

October 13, 2015

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

Pattie Cooper-Jones

Calvin L. Gray

Robert M. Jones

Charles W. McKay

Howard F. Simpson

C. Robert Timmons, Jr.

Jerry R. Townsend

Jim R. Wilck

Also present: Wade Bartlett, County Administrator; Sarah Elam Puckett, Assistant County Administrator; Sharon Lee Carney, Director of Economic Development; and Jim Ennis, County Attorney.

Chairman Simpson called the October meeting to order. Supervisor Gray offered the invocation and led the Pledge of Allegiance.

In Re: Public Participation

Magi Van Eps, Prince Edward County Tourism Coordinator, stated the Governor's 2015 Mansion Holiday Tree theme is "Celebrating Virginia's Localities" and an invitation was extended to every county, city and town in the Commonwealth to provide a handcrafted ornament. The contest judges selected the ornament created by Dr. Richard and Mrs. Deborah McClintock, which depicts the Light of Reconciliation, Longwood University, Hampden Sydney College, the Tobacco heritage, the High Bridge Trail State Park, two State Lakes, the Train Station, and other highlighted areas in Prince Edward County.

Kenneth Jackson, Lockett District, stated board pack information online appears to be incomplete, and expressed his concern regarding projects being undertaken in the Industrial Park with no immediate prospects and with short notice. Mr. Jackson said there is no need to open another 60 acres at the taxpayers' expense, and stated there is no definite cost for these projects and only an estimate on the

proposed road and water lines. He added that anyone interested in opening a business here should invest here first as they would then be less likely to go to another area. He added any grant funding not received this year can be applied for next year.

Mr. Wade Bartlett, County Administrator, stated the estimated cost of the project is \$1,058,650 and the information has been presented in this and last month's Board packets. He said it includes 900 feet of water line, and is an estimate from the Engineering firm; engineering firms tend to estimate higher than actual bids. Mr. Bartlett stated this information has been discussed and is on the County's web site.

Cindy Koether, Lockett District, stated she was confused when Supervisor McKay argued on behalf of the YMCA during last month's meeting until she found out Supervisor McKay and Supervisor Gray also serve on the YMCA Board. She questioned a conflict of interest and breach of ethics, adding the Supervisors are to represent the citizens, not the organizations, and should recuse themselves from votes regarding the organizations they also serve on.

Mr. James Ennis, County Attorney, stated the Conflict of Interest Act in Virginia covers a financial interest in a transaction. These Board members have been appointed by this Board to serve on the YMCA Board, to allow this Board to be informed of the day to day workings of the YMCA Board.

In Re: Board of Supervisors Comments

Supervisor Gray welcomed all in attendance and announced October is Cancer Awareness Month.

Chairman Simpson stated a plaque was given to the Board members from the Moton Museum; it will be placed in the Administrator's Office for anyone to view.

Supervisor Cooper-Jones thanked all for attending and expressing their concerns with the Board.

Supervisor Townsend welcomed all in attendance and announced he will host a Town Hall Meeting, Saturday, October 31, 2015 from 9:00 a.m. through 11:00 a.m. at the Meherrin Fire Hall.

In Re: Consent Agenda

On motion of Supervisor Gray, seconded by Supervisor Townsend, and carried:

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

Nay: None

the Board accepted the Treasurer's Report for August 2015; the minutes of the meeting held September 8, 2015; Accounts and Claims; and Salaries.

Prince Edward Treasurer's Report - August 2015

<u>Name of Bank</u>	<u>Bank Balance</u>	<u>Deposit in Transit / Adj.</u>	<u>Outstanding Checks</u>	<u>Available Balance</u>
Benchmark Pooled Fund Account	7,037,469.81			7,037,469.81
Wells Fargo Social Services	63,850.16			63,850.16
Bank of America School Fund	70,056.28			70,056.28
Bank of America Food Service	4,425.06			4,425.06
Benchmark School Fund	1,231,809.47			1,231,809.47
Benchmark Food Service	338,477.82			338,477.82
TOTAL				8,746,088.60

Certificates of Deposit

Benchmark	558,004.20
Citizens Bank Recreation	16,518.43
Citizens Bank Underground Storage	20,260.84
Farmers Bank	206,189.44
	800,972.91
GRAND TOTAL	9,547,061.51

BOARD OF SUPERVISORS

Farmville NewsMedia	Advertising	640.88
Town of Farmville	Redesign bus line	366.08
VACORP	Public Official Liability	2,686.00
Business Card	Meals	75.11
Magi Van Eps	Cups	23.50

COUNTY ADMINISTRATOR

VACORP	Workers compensation	120.85	
	Auto insurance	1,401.00	
	Public official liability	504.00	2,025.85
Troy & Banks	Utility audit		289.33
Business Card	Postage	76.40	
	Lodging	423.75	500.15
US Cellular	Phone		138.06
Diamond Springs Water, Inc.	Equipment rental		8.95
Karin P. Everhart	File box / chair mat		40.54
Key Office Supply	Phone pad	15.89	
	Greenbar paper	329.94	
	Laser cartridges	241.96	587.79
Matthew Bender & Company, Inc.	Code 2014 RV3B	72.93	
	2015 Anno Citator	88.09	161.02

LEGAL SERVICES

VACORP	Workers compensation		14.05
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INDEPENDENT AUDITOR

Robinson Farmer Cox Associates	Cost allocation plan		3,800.00
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COMMISSIONER OF REVENUE

VACORP	Workers compensation		63.93
Treasurer of Virginia	Online service		76.86
Key Office Supply	Ink cartridge	90.99	
	Envelopes / mailers	16.27	107.26
NADA Guides	RV Appraisal guide	35.00	
	Motorcycle / ATV guide	20.00	
	Marine Appraisal guide	35.00	
	Older Used Car guide	20.00	110.00

ASSESSOR

Wampler-Eanes Appraisal	Assess new construction		2,725.00
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TREASURER

VACORP	Workers compensation		67.00
Business Data of Virginia, Inc.	Norton updates		119.80
ComputerPlus Sales / Service	Service contract		602.55
M&W Printers, Inc.	Postage - Real estate forms	3,731.50	
	Postage - Property forms	5,268.00	8,999.50
Benchmark Community Bank	Payflow / Paypal		0.70
Treasurer of Virginia	Online service		76.86
Mail Finance	Equipment lease		1,592.55
STEPS, Inc.	Shredding service		35.00

INFORMATION TECHNOLOGY

Business Data of Virginia, Inc.	Contract agreement	3,700.00	
	Travel expenses	700.00	4,400.00
SiteVision, Inc.	Webhosting - 4th quarter		179.85

ComputerPlus Sales / Service	Printer service contract		79.00
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REGISTRAR

VACORP	Workers compensation		20.96
U. S. Postal Service	Box rent	144.00	
	Stamps	735.00	879.00
Lynette Wright	Mileage	36.23	
	Meal	16.32	
	Keys / Packaging supplies	21.37	73.92
Key Office Supply	Copy paper / flash drive		106.56

CIRCUIT COURT

VACORP	Workers compensation		10.72
U. S. Postal Service	Box rent		88.00

GENERAL DISTRICT COURT

US Cellular	Phone		24.00
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SPECIAL MAGISTRATES

VA Magistrates Association, Inc.	Dues		75.00
Key Office Supply	Canon cartridges		199.98

CLERK OF THE CIRCUIT COURT

VACORP	Workers compensation		113.02
Whitecom Systems	Alarm monitoring		258.00
Electronic Systems, Inc.	Postage labels		50.00
Mail Finance	Equipment lease		407.13
CenturyLink	Phone		48.51
Key Office Supply	Return	-189.98	
	Ink cartridge	759.95	
	Hand towels	32.99	
	Laser cartridge	279.98	
	Copy paper	73.98	
	Pens	22.36	979.28

