

June 12, 2018

At the regular meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 12th day of June, 2018; at 7:00 p.m., there were present:

Pattie Cooper-Jones

J. David Emert

Robert M. Jones

Odessa H. Pride

Gene A. Southall

C. Robert Timmons, Jr.

Jerry R. Townsend

Jim R. Wilck

Also present: Wade Bartlett, County Administrator; Sarah Elam Puckett, Assistant County Administrator; James Ennis, County Attorney; and Brian Butler, Deputy County Attorney.

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

In Re: Conflict of Interest Disclosure

(None)

In Re: Recognitions

Chairman Cooper-Jones said Lucas Dudley, an eighth-grader at Prince Edward County Middle School has been awarded a scholarship to attend the prestigious Space Camp in Huntsville, AL this summer. The application process was very extensive for both the camp and the scholarship. Lucas' application was so impressive that the scholarship donor has offered to sponsor Lucas to future space camps.

Chairman Cooper-Jones stated the Prince Edward Eagles Medford League basketball team is the Heartland Conference League Champions for the third year in a row. Prince Edward played in the championship game against Fluvanna County and was victorious with a 38-27 final score.

Chairman Cooper-Jones introduced the players: Brenda Allen, Nicholas Branch, Keandra Chambers, Dakota Close, Amanda Critzer, Corey Eppes, Diana Feathers, Cornal Greene, Raven Jennings, Shameka Jones, Ozzbourne “Ray” Littleton, Vincent Marsh, Zachary Nunnally, Keyera Palmer, and Kevin St. John.

Chairman Cooper-Jones then introduced the cheerleaders: Alpiniki Jackson, Veronica Perkins, Cheyenne Wilson; the Student Team Managers: Andrea Scott, Ma’Eveya Yancey; and the Student Coaches: Jamal Joyner, Miles Pride, and Jalil Robinson.

Chairman Cooper-Jones announced the Family, Career and Community Leaders of America (FCCLA) is a national Career and Technical Student Organization that provides personal growth, leadership development and career preparation opportunities for students in Family and Consumer Sciences education. The PECHS FCCLA Chapter placed third in the live Culinary Arts competition on April 12 through April 15 in Virginia Beach. Quincy Scott and Miles Pride made up one of the few two-man teams that placed in the competition. The team received silver medals and over \$8,500 in scholarships from The Art Institute, Culinary Institute of America, Culinary Institute of Virginia, Johnson and Wales University, and Sullivan University.

Chairman Cooper-Jones announced PECHS seniors Shanika Dove and Brenda Goodson have been selected as Centennial Scholars at James Madison University. Both Shanika and Brenda applied and went through an interview process in April. The Centennial Scholarship covers tuition, room and board and other costs associated with attendance to James Madison University for all four years.

Chairman Cooper-Jones said that in April, Prince Edward County High School students attended the Virginia Future Business Leaders of America (FBLA) State Leadership Conference. The students that advanced from Regionals competed in six events from Entrepreneurship to Introduction to Business. Four students are now eligible to compete at the FBLA National Leadership Conference in Baltimore, Maryland over the summer. Students participated in many workshops on topics including Leadership Development, Dress for Success, and Goal Setting. Prince Edward FBLA also joined several schools in coordinating competitions.

The winners at the State Leadership Conference include: Tiba Hamza – First place in Introduction to FBLA; the team of Johnny Ray Holman, Sam Detrick, and Ben Edwards – Fifth place Entrepreneurship;

and the team of Chaney Sheehan, Mark Stanley, and Garrison Cheyne – Fourth place in Management Decision Making.

FBLA-PBL is the largest business education student organization in the world. Nearly a quarter of a million high school and middle school students, college and university students, faculty, educators, administrators, and business professionals have chosen to be members of the premier business education association preparing students for careers in business.

Chairman Cooper-Jones said Tractor Supply Company and the National FFA Foundation awarded the PECPS chapter, Prince Edward FFA, a Tractor Supply Company Grants for Growing chapter grant in the amount of \$1,300 for their project, Raised Bed Vegetable Gardening for School Cafeterias (Feeding Our Students). The PECPS FFA grant submission was outstanding and Tractor Supply is honored to support our program. This initiative was led by Emily Camden.

Chairman Cooper-Jones stated the Prince Edward Elementary School recognized Ms. Alison Roberts, a Longwood University student, Ms. Laura Fricker, and Ms. Autumn Wohlford, both reading intervention teachers. They partnered together with several businesses to collect and distribute books to students at the elementary school. Each student was able to self-select five books to add to their home library.

Chairman Cooper-Jones introduced Supervisor Gene A. Southall, the newest Board member; she said he served as Sheriff of Prince Edward County for 22 years.

In Re: Public Participation

Rick Ewing, Director, Farmville-Prince Edward Community Library, said the library hours have changed; starting July 2, the library will open at 9:00 a.m. Monday through Saturday. He then stated a new mural has been done by Monty Montgomery; this mural was paid for by donations to the local library board and no taxpayer funds were used for the mural. Mr. Ewing then introduced Morgan Hayes, the new Branch Manager.

Ms. Hayes stated she is looking forward to work at the library and serving the community.

In Re: Board Comments

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

Chairman Cooper-Jones thanked the parents that allow their children to participate in programs at the schools.

Supervisor Wilck congratulated Supervisor Southall on his appointment to the Board of Supervisors.

Supervisor Southall thanked Supervisor Wilck and said he looks forward to serving the community.

In Re: Consent Agenda

Following some clarification on two items in Accounts and Claims, and on motion of Supervisor Timmons, seconded by Supervisor Townsend, and carried:

Aye:	Pattie Cooper-Jones J. David Emert Robert M. Jones Odessa H. Pride C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck	Nay: None
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the Board accepted the Treasurer’s Report for April 2018; the minutes of the meetings held May 1, 2018, and May 8, 2018; Accounts and Claims and Board Mileage Sheets; and Salaries.

