

September 12, 2017

At the regular meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 12th day of September, 2017; at 7:00 p.m., there were present:

Pattie Cooper-Jones

Calvin L. Gray

Robert M. Jones

Odessa H. Pride

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; and James Ennis, County Attorney.

Chairman Jones called the September meeting to order. Pastor Steve Conway offered the invocation, led the Pledge of Allegiance and a moment of silence for the victims of 9/11.

In Re: Conflict of Interest Disclosure

(None)

In Re: Public Participation

James Davis, PEFYA, thanked the Board for its contribution to PEFYA; he said the organization is working hard to teach the youth to be good citizens. He stated over 600 youth are enrolled in the program; a new volleyball program began this year and over 50 girls enrolled. Mr. Davis said this is a special year for PEFYA as three age groups of the baseball and softball teams made state championships: the Debs (15-18 year-old girls), the Ponytails (11-12 year old girls), and the Minor League (boys) won the state championship and went on to the World Series. He and several of the boys presented the Board with a signed baseball. Mr. Davis said handicapped facilities have been added at the PEFYA softball fields.

Chairman Jones commended the teams and said the Board is always glad to make a donation to PEFYA.

Supervisor Pride asked where the volleyball will be held. Mr. Davis said volleyball will be held at the gymnasium on Lane Street.

Matthew Becker, Congressman Garrett's Danville office, introduced himself and provided contact information and reviewed constituent services provided by their office.

Kim Hailey, Longwood University, presented information regarding the Andy Taylor Center for Early Childhood Development and invited the Board to a dedication and ribbon cutting for the facility on October 2, 2017.

David Emert, Farm Bureau, stated he just received the information regarding the fence ordinance. He said at the meeting with the County Attorney, he was led to believe the Farm Bureau would receive information before this. He requested the Board table this until a later date, when the Farm Bureau has had an opportunity to review the information.

Chairman Jones stated the information is in the Board of Supervisors packet on the County's web site and may also be viewed in the County Administrator's office.

In Re: Board of Supervisors Comments

Supervisor Gray welcomed those in attendance and asked all to keep the hurricane victims in prayer as they restructure their lives. He said he will be heading south to help with some of the work and invited others to go with him to help.

Supervisor Pride welcomed all in attendance.

Supervisor Timmons welcomed all in attendance.

Chairman Jones stated the Board packets are available online on the County's web site, on the Thursday prior to the meeting on Tuesday; the information can also be obtained in the County Administrator's Office.

Supervisor Cooper-Jones welcomed all and thanked the Town for the work on Andrews Drive, Parkview Drive, and Vernon Street.

Supervisor Townsend thanked everyone for attending.

Supervisor Wilck reported he has arranged for training on the tablet at the library and will let the Board members know of the date and time of the training session.

Supervisor Simpson thanked all for attending, and asked that everyone keep the people affected by the hurricane and flooding in prayer.

In Re: Consent Agenda

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

Aye:	Pattie Cooper-Jones Calvin L. Gray Robert M. Jones Odessa H. Pride Howard F. Simpson C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck	Nay: None
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the Board accepted the Treasurer’s Report for July 2017; the minutes of the meeting held August 8, 2017; Accounts and Claims and a Board Mileage Sheet; and Salaries.

Prince Edward Treasurer's Report - July 2017

Name of Bank	Bank Balance	Available Balance
Benchmark Pooled Fund Account	8,906,409.36	8,906,409.36
Wells Fargo Social Services	338,411.09	338,411.09
Benchmark School Fund	322,050.67	322,050.67
Benchmark Food Service	397,045.32	397,045.32
TOTAL		9,963,916.44
 Certificates of Deposit		
Benchmark		361,158.10
Citizens Bank Recreation		16,518.43
Farmers Bank		437,383.74
TOTAL		<u>815,060.27</u>
 GRAND TOTAL		 <u><u>10,778,976.71</u></u>

	<u>RECYCLING / LANDFILL</u>		
Schewels Furniture	Overpayment		171.33
	<u>BOARD OF SUPERVISORS</u>		
Farmville Newsmedia	Advertising		246.00
Business Card	CO Official summit	200.00	
	Certification class	700.00	
	IPads / management device	2,376.62	3,276.62
	Public official liability	3,182.00	3,482.00
Verizon Wireless	IPads		6,375.00
	<u>COUNTY ADMINISTRATOR</u>		
Business Card	Postage		12.30
US Cellular	Phone		138.48
Diamond Springs Water, Inc.	Water & equipment rental		38.87
Key Office Supply	Office supplies	3,953.41	
	Ink cartridges	819.84	4,773.25
Municipal Code Corporation	Annual web hosting		950.00
	<u>LEGAL SERVICES</u>		
Local Gov't Attorney of VA, Inc.	Dues		425.00
	<u>INDEPENDENT AUDITOR</u>		
Robinson Farmer Cox Associates	Cost allocation plan		3,800.00
	<u>COMMISSIONER OF REVENUE</u>		
Treasurer of Virginia	Online service		81.59
	<u>ASSESSOR</u>		
Wampler-Eanes Appraisal	Assess new construction		7,168.00
	<u>TREASURER</u>		
Southern Copier Sales & Service	Copier maintenance contract		300.00
Stephanie Bappert	Certified mail		6.59
Benchmark Community Bank	Payflow/Paypal		3.80
Treasurer of Virginia	Online service		81.59
	<u>INFORMATION TECHNOLOGY</u>		
Business Data of Virginia, Inc.	Contract agreement	3,900.00	
	Travel expense	875.00	4,775.00
ComputerPlus Sales / Service	Printer service contract		79.00
	<u>ELECTORAL BOARD AND OFFICIALS</u>		
Key Office Supply	Copy paper	179.80	
	Ink cartridges	171.97	351.77
	<u>REGISTRAR</u>		
Farmville Printing	Envelopes		125.00

<u>CIRCUIT COURT</u>			
Key Office Supply	Paper clips / pens	76.70	
	Copy paper	29.95	106.65
Matthew Bender & Company, Inc.	VA Dom Rel Case Finder		99.08