LAW LIBRARY

AT&T	Phone		42.47
CenturyLink	Phone		40.79
Matthew Bender & Company, Inc.	Code 2015 RV3B	72.93	
	2015 Anno Citorator	88.08	161.01

COMMONWEALTH'S ATTORNEY

VACORP	Workers compensation		146.39
Software Unlimited Corporation	Annual software maintenance		5,110.40
Pitney Bowes, Inc.	Postal supplies		62.73
Pitney Bowes	Equipment lease		153.00
Treasurer of Virginia	IPad service		131.22
LGA of VA, Inc.	Dues		350.00
STEPS, Inc.	Shredding service		35.00
Key Office Supply	Copy paper	15.96	

	Planners	113.34	129.30
<u>VICTIM WITNESS ASSISTANCE PROGRAM</u>			
VACORP	Workers compensation		15.97
Treasurer of Virginia	Registration fee		50.00
<u>SHERIFF</u>			
VACORP	Workers compensation	5,987.18	
	Auto insurance	16,831.00	22,818.18
B & G Automotive	Brake pads / rotors		683.19
East End Motor Company, Inc.	SOL Vent valve	194.05	
	Oil change	116.39	
	Brake pads / rotors	401.97	
	Inspections	32.00	
	Blower motor	169.99	
	Tires	597.76	1,512.16
Express Care	Oil changes		263.79
Fourth Street Motor Company	Auto repairs		1,992.50
Haley Auto Mall	Program key fob		263.50
Rockwell Audio	Swap radio / check fuses	69.00	
	Remove equipment	552.00	621.00
Wohlford's Radar	Calibrations		
Business Card	Postage	147.00	
	Meals & lodging	142.71	
	Training	590.00	
	Gas	21.00	
	Measure tape / paper	45.17	945.88
U. S. Postal Service	Box rent		88.00
Treasurer of Virginia	VCIN		52.74
Kinex Networking Solutions	Remote data backup		19.95
CenturyLink	Phone	10.52	
	VCIN	7.97	18.49
US Cellular	Phone		816.26
Andy Cary	Meals		60.64
Robert Goldman	Meals		26.78
Diamond Springs Water, Inc.	Water & equipment rental		86.65
Farmville Printing	Log sheets		78.30
Key Office Supply	Tabs	24.57	
	Sharpies	2.78	
	Frame	11.99	
	Copy paper	149.75	
	Business cards	35.18	224.27
Staples Advantage	Office supplies		184.52
Walmart Community / RFCSLLC	SD cards	27.76	
	Auto detailing supply	42.59	
	Training doll	9.00	79.35
Southside Electric Cooperative	Electric service		6.02
Central VA Criminal Justice Academy	Range books		30.00
DMV	Special ID		10.00
Southern Police Equipment Company	Holster	86.00	

	Aerosol holder / cases	82.97	168.97
Galls, LLC	Boots		158.00
Creative Monogramming	Monogramming		196.00
Premium Marketing & Sales	Badge		79.00
Quality Uniform Company, Inc.	Pants		128.85
Matthew Bender & Company, Inc.	Criminal / Traffic Law 15 Ed	68.08	
	Code 2015 RV3B	72.93	141.01
Town Police Supply	4 Bullet-proof vests		2,260.00
R K Chevrolet, Inc.	2016 Tahoe (2)		64,660.00
Signs@Work, Inc.	Vehicle decals		750.00

SHERIFF - COURTS

VACORP	Workers compensation		1,777.10
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FARMVILLE VOLUNTEER FIRE DEPARTMENT

Elecom, Inc.	Pagers (3)		1,281.00
Emergency Apparatus	Travel - install battery		97.50
Heroes Apparel	Credit memo	-45.00	
	Flashlight battery	108.00	63.00
Key Office Supply	Pad & pens	12.33	
	Markers	19.81	32.14

RICE VOLUNTEER FIRE DEPARTMENT

John Deere Financial	Diesel	191.56	
	Gas	115.26	306.82
Dominion Virginia Power	Electric service		9.02

PROSPECT VOLUNTEER FIRE DEPARTMENT

Atlantic Emergency	Calibrate gas monitor		193.61
Benchmark Community Bank	Truck payment		3,500.00
Davis GMC Truck, Inc.	Inspection / oil change	69.90	
	Sensor	64.69	
	Bumper repair	648.88	783.47
East End Motor Company, Inc.	Service call / flat repair		166.32
Goodman Truck & Tractor	Truck repairs	1,206.84	
	Repair air leak	664.38	1,871.22
Pamplin Exxon	Fuel		197.01
Price Supply Company, Inc.	Part for ice machine		38.66
Prince Edward County Public Schools	Diesel		39.69
Seton Identification	Oil spill kit	433.81	
	Spill kit	166.66	600.47
Taylor-Forbes Equipment Company	Mower clutch		299.50
Prince Edward County Public Schools	Diesel		179.52
Seton Identification	Spill kit		166.66
Prince Edward County Treasurer	Gas		201.11
Dominion Virginia Power	Electric service		637.29

DARLINGTON HEIGHTS VOLUNTEER FIRE DEPARTMENT

C W Williams	Turn-out gear	14,372.71	
	Air bottles	9,185.36	23,558.07

Cyrus Pest Control Company	Exterminating service		45.00
Ellington Energy Service	Propane (pre-buy)	1,448.64	
	A/C unit	2,977.00	4,425.64
Southside Electric Cooperative	Electric service		469.64

HAMPDEN-SYDNEY VOLUNTEER FIRE DEPARTMENT

Arc3 Gases	Cylinder rental		125.86
C W Williams	Air bottles		6,607.80
Davis GMC Truck, Inc.	Vehicle repair		906.23
Fisher Auto Parts, Inc.	Oil absorbent	27.97	
	Battery	137.37	165.34
Foster Fuels, Inc.	Propane		88.84
CenturyLink	Phone		53.36
RJA Fire Extinguisher	Extinguisher maintenance		61.00
Dominion Virginia Power	Electric service		325.02

PAMPLIN VOLUNTEER FIRE DEPARTMENT

AT&T	Phone		42.08
C W Williams	Air bottles		8,590.14
Carquest Appomattox	Car wash concentrate		40.33
Fire & Safety Equipment Company	Cylinder hydrotest		19.50
Jamerson Building Supply	Building materials	61.26	
	Flush lever	7.99	69.25
Pamplin Exxon	Fuel		317.01
Trumbull Software Associates	Rover subscription		300.00
Verizon	Phone		73.62
Dominion Virginia Power	Electric service		510.84

AMBULANCE AND RESCUE SERVICES

Prince Edward Volunteer Rescue Squad	15-16 Support		16,500.00
Meherrin Fire & Rescue	15-16 Support		3,250.00

EMERGENCY SERVICES

Timmons Group	E-911 Addressing		90.00
Korman Signs	Signs & hardware		940.66

REGIONAL JAIL & DETENTION

Irongate Boundary Management	Electronic monitoring		641.25
Piedmont Regional Juvenile Detention Center	Juvenile detention		16,950.00

BUILDING OFFICIAL

VACORP	Workers compensation	358.74	
	Auto insurance	468.00	
	Public Official liability	168.00	994.74
US Cellular	Phone		24.25
Buckingham County Treasurer	Mileage		57.23

