

March 13, 2018

At the regular meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 13th day of March, 2018; at 7:00 p.m., there were present:

Pattie Cooper-Jones

J. David Emert

Robert M. Jones

Odessa H. Pride

C. Robert Timmons, Jr.

Jerry R. Townsend

Jim R. Wilck

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

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

In Re: Conflict of Interest Disclosure

(None)

In Re: Recognitions

Mr. Bartlett said the Chair has asked that a new item be added to the Board's regular monthly agenda. "Recognitions" will be an opportunity for the Board of Supervisors to recognize achievements in our community, with a focus on the accomplishments of the students at the Prince Edward County Public Schools and Fuqua School.

Supervisor Pride made a motion, seconded by Supervisor Townsend, to make this a regular monthly addition to the agenda; 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

Chairman Cooper-Jones said the Board recognizes the members and coaches of the Prince Edward County High School Girls Varsity Basketball Team. The team completed its 2017-2018 season with an outstanding record of 22-6, including a 12-game winning streak. This is the first time since becoming a Class 2 program that the Prince Edward Girls Basketball team has won the James River District regular season championship. It is also the first time the Eagle's Girls Basketball team has played in the regional title game and in the state tournament, reaching the state quarterfinals. She said the girls represented the County with poise and distinction. Chairman Cooper-Jones then recognized their coach, Mr. Carlton Redd.

Chairman Cooper-Jones then recognized Ar'Queonna Hurt, a Senior at Prince Edward County High School. In February of 2018, on her bus ride home, Miss Hurt administered the Heimlich maneuver on a Prince Edward County elementary student. She realized the young student was choking and was able to dislodge the obstruction, allowing the child to breathe. She learned this life saving technique in the ninth grade during first aid training. Miss Hurt is a nursing student at Prince Edward County High School, and her quick action is credited with saving the life of her fellow student.

Chairman Cooper-Jones then asked Sheriff Reed to come front; Sheriff Reed announced the Prince Edward County Sheriff's Department has been accredited for four years and has again achieved reaccreditation. He asked the Board to stand and be part of the presentation by Derrick Mays, Accreditation Center Manager, Division of Law Enforcement and Security Services. Sheriff Reed stated the Department will continue to be professional.

Mr. Derrick Mays stated he has enjoyed working with Prince Edward County Sheriff's Department; he said that this could not have been done without the support of the Board of Supervisors, but also with the assistance of the community. He said all parts worked together to get it done. Mr. Mays commended the Sheriff's Department by saying that any time he can pick three people from anywhere in the Commonwealth and send them into an agency and they walk out three days later smiling, the work is being put in. Mr. Mays

then presented Sheriff Reed and his department with a plaque for Prince Edward County's first re-accreditation award.

In Re: Public Participation

Lloyd Lenhart, Community Relations Coordinator, Southside Electric Cooperative, introduced himself and reported on activities and community support provided by Southside Electric Cooperative, such as scholarships, the Youth Tour, and a "Day in the Life of a Lineman" career exploration program.

John Burton, Farmville Downtown, announced the SOUP (Supporting Outstanding Urban Projects) event to be held March 23 [2018], and invited project proposals from the community. He said the top four candidates will present their projects and those attending will vote for a winner, who will get a mini-grant to work on their project. Past projects included bike parking, a mobile reading cart, a student mural project, the community herb garden, and a coloring book featuring Farmville/Prince Edward County which will debut at the SOUP event. He said tickets are \$5.00 and will begin at 6:00 p.m. on March 23 at the LCVA; dinner and entertainment are provided and the presentations begin at 6:30 p.m.

Brad Watson, YMCA Board Vice-Chairman, presented an update on events at the YMCA. He said there have been great strides made to overcome its financial challenges; he credited the board and the excellent management team. Mr. Watson then presented statistics on the programs and membership. He added partnerships with the Prince Edward County Schools, the Woodland, and FACES and FeedMore provide opportunities for the community. He stated swimming lessons are provided to second-graders in Prince Edward and Cumberland County schools.

Supervisor Pride asked why second-graders were chosen; Mr. Watson said they are at the age where they will get into the water by themselves.

Supervisor Wilck thanked Mr. Watson for the work done at the YMCA.

In Re: Consent Agenda

On motion of Supervisor Wilck, seconded by Supervisor Emert, 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

the Board accepted the Treasurer's Report for January 2018; the minutes of the meeting held February 6, 2018, February 13, 2018, and February 21, 2018; Accounts and Claims and Board Mileage Sheets; Salaries; and appropriations as follows:

FY17 Budget Amendments						
Rev / Exp	Fund	Dept	Object	Description	Debit	Credit
3 (Rev)	100	33010	0044	Enforcement Grant – Speed		\$ 4,736
4 (Exp)	100	31200	1200	DMV O/T – Speed	\$ 4,736	
3 (Rev)	100	33010	0045	DMV O/T Grant – Alcohol		\$ 7,990
4 (Exp)	100	31200	1203	DMV O/T – Alcohol	\$ 6,400	
4 (Exp)	100	31200	5541	Travel – Alcohol Grant	\$ 1,000	
4 (Exp)	100	31200	6023	Equip – Alcohol Grant	\$ 590	
3 (Rev)	105	41050	0105	Forfeited Asset Fund Balance		\$ 500
4 (Exp)	105	31700	6020	Commonwealth Attorney Expense	\$ 500	
3 (Rev)	125	41050	0125	DARE Fund Balance		\$ 1,500
4 (Exp)	125	31299	0001	Expenditure – DARE Donations	\$ 1,500	

Prince Edward Treasurer's Report - January 2018

Name of Bank	Bank Balance	Available Balance
Benchmark Pooled Fund Account	14,380,371.15	14,380,371.15
Wells Fargo Social Services	223,065.34	223,065.34
Benchmark School Fund	1,556,510.73	1,556,510.73
Benchmark Food Service	298,782.33	298,782.33
TOTAL		16,458,729.55