<u>GENERAL DISTRICT COURT</u>			
STEPS, Inc.	Shredding service		35.00
Southern Copier Sales & Service	Copier maintenance		563.06
US Cellular	Phone		24.21
Key Office Supply	Office supplies		20.13

<u>SPECIAL MAGISTRATES</u>			
VA Magistrates Association, Inc.	Dues		25.00

<u>CLERK OF THE CIRCUIT COURT</u>			
CenturyLink	Phone		52.59
Key Office Supply	Ink cartridge / mailer	446.94	
	Clipboards	17.97	
	Copy paper	113.97	
	Ink cartridges / label	411.32	990.20

<u>LAW LIBRARY</u>			
Relx Inc. DBA LexisNexis	Monthly subscription		281.00

<u>COMMONWEALTH'S ATTORNEY</u>			
Robert Bauer	Postage	26.95	
	Mileage	123.05	
	Lodging	697.12	
	Meals	137.76	984.88
Pitney Bowes Global Finance	Postage machine lease		153.00
Wendy Hannah	Mileage & tolls	137.33	
	Lodging	1,045.68	
	Meals	186.87	
	Conference registration	310.00	1,679.88
George Pisano	Mileage	170.13	
	Lodging	943.08	1,113.21
STEPS, Inc.	Shredding service		35.00
Key Office Supply	Ink cartridges	91.58	
	Office supplies	167.02	
	Copy paper	189.95	
	Paper clip caddy	2.99	
	File sorter	8.99	460.53

<u>VICTIM WITNESS ASSISTANCE PROGRAM</u>			
Cindy Sams	Reimbursement Airline ticket		289.95

<u>SHERIFF</u>			
Burkeville Body Shop	Auto repair		452.65
East End Motor Company, Inc.	Brake pads & rotors	629.96	
	Oil change	54.14	

	Condenser	917.66	
	Battery	146.95	1,748.71
Kenbridge Tire & Auto	Calibrations		400.00
Wohlford's Radar	Calibrations		192.00
Southern Copier Sales & Service	Copier service contract		437.89
Business Card	Postage	80.12	
	Meals	122.95	
	Camera flash	631.75	
	Camera case & charger	267.61	
	Gas	117.47	
	Alterations	30.00	1,249.90
CenturyLink	Phone		18.33
US Cellular	Phone		959.42
Brandon Yoder	Meals		135.75
Farmville Printing	Accreditation manual		226.00
Business Data of Virginia, Inc.	Norton update		34.95
Diamond Springs Water, Inc.	Water & equipment rental		72.95
Farmville Printing	Forms	94.80	
	Log sheets	90.40	185.20
Key Office Supply	Avery tabs	26.67	
	Office supplies	1,495.99	
	Mouse pads	11.97	1,534.63
Walmart Community/RFCSSLCC	Office supplies		26.00
Southside Electric Cooperative	Electric service		14.72
Fisher Auto Parts Inc.	Battery		128.38
Galls, LLC	Baton	143.50	
	Mace	57.00	
	Tactical carrier vest	183.00	
	Return	-41.50	
	Belt	40.25	
	Boots	413.50	
	Nameplate	19.50	
	Collar pins	34.00	
	Hash marks	42.50	891.75
Printech, Inc.	Summons		1,005.03
Sirchie Finger Print Labs	Biohazard gowns		453.26
American Uniform Sales	Shirts		267.08
BKT Uniforms	Clip-on ties		1,891.00
Jannear Jefferson	Sew patches on shirts		469.00
Town Police Supply - Richmond	Bullet proof vests		9,117.36

FARMVILLE VOLUNTEER FIRE DEPARTMENT

Fire & Safety Equipment Company	Bugle pin crossbars		13.20
Taylor-Forbes Equipment Company	Motomix		31.80
Witmer Public Safety Group	Helmets		733.17

RICE VOLUNTEER FIRE DEPARTMENT

County Waste	Trash collection		32.34
Dominion Energy Virginia	Electric service		482.95
Witmer Public Safety Group	Nameplates / badges	505.44	

Shirts / pants / ties	1,589.25	2,094.69
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PROSPECT VOLUNTEER FIRE DEPARTMENT

Davis GMC Truck, Inc.	Inspect / change oil		49.95
East End Motor Company, Inc.	Repair flat tire		23.16
Ferguson Enterprises, Inc.	Plug	12.41	
	Maintenance supplies	10.38	22.79
Interstate Rescue	Repair Jaws of Life		288.00
Key Office Supply	Paper / ink cartridge		30.97
Liberty Mutual Insurance	Workers compensation		6,367.00
Municipal Emergency Service	Fire hose washer		419.09
Pamplin Exxon	Fuel		41.80
Prince Edward County Public School	Diesel		19.22
Ray Draper Heating	Repair ice machine		539.00
Prince Edward County Treasurer	Gas	34.13	
	Loan payment	42,000.00	42,034.13
Dominion Energy Virginia	Electric service		671.62

DARLINGTON HEIGHTS VOLUNTEER FIRE DEPARTMENT

Cyrus Pest Control Company	Exterminating service		45.00
Darlington Heights Vol. Fire Dept.	Reimbursement - internet service	97.56	
	Internet	97.56	195.12
Ellington Energy Service	Propane pre-buy		2,518.80
Southside Electric Cooperative	Electric service		718.69
Southside VA Vol. Fire-	Dues		35.00

HAMPDEN-SYDNEY VOLUNTEER FIRE DEPARTMENT

C W Williams	Defender / foam		2,246.35
Fail Safe Testing	Annual equipment maintenance		2,600.22
CenturyLink	Phone		56.45
Mid-Atlantic Irrigation	Shipping		312.79
Dominion Energy Virginia	Electric service		358.25
Watkins Insurance Agency	Ins-Added 2007 Chevy		378.00
Your First Due Inc.	Website hosting		299.40

PAMPLIN VOLUNTEER FIRE DEPARTMENT

Jamerson Building Supply	Paint & supplies	151.15	
	Paint	55.06	206.21
National Auto Parts, Inc.	Vehicle maintenance		36.99
Pamplin Exxon	Fuel		236.26
Spotted Dog Technologies	Subscription		300.00
Dominion Energy Virginia	Electric service		384.41