ANIMAL CONTROL

VACORP	Workers compensation	398.54	
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	Auto insurance	935.00	1,333.54
Farmville Wholesale Electric	Electric wire / connector		9.95
Lowe's	Water heater / pipe		363.19
Dominion Virginia Power	Electric service		109.24
CenturyLink	Phone		98.11
US Cellular	Phone		48.00
Walmart Community / RFCSELLC	Cleaning supplies		30.39
	<u>REFUSE DISPOSAL</u>		
VACORP	Workers compensation	4,710.06	
	Auto insurance	1,403.00	6,113.06
Treasurer of Virginia	Permit Levy - 4th quarter		276.26
Resource International	Misc. work tasks	3,405.55	
	Storm water compliance	381.00	
	Groundwater monitoring	22,898.09	26,684.64
Business Card	Toolbox / bolts / bits		210.60
Farmville Wholesale Electric	Handsaw / cement adaptor		20.25
Leachator Pumping Systems	Motor saver		390.00
Lowe's	Door knob	83.56	
	Filter / valve / adapter	91.72	
	Keys	18.70	
	Bushings / tape	15.47	
	Pipe & tape	6.42	
	Bug spray	12.32	
	Return door knob	-41.78	186.41
C & L Machine & Welding	Bearings		103.90
Cavalier Equipment Corporation	Valve protector	180.87	
	Cover control valve	736.99	917.86
Goodman Specialized Vehicles	Check tarp arms		211.90
James P. Childress, Jr.	Truck maintenance		113.50
NAPA of Farmville	Windshield washer / antifreeze	13.78	
	Hose & ends	33.82	
	Diesel exhaust fluid	25.98	73.58
Rod & Staff, LLC	Truck safety brackets		385.00
Republic Services #974	Trash collection		414.21
Wright's Excavating, LLC	Landfill operation		48,093.75
Emanuel Tire of Virginia	Tire recycling		2,847.90
STEPS, Inc.	Recycling fee		1,327.84
Synergy Recycling, LLC	Electronic recycling		2,618.35
Southside Electric Cooperative	Darlington Heights site	60.45	
	Virso site	77.79	138.24
Dominion Virginia Power	Rice site	41.26	
	Cell C pump station	13.39	
	Green Bay site	62.85	
	Leachate pump	384.35	
	Worsham site	37.98	
	Prospect site	48.95	
	Scalehouse	52.77	
	Landfill site	31.48	673.03
AT&T	Phone		42.48

CenturyLink	Phone	355.22
US Cellular	Phone	24.00
Verizon	Phone	136.11
O. O. Stiff, Inc.	Monthly service	702.50
Prince Edward County Public Schools	Diesel	1,776.85
East End Motor Company, Inc.	Tires	612.00

SANDY RIVER RESERVOIR

Piedmont Soil & Water Conservation	Mowing dam #12	2,400.00
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GENERAL PROPERTIES

VACORP	Workers compensation	1,687.12	
	Boiler insurance	1,786.00	
	Fire insurance	22,715.00	
	Auto insurance	2,338.00	28,526.12
Dodson Brothers Exterminating	Pest control - Cannery	38.00	
	Pest control - Worsham	38.00	
	Pest control - SCOPE	38.00	
	Pest control - Courthouse	85.00	
	Pest control - Visitor's Center	38.00	237.00
Daikin Applied	Chillr maintenance contract		3,025.00
Rohr Mechanical, LLC	Replaced capacitor		152.80
Davis GMC Truck, Inc.	Inspection / ball joint / hub		610.02
NAPA of Farmville	Diesel exhaust fluid		12.99
Pro Auto, LLC	Inspection		16.00
Southside Electric Cooperative	SRR lights		32.10
Dominion Virginia Power	Roy Clark monument	6.67	
	Courthouse	14,493.84	
	Sheriff Department shed	13.38	
	Worsham Clerk Office	54.24	
	Lights at Rice	111.01	
	Ag building	508.44	
	Shop	22.19	15,209.77
Town of Farmville	Water & sewer		157.28
AT&T	Phone		42.47
CenturyLink	Phone		135.06
US Cellular	Phone		123.32
O. O. Stiff, Inc.	Monthly service		100.00
Ronald Van Eps	Postage		6.25
Aramark	Janitorial supplies		559.94
Diamond Paper Company	Trash bags / towels / etc		1,330.25
Atco International	Hand wipes		172.44
Baldwin's Small Engine Repair	Primer bulb		5.50
Business Card	Cooling fan kit		278.00
Diamond Springs Water, Inc.	Equipment rental		8.95
East End Chevron	Ice		12.00
Farmville Wholesale Electric	Ballast / switch / bulbs		72.44
Lowe's	Post digger / first aid	52.57	
	Carpet / roller / knife	307.71	
	Seam sealer	4.25	

	Cord	60.74	
	Lumber	13.24	
	Batteries / tool pouch	59.81	
	Loppers / gloves	66.44	
	T-posts	43.40	608.16
Price Supply Company, Inc.	Plumbing supplies	296.29	
	Wrench / gasket	17.90	314.19
Productivity Partners, Inc.	Power conditioner		508.00
Cintas Corporation #524	Uniform rental		359.19
Prince Edward County Public Schools	Diesel		192.34

CANNERY

VACORP	Workers compensation		79.05
Virginia Food Works	Contract payment		2,916.67
C & L Machine & Welding	Repair valve stems		60.00
Farmville Wholesale Electric	Fuses	40.20	
	Electric box / light fixture	70.27	110.47
Southside Electric Cooperative	Electric service		548.79
Parker Oil Company, Inc.	Fuel oil		594.75
CenturyLink	Professional service		237.28
Hubert Company	Aprons / gloves / thermometer		205.41

HEALTH DEPARTMENT

Prince Edward Health Department	Local support		40,683.50
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CHAPTER X BOARD

Crossroad Services Board	1st quarter support	15,000.00	
	2nd quarter support	150,000.00	30,000.00

COMPREHENSIVE SERVICES ACT

Bear Creek Academy	Professional service		2,475.00
Blue Ridge Autism & Achievement Center	Professional service		2,610.00
Rescare / Braley & Thompson	Professional service		6,231.00
Centra Health	Professional service		6,270.00
Elk Hill	Professional service		2,720.00
Family & Community Support	Professional service		1,655.00
Grafton School, Inc.	Professional service		24960
Ifetayo Imachinello	Foster care		2,085.00
Keystone Newport News, LLC	Professional service		4,115.00
Kindercare Cedar Fork	Foster care		693.00
Ashley Long	Foster care		4,422.00
Northstar Academy, Inc.	Professional service		1,600.00
United Methodist Family Services	Professional service		2,966.00
Barksdale Taxi, LLC	Foster care		250.00

OTHER WELFARE / SOCIAL SERVICES

STEPS, Inc.	15-16 Support	6,250.00	
	15-16 Support (CAP)	3,622.00	9,872.00

	<u>MUSEUMS</u>		
Robert Russa Moton Museum	15-16 Support		2,500.00
	<u>PUBLIC LIBRARY</u>		
Farmville - Prince Edward Community Library	15-16 Support		51,165.75
	<u>PLANNING</u>		
VACORP	Workers compensation		37.36
Farmville Newsmedia	Advertising		225.50
Business Card	Postage		43.68
US Cellular	Phone		65.51
	<u>COMMUNITY DEVELOPMENT</u>		
Piedmont Area Transit	15-16 Support		2,500.00
Downtown Farmville	15-16 Support		2,500.00
	<u>ECONOMIC DEVELOPMENT</u>		
VACORP	Workers compensation		20.76
Business Card	Meals	30.34	
	Calendar	17.89	
	Copies of Depot plan	173.17	221.4
	<u>TOURISM</u>		
VACORP	Workers compensation		14.48
Dominion Virginia Power	Electric service		350.37
Town of Farmville	Water & sewer		47.65
Business Card	UPS		32.32
CenturyLink	Phone		339.11
Magi Van Eps	Gas	21.22	
	Staff lunch	48.23	
	Virginia's Retreat luncheon	12.21	81.66
	<u>SOIL & WATER CONSERVATION DISTRICT</u>		
Piedmont Soil & Water Conservation District	15-16 Support		2,960.00
	<u>COOPERATIVE EXTENSION OFFICE</u>		
CenturyLink	Phone		107.70
	<u>GENERAL EXPENSE</u>		
Lumos Networks	Phone		5,216.01
Petroleum Traders Corporation	Gas		11,314.79
	<u>CAPITAL PROJECTS</u>		
Metal Roof & Building	Roof inspection		1,750.00
	<u>DEBT SERVICE</u>		
Town of Farmville	Loan - principal	150,882.16	
	Loan - interest	39,641.74	190,523.90

