench / ratchet	51.23	
	Bolts / washers / nuts	12.50	
	Oak board	17.76	
	Painters plastic	25.97	
	Rake	15.18	133.65
Walmart	Mops & dusters		92.26
Wilco, Inc.	Janitorial supplies		226.90
Business Card	Chain binder / jack		94.98
Farmville Auto Parts	Shop towels	17.99	
	Engine heater	46.38	
	Hand cleaner	21.98	
	AHU belt	8.50	94.85
Cintas Corporation #524	Uniform rental		460.68
Shanaberger & Sons	Sharpened saw chains	36.50	
	Oil & primer bulb	14.87	51.37
Sherwin Williams Company	Paint / roller covers		407.38
Southern States	Weed spray		150.00
Taylor-Forbes Equipment Company	Bushhog blades	82.10	
	Pins	3.60	
	Oil & filter	34.97	
	Oil / weed-eater string	79.28	
	Fork assembly	162.85	
	Switch / mower blades	111.80	474.60
	<u>CANNERY</u>		
Lowe's	Plumbing supplies	5.73	
	Anchor / valve / sleeve	30.97	36.70
Southside Electric Cooperative	Electric service		215.54
CenturyLink	Phone		120.74
US Cellular	Phone		25.62
	<u>COMPREHENSIVE SERVICES ACT</u>		
Bear Creek Academy	Professional services		4,350.00
Braley & Thompson, Inc.	Professional services		5,610.00
Centra Health	Professional services		12,240.00
Family Preservation Services	Professional services		2,140.00
Grafton School, Inc.	Professional services		15,720.00

Nathaniel & Brittany Jones	Foster care	635.88	
Letricia R. Logan	Foster care	666.00	
North Spring Behavioral Healthcare	Professional services	2,480.00	
The Hughes Center	Professional services	4,598.00	

PLANNING

R. Samuel Coleman	Commission meeting	100.00	
	Mileage	13.32	113.32
Sally W. Gilfillan	Commission meeting		100.00
Donald B. Gilliam	Commission meeting	100.00	
	Mileage	22.20	122.20
Preston Hunt	Commission meeting	100.00	
	Mileage	22.20	122.20
Robert M. Jones	Commission meeting	100.00	
	Mileage	5.55	105.55
Robert Christopher Mason	Commission meeting	100.00	
	Mileage	9.99	109.99
John F. Townsend, III	Commission meeting	100.00	
	Mileage	8.32	108.32
Brett Von Cannon Watson	Commission meeting		100.00
Farmville Herald	Advertising		97.38
Business Card	Postage	44.00	
	VRA Conference	245.00	
	Dues	75.00	364.00
US Cellular	Phone		53.24
Key Office Supply	Binders		7.98
The Community Planner	Subscription		40.00

ECONOMIC DEVELOPMENT

K. Parker Knight	Mileage	23.86	
	Professional services	647.50	671.36
Business Card	Postage	74.75	
	Postage stamps	45.00	
	Conference registration	399.00	518.75
US Cellular	Phone		25.37
Farmville Chamber of Commerce	Membership dues		150.00

TOURISM

Dominion Virginia Power	Electric service		236.33
Town of Farmville	Water & sewer		56.84
Business Card	UPS		25.61
Town of Appomattox	Postage / envelopes		1,701.17
Highway Information	Welcome Center blitz		1,500.00
Farmville Herald	High Bridge ad		400.00
Key Office Supply	Ink cartridges	65.66	
	Envelopes	30.19	
	Stamper	12.99	
	All purpose forms	11.19	
	Receipt books	13.98	
	Cash tray	9.99	144.00

Walmart	Ice	3.92	
	Meeting refreshments	64.65	68.57
<u>COOPERATIVE EXTENSION OFFICE</u>			
Treasurer, Virginia Tech	3rd Quarter support		7,210.66
<u>GENERAL EXPENSE</u>			
Lumos Networks	Phone		2,730.19
Southern States Cooperative, Inc.	Gas		15,829.81
<u>CAPITAL PROJECTS</u>			
Giles Trucking Company	Stump removal		150.00
Pearson Equipment Company	Excavator rental		200.05
Treasurer of Virginia Tech	Training conference		250.00
<u>GENERAL PROPERTIES</u>			
Town of Farmville	Water		83.49
<u>SEWER FUND</u>			
Dominion Virginia Power	Sewer pump		32.54
<u>REVENUE SHARING FUND - VDOT</u>			
Hurt & Proffitt, Inc.	Alt 628 Engineering		8,448.50
<u>PIEDMONT COURT SERVICES</u>			
Alere Toxicology Services, Inc.	Drug testing		19.48
Dominion Virginia Power	Electric service		188.03
Connie Stimpson	Postage	7.81	
	Mileage	9.07	16.88
AT&T	Phone		125.65
Sheena Franklin	Mileage		208.68
Sharon Gray	Mileage		227.53
Ashley Nash	Mileage	155.94	
	Meals	102.13	258.07
Dayna Stanley	Mileage	174.79	
	Meals	96.75	271.54
VCCJA	Registrations		575.00
HR Specialist	Subscription		97.00
Key Office Supply	Laptop battery		49.99
Pitney Bowes, Inc.	Ink cartridge		166.47
Quill Corporation	Paper / indexes / podium		155.75
National Curriculum & Training Institute	Facilitator guide		76.48
PAS Systems	Maintenance / calibration		41.04
Treasurer, Prince Edward	Computer warranty		498.18

ADDENDUM BILL LIST

Randy Biggerstaff	Reimburse erroneous charges	509.77
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BOARD OF SUPERVISORS

Farmville Printing	Dedication postcards	53.20
Rochette's Florist	Red / white / blue bow	20.00
Simmon's Monument Company	Work on War Memorial	575.00
Farmville Herald	Advertising	525.32
Richmond Times Dispatch	Advertising	299.00

COUNTY ADMINISTRATOR

U. S. Postal Service	Box rent	70.00
Virginia Association of Counties	12-13 Dues	5,174.00
Business Data of Virginia, Inc.	Direct deposit forms	292.57
Diamond Springs	Water & equipment lease	15.90
Farmville Printing	Stationery	68.45
Municipal Code Corporation	Code on internet fee	550.00

COMMISSIONER OF REVENUE

Beverly M. Booth	Postage	7.60
U. S. Postal Service	Box rent	110.00
Treasurer of Virginia	Online service	77.33
VALTA	Dues	10.00
Business Data of Virginia, Inc.	Norton anti-virus	29.95
M&W Printers, Inc.	Process real estate / property books	1,500.00
Watson & Duggan, PLC	Boundary settlement	295.00

TREASURER

ComputerPlus Sales / Service	Maintenance charge	1,075.35	
U. S. Postal Service	Box rent	70.00	
Treasurer of Virginia	Online service	77.34	
Key Office Supply	Receipt books	19.95	
	Scissors	3.18	
	Rubber bands	15.27	
	Ink cartridges	19.99	58.39

INFORMATION TECHNOLOGY

Business Data of Virginia, Inc.	Travel expenses	375.00	
	Contract agreement	3,700.00	4,075.00
ComputerPlus Sales / Service	Monthly mainenance charge		270.00

REGISTRAR

Farmville Herald	Advertising		92.25
Key Office Supply	Envelopes / hi-liters	14.98	
	Labels	26.99	
	Ink cartridges	74.00	115.97

CIRCUIT COURT

Key Office Supply	Yellow letter pads		6.99
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GENERAL DISTRICT COURT

U. S. Postal Service	Box rent		48.00
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CLERK OF THE CIRCUIT COURT

Treasurer of Virginia	Audit		2,463.28
AT&T	Phone		43.70
CenturyLink	Phone		79.31
Virginia Court Clerk's Association	Dues		445.00
Manatron, Inc.	LTO online / data host		5,121.47