Prince Edward Treasurer's Report - April 2018

Name of Bank	Bank Balance	Available Balance
Benchmark Pooled Fund Account	13,682,943.85	13,682,943.85
Wells Fargo Social Services	163,755.67	163,755.67
Benchmark School Fund	1,297,487.54	1,297,487.54
Benchmark Food Service	289,266.92	289,266.92
TOTAL		15,433,453.98
 Certificates of Deposit		
Benchmark		609,724.91
Farmers Bank		210,096.18
TOTAL		819,821.09
		819,821.09
GRAND TOTAL		16,253,275.07

BOARD OF SUPERVISORS

Farmville Newsmedia	Advertising		1,892.66
David Emert	Mileage		166.70
Business Card	Meals	77.40	
	Training	350.00	427.40
Walmart Community/SYNCB	Meeting refreshments		44.48
Verizon Wireless	iPad service		465.54

COUNTY ADMINISTRATOR

US Cellular	Phone		137.60
Business Data of Virginia, Inc.	Norton update		69.90
Diamond Springs Water, Inc.	Equipment rental		8.95
Key Office Supply	Office supplies	504.59	
	Laser cartridge	51.89	556.48
Pairet's, Inc.	Plaques		246.30
Matthew Bender & Company, Inc.	Code Rules 2018 RV11		68.43

LEGAL SERVICES

Brian T. Butler	Serv of Process fees		24.00
Clerk of Circuit Court	Serv of Process fees	60.00	
	Serv of Process fees	-60.00	0.00

COMMISSIONER OF REVENUE

Treasurer of Virginia	Monthly service		81.59
Commissioner of Revenue Association	Dues		240.00
Business Data of Virginia, Inc.	Norton update		34.95
Key Office Supply	Copy paper		223.65

TREASURER

Neofunds	Postage		1,000.00
Benchmark Community Bank	Payflow/Paypal		7.10
Treasurer of Virginia	Monthly service		81.59
Business Data of Virginia, Inc.	Norton update		64.90
Key Office Supply	Ink cartridge	94.08	
	Greenbar paper	379.74	473.82

INFORMATION TECHNOLOGY

Business Data of Virginia, Inc.	Monthly agreement	3,900.00	
	Travel expense	750.00	4,650.00
ComputerPlus Sales/Service	Printer service contract		79.00

ELECTORAL BOARD AND OFFICIALS

Hayley West	Temporary help		30.00
Owen G. Dunn Company	Ballots		1,492.33

REGISTRAR

Gwendolyn Akers-Booker	Mileage		16.02
Whitfield Paige	Mileage		9.81
Farmville Printing	Election envelopes		69.94
Key Office Supply	Envelopes		439.29

CIRCUIT COURT

Key Office Supply	Sharpies	4.95	
	Copy paper	28.95	
	Laser cartridges	209.98	243.88
VA Lawyers Weekly	Annual subscription		389.00

GENERAL DISTRICT COURT

STEPS, Inc.	Shredding service		35.00
US Cellular	Phone		23.77
Diamond Springs Water, Inc.	Water & equipment rental		33.70

CLERK OF THE CIRCUIT COURT

Atwork Franchise, Inc.	Part-time employee		3,673.60
CenturyLink	Phone		45.63
Key Office Supply	Pencils / phone rest	37.88	
	Folders	30.88	
	Pop up dispenser	11.99	
	Monitor stands	108.95	
	Lysol wipes	11.39	
	Mobile file	72.49	
	Stapler	107.44	
	Kleenex hand towels	66.52	
	Erasers	17.88	
	Toner	130.00	
	Stamps	315.30	
	Pens	34.18	
	Copy paper	219.75	1,164.65
T&N Printing	Plats		20.47

LAW LIBRARY

Relx, Inc. DBA LexisNexis	Monthly subscription		578.00
Matthew Bender & Company, Inc.	Code Rules 2018 RV11		68.43

COMMONWEALTH'S ATTORNEY

Southern Copier Sales & Service	Service contract		650.42
Key Office Supply	DVD		20.39
David Moss	Mileage	125.35	
	Lodging	236.04	
	Meals	38.72	

VICTIM WITNESS ASSISTANCE PROGRAM

Cindy Sams	Mileage		55.59
Key Office Supply	Copy paper	10.59	
	Ink cartridge	67.95	
	Color paper/pads	41.87	120.41

SHERIFF

Vincent Rose, PhD	Duty evaluation		200.00
MedTox Laboratories, Inc.	Drug testing		50.00

Commtronics of Virginia	Coil cord / mic elect.	28.50	
	Cable end / repair	672.50	
	Compact microphones	474.50	1,175.50
B&G Auto, Inc.	Inspection		16.00
East End Motor Company, Inc.	Oil change	81.16	
	Fuel pumps / towing	860.49	
	Condenser / inspection	835.70	
	Oil change / tire rotate	80.52	
	Tire	149.96	2,007.83
Express Care	Oil changes	475.81	
	Oil change / wiper blades	127.13	
	Air filter	24.99	627.93
Kenbridge Tire	Calibration		25.00
Business Card	Postage	107.41	
	Meals	64.85	
	Office supplies	26.19	
	Gas	15.00	
	Business cards	13.98	
	Lodging	367.38	594.81
CenturyLink	Phone	10.36	
	VCIN	7.97	18.33
Sarah Coen	Meal		6.69
Joseph Sprague	Meals		17.40
Central VA Criminal Justice	Annual dues		13,125.00
Treasurer / VFSAAA	Science Academy dues		40.00
Diamond Springs Water, Inc.	Water & equipment rental		92.65
Key Office Supply	Envelopes	24.99	
	Ink cartridges	269.98	
	Stamp	26.99	
	Shredder	199.00	520.96
Walmart Community / SYNCB	Coffee / sugar / creamer		107.95
Southside Electric Cooperative	Electric service		15.15
O. O. Stiff, Inc.	Regular John service		595.00
Ellington Energy Service	Gas		53.07
Fisher Auto Parts, Inc.	Battery		104.99
Kustom Signals, Inc.	Radar cable		78.00
Galls, LLC	Leg restraints	220.00	
	Hash mark emblems	42.50	
	Shoes	130.25	
	Boots	42.00	434.75
Lowes Business Account/SYNCB	Respirators		227.04
Sirchie Finger Print Labs	Brush		18.50
Matthew Bender & Company, Inc.	2018 Session summary		104.43