Certificates of Deposit

Benchmark	593,197.16
Citizens Bank Recreation	16,518.43
Farmers Bank	210,096.18
TOTAL	819,811.77

GRAND TOTAL 17,278,541.32

	<u>BOARD OF SUPERVISORS</u>		
Farmville Newsmedia	Advertising		110.61
Business Card	Training		350.00
Verizon Wireless	iPad monthly service		465.54
	<u>COUNTY ADMINISTRATOR</u>		
US Cellular	Phone		276.96
VEMA	Membership dues		75.00
Diamond Springs Water, Inc.	Water & equipment rental		29.92
HR Direct	Personnel folders		137.34
Key Office Supply	Tape	8.39	
	Name plate - Emert	12.99	21.38
Walmart Community / SYNCB	Planners		23.53
Farmville Herald	Subscription		40.00
	<u>INDEPENDENT AUDITOR</u>		
Stanley Hunt Dupree & Rhine	OPEB Report		6,709.00
	<u>COMMISSIONER OF REVENUE</u>		
Treasurer of Virginia	Online service		163.18
VAAO	Dues		30.00
Key Office Supply	Folders	6.99	
	Copy paper	154.75	
	File	449.00	
	Hanging folders	51.61	662.35
	<u>TREASURER</u>		
Business Data of Virginia, Inc.	Norton antivirus		34.95
Benchmark Community Bank	Payflow/PayPal		44.60
Treasurer of Virginia	Online service		163.18
Key Office Supply	Ink cartridges	104.27	
	Copy paper	75.98	
	Receipt book	16.38	196.63
STEPS, Inc.	Shredding service		35.00
	<u>INFORMATION TECHNOLOGY</u>		
Business Data of Virginia, Inc.	Contract agreement	3,900.00	
	Travel expense	1,375.00	5,275.00
ComputerPlus Sales/Service	Printer service contract		79.00
	<u>ELECTORAL BOARD AND OFFICIALS</u>		
Key Office Supply	Calendar		31.98
	<u>REGISTRAR</u>		
U. S. Postal Service	Stamps		490.00
Farmville Herald	Subscription		40.00

GENERAL DISTRICT COURT

Electronic Systems, Inc.	Wisperjet tapes	50.00
US Cellular	Phone	47.42

CLERK OF THE CIRCUIT COURT

Key Office Supply	Copier service contracts (3)	2,321.00	
	Fax service contract	201.00	
	Copy paper	284.85	
	Markers / cartridges	334.17	
	Tape dispenser / paper	12.88	
	Tape dispenser	3.89	
	Pencil / erasers / tissue	97.51	
	Pens / correctors	135.14	
	Office supplies	17.99	
	Laser cartridge	291.98	
	Yellow paper	10.78	3,711.19
Rocky Top Locksmith	Repair lock on safe		766.37
CenturyLink	Phone		98.45
William Boykin	Juror		30.00
Jennifer Kinne	Juror		30.00
David Love	Juror		30.00
John Nixon	Juror		30.00
Karen Schinabeck	Juror		30.00
John Jerome Stiff	Juror		30.00
Jennifer Sandlin Thompson	Juror		30.00
Caskie Graphics, Inc.	Folders		389.16
BMS Direct	Bind / scan land book		707.82

LAW LIBRARY

Relx, Inc. DBA LexisNexis	Monthly subscription (2)	578.00
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COMMONWEALTH'S ATTORNEY

Purchase Power	Postage	550.31
Megan Clark	Plaque	110.14
Compro Computers	6 laptops & software	2,270.83
STEPS, Inc.	Shredding service	35.00
District Court	Certified copies	14.00
Key Office Supply	Office supplies	59.98
Southern Copier Sales & Service	Staples for copier	70.75

VICTIM WITNESS ASSISTANCE PROGRAM

U. S. Postal Service	Box rent	62.00
Treasurer of Virginia	Registration	125.00
Action Alliance	Dues	25.00

SHERIFF

Medtox Laboratories, Inc.	Drug testing	50.00	
B&G Auto, Inc.	Repair park module	57.37	
	Inspection	16.00	73.37
East End Motor Company, Inc.	Power steering pump/inspection	1,592.36	

	Rack & pinion / oil change	735.81	
	Oil change	90.41	
	Brake pads / rotors	1,992.63	
	Flat repair	21.80	
	Tires	626.57	5,059.58
Express Care	Oil changes		462.71
Kenbridge Tire	Calibration		25.00
Business Card	Postage	49.00	
	Meals	108.05	
	Lodging & meals	1,308.32	
	Gas	36.25	1,501.62
Brandon Yoder	Certified mail		9.95
Christopher Joyner	Certified mail		65.63
CenturyLink	Phone	10.36	
	VCIN	7.97	18.33
US Cellular	Phone		764.94
Key Office Supply	Trays / clip boards	21.12	
	Folders / calendar	126.36	
	Creamer / stir sticks	23.46	
	Toner	199.99	
	Coffee cups	60.38	
	Heater	99.99	531.30
Walmart Community / SYNCB	Refreshments	85.94	
	Office supplies	28.39	
	Coffee / creamer / sugar	117.74	232.07
Diamond Springs Water, Inc.	Water / equipment rental		53.45
Farmville Printing	Stamped envelopes		721.55
Southside Electric Cooperative	Electric service		15.15
NAPA of Farmville	Wiper blades / washer fluid		47.75
Fire & Safety Equipment Company	Inspect extinguisher		35.00
Robby Franklin	Keys		4.82
Galls, LLC	Boots / shoes	168.00	
	Belt	40.00	208.00
Janneer Jefferson	Sew patches on shirts		63.00

FARMVILLE VOLUNTEER FIRE DEPARTMENT

Atlantic Emergency	Handlelok		1,331.50
Blue Ridge Rescue Suppliers	Name patches		432.28
Elecom, Inc.	Antenna	23.50	
	Minitor pager batteries	116.45	139.95
Fire Protection Equipment Company	Transmitter / repairs		496.79
Key Office Supply	Hard drive	119.99	
	Sheet protectors	9.99	
	Ink cartridges	422.97	
	Copy paper	30.95	583.90
Keystone Emergency Vehicles	Custom graphics		166.25
Creative Monogramming	Pants	200.00	
	Shirts	455.00	655.00
Municipal Emergency Services	Boots		374.00
Taylor-Forbes Equipment Company	Motomix		31.80