LAW LIBRARY

AT&T	Phone		37.14
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COMMONWEALTH'S ATTORNEY

Cecelia Charlton	Fedex		38.95
Pitney Bowes Financial Services	Equipment lease		102.00
James R. Ennis	Conference registration		375.00
Key Office Supply	Copy paper	215.94	
	Labels / sheet protectors	71.42	
	Binder clips	25.04	312.40
Virginia Lawyers Weekly	Subscription		199.00

SHERIFF

East End Motor Company, Inc.	Inspection	16.00	
	Recharge a/c	119.89	
	Tires / alignment	325.40	
	Tires	687.41	1,148.70
DaproSystems, Inc.	Annual maintenance		7,105.00
U. S. Postal Service	Box rent		48.00
Treasurer of Virginia	VCIN		53.06
US Cellular	Phone		657.56
Business Card	Meals & lodging	887.79	
	Printer	314.99	
	Gas	43.35	1,246.13
Diamond Springs	Water & equipment rental		109.80
Key Office Supply	Binders / markers	77.83	
	Ink cartridges / binders	46.97	
	Head set	94.49	
	Copy paper	149.75	
	Laminating pouches	8.49	
	Tape measure / markers	26.91	404.44
Walmart	Sugar / creamer / plates	25.47	
	Crayons	15.64	
	8GB flashdrive	9.88	50.99
Great North American Company	Crayons		119.95
RDJ Specialties, Inc.	Lollipops		392.36
Farmville Auto Parts	Plugs		2.28
Town Police Supply - Richmond	Ammunition		163.81

FARMVILLE VOLUNTEER FIRE DEPARTMENT

Atlantic Emergency	Switch		118.69
Elecom, Inc.	Radio chargers		700.00
Farmville Printing	Envelopes		47.00
Fire & Safety Equipment Company	Shirts / pants / coat		353.19

RICE VOLUNTEER FIRE DEPARTMENT

John Deere Financial	Diesel	150.30	
	Gas	156.84	307.14
Dominion Virginia Power	Electric service		289.44

PROSPECT VOLUNTEER FIRE DEPARTMENT

Arcet Equipment Company	Cascade system repair		46.52
Davis GMC Truck, Inc.	Inspection		16.00
Ellington Energy Service	LP cylinder		19.53
Farmville Wholesale Electric	Electric cords	44.00	
	Electrical supplies	13.52	57.52
Ferguson Enterprises, Inc.	Saw blades / drill bit		54.78
CenturyLink	Phone		91.76
Pamplin Exxon	Truck repairs	217.36	
	Fuel	129.01	346.37
Town of Farmville	Fuel		498.17
Dominion Virginia Power	Electric service		217.44
U. S. Postal Service	Box rent		56.00

DARLINGTON HEIGHTS VOLUNTEER FIRE DEPARTMENT

C. W. Williams	Refitting truck	5,129.54	
	Annual airpacs test	1,994.05	7,123.59
C & L Machine & Welding	Bolts		13.86
Commtronics of Virginia	Transfer radios		809.15
Cyrus Pest Control Company	Exterminating service		45.00
Davis GMC Truck, Inc.	Inspection		51.00
East End Motor Company, Inc.	Replace valve		158.25
Long's Termite / Pest Control	Annual inspection		300.00
Mid-Atlantic Irrigation	Paint		27.13
Southside Electric Cooperative	Electric service		303.75
Verizon Wireless	Phone		60.07
Verizon	Phone		133.51
Watkins Insurance Agency	Truck insurance		624.00

HAMPDEN-SYDNEY VOLUNTEER FIRE DEPARTMENT

AT&T	Phone		77.08
Arcet Equipment Company	Compressed air		222.04
Hampden-Sydney College	Gas / diesel / postage		1,217.64
Key Office Supply	Envelopes		15.94
CenturyLink	Phone		94.63
Jack L. Slagle Fire Equipment	Hose		146.15
Dominion Virginia Power	Electric service		612.56
Watkins Insurance Agency	Package / auto / umbrella insurance		2,904.00

MEHERRIN VOLUNTEER FIRE DEPARTMENT

Parker Oil Company, Inc.	Diesel		878.47
US Cellular	Phone		154.07
Verizon	Phone		153.56
Dominion Virginia Power	Electric service		334.00

EMERGENCY SERVICES

Korman Signs	Road signs / hardware	495.91	
	Road signs	106.44	602.35

REGIONAL JAIL & DETENTION

Piedmont Regional Jail	Inmate per diem		3,908.30
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ANIMAL CONTROL

Lowe's	Adhesive & plastic	93.97	
	Paint remover	43.66	137.63
W. C. Newman Company, Inc.	Cement / stone		362.44
Sherwin Williams Company	Brush & stripper		55.47
Haley of Farmville, Inc.	Ignition coils / plugs		807.47

REFUSE DISPOSAL

Lowe's	Light bulbs	26.56	
	Broom & shovel	37.95	64.51
East End Motor Company, Inc.	Inspection	51.00	
	Recap tires	440.04	
	Recaps	440.04	
	Recap tires (void)	-440.04	491.04
Farmville Auto Parts	Tarp straps		23.12
Arena Trucking Company	Trash collection		309.00
Wright's Excavating	Landfill operation		42,187.50
Emanuel Tire of Virginia	Tire recycling		913.20
STEPS, Inc.	Recycling fee		1,958.96
Synergy Recycling, LLC	Electronic recycling		924.22
Southside Electric Cooperative	Virso site		89.64
Dominion Virginia Power	Rice site		41.84
AT&T	Phone		74.14
CenturyLink	Phone		121.89
O. O. Stiff, Inc.	Monthly service		662.50
Prince Edward County Public School	Diesel		1,173.51
NAPA of Farmville	Antifreeze	27.98	
	Antifreeze / cablelube	18.78	46.76

SANDY RIVER RESERVIOR

Maxey & Associates	William Bowen driveway		2,170.00
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GENERAL PROPERTIES

Hudson-Payne Electronics	Fire alarm test contract		650.00
McQuay International	Chiller maintenance contract		2,602.00
OK Termite & Pest Control	Exterminating service		150.00
Dominion Virginia Power	SCOPE building	143.25	

	Lights at Rice	111.75	
	Ag building	1,071.27	1,326.27
CenturyLink	Phone		71.28
FEMA Flood Payments	Flood insurance		749.00
O. O. Stiff, Inc.	Monthly service		100.00
Wilco, Inc.	Trash bags		519.35
Diamond Springs	Water & equipment lease		29.80
Farmville Auto Parts	Adapter & socket		24.98
Farmville Wholesale Electric	Light bulbs		173.10
Key Office Supply	Key tags		5.99
Lowe's	Sockets	12.30	
	Couplings / saw blades	16.07	
	Axe & gloves	49.35	
	Returned merchandise	-7.10	
	Mulch	53.80	
	Shears / top soil	49.26	
	Mower tire tube	16.13	189.81
Cintas Corporation #524	Uniform rental		583.70
Prince Edward County Public School	Diesel		178.83
East End Motor Company, Inc.	Tire	129.65	
	Patch mower tire	27.00	
	Inspection	16.00	172.65
	<u>CANNERY</u>		
Farmville Wholesale Electric	Plugs		16.50
Pearson Equipment Company	Pallet jack rental		30.00
	<u>HEALTH DEPARTMENT</u>		
Prince Edward Health Department	Local support		15,584.25
	<u>COMPREHENSIVE SERVICES ACT</u>		
Bear Creek Academy	Professional services		6,090.00
Braley & Thompson, Inc.	Professional services		4,862.00
Centra Health	Professional services		17,952.00
Crossroads Services Board	Professional services		565.00
North Spring Behavioral	Professional services		3,410.00
Walmart	Foster care		84.61
	<u>PLANNING</u>		
Farmville Herald	Advertising		97.38
Alecia Daves-Johnson	Phone reimbursement	9.95	
	Mileage	447.96	
	Parking	12.00	
	Meals	127.16	
	Lodging	110.88	
Jonathan Pickett	Mileage		199.21
Dennis Creran	Mileage		52.73

