

November 15, 2012

At the regular meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Thursday, the 15th day of November, 2012; at 7:00 p.m., there were present:

Howard M. Campbell

Pattie Cooper-Jones

William G. Fore, Jr.

Don C. Gantt, Jr.

Robert M. Jones

Charles W. McKay

Howard F. Simpson

Jim R. Wilck

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

Chairman Fore called the meeting to order. Supervisor McKay offered the invocation.

In Re: Public Participation

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

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

Henry Shelton, Prospect District, expressed his concern regarding the upcoming real estate reassessment and the instructions that will be given to the assessors. Mr. Shelton also said he took issue with the previous Board of Equalization, stating he felt the Board didn't do its job properly.

In Re: Board of Supervisors Comments

Supervisor Campbell stated there will be a Community meeting at the Prospect Fire Hall on December 3 (2012); the five candidates for Treasurer were asked to attend. He added that all citizens are welcome.

In Re: Consent Agenda

On motion of Supervisor McKay and carried:

Aye:	Howard M. Campbell Pattie Cooper-Jones William G. Fore, Jr. Don C. Gantt, Jr. Robert M. Jones Charles W. McKay Howard F. Simpson Jim R. Wilck	Nay: None
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the Board accepted the Treasurer's Reports for July 2012 and August 2012; the minutes of the meetings held October 9, 2012 and October 23, 2012; Accounts and Claims; Salaries; an erroneous assessment for Patrick Henry Boys & Girls Plantation, Inc. in the amount of \$6,338.88; and appropriations as follows:

<u>FY 2013 Budget Amendment</u>		<u>Debit</u>	<u>Credit</u>
3-100-18990-0050	Sale of Property		\$ 100,260
4-100-81500-5899	Economic Development / Special Projects	\$ 22,500	
4-100-93000-0100	To General Fund Balance	\$ 77,760	
3-737-18990-0019	Sale of Property		\$ 52,140
4-737-81500-5601	Econ. Development Fund/Economic Incentives	\$ 52,140	
3-100-41050-0100	General Fund Balance		\$ 2,038
4-100-31200-6004	Sheriff / Virso Crime Prevention	\$ 2,038	

July 2012

Fund balances were as follows:

General Fund	121,568.32	
General Fund Reserved for Investments	5,748,735.69	
		5,870,304.01
PPEA Fund		(1,529.57)
Industrial Development Authority Fund		152,851.58
Recreation Fund Reserved for Investments		27,126.15
Forfeited Assets Fund Reserved for Investments		84,674.07
School Capital Projects Fund - VPSA		(49,800.43)
Undistributed Local Sales Tax Fund		0.00
Underground Storage Tank Fund		20,000.00
Economic Development Fund		743,464.42
Board of Public Welfare Special Account		3,970.41
Piedmont ASAP Fund		331,163.34
QZAB Debt Services Fund		408,068.97
Landfill Construction Fund		1,223,671.02
PCS Fund		306,534.00
Revenue Sharing Fund		134,034.31
Retirement Benefits Fund		3,307.94
Granite Falls CDA Fund		(3,030.00)
Dare Donations Fund		2,952.15
School Cafeteria Fund		374,791.01
Prince Edward Community Development Fund		46,793.50
Water Fund		788,363.31
Sewer Fund		(94,380.32)
School Fund		143,372.17
		10,516,702.04

Cash accounts were as follows:

Cash in Office		1,000.00
Cash in Banks		3,283,273.34
Warrants Payable (School Fund)		0.00
General Fund Investments		5,748,735.69
VPSA Investments		0.00
QZAB01 Investments		0.00
Underground Storage Tank Fund		20,000.00
Recreation Fund Investments		27,126.15
QZAB02 Investments		0.00
Landfill Construction Fund for Investment		1,199,041.21
Forfeited Asset Fund for Investment		84,674.07
Industrial Development Authority for Investment		152,851.58
		10,516,702.04

*Of this \$5,870,304.01 in the General Fund, \$9,489,493.73 is encumbered for:

Transfers in:

School Fund	8,106,652.00
VPA Fund	534,434.03
Water Fund	0.00
Sewer Fund	0.00
IDA Fund	0.00
Retirement Benefits Fund	25,720.00
Debt Obligations	822,687.70

Total 9,489,493.73

This leaves an unencumbered balance of \$(3,619,189.72) in the General Fund.

STATEMENT OF DEPOSITORY BALANCES

Balances as of July 2012:

Checking Accounts:

Benchmark Community Bank	292,156.07
Wachovia Bank	147,382.41
BB&T	0.00
Bank of America	2,646,328.96

3,085,867.44

Investment Accounts:

Benchmark Community Bank	6,916,321.68
Wachovia Bank	114,599.63
Citizens Bank & Trust Company	35,000.00
BB&T	1,492.94
Planters Bank & Trust	200,000.00
Mentor Investments	162,420.35
SNAP (State Non-Arbitrage Plan)	0.00
Bank of America	0.00

7,429,834.60

August 2012

Fund balances were as follows:

General Fund	120,548.36
General Fund Reserved for Investments	4,606,227.92

4,726,776.28

PPEA Fund	(1,529.57)
Industrial Development Authority Fund	164,745.42
Recreation Fund Reserved for Investments	27,138.24
Forfeited Assets Fund Reserved for Investments	84,771.61
School Capital Projects Fund - VPSA	(49,800.43)
Undistributed Local Sales Tax Fund	0.00
Underground Storage Tank Fund	20,000.00
Economic Development Fund	743,464.42
Board of Public Welfare Special Account	4,607.53
Piedmont ASAP Fund	330,802.39
QZAB Debt Services Fund	408,068.97
Landfill Construction Fund	1,226,481.90
PCS Fund	379,154.38
Revenue Sharing Fund	(107,776.00)
Retirement Benefits Fund	1,136.65
Granite Falls CDA Fund	(3,030.00)
Dare Donations Fund	2,953.40
School Cafeteria Fund	364,199.29
Prince Edward Community Development Fund	46,793.50
Water Fund	617,540.65
Sewer Fund	(156,845.71)
School Fund	0.00
	8,829,652.92

Cash accounts were as follows:

Cash in Office	1,000.00
Cash in Banks	2,699,287.83
Warrants Payable (School Fund)	0.00
General Fund Investments	4,606,227.92
VPSA Investments	0.00
QZAB01 Investments	0.00
Underground Storage Tank Fund	20,000.00
Recreation Fund Investments	27,138.24
QZAB02 Investments	0.00
Landfill Construction Fund for Investment	1,226,481.90
Forfeited Asset Fund for Investment	84,771.61
Industrial Development Authority for Investment	164,745.42
	8,829,652.92

*Of this \$4,726,776.28 in the General Fund, \$8,469,654.33 is encumbered for:

Transfers in:

School Fund	7,538,790.37
VPA Fund	512,476.74
Water Fund	0.00
Sewer Fund	0.00
IDA Fund	0.00
Retirement Benefits Fund	25,720.00
Debt Obligations	392,667.22

Total 8,469,654.33

This leaves an unencumbered balance of \$(3,472,878.05) in the General Fund.