RICE VOLUNTEER FIRE DEPARTMENT

County Waste	Trash pickup		32.34
John Deere Financial	Diesel	528.28	
	Gas	1,230.05	1,758.33
CenturyLink	Phone		201.54
Municipal Emergency Service	Battery		187.50
Dominion Energy Virginia	Electric service		1,198.14
Witmer Public Safety Group	Boots	268.48	
	Shirt / sew patch	75.82	344.30

PROSPECT VOLUNTEER FIRE DEPARTMENT

Prince Edward County Treasurer	Gas		29.50
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DARLINGTON VOLUNTEER FIRE DEPARTMENT

Cyrus Pest Control Company	Exterminating service		45.00
Ellington Energy Service	LP cylinder	194.00	
	LP labor	123.60	
	Propane	310.38	
	Prebuy off set	-6.71	621.27
Pairret's, Inc.	Plaques & engraving	105.00	
	Engraving plaque	15.00	120.00
Southside Electric Cooperative	Electric service		570.86

HAMPDEN-SYDNEY VOLUNTEER FIRE DEPARTMENT

Foster Fuels, Inc.	Propane		504.28
CenturyLink	Phone		58.71
Richmond Alarm Company	Alarm monitoring		380.00
Dominion Energy Virginia	Electric service		364.41

PAMPLIN VOLUNTEER FIRE DEPARTMENT

AT&T	Phone		51.59
Battery Barn of Virginia, Inc.	Radio supplies		700.00
C W Williams	Gloves & boots		445.43
Farmville Wholesale Electric	Building maintenance		252.43
Foster Fuels, Inc.	Propane		1,821.97
I. H. McBride Sign Company, Inc.	Sign repair		735.00
National Auto Parts, Inc.	Flasher / minifilter	122.99	
	Fuses	55.74	178.73
Pamplin Exxon	Fuel		292.25
Vest's Sales & Service, Inc.	Repair roll-up door		1,157.00
Dominion Energy Virginia	Electric service		444.31

MEHERRIN VOLUNTEER FIRE DEPARTMENT

Parker Oil Company	Propane	3,580.27	
	Diesel	3,139.89	6,720.16
Verizon Wireless	Phone		268.34
Verizon	Phone & internet		397.52
Dominion Energy Virginia	Electric service		1,355.50

REGIONAL JAIL & DETENTION

City of Lynchburg	Juvenile detention		616.00
Irongate Boundary Management	Electronic monitoring		1,451.25
Piedmont Regional Juvenile Detention Center	Juvenile detention		1,275.00

BUILDING OFFICIAL

US Cellular	Phone		47.92
Coy Leatherwood	Meals	17.44	
	Meeting registration	15.00	32.44

ANIMAL CONTROL

East End Motor Company, Inc.	Inspection		16.00
Dominion Energy Virginia	Electric service		755.06
CenturyLink	Phone		120.47
US Cellular	Phone		239.88
Business Data of Virginia, Inc.	Norton antivirus		34.95
Walmart Community/SYNCB	Ink cartridges	28.97	
	Gloves / bleach / trash bags	55.12	
	Cleaning supplies	50.33	134.42
Adam Mumma	Hair clippers		25.96
Southern States	Straw		44.00

GENERAL PROPERTIES

Dodson Brothers Exterminating	Pest control - Cannery	76.00	
	Pest control - Worsham	76.00	
	Pest control - SCOPE	76.00	
	Pest control - Courthouse	170.00	
	Pest control - Visitors Center	76.00	474.00
Southside Electric Cooperative	SRR lights		30.04
Dominion Energy Virginia	Roy Clark monument	14.96	
	SCOPE building	372.66	
	Courthouse	10,235.99	
	Sheriff Dept. shed	6.59	
	Worsham Clerk office	449.68	
	Lights at Rice	111.79	
	Ag building	2,438.76	
	Shop	54.61	13,685.04
Ellington Energy Service	Heating oil	8,120.00	
	Heating oil - Courthouse	4,620.00	12,740.00
Town of Farmville	Water & sewer		33.65
AT&T	Phone		44.19
CenturyLink	Phone		151.92
US Cellular	Phone		242.30
O. O. Stiff, Inc.	Monthly service		100.00
Business Data of Virginia, Inc.	Norton antivirus		34.95
Diamond Paper Company	Bleach	26.10	
	Trash bags / towels	833.67	
	Janitorial supplies	402.13	1,261.90
Lowe's	Dusters	29.85	

	Tool box	284.05	
	Hot water heater	307.23	
	Socket	5.69	
	Floor stripper / adhesive	68.96	
	Rings	18.03	713.81
Unifirst Corporation	Janitorial supplies		165.66
Business Card	Refurb computer		119.99
Diamond Springs Water, Inc.	Equipment rental		8.95
Fisher Auto Parts, Inc.	Silicone	8.60	
	Antifreeze	9.46	18.06
Price Supply Company, Inc.	Rings & bolts	23.05	
	Inlet tubes	1,175.52	1,198.57
Cintas Corporation #524	Uniform rental		166.50
Southern States	Ice melt		352.31
Prince Edward County Public Schools	Diesel		250.60

CANNERY

Virginia Food Works	Contract payment		2,916.67
Price Supply Company, Inc.	Filter / valve / nozzle		15.24
Town of Farmville	Water test kit		40.00
Southside Electric Cooperative	Electric service		313.10
Parker Oil Company	Heating oil		907.79
CenturyLink	Phone		250.85
Diamond Paper Company	Gloves / soap		357.18
Graphic Controls	Temp recorder charts		203.21