<u>TOURISM</u>		
Dominion Virginia Power	Electric service	45.14
CenturyLink	Phone	291.73
Key Office Supply	Mailers	29.99
<u>COOPERATIVE EXTENSION OFFICE</u>		
CenturyLink	Phone	95.44
<u>GENERAL EXPENSE</u>		
Southern States Cooperative, Inc.	Gas	15,752.84
<u>CAPITAL PROJECTS</u>		
Compro Computers	Computers / printers	11,404.35
Treasurer of Virginia	AS400 Interface	992.00
Alecia Daves-Johnson	Equipment test supplies	37.43
Linda F. Wallace	Mileage	172.05
<u>SEWER FUND</u>		
Dominion Virginia Power	Sewer pump	33.99
<u>RETIREMENT BENEFIT FUND</u>		
Vicki K. Johns	Retiree benefit	1,051.29
Anthem BCBS	Retiree insurance	1,060.00
<u>REVENUE SHARING FUND - VDOT</u>		
Benchmark Community Bank	Land purchase	101,411.00
Lowe's	Grass seed	20.88
CenturyLink	Moved pole	2,088.13
Haymes Brothers, Inc.	Road construction	260,361.99
<u>PIEDMONT COURT SERVICES FUND</u>		
Alere toxicology Services, Inc.	Drug testing	38.96
Farmville Herald	Advertising	44.40
Pitney Bowes Financial Services	Postage meter lease	202.00
CenturyLink	Phone	203.58
W. A. Watson & Sons Insurance	Flood insurance	2000
Sheena Franklin	Mileage	433.45
Sharon Gray	Mileage	203.66
Connie Stimpson	Mileage	61.79
	Office supplies	175.27
Renee T. Maxey	Mileage	117.05
	Office supplies	809.16
Andy Mays	Mileage	17.76
Ashley Nash	Mileage	85.45
Dayna Stanley	Mileage	143.74
Amelia Bulletin Monitor	Subscription	26.00
Kenbridge Victoria Dispatch	Subscription	24.00
CompuCom Systems, Inc.	VCIN service agreement	45.00

PCS SUPERVISION FEES EXPENDITURES

SRP Corporation, LLC	Rent	2,383.00
Page Hardy	Cleaning service	210.00

In Re: FY 12 County Budget

On motion of Supervisor Wilck and carried:

Aye:	Howard M. Campbell Pattie Cooper-Jones William G. Fore, Jr. Don C. Gantt, Jr. Robert M. Jones Charles W. McKay Howard F. Simpson Jim R. Wilck	Nay: None
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the Board approved the following Annual Resolution of Appropriation for the Fiscal Year Ending June 30, 2013, as presented, to allow for appropriation to the School fund in a lump sum manner:

**ANNUAL RESOLUTION OF APPROPRIATION OF THE COUNTY OF PRINCE EDWARD  
FOR THE FISCAL YEAR ENDING JUNE 30, 2013**

*A resolution to appropriate designated funds and accounts from specified estimated revenues for FY 2013 for the operating budget and the Capital Improvements Program for the County of Prince Edward and to authorize and empower County officers to expend funds and manage cash assets; and to establish policies under which funds will be expended and managed.*

The Prince Edward County Board of Supervisors does hereby resolve on this 12<sup>th</sup> day of June 2012 that, for the fiscal year beginning on July 1, 2012, and ending on June 30, 2013, the following sections are hereby adopted:

- Section 1. The cost centers shown on the attached letter labeled FY2012-2013 Appropriations are hereby appropriated from the designated estimated revenues as approved by the Board of Supervisors on April 26, 2012 for FY 2012-2013.
  
- Section 2. Appropriations, in addition to those contained in this general Appropriations Resolution, may be made by the Board of Supervisors only if deemed appropriate and there is available in the fund unencumbered or unappropriated sums sufficient to meet such appropriations.
  
- Section 3. All appropriations herein authorized shall be on the basis of cost centers for all departments and agencies and by lump sum for the Schools.

- Section 4. The Social Services Board is separately granted authority for implementation of the appropriated funds for their respective operations. By this resolution the Social Services Board is authorized to approve the transfer of any unencumbered balance or portion thereof from one classification of expenditure to another within its respective funds in any amount.
- Section 5. The School Board is separately granted authority for implementation of the appropriated funds for their respective operations. Appropriations for the School Board are by lump sum. By this resolution the School Board is authorized to approve the transfer of any unencumbered balance or portion thereof from one classification of expenditure to another within a category.
- Section 6. The County Administrator is expressly authorized to approve transfers of any unencumbered balance or portion thereof from one classification of expenditure to another within the same Fund with the exception of Constitutional Officers for the efficient operation of government. Transfers into or out of a department of a Constitutional Officer requires prior approval of the Board of Supervisors.
- Section 7. All outstanding encumbrances, both operating and capital, at June 30, 2012\* shall be reappropriated to the FY2013 fiscal year to the same cost center and account for which they are encumbered in the previous year.
- Section 8. At the close of the fiscal year, all unencumbered appropriations lapse for budget items other than those involving ongoing operational projects, or programs supported by grants or County funds, which must be preapproved by the County Administrator or his designee and submitted to the Board of Supervisors for final approval. Such funds must be applied to the purpose for which they were originally approved.
- Section 9. Appropriations previously designated for capital projects will not lapse at the end of the fiscal year but shall remain appropriated until the completion of the project if funding is available from all planned sources, or until the Board of Supervisors, by appropriate ordinance, resolution or other action changes or eliminates the appropriation. Upon completion of a capital project, the County Administrator is hereby authorized to close out the project and return to the funding source any remaining balances. This section applies to all existing appropriations for capital projects at June 30, 2012 and appropriations as they are made in the FY 2013 Budget. The County Administrator is hereby authorized to approve construction change orders to contracts up to an increase of \$10,000.00 as long as funds are available from the funding sources and approve all change orders for reduction of contracts.
- Section 10. The approval of the Board of Supervisors of any grant of funds to the County shall constitute the appropriation of both the revenue to be received from the grant and the County's expenditure required by the terms of the grant, if any. The appropriation of grant funds will not lapse at the end of the fiscal year but shall remain appropriated until completion of the project or until the Board of Supervisors, by appropriate action, changes or eliminates the appropriation. The County Administrator may increase or reduce any grant appropriation to the level approved by the granting agency during the

fiscal year. The County Administrator may approve necessary accounting transfers between departments and funds to enable the grant to be accounted for in the correct manner. Upon completion of a grant project, the County Administrator is authorized to close out the grant and return to the funding source any remaining balance. This section applies to appropriations for grants outstanding at June 30, 2012 and appropriations in the FY 2013 Budget.

Section 11. The County Administrator may reduce revenue and expenditure appropriations related to programs funded all or in part by the Commonwealth of Virginia and/or the Federal Government to the level approved by the responsible state or federal agency.

Section 12. The County Administrator is authorized to make transfers to the various funds for which there are transfers budgeted. The County Administrator shall transfer funds as deemed necessary up to amounts budgeted or in accordance with any existing bond resolutions that specify the matter in which transfers are to be made.

Section 13. The Treasurer may advance monies to and from the various funds of the County to allow maximum cash flow efficiency. The advances must not violate County bond covenants or other legal restrictions that would prohibit an advance. The Treasurer is authorized and directed to credit all interest received from the investment of all County funds to the General fund, with the exception of the School Fund, School Construction Fund, Economic Development Fund, Recreation Fund, Forfeited Assets Fund, Landfill Fund, D.A.R.E.