STATEMENT OF DEPOSITORY BALANCES

Balances as of July 2012:

Checking Accounts:

Benchmark Community Bank	313,680.11
Wachovia Bank	124,699.92
BB&T	0.00
Bank of America	1,884,586.68

2,322,966.71

Investment Accounts:

Benchmark Community Bank	5,980,278.33
Wachovia Bank	126,493.31
Citizens Bank & Trust Company	35,000.00
BB&T	1,492.94
Planters Bank & Trust	200,000.00
Mentor Investments	162,421.63
SNAP (State Non-Arbitrage Plan)	0.00
Bank of America	0.00

6,505,686.21

REVENUE FROM USE OF PROPERTY

Sandra G. Scott	Cleaning SCOPE building	50.00
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BOARD OF SUPERVISORS

Howard M. Campbell	Mileage	137.64
William G. Fore, Jr.	Mileage	18.87
Robert M. Jones	Mileage	38.85
Charles W. McKay	Mileage	115.44
James Robert Wilck	Mileage	29.75
Business Card	Homestead reservations	1,684.14
Walmart	Meeting refreshments	28.18

COUNTY ADMINISTRATOR

Pitney Bowes Financial Services	Postage meter lease	29.00
US Cellular	Phone	121.25
Business Card	Meals	14.13

COMMISSIONER OF REVENUE

Beverly M. Booth	Mileage	74.76	
	Meals	30.00	104.76
Commissioner of Revenue Association	Dues	25.00	
Business Data of Virginia, Inc.	Office forms	510.27	
M&W Printers, Inc.	Process property bills	35.96	

TREASURER

NACCTFO	Dues	75.00
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INFORMATION TECHNOLOGY

Business Data of Virginia, Inc.	Travel expenses	250.00	
	Contract agreement	3,700.00	3,950.00

GENERAL DISTRICT COURT

Joyce K. Sexton	Mediation	1,211.25
US Cellular	Phone	25.37

SPECIAL MAGISTRATES

Key Office Supply	Ink cartridge	89.99
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CLERK OF THE CIRCUIT COURT

Holly Chappell Aitken	Juror	30.00
Paul F. Anders	Juror	60.00
Nicole S. Bailey	Juror	60.00
Marion Brown	Juror	30.00
Perry W. Carrington	Juror	30.00
Alice H. Coleman	Juror	60.00
Gary K. Dickerson	Juror	30.00
Kenneth W. Duker	Juror	30.00
Shelia Eames	Juror	30.00
Debbie D. Epperson	Juror	60.00
Harriett Fentress	Juror	30.00

Melinda R. Fisher	Juror	60.00
Angela Foster	Juror	30.00
Sally Gilfillan	Juror	30.00
Matthew L. Grissom	Juror	30.00
Crawleigh B. Hall, Jr.	Juror	60.00
Frances W. Hallinene	Juror	60.00
Susan R. Harwood	Juror	60.00
Kristen L. Huber	Juror	30.00
Frances T. Huddleston	Juror	60.00
Alice S. Hulett	Juror	60.00
Mark T. Jacobs	Juror	30.00
heather F. Jamerson	Juror	30.00
Paul R. Jenkins	Juror	30.00
Shirley Jennings	Juror	30.00
Dempsey Jones	Juror	30.00
Carolyn A. Knight-Swann	Juror	30.00
Peggy B. Lawson	Juror	30.00
Andrea R. Lee	Juror	30.00
Kadeem J. Logan	Juror	60.00
Shelia M. Mabey	Juror	60.00
Jane T. McGlocklin	Juror	60.00
Brenda M. Meshejian	Juror	30.00
Carol A. Moultrie	Juror	30.00
Antwone J. Nance	Juror	30.00
Jessica L. Napier	Juror	30.00
Curtis L. Newman	Juror	30.00
Stephen M. Pinelli	Juror	30.00
Charles D. Puckett	Juror	30.00
Howard E. Pyle, Jr.	Juror	30.00
Gene R. Redd	Juror	30.00
William E. Reeves	Juror	30.00
Christopher M. Register	Juror	30.00
Alice S. Rucker	Juror	30.00
Amesia H. Stokes	Juror	30.00
Vivian W. Swain	Juror	30.00
Lynette Wright	Juror	30.00
M&W Printers, Inc.	Binding landbook	607.73

LAW LIBRARY

AT&T	Phone	37.14
CenturyLink	Phone	39.66
LexisNexis	Online charges	239.00
Matthew Bender & Company, Inc.	Code 2012 Vol 8 & 9A	123.73

COMMONWEALTH'S ATTORNEY

U. S. Postal Service	Box rent	110.00
LGA of VA, Inc.	Dues	350.00

VICTIM WITNESS ASSISTANCE PROGRAM

Farmville Printing	Business cards / brochures	149.15
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		<u>SHERIFF</u>	
East End Motor Company, Inc.	Wrecker service	55.00	
	Door actuator	1,004.23	
	Steering shafts	645.85	
	Inspection	32.00	
	Oil change	37.25	
	Inspection / rotate tires	36.00	
	Inspection / brake lights	213.81	
	Inspection / oil change	57.00	
	Tires	1,099.84	3,180.98
Express Care	Oil changes (6)		325.74
Kenbridge Tire & Auto	Calibrations		311.00
Business Card	Postage	25.95	
	Meals & lodging	780.64	
	Business cards	27.08	
	Plaque	73.76	
	Gas	64.61	
	Tags	10.00	982.04
Treasurer of Virginia	VCIN		54.05
Kinex Networking Solutions	Web host / data backup		39.90
CenturyLink	VCIN		18.33
Cindy Eldridge	Academy meal allowance		210.00
Robert Goldman	Meals		9.66
Brandon Cummings	Meals		8.75
Brandon Yoder	Meals		9.89
Central Virginia Criminal Justice Academy	Firearms training		250.00
Virginia Sheriff's Association	Dues		1,434.00
Farmville Printing	Envelopes / business cards		339.74
Key Office Supply	Pen refills	3.98	
	Copy paper	149.75	
	Executive chair	370.00	523.73
Staples Advantage	Office supplies	511.51	
	Batteries	89.99	601.50
National Neighborhood Watch	Neighborhood watch signs		140.00
RDJ Specialties, Inc.	Glow in dark wristband		416.00
Southside Electric Cooperative	Electric service		9.35
O. O. Stiff, Inc.	Porta-john rental		50.00
Farmville Auto Parts	Alternator / battery		771.98
Galls, LLC	Seat organizer	68.48	
	Consoles	680.00	
	Gloves	34.00	782.48
DMV	Special IDs		30.00
Fire & Safety Equipment Company	Fire extinguisher yearly inspection		100.95
Moore Medical, LLC	First aid kits		175.85
Southern Police Equipment Company	Handcuffs	26.99	
	Leg irons / handcuffs	67.98	
	Targets for range	145.00	
	Baton / handcuff / mag light	300.00	
	Insignia	6.99	

	Shoes & duty belt	98.80	645.76
Creative Monogramming	Hats w/logo		300.00
Premium Marketing & Sales	Badges		178.95
Quality Uniform Company, Inc.	Jacket		92.50
Matthew Bender & Company, Inc.	Code 2012 Vol 8 & 9A		123.73