MEHERRIN VOLUNTEER FIRE DEPARTMENT

Benchmark Community Bank	Truck loan payment		15,000.00
Commtronics of Virginia	Radios		2,971.10
Verizon Wireless	Phone		268.15
Dominion Energy Virginia	Electric service		707.22

EMERGENCY SERVICES

Korman Signs	Die cut numbers		95.63
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REGIONAL JAIL & DETENTION

Piedmont Regional Juvenile Detention	Juvenile detention		9,300.00
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BUILDING OFFICIAL

Pro Auto, LLC	Inspection		16.00
US Cellular	Phone		24.71
Coy Leatherwood	Meal	8.58	
	Meeting registration	15.00	23.58
Treasurer of Virginia	2% Levy on permits		207.26

ANIMAL CONTROL

Jennifer Kingsley, DVM	Vet service	175.98	
	Reimburse for meds	23.68	199.66
Dominion Energy Virginia	Electric service		212.12
CenturyLink	Phone		119.85
US Cellular	Phone		109.18
Business Card	Lodging		1,109.26
Adam Mumma	Meals		386.20
Crater Criminal Justice	Basic training		1,000.00
BMS Direct	2017 dog tags		558.00
Walmart Community/RFCSSLCC	Ink cartridge	42.97	
	Janitorial supplies	46.23	89.20
Pairer's, Inc.	Dangerous dog sign		150.00
Witmer Public Safety Group	Ballistic vests		1,192.00

MEDICAL EXAMINER

Treasurer of Virginia	Coroner		20.00
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REFUSE DISPOSAL

Resource International	Landfill monitoring	1,642.21	
	Misc. work tasks	1,414.00	
	Storm water compliance	794.80	3,851.01
Ferguson Enterprises, Inc.	Culvert band & pipe		491.55
Fisher Auto Parts, Inc.	Windshield repair kit		12.98
Flynn Repair	Repair dumpsters		4,000.00
James P. Childress, Jr.	Truck maintenance		646.69
NAPA of Farmville	Lamp & bulb	12.89	
	Def	64.95	
	Tire repair kit / plug	37.37	115.21
Rod & Staff, LLC	Repair dumpster	402.00	
	Tires	700.50	
	Plug	10.00	
	Flat repair	20.00	1,132.50
Republic Services #974	Trash collection		420.72
Wright's Excavating, LLC	Landfill operation		54,826.83
Emanuel Tire of Virginia	Tire recycling		2,073.00

STEPS, Inc.	Recycling fee		1,992.92
Synergy Recycling, LLC	Electronic recycling		2,562.75
Southside Electric Cooperative	DH site	50.79	
	Virso site	66.95	117.74
Dominion Energy Virginia	Rice site	36.06	
	Cell C pump station	22.85	
	Green Bay site	53.17	
	Leachate pump	314.22	
	Worsham site	38.47	
	Prospect site	38.28	
	Scalehouse	60.47	
	Landfill site	25.47	588.99
AT&T	Phone		43.11
CenturyLink	Phone		468.66
US Cellular	Phone		27.21
Verizon	Phone		135.77
O. O. Stiff, Inc.	Monthly service		702.50
Treasurer of Virginia	Annual fee		2,308.39
Prince Edward County Public Schools	Diesel		887.30
East End Motor Company, Inc.	Truck tire	568.89	
	Inspection	51.00	619.89

GENERAL PROPERTIES

Dodson Brothers Exterminating	Pest control - Cannery	76.00	
	Pest control - Worsham	76.00	
	Pest control - SCOPE	76.00	
	Pest control - Courthouse	170.00	
	Pest control - Visitors Center	76.00	474.00
Dodson Pest Control	Annual renewal - SCOPE		108.00
Davis GMC Truck, Inc.	Repair brakes / inspection		230.48
Piedmont Regional Jail	Paint Old Clerk Office		2,595.87
Southside Electric Cooperative	SRR lights		29.18
Dominion Energy Virginia	Roy Clark monument	7.19	
	SCOPE building	87.52	
	Courthouse	12,661.04	
	Sheriff Department shed	6.59	
	Worsham Clerk Office	105.90	
	Lights at Rice	111.70	
	Ag building	1,073.66	
	Shop	20.04	14,073.64
Town of Farmville	Water & sewer		338.29
CenturyLink	Phone		140.65
US Cellular	Phone		123.88
O. O. Stiff, Inc.	Monthly service		100.00
Diamond Paper Company	Janitorial supplies		2,793.89
Unifirst Corporation	Janitorial supplies		147.27
Diamond Springs Water, Inc.	Water & equipment rental		38.87
East End Chevron	Ice	2.10	
	Diesel	10.00	
	Brake fluid	12.28	24.38

Lowe's	Flush valves	47.45	
	Lightbulbs	28.46	
	Cell phone clip / valve	24.19	100.10
Cintas Corporation #524	Uniform rental		486.68
Prince Edward County Public Schools	Diesel		426.11
NAPA of Farmville	Def		10.99

CANNERY

Virginia Food Works	Contract payment		2,916.67
Southside Electric Cooperative	Electric service		479.14
Parker Oil Company, Inc.	Heating oil		779.79
CenturyLink	Phone		240.90
Farmville Printing	Business cards		39.00
Diamond Paper Company	Janitorial supplies		124.72

CHAPTER X BOARD

Crossroad Services Board	1st Quarter local support		15,000.00
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COMPREHENSIVE SERVICES ACT

Blue Ridge Autism & Achievement Center	Professional service		5,700.00
Rescare / Braley & Thompson	Professional service		8,013.35
Center for Pediatric Therapies	Professional service		480.00
Centra Health	Professional service		10,980.00
Family & Community Support	Professional service		2,415.00
Grafton School, Inc.	Professional service		21,725.00
Janet Green	Foster care		70.00
Hallmark Youthcare - Richmond	Professional service		3,162.00
Ifetayo Imanchinello	Foster care		2,127.00
James River Therapy Services	Professional service		247.00
Ashley Long	Foster care		3,756.00
Jean Napier	Foster care		700.00
Partners in Parenting, PC	Professional service		7,800.00
Poplar Springs Hospital	Professional service		1,680.00
The Hughes Center	Professional service		3,872.00
Voices Speech Therapy	Professional service		83.34