US Bank	GO Rfunding - interest	49,162.50	
	GO Rfunding - principal	245,000.00	
	2011 Bond - interest	50,445.00	
	2011 Bond - principal	80,662.50	425,270.00
<u>DEBT SERVICE</u>			
Poplar Hill Community Development Authority	CDA Special levy		48,464.00
<u>SCHOOL CONSTRUCTION FUND</u>			
Davenport & Company, LLC	Financial advisory		15,000.00
<u>WATER FUND</u>			
Town of Farmville	Water		38.46
US Bank	2011 Bond - principal	105,120.00	
	2011 Bond - interest	65,741.00	170,861.00
Virso Recreation Center	15-16 Support		
<u>SEWER FUND</u>			
Dominion Virginia Power	Sewer pump		29.36
US Bank	2011 Bond - principal	39,217.50	
	2011 Bond - interest	24,526.50	63,744.00
<u>RETIREMENT BENEFIT FUND</u>			
Vicki K. Johns	Retiree benefit		1,129.00
<u>ECONOMIC DEVELOPMENT FUND</u>			
Mecklenburg County	FY15 Contribution		23,368.00
<u>PIEDMONT COURT SERVICES FUND</u>			
VACORP	Workers compensation		119.67
Dominion Virginia Power	Electric service		208.20
CenturyLink	Phone		63.31
Lumos Networks	Phone		289.52
Prince Edward County Treasurer	Fire insurance		75.00
Sheila Edmonds	Mileage		83.95
Connie Stimpson	Mileage		14.03
Jessica Harding	Mileage	348.40	9.20
	Meals	55.15	
	Lodging	478.10	
	Newspapers	1.50	883.15
Renee T. Maxey	Mileage		196.36
Andy Mays	Mileage		62.09
Ashley Nash	Mileage		116.15
Megan Newman	Mileage		269.10
Bedford County DSS	Training		35.00
Phelps Locksmith Service	Keys		71.00
<u>PCS SUPERVISION FEES EXPENDITURES</u>			
SRP Corporation, LLC	Rent		2,500.00

In Re: Appropriations

Mr. Bartlett stated the Prince Edward County School Board requests an appropriation of funds in the amount of \$39,020, the proceeds of the School Security Equipment grant to be received during the current fiscal year. The award does not require a local match. The grant funds are awarded to Prince Edward County Public Schools for the period of September 25, 2015 through June 30, 2016.

The School Security Equipment Grant will allow the replacement of outdated interior and exterior CCTV equipment, access control card readers, and handheld radios at the high school, middle school, elementary school, and the career and technical center.

The School Board respectfully requests the funds be appropriated to the Facilities category. The Facilities category will increase by \$39,020 for a total of \$189,020. The total School Operating Budget will become \$24,551,337, with an overall budget, including Food Service, of \$25,639,764.

Supervisor Jones made a motion, seconded by Supervisor Gray, to approve the budget amendment and appropriate the funds as follows:

FY 2016 Budget Amendment						
REV/EXP	FUND	DEPT	OBJECT	DESCRIPTION	DEBIT	CREDIT
3 (Rev)	200	24020	0106	Safety & Security Grant		\$ 39,020
4 (Exp)	250	66000	6020	Facilities / Safety & Security Grant	\$ 39,020	

The motion carried:

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

Nay: None

In Re: Highway Matters

Supervisor Timmons said the previous requests for mowing, tree trimming along the roadways, guard rails or protective devices, and replacement of culverts have not been done. He said patching also needs to be done.

Supervisor Jones stated VDOT moved quickly to clean up after the storm; trees have been removed and things are back to normal.

In Re: Public Hearing – County Joint Entity Ordinance (South Central Workforce Investment Area Consortium)

Chairman Simpson announced that this was the date and time scheduled for a public hearing on proposed amendments to the County Ordinance which establishes the South Central Workforce Investment Area Consortium. Notice of this hearing was advertised according to law in the Wednesday, September 30, 2015 and Wednesday, October 7, 2015 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Bartlett stated that at its September 8, 2015 meeting, the Board of Supervisors authorized the advertisement of a public hearing concerning a proposed County Ordinance that creates a joint entity designated as the South Central Workforce Development Area Consortium, rescinds all other ordinances creating a local joint entity to operate a federally funded workforce training program and amends the existing Consortium Agreement.

Mr. Bartlett said that at its January 13, 2015 meeting, the Board held a public hearing and approved an ordinance authorizing the creation of a Joint Entity known as the Workforce Investment Consortium between the Counties of Amelia, Brunswick, Buckingham, Charlotte, Cumberland, Halifax, Lunenburg, Mecklenburg, Nottoway, and Prince Edward. Also at that meeting, the Board approved entering into the South Central Workforce Investment Act Consortium Agreement. This agreement ensured the delivery and oversight of workforce services in the above listed counties that ensured accountability to local elected officials.

Due to the passage of the Workforce Innovation and Opportunity Act of 2014 changes must now be made to the Ordinance and the Consortium Agreement to bring it in line with the Federal and State laws governing this program. Most of the changes are relatively minor and have little impact on the actual operations of the program. In the agreement, the name of the Consortium is changed from the South Central Workforce Development Area. Additionally the Act amended membership criteria of the Workforce Development Area Board by: (1) Expanding the definition of a private business representative,

(2) Reducing the number of educational representatives from three to one, (3) Requiring that 20% of the local Board includes representatives of labor organizations which includes community based organizations that address the needs of individuals with barriers to employment, (4) Reducing the number of representatives from economic development agencies from three to one, (5) Requiring a representative from a High School Career and Technical Education Program and (6) Requiring a representative from the Department of Aging and Rehabilitative Services. The Act also makes minor changes to the membership of the Youth Committee.

Mr. Bartlett stated this agreement has been reviewed by attorneys for several of the member counties and Mr. Ennis has also reviewed the proposed ordinance. All jurisdictions must approve this agreement if they desire to continue to participate in the Workforce Investment activities and receive services for their citizens.

Chairman Simpson opened the public hearing.

Kenneth Jackson, Lockett District, questioned the function of the South Central Workforce Investment Area Consortium for the residents of Prince Edward County, and asked if the County provides funding for this.

Mr. Bartlett said it is state and federally funded and addresses issues of job training, several examples being the medical field, welding, and truck driving. He said the funds also help people with lesser means to attend community college, and works with high schools to seek out those that could benefit most from the program.

Mrs. Sharon Carney, Economic Development Director, stated there are too many people that haven't got the skills necessary for the work force; the Consortium matches job openings with people to be trained for those positions.

Supervisor Timmons asked for statistics on the number of Prince Edward County citizens in the Program; Mr. Bartlett stated he will find the information for the Board, and suggested Ms. Debra Crowder, Director, be invited to a Board meeting. The Board concurred.