PROSPECT VOLUNTEER FIRE DEPARTMENT

Benchmark Community Bank	Truck payment		3,500.00
Ferguson Enterprises, Inc.	Caution tape		46.29
Goodman Truck & Tractor	Inspection & service		649.83
Town of Farmville	Fuel		801.60
Dominion Virginia Power	Electric service		343.28

DARLINGTON HEIGHTS VOLUNTEER FIRE DEPARTMENT

C. W. Williams	Amp & breaker		79.75
Ellington Energy Service	LP cylinder	111.60	
	Gas	875.95	
	Diesel	896.72	1,884.27
Farmville Auto Parts	Marine Sta-Bil		41.96
NAPA of Farmville	Wire	60.00	
	Oil	116.91	176.91
Verizon Wireless	Phone		60.07
Watkins Insurance Agency	Package insurance	3,364.00	
	Auto insurance	5,034.00	
	Umbrella insurance	750.00	9,148.00

HAMPDEN-SYDNEY VOLUNTEER FIRE DEPARTMENT

Arcet Equipment Company	Compressed air / oxygen		112.84
Concord Rescue Squad, Inc.	2002 Ambulance body		14,000.00
Hampden Sydney College	Fuel		246.79
CenturyLink	Phone		50.23
Dominion Virginia Power	Electric service		277.53
Volunteer Mail Service	Mailings		5,286.08

PAMPLIN VOLUNTEER FIRE DEPARTMENT

Battery Barn of Virginia, Inc.	Batteries		389.03
C. W. Williams	Truck repairs		1,201.72
Fire & Safety Equipment Company	Road flares		159.90
Patriot Safety Supply	Truck repairs		37.45
Verizon	Phone		121.52
Dominion Virginia Power	Electric service		442.31

EMERGENCY SERVICES

Timmons Group	GIS annual maintenance		1,500.00
Korman Signs	Signs & hardware		549.63

REGIONAL JAIL & DETENTION

Irongate Boundary Management	Electronic monitoring		1,417.50
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	<u>BUILDING OFFICIAL</u>	
US Cellular	Phone	25.37
	<u>ANIMAL CONTROL</u>	
Jennifer Kingsley, DVM	Vet service	50.00
	Euthanasia recertify	100.00 150.00
Dominion Virginia Power	Electric service	57.58
CenturyLink	Phone	130.83
US Cellular	Phone	50.74
Arcet Equipment Company	Gloves	10.80
Walmart	Dog food	75.92
	Cleaning supplies	32.98 108.90
	<u>BIOSOLIDS MONITORING</u>	
Tri-County Ford-Mercury	Repaired heater	944.13
US Cellular	Phone	25.37
	<u>REFUSE DISPOSAL</u>	
Resource International	Miscellaneous work tasks	375.50
	Storm water compliance	784.30
	Groundwater monitoring	7,784.92 8,944.72
Emanuel Tire of Virginia	Tire recycling	1,875.60
Southside Electric Cooperative	Darlington Heights site	63.45
	Virso site	75.72 139.17
Dominion Virginia Power	Leachate pump	154.46
	Scalehouse	51.95
	Cell C pump station	13.05
	Green Bay site	47.56
	Worsham site	59.41
	Prospect site	74.89
	Landfill site	28.26 410.07
AT&T	Phone	211.51
CenturyLink	Phone	139.20
US Cellular	Phone	25.37
Verizon	Phone	118.61
Prince Edward County Public Schools	Diesel	1,198.47
	<u>GENERAL PROPERTIES</u>	
OK Termite & Pest Control	Exterminating service	150.00
Thyssenkrupp Elevator	Service contract - Oct/Dec	2,374.13
Southside Electric Cooperative	SRR lights	30.60
Dominion Virginia Power	Roy Clark monument	15.57
	Courthouse	12,015.02
	Shop	24.20
	SCOPE building	142.46
	Sheriff Department Shed	5.66
	Worsham Clerk's Office	13.32
	Ag building	901.05 13,117.28
AT&T	Phone	37.12
CenturyLink	Phone	52.85

US Cellular	Phone	80.66	
Business Data of Virginia, Inc.	Norton Anti-virus	29.95	
Aramark Uniform Services	Janitorial supplies	268.28	
Diamond Paper Company	Hand soap	338.31	
Handi-Clean Products, Inc.	Janitorial supplies	141.95	
Lowe's	Vacuum belt	6.64	
	Roof tar / hitch / pins	36.24	
	Door lock kit	29.81	
	Earplugs / screwdriver	17.50	
	Deadbolt	28.47	
	Keypad door knob	109.00	
	Return	109.00	336.66
Prince Edward County Public Schools	Diesel		287.13
Fisher Auto Parts, Inc.	Brake system battery		39.39

CANNERY

Southside Electric Cooperative	Electric service	132.79	
CenturyLink	Phone	176.98	
US Cellular	Phone	25.37	
Alecia Daves-Johnson	2nd Saturday - apples	75.00	

CHAPTER X BOARD

Crossroad Services Board	1st Quarter support	15,660.75	
	2nd Quarter support	15,660.75	31,321.50

COMPREHENSIVE SERVICES ACT

Business Card	Foster care	115.19	
Family Preservation Services	Professional services	1,907.50	
Grafton School, Inc.	Professional services	16,980.00	
Letricia R. Logan	Foster care	666.00	
North Springs Behavioral	Professional services	2,945.00	
The Hughes Center	Professional services	4,840.00	
Christina Velez	Foster care	69.00	
Williamson's Pharmacy	Foster care	11.19	

SUPERVISION OF PARKS & RECREATION

Prince Edward-Farmville Youth Association	12-13 Support	24,000.00	
Southside Virginia Family YMCA	12-13 Support	25,000.00	

PLANNING

Samuel R. Coleman	Commission meeting	100.00	
	Mileage	13.32	113.32
Sally W. Gilfillan	Commission meeting		100.00
Donald B. Gilliam	Commission meeting	100.00	
	Mileage	22.20	122.20
Preston Hunt	Commission meeting	100.00	
	Mileage	22.20	122.20
Clifford Jack Leatherwood	Commission meeting		100.00
Robert Christopher Mason	Commission meeting	100.00	

	Mileage	9.99	109.99
John F. Townsend, III	Commission meeting	100.00	
	Mileage	8.32	108.32
Alecia Daves-Johnson	Mileage - June/Oct	203.02	
	Meal	27.30	230.32

ECONOMIC DEVELOPMENT

US Cellular	Phone		25.37
Business Card	Meals	97.18	
	Expo show supplies	150.59	
	Calendar	9.96	257.73

TOURISM

Dominion Virginia Power	Electric service		266.36
Business Card	UPS		58.35
Walmart	Refund		-9.47

GENERAL EXPENSE

Southern States Cooperative, Inc.	Gas		14,407.70
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CAPITAL PROJECTS

Business Data of Virginia, Inc.	Laptop		1,092.85
Arctic Refrigeration Service	Walk-in freezer		1,200.00

SEWER FUND

Dominion Virginia Power	Sewer pump		29.98
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REVENUE SHARING FUND - VDOT

Hurt & Proffitt, Inc.	Engineering - Rt 786		22,256.15
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PIEDMONT COURT SERVICES