SUPERVISION OF PARKS & RECREATION

Southside Virginia Family YMCA	17-18 Local support		10,000.00
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MUSEUMS

Lowe's	Paint brush / cover / pan		38.43
Paterson's Tree Service	Tree removal		4,700.00

PLANNING

Business Card	Postage	24.40	
	Membership fee	50.00	74.40
US Cellular	Phone		62.71
Key Office Supply	Office supplies		271.68

	<u>TOURISM</u>	
Dominion Energy Virginia	Electric service	298.84
Town of Farmville	Water & sewer	100.69
Business Card	UPS	27.54
CenturyLink	Phone	712.26
Key Office Supply	Copier service contract	1391.72
	<u>FLOOD & EROSION CONTROL</u>	
Hurt & Proffitt, Inc.	Stormwater plan review	220.00
	<u>COOPERATIVE EXTENSION OFFICE</u>	
CenturyLink	Phone	218.72
	<u>GENERAL EXPENSE</u>	
Lumos Networks	Phone	2,864.25
James River Solutions	Gas	16,518.65
	<u>CAPITAL PROJECTS</u>	
Business Data of Virginia, Inc.	Router	313.52
Compro Computers	Printer	159.95
Crabtree Rohrbaugh & Associates	Courthouse renovation design	13,269.85
	<u>WATER FUND</u>	
Town of Farmville	Water	72.99
	<u>SEWER FUND</u>	
Dominion Energy Virginia	Sewer pump	37.58
	<u>RETIREMENT BENEFIT FUND</u>	
Vicki K. Johns	Retiree benefit	1,132.00
	<u>PIEDMONT COURT SERVICES</u>	
Dominion Energy Virginia	Electric service	202.62
CenturyLink	Phone	67.20
Lumos Networks	Phone	631.62
Prince Edward County Treasurer	Fire insurance	75.00
Connie Stimpson	Mileage	17.42
Taylor Herndon	Mileage	260.76
	Newspaper	2.25
Andy Mays	Mileage	263.01
Ashley Nash	Mileage	138.03
Megan Neal	Mileage	174.91
	Mileage	249.29
Rebecca Staton	Mileage	129.84
	Newspapers	3.15
		132.99
	<u>PCS SUPERVISION FEES EXPENDITURES</u>	
SRP Corporation LLC	Rent	2,500.00
	<u>PCS DRUG TESTING FEES</u>	
Alere Toxicology Service, Inc.	Drug testing	116.88

In Re: Appropriations – Prince Edward County Public Schools

Mr. Bartlett stated the Prince Edward County Public Schools is requesting \$58,812 be appropriated from the Cafeteria Fund’s fund balance to purchase new cafeteria equipment for the middle and elementary schools. Per federal requirements the Cafeteria Fund cannot have a fund balance greater than the federal reimbursement three-month average which is \$400,820.64. The fund balance in the Cafeteria Fund at the end of FY17 is \$457,335.88. Approving this appropriation will decrease the fund balance to \$398,543.88.

Mr. Bartlett said these funds will be used to purchase a dishwasher and steamer at the Middle School and refrigeration units for fruits and vegetables and sneeze guards for serving lines at the elementary school.

This appropriation will increase the Cafeteria Funds FY18 budget from \$1,094,912 to \$1,153,724.

REV/EXP	FUND	DEPT	OBJECT	DESCRIPTION	DEBIT	CREDIT
3 (Rev)	270	41050	0270	From Fund Balance		\$ 58,812
4 (Exp)	270	65100	0011	Cafeteria Fund – Equipment	\$ 58,812	

Supervisor Cooper-Jones made a motion, seconded by Supervisor Townsend, to appropriate the budget amendments as presented and appropriate the same funds; the motion carried:

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

In Re: Budget Appropriations – Tobacco Commission & Sheriff’s Office

Mr. Bartlett stated that in September 2013, the County, Helton House and the Tobacco Commission all entered into a Performance Agreement for an \$80,000 Tobacco Commission grant to assist Helton House to expand thereby creating additional taxable assets and expand employment. Helton House agreed to hire at least an additional 28 employees and increase their assessed property values by \$1,025,000. One half of the grant was tied to employment increases and the other half to the taxable assets. Helton House had three years to meet these requirements.

Mr. Bartlett said Helton House exceeded the employment increase by hiring an additional 35 employees but did not meet the goal for the increase in taxable assets. The decrease in assessed values played a large part in the inability to meet the taxable asset goal. Mr. Bartlett stated he explained that to the Tobacco Commission and they took that into account before making a final decision of the amount of the claw back. After review, the Tobacco Commission is requiring a payment of \$17,428. Helton House has been informed and will provide the County these funds; if they fail to do so the County will draw on the letter of credit we are holding. He requested he County budget be amended to reflect the increase in revenue and disbursement to the Tobacco Commission in the amount of \$17,428.

Mr. Bartlett then said the second appropriation request is from the Sheriff. He is requesting the Board approve the appropriation of \$2,833.33 from the Forfeited Asset Fund to be used to pay the dues for participation in the Piedmont Regional Task Force. The Sheriff has approximately \$25,000 available in Forfeited Assets.

REV/EXP	FUND	DEPT	OBJECT	DESCRIPTION	DEBIT	CREDIT
3 (Rev)	100	18990	0040	TICR Grant Reimbursement		\$17,428.00
4 (Exp)	100	91000	5698	Reimbursement to TICR	\$17,428.00	
3 (Rev)	105	41050	0105	From Fund Balance		\$ 2,833.33
4 (Exp)	105	31700	6010	Police Supplies	\$ 2,833.33	

Supervisor Wilck made a motion, seconded by Supervisor Simpson, to approve the budget amendments above and appropriate the same funds; the motion carried:

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

Nay: None

In Re: Highway Matters

Mr. Scot Shippee, P.E., VDOT-Dillwyn, reported mowing continues on the secondary roadways; VDOT will go over the primary roads and then secondary roads again. He said shoulder stone is being placed

on secondary roadways, along with tree cutting and sight-clearing. Mr. Shippee said work will begin on Route 628, Campbell Crossing, next week, and others are being prepped for hard surface treatment.