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

Supervisor Cooper-Jones made a motion, seconded by Supervisor Timmons, to approve the Ordinance rescinding the existing Ordinance and Forming a new Joint Entity, and to approve the South Central Workforce Innovation & Opportunity Act Consortium Agreement; the motion carried:

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

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

WHEREAS, the Workforce Innovation and Opportunity Act of 2014 (Public Law 113-128), (hereinafter the “Act”), provides federal funding to states for the delivery of workforce training and other services; and

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

WHEREAS, on July 1, 2015, the Member Jurisdictions entered into an agreement to jointly administer the Workforce Innovation and Opportunity Act programs called the “CLEO-LWIB Agreement” for the South Central Workforce Innovation and Opportunity Act Area 8 (the “Charter Agreement”) and have operated continuously under this Charter Agreement; and

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

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

WHEREAS, the Member Jurisdictions desire to form a joint entity under VA. Code §152-1300 to be designated as the South Central Workforce Development Area Consortium (the “Consortium”) and to be recognized as Virginia’s Area VIII Local Workforce Development Area which will perform the duties incumbent on them individually under the Workforce Innovation and Opportunity Act; and

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

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

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

This Ordinance shall be effective immediately.

SOUTH CENTRAL WORKFORCE INNOVATION AND OPPORTUNITY ACT CONSORTIUM AGREEMENT

This agreement is executed by the duly authorized elected officials from the Counties of Amelia, Brunswick, Buckingham, Charlotte, Cumberland, Halifax, Lunenburg, Mecklenburg, Nottoway and Prince Edward (the "Member Jurisdictions") and shall be effective on the latter of July 1, 2015, or on the day that the last Member Jurisdiction enters into this agreement.

WHEREAS, the Workforce Innovation and Opportunity Act of 2014 (Public Law 113-128), (hereinafter the "Act"), provides federal funding to states for the delivery of workforce training and other services; and

WHEREAS, the Act requires the Governor of the Commonwealth of Virginia to designate local workforce development areas for the delivery of such services within the state; and

WHEREAS, the Act requires that the Governor approve a local workforce development area designation request from local areas that existed as such under the Workforce Investment Act of 1998 when the member jurisdictions have each made known their desire for such designation; and

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

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

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

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

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

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

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

Article I – Entity

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

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

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

Article II – Consortium Board Membership

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

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

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

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

Article III – Consortium Powers (Chief Local Elected Officials)

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

- A. Collectively perform the functions of the chief local elected officials of the Member Jurisdictions as permitted in the Act. For purposes of the Act, the Member Jurisdictions shall act through the Consortium Board.
- B. Apply to the Governor of Virginia for Area designation.
- C. Appoint the members of Local Workforce Development Area Board as provided in Article VI of this Agreement.

- D. Execute an agreement with the Local Workforce Development Area Board for the operation and functions of the Local Workforce Development Area Board set out in the Act.
- E. Continually establish the vision and priorities of the Consortium in conjunction with the Local Workforce Development Area Board.
- F. Develop the region's strategic plan as the Local Plan under the Act in partnership with the Local Workforce Development Area Board. The plan shall be submitted to the Virginia Board of Workforce Development (hereinafter, the "Workforce Board") in the manner prescribed by the Workforce Board.
- G. Provide input into and approve the budget of the Local Workforce Development Area Board and provide continuing fiscal oversight of all funds received and expended.
- H. Work with the Local Workforce Development Board's selection and designation of one-stop operator(s), its evaluation of the performance of one-stop operator(s), and
- I. Approve the Local Workforce Development Board's selection and designation of one-stop operator(s), its evaluation of the performance of one-stop operator(s), and its termination of their eligibility for cause as provided in the Act.
- J. From among the Member Jurisdictions, identify annually the local government to serve as Grant Recipient of all funds received under the Workforce Innovation and Opportunity Act.

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

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

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

- A. Oversee the local workforce development services in the Consortium Area.

- B. Oversee the youth and other programs and fund sources which may from time to time fall under the purview of the Local Workforce Development Area Board.
- C. Consult on appointments to the Local Workforce Development Area Board's Youth Committee.
- D. Assist in the development of the Local Plan and Plan modification, review and approval for the Act's programs and other programs for which the Local Workforce Development Area Board is given responsibility.
- E. Adopt a budget for the Workforce Development Area including the operating budget developed by the Local Workforce Development Area Board.
- F. To the extent feasible, align all activities in workforce development in the Area under the policy umbrella of the Consortium Board.
- G. When applicable, ensure that the workforce development policies of the Local Workforce Development Area Board become integrated into county overall policies for economic development, education and workforce investment.
- H. Any and all powers necessary and proper to carry out the Consortium's oversight and financial control of the Act's funds and programs.

Article IV – Governance

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

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

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

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

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

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

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

Article V – Operational Provisions

Section 1. Allocation of Funds.

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

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

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

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

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

Section 6. Liability Insurance.

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

Article VI – Local Workforce Development Area Board

Section 1. Membership.

- A. The Consortium Board shall appoint the members of the Local Workforce Development Area Board in accordance with the criteria in the Act. The Consortium Board shall make every effort to appoint creative and visionary individuals to the Local Workforce Development Area Board. Each Member Jurisdiction shall recommend to the Consortium Board nominees for the Local Workforce Development Area Board. The Consortium Board shall coordinate and consult with the Member Jurisdictions when necessary to ensure appropriate representation of the Member Jurisdictions, the regional labor market, the adult education providers, economic development leaders and the mandatory partner programs prescribed by the Act.

- B. In making appointments, the Consortium Board shall ensure that resources and programs, although regional in nature, will address the critical workforce needs, present and future, of each Member Jurisdiction.

Section 2. **Membership Composition**

- A. The membership of the Local Workforce Development Area Board shall be determined as follows:
 - 1. There shall be two representatives from each Member Jurisdiction who are owners of a private business or chief executive officers of private businesses, or other business executives or employees with optimum policymaking or hiring authority; who represent businesses, including small businesses, or organizations representing businesses described here that provide employment opportunities that, at a minimum, include high-quality, work-relevant training and employment in in-demand industry sectors or occupations in the local area; and who are appointed from among individuals nominated by local business organizations and business trade associations. Business representatives shall at all times comprise at least 51% of the Local Workforce Development Area Board’s membership. The business representatives must represent a broad range of in-demand occupations available in the local labor market.
 - 2. There shall be one representative from a local community college providing WIOA training services.
 - 3. Not less than 20% of the members of the local Board must be made up of representatives of labor organizations. This includes representatives who have been nominated by local labor federations and representatives from apprenticeship programs. Community-based organizations that have demonstrated experience and expertise in addressing the employment needs of individuals with barriers to employment, including veterans, persons with disabilities, and “out of school” youth can be included in the 20% with a minimum of at least two labor organization representatives.
 - 4. There shall be at least one representative from the Virginia Employment Commission who administers WIOA Title III activities for the local area.
 - 5. There shall be at least one representative from a local economic and community development entity.
 - 6. There shall be at least one representative of an eligible provider administering WIOA Title II Adult Education and Literacy activities locally.
 - 7. There shall be at least one representative from a secondary public school’s Career and Technical Education program.
 - 8. There shall be at least one representative from the Department for Aging and Rehabilitative Services who administers WIOA Title IV activities for the local area.
 - 9. There may be other individuals or representatives of entities as the Consortium Board may determine to be appropriate to develop a comprehensive workforce policy within the region.
 - 10. [Intentionally left blank]
- B. The Chair and Vice-Chair of the Local Workforce Development Area Board shall be from among the representatives appointed under Subsection A(1) above.
- C. The Executive Director shall notify the Consortium Board at the beginning of each fiscal year of the members serving on the Local Workforce Development Area Board.