COMPREHENSIVE SERVICES ACT

Bear Creek Academy	Professional service		2,590.00
Blue Ridge Therapy Associates	Professional service		80.00
Braley & Thompson	Professional service		7,755.90
Center for Pediatric Therapies	Professional service		560.00
Centra Health, Inc.	Professional service		23,212.00
Grafton School, Inc.	Professional service		17,605.00
James River Therapy Services	Professional service		641.25
Jean Napier	Foster care		700.00
STEPS, Inc.	Professional service		2,250.00
Virginia Keys School	Professional service		7,480.00
Voices Speech Therapy	Professional service		666.68

OTHER WELFARE / SOCIAL SERVICES

Longwood Center for Visual Arts	Arts Challenge grant		2,000.00
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PLANNING

Farmville Newsmedia	Advertising		196.64
US Cellular	Phone		104.17
Rob Fowler	Mileage / parking	153.34	
	Meals	17.10	170.44
Ashley Long	Foster care		

	<u>TOURISM</u>	
Dominion Energy Virginia	Electric service	212.28
Town of Farmville	Water & sewer	67.67
Business Card	UPS	24.10
CenturyLink	Phone	351.41
Magi Van Eps	Meals & lodging	167.30
	<u>COOPERATIVE EXTENSION OFFICE</u>	
CenturyLink	Phone	116.52
	<u>GENERAL EXPENSE</u>	
Lumos Networks	Phone	2,806.78
Treasurer of Virginia	Adverse Exper. Adjust	8,050.64
James River Solutions	Gas	13,967.56
Rochette's Florist	Flowers - Simpson	204.00
	<u>CAPITAL PROJECTS</u>	
Compro Computers	Repair hard drive	385.99
	Laptop / software aco	1,124.40
		1,510.39
Hurt & Proffitt, Inc.	Inspection / grant administration	270.00
Zuercher Technologies	Server / software	115,656.00
Crabtree Rohrbaugh & Associates	CH additions / renovations	11,932.20
Election Systems & Software	Voting machine	6,180.00
	<u>DEBT SERVICE</u>	
Citizens & Farmers Bank	YMCA Loan - interest	9,412.29
	<u>WATER FUND</u>	
Town of Farmville	Water	20.11
	<u>SEWER FUND</u>	
Dominion Energy Virginia	Sewer pump	40.55
	<u>COLLECTIONS</u>	
Arc3 Gases	Oxygen / pliers	56.69
Carter Machinery Company, Inc.	Guard	70.23
	Bearing / yoke / guard	530.21
	Bolt	8.03
		608.47
Cavalier Hose & Fittings	Clamps / hand cleaner	34.48
	Fittings / gauge / hose	34.74
	Hose / fittings / oil	256.96
	Motor oil	1,082.00
		1,408.18
Paul Langlois	Reachers / Quik Links	41.01
	Staples	6.95
		47.96
NAPA of Farmville	U-Joint	19.99
	Jump starter / charger	598.88
	Oil / battery cable end	153.87
	Oil & filter	37.52
	Fuel filters / oil	79.27
	Def	71.94

	Brake fluid / cable tie	33.98	
	Hydraulic oil	377.45	
	Filters / fuel treatment	50.96	
	Air filters / oil	238.36	
	Brake fluid	23.80	
	Brake cleaner / fluid	57.84	1,743.86
Rod & Staff, LLC	Metal	165.00	
	Mount & balance tire	23.00	188.00
East End Motor Company, Inc.	Inspection		16.00
Fisher Auto Parts, Inc.	Oil	49.68	
	Batteries	269.42	
	Return battery	-73.93	245.17
James P. Childress, Jr.	Truck maintenance	864.25	
	Service call	80.00	944.25
Southern States	Straps / cord / gloves	98.44	
	Netting / post driver	88.98	
	Post / rake	48.95	
	Bolts	21.23	257.60
Republic Services #974	Trash collection		434.38
Emanuel Tire of Virginia	Tire recycling		2,492.10
STEPS, Inc.	Recycling fee		1,905.80
Synergy Recycling, LLC	Electronic recycling		5,097.25
Southside Electric Cooperative	DH site	122.89	
	Virso site	207.78	330.67
Dominion Energy Virginia	Rice site	80.55	
	Cell C pump station	18.18	
	Green Bay site	251.23	
	Leachate pump	6.97	
	Worsham site	160.34	
	Prospect site	119.03	
	Scalehouse	223.82	
	Landfill site	107.15	967.27
CenturyLink	Phone		338.11
US Cellular	Phone		47.42
Verizon	Phone		291.99
O. O. Stiff, Inc.	Monthly service		702.50
Prince Edward County Public Schools	Diesel		1,255.34
Lemunyah Family Trailer	Trailer jack		45.00
Lowe's	Fittings / clamps		9.07
Ron Van Eps	Transfer titles		15.00

LANDFILL OPERATIONS

Resource International	Assessment monitoring	8,206.95	
	Misc. work tasks	6,988.45	
	Storm water compliance	2,419.45	17,614.85
Arc3 Gases	Welding supplies	291.00	
	Welder & supplies	3,069.83	3,360.83
Goodman Truck & Tractor	Valve		125.73
Parker Oil Company, Inc.	Diesel		4,427.93
Construction Station	Caterpillar dozer		34,000.00

<u>RETIREMENT BENEFIT FUND</u>		
Vicki K. Johns	Retiree benefit	1,132.00
<u>PIEDMONT COURT SERVICES</u>		
Alere Toxicology Services, Inc.	Drug testing	58.44
Richmond Suburban Newspaper	Advertising	90.00
Southside Messenger	Advertising	128.00
	Subscription	42.00
Classifieds Marketplace	Advertising	170.00
Dominion Energy Virginia	Electric service	103.16
USPS - Hasler	Add postage to meter	404.49
U. S. Postal Service	Postcards	500.00
CenturyLink	Phone	780.00
Lumos Networks	Phone	76.50
C N A Surety	Phone	314.60
SRP Corporation, LLC	Surety bonds	212.63
Zachary Ayoub	Rent	2,500.00
Connie Stimpson	Mileage	31.55
	Mileage	6.35
	Shredders	839.96
Taylor Herndon	Mileage	846.31
	Mileage	327.68
	Newspapers	5.20
Andy Mays	Mileage	332.88
Paige Roberts	Mileage	50.36
	Mileage	105.17
	Newspapers	2.10
Rachel Stahlman	Mileage	107.27
	Mileage	73.03
	Newspapers	1.58
Rebecca Staton	Mileage	74.61
Key Office Supply	Credit	119.14
	Power strips / USB	-639.98
	Rolling carts	474.29
Compro Computers	Laptops & computers	359.98
Southern Copier Sales & Service	Connect PC to copier	194.29
		9,964.13
		65.00