W. A. Watson & Sons Insurance	Flood insurance - balance due		17.00
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PCS COGNITIVE BEHAVIOR EXPENDITURES

National Curriculum & Training Institute, Inc.	Class workbooks		753.31
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ADDENDUM BILL LIST

BOARD OF SUPERVISORS

Walkers Diner	Chamber breakfast		224.00
WFLO-FM	Public service ads		55.00
Farmville Herald	Advertising		184.50
Howard F. Simpson	Mileage		249.75
Hampden Sydney College	Legislative luncheon		977.50

COUNTY ADMINISTRATOR

Sarah E. Puckett	Mileage		309.69
Virginia Emergency Management Association	12-13 Dues		75.00
Creative Business Solutions	Payroll checks		772.42
Diamond Springs	Water & equipment rental		29.80

COMMISSIONER OF REVENUE

Farmville Herald	Advertising		230.65
Treasurer of Virginia	Online service		78.77

TREASURER

Key Office Supply	Printer service contract	199.00	
	Typewriter service contracts (2)	260.00	
	Post-it notes	5.99	
	Batteries	5.20	
	Ink cartridges	37.98	
	Pens	35.82	
	Expanding envelopes	5.96	
	Labels	9.89	
	Greenbar paper	317.94	877.78
Treasurer of Virginia	Online service		78.78
LexisNexis Matthew Bender	Repl Vol 7 12 Supp	45.49	
	Credit	-38.30	7.19

INFORMATION TECHNOLOGY

Business Data of Virginia, Inc.	Travel expenses	500.00	
	Contract agreement	3,700.00	4,200.00

ELECTORAL BOARD AND OFFICIALS

Betty A. Gibbss	Salary	1,002.32	
	Copies	11.40	
	Stamps	25.65	1,039.37
Samuel A. Martin, Jr.	Salary		501.16
Gordon V. Smith	Salary		501.16
Ruby F. Amos	Official	100.00	
	Training	25.00	125.00
Barbara Barnes	Official	100.00	
	Training	25.00	125.00
Robert L. Barnes	Official		90.00
Mary L. Baylis	Official		90.00
Patricia A. Brandt	Official		90.00
William E. Brandt, Sr.	Official		90.00
Wendell Brown	Official		90.00
Ralph A. Crawley	Set up polls		50.00
James H. Davis	Official	100.00	
	Training	25.00	125.00
Rachael E. Dove	Official		90.00
Sheila Eames	Official	115.00	
	Training	25.00	

	Phone	10.00	
	Ballots	20.00	
	Mileage	5.00	175.00
Lynn H. East	Official	100.00	
	Training	25.00	125.00
Sarah Edmondson	Official		90.00
Vincent Eanes	Official		90.00
Dean Farmer, Jr.	Set up polls		50.00
Farmville Volunteer Fire Department	Rent		200.00
Cindy Favret	Official		90.00
Nancy D. Fawcett	Official	100.00	
	Training	25.00	125.00
Emmett L. Ferguson	Official		90.00
Linda Finch	Official	90.00	
	Mileage	50.00	140.00
Moses Ford	Official		90.00
Jean G. Gowlkes	Official		90.00
Karen Fulcher	Official		90.00
Yolanda Gladden	Official	115.00	
	Training	25.00	
	Phone	10.00	
	Mileage	5.00	155.00
Jennifer J. Halladay	Official		90.00
Edward Lee Helton, Jr.	Official	100.00	
	Training	25.00	125.00
Michael L. Helton	Official		90.00
Jane Newman Hines	Official		90.00
Esther W. Hollingsworth	Official	115.00	
	Training	25.00	
	Phone	10.00	
	Ballots	20.00	
	Mileage	5.00	175.00
Brian N. Hulsizer	Official	115.00	
	Training	25.00	
	Phone	10.00	
	Ballots	20.00	
	Mileage	15.00	185.00
Frances D. Jasper	Official	100.00	
	Training	25.00	125.00
John Jennings	Official		90.00
Donald B. Kellum, Jr.	Official		90.00
Peggy Kelsey	Official		90.00
Cindy H. Koether	Official		90.00
Ronald Lane	Official		90.00
James Junior Lee	Official		90.00
Jean W. Lee	Official	115.00	
	Training	25.00	
	Phone	10.00	
	Ballots	20.00	
	Mileage	15.00	185.00

April McBride	Official		90.00
Lora P. McElhenie	Official		90.00
Tola Morgan	Official	115.00	
	Training	25.00	
	Phone	10.00	
	Ballots	20.00	
	Mileage	10.00	180.00
Nancy Phaup	Official	100.00	
	Training	25.00	125.00
Rebecca L. Randolph	Official	100.00	
	Training	25.00	125.00
Mary G. Reed	Official		90.00
Rosalie B. Robertson	Official	100.00	
	Training	25.00	125.00
Harold (Brock) Robinson, Jr.	Official		90.00
Henry O. Shelton	Official		90.00
Bertha E. Shepperson	Official		90.00
Claudia Somers	Official	115.00	
	Training	25.00	
	Phone	10.00	
	Ballots	20.00	
	Mileage	10.00	180.00
J. Scott Simms	Official	115.00	
	Training	25.00	
	Phone	10.00	
	Ballots	20.00	
	Mileage	15.00	185.00
Phillip Somers	Official	115.00	
	Training	25.00	
	Phone	10.00	
	Ballots	20.00	
	Mileage	15.00	185.00
Lynn Skakum	Official		90.00
Margaret Stockton	Official	100.00	
	Training	25.00	125.00
Mt. Pleasant Church	Rent		200.00
Linda Timmons	Official	90.00	
	Training	25.00	115.00
James B. Towler	Official		90.00
Crystal Glenn Townsend	Official		90.00
Michael Scott Warner	Official		90.00
William Eugene Watson	Official	115.00	
	Training	25.00	
	Phone	10.00	
	Ballots	20.00	
	Mileage	5.00	175.00
Virginia H. Wilson	Official		90.00
Lucie Zehner	Official	115.00	
	Training	25.00	
	Phone	10.00	

	Ballots	20.00	
	Mileage	15.00	185.00
Farmville Printing	Ballots		356.50
Darlington Heights Volunteer Fire Dept.	Rent		200.00
Elks Lodge	Rent		200.00
Hampden Sydney Volunteer Fire Dept.	Rent		200.00
Mt. Zion Second Baptist Church	Rent		200.00
Prospect Volunteer Fire Department	Rent		200.00
Rice Volunteer Fire Department	Rent		200.00

REGISTRAR

Dale L. Bolt	Stamps		135.00
Key Office Supply	Ink cartridges / misc.	107.34	
	Ink cartridges	148.00	
	Rubber stamp	10.99	
	Faxphone	200.99	467.32

CIRCUIT COURT

Farmville Printing	Letterhead / business cards		124.95
Key Office Supply	Office supplies		60.15

SPECIAL MAGISTRATES

Key Office Supply	Surge protector / stapler		75.89
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CLERK OF THE CIRCUIT COURT

AT&T	Phone		43.70
CenturyLink	Phone		85.21
Kinex Networking Solutions	DSL		74.95
Manatron, Inc.	Plat scanning		140.00