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

- A. Enter into an agreement with the Consortium Board clearly detailing the partnership between the two entities for the governance and oversight of activities under the Act.
- B. Establish the vision and priorities of the Local Workforce Development Area in conjunction with the Consortium Board.
- C. Develop the Local Plan for the Local Workforce Development Area in partnership with the Consortium Board for submission to the Virginia Board of Workforce Development.

- D. Develop a budget to meet its functions and responsibilities under the Act to present to the Consortium Board for its approval.
- E. Work with the Consortium Board and Governor of Virginia to reach agreement on local performance measures.
- F. Designate and certify one-stop operators as described in the Act with the agreement of the Consortium Board.
- G. Evaluate and oversee the performance and operations of the one-stop operators, including termination of the eligibility of such operators for cause, with the agreement of the Consortium Board.
- H. On the recommendations of the Local Youth Committee, competitively procure the services of youth service providers and recommend the awarding of contract(s) to the successful providers.
- I. Direct the disbursement of funds for workforce development activities pursuant to the Act.
- J. [Intentionally left blank]
- K. As requested, assist the Governor of Virginia in developing a statewide employment statistics system.
- L. Coordinate workforce activities authorized under the Act with local economic development strategies and develop employer linkages.
- M. Promote participation of private sector employers in the statewide workforce system.
- N. Conduct business in an open manner and make its activities and information known to the public on a regular and continuous basis.

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

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

Article VII – Youth Committee

Section 1. **Local Youth Committee Membership.** The Local Workforce Development Area Board shall appoint the members of the Local Youth Committee as described in the Act and notify the Consortium Board at the beginning of each fiscal year of the members so serving. The Local Youth Committee Members may include:

- A. Members of the Local Workforce Development Area Board with special interest or experience in youth policy. Members of the Local Workforce Development Area Board must serve as Chair and Vice-Chair of the Youth Committee.
- B. Representatives of youth service agencies, including juvenile justice and local law enforcement agencies.
- C. Representatives of local public housing authorities.
- D. Individuals, including former participants, and representatives of organizations, that have experience relating to youth activities, including faith-based organizations.
- E. Representatives of Job Corps, as appropriate.
- F. Representatives of K-12 education, post-secondary education and adult education.
- G. Representatives of vocational rehabilitation services.

- H. Other individuals as the Local Workforce Development Area Board and the Consortium Board determine to be appropriate.

Section 2. **Duties of the Local Youth Committee.** The Local Youth Committee shall perform the duties and responsibilities described in the Act which shall be included in the by-laws of the Local Workforce Development Area Board.

Article VIII – Conflict of Interest

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

- A. Vote on a matter under consideration by the respective Board
 - 1. Regarding the provision of services by such member (or by an entity that such member represents); or
 - 2. That would provide direct financial benefit to such member of the immediate family of such member.
- B. Engage in any other activity determined by the Governor to constitute a conflict of interest as specified in the State plan.

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

Article IX – Withdrawal and Removal of Member Jurisdiction

Section 1. **Without Long Term Indebtedness.**

- A. Subject to the limits in this Section1, any Member Jurisdiction may withdraw from participation in this Agreement, provided that it has given notice of its intent to withdraw at least 120 days in advance of the effective withdrawal date. Notice of the intent to withdraw shall be given in writing and delivered to all Member Jurisdictions.
- B. Once notice of the notice of withdrawal is received, each Member Jurisdiction shall provide the public with notice that the Joint Powers Agreement will be amended to reflect the removal of the Member Jurisdiction from the Joint Powers Agreement. The vote of each Member Jurisdiction may be done by resolution recorded in the Minutes of the governing body.
- C. Prior to any vote on the withdrawal of a Member Jurisdiction, the Member Jurisdiction so withdrawing must provide by written agreement how its share of the financial obligations (including the annual appropriation of funds) of the Consortium for the current fiscal year will be met; such agreement shall be signed by the Chair of the Consortium and the County Administrator or Board Chair of the withdrawing jurisdiction.
- D. An affirmative vote of the majority of the Member Jurisdictions is required.

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

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

Article X – Dissolution

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

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

Article XI – Miscellaneous

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

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

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

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

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

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

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

In Re: Commonwealth Regional Council Charter Amendment

Supervisor Timmons stated the County received a letter from the Commonwealth Regional Council Executive Director, Mary Hickman, outlining proposed amendments to the Charter of the

Commonwealth Regional Council. These amendments include updating language, trying to make it easier for other entities to become members and bringing the document up to date.

Supervisor Timmons made a motion, seconded by Supervisor Gray, to approve the amendment to the Commonwealth Regional Council Charter and to adopt the Resolution supporting the amendment and the CRC amended Bylaws; the motion carried:

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

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

WHEREAS, the County of Prince Edward is a current member of good standing of the Commonwealth Regional Council, and

WHEREAS, the Commonwealth Regional Council has been discussing an overall review of the current Charter for the Council to reflect the current position of the Council; and

WHEREAS, the Commonwealth Regional Council has authorized a proposed Charter Amendment for presentation to current members in good standing relating to Article III (Principal Office), Article IV (Members), Article V (Dues), Article VI (Officers), Article VIII (Amendments), Article IX (Addition or Withdrawal of Localities or Institutions of Higher Education), and Article X (Dissolution); and

WHEREAS, the Commonwealth Regional Council has presented current members of good standing with a Charter Amendment which would amend the above the sections of the existing Charter.

NOW, THEREFORE BE IT RESOLVED, that having reviewed the proposed Charter Amendment, copy attached, and having no objections thereto, the Board of Supervisors of the County of Prince Edward recommends, and deems it to be in the best interest of the Council and its Members, and

FURTHERMORE, BE IT RESOLVED, as a current Commonwealth Regional Council Charter Member in good standing, hereby directs or authorizes its representative to the Commonwealth Regional Council to adopt the Bylaws accordingly to reflect these Amendments.

In Re: VDOT Revenue Sharing Grant Resolution of Support

Mrs. Sharon Lee Carney, Director of Economic Development, stated that over the last several months, the Board of Supervisors approved the preparation and submittal of a “Special Projects Grant” and

a Southside Economic Development Grant to the Tobacco Indemnification and Community Revitalization Commission for the construction of approximately 1,500 feet of roadway and 1,400 feet of waterline. The Special Projects Grant was awarded \$328,395 on September 23, 2015. This amount was \$146,605 less than the amount request of \$475,000. The Southside Economic Development Grant, in the amount of \$49,080, was submitted by the due date of October 7, 2015, with a decision not due until January 2016.

At the July 14, 2015 Board of Supervisors meeting, the Board approved the preparation and submittal of a VDOT grant with the Tobacco Commission serving as matching funds. After considering the requirements for certain VDOT grants, the Revenue Sharing Grant was considered the best grant for the project needs. The maximum amount a Revenue Sharing Grant cannot exceed more than half (1/2) of the total estimated project cost, which is \$1,058,650. This limits the maximum VDOT Revenue Sharing Grant application to \$529,325. The due date for the Grant application is October 30, 2015. VDOT requires a Resolution of Support from the Board of Supervisors so we need the Board to approve the Resolution tonight.

On September 28, 2015, the IDA met and approved the harvesting of approximately 60 +/- acres of mixed hardwoods at the Prince Edward Industrial Park, which is estimated to bring \$47,450 - \$60,250. These proceeds will be used towards the "dollar-per-dollar" match for the VDOT Revenue Sharing Grant. In addition, the IDA approved the expenditure of any shortfall funding up to \$86,600 for the construction of the access road, which will also be applied toward the VDOT Revenue Sharing match requirement. The estimated total project cost, value of timber, the amount awarded by VDOT, and how much the IDA will need to contribute may change once bid prices are actually received.