Fund, VDOT Revenue Sharing Fund (non-local money only) and the Piedmont Court Services Fund, wherein all interest earned will be credited to the respective funds.

Section 14. All procurement activities with funds appropriated herein shall be made in accordance with the County purchasing policy and applicable state statutes.

Section 15. It is the intent of this resolution that funds be expended for the purpose indicated in the budget; therefore, budgeted funds may not be transferred from operating expenditures to capital projects or from capital projects to operating expenses without the prior approval from the Board of Supervisors. Also, funds may not be transferred from one capital project to another without the prior approval of the Board of Supervisors.

Section 16. The County Administrator is authorized, pursuant to State statute, to issue orders and checks for payments where funds have been budgeted, appropriated, and where sufficient funds are available. A listing of vendor payments shall be presented to the Board of Supervisors for information not less frequently than monthly.

Section 17. Subject to the qualifications in this resolution contained, all appropriations are declared to be maximum, conditional and proportionate appropriations - the purpose being to make the appropriations payable in full in the amount named herein if necessary and then only in the event the aggregate revenues collected and available during the fiscal year for which the appropriations are made are sufficient to pay all the appropriations in full. Otherwise, the said appropriations shall be deemed to be payable in such proportions as

the total sum of all realized revenue of the respective funds is to the total amount of revenue estimated to be available in the said fiscal year by the Board of Supervisors.

- Section 18. All revenues received by an agency under the financial control of the Board of Supervisors or by the School Board or by the Social Services Board not included in its estimate of revenue for the financing of the fund budget as submitted to the Board of Supervisors may not be expended by said agency under the financial control of the Board of Supervisors or by the School Board or by the Social Services Board without the consent of the Board of Supervisors being first obtained, and those sums appropriated to the budget. Any grant approved by the Board for application shall not be expended until the grant is approved by the funding agency for drawdown. Nor may any of these agencies or boards make expenditures which will exceed a specific item of an appropriation.
- Section 19. Allowances out of any of the appropriations made in this ordinance by any or all County departments, commissions, bureaus, or agencies under the financial control of the Board of Supervisors to any of their officers and employees for expense on account of the use of such officers and employees of their personal automobiles in the discharge of their official duties shall be paid at the same rate as that established by the internal revenue service and shall be subject to change by the County Administrator from time to time to maintain like rates.
- Section 20. All previous appropriation ordinances or resolutions to the extent that they are inconsistent with the provisions *of* this ordinance shall be and the same are hereby repealed.
- Section 21. This ordinance shall become effective on July 1, 2012.

Mr. Bartlett reiterated that just because the Schools are allowed to keep a fund balance does not mean that they can spend the fund balance; they would have to come to the Board of Supervisors, which would have to appropriate the funds before they can be spent.

Supervisor Wilck made a motion to allow the fund balance to accumulate in the School Fund, allowing the savings to accrue to the School Fund; the motion carried:

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

On motion of Supervisor McKay and carried:

Aye:	Howard M. Campbell Pattie Cooper-Jones William G. Fore, Jr. Don C. Gantt, Jr. Robert M. Jones Charles W. McKay Howard F. Simpson Jim R. Wilck	Nay: None
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the Board approved the FY 13 Budget General Appropriations, as follows:

Listed below are the appropriations for each County Department and Fund:

	<b><u>FUND AND FUNCTION</u></b>		<b><u>AMOUNT</u></b>
	<b><u>General Fund</u></b>		
11010	Board of Supervisors	\$	126,428
12110	County Administrator		481,554
12210	Legal Services		67,710
12240	Independent Auditor		36,000
12310	Commissioner of Revenue		276,546
12320	Assessor		13,000
12410	Treasurer		359,800
12510	Information Technology		93,500
13100	Electoral Board & Officials		33,261
13200	Registrar		98,919
21100	Circuit Court		50,572
21200	General District Court		9,350
21300	Magistrates		3,650
21600	Clerk of Circuit Court		456,486
21800	Law Library		6,300
22100	Commonwealth's Attorney		616,890
22200	Victim Witness Assistance Program		57,098
31200	Sheriff		1,668,738
31201	Sheriff – Courts		361,120
32200	Volunteer Fire Departments		487,800
32300	Ambulance & Rescue Squad		76,000
32400	Forest Fire Prevention		13,244
32500	Emergency Services		42,552
33200	Regional Jail/Juvenile Detention		190,000
34100	Building Official		94,727
35100	Animal Control		127,206
35300	Medical Examiner		500
36100	Biosolids Monitor		66,874
42300	Refuse Disposal		1,211,155
42600	Litter Control		3,300
42610	Sandy River Reservoir		25,000
43200	General Properties		703,659
43400	Cannery		57,846

51100	Health Department	177,764
52500	Crossroads Services Board	62,643
53500	Comprehensive Services Act	906,326
53501	Other Welfare/Donations	74,786
68100	Community College	17,657
71100	Parks & Recreation	74,350
72200	Museums	11,000
73500	Public Library	192,156
81100	Planning	194,098
81200	Community Development	49,250
81500	Economic Development	93,051
81600	Tourism	84,863
82400	Soil & Water Conservation	13,615
83500	Cooperative Extension Office	61,177
91000	General Expense	517,942
93000	Transfers Out	8,711,315
94000	Capital Projects	90,000
95000	Debt Service	946,013

**TOTAL GENERAL FUND** \$ **20,194,791**

**Forfeited Assets Fund** \$ **750**

**Recreation Fund** \$ **100**

**CDA Special Levy Fund** \$ **0.00**  
(To be expended only on request of the Poplar Hill CDA)

**Granite Falls CDA** \$ **1,500**  
(To be expended only on order of the Granite Falls CDA)

**Welfare Fund** \$ **2,761,176**  
(To be expended only on order of the Social Services Board)

**School Fund**  
(To be expended only on order of the School Board)

61000 – Instruction	\$19,413,030
62000 – Administration, Health, Attendance	1,686,308
63000 – Pupil Transportation	1,882,451
64000 – Operation & Maintenance	1,950,439
65000 – School Food Service	11,455
66000 – Facilities	150,000
97000 – Debt Service	572,397

**Total** \$ **25,666,080**

**School Cafeteria Fund** \$ **1,087,070**  
(To be expended only on order of the School Board)

<b><u>Landfill Construction Fund</u></b>	\$	<b>278,000</b>
<b><u>Water Fund</u></b>	\$	<b>269,816</b>
<b><u>Sewer Fund</u></b>	\$	<b>119,750</b>
<b><u>Retiree Benefits Fund</u></b>	\$	<b>25,720</b>
<b><u>Economic Development Fund</u></b>	\$	<b>0.00</b>
<b><u>Revenue Sharing Fund – VDOT</u></b>	\$	<b>0.00</b>
<b><u>Piedmont Court Services Fund</u></b>	\$	<b>539,939</b>
<b>TOTAL APPROPRIATIONS</b>	\$	<b>50,944,692</b>

*The Treasurer is authorized and directed to transfer from the General Fund to the Welfare Fund, School Fund, and Retiree Benefits Fund such sums as may be needed to meet the foregoing appropriations. The Treasurer is authorized and directed to credit all interest received from the investment of all county funds to the General Fund, **with the exception of the School Fund (which will be allowed to maintain a fund balance)**, School Construction Fund, Economic Development Fund, Recreation Fund, Forfeited Assets Fund, Landfill Fund, D.A.R.E. Fund, VDOT Revenue Sharing Fund (non-local money only) and the Piedmont Court Services Fund, wherein all interest earned will be credited to the respective funds.*

In Re: Highway Matters

Supervisor Campbell stated County staff worked diligently to get issues resolved that had been brought to his attention.

Supervisor Jones stated he appreciates the efforts made by VDOT on resurfacing of the secondary roads; some were done that weren't included on the initial list.