LAW LIBRARY

AT&T	Phone		37.14
Matthew Bender & Company, Inc.	Model Jury Inst. Crim.		237.73

COMMONWEALTH'S ATTORNEY

Computer Projects of Illinois, Inc.	VCIN License maintenance		156.00
Treasurer of Virginia	Ipad service		135.15
National District Attorney Association	2013 Dues		95.00
Tenth Circuit Bar Association	Dues		360.00
Commonwealth Solutions	Shredding service		15.00
Key Office Supply	Laser cartridges	299.98	
	Post-it notes	6.99	306.97

VICTIM WITNESS ASSISTANCE PROGRAM

Cindy Sams	Mileage	132.09	
	Meals	32.85	164.94
Holiday Inn Express	Lodging		170.94

SHERIFF

East End Motor Company, Inc.	Inspection / cable	103.02	
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	Oil change / maintenance	117.67	
	Oil seal	101.16	
	Wiper arms / trans. kit	1,130.48	
	Door actuator	457.56	
	Hub kit / oil / wiper blades	675.33	
	Plug tire	20.00	
	Tires	784.88	3,390.10
Travis Harris, III	Mount / balance tires		164.54
CPI	License maintenance		156.00
Business Card	Postage	2.97	
	Parking	7.00	
	Meals & lodging	139.43	
	Training	790.00	
	Gas	30.00	
	Supplies for range	142.34	
	Flares & batteries	1,481.23	2,592.97
UPS	Shipping		18.68
Treasurer of Virginia	VCIN License maintenance		54.05
Kinex Networking Solutions	Backup data insurance		19.95
CenturyLink	Phone		7.97
US Cellular	Phone		653.85
Robert Goldman	Meals		77.28
Key Office Supply	Adhesive notes	104.00	
	Letter pads	6.99	
	Folders	22.99	
	Hanging file folders	13.98	147.96
Business Data of Virginia, Inc.	Norton Anti-virus		29.95
Diamond Springs	Water & equipment rental		93.40
Staples Advantage	Ink cartridge / labels	314.82	
	Ink cartridges	580.93	
	Office supplies	128.19	1,023.94
Walmart	Office supplies		19.40
Galls, LLC	Strobes for light bar		144.98
Commtronics of Virginia	Radio battery		77.35
Fire & Safety Equipment Company	Inspect extinguisher		4.95
Southern Police Equipment Company	Mag charger / batteries	156.50	
	Magazine / handcuff case	109.47	
	Shoes / belt / insignia	103.80	
	Shoes	130.10	
	Duty gear / nameplate	215.50	715.37
Town Police Supply - Richmond	Tactical holster		99.00
Quality Uniform Company, Inc.	Uniforms		1,190.00
TGIF	Alterations		188.00

FARMVILLE VOLUNTEER FIRE DEPARTMENT

Affiliated Computer Services	Software	965.00
Farmville Volunteer Fire Department	Insurance	7,886.50
Fire & Safety Equipment Company	Suspenders	187.00

RICE VOLUNTEER FIRE DEPARTMENT

John Deere Financial	Gas		233.18
Dominion Virginia Power	Electric service		677.67

PROSPECT VOLUNTEER FIRE DEPARTMENT

Treasurer of Virginia	Pulley & straps		75.00
Cyrus Pest Control Company	Exterminating service		45.00
Ellington Energy Service	Propane		635.52
Southside Electric Cooperative	Electric service		341.83
Southside Virginia Volunteer Firefighters Association	Dues		35.00
Verizon Wireless	Phone		65.30
Verizon	Phone		138.01

PAMPLIN VOLUNTEER FIRE DEPARTMENT

AT&T	Phone		92.74
Carquest Appomattox	Oil filter / spark plugs		17.47
Foster Fuels, Inc.	Propane	68.72	
	Generator hook up	555.13	623.85
J.E. Jamerson Building Supply	Battery charger	59.99	
	Door frame	221.00	
	Threshold / weatherstripping	40.35	321.34
Pamplin Exxon	Battery & parts	133.95	
	Fuel	215.90	
Verizon	Phone		123.02
Dominion Virginia Power	Electric service		283.10

MEHERRIN VOLUNTEER FIRE DEPARTMENT

Parker Oil Company, Inc.	Propane	459.18	
	Diesel	1,067.28	1,526.46
Verizon	Phone		167.37
Dominion Virginia Power	Electric service		354.40

EMERGENCY SERVICES

Korman Signs	Mile posts		672.66
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REGIONAL JAIL & DETENTION

Irongate Boundary Management	Electronic monitoring		810.00
Piedmont Regional Juvenile Detention Center	Juvenile detention		825.00
Piedmont Regional Jail	Inmate per diem		3,807.10

BUILDING OFFICIAL

Coy Leatherwood	Meal	7.26	
	Meeting registration	15.00	22.26

ANIMAL CONTROL

Lowe's	Staples / WD40 / squeegee		33.39
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REFUSE DISPOSAL

Resource International	Misc. work tasks	2,889.94	
	Storm water compliance	227.50	3,117.44
American Electric Motors	Pump motor		1,280.00
Farmville Wholesale Electric	Thermostat		20.72
Mid-Atlantic Irrigation	Pump seal & gasket		124.75
Moore Scale Service - Western Virginia	Serviced scales	313.00	
	Repaired scales	1,010.00	
	Install new keypad	473.44	
	Installed seal	802.50	2,598.94
Southern States	Hex net fence	164.97	
	Rubber straps	16.74	181.71
NAPA of Farmville	Oil & anti-freeze		36.74
Virginia Truck Center	Truck repairs		1,185.15
Arena Trucking Company	Trash collection		420.00
Wright's Excavating, LLC	Landfill operation		48,083.75
STEPS, Inc.	Recycling fee		1,514.82
Synergy Recycling, LLC	Electronic recycling		1,020.80
Southside Electric Cooperative	Virso site		80.68
Dominion Virginia Power	Rice site		62.69
AT&T	Phone		275.78
CenturyLink	Phone		131.56
O. O. Stiff, Inc.	Monthly service		662.50
East End Motor Company, Inc.	Flat repair	29.00	
	Tires	660.52	689.52

GENERAL PROPERTIES

Dominion Virginia Power	Courthouse	10,529.80	
	Scope building	147.37	
	Lights at Rice	111.20	
	Ag building	1,032.80	11,821.17
Town of Farmville	Water & sewer		130.15
CenturyLink	Phone		77.18
O. O. Stiff, Inc.	Monthly service		100.00
Aramark Uniform Services	Janitorial supplies		269.54
Diamond Paper Company	Paper towels / tissue		1,030.02
Lowe's	Cleaning supplies	75.66	
	Flush lever / valve	21.05	
	Locks / entry knob	91.11	
	Screws	12.50	
	Pneumatic access kit	30.02	
	Lightbulbs	26.56	
	Saw & blades	30.48	287.38
Wilco, Inc.	Trash bags / gloves		304.60
Diamond Springs	Water & equipment rental		29.80
Grainger	Hour meter / batteries		187.18
Price Supply Company, Inc.	Tank lever / flush valve		7.27
Cintas Corporation #524	Uniform rental		464.29
Ronald Van Eps	Gas		34.01
Davis GMC Truck, Inc.	Battery / reprogram PCM		192.40