RICE VOLUNTEER FIRE DEPARTMENT

County Waste	Trash collection		64.68
Industrial Repair, Inc.	Inspections		698.19
John Deere Financial	Diesel	276.45	
	Gas	1,310.38	1,586.83
CenturyLink	Phone		184.48

Dominion Energy Virginia	Electric service		331.86
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PROSPECT VOLUNTEER FIRE DEPARTMENT

Fire & Safety Equipment Company	Axe		243.00
Foster Fuels, Inc.	Propane	227.45	
	Gas valve / labor	431.34	658.79
Goodman Specialized Vehicles	Checked powertrain		111.78
Key Office Supply	Toner		56.97
Pamplin Exxon	Inspect / service truck	56.12	
	Fuel	199.67	255.79
Southside VA Vol. Firefighter Assn.	2018-19 Dues		35.00

MEHERRIN VOLUNTEER FIRE DEPARTMENT

Parker Oil Company, Inc.	Gas	234.99	
	Diesel	676.19	911.18
Verizon Wireless	Phone		268.28
Verizon	Phone		193.84
Dominion Energy Virginia	Electric service		730.76

EMERGENCY SERVICES

Business Card	Meeting refreshments	52.19	
	Meals	32.00	84.19

REGIONAL JAIL & DETENTION

Irongate Boundary Management	Electronic monitoring		1,890.00
Piedmont Regional Juvenile Detention Center	Juvenile detention		5,400.00

BUILDING OFFICIAL

US Cellular	Phone		23.77
Coy Leatherwood	Meal	8.86	
	Meeting registrations	30.00	38.86

ANIMAL CONTROL

Jennifer Kingsley, DVM	Vet service		50.00
Ridge Animal Hospital	Sedative	36.00	
	Euthanasia	78.80	114.80
Rod & Staff, LLC	Oil change		53.16
Dominion Energy Virginia	Electric service		434.54
CenturyLink	Phone		120.54
US Cellular	Phone		119.31
Business Card	Dog beds		539.80
Lowe's	Flashlight / paint-suit		131.26
Walmart Community / SYNCB	Gloves / trash bags / soap	66.81	
	Bleach / soap / spray bottle	49.44	116.25

MEDICAL EXAMINER

Treasurer of Virginia	Coroner		40.00
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GENERAL PROPERTIES

Dodson Brothers Exterminating	Pest control		237.00
Fire Sprinkler LTD	Annual service contract		1,500.00
Southern States	Brush spray / straps		119.33
Davis GMC Truck, Inc.	Repair turn signals		207.04
Carpet House	Carpet water damage area	2,464.00	
	Carpet tile - Courthouse	1,010.00	3,474.00
Southside Electric Cooperative	SRR lights		30.04
Dominion Energy Virginia	Roy Clark monument	7.19	
	SCOPE building	106.32	
	Courthouse	10,102.94	
	Sheriff Dept. shed	6.59	
	Worsham Clerk office	207.81	
	Lights at Rice	111.81	
	Ag building	988.88	
	Shop	37.02	11,568.56
Town of Farmville	Water & sewer		145.66
AT&T	Phone		43.80
CenturyLink	Phone		144.60
US Cellular	Phone		118.66
National Flood Insurance Program	Flood insurance - Courthouse		1,166.00
O. O. Stiff, Inc.	Monthly service		100.00
Diamond Paper Company	Janitorial supplies		1,276.33
Unifirst Corporation	Janitorial supplies		115.44
Walmart Community / SYNCB	Janitorial supplies		101.87
Arc3 Gases	Respirator / gloves		46.85
Diamond Springs Water, Inc.	Equipment rental		8.95
Lowe's	Washers / nuts / bolts		5.64
Price Supply Company, Inc.	O-Ring/ gasket / washer	8.46	
	Plunger	4.78	13.24
Cintas Corporation #524	Uniform rental		147.84
Taylor-Forbes Equipment Company	Lawn mower		399.00
Ronald Van Eps	Phone protector / case		67.00
East End Motor Company, Inc.	Mower tire repair		13.62

CANNERY

Virginia Food Works	Commercial contract		2,916.67
Southside Electric Cooperative	Electric service		230.96
CenturyLink	Phone		251.01
Key Office Supply	Toner		159.90

COMPREHENSIVE SERVICES ACT

Bear Creek Academy	Professional service		2,960.00
Blue Ridge Therapy Assoc.	Professional service		240.00
Centra Health, Inc.	Professional service		25,596.00
Grafton School, Inc.	Professional service		22,510.00
STEPS, Inc.	Professional service		1,845.00
Virginia Keys School	Professional service		7,140.00
Voices Speech Therapy	Professional service		366.68

	<u>PLANNING</u>	
Farmville Newsmedia	Advertising	233.51
US Cellular	Phone	50.77
Business Card	Recertification E&S	78.00
	<u>ECONOMIC DEVELOPMENT</u>	
US Cellular	Phone	250.91
Business Card	Lodging	105.37
Walmart Community / SYNCB	Mouse / batteries	32.44
	<u>TOURISM</u>	
Dominion Energy Virginia	Electric service	232.80
Town of Farmville	Water & sewer	49.96
Business Card	UPS	14.21
CenturyLink	Phone	359.19
Magi Van Eps	Meals	73.97
Key Office Supply	Markers / dry erase board	26.30
Midtown Mailboxes	Triangular box	4.59
	<u>FLOOD & EROSION CONTROL</u>	
Hurt & Proffitt, Inc.	Stormwater plan review	720.00
	<u>COOPERATIVE EXTENSION OFFICE</u>	
CenturyLink	Phone	109.26
	<u>GENERAL EXPENSE</u>	
Lumos Networks	Phone	2,859.09
Treasurer of Virginia	INS Termination	4,025.32
	<u>CAPITAL PROJECTS</u>	
Compro Computers	Laptop / software / keyboard	2,229.80
Business Card	Server battery backups	579.35
Commworld	Set up fingerprint scan	175.00
Crabtree Rohrbaugh & Assoc.	CH Addition / renovation	73,483.60
	STEPS roof replacement	1,004.01 74,487.61
	<u>DEBT SERVICE</u>	
SCOPE / Meals On Wheels	Building payment	12,000.00
	<u>CDA SPECIAL LEVY FUND</u>	
Poplar Hill Community Dev. Authority	Special levy payment	78,639.49
	<u>WATER FUND</u>	
Town of Farmville	Water	20.11
	<u>SEWER FUND</u>	
Dominion Energy Virginia	Sewer pump	51.96
	<u>COLLECTIONS</u>	
Farmville Wholesale Electric	Light fixtures	306.16