Supervisor Timmons asked Mrs. Carney to explain why these funds could not be used for another project.

Mrs. Carney said these grant funds are task-specific and the \$328,395 Tobacco Commission Grant is strictly to build a road for the recruitment and development of infrastructure for industrial prospects. Funds in the VDOT Revenue Sharing grant program must also be used for highway projects and only the specific project requested. At the absolute most, the local match would be \$86,600 to be paid by the IDA; if the timber brings more or the construction costs are less, the funds required from the IDA will be less.

Supervisor Timmons stated these two grants cannot be used for another purpose. Mrs. Carney stated that is correct, these two grants are project specific. Supervisor Timmons then asked if we don't apply for these grants this year and instead wait until next year to apply, these grant funds still are restricted to business development. Mrs. Carney said yes, that is correct.

Supervisor Gray asked if there is a time limit to use the funds, can the County give back the funds without using them, and what the time frame would be for a return if the project does not go through.

Mrs. Carney stated that usually, a grant may be returned to the Tobacco Commission within 36 months. This action taken now would lock it in to be used by Prince Edward County.

Supervisor Wilck made a motion, seconded by Supervisor Townsend, to approve the Resolution of Support for a Revenue Sharing Grant application in an amount not to exceed \$529,325 for the construction of an access road at the Prince Edward Industrial Park, and to approve the Chairman of the Board of Supervisors and/or the County Administrator to sign any and all documents associated with the preparation of the Revenue Sharing Grant application; the motion carried:

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

COUNTY OF PRINCE EDWARD, VIRGINIA

**A RESOLUTION OF THE
BOARD OF SUPERVISORS OF THE COUNTY OF PRINCE EDWARD, VIRGINIA
REQUESTING REVENUE SHARING PROGRAM FUNDS**

At a regularly scheduled meeting of the Board of Supervisors of the County of Prince Edward, Virginia held at the Prince Edward County Courthouse, Board of Supervisors Room, Tuesday, October 13, 2015, at 7:00pm, a motion by Jim R. Wilck, the following resolution was adopted on the following vote:

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

Nay: (None)

WHEREAS, the Board of Supervisors of the County of Prince Edward desires to submit an application for an allocation of funds of up to \$529,325 through the Virginia Department of Transportation Fiscal Year 2016, Revenue Sharing Program; and

WHEREAS, \$529,325 of these funds are requested to fund the construction of approximately 1,500 feet of roadway into the Prince Edward Industrial Park south from the intersection of Commerce Road; and

NOW, THEREFORE, BE IT RESOLVED, the Board of Supervisors of the County of Prince Edward hereby supports this application for an allocation of \$529,325 through the Virginia Department of Transportation Revenue Sharing Program;

BE IT FURTHER RESOLVED, THAT the Board of Supervisors of the County of Prince Edward hereby grants authority for the County Administrator to execute project administration agreements for any approved revenue sharing projects.

In Re: Special Recognition

Chairman Simpson announced Boy Scout Troop 6516 was in attendance; the Scouts are working on their Citizenship and Community badge.

Ryan Harrison thanked the Board for allowing them to attend and briefly described the requirements of the badge.

In Re: Affirming Declaration of Local Emergency

Mr. Bartlett stated Section 44-146.21 of the *Code of Virginia* requires that a Declaration of Local Emergency be affirmed by the governing body at its next regularly scheduled meeting or at a special meeting within fourteen days of the declaration, whichever occurs first.

Supervisor Timmons made a motion, seconded by Supervisor Cooper-Jones, to approve the Resolution of Affirmation of Local Emergency; the motion carried:

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

**RESOLUTION
AFFIRMATION OF DECLARATION OF LOCAL EMERGENCY**

WHEREAS, on October 1, 2015 the County of Prince Edward was experiencing a severe weather pattern that began the morning of September 29, 2015, which was compounded by the forecasts of the National Hurricane Center and National Weather Service projecting impacts from Hurricane Joaquin and a coastal Nor'easter that could produce damaging winds, significant periods of sustained heavy rainfall, widespread power outages, and flooding throughout the County; and

WHEREAS, at 12:00 noon on October 1, 2015 under the authority of Section 44.-146.21 of the *Code of Virginia*, W.W. Bartlett, Director of Emergency Management, issued a Declaration of Local Emergency because these severe weather conditions had the potential to impact life-safety, cause peril to property and create significant transportation issues within the County of Prince Edward; and

WHEREAS, at 1:00 p.m. on October 4, 2015, W.W. Bartlett, Director of Emergency Management, found that the severe conditions had abated and rescinded the Declaration of Local Emergency; and

WHEREAS, Section 44-146.21 of the *Code of Virginia* requires that such Declaration of Local Emergency be approved and confirmed by the Board of Supervisors, as the governing body of the County of Prince Edward, Virginia;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Supervisors of the County of Prince Edward, Virginia, that the Declaration of Local Emergency, dated October 1, 2015, attached hereto and incorporated herein fully by reference, be, and the same hereby is approved and confirmed; and

BE IT FURTHER RESOLVED, and affirmed by the Board of Supervisors of the County of Prince Edward, Virginia, that the Declaration of Local Emergency was rescinded effective 1:00 p.m. on October 4, 2015.

**DECLARATION OF LOCAL EMERGENCY
County of Prince Edward, Virginia**

WHEREAS, as County Administrator/Director of Emergency Management of the County of Prince Edward, Virginia, I do hereby find:

1. The severe weather pattern that began the morning of September 29, 2015, coupled with the forecasts by the National Hurricane Center and National Weather Service projecting impacts from Hurricane Joaquin and a coastal nor'easter, could produce damaging high winds, significant periods of sustained heavy rainfall, widespread power outages, and flooding throughout the County of Prince Edward; and
2. That these severe weather conditions have the potential to impact life safety and peril to property and create significant transportation issues, which necessitate the proclamation of the existence of a local emergency; and
3. Under the authority of Section 44-146.21 of the *Code of Virginia*, as Director of Emergency Management, I do hereby declare a Local Emergency for the County of Prince Edward, Virginia.

NOW, THEREFORE, IT IS HEREBY PROCLAIMED that an emergency now exists throughout the County of Prince Edward, Virginia; and

IT IS FURTHER PROCLAIMED AND ORDERED that during the existence of said emergency, the powers, functions, and duties of the Emergency Management Organization of the County of Prince Edward, Virginia, shall be those prescribed by State Law and the Ordinances, Resolutions, and approved plans of the Prince Edward County Board of Supervisors in order to mitigate the effects of said emergency.

**RESCINDING DECLARATION OF LOCAL EMERGENCY
County of Prince Edward, Virginia**

The County Administrator/Director of Emergency Management of the County of Prince Edward, Virginia
Does hereby find:

1. The severe weather pattern that began September 29, 2015 and extended through October 4, 2015 causing dangerous public safety conditions and peril to life and property, which necessitated the Declaration of Local Emergency effective 12:00 noon, October 1, 2015 in Prince Edward County, Virginia, has now abated;

NOW, THEREFORE, IT IS HEREBY RESOLVED, that an emergency no longer exists in the County of Prince Edward, Virginia, and the Declaration of Local Emergency is rescinded, effective immediately.

In Re: County Administrator's Report

County Attorney RFP – Mr. Bartlett stated the County Administrator's Office issued a Request for Proposals for County Attorney Services. Responses to the RFP were due October 13, 2015 by 4:00 p.m. Mr. Bartlett stated discussion will follow in a Closed Session meeting.