East End Motor Company, Inc.	Tires / idler arm		1,011.67
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CANNERY

Lowe's	Door threshold	31.40	
	Door closer / screen	95.63	
	PVC board / screen	80.16	
	Hasp lock / flap valve	21.76	
	Silicone / brads / screws	21.55	250.50
Ellington Energy Service	Heating oil		1,371.60
Hubert Company	Dicer parts		191.22
Virginia Food Works	Glass jars & lids		65.70

HEALTH DEPARTMENT

Prince Edward Health Department	1st Quarter support		44,441.00
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COMPREHENSIVE SERVICES ACT

Bear Creek Academy	Professional services		8,525.00
Centra Health	Professional services		11,968.00
Crossroads Services Board	Professional services		460.00
North Spring Behavioral	Professional services		7,130.00
Treasurer of Bedford	Professional services		6,138.00
Don Wilhelm, L.C.S.W.	Professional services		800.00

PLANNING

Wendy Phelps	Corridor overlay		175.00
Business Data of Virginia, Inc.	Norton Anti-virus		29.95

ECONOMIC DEVELOPMENT

Sharon Lee Carney	Community outreach		500.00
Key Office Supply	Document holder	5.59	
	Glue	2.56	
	Ink cartridge / notepad	89.19	
	Ink cartridges	29.97	127.31

TOURISM

Ellington Energy Service	Propane		447.60
Town of Farmville	Water & sewer		50.73
CenturyLink	Phone		276.28
Magi Van Eps	Mileage & parking	106.15	
	Meals	71.90	
	Lodging	168.37	
	Ribbon	7.35	353.77
Key Office Supply	Ink cartridge	14.99	
	Letter pads	6.99	21.98

COOPERATIVE EXTENSION OFFICE

Treasurer, Virginia Tech	1st Quarter support		12,005.56
CenturyLink	Phone		102.54

	<u>GENERAL EXPENSE</u>	
Lumos Networks	Phone	2,751.30
Anthem BCBS	Cobra insurance	560.00
	<u>CAPITAL PROJECTS</u>	
Commworld	Reinstall phone software	765.00
Farmville Wholesale Electric	Breakers / panels / PVC	182.03
	Cable / fixture / breaker	266.56
	Wire / breaker / connector	167.18
		615.77
	<u>FORFEITED ASSETS FUND</u>	
Brian Butler	Software	206.97
	<u>SEWER FUND</u>	
Dominion Virginia Power	Sewer pump	28.83
	<u>RETIREMENT BENEFIT FUND</u>	
Vicki K. Johns	Retiree benefit	1,018.07
	<u>REVENUE SHARING FUND - VDOT</u>	
Haymes Brothers, Inc.	Rt. 786 road construction	394,602.98
Hurt & Proffitt, Inc.	Engineering - Rt. 786	33,951.18
	<u>PIEDMONT COURT SERVICES</u>	
Dominion Virginia Power	Electric service	193.81
CenturyLink	Phone	65.82
Lumos Networks	Phone	308.31
Julianna Ferrell	Mileage	218.09
Sandy Fox	Mileage	31.29
Sheena Franklin	Mileage	212.02
Sharon Gray	Mileage	241.39
Connie Stimpson	Mileage	140.55
	Office supplies	111.95
Renee T. Maxey	Mileage	35.52
Andy Mays	Mileage	48.84
Ashley Nash	Mileage	33.30
Dayna Stanley	Mileage	95.46
	Meeting refreshments	17.70
	Poster frame	10.47
Quill Corporation	Fax / copier cartridge	123.63
		166.97
	<u>PCS SUPERVISION FEES EXPENDITURES</u>	
SRP Corporation, LLC	Rent	2,383.00
Page Hardy	Cleaning service	210.00
	<u>PCS DRUG TESTING FEES</u>	
Alere Toxicology Services, Inc.	Drug testing	19.48

In Re: Highway Matters

Chairman Fore stated that Mr. Kevin Wright, VDOT Residency Administrator, was unable to attend.

Supervisor Campbell reported speeding on Route 693 (Campbell Hill Road) and requested a speed study for a lower speed limit or a speed bump to be installed.

Supervisor Gantt stated the dirt portion of Route 628 has been “torn up” by the logging trucks and requested work to even out the road.

Chairman Fore requested the status of the speed reduction study on Business 460 through Pamplin.

In Re: Appointments: Old Dominion Resource Conservation & Development

Chairman Fore stated that currently, Mildred B. Hampton is the Council Member representing Prince Edward County on the Old Dominion Resource Conservation & Development Council, and Mrs. Sarah Elam Puckett is the Alternate. Both terms expire December 31, 2012.

Mrs. Hampton has indicated that she is not interested in continuing to serve as the County’s representative on the RC&D. Mrs. Puckett serves at the pleasure of the Board.

Supervisor Cooper-Jones made a motion to authorize advertisement of the position of RC&D representative and alternate positions as Citizen Volunteer Positions for appointment at the December Board meeting; the motion carried:

Aye:	Howard M. Campbell Pattie Cooper-Jones William G. Fore, Jr. Don C. Gantt, Jr. Robert M. Jones Charles W. McKay Howard F. Simpson Jim R. Wilck	Nay: None
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.In Re: Local Emergency Management Performance Grant (LEMPG)

Mr. Wade Bartlett, County Administrator, stated the County was awarded an LEMPG grant from the Virginia Department of Emergency Management in the amount of \$9,436. This grant requires a local

match of \$9,436. The grant provides for \$750 to purchase equipment and \$8,686 for salary expenses. The county historically used these funds as part of Mr. Pickett's salary for the work he performed regarding his emergency management duties. Both the grant funds and the match were charged to Mr. Pickett's salary. A non-supplanting certification form is part of the grant application. This forbids localities from using grant funds to supplant / replace local funds. The receipt of the grant does not increase the County's local costs.

Mr. Bartlett recommended the Board appoint Mrs. Puckett as Acting Emergency Services Coordinator and Acting Hazardous Materials Coordinator; the salary adjustment and "acting" titles will be temporary until Mr. Pickett returns to duty. Mr. Bartlett added that a member of the staff must be NIMS Certified for the county to continue being eligible for any federal grants.

Discussion followed on the amount of the increase in salary and the cost to the County. Supervisor Gantt suggested the County hire someone to do the extra duties that have been taken on by the various staff members in Mr. Pickett's absence.