In Re: Commercial Cannery Operations

Mr. Bartlett stated that at the November 17, 2011 meeting, the Board of Supervisors discussed a Feasibility Study proposal evaluating the potential use of the Cannery as a Food Enterprise Center and

agreed to consider engaging in a partnership with Homegrown Virginia to have a role in the operation and management of the Cannery based upon the findings of the Feasibility Study. He stated that it found that a measured demand exists from farm-based producers for services that will help them enter value-added food products businesses, and adequate raw product supplies can be sourced at either the farm level or the wholesale level for manufacturing of high-acid canned products for wholesale distribution by a business using the cannery's production space.

Mr. Bartlett stated the reality of providing a commercial facility is much more involved than simply making equipment available to a grower to utilize; recipes and processes have to be approved by VDACS, critical equipment operation procedures must be followed, sanitation requirements met, and record keeping requirements need strict attention, to name a few.

During the past two years, the Cannery has not been able to achieve the commercial agri-business development outcomes as quickly as we would have liked. The current staffing levels and management methods will not allow us to obtain the results we desire. The Preliminary Findings of the Feasibility Study are very encouraging for this project to continue to develop toward a Food Enterprise Center, with focused planning on the facility's improvements and expansion. Certain key fixed-asset improvements and acquisition of a few important pieces of equipment will allow the facility to serve the needs of most farm-based producers with an interest in using the services of the facility. However, to make progress toward the goals of providing a means for local growers to expand into a value-added product line and expand their markets, commercial operations management must be changed at the Cannery.

Mr. Bartlett stated a more entrepreneurial focus is needed to continue developing the commercial component of the Cannery to reach its full potential as a small scale food business generator and fully utilize this part of Prince Edward County's infrastructure. This can best be achieved by contracting the commercial portion of the Cannery operations to a private entity.

Mr. Bartlett said it is estimated that the cost would be offset by \$13,100 presently budgeted in the Cannery Budget for commercial operations.

Supervisor Jones said it is necessary to ensure home users still have availability to use the Cannery. Discussion followed.

Supervisor Cooper-Jones made a motion to authorize the County Administrator to advertise for bids for contracting commercial operations of the Cannery; the motion carried:

Aye:	Howard M. Campbell Pattie Cooper-Jones William G. Fore, Jr. Don C. Gantt, Jr. Robert M. Jones Charles W. McKay Howard F. Simpson Jim R. Wilck	Nay: None
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In Re: Public Hearing: Enterprise Zone Boundary Adjustment

Chairman Fore announced that this was the date and time scheduled for a public hearing on the Enterprise Zone Boundary Adjustment. Notice of this hearing was advertised according to law in the Friday, June 1, 2012 and Wednesday, June 6, 2012 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mrs. Sharon Lee Carney, Director of Economic Development, stated the Economic Development Office has been working with the Board's Enterprise Zone Committee to determine potential properties to be added to or deleted from the County's existing Enterprise Zone area.

Mrs. Carney stated the County currently has 1,442 acres remaining of its original 3,840 acre designation. The Committee's recommendation to the Board of Supervisors is to add the designated 161 +/- acres. This will bring the total zone size to 2,559 acres and leave a balance of 1,281 acres for future development areas.

Mr. Parker Knight, Longwood University Intern, stated property owners were sought that have existing businesses and explained which areas are to be included in the Enterprise Zone. Discussion followed on the additional proposed properties comprising 10.7 acres.

Chairman Fore opened the Public Hearing.

Dan Andrews, Farmville, withdrew his request to be included in the Enterprise Zone, citing the reason that they were not included was due to congestion on Zion Hill Road; he stated a letter received from Mrs. Carney stated "Route 786, Granite Falls Boulevard, will greatly alleviate the congestion along Zion Hill Road nearest to the schools." Mr. Andrews said if the Inn and Conference Center are successful,

traffic will increase. The only way to lessen congestion on Zion Hill Road is to widen it to four lanes. He added the developer should be paying for the new road as that business will be the one benefitting from it.

Chairman Fore stated that the new information will be reviewed by the Enterprise Zone Committee and will be brought back to the July 10 [2012] Board of Supervisors meeting, along with new maps; the Public Hearing was recessed until the July 10, 2012 meeting.

In Re: Appointments – Prince Edward County School Board

A vote was taken on the candidates for the four-year term of School Board representative for District 301.

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

Timothy Corbett will serve a four-year term as the School Board representative for District 301.

A vote was taken on the candidates for the four-year term of School Board representative for District 501.

<u>Candidate</u>	<u>Vote</u>
Russell L. Dove	Howard M. Campbell Pattie Cooper-Jones William G. Fore, Jr. Robert M. Jones Charles W. McKay Howard R. Simpson Jim R. Wilck
Melvin R. Reynolds, Jr.	(none)

Abstain: Don C. Gantt

Russell L. Dove will serve a four-year term as the School Board representative for District 501.

In Re: Appointments – Boards and Commissions

Poplar Hill Community Development Authority:

A vote was taken on the candidates for the one-year term for the Poplar Hill Community Development Authority; the Board was instructed to choose two:

<u>Candidate</u>	<u>Vote</u>
Mattie Wiley	Howard M. Campbell William G. Fore, Jr. Robert M. Jones Charles W. McKay Howard R. Simpson Jim R. Wilck

Abstain: Pattie Cooper-Jones, Don C. Gantt

Mattie Wiley will be appointed to the Poplar Hill Community Development Authority for a term of one year beginning July 1, 2012 and ending June 30, 2013.

Prince Edward County Industrial Development Authority:

A vote was taken on the candidates for the four-year terms for the Prince Edward County Industrial Development Authority:

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

Gwen Eddleman and James Moore will be reappointed to the Prince Edward County Industrial Development Authority for a term of four years beginning July 1, 2012 and ending June 30, 2016.

Social Services Board:

A vote was taken on the candidates for the four-year term for the Social Services Board:

<u>Candidate</u>	<u>Vote</u>
Shirley Wallace	Howard M. Campbell William G. Fore, Jr. Don C. Gantt Robert M. Jones Charles W. McKay Howard R. Simpson Jim R. Wilck Mattie P. Wiley

Shirley Wallace will be appointed to the Social Services Board for a term of four years beginning July 1, 2012 and ending June 30, 2016.

Chairman Fore stated that since no one submitted Citizen Volunteer Applications for the other available positions, staff will re-advertise the vacant positions and appointments will be made at the July 10, 2012 meeting.

In Re: Appointment of County Attorney

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

Aye:	Howard M. Campbell Pattie Cooper-Jones William G. Fore, Jr. Don C. Gantt, Jr. Robert M. Jones Charles W. McKay Howard F. Simpson Jim R. Wilck	Nay: None
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the Prince Edward County Board of Supervisors approved the re-appointment of James R. Ennis as County Attorney from July 1, 2012 to June 30, 2013.

In Re: Appointment of Deputy County Attorneys

On motion of Supervisor Cooper-Jones and adopted by the following vote:

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

Nay: None

the Prince Edward County Board of Supervisors approved the re-appointments of Brian Butler and Morgan Greer as Deputy County Attorneys from July 1, 2012 to June 30, 2013.

In Re: Prince Edward County Public Schools VRS Resolution

Mr. Bartlett stated that at the May 8, 2012 meeting of the Board of Supervisors, the Board adopted a resolution electing the employer contribution rate the county would pay for the biennium beginning July 1, 2012. The Board elected to pay the rate certified by VRS instead of a reduced alternate rate.

The School Board had to make a similar decision; at its May 16, 2012 meeting, the Prince Edward County School Board also elected to pay the VRS certified rate.

Item 468(H) of the 2012 Appropriation Act requires local school divisions to receive concurrence from the local governing body via resolution and submit both resolutions to VRS.