In Re: FY17 Audit

On March 6, 2018, the Board was provided a copy of the FY17 Audit for review. The County's cash position increased from approximately \$9.7 million to \$11.5 million during FY17, an increase of about \$1.8 million or 18%. Approximately one half of this increase was the result of the Schools under-expending their budget. The majority (65%) of the savings occurred in the Instructional category.

The Funds comprising the General Fund saw their combined cash increase by \$1.8 million while the Landfill Fund's cash balance decreased about \$700,000 because of the construction of the new cell. The Water and Sewer Funds cash decreased approximately \$300,000 due to debt service payments.

Matt McLearen, CPA, CFE, Robinson Farmer Cox Associates, reviewed the findings of the FY17 audit. Joshua Roller, CPA, Robinson Farmer Cox Associates, explained the process taken by the auditors to obtain the unmodified opinion. He said there was one compliance finding this year; there is a separate letter that has two comments on the findings.

Supervisor Townsend made a motion, seconded by Supervisor Wilck, to accept the Audit as presented; the motion carried:

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

Supervisor Timmons asked Mrs. Donna Nunnally, Treasurer, about the inability to reconcile the accounts in a timely manner. He said there is supplemental staff and asked if there are plans to rectify the issue, and have all work done in-house in the Treasurer's Office, and when.

Mrs. Nunnally said she spoke with the Treasurer from Amelia County, who offered to come assist and train for two weeks beginning in April.

Supervisor Timmons asked if Mrs. Nunnally expects to complete the in-house training to ensure compliance within a 90-day period.

Mrs. Nunnally said she will be present for the training and employees will be cross-trained.

Mr. Bartlett said the auditors will be back to the County in May or June for field work.

Supervisor Pride asked about the cost of the outside contractor.

Mr. Bartlett said Information Technology already works for the County and has been with the County for 15-16 years; he works with the AS400 and his firm built the networks for the County. He said the cost is considerably less than if the County ran its own IT department. Mr. Bartlett stated the IT provider worked on the Sheriff's Department and provides most of the computer support for the County offices. He said this isn't due to finding an error but recommends cross-training.

Mr. McLearen said the finding is not an error but was the timeliness of the reconciliations, and cross-training in the Treasurer's office will allow the Treasurer's Office to handle in the event the contractor leaves.

Supervisor Wilck made a motion, seconded by Supervisor Emert, that the Prince Edward County Board of Supervisors create an Audit Committee of two supervisors consisting of the Board of Supervisors Chairperson and Vice-Chairperson. This Audit Committee will get a presentation of the audit, by the auditors, and then the Board of Supervisors will get the report given to them by the independent auditors, along with Audit Committee comments, before any other county employees (or those the County might hire as consultants) get to see the report. The Audit Committee's purpose is to assist the Board of Supervisors in fulfilling its oversight responsibilities for financial reporting, internal control systems, and audit processes.

Audit Committee Responsibilities include, but are not limited to:

- Consider the independent auditor's proposed audit scope and approach, provide input on areas for special attention.
- Review annual financial statements and the results of the independent audit.
- Review the independent auditor's findings and recommendations, together with management's responses, regarding internal controls and monitor progress toward improvement.
- Recommend appointment, reappointment, or dismissal of independent auditors to the Board of Supervisors.
- Request regular/periodic financial reports on potential areas of concern, as needed.
- Monitor any areas of concern regarding internal controls over financial reporting as needed.

Supervisor Timmons asked if the Chair and Vice-Chair of the committee are to be rotated annually; Supervisor Wilck said they are.

Mr. Bartlett asked if by the statement "presentation of the audit before it goes to any staff," that means the draft audit. He said there is a lot of work done before this [information] is ready for publication. He said that would mean the Audit Committee would have to complete all of the pre-work for the audit

Mr. McLearen said he believes the terms being used are confused; the term "audit" to him is a function which is performed, which is to review the record. He said he believes what is being discussed is a tangible product, which is the financial report, and records that are kept throughout the year. He said the document is required under standards and is the responsibility of the auditee. He said the auditors come in to make sure it is correct. There are guidelines that have to be met and the format is required. The document itself is a working document. To speak to the audit conclusions, that is from the audit firm that is independent

of managers and the governing body. That is the information that is typically communicated with the Audit Committee. The audit is what the auditors do; the financial report is the responsibility of the County.

Mr. Bartlett said it is almost impossible to do what the motion states, because if the financial staff which includes the Treasurer, does not look at these documents, this audit cannot be created. He said he is confused as to what the role of the Audit Committee would be. Mr. Bartlett said there is a lot of work needed before this report is done; this work is completed by his staff, the school's financial staff, Social Services and himself.

Supervisor Townsend made a substitute motion, seconded by Supervisor Timmons, to table the issue until there is time to process the request and information.

Supervisor Jones said this may have moved forward because of the Piedmont Regional Jail issue but they have had problems before. He said the County has almost always gotten a clean audit. He said a committee doesn't have the expertise and knowledge that Mr. Bartlett has to gather the financial facts, and the County finances show that Mr. Bartlett does a good job since the County always comes out ahead at the end of the fiscal year. Supervisor Jones said he does not see the need for it (the committee).