Mr. Shippee then said there will be a meeting on the Routes 460 and 307 Prince Edward Smart Scale Project on Thursday at the Rice Volunteer Fire Department. He said that at end of August, he met with Supervisor Pride and Supervisor Timmons to discuss safety concerns on Route 604, Abilene Road and they are working through potential solutions and options.

Mr. Bartlett asked if there will be an impact on Prince Edward County with VDOT sending crews to Florida. Mr. Shippee stated one team out of the Lynchburg District will be going to Florida, which will include one or two men from the four counties in this district; there will be no impact to services in Prince Edward County.

In Re: Public Hearing – Amendment to County Zoning Ordinance

Chairman Jones announced that this was the date and time scheduled for a public hearing on the proposed amendments to the Zoning Ordinance to allow Indoor Commercial Sports and Recreation Facilities in the A1, Agricultural Conservation and A2, Agricultural Residential Districts by Special Use Permit. Notice of this hearing was advertised according to law in the Friday, September 1, 2017, and Friday, September 8, 2017 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Bartlett stated Prince Edward County staff received a request to amend the County Zoning Ordinance to permit Indoor Commercial Sports and Recreation as a Commercial Use in the Agricultural Conservation (A1) District by Special Use Permit.

Staff developed a definition and presented to the Planning Commission an amendment to the Zoning Ordinance to add the definition and the use type to the uses allowed in both the A1 and A2 zones via a special use permit.

Applicants would have to meet the current development standards outlined in the Ordinance and comply with any additional building codes or other state agency requirements.

The amendments to the Zoning Ordinance would add the following definition:

Indoor/Outdoor Commercial Sports and Recreation – *Predominantly participant uses conducted in open, enclosed or screened facilities. Typical uses include driving ranges, miniature golf, swimming pools, tennis courts, racquetball courts, baseball, softball, basketball, motorized cart and motorcycle tracks, and motorized model airplane flying facilities.*

Mr. Bartlett stated the Planning Commission held a Public Hearing on June 20, 2017 to obtain public comment on the proposed amendment. No one spoke in opposition of the amendment. The Planning Commission recommended forwarding the amendment to the Board of Supervisors for approval.

Chairman Jones opened the public hearing.

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

Supervisor Wilck made a motion, seconded by Supervisor Cooper-Jones, to approve the amendments to the County Zoning Ordinance related to adding the Indoor/Outdoor Commercial Sports and Recreation definition to the A1 and A2 zones with a Special Use Permit; the motion carried:

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

Article II, Section 2-100.3(B)2 (County Zoning Ordinance)

(B) The following uses are permitted by special use permit in the **A1** Agricultural Conservation District, subject to all other applicable requirements contained in this ordinance. An asterisk (*) indicates that the use is subject to additional, modified or more stringent standards as listed in Article III, Use and Design Standard.

1. Agricultural Use Types

(None)

2. Residential Use Types

Family Day Care Home *

3. Civic Use Types

Educational Facilities, College/University
Educational Facilities, Primary/Secondary

4. Office Use Types

Financial Institutions
General Offices

5. Commercial Use Types

Auto Repair Services – Minor
Campgrounds
Commercial **Indoor**/Outdoor Sports and Recreation
Construction Sales and Service
Convenience Stores
Day Care Center *
Gasoline Stations
Golf Course
Hotel/Motel/Motor Lodge
Kennel, Commercial Restaurant
Sawmill and Woodyard
Retail Sales

6. Industrial Use Types

Article II, Section 2-200.3(B) (County Zoning Ordinance)

(B) The following uses are permitted by special use permit in the A2 Agricultural Residential District, subject to all other applicable requirements contained in this ordinance. An asterisk (*) indicates that the use is subject to additional, modified or more stringent standards as listed in Article III, Use and Design Standards.

1. Agricultural Use Types

(None)

2. Residential Use Types

Family Day Care Home *
Single Family Dwelling, Attached
Townhouse *

3. Civic Use Types

Assisted Care Residence
Clubs
Correction Facilities
Cultural Services
Halfway House Life
Care Facility
Nursing Home

4. Office Use Types

Financial Institutions
General Offices

5. Commercial Use Types

Automobile Repair Services – Minor
Campgrounds
Commercial **Indoor**/Outdoor Sports and Recreation
Construction Sales and Services
Convenience Store
Day Care Center *
Equipment Sales and Rental
Flea Market
Funeral Services
Garden Center
Gasoline Station
Golf Course
Kennel, Commercial

In Re: Amendment to County Fence Ordinance

Mr. Jim Ennis, County Attorney, stated that as a follow-up to questions that were asked at the meeting held with representatives of the Farm Bureau on August 29, 2017, County staff was asked to research the origination of the *County Fence Ordinance*, which was originally adopted by the Board of Supervisors on December 13, 2005.

Upon further research to track amendments to that County *Code* section, staff discovered that comprehensive amendments to the County's *Animal Control Ordinance*, which included amendments to the local fence ordinance, were adopted on May 8, 2007. The amendments to the "animal control" portion of the ordinance were properly advertised, but did not meet the statutory requirements for amendments to the fence law portion of the ordinance.

Section 55-301 of the *Code of Virginia* requires that the public notice for the adoption or amendment of any local fence law be posted for 30 days at the front door of the Courthouse and at each voting place in the County and by advertising for four successive weeks in a newspaper. This was not done. There have been several amendments to the Animal Control Ordinance since May 8, 2007, but none of those impacted the section concerning lawful fence.

Mr. Ennis said it has been determined that because the amendments to the *County Fence Ordinance* were not properly advertised, the amendments are void, and the County Fence Ordinance adopted December 13, 2005, which was properly noticed, is still in effect. The language of the 2005 County Fence Ordinance is clear and follows almost word for word the *State Code, Section 55-316*, that deals with making it unlawful for animals to run at large.

Mr. Ennis said that in conversations with the Judge, the Judge made it clear that it was the notice or warning provision of the improperly adopted ordinance that made the ordinance unenforceable.