After some discussion, Supervisor McKay made a motion to adopt the Resolution of the Local Governing Body Concurrence with School Division Electing to Pay the VRS Board-Certified Rate (In accordance with the 2012 Appropriation Act Item 468(H)), and to authorize the Board Chairman and the County Administrator to sign the documents; the motion carried:

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

Nay: None

**Resolution of the Local Governing Body  
Concurrence with School Division Electing to Pay the VRS Board-Certified Rate  
(In accordance with the 2012 Appropriation Act Item 468(H))**

**BE IT RESOLVED**, that the Board of Supervisors of the County of Prince Edward, [Employer Code 147] does hereby acknowledge that the Prince Edward County School Board has made the election for its contribution rate to be based on the employer contribution rates certified by the Virginia Retirement System Board of Trustees pursuant to Virginia Code § 51.1-145(1) resulting from the June 30, 2011 actuarial value of assets and liabilities (the “Certified Rate”); and

**BE IT ALSO RESOLVED**, that the Board of Supervisors of the County of Prince Edward [Employer Code 147] does hereby certify to the Virginia Retirement System Board of Trustees that it concurs with the election of the Prince Edward County School Board to pay the Certified Rate, as required by Item 469(H) of the 2012 Appropriation Act; and

**NOW, THEREFORE**, the Chairman of the Board of Supervisors of the County of Prince Edward or the Prince Edward County Administrator [Employer Code 147] are hereby authorized and directed in the name of the County of Prince Edward, Virginia to execute any required contract to carry out the provisions of this resolution. In execution of any such contract which may be required, the seal of the County of Prince Edward, Virginia, as appropriate, shall be affixed and attested by the Clerk.

In Re: Bush River 4B (Mountain Creek Lake)

Mrs. Alecia Daves-Johnson, Planner, stated that in the past, the Board of Supervisors determined that the County has an obligation to fulfill the verbal promise to the Jackson Estate of providing a driveway access as close as possible to the edge of Mountain Creek Lake. Previously, in conversation with Mr. Pickett, the Board of Supervisors discussed the project and an estimated cost of \$15,000 to complete the last ¼ mile of the driveway was suggested. The first six-tenths of a mile of the driveway was part of the overall construction contract for the lake and is already completed.

At the September 14, 2010 Board of Supervisors meeting, county staff was asked to seek bids to build the access driveway. In May 2012, a Request for Bids was advertised in *The Farmville Herald* and a mandatory pre-bid meeting was conducted at the site on May 17, 2012. Interested contractors were provide with a site plan and asked to provide bids for the construction of a driveway measuring 1300’LF x 100’Wx4”D and a 2,000SF turn-around area using VDOT # 357 gravel, applying erosion and sediment control practices; and provide a project timeline, references, proof of insurance, contractor’s license, and

Responsible Land Disturber certification. They were also allowed to describe any changes to the project site plan based upon the site visit and include an estimated cost for the proposed changes.

Bids were due May 31; all three bids received range from \$24,000 to \$25,565, which exceeds the proposed cost set in 2010. All three bidders have been verbally asked to provide an addendum to the bid based on an allowance of 250 tons of gravel for the 800LF section of driveway and turn-around area and providing a cost-per-ton unit price for overages; due by COB Friday, June 8. Staff recommends that a 10% increase on the estimated cost be considered by the Board for gravel overages because of the soil types and conditions where the driveway will be constructed. One bid estimates up to three weeks to complete the work following a two week notice, another estimates four weeks beginning June 25, and one provided no timeline.

After some discussion of options and the various bids received, Supervisor Jones made a motion to accept the bid from D & A Contractors to fulfill the project, with no more than 50 tons overage of stone; the motion carried:

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

Mr. Bartlett stated various Supervisors have expressed interest in obtaining cost estimates to construct water and sewer lines running parallel to the new Route 786. The premise is the construction of such a line would be more economical now when the road is being built than later. Such lines could foster development of the land the County purchased from Glad Hill and the remaining Glad Hill property depending on where the lines would be located.

Estimates were obtained from two engineering firms to run a 12-inch water line along Route 786 with three options, all such options assume the water line would commence from the existing line near Highway 15. Option A: Run the line midway through the Glad Hill property. The engineering cost of such a line is estimated at \$20,000 - \$30,000 with a construction of \$100,000 - \$120,000. Option B: Run

the line to the entrance of Granite Falls. The engineering cost would be \$50,000 - \$60,000 with a construction cost of \$350,000 - \$400,000. Option C: Run a line to the intersection of 786 and 628. The engineering cost would be \$60,000 - \$70,000 with a construction cost of \$400,000 - \$500,000.

The preferred method of constructing sewer lines is to build gravity lines versus force mains due to the long-term maintenance and operational costs associated with the pump station required with a force main. Since no plans currently exist to develop the property along Route 7896 it is impossible to ascertain the proper elevations for a gravity sewer line. Mr. Bartlett stated he does not recommend the construction of sewer lines at this time.

The current elevations appear to show the most economical option to provide sewer service to the eastern most portion of the Glad Hill property that the County purchased would be a gravity line running east to the Granite Falls project then tying into the line serving Granite Falls that then empties into the existing pump station. This would require the upsizing of the sewer line serving Granite Falls. It is estimated the engineering cost of that project would be \$5,000 - \$6,000 with an increase in construction cost of \$30,000 - \$40,000. The engineering and construction cost of a sewer line running from Route 786 to the Granite Falls project would be \$300,000 - \$350,000.

After discussion regarding the options available, Supervisor Jones made a motion to authorize a RFP for engineering for Option A: to run the water line midway through the Glad Hill property with a 12” water line; the motion carried:

Aye:	Howard M. Campbell Pattie Cooper-Jones William G. Fore, Jr. Don C. Gantt, Jr. Robert M. Jones Charles W. McKay Howard F. Simpson Jim R. Wilck	Nay: None
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In Re: Route 786 Update

Mr. Bartlett stated the project is slightly ahead of schedule and in budget except for inspection, due to a change in VDOT inspection requirements. Storm water structures have been completed, rough grading is nearing completion; in the next two weeks installation of the stone bas, under drains and curbs will commence. Movement of the electrical lines has commenced and all utilities should be moved

in the next two months. Once the underground utilities are relocated, work will commence on the Highway 15 portion of the project.

During the Board of Supervisors meeting on February 14, 2012, the Board appropriated \$3,694,600 for the 786 project. This amount consisted of \$2,677,477 for construction, \$572,541 for property acquisition, \$160,000 for inspection, \$2,088 for utility relocation and \$282,494 in contingency.

Due to a change in inspection requirements by VDOT for the construction of Rt. 786, it is anticipated the inspection cost will increase by \$120,000. This increase will be deducted from the contingency. After deducting the funds required for the property acquisition and the inspection a total of \$117,774 will be left in the contingency.

When Hurt & Proffitt developed cost estimates in 2010, VDOT had previously allowed part-time inspection on Locally Administered Revenue Sharing funded projects and Hurt & Proffitt developed their fees based on this understanding. The part-time inspection fee of \$100,000 was covered under Hurt & Proffitt's original fee proposal. With the addition of the work on the intersection an additional \$60,000 was budgeted for inspection bringing the total to \$160,000 as appropriated in February 2012. VDOT is now requiring full-time inspection causing an increase of \$120,000 for a total final inspection cost of \$280,000.

A review of the contract with Hurt & Proffitt found the need to approve a change order increasing the cost from the original amount of \$100,000 by \$180,000 to \$280,000, which includes the \$60,000 for the intersection which had already been appropriated and the \$120,000 listed above which will be expended from the contingency.

Supervisor Wilck questioned if the State will be paying the \$2.2 million; Mr. Bartlett stated \$1,700,000 is in Revenue Sharing, and VDOT is moving residuals from other funds. VDOT will be paying \$500,000 to do the intersection. When the project was budgeted, an agreement was made with Glad Hill made \$573,000. The Board purchased additional property for \$384,150 which is not part of the project. That was paid for from the General Fund or the Economic Development Fund.