Supervisor Wilck said they want to see three pages in the report, not all the numbers. The other situation is from a timing standpoint, there are meetings coming up in May with the auditors, he said he can see no reason to table it; the timing is right. Discussion followed.

Supervisor Timmons said the motion is very detailed but seems to be more than what he intends it to be; he suggested meeting specifically to define the scope of what the committee is supposed to do. He said the motion entails more than the three pages of the report that Supervisor Wilck is referring to.

Supervisor Wilck said it has been in the newspaper three to four weeks ago and there has been discussion on it.

A vote was taken on Supervisor Townsend's motion to table the issue until there is time to process the request and information; the motion failed:

Aye:	Robert M. Jones	Nay:	Pattie Cooper-Jones
	C. Robert Timmons, Jr.		J. David Emert
	Jerry R. Townsend		Odessa H. Pride
			Jim R. Wilck

A vote was then taken on Supervisor Wilck’s motion, seconded by Supervisor Emert, that the Prince Edward County Board of Supervisors create an Audit Committee of two supervisors consisting of the Board of Supervisors Chairperson and Vice-Chairperson. This Audit Committee will get a presentation of the audit, by the auditors, and then the Board of Supervisors will get the report given to them by the independent auditors, along with Audit Committee comments, before any other county employees (or those the County might hire as consultants) get to see the report. The Audit Committee’s purpose is to assist the Board of Supervisors in fulfilling its oversight responsibilities for financial reporting, internal control systems, and audit processes.

Audit Committee Responsibilities include, but are not limited to:

- Consider the independent auditor’s proposed audit scope and approach, provide input on areas for special attention.
- Review annual financial statements and the results of the independent audit.
- Review the independent auditor’s findings and recommendations, together with management’s responses, regarding internal controls and monitor progress toward improvement.
- Recommend appointment, reappointment, or dismissal of independent auditors to the Board of Supervisors.
- Request regular/periodic financial reports on potential areas of concern, as needed.
- Monitor any areas of concern regarding internal controls over financial reporting as needed.

The motion carried:

Aye: Pattie Cooper-Jones
J. David Emert
Odessa H. Pride
Jim R. Wilck

Nay: Robert M. Jones
Jerry R. Townsend
C. Robert Timmons, Jr.

In Re: Prince Edward Area Firefighters Association Report

Mr. Dallas Tinsley, Chief, Darlington Heights Volunteer Fire Department, thanked the Board for adopting the Recognitions portion of the agenda; he suggested the Board of Supervisors provide a certificate or plaque for Miss Hurt because it isn’t often you get to take credit for a life-save. He said it should be something they can physically hold onto and show their children.

Dallas Tinsley, acting as spokesman for the Prince Edward Area Firefighters Association, addressed fire services provided to the County. He said that last year, there were 905 fire calls, 846 rescue calls for an increase of 139 fire and rescue calls this year. He said there were many calls that were non-emergency, such

as requests for smoke detectors and assistance through the storms. He said the trucks will need to be replaced or refurbished; Darlington Heights has a 1976 tanker truck. He said the upgrades and replacements are largely to comply with national Health and Safety standards. He thanked the Board for its continued support and requested the funding remain level.

Supervisor Timmons said his constituents have received a letter stating the Farmville Volunteer Fire Department is “YOUR” local emergency agency and have been concerned there is no longer one in Darlington Heights. He asked that future letters referring to the Farmville Volunteer Fire Department be kept to that area’s residents.

Chief Tinsley said that Chief has been informed and it is being corrected; an outside vendor did the mailing, instead of the family portrait fund raiser as they normally do.

Brian Butler, President, Prince Edward Volunteer Rescue Squad, addressed emergency medical services. He presented statistics, stating there were 3,242 calls which is an 8% increase over 2016. He said the ability to go on calls depends on the availability of crews, and there is a lack of volunteers. He said they do have paid staff, which adds to the cost. Mutual aid calls have increased and they now assist the hospital with discharge of patients. Mr. Butler said they will need to replace ambulances; the current ambulances were purchased in 2001. He said the new retention systems required by the new standards cost between \$15,000-\$30,000. He added the entire board is volunteer.

Supervisor Timmons said that beginning July 1, the Commonwealth Regional Council will begin doing grants for free [for the fire departments and rescue squads].

In Re: Property Committee Report

Mr. Bartlett stated the Property Committee, comprising of Supervisor Timmons (Chair), Supervisor Cooper-Jones, and Supervisor Townsend, has numerous times since the last Board meeting.

Supervisor Timmons provided an update regarding the Courthouse renovation project. He stated the STEPS building design and roofing work has been agreed to; the final information for the RFP should be received by Friday, March 16. He said the STEPS meeting regarding the Bargain and Sale will be held by Friday, and the lease agreement already executed will be released. He said the design

for the Courthouse is 60-70% complete and the RFP will be issued in April and will be selected May 1. He said the cost associated with the project will be known once the responses are received.

Supervisor Timmons made a motion, seconded by Supervisor Wilck, to authorize advertisement of a public hearing regarding the lease with STEPS to be held Tuesday, March 27, 2018; the motion carried:

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

In Re: Finance Committee Report – Funding Policy for Non-County Agencies

Mr. Bartlett stated that on June 14, 2016, the Board of Supervisors approved the Funding Policy for Non-County Agencies. This policy was adopted after a deliberative process where the Board sought to develop binding controls to assist the Board in responding to the many funding requests the Board receives each year, especially outside of the normal budgetary process.

In order to ensure disciplined budgetary decisions, this policy places specific restraints on funds and requires a super-majority to override certain aspects of the policy. Because of these constraints, this policy must be adopted when a new Board is constituted. No Board can take actions that bind a future Board. The election of Mr. Emert created a new Board as Mr. Emert was not a member of the Board when this policy was originally adopted. Therefore, for this policy to be binding on the current Board, it must be adopted by the current Board. This same process will have to be repeated when the seat for Farmville Election District is filled, no matter when that may occur.