Lowe's	Rope / tarp		119.65
Cavalier Hose & Fittings	Valve / tee / adapters		68.12
Fisher Auto Parts, Inc.	Hydraulic oil / funnel		75.45
Moore Scale Service-Western VA	Print ribbon		101.70
Rod & Staff, LLC	Repair tarp arm	65.00	
	Tires	662.19	727.19
Republic Services #974	Trash collection		434.60
Emanuel Tire of Virginia	Tire recycling		3,339.60
STEPS, Inc.	Recycling fee		1,890.62
Southside Electric Cooperative	DH site	55.66	
	Virso site	127.37	183.03
Dominion Energy Virginia	Rice site	41.70	
	Cell C pump station	29.62	
	Green Bay site	64.45	
	Leachate pump	386.66	
	Worsham site	112.40	
	Prospect site	89.27	
	Scalehouse	107.62	
	Landfill site	67.01	898.73
CenturyLink	Phone		289.49
US Cellular	Phone		23.77
Verizon	Phone		141.00
O. O. Stiff, Inc.	Monthly service		702.50
Excel Truck Group	Headlamp		368.79
NAPA of Farmville	Bulbs	39.98	
	Term kit / pigtail	26.63	66.61

LANDFILL OPERATIONS

Resource International	Assessment monitoring	4,884.00	
	Misc. work tasks	1,313.00	
	Storm water compliance	1,819.00	8,016.00
Carter Machinery Company, Inc.	Brake cylinder	568.27	
	Spacer / bearing / seal	127.90	
	Bolts	6.60	
	Grommet	12.50	
	Brake line / elbow / seal	188.08	903.35
Cavalier Hose & Fittings	Oil		299.75
Farmville Wholesale Electric	Wall heater		144.56
J R Tharpe Trucking Company	Pulled tanker		200.00
James River Equipment	Nuts & bolts		37.61
Paul Langlois	Vac / reachers / gloves		211.09
Lowe's	Marker paint		17.18
NAPA of Farmville	Transmission / fluid	2,713.81	
	Hose / cooler / clamps	79.89	
	Jack / wrench sets	302.96	
	Silicone	8.29	
	Return	-457.53	
	Stabilizer link	25.98	2,673.40
CenturyLink	Phone		52.11

RETIREMENT BENEFIT FUND

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

Redwood Toxicology Lab	Drug tests	1,489.49	
Alere Toxicology Services, Inc.	Drug testing	136.36	
RJA Fire Extinguisher	Fire extinguisher maintenance	53.00	
Southern Copier Sales & Service	Maintenance contracts	800.00	
Classified Marketplace	Advertising	101.06	
Southside Messenger	Advertising	216.00	
Womack Publishing Company, Inc.	Advertising	129.50	
Dominion Energy Virginia	Electric service	450.86	
CenturyLink	Phone	71.47	
Lumos Networks	Phone	317.05	
SRP Corporation, LLC	Rent	2,500.00	
Zachary Ayoub	Mileage	78.80	
Connie Stimpson	Mileage	15.79	
	Vac / paper / towels / tissues	526.34	
	Rolling cart	35.27	577.4
Taylor Herndon	Mileage	180.38	
	Newspapers	1.05	181.43
Renee T. Maxey	Mileage	129.71	
	Office supplies	139.00	268.71
Andy Mays	Mileage		127.53
Rachel Stahlman	Mileage	70.85	
	Newspaper	0.79	71.64
Rebecca Staton	Mileage	130.47	
	Newspapers	2.10	132.57
Surestay Plus Hotel	Lodging		588.30
Fred Pryor Seminars	Training		447.00
CMI, Inc.	Mouthpieces	168.00	
	Alco-sensors	299.00	467.00
Electronic Systems, Inc.	Postage meter ink		152.00
Key Office Supply	Tri-color ink	42.49	
	Ink cartridges	119.79	
	Name plates	21.98	184.26
STEPS, Inc.	Shredding service		78.00
Computer Projects of IL	Software license		173.40

In Re: Highway Matters

Mr. Bartlett reviewed a mowing schedule received from VDOT; he said they have been cutting the secondary roads since May 29, which will continue through June 17. At that time, VDOT will switch to cutting along the primary roads until they are complete and will then go back to the secondary roadways.

Mrs. Sarah Puckett, Assistant County Administrator, said VDOT has divided the County into five sub-regions with a crew in each sub-region. She said they are moving across the County in five directions, based on these five sub-regions. They do not expect to finish the secondary roads prior to having to switch to the US primary roads, Route 460, Route 15, and Route 360.

Supervisor Timmons reported a limb down on the roadway at Goose Creek Road and Spring Creek Road. He said someone pushed it out of the way but it needs to be picked up. He asked that VDOT look at those roads as there is a lot of cracking on them, as well as on Morris Creek Road.

Supervisor Emert reported a pine tree down around the 1300 block of Prospect Road. He said it has been broken up and pushed to the side but is large. He then reported leaves are filling the ditches on Dry Bridge Road, causing the rain water to go into the yards.

Supervisor Townsend questioned if the jail has increased its trash pick-up program; he said there is a lot of trash along Route 15. Mr. Bartlett said he will look into that.

Supervisor Timmons said trash at Spring Creek and Darlington Heights Roads has been picked up.