During the meeting with Farm Bureau, the farmers initially requested the local fence law be repealed and the County rely solely on the State code. He said he informed them that position was not supported by the majority of the Board. Discussion between the County Attorney and representatives of Farm Bureau then turned to three other options:

1. The Board approves the newly proposed County Fence Ordinance, as presented at the August Public Hearing; the farmers did not want this option.
2. The Board approves an ordinance making it illegal for animals to run at large, but with no penalty. Under this proposal, if cows are running at-large and the County is called, the County would immediately declare the cows abandoned and dispatch a wrangler to pick up the cow(s). There would be no effort to locate an owner. Per state Code, the County would immediately petition the General District Court for a hearing within 10 days to declare the animal abandoned. This would give the owner up to ten days to claim his animals. When/if an owner eventually attempts to find his cow(s), the County would refer him to the wrangler and they would work out the costs of picking up and holding the animal(s).
3. The final proposal was to add a notice requirement to the livestock owner into the Ordinance, if they can be determined. Providing a notice would then require a “grace period” to allow the owner time to collect his animal(s) and return them to his property. The “grace period” is very difficult to ascertain, as the amount of time would vary upon the circumstances. A twelve-hour period was discussed, but this period of time would be extremely excessive and could pose a serious safety issue to the public or damage to private property. Other questions arose concerning farmers with multiple pastures, how much time would need to elapse before a new escape from the same pasture would constitute a new offense, the inability/difficulty of recovering animals at night, and the possibility of catastrophic events.

Because of the complexity of including a notice requirement in the county ordinance to cover every conceivable contingency, Mr. Ennis and Mr. Bartlett recommend the existing ordinance be amended to change the penalty from criminal to civil, and leave the rest of the ordinance as-is, giving animal control

discretion as they always have had. This could be done without another public hearing, as the penalty amendment was discussed at the public hearing on August 8, 2017.

Mr. Bartlett said if the Board wishes to consider further amendments to the 2005 Ordinance, it is recommended the Chairman appoint a special committee to deliberate the County Fence Ordinance.

Supervisor Simpson questioned the civil penalty of \$250; Mr. Ennis stated the ordinance was advertised with the language of a civil penalty of up to \$250 and it would be up to the judge to impose the fine up to \$250 per occurrence. Discussion followed.

Supervisor Timmons made a motion, seconded by Gray, to amend the existing 2005 Ordinance changing the penalty from criminal to civil and leave the remainder of the ordinance as is; the motion carried:

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

Section 10-10. Purpose: Legislative authority

- a) The purpose of this division is to provide for the containment of livestock in the county and to prescribe penalties for its violation.
- b) This division is adopted under the provisions of *Code of Virginia, 44-310, et seq.*

Section 10-11. Local fence law; penalties for violation

- a. The boundary line of each lot or tract of land, or any stream in the county which constitutes a boundary line, shall be a lawful fence as to any livestock domesticated by man.
- b. It shall be unlawful for any owner or manager of any livestock domesticated by man to permit such livestock, as to which the boundaries of lots or tracts of land have been constituted a legal fence, to run at large beyond the limits of his own land within the county.
- c. A violation shall carry a civil penalty of up to \$250.00. Section 55-299 and 55-316, Code of Virginia, 1950, as amended.

In Re: County Administrator's Report

Mr. Bartlett stated that annually, the Board takes action to post the following County-owned property for "NO HUNTING", as follows:

- County-owned property at the Prince Edward County Landfill;
- County-owned property at the Prince Edward County Industrial Park;
- County-owned property along Granite Falls Boulevard; and
- County-owned property adjoining the Piedmont Regional Jail.
- The exception to this posting is for duck hunting at the Sandy River Reservoir, with the exception of Sundays as set forth in the Prince Edward County Ordinance Sec. 82-31 (a)(4).

Supervisor Gray made a motion, seconded by Supervisor Timmons, to authorize Prince Edward County Animal Control to post county-owned land for no hunting, as proposed; the motion carried:

Aye:	Pattie Cooper-Jones Calvin L. Gray Robert M. Jones Odessa H. Pride Howard F. Simpson C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck	Nay: None
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Mr. Bartlett then said as part of the required grant documentation, the Virginia Department of Emergency Management is requesting a resolution from Boards of Supervisors designating the individuals who may execute VDEM grant documents on behalf of the County of Prince Edward.

Supervisor Gray made a motion, seconded by Supervisor Cooper-Jones, to approve the Governing Body Resolution; the motion carried:

Aye:	Pattie Cooper-Jones Calvin L. Gray Robert M. Jones Odessa H. Pride Howard F. Simpson C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck	Nay: None
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**GOVERNING BODY RESOLUTION
County of Prince Edward, Virginia**

BE IT RESOLVED, by the Board of Supervisors of the County of Prince Edward, that

Robert M. Jones, Chair, or Pattie Cooper-Jones, Vice-Chair,

W.W. Bartlett, County Administrator, or

Sarah Elam Puckett, Assistant County Administrator

are hereby authorized to execute for and on behalf of the County of Prince Edward, Virginia (named applicant, a public entity established under the laws of the Commonwealth of Virginia, any actions necessary for the purpose of obtaining federal financial assistance provided by the federal Department of Homeland Security and sub-granted through the Commonwealth of Virginia.

Mr. Bartlett stated a letter was received from the existing landfill operating company stating that they will continue through the end of this year to give the County time to find another company or for them to find additional help to rebid the job. Mr. Bartlett said the Board of Supervisors may want to consider the County operating the landfill with County staff, which would require no more than five additional employees. He said there is not a lot of time as an RFP would need to be out by 1 October [2017] to receive responses in 20 days from that date.

Supervisor Timmons questioned staff operation of the landfill. Discussion followed.

Supervisor Timmons asked Mr. Bartlett to find the cost and revenue for self-performing landfill operations, to include hiring the employees needed, equipment costs, revenue generated from those expense and other factors. He suggested a special called meeting for further discussion of this topic. Further discussion followed.

Supervisor Gray made a motion, seconded by Supervisor Townsend, to extend the existing Landfill Operating Contract with Wright's Excavating, LLC, to December 31, 2017; the motion carried:

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

A meeting of the Board of Supervisors was set for Monday, September 25, 2017 at 5:00 p.m. for discussion of the landfill operation. Mrs. Puckett stated County Staff will be giving fire departments and the responding agencies to the landfill a tour of the landfill facility on Thursday, September 21, 2017 at 7:15 p.m. for any Board members interested in observing the landfill prior to the meeting on September 25.