Supervisor Timmons made a motion, seconded by Supervisor Townsend, to approve the Policy for Funding Non-County Agencies and Organizations; the motion carried:

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

PRINCE EDWARD COUNTY BOARD OF SUPERVISORS
POLICY FOR FUNDING NON-COUNTY AGENCIES AND ORGANIZATIONS

EFFECTIVE DATE: March 13, 2018

I. Purpose

The Board of Supervisors of Prince Edward County receives numerous funding requests from non-county agencies. The Board is aware many of these organizations provide valuable services to citizens of Prince Edward County. These organizations either enhance the lives of County citizens or support operations of County government. At the same time the Board is cognizant of its fiduciary responsibility to the tax payers of Prince Edward County. This policy is intended to guide the Board with its fiduciary duties and responsibilities and aid in the prudent and consistent evaluation of funding requests.

II. Definition

In the past, all organizations that were not under the direct control of the County were lumped into one category in the County budget often called “outside organizations.” These organizations followed the same policy regarding requesting funds from the County during the County’s budget development process. After careful deliberation the Board has determined these organizations are best divided in to three distinct categories.

First, is a Public Safety Category. This category includes firefighting and emergency medical service response. Providing Public Safety is a core function of government. These organizations cannot be established without the approval of the governing body (15.2-955). Additionally, the governing body has the authority to dissolve such fire/EMS agencies if for any reason it deems it advisable (27-10). These responsibilities and duties codified in the Code of Virginia document these services are a core function of government. In small/rural communities these services are often performed by volunteer organizations. These volunteer agencies provide these core functions at the least cost to the citizens. But because these are core functions and are vital to the well-being of the citizens, the Commonwealth has developed certain controls and criteria these agencies must meet if they are to exist.

In Prince Edward County Firefighting services are performed by the Volunteer Fire Departments while emergency medical service is provided by a combination of volunteer non-profit organizations and for-profit agencies. The volunteer organizations provide the majority of the service to Prince Edward citizens while the for-profit agencies serve primarily as a backup service. The Board does not believe the use of taxpayer dollars to support for-profit organizations providing emergency medical service is appropriate. Prince Edward County has authorized the creation of the volunteer fire/EMS agencies in the County and as such has a special relationship to these organizations. These agencies will no longer be considered as outside organizations. Instead they will be treated the same as a County department during the budget process. They will still submit funding requests and those will be considered by the Board of Supervisors the same as other County departments.

The second category contains organizations that are either state agencies, political subdivisions of the state, agencies created by the County and the Town of Farmville. For many of these organizations the County appoints members to their governing boards or the agency provides services to the citizens the state has deemed a core function and the state and local governments have a long history of sharing costs. These agencies are listed in Attachment A. These agencies will also be treated as a County department during the budget process. They will still submit funding requests and those will be considered by the Board of Supervisors the same as other County departments.

The final category contains all other agencies which perform services for citizens but which are not deemed to be a core function of local government. Or, if providing a core service, is ancillary to the primary provider of such service. To assist the Board with their fiduciary duties and responsibilities and aid in the prudent and consistent evaluation of funding requests received from such organizations the Board has created the following policies and criteria which must be met before the Board will consider funding request and which will guide the decision process. The agencies currently receiving funds are listed in Attachment A.

1. The agency must be affiliated with the County by providing services directly to County residents.
2. Only organizations providing educational, health, safety or social services will receive funding consideration. Health includes agencies that provide food to citizens.
3. Only 501c(3) organizations or non-profits that provide financial statements will be considered.
4. No new organization can receive funding unless two-thirds of the Board of Supervisors approve. All members must be present for such a vote.
5. For FY17 and FY18 the total amount reserved for allocation to such agencies will be no more than \$150,000. The Board of Supervisors will establish a new spending limit for FY19 and beyond.
6. Once the budget is approved for any fiscal year, the Board will not consider any new or additional funding requested by any organization or Board member except in case of an emergency. Additional funding provided due to an emergency will not be provided unless approved by two-thirds of the Board of Supervisors. All members must be present for the vote.
7. All funds provided are subject to modification, reduction, or can be completely rescinded without prior notification. Such action will require approval of two-thirds of the Board of Supervisors. All members must be present for the vote.

These procedures will be used during the development of the annual budget and cannot be amended or abolished without the approval of two-thirds of the Board of Supervisors. All members must be present for the vote. The Board of Supervisors understands that one Board cannot bind a future Board. It is envisioned this policy will be ratified or amended during the organizational meeting of each new Board.

OUTSIDE AGENCIES FUNDING RECOMMENDATIONS

			FY18 ADOPTED
OTHER WELFARE / SOCIAL SERVICE			
53501	5608	SCOPE / Meals on Wheels	5,000
53501	5609	Piedmont Senior Resources	6,128
53501	5610	STEPS, Inc.	20,000
53501	5612	Pamplin Community Center	0
53501	5613	Jolly Glee Senior Citizens	1,120
53501	5637	FACES	4,275
53501	5640	Special Olympics Area 12	1,000
53501	5645	VA Legal Aid Society	1,200
53501	5650	Tri-County Life Learners	2,400
53501	5651	Southside Center for Violence Prevention	4,800
53501	5652	Heart of Virginia Free Clinic	6,000
53501	5653	Longwood Center for Visual Arts	2,000
53501	5654	Habitat for Humanity	3,200

CONTRIBUTIONS TO COLLEGES

68100	5643	Longwood Small Business Development Center	6,750
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PARKS & RECREATION

71100	5640	PE/Farmville Youth Association	25,000
71100	5642	Heart of Virginia Festival	2,000
71100	5643	Southside VA Family YMCA	20,000
71100	5647	YMCA - Summer Program	10,000
71100	5649	Virso Recreation & Community Center	

MUSEUMS

72200	5641	Moton Museum	
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COMMUNITY DEVELOPMENT

81200	5647	Chamber of Commerce	250
81200	5652	Piedmont Area Transit	8,000
81200	5655	Downtown Farmville	8,000

GRAND TOTAL \$145,123

In Re: Finance Committee Report – Heart of Virginia Festival 40th Anniversary

Mr. Bartlett stated the Board of Directors of the Heart of Virginia Festival is requesting a special one-time donation from Prince Edward County of \$10,000 to assist in making the 40th anniversary of the Heart of Virginia Festival a special event.