Supervisor Wilck then asked about the \$180,000 additional for Hurt & Proffitt. Mr. Bartlett stated that it was all included in the original budget; it was all taken into account in Engineering of this project, as \$160,000 was budgeted for the inspections, and \$120,000 is being added. That is being moved from the

contingency. The budget has not changed. The expenditure has been increased by \$120,000 of which half will be paid by VDOT.

Supervisor Campbell questioned how much Mr. Fowler said will be paid by Prince Edward Development, LLC; Mr. Bartlett said Mr. Fowler agreed to pay up to 55% of the road when he builds. He will pay the County's expense, which is approximately \$99,000 a year of the Debt Service on the VRA funding associated with that road. It is included in the Performance Agreement.

Supervisor McKay asked for clarification that the County would pay nothing for the road if he builds the hotel; Mr. Bartlett said that is correct.

Supervisor McKay made a motion to authorize a Change Order to increase the current engineering contract with Hurt & Proffitt which includes the inspections from a lump sum \$100,000 to \$280,000; to authorize the County Administrator to sign the necessary Change Order; and to authorize the Board Chairman and the County Administrator to sign future change orders if funds are available in the Contingency; the motion carried:

Aye: William G. Fore, Jr.  
Don C. Gantt, Jr.  
Robert M. Jones  
Charles W. McKay  
Howard F. Simpson

Nay: Howard M. Campbell  
Pattie Cooper-Jones  
Jim R. Wilck

In Re: Planning & Community Development Report

Mrs. Daves-Johnson stated a public hearing was conducted by the Planning Commission at its May 15, 2012 meeting to consider an application for a Special Use Permit submitted by Greater Purpose, LLC to operate General Offices Use in accordance with the Office Use Type of the A-1 Zoning District. This Special Use Permit Application is proposed for a parcel identified as Tax Map Parcel 41-19-5, located near 24478 Prince Edward Highway in Rice. A complete copy of the Special Use Permit Application is available for public review in the Department of Planning & Community Development.

Mrs. Daves-Johnson stated on citizen spoke at the public hearing to express opposition about the group homes associated with the business proposing to construct the general offices. Group homes are permitted by-right in the A-1 Zone and were not part of this application. To date, the Department of

Planning and Community Development has not received any expressions of objection to the General Offices Application.

Supervisor Jones made a motion to authorize a Public Hearing to consider the Special Use Permit Application from Greater Purpose, LLC at the regularly scheduled Board of Supervisors meeting on July 10, 2012; the motion carried:

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

Mr. Bartlett stated that since the May Board meeting, the County was approached by the Piedmont Soil and Water Conservation District about participating with them in a grant application to the Virginia Dam Safety, Flood Prevention & Protection Assistance Fund. The purpose of the grant would be to help fund and install “i-flow” devices at one or more of the watershed dams in the County for public safety purposes. An “i-flow” is a monitoring device which consists of water level and precipitation station equipment. The grant application proposes that one be installed on three (3) High Hazard Dams and one (1) Significant Hazard Dam in Prince Edward County. Sandy River Reservoir (Bush #12) is owned by Prince Edward County and three dams (Buffalo #4, Buffalo #5, and Bush #4B) are owned by Piedmont Soil & Water Conservation District (PSWCD) with Prince Edward County being a co-sponsor. All sites have staff gages installed that requires a person on site to monitor the dams in a storm event is unsafe and/or loss of life and property due to dam overtopping or flooding could occur.

This is a 50/50 matching grant and the application was due June 1. The application requests funding for four “i-flow” systems, which would total \$86,120 (\$43,060 – state, \$43,060 – local); however, due to the limited amount of state funding, we do not anticipate the grant being fully funded. Piedmont Sewer & Water District has agreed to pay 25% of the County’s share, which would reduce the cost to the County to approximately \$30,000. If the County is awarded the grant, the Board can decide on action to be taken at that time, or to decline it.

In Re: Dominion Power Easement

Mr. Bartlett said the Route 15 Project requires that Dominion Power move one power pole, which is located at the intersection of Route 15 and Dominion Drive. The entrance to the Ag Building will be re-worked to include a 190' long section, which will widen Dominion Drive.

Supervisor Jones made a motion to approve conveying the right-of-way to Dominion Power and to authorize the Chairman and/or the County Administrator to execute all necessary documents for the conveyance; the motion carried:

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

Mr. Bartlett stated the Sheriff's Department has four out-of-service vehicles; Mr. Ron Van Eps has evaluated the vehicles and determined that two are appropriate for continued use. Discussion followed.

Supervisor McKay made a motion to declare two vehicles surplus and to authorize the County Administrator to properly dispose of each vehicle and donate two (2006 Ford Crown Victoria (VIN 2FAHP71W66X110450), 2003 Ford Crown Victoria (VIN 2FAHP71W63X135304)) to the Piedmont Regional Jail; the motion carried:

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

Mr. Bartlett stated a letter was received from the Appomattox Baptist Association requesting that the Board of Supervisors consider waiving the building permit fee for a home improvement project being conducted in conjunction with a mission camp in July. The Building Office contacted the Association and learned that the project is a deck removal and replacement, and siding and gutter repair. The anticipated cost of the Building Permit is \$75.00.

Mr. Bartlett stated that as it has not been the Board's practice to waive fees in the past, this request is not recommended for approval.

Supervisor Campbell made a motion to deny the request of the Appomattox Baptist Association and not waive the Building Permit fee; the motion carried:

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

Mr. Bartlett stated a letter was received from Dr. and Mrs. Echeverria who are requesting assistance with solving a nuisance dog barking problem. At present, the County has no enforcement opportunity with which to solve a problem like this. One possible solution would be for the Board to consider an amendment to the County Noise Ordinance.

Discussion followed on possible solutions.

Supervisor Simpson requested staff contact other localities to check on their noise ordinances.

Mr. James Ennis, County Attorney, stated the distance and time requirement would make enforcement a large issue; constitutionality would be problematic.

In Re: Service Charge in Lieu of Real Property Taxation

Mr. Bartlett stated that in 1981, the General Assembly restricted use of the service charge on real estate owned by the Commonwealth to only those localities where such property – excluding state owned

hospitals, educational institutions, roadway property or property held for future roadway construction – exceeds 3% of the value of all real estate located within the locality. For Prince Edward County, that would require the state to own real estate valued at approximately \$57,566,678 excluding the property defined above.

Mr. Bartlett stated County Staff has begun the process of determining if this threshold can be met in order to levy a service charge on real estate owned by the Commonwealth. Work completed to date has determined approximately 660 tax parcels must be examined to determine which parcels can be used to meet the 3% threshold. The County Attorney and the Commissioner of Revenue are providing substantial assistance in this project.

Currently both Longwood University/Real Estate Foundation and Hampden-Sydney College are paying real estate taxes on some of the land they own. The Commissioner of the Revenue is researching. Additionally, the County Attorney is researching the *Code of Virginia* to determine the appropriate legal interpretations of the specific *Code* sections that apply to Prince Edward County, and if previous Attorney General opinions and/or court decisions on the correct interpretation have been made either by Attorney General or actual court cases.

#### In Re: Personnel Committee Report

Mr. Bartlett stated the Personnel Committee, comprising of Supervisor Simpson, Chair; Supervisor Campbell; and Supervisor Wilck, along with himself, met on May 30, 2012 to review a request by the Clerk of Circuit Court to increase the salary for the Clerk's Chief Deputy. The request was to increase the salary from the current amount of \$46,285 which equates to a grade 16 step 7 to \$49,945 or a grade 16 step 10. The Clerk based the request on the fact that the work load of the Chief Deputy has increased since the resignation of the administrative associate for the Circuit Court Judge. When the administrative associate resigned the workload fell onto the Chief Deputy. Additionally, due to the vacancy of the judgeship, new tasks are being performed by the Chief Deputy that never had to be performed when there was a sitting judge. These new tasks involve the coordination of the various Circuit Judges that now preside in Farmville with each other, the Commonwealth Attorney and the Sheriff, and the delivery of various documents to the appropriate judges.