In Re: Property & Community Development Committee Report – Courthouse

Mr. Bartlett reported the Property and Community Development Committee, comprised of Supervisors Gray, Timmons and Townsend, met on August 14th, 29th and September 7, 2017. Judges were also in attendance at the meetings. The primary purpose of the meetings was to discuss the Courthouse renovation project with the Architect.

On August 14, 2017, the Architect informed the Committee of his findings from his interviews of the departments impacted. During the interviews, Department Heads informed the Architect what renovations and updates they would like to see. The Committee discussed these requests with the Architect and instructed him to make some adjustments to the scope of work to accommodate some of the requests and bring those back to the committee on August 29th. One of the main concerns was a need for additional space, much of it for storage.

During the meeting on August 29, the Architect presented revised plans to the Committee. These plans included changes required to include the requests from Department Heads approved by the Committee and some changes required to meet building codes. After much discussion, additional changes were proposed and the Architect is to submitted a revised set of plans to the Committee on September 7, 2017.

Josh Bower, Crabtree Rohrbaugh & Associates, presented the design for the renovations and security measures from the ground floor to the third floor. He stated entrances would be minimized; there would be one secure point of entry. The Ground Floor would have a separate entrance for Health Services.

Supervisor Timmons asked how long it would take for the design phase to occur with Mr. Bower's firm once released to move forward. Mr. Bower said it would be approximately a four to six month period.

Supervisor Timmons stated that at that point, the County could go for bids and start construction sixty days after the notice for RFP goes out. He said there would be a 60-day period for notice, bidding, review, interview, and then selection of the contractor; time would be given to the contractor to allow for mobilization.

Mr. Bartlett asked how long the existing contract carries the County; Mr. Bower said the contract goes from the beginning of the project through to the end. He added that at the end of construction, a punch list will be provided and there is an 11-month warranty check-out after construction is over.

Supervisor Timmons said this proposal and design phase includes the security, and an in-house person to look at all of the security issues to get them into compliance with the new standards. Mr. Bower said security measures appropriate for Prince Edward County and the Sheriff's Department set forth will be included.

Supervisor Timmons there is a need to update the audio and visual technology in the Board meeting room. Mr. Bower said having the facility able to functionally go through recordings will be for the benefit of the incarcerated and also the County itself.

Supervisor Timmons suggested the Properties Committee is prepared to recommend approval but can add this topic to the meeting on September 25 to allow time for the Board members to review the information.

In Re: Finance Committee Report – Travel Reimbursement for the Board

Mr. Bartlett stated the Finance Committee met August 14th and 29th to develop a policy covering travel reimbursement for the Board of Supervisors when conducting work-related activities.

Supervisor Cooper-Jones read the policy for the citizens and for the record.

Supervisor Pride asked when the policy would take effect; Supervisor Timmons said it would take effect no sooner than October 1. Discussion followed.

Supervisor Wilck made a motion, seconded by Supervisor Timmons, to approve the proposed Travel Reimbursement Policy and the use of the mileage log; the motion carried:

Aye:	Pattie Cooper-Jones	Nay:	Calvin L. Gray
	Robert M. Jones		Howard F. Simpson
	Odessa H. Pride		Jerry R. Townsend
	C. Robert Timmons, Jr.		
	Jim R. Wilck		

Supervisor Timmons made a motion, seconded by Supervisor Cooper-Jones, to approve the Travel Reimbursement Policy taking effect October 1, 2017; the motion carried:

Aye:	Pattie Cooper-Jones	Nay:	Howard F. Simpson	Abstain:	Calvin L. Gray
	Robert M. Jones		Jerry R. Townsend		
	Odessa H. Pride				
	C. Robert Timmons, Jr.				
	Jim R. Wilck				

Supervisor Timmons made a motion, seconded by Supervisor Cooper-Jones, to allow reimbursement of travel expenses for the County Supervisor Certification Course; the motion carried:

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

Board of Supervisors of the County of Prince Edward, Virginia
Travel Reimbursement Policy

The purpose of this policy is to establish uniform standards and procedures that allow Board of Supervisor members to be reimbursed for travel for official County business.

I. Scope

(A) Board members may be reimbursed for the following routine travel expenses.

1. Mileage for travel by personal vehicle or other travel costs to scheduled Board meetings and Board committee meetings to which a Board member is appointed, from home or work, if a work day, which is not part of routine personal travel.
2. Mileage for travel by personal vehicle or other travel costs to events/places reasonably necessary to prepare for matters scheduled for consideration on the Board's agenda which is not part of routine personal travel (i.e., site visits for special use or rezoning permits, etc.). Reimbursement will be limited to one trip per event/places.
3. Mileage for travel by personal vehicle or other travel costs to scheduled meetings of outside organizations to which a Board member has been appointed by the Board to represent the County.

(B) Board members may be reimbursed for the following educational or conference travel expenses.

1. Attendance at overnight non-local meetings when the cost will exceed \$100.00 or attendance at meetings/committees outside the specific member's specific area of responsibility. Attendance at these types of meetings/committees requires advance Board approval.
2. Attendance at any VACO-sponsored event. Attendance requires advance approval of the Board.

(C) Board members will not be reimbursed for the following travel expenses.

1. Travel to events which are political in nature (i.e., campaigning or partisan events).
2. Travel to the regularly scheduled monthly meeting of the Board, normally held the second Tuesday of each month.
3. Travel to meet with any constituent living outside of the Board member's district. The Board member contacted should relay the citizen's concern to that citizen's Supervisor.

4. Travel to meet with a constituent living inside the Board member's own district.
5. Travel expenses for which the Board member will or can be reimbursed from another source.