Supervisor Jones made a motion to appoint Mrs. Sarah Elam Puckett as Acting Emergency Services Coordinator and Acting Hazardous Materials Coordinator and increase Mrs. Puckett's salary by \$7,170 effective July 1, 2012 and approve the budget amendment and appropriate as follows:

<u>FY 2013 Budget Amendment</u>		<u>Debit</u>	<u>Credit</u>
3-100-24040-0002	Emergency Services Grant		\$9,436
4-100-12110-1100	Salary & Wages	\$7,170	
4-100-12110-2100	FICA	\$ 548	
4-100-12110-2210	VRS	\$ 877	
4-100-12110-2400	Group Life Insurance	\$ 85	
4-100-12110-2700	Workers Compensation	\$ 6	
4-100-32500-5022	Comm. Em. Response	\$ 750	

The motion carried:

Aye:	Howard M. Campbell Pattie Cooper-Jones William G. Fore, Jr. Robert M. Jones Charles W. McKay Howard F. Simpson Jim R. Wilck	Nay: None	Abstain: Don C. Gantt, Jr.
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In Re: Annual Contracts for Engineering Services

Mr. Bartlett stated the County issued an RFP for annual engineering services and received responses from eight firms:

1. Morton Thomas and Associates, Inc. (AMT)
2. Draper Aden Associates
3. Hurt & Profitt Incorporated
4. Maxey & Associates
5. Resource International, LTD
6. Timmons Group
7. WW Associates
8. Wiley/Wilson

Mr. Bartlett said he reviewed all proposals for the following criteria:

- (a) Project Team qualifications and experience
- (b) Offeror's project management approach
- (c) Representative projects
- (d) Knowledge of Prince Edward County, and
- (e) References

The County last awarded annual contracts to Draper Aden, Resource International and Wiley/Wilson.

Mr. Bartlett recommended the Board authorize entering into annual contracts with Draper Aden, Hurt & Profitt, Resource International, Maxey & Associates, and WW Associates. Mr. Bartlett reviewed qualifications of each named company and the service each has performed in the past for the County, if any.

After some discussion, Supervisor Wilck made a motion to remove Draper Aden from the recommendations and replace them with Timmons Group; the motion carried:

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

Supervisor Gantt made a motion to authorize entering into annual contracts with Hurt & Profitt, Resource International, Maxey & Associates, Timmons Group, and WW Associates; the motion carried:

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

Nay: None

In Re: County Administrator's Report

Route 786 Update – Mr. Bartlett stated the scheduled meeting with representatives from VDOT on Friday, November 16, 2012, regarding the inspection of Route 786, has been changed to November 26, 2012. Mr. Bartlett stated the top coat of the road is on and the marking and striping of the road is being completed. The final inspection will be done on November 28. Mr. Bartlett said the County will want to ask VDOT to accept the road into the state system, which will require a resolution.

Supervisor Simpson made a motion, seconded by Supervisor McKay, to approve the Resolution requesting the Virginia Department of Transportation to add Route 786, Granite Falls Boulevard, to the secondary system of state highways, pursuant to Section 33.1-229, Code of Virginia; and to authorize the Board Chairman and County Administrator to sign all necessary documents; the motion carried:

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

Nay: Pattie Cooper-Jones

Supervisor Simpson made a motion to formally open Route 786, Granite Falls Boulevard, on Saturday, December 1, 2012; the motion carried:

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

Nay: None

RESOLUTION

WHEREAS, the street described in the attached Additions Form AM-4.3, fully incorporated herein by reference, is shown on plats recorded in the office of the Clerk of Circuit Court of Prince Edward County; and

WHEREAS, the representative for the Virginia Department of Transportation has advised this Board that State Route 786 (Granite Falls Boulevard) meets the secondary road requirements established by the Virginia Department of Transportation; and

NOW, THEREFORE, BE IT RESOLVED, the Board of Supervisors of the County of Prince Edward requests the Virginia Department of Transportation to add the road described on the attached Additions Form AM-4.3 to the secondary system of state highways, pursuant to Section 33.1-229, Code of Virginia; and

BE IT FURTHER RESOLVED, this Board guarantees a clear and unrestricted right-of-way, as described, and any necessary easements for cuts, fills and drainage; and

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Residency Administrator for the Virginia Department of Transportation.

Court House Roof – Mr. Bartlett stated repeated attempts to stop all leaks in the roof of the Court House have not been successful. Various leaks have been located and repaired only to see new leaks develop quickly. The volume of the leak in the Atrium has been reduced, but not completely stopped as its exact location cannot be pinpointed. The County has had two contractors inspect the roof to determine if a fix could be made. Both contractors stated the problem is the existing shingles are cracking and any fix would only be temporary. Both recommended replacement of the shingles. Currently, all known leaks have been stopped with the exception of the one in the Atrium. Mr. Bartlett said the Board can choose to replace the roof now or wait until the next budget year.

Discussion followed regarding the original construction contract and if damage is from a product defect or an installation defect.

Chairman Fore suggested that staff contact the original construction company to inspect the roof. The Board concurred.

Jail Update – Mr. Bartlett advised the Board that the Jail is still losing money and at the current rate, localities will have to start subsidizing the Jail operation by December. This week the Jail Board met with Robert Huff, the jail's auditor. He was instructed to conduct a complete review of various options

regarding revenues and expenses and report back to the Jail Board by the end of November. Mr. Bartlett stated the County may need to begin to subsidize jail operations in December and the Board will have to amend the County budget to account for this unbudgeted expense.

Mr. Bartlett stated that Mr. Ernest Toney visited a large community in the state which is interested in sending more than 100 prisoners to the jail. There is the possibility of another small federal contract with the potential of 11 inmates housed at the jail. Mr. Bartlett added the Piedmont Regional Jail has sent out for an RFP for medical services for the jail.

Discussion followed.

In Re: Emergency Generator Grant

Mr. Bartlett stated that at the July Board meeting, a number of Board members expressed interest in the County pursuing grant funding for emergency generators. At the August Board meeting, County staff reported to the Board that a grant opportunity, which would help fund a back-up generator for the County's primary emergency operations center (EOC), was available through the Virginia Department of Emergency Management (VDEM). The Supplemental Emergency Management Performance Grant (SLEMPG) will provide up to \$50,000 in grant funding and has a 50/50 matching formula. The grant deadline was July 20, 2012; the County Administrator authorized staff to pursue the funding, with the proviso that the Board of Supervisors would have to approve the matching funds if the grant was awarded. The County has learned that the \$50,000 of grant funding has been awarded. The proposed grant request is for an 80 kW mobile generator, transfer switch, all accessory electrical requirements and the cost of installation. The total anticipated cost of the generator project is \$115,000 (which is approximately \$10,000 more than anticipated in August). As the grant will fund up to \$50,000, the required county match would be the remaining \$65,000. While more expensive than a fixed generator, the benefit of the mobile generator is that it can be moved to the location where it is most needed in the event of a power outage or an emergency.

Mr. Bartlett stated that after some discussion, it was determined the Ag building would be the best place for the back-up generator to be installed for use as the EOC as it is out of the flood plain. Discussion followed on the various sites considered and the costs associated with each.

Supervisor Gantt made a motion to approve acceptance of the \$50,000 of SLEMPG funding and authorize the County Administrator to sign all necessary documents, and approve the budget amendment and appropriation as follows:

<u>FY 2013 Budget Amendment</u>		<u>Debit</u>	<u>Credit</u>
3-100-24040-0130	SLEMPG		\$50,000
3-100-41050-0100	General Fund Balance		\$65,000
4-100-94000-0030	SLEMPG – Generator	\$115,000	

The motion carried:

<p>Aye: Howard M. Campbell Pattie Cooper-Jones William G. Fore, Jr. Don C. Gantt, Jr. Robert M. Jones Charles W. McKay Howard F. Simpson Jim R. Wilck</p>	<p>Nay: None</p>
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In Re: Access to Diesel at Schools

Mr. Bartlett stated a request has been received from the Volunteer Fire Departments to allow purchase of diesel from the Prince Edward County Schools. He explained the Superintendent asked for a formal request from the Board for the Volunteer Fire Departments and the Rescue Squad to purchase diesel from the school.