Mr. Bartlett reported a letter has been received from VDOT regarding the design changes to the intersection at Kingsville. He said the proposed access to the convenience store will be relocated adjacent to the Fishin' Pig smoker to allow full egress and ingress to the property. He reported the proposed southern access to the Exxon Gas station will be relocated to be directly across the proposed Fishin' Pig entrance. Mr. Bartlett said following the completion of the project, we may look at doing some other safety measures in that area, such as crosswalks.

Mr. Bartlett then reported Plant mix will be spread on Route 360, Route 460 and Route 15; he said Darlington Heights Road is complete. He said there will not be any additional paving on secondary roads this paving season.

In Re: Appropriation of FY19 Prince Edward County Budget

Mr. Bartlett stated that on May 1, 2018, the Board of Supervisors approved the FY19 Budget for Prince Edward County. The resolution adopted on that date listed a total budget of \$54,934,764 which included a School Budget of \$25,765,776 and a School Cafeteria Budget of \$1,301,000.

At that meeting, the Board voted to move \$5,000 from the Piedmont Senior Resources (PSR) expenditure line into the contingency expenditure line until it could be determined if PSR had received a grant for which Prince Edward had increased their funding in FY18. After consultation with the Department of Aging and Rehabilitative Services (DARS), it was determined that PSR was awarded the grant. Therefore, Mr. Bartlett recommended the \$5,000 be transferred back to the PSR expenditure line.

The Budget does not reflect the 7% increase in the self-insurance cost approved by the Board, as it was approved after the budget was advertised. While the Board adopted the 7% increase, we did not officially amend the budget. This would cost the County \$45,707 with our current employee budget and \$20,226 for DSS. After review of revenues through April, I am confident the Personal Property revenue for FY19 could be increased by the \$45,707 and placed in the Insurance Allocation expense line in the General Expense Department and only used if needed. Mr. Bartlett stated he recommends the amendment be made and the list of appropriations be increased to reflect this action.

Mr. Bartlett said that with the late passage of the budget by the General Assembly, he anticipates amendments will also be necessary to the School budget. He said the Superintendent and her staff are still working on that.

Supervisor Timmons recommended the funds placed into the insurance fund be dedicated to the Insurance Fund and not used for any other purpose. Discussion followed.

Supervisor Timmons made a motion, seconded by Supervisor Jones, to authorize the transfer of \$5,000 from line item #4-100-53501-6999, Contingency, to line item #4-100-53501-5609, Piedmont Senior Resources; and to amend the budget by increasing by \$45,707 line item #3-100-11030-2018, Personal Property Tax-2018 (Revenue) and #4-100-91000-5012, Insurance Allocation (Expenditure); and to approve the Annual Resolution of FY19 Appropriations; and to appropriate the FY19 Budget for each County Department and Fund, as amended; the motion carried:

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

**ANNUAL RESOLUTION OF APPROPRIATION OF THE COUNTY OF PRINCE EDWARD
FOR THE FISCAL YEAR ENDING JUNE 30, 2019**

A resolution to appropriate designated funds and accounts from specified estimated revenues for FY 2019 for the operating budget and the Capital Improvements Program for the County of Prince Edward and to authorize and empower County officers to expend 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 12th day of June 2018 that, for the fiscal year beginning on July 1, 2018, and ending on June 30, 2019, the following sections are hereby adopted.

- Section 1. The cost centers shown on the attached letter labeled FY 2018-2019 Appropriations are hereby appropriated from the designated estimated revenues as approved by the Board of Supervisors on May 1, 2018 for FY 2018-2019.
- 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 Category.
- 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 Category. 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 or between 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, 2018 shall be re-appropriated to the FY2019 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, 2018 and appropriations as they are made in the FY 2019 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, 2018 and appropriations in the FY 2019 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 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 to 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 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, 2018.

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

	<u>FUND AND FUNCTION</u>	<u>AMOUNT</u>
	<u>General Fund</u>	
11010	Board of Supervisors	\$ 127,564
12110	County Administrator	525,204
12210	Legal Services	112,577
12240	Independent Auditor	43,847
12310	Commissioner of Revenue	278,555
12320	Assessor	12,000
12410	Treasurer	329,608
12510	Information Technology	177,707
13100	Electoral Board & Officials	48,272
13200	Registrar	95,513
21100	Circuit Court	55,274
21200	General District Court	9,770
21300	Magistrates	3,025
21600	Clerk of Circuit Court	486,211
21800	Law Library	7,000
22100	Commonwealth's Attorney	593,411
22200	Victim Witness Assistance Program	70,766
31200	Sheriff	2,039,385
31201	Sheriff – Courts	403,098

32200	Volunteer Fire Departments	536,600
32300	Ambulance & Rescue Squad	92,800
32400	Forest Fire Prevention	11,687
32500	Emergency Services	84,466
33200	Regional Jail/Juvenile Detention	1,285,000
34100	Building Official	55,865
35100	Animal Control	129,697
35300	Medical Examiner	500
42600	Litter Control	7,452
42610	Sandy River Reservoir	28,000
43200	General Properties	692,383
43400	Cannery	81,581
51100	Health Department	169,791
52500	Crossroads Services Board	60,000
53500	Comprehensive Services Act	1,201,000
53501	Other Welfare/Donations	78,611
68100	Contributions to Colleges	11,750
71100	Parks & Recreation	57,000
72200	Museums	13,000
73500	Public Library	234,078
81100	Planning	189,697
81200	Community Development	48,850
81500	Economic Development	95,140
81600	Tourism	82,095
82300	Flood & Erosion Control	6,000
82400	Soil & Water Conservation	11,840
83500	Cooperative Extension Office	73,537
91000	General Expense	184,007
93000	Transfers Out	10,416,161
94000	Capital Projects	152,350
95000	Debt Service	670,852

TOTAL GENERAL FUND \$ **22,180,577**

Forfeited Assets Fund \$ **2,000**
(To be expended only on order of the Board of Supervisors)

Recreation Fund \$ **0.00**
(To be expended only on order of the Board of Supervisors)