Mr. Bartlett said that upon review of the position, it was found that the Clerk's Chief Deputy's salary was not in line with the salaries of the Chief Deputies of the Sheriff and Commonwealth Attorney. When compared to the Constitutional Officer, the Chief Deputies of the Sheriff and Commonwealth's Attorney are both approximately 59% of the amount of the respective Constitutional Officer. The Chief Deputy of the Clerk is only at 43% of the Clerk's salary.

Mr. Bartlett stated the total net increase, when including benefits, would increase personnel costs by \$4,769. The Clerk is willing to reduce the budget for Repairs and Maintenance by an equivalent amount to make this request revenue neutral in the FY13 budget. When the Clerk's budget is constructed it is not known if the state will provide any Technology Trust Fund (TTF) money to the localities; this line item contains enough funds to pay all necessary costs without any TTF funding. Since the budget was approved we have learned TTF funds will be approximately the same as the current FY. This will allow the decrease in the Repairs and Maintenance line to ensure this action is revenue neutral in FY13.

The Committee voted 2-0 to approve the request; Chairman Simpson abstained.

Supervisor McKay left the meeting at this time.

Supervisor Cooper-Jones made a motion to approve the Personnel Committee's recommendation and the budget adjustment, as follows:

<b><u>FY 2012 Budget Amendment</u></b>		<u>Debit</u>	<u>Credit</u>
3-100-21600-3310	Repairs and Maintenance		\$ 4,769
4-100-21600-1100	Salaries and Wages	\$ 4,006	
4-100-21600-2100	FICA	\$ 306	
4-100-21600-2210	VRS Retirement	\$ 405	
4-100-21600-2400	Group Life Insurance	\$ 49	
4-100-21600-2700	Workers Comp	\$ 3	

The motion carried:

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

Absent: Charles W. McKay

In Re: Pay Raise Reserve Allocation

Mr. Bartlett stated that over the last several years the Board has budgeted funds required to pay for any pay raises and bonuses in a single line labeled Pay Raise Reserve. These funds are held in that account until the last month of the fiscal year. During the final month of the fiscal year, a calculation is made to determine the status of each department's total expenditures and if a transfer from the pay reserve is required. A transfer is only made if required to allow a department to balance expenditures with the budget, but only as it relates to personnel expenses. This fiscal year, a bonus was provided employees in December. While all departments had their costs increased by the payment of the bonus, some departments realized savings in various cost codes that offset the expense of the bonus and as such do not require a budgetary adjustment.

Supervisor Simpson made a motion to approve the recommended amendment to the FY12 budget and appropriate the funds as follows:

**ALLOCATION OF PAY RAISE RESERVE**

<u>Department</u>	<u>Department #</u>	<u>Cost Code</u>	<u>Description</u>	<u>Debit</u>	<u>Credit</u>
County Admin	0120110	1100	Salary	10,446	
		1300	Part-time	1,071	
		2100	FICA	841	
		2210	VRS	486	
Commissioner	012310	1100	Salary	4,153	
Treasurer	012410	1100	Salary	9,132	
		1300	Part-Time	500	
		2100	FICA	503	
Electoral Board	013100	3161	Election Officials	4,690	
Registrar	013200	1100	Salary	1,460	
		1300	Part-Time	1,400	
		2100	FICA	300	
Victim Witness	022200	1100	Salary	1,296	

		2100	FICA	103
Sheriff	031200	1100	Salary	27,335
Building Official	034100	1100	Salary	830
		1300	Part-Time	1,204
		2100	FICA	155
Cannery	043400	1300	Part-Time	9,000
		2100	FICA	700
		2700	Workers Comp	30
Tourism	081600	1100	Salary	942
		1300	Part-Time	1,000
		2100	FICA	147
PAY RAISE RESERVE	091000	5011		77,724

The motion carried:

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

Absent: Charles W. McKay

In Re: Proposed Schedule of Events of Granite Falls CDA Financing

Mr. Bartlett stated that to meet the requirements of the motion approved by the Board of Supervisors on May 8, 2012 to hold a public hearing on the Granite Falls project four weeks in advance of the second bond vote, a 65-day schedule of events has been developed with the assistance of the County's Financial Advisor, Bond Attorney and the developer.

A Limited Offering Memorandum (LOM), which has been developed by the same underwriters (Stone & Youngberg, LLC) for the Reynolds Crossing CDA bond, is a several hundred page document required by the SEC which contains the information requested in the motion approved by the Board.

It is proposed that the preliminary LOM will be available to the Board of Supervisors and to the public for 30 days prior to the Board's second vote. The preliminary LOM contains all relevant project information and is not made final until after the CDA pricing is set.

Mr. Bartlett then reviewed the schedule.

Supervisor Wilck questioned the costs and legal fees after the second vote, providing it passes, and asked if Mr. Fowler will be paying those fees.

Mr. Bartlett stated that the CDA borrows the funds and the revenues to pay that back have always been the Incremental Revenues. He said neither the CDA nor the Board of Supervisors pay the bonds; the agreement states the County would have to do a Moral Obligation to replenish a Debt Service Reserve Fund. If it ever occurred where the Incremental Tax Revenues were not enough to make a payment on the bonds (two payments a year: one with principal and interest, one with just interest), and if there is a shortfall there, then Municap, who will be managing the administrative review of the Incremental Tax Revenues, will activate the lien immediately. Then the developer is in default and the County would have to agree to replenish the Debt Service Reserve Fund (approximately \$950,000). The County would have six months to replenish that.

Supervisor Wilck questioned the ability of the County to place a tax lien on the hotel. Mr. Bartlett stated it isn't taxes on the hotel, but the Incremental Taxes, such as the meals tax; the developer has agreed to absorb the cost of running the convention center. The financing structure has been used previously by Stone & Youngberg; with the agreement with the bonds, that is enough to hold it and the liens are placed at the time the bonds are sold.

Supervisor Wilck then clarified that if the developer does not get the loan to proceed with construction, bonds would not be sold, and the day-count doesn't begin until the developer gets the loan; Mr. Bartlett stated that is correct. Mr. Bartlett said six months after the Debt Service Reserve Fund is replenished, the process to sell the property would begin. In another six months, the property could be sold and all the County would need to get out of the property would be whatever the shortfall was to replenish the Debt Service Reserve Fund. Whoever purchases the property would assume responsibility to pay the bonds. The New Market Tax Investment of approximately \$14-\$15 million would be wiped out and the bank loan is wiped out.

Supervisor Wilck then questioned the New Market Tax Credit; Mr. Bartlett stated it is a Federal program with the aim is to drive economic development into certain census tracts that meet certain criteria. Prince Edward County meets that with higher than normal unemployment, and mainly median income

especially in minority groups. Mr. Bartlett stated banks often buy these, and they allow returns to investors around 30%.

Supervisor Jones made a motion to approve the proposed Granite Falls Community Development Authority Schedule of Events; the motion carried:

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

Nay: Pattie Cooper-Jones

Absent: Charles W. McKay

In Re: Animal Warden's Report

Mr. Ray Foster, Animal Warden, submitted a report for the month of May 2012, which was reviewed and ordered to be filed with the Board papers.

In Re: Building Official's Report

Mr. Coy Leatherwood, Building Inspector, submitted reports for the month of May 2012, which was reviewed and ordered to be filed with the Board papers.

In Re: PERT Ridership Report

The Board reviewed the April 2012 and May 2012 ridership reports from PERT and ordered them 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 May 2012, 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 May 2012, which was reviewed and ordered to be filed with the Board papers.

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

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

the meeting was adjourned at 10:21 p.m.