Voting Credentials for VACo Annual Meeting – Mr. Bartlett stated the Board will wish to designate its voting delegate and alternate for the VACO Annual Business Meeting; this has historically been the Chairman and Vice Chair.

Supervisor Gray made a motion, seconded by Supervisor McKay, to designate the Chairman and Vice-Chair as delegate and alternate; the motion carried:

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

Nay: None

November Board Meeting Date - Mr. Bartlett stated the November Board meeting is scheduled for Tuesday, November 10, 2015. The VACo annual meeting is scheduled for Sunday, November 8 through Tuesday, November 10. The Board will wish to consider changing the date of the November Board meeting so as not to conflict with the VACo meeting.

Supervisor Cooper-Jones made a motion, seconded by Supervisor Townsend, to set the date of the November meeting to Tuesday, November 17, 2015, and to authorize advertisement of the change of date of the November meeting; the motion carried:

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

Nay: None

Board Strategic Retreat

Mr. Bartlett stated that during its September meeting, the Board of Supervisors requested that Staff research possible consultants who could serve as a facilitator for a Strategic Retreat. The Virginia Institute of Government was contacted and the County was informed that Tyler St. Clair is the consultant of choice for localities to serve as a facilitator.

Ms. St. Clair has served as facilitator for numerous Counties, Cities and Towns in Virginia. She served 18 years in the Department of Corrections, thereby understanding the challenges associated with operating jails. She served for eight years as an internal consultant to the City of Lynchburg where she was the primary facilitator for the City Council's visioning and strategic planning activities. In addition to her

private consulting, she provides faculty services to the University of Virginia's Weldon Cooper Center for Public Service where she supports the Senior Executive Institute and Lead program.

Mr. Bartlett said that if selected, she proposes to spend one day interviewing each Board member for one hour and 15 minutes to understand what each member wants to achieve from the retreat, and to learn about the Board members and how they interact. After digesting what she learns from the interviews, she would develop a day and a half program, focused on Team Building, Long-term Visioning and outcomes, Short-term priorities to achieve the vision and operating guidelines for the Board. She recommended the half day be the first day and can be during the workday or the evening, then the full day would be the next day. After the meetings, she would produce what she described as a lengthy report. The cost would be \$5,400 plus expenses.

The only time in January she is available is the third week and only on the weekdays, her weekends are booked. She recommends the event take place in February to give any new Board members at least a month to acclimate themselves. She is open in February to include weekends. VACo's training for new Supervisors is scheduled for January 8-10, 2016.

After some discussion, Supervisor Timmons suggested the focus should be on Long-term goals and a decision regarding the hiring of Ms. St. Clair as facilitator be tabled; the Board concurred.

In Re: Tobacco Commission Special Project Grant Award

Mrs. Carney stated that at the September 23, 2015 Tobacco Commission full Board meeting, Prince Edward County was awarded a Special Projects Grant in the amount of \$328,395 toward the construction of an access road at Prince Edward Industrial Park. This is less than what the County had originally applied for (\$475,000). The Tobacco Commission Grant Agreement needs to be signed and returned by October 23, 2015 to formally accept the Commission funds. If in the future, the County should decide to not move forward with the access road project, the County can still return the funds to the Commission without penalty.

Mrs. Carney said that due to the County not receiving their full grand funding request, an amended budget is required to be developed. A revised proposed estimated budget, prepared October 13, 2015, is subject to additional revisions depending upon the final value of other project fund sources and uses.

Supervisor Cooper-Jones made a motion, seconded by Supervisor Townsend, to approve the acceptance of the Tobacco Commission Special Projects Grant in the amount of \$328,395 for the construction of an access road at the Prince Edward Industrial Park, and to authorize the Board Chairman and/or the County Administrator to sign any and all documents associated with the acceptance of the Tobacco Commission Special Projects Grant; the motion carried:

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

In Re: Waterfowl Hunting at Sandy River Reservoir

Mr. Ennis stated that recently, a question was posed to the County regarding Sunday hunting at the Sandy River Reservoir. Currently, as written, the County's Sandy River Reservoir Ordinance enables Sunday waterfowl hunting. He said that if the Board is not in favor of Sunday hunting, the Board of Supervisors may wish to amend Section 82-31(a)(4), as follows:

Sec.82-31

(4) Hunting or trapping of any type, kind or description without an express written permit issued by the County of Prince Edward, with the exception of waterfowl hunting, which requires no county permit. **No hunting of any kind shall be allowed on Sunday.**

Mr. Ennis stated an amendment to the County Ordinance will require a public hearing.

Supervisor McKay made a motion, seconded by Supervisor Gray, to authorize a public hearing on a proposed amendment to the County's Sandy River Reservoir Ordinance regarding Sunday waterfowl hunting; the motion carried:

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

In Re: Personnel Committee – Hybrid Sick Leave Program

Mr. Bartlett stated the Personnel Committee met October 8, 2015 to discuss amending the County's sick leave policy to account for the County's short and long-term disability program for employees hired on or after January 1, 2014 without prior VRS service credit. The Committee is comprised of Supervisor Simpson (Chair), Supervisor Timmons and Supervisor Townsend. Employees hired on or after January 1, 2014 are automatically enrolled in the VRS Hybrid Retirement Plan. This plan mandates an employer paid Short and Long Term Disability Program (STD/LTD), Prince Edward County chose to opt-out of the state run Disability Program and instead adopted a plan administered by the Standard Insurance Company.

The Disability Program provides income replacement for periods of short and long term disability. The Short term program pays the employee once he has been continuously disabled for seven days and continues for a maximum of 125 days at which time the Long-term program begins. Because of this disability program, Hybrid employees do not need as robust a Sick Leave program as non-hybrid employees. The STD is a self-funded plan, meaning that Prince Edward County pays the benefit to the employee. The LTD is paid by insurance.

Mr. Bartlett reported the Committee reviewed the County's current annual and sick leave policy. After that review, the Committee then discussed various options for adjusting the sick leave program. After considerable discussion, the Committee unanimously recommends the Prince Edward County Board of Supervisors amend the County's Personnel policy by adopting the Hybrid Sick Leave Program presented. This amendment mirrors the State sick leave program for hybrid employees.

Supervisor Timmons made a motion, seconded by Supervisor Townsend, to adopt the proposed Hybrid Sick Leave program, as presented, with an effective date of October 31, 2015; the motion carried:

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

In Re: Closed Session

Supervisor Cooper-Jones made a motion, seconded by Supervisor Gray, that the Board convene in Closed Session for discussion and consideration of candidates for the position of County Attorney, pursuant to the exemption provided for in Section 2.2-3711(A)(1) of the *Code of Virginia*; the motion carried:

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

The Board returned to regular session by motion of Supervisor Cooper-Jones, seconded by Supervisor Gray, and adopted as follows:

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

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

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

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

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

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

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

In Re: Animal Warden's Report

Mr. Ray Foster, Animal Warden, submitted a report for the month of September 2015, 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 September 2015, which was reviewed and ordered to be filed with the Board papers.

In Re: Cannery

Ms. Patty Gulick, Cannery Manager, submitted a report for September 2015, which was reviewed and ordered to be filed with the Board papers.

In Re: Cannery (Commercial)

Ms. Emily Wells, Commercial Manager, submitted a report for September 2015, which was reviewed and ordered to be filed with the Board papers.

In Re: Prince Edward County Public Schools

Mr. K. David Smith, School Superintendent, submitted a financial summary report for the month of September 2015, 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 September 2015, which was reviewed and ordered to be filed with the Board papers.

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

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

the meeting was adjourned at 8:37 p.m.