CDA Special Levy Fund \$ **110,709**
(To be expended only on request of the Poplar Hill CDA)

Granite Falls CDA \$ **1,600**
(To be expended only on order of the Granite Falls CDA)

D.A.R.E. Fund \$ **1,500**
(To be expended only on order of the Board of Supervisors)

Welfare Fund \$ **2,953,997**
(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	\$18,872,059	
62000 – Administration, Health, Attendance	1,570,068	
63000 – Pupil Transportation	1,773,028	
64000 – Operation & Maintenance	1,692,306	
66000 – Facilities	150,000	
67000 – Debt Service	601,358	
68000 – Technology	1,106,957	
Total		\$ 25,765,776
<u>School Cafeteria Fund</u>		\$ 1,301,000
(To be expended only on order of the School Board)		
<u>Landfill Construction Fund</u>		\$ 258,000
(To be expended only on order of the Board of Supervisors)		
<u>Water Fund</u>		\$ 300,329
<u>Sewer Fund</u>		\$ 116,329
<u>Solid Waste Fund</u>		\$ 1,365,428
<u>Retiree Benefits Fund</u>		\$ 13,584
(To be expended only on order of the Board of Supervisors)		
<u>Economic Development Fund</u>		\$ 43,368
(To be expended only on order of the Board of Supervisors)		
<u>Revenue Sharing Fund – VDOT</u>		\$ 0.00
(To be expended only on order of the Board of Supervisors)		
<u>Piedmont Court Services Fund</u>		\$ 566,274
(To be expended only on order of the Board of Supervisors)		
TOTAL APPROPRIATIONS		\$ 54,980,471

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 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: Appointment – Board of Appeals for Building Code

A vote was taken on the candidates for the five-year term of Board of Appeals for Building Code.

<u>Candidate</u>	<u>Vote</u>
W. Parker Terry, Jr.	Pattie Cooper-Jones J. David Emert Robert M. Jones Odessa H. Pride Gene A. Southall C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck
Anthony T. Williams	(None)

W. Parker Terry, Jr. will be appointed to the Board of Appeals for Building Code for a term of five years beginning July 1, 2018 and ending June 30, 2023.

In Re: Appointment – Poplar Hill Community Development Authority

A vote was taken on the candidates for the one-year terms for the Poplar Hill Community Development Authority:

<u>Candidate</u>	<u>Vote</u>
John Gantt	Pattie Cooper-Jones J. David Emert Robert M. Jones Odessa H. Pride Gene A. Southall C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck
Roy R. Yeatts, Jr.	Pattie Cooper-Jones J. David Emert Robert M. Jones Odessa H. Pride Gene A. Southall C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck

John Gantt and Roy R. Yeatts, Jr., will be appointed to the Poplar Hill Community Development Authority for a term of one year beginning July 1, 2017 and ending June 30, 2019.

In Re: Appointment – Prince Edward County Industrial Development Authority – Four Year Term

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

<u>Candidate</u>	<u>Vote</u>
Bradley Watson	Pattie Cooper-Jones J. David Emert Robert M. Jones Odessa H. Pride Gene A. Southall C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck

Bradley Watson will be appointed to the Prince Edward County Industrial Development Authority for a term of four years beginning July 1, 2018 and ending June 30, 2022.

In Re: Appointment – Social Services Board

A vote was taken on the candidate for the four-year term for the Prince Edward Social Services Board.

<u>Candidate</u>	<u>Vote</u>
Theresa A. Clark, Ph.D.	Pattie Cooper-Jones J. David Emert Robert M. Jones Odessa H. Pride Gene A. Southall C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck
John Percell Johnson, Jr.	(None)
Anthony T. Williams	(None)
Gary L. Williams	(None)

Theresa A. Clark, Ph.D. will be appointed to the Social Services Board for a term of four years beginning July 1, 2018 and ending June 30, 2022.

In Re: Appointment – Central Virginia Regional Library Board

A vote was taken on the candidate for the four-year term for the Central Virginia Regional Library Board.

<u>Candidate</u>	<u>Vote</u>
Gwendolyn S. Akers-Booker	Pattie Cooper-Jones J. David Emert Robert M. Jones Odessa H. Pride Gene A. Southall C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck

Gwendolyn S. Akers-Booker will be appointed to the Central Virginia Regional Library Board for a term of four years beginning July 1, 2018 and ending June 30, 2022.

In Re: Appointment – Piedmont Senior Resources

A vote was taken on the candidate for the three-year term for Piedmont Senior Resources.

<u>Candidate</u>	<u>Vote</u>
Deana J. Bennett	Robert M. Jones Gene A. Southall C. Robert Timmons, Jr.
Brian Vincent	Pattie Cooper-Jones J. David Emert Odessa H. Pride Jim R. Wilck
	Abstain - Jerry R. Townsend

Brian Vincent will be appointed to Piedmont Senior Resources for a term of three years beginning July 1, 2018 and ending June 30, 2021.

In Re: Piedmont Senior Resources, Board Appointment

Supervisor Emert stated he was contacted by Piedmont Senior Resources requesting that a Board member be selected to serve on its board.

Chairman Cooper-Jones asked if any Board member would be interested in serving on the Piedmont Senior Resources Board.

Chairman Cooper-Jones appointed Supervisor Pride to the Piedmont Senior Resources board; the Board concurred.

In Re: Appointments – Board of Supervisors-Poplar Hill CDA

Mr. Bartlett said there are eight members on the Poplar Hill Community Development Authority, three of which are appointed by the Board of Supervisors – two citizens (one-year term of office) and one Board member (two-year term of office). The Board’s two-year term of office was held by late Board member Howard Simpson and it expires June 30, 2019. The Board will wish to appoint a Board of Supervisor member to fill the vacancy on the Poplar Hill CDA for a term of office to expire June 30, 2019.

Chairman Cooper-Jones appointed Supervisor Southall to the Poplar Hill Community Development Authority for a term to expire June 30, 2019; the motion carried:

Aye:	Pattie Cooper-Jones J. David Emert Robert M. Jones Odessa H. Pride C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck	Nay:	None	Abstain:	Gene A. Southall
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Supervisor Southall will be appointed to the Poplar Hill Community Development Authority for a term ending June 30, 2019.