A letter was received describing the goal of the Board of Directors, and during the meeting March 6, 2018, Mr. Holland explained the desire of the Board to revitalize the festival to draw more visitors to Farmville. To accomplish this goal, the Heart of Virginia Festival Board desires to book several bands with a large regional following to perform at the various venues throughout the day. In addition, they desire to have a wider variety of activities for both children and adults.

The Heart of Virginia Festival is partnering with the Jaycees and the United Way to hold events that will allow both of those organizations to raise money which they can use to provide more assistance to the Citizens of Prince Edward County.

Mr. Bartlett said the Finance Committee met March 7, 2018 to discuss this request. The recommendation from the Committee is to authorize the County Administrator to expend \$4,796 from

the Contingency accounting line. This is the amount that is left in that accounting line and funding this request from the Contingency Line does not artificially inflate the normal line. The Committee recognizes the positive impact the Heart of Virginia Festival has on the Town and County, and actions taken to increase attendance to mark the 40th anniversary of the Heart of Virginia Festival will have a positive impact on our citizens and local businesses.

As an “outside agency,” this request falls under the Board’s policy for funding Non-County Agencies. The following section of that policy pertains to this request: “All funds provided are subject to modification, reduction, or can be completely rescinded without prior notification. Such action will require approval of two-thirds of the Board of Supervisors. All members must be present for the vote.” For this request to be approved, five Board members must vote in the affirmative.

Mr. Bartlett stated the Policy does allow approving funding for things outside of the normal items by a two-thirds vote. He said Item 6 states that once the budget is approved for the fiscal year, but Board will not consider any new or additional funding being requested by an organization or Board member “except in case of an emergency.” He said there is also a paragraph that states “These procedures will be used during the development of the annual budget and cannot be amended or abolished without the approval of two-thirds of the Board of Supervisors.” He said the Board could vote to set aside this policy for this request and then vote to approve the funding.

Discussion followed.

Supervisor Timmons made a motion, seconded by Supervisor Emert, to adhere to the Policy for Funding Non-County Agencies and Organizations; the motion carried:

Aye:	Pattie Cooper-Jones	Nay:	Robert M. Jones
	J. David Emert		
	Odessa H. Pride		
	C. Robert Timmons, Jr.		
	Jerry R. Townsend		
	Jim R. Wilck		

In Re: Closed Session

Supervisor Wilck made a motion, seconded by Chairman Townsend, that the Board convene in Closed Session for consultation with legal counsel pertaining to public safety communications for the County

of Prince Edward, pursuant to the exemption provided for in Section 2.2-3711(A)(8) of the *Code of Virginia*, and for discussion of a business prospect, where no previous public announcement has been made, pursuant to the exemption provided for in Section 2.2-3711(A)(5) of the *Code of Virginia*; 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
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The Board returned to regular session by motion of Supervisor Wilck, seconded by Supervisor Jones and adopted as follows:

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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On motion of Chairman Cooper-Jones and seconded by Supervisor Emert, and carried by the following roll call vote

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

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

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

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

In Re: Finance Committee – Request from the Interim Clerk of Circuit Court

Mr. Bartlett stated the retirement of Mrs. Eppes created several personnel moves in the Clerk's office. The changes in the office will create cost savings for the County. Mr. Bartlett said as a result of the Board's policy that every new Constitutional Officer will begin at the minimum Comp Board approved salary, we know we will have annual savings of \$16,991 for that position. This equates to a savings of \$10,265 from April through the Election. Additional savings will depend on who wins the election and what personnel moves the new Clerk institutes.

The Interim Clerk will be receiving the minimum Comp Board Salary (\$110,825) from April 1, 2018 through the election. The Chief Deputy's position will remain open during this period and the Comp Board is allowing the Interim Clerk to use the Comp Board savings to hire temporary staff through a temp agency from April 1, 2018 through the election. The use of the savings in this manner will not require the use of any local funds resulting in a savings to the County of the local cost for the Chief Deputy's position which is about \$2,067 per month, or approximately \$14,983 from April 1, 2018 through the election in November. Adding that to the \$10,265 savings from the Clerk's position results in a total savings of \$25,248 from April through the election.

The Interim Clerk is requesting the use of \$13,645 of the savings to provide pay increases to the other employees in the office. This amount includes all benefit costs. These increases range from \$2,687 to \$5,633 annually for the clerks. The Interim Clerk is requesting these salary increases based on the additional duties the remaining staff will be absorbing while the full-time position is vacant. The temp employees will only be responsible for relatively minor tasks such as issuing marriage licenses, answering phones, receipting court fines. All employees understand these increases are only temporary and after the election if Mrs. Coe is not elected, all would go back to their original amounts. If Mrs. Coe is elected, she intends to ask for these amounts to be made permanent.

The Finance Committee reviewed the request from the Clerk of Circuit Court and respectfully declines to recommend approval of the request to the Board of Supervisors for the following reasons. It is not the policy of the Board to provide salary increases to every member of an office when there is a vacancy. Section 4.9 ACTING CAPACITY of the Personnel Policies Manual allows an employee that is required to work in a higher-level SUPERVISORY position to possibly receive additional pay. This request does not meet that standard.

Discussion followed.

Supervisor Timmons made a motion, seconded by Supervisor Wilck, to deny the request of the Interim Clerk of Circuit Court for salary increases; the motion carried:

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

In Re: Animal Warden's Report

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

On motion of Supervisor Wilck, 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		
	C. Robert Timmons, Jr.		
	Jerry R. Townsend		
	Jim R. Wilck		

the meeting was recessed at 9:21 p.m. until Thursday, March 15, 2018 at 5:30 p.m. in the Prince Edward County High School Library, 35 Eagle Drive, Farmville, Virginia.