Supervisor Wilck made a motion to file a formal request with the Prince Edward County Schools to allow the Volunteer Fire Departments and the Rescue Squad to purchase diesel fuel from the schools; the motion carried:

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

Mr. Bartlett reported that he contacted the Tobacco Indemnification and Community Revitalization Commission for assistance in obtaining a status update regarding the Buggs Island wireless broadband project. Buggs Island experienced interference from another company serving western Virginia and parts of North Carolina, using the same newly licensed spectrum. Buggs Island had to turn their transmitters off, but anticipate having the issue corrected by the end of the year. Mr. Bartlett stated he will contact them at the end of this month for an update.

In Re: Reassessment Committee Report

Mr. Bartlett stated the Reassessment Committee met October 23, 2012. The Committee comprises Supervisor Gantt (Chair); Supervisor Simpson; Marshal Thackston (citizen appointee) and Beverly Booth, Commissioner of Revenue. Mr. Bartlett stated he was also in attendance.

Supervisor Gantt stated the Committee reviewed the letter sent to the Board of Supervisors from the Board of Equalization dated April 19, 2009. The main point of discussion centered on the practice of placing a “home site” on unimproved parcels. The committee was informed that approximately 1,085 parcels not located in Town limits or a subdivision had a home site placed on the parcel. The total taxable value of these home sites was \$61,204. After review of the letter and discussion the committee voted unanimously to recommend eliminating the practice of placing a “home site” on unimproved tax parcels that are not in a subdivision or located in the Town limits.

The Commissioner of Revenue updated the Committee on the current sales ratio which, for 2012, is 100% and for 2011, was 95.4%. The sales ratio is calculated by the state and compares the tax assessment to the actual sales price of property. A ratio of 100% means the sales price matches the tax assessment while a ratio of less than 100% means the tax assessment is less than the sales price.

Supervisor Gantt stated Committee members requested an RFP be issued for reassessment services. The committee was informed the Board of Supervisors had already approved the issuance of an RFP for these services. Supervisor Gantt reported the remainder of the conversation centered on specific valuation policies and the need of the County and the Board of Equalization to understand the policies used by the assessment firm. The Committee recommends that once the reassessment firm has been chosen, the

Board of Supervisors authorize the Committee to meet with the firm to discuss specific valuation policies and make recommendations to the Board of Supervisors.

Discussion followed on the instructions to be presented to the assessors and the Board of Equalization. Mrs. Sarah E. Puckett, Assistant County Administrator, stated that the assessors must follow the guidelines as set forth by the Department of Taxation.

Supervisor Gantt made a motion to only place “home sites” on unimproved parcels that are either located in the Town limits or in a subdivision; to allow the Committee to meet with the selected reassessment firm to discuss specific valuation policies and make recommendations to the Board of Supervisors; the motion carried:

Aye:	Howard M. Campbell Pattie Cooper-Jones William G. Fore, Jr. Don C. Gantt, Jr. Robert M. Jones Charles W. McKay Howard F. Simpson Jim R. Wilck	Nay: None
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In Re: FY 13 Budget Amendment

Mr. Bartlett stated that on February 14, 2012, the Board of Supervisors held a public hearing to amend the FY12 budget after which the Board amended the budget of both the General and Revenue Sharing funds to fund the construction of Route 786. This project continued into the current budget year. The budget approved at the beginning of the current fiscal year did not contain funds associated with this project because the amount of work that would be completed and expensed and the amount of funds received from VDOT on June 30, 2012 was not known. The County received the full amount of the cash from the VRA 2011 financing in the last fiscal year. With the project nearing completion it is now time to amend the FY13 budget to reflect the expenditure of Funds in the current fiscal year.

Mr. Bartlett said that Section 15.2-2507 of the *Code of Virginia* requires a public hearing when the Board of Supervisors makes amendments to the County Budget when such amendment exceeds one percent of the total expenditures shown in the adopted budget. He said this amendment exceeds one percent; the County’s auditor is determining which expenditures will be charged to the last Fiscal Year and determining the exact budget adjustment required for the current fiscal year. The exact budget amendment will be

available prior to any required advertisement for the public hearing and any adjustments will reduce the amount of expenditures for the project.

Supervisor Wilck made a motion to authorize advertisement for a public hearing to be held at the December 11, 2012 meeting on the proposed FY 13 Budget Amendment as follows:

		<u>Debit</u>	<u>Credit</u>
3-740-24040-0001	State Revenue Sharing		\$1,759,980
3-740-24040-0005	State VDOT Funds		\$ 500,000
3-740-41050-0740	From VDOT Revenue Sharing Fund Balance		\$ 65,376
4-740-94000-0786	Route 786 Project	\$2,325,356	

The motion carried:

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

Mr. Bartlett stated a letter has been received from the Virginia Department of Historic Resources concerning the proposed nomination of First Baptist Church to the Virginia Landmarks Register and for recommendation to the National Register for Historic Places.

After some discussion, Supervisor Jones made a motion to authorize the County Administrator to send a Letter of Endorsement for this proposed nomination to the National Register of Historic Places and for inclusion in the Virginia Landmarks Register; the motion carried:

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

Mr. Bartlett stated that Vice Chairman Simpson and Chairman Fore requested that the discussion of adjusting the salaries by two steps of the three employees who are responsible for the cleaning of the AG building be revisited.

During the October Board meeting, the duties of these three employees were increased when the part-time employee who cleaned on-half of the building retired. That position will not be filled and the responsibility of the position was divided between the three full-time employees. Not filling the part-time position equates to an annual savings to the County of \$19,639.

Mr. Bartlett said with the increase in duties it is proposed to increase the three workers' salary by two steps. This equates to approximately a 4.5% increase for each employee. The total cost increase for all three including benefits of the proposal is \$4,460. After this proposed increase the County would realize a net savings of \$15,179 annually.

Discussion followed.

Supervisor Wilck made a motion to grant the proposed increase in salary to two maintenance staff.

Supervisor Gantt made a substitute motion to grant the proposed increase in salary to two maintenance staff members and to make a policy for handling of salary increases only at budget time.

After some discussion, Supervisor Wilck withdrew his motion.

Supervisor Gantt amended his motion, seconded by Supervisor Wilck, to grant the proposed increase in salary and to make a policy to not allow salary increases, bonuses, vacation days, benefits or any other monetary changes in pay except as set forth in the County's annual budget, effective November 1, 2012; the motion carried:

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

In Re: Animal Warden's Report

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

In Re: Building Official's Report

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

In Re: PERT Ridership Report

The Board reviewed the October 2012 ridership report from PERT and ordered them to be filed with the Board papers.

In Re: Prince Edward County Public Schools

Mr. K. David Smith, School Superintendent, submitted a financial summary report for the month of October 2012, which was reviewed and ordered to be filed with the Board papers.

In Re: Tourism and Visitor Center Report

Mrs. Magi Van Eps, Tourism & Visitor Center Coordinator, submitted a report for the month of October 2012, which was reviewed and ordered to be filed with the Board papers.

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

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

the meeting was adjourned at 8:54 p.m.