In Re: Appointment – Virginia’s Heartland Regional Industrial Facility Authority

Supervisor Bob Timmons currently represents the Board of Supervisors on this Industrial Facility Authority. His current term of office expires June 30, 2018.

Supervisor Townsend made a motion, seconded by Supervisor Wilck, to reappoint Supervisor Timmons to the Virginia’s Heartland Regional Industrial Facility Authority for a term to expire June 30, 2022; the motion carried:

Aye:	Pattie Cooper-Jones J. David Emert Robert M. Jones Odessa H. Pride Gene A. Southall Jerry R. Townsend Jim R. Wilck	Nay:	None	Abstain:	C. Robert Timmons, Jr.
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Supervisor Timmons will be reappointed to the Virginia’s Heartland Regional Industrial Facility Authority for a term ending June 30, 2019.

In Re: Appointment – South Central Workforce Development Area Consortium

The late Supervisor Howard Simpson was designated by the Chair to represent the Board on the South Central Workforce Development Area Consortium. The Chair will wish to fill this vacancy with a term to expire December 31, 2018.

Chairman Cooper-Jones made a motion, seconded by Supervisor Wilck, to appoint Supervisor Townsend to the Virginia’s Heartland Regional Industrial Facility Authority for a term to expire June 30, 2022; the motion carried:

Aye:	Pattie Cooper-Jones J. David Emert Robert M. Jones Odessa H. Pride Gene A. Southall C. Robert Timmons, Jr. Jim R. Wilck	Nay:	None	Abstain:	Jerry R. Townsend
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Supervisor Townsend will be appointed to the South Central Workforce Development Area Consortium for a term ending December 31, 2018.

In Re: Board Committees – Library Committee & Bus Committee

Chairman Cooper-Jones appointed Supervisor Southall to fill the vacancy created by the passing of Howard Simpson on the Library Committee, and Supervisor Southall to fill the vacancy on the Bus Committee. The Board concurred.

In Re: Appointment – Granite Falls CDA

The members of the Board of Supervisors serve on the Water & Sewer Authority concurrent with their respective terms of office on the Board.

Chairman Cooper-Jones appointed Gene Southall to Granite Falls CDA for a term of office to expire November 6, 2018; the motion carried:

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

In Re: Appointment - Virginia's Heartland Water & Sewer Authority

The members of the Board of Supervisors serve on the Water & Sewer Authority concurrent with their respective terms of office on the Board.

Chairman Cooper-Jones appointed Gene Southall to Virginia's Heartland Water & Sewer Authority for a term of office to expire November 6, 2018; the motion carried:

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

In Re: Workforce Investment Board

Mr. Bartlett stated the South Central Workforce Development Board meets quarterly and each member is requested to participate on a committee that meets quarterly as well. The Board provides oversight to the employment and training services for adults, dislocated workers and at-risk youth. Policy development is a big part of what the Board does to be sure funds are spent for training that meets the needs of local business.

Mr. Rob Fowler, the County's Director of Planning and Community Development, has represented the County on the WIB since 2016. To keep County representation on the Workforce Development Board, Mr. Bartlett recommended the Board consider forwarding the name of Rob Fowler to the Chief Local Elected Officials Board (CLEO), for reappointment. This nomination will be voted on by the Chief Local Elected Officials at their next meeting; this term of office will expire June 30, 2020.

Supervisor Timmons made a motion, seconded by Supervisor Townsend, to recommend the appointment of Rob Fowler to the Chief Local Elected Officials Board of the South Central Workforce Investment Council for a term of July 1, 2018 to June 30, 2020:

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

In Re: Request from the American Legion

Mr. Bartlett said that during the May Board meeting, the County received a letter from the American Legion for permission to place a new memorial on the Courthouse lawn to honor those service members who lost their lives in WWI.

The policy adopted by the Board of Supervisors in 2010 with regards to the County's military memorials only pertains to the process for including the name of a service member on an existing memorial. The County has no policy regarding placement of a new memorial. As the American Legion is willing to pay for a new monument, this is not a financial decision. With the approved Criteria for Inclusion, the process for determining whose names should be placed on any such monument is already in place.

The primary decision is to determine if the Board is interested in the placement of a new memorial on the Courthouse lawn. If not, the process ends and no further action is required. He said if the decision is to entertain the request, the major decision points are deciding if a new monument is needed or if there is enough space on the existing monuments to hold the names; and if a new monument is needed, where would it be placed and should it match the existing monuments or be distinctive.

Mr. Dan Pempel presented information regarding the existing monuments and a sketch of the proposed monument. He said names were obtained from the Virginia Military Death Database and the Department of Defense. He said the names will have to be reviewed because at the time, all in the area were required to travel to Prince Edward County to sign up with the Draft Board.

Following some discussion, Supervisor Wilck made a motion, seconded by Supervisor Emert, to approve the request from the American Legion.

Supervisor Timmons said the Board should assign this project to the Properties Committee or County staff to meet with representatives from the American Legion and report back to the full Board with a recommendation.

Following further discussion, Supervisors Wilck withdrew his motion.

The Board concurred to table action on the request until after the Properties Committee meets and makes their recommendation. A meeting of the Properties Committee was set for Monday, June 25, 2018 at 5:00 p.m.

In Re: Appropriation – Prince Edward County Public Schools

Mr. Bartlett stated the Prince Edward County Public Schools are requesting an additional appropriation of \$20,000 to the School Food Service Budget. He said the guidelines state that the School can only have a certain amount in the fund. The Schools request that the \$20,000 be moved from the Cafeteria Fund Balance into the Food Products line.

Supervisor Timmons made a motion, seconded by Supervisor Pride, to approve the FY18 Budget Amendment and appropriate the same funds, as follows:

FY18 BUDGET AMENDMENTS

Rev/Exp	Fund	Dept.	Object	Description	Debit	Credit
3 (Rev)	270	41050	0270	Cafeteria Fund Balance		\$20,000
4 (Exp)	270	65100	0006	Food Products	\$20,000	

The motion carried:

Aye:	Pattie Cooper-Jones J. David Emert Robert M. Jones Odessa H. Pride Gene A. Southall C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck	Nay: None
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In Re: County Administrator's Report

Strategic Planning Session

Mr. Bartlett stated Board members requested discussion concerning the County's Strategic Plan. He presented the County's Approved Three-Year Strategic Work Plan approved on November 8, 2016; he also included Longwood's Strategic Plan and information obtained from Farmville. The last meeting concerning the County's Strategic Plan was at the July 11, 2017 monthly Board meeting where the Board heard an update from Staff on the progress to date.

Mr. Bartlett asked the Board that as the approved work plan was for a three-year period and we are about half-way through that time, is a full-scale retreat desired or one that would update the existing plan and review progress to date; he then asked if a facilitator should be hired to assist and if so, who; and where and when should a retreat be held.

Mr. Bartlett recommended tasking the Strategic Planning Committee with discussing this issue and making a recommendation to the Board. He stated the members on the Strategic Planning Committee are Supervisor Pride (Chair), Supervisor Emert and Supervisor Wilck.

Chairman Cooper-Jones recommended the Board send the issue to the Strategic Planning Committee for recommendation; the Board concurred.

Personnel Update

Mr. Bartlett stated we have been having difficulty recruiting qualified personnel for the landfill. He said this includes both heavy equipment operators and a Solid Waste Director. The tight job market contributes to the lack of qualified applicants and the pay for the Solid Waste Director may not be adequate. Another issue is the fact that the County only pays once a month. Most construction workers are accustomed to being paid each week. Several applicants have cited that as the reason they would not accept a job offer. Mr. Bartlett said he plans to re-advertise and expand the advertisements to include surrounding Counties and social media. If the frequency of payment remains an issue, we will look at other solutions. Some discussion followed.

Virginia Growth Alliance

Mr. Bartlett said the County's notice of withdrawal was sent to the member jurisdictions as required and the County's request to waive the six-month notice and continue with the Retail Strategies contract was denied. He added the VGA stated the request for waiver was late and they did not approve the waiver requested by Amelia County and it would not be fair to approve Prince Edward County's request. Mr. Bartlett said Prince Edward County is obligated for this fiscal year and will be a member of VGA until June 30, 2019. Prince Edward County will still be part of the Retail Strategies contract with VGA. Discussion followed.

Audit Contract

Mr. Bartlett presented for review the contract to engage Robinson, Farmer, Cox to complete the scope of services to complete the County's FY18 audit. He said the contract price is \$35,500, which represents a \$500 increase over FY17.

Chairman Cooper-Jones made a motion, seconded by Supervisor Wilck, to approve the contract and authorize the Board Chair and the County Administrator to execute all related documents; the motion carried:

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

In Re: Upcoming

Mr. Bartlett stated Southern GO Virginia, Region 3 Partners Update Meeting will be held Thursday, June 21, 2018; RSVP is needed.

Supervisor Timmons asked the members to attend.

Mr. Bartlett said opportunities for funding for our region is available. He said it is hard for one locality to obtain funding. He said the event is well worthwhile.

Mr. Bartlett then stated the Virginia County Supervisors White House Conference will be held Tuesday, June 26, 2018 in Washington D.C. RSVP is necessary.

Mr. Bartlett said the VACo County Officials' Summit will be held Thursday, August 16, 2018. VACo Steering Committee Meetings will also be held this day at the same location.

In Re: Closed Session

Supervisor Wilck made a motion, seconded by Supervisor Timmons, that the Board convene in Closed Session for discussion of public safety communications plans related to the safety and security of the Prince Edward County Sheriff's Department, pursuant to the exemption provided for in Section 2.2-3711(A)(19) of the *Code of Virginia*, and for discussion of the terms of the contract for the replacement of the roof of the STEPS Building which involves the expenditure of public funds, where discussion in an open session would adversely affect the bargaining position of the County, pursuant to the exemption provided for in Section 2.2-3711(A)(29) of the *Code of Virginia*; and for discussion and consideration of the appointments of County Attorneys, pursuant to the exemption provided for in Section 2.2-3711(A)(1) of the *Code of Virginia*; and for discussion of the disposition of publicly-owned real property in the Prince Edward County Business Park, where discussion in an open meeting could adversely affect the negotiating strategy of the County, pursuant to the exemption provided for in Section 2.2-3711(A)(3) of the *Code of Virginia*; the motion carried:

Aye:	Pattie Cooper-Jones J. David Emert Robert M. Jones Odessa H. Pride Gene A. Southall C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck	Nay: None
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The Board returned to regular session by motion of Supervisor Wilck, seconded by Supervisor Emert and adopted as follows:

Aye:	Pattie Cooper-Jones J. David Emert Robert M. Jones Odessa H. Pride Gene A. Southall C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck	Nay: None
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On motion of Chairman Cooper-Jones and seconded by Supervisor Emert, and carried by the following roll call vote:

Aye:	Pattie Cooper-Jones	Nay: None
	J. David Emert	
	Robert M. Jones	
	Odessa H. Pride	
	Gene A. Southall	
	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.

Supervisor Emert stated he spoke with a company in Brookneal that will match or do better than what the County is getting paid at J&J, and they will do the trucking for a flat fee per box, which would relieve part of the County's trucking problem. He added that if the Board would like Supervisor Emert to talk with the company, he will do so and report back to the Board. Discussion followed.

In Re: Animal Warden's Report

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

In Re: Building Official's Report

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

In Re: Cannery – Commercial Operations

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

In Re: Prince Edward County Public Schools

Dr. Barbara Johnson, Superintendent, submitted a financial summary report for the month of May 2018, 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, 2018, which were reviewed and ordered to be filed with the Board papers.

On motion of Supervisor Timmons, seconded by Supervisor Townsend, and adopted by the following vote:

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

the meeting was adjourned at 9:55 p.m.