II. Procedures

A. This policy will be applied and overseen in accordance with the following procedures.

1. Reimbursement requests shall be made in writing on forms provided by the Clerk of the Board and shall itemize at a minimum the date, number of miles of travel expenses and purpose of the meeting. Mileage for use of a personal vehicle shall be reimbursed at the County's authorized car mileage reimbursement rate. Other reimbursements shall be for the amount of actual costs expended to include gratuity but excluding alcohol. These costs shall be documented by detailed receipts for actual amounts paid. Summary receipts will not be sufficient documentation to allow reimbursement.
2. The Clerk, or his/her designee, will review all travel reimbursement requests prior to reimbursement to ensure compliance with this policy. No reimbursement will be made if the request does not comply with this policy.
3. Reimbursement requests shall be submitted monthly to the Clerk of the Board one week prior to the monthly Board meeting. The reimbursements will be processed quarterly.

In Re: Finance Committee Report – Sheriff Compression Pay Increase

Mr. Bartlett reported that during the FY18 session of the General Assembly, funding was provided to alleviate pay compression issues for Sheriffs and regional jails. Because comp board salaries are unrealistically low and very few pay raises have been given over the last 10 years, Sheriffs have compression problems where new employees are receiving essentially the same pay as those with 10 or more years of service. To help alleviate this problem, the General Assembly approved one-time salary increases based on the full years of service for each comp board approved position. For those employees with at least three years of continuous service, the pay for that position would be increase by \$80 per year for sworn officers and \$65 per year for each non-sworn position. The amount of the compression increase for each position is displayed in Column J of attachment 1.

In summary, the 2% pay raise is mandated if the County is to receive the increased revenue from the state for the raise but the compression revenue increases will be received by Prince Edward County as long as the actual amount being paid to an employee exceeds the adjusted comp board base salary.

Because Prince Edward routinely pays its employees much more than the comp board approved salary, the vast majority of its employees are being paid more than the adjusted Comp Board Salary. There are only two employees that would require a mandatory pay adjustment; these are shown as negative amounts on the attachment and total only \$519 without benefits and \$624 with benefits.

Mr. Bartlett said if the compression increase is provided, the net increased cost to the county for all employees to include fully county-funded positions, would be \$3,025.83 plus the \$624 mentioned above for a total of \$3,649.83. If the compression service is not provided, since the County is already providing a higher salary than is required for all but two employees, the County will receive an additional \$21,038 in revenue from the state which can be used to offset the County for providing the local supplement to all the Constitutional Offices.

The total amount of the cost of compression increase of \$18,395 does not match the amount of state reimbursement of \$19,115 because of the retirement of Richard Hurak. He left employment on August 4th. August 1st was the cutoff date for compression calculations. Thus position 20 received \$1,520 in compression but Randolph would only receive \$800 based on service length.

The Committee recommends the compression pay be provided to the Sheriff employees to help alleviate compression issues. But this recommendation was contingent on the Sheriff working with the County Administrator to develop a policy to ensure compression does not occur in the future. The Sheriff and the County Administrator developed a hiring policy and the Finance Committee recommends its adoption.

Supervisor Pride commended the Sheriff's Department and stated she is in support of the 2% across-the-board increase.

Supervisor Gray made a motion, seconded by Supervisor Townsend, to approve providing the compression pay to the Sheriff employees, and to adopt the Sheriff Hiring Policy; the motion carried:

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

COOPERATIVE AGREEMENT BETWEEN THE BOARD OF SUPERVISORS
AND THE SHERIFF OF THE COUNTY OF PRINCE EDWARD

THIS COOPERATIVE AGREEMENT, effective as of September __, 2017, between the Sheriff and the Board of Supervisors of the County of Prince Edward, Virginia.

This policy will establish a uniform hiring and pay policy that will ensure employees are treated in a fair and consistent manner. Additionally, the policy will help alleviate future pay compression issues.

ARTICLE I – SCOPE OF AGREEMENT

This agreement serves as a supplement of the County’s personnel policies and procedures. This Agreement recognizes that employees of the Sheriff, while hired and serving at the pleasure of the Sheriff, will be compensated in accordance with the County’s pay and classification plan. Specifically, this Agreement establishes the grade and step a Court Officer and/or road deputy will be so classified when initially hired.

Nothing in the Agreement shall be interpreted to infringe upon the Authority of the Sheriff to retain control over operations of his office, including, without limitation, the authority to:

- Direct the work of employees and deputies in his department.
- Hire, promote, transfer or appoint employees and deputies.
- Discipline, suspend, demote, dismiss or terminate any employee or deputy.

ARTICLE II – TIME OF PERFORMANCE

This agreement shall commence on October 1, 2017 and is effective until the Sheriff leaves office.

ARTICLE III – POLICIES

The Sheriff agrees to hire any new Court Officer or Road Deputy who has not graduated from the Police Academy at a beginning Grade of 12 and Step 1, which equates to a salary of \$35,610. Upon successful completion of the Law Enforcement Academy or if the new employee has graduated from the Academy the employee will be advanced/hired to a Grade 13 Step 3, which equates to a salary of \$39,333. If a new hire has already successfully completed a Law Enforcement Academy and/or has significant relevant experience, the Sheriff may request the Board of Supervisors allow him to hire that employee at a higher Grade or Step. The salary amounts listed above are based on the Salary scale last approved on September 1, 2015. Those amounts may increase if the salary scale is adjusted for a cost of living increase.

ARTICLE IV – TERMINATION

This Agreement may be canceled by either party by giving thirty (30) days written notice to the other, or

This Agreement shall be suspended in the event the Board of Supervisors fails to appropriate or allocate funds for the purpose of continuation of this Agreement, or

In the event of breach by either party to this Agreement, the other party may give written notice to the party deemed to be in breach, specifying the manner in which the Agreement has been breached. If the party receiving the notice of breach has not substantially corrected the breach within thirty (30) days of receipt of the written notice, the party sending the notice shall have the right to terminate this Agreement.

In Re: Closed Session

Chairman Cooper-Jones made a motion, seconded by Supervisor Timmons, that the Board convene in Closed Session for consultation with legal counsel pertaining to the enforcement of contract rights in conjunction with the Industrial Development Authority, pursuant to the exemption provided for in Section 2.2-3711(A)(8) of the *Code of Virginia*; and for discussion of the disposition of publicly-held real property in the Prince Edward County Industrial Park, where discussion in an open meeting would adversely affect the negotiating strategy of the County, pursuant to the exemption provided for in Section 2.2-3711(A)(3) of the *Code of Virginia*; and for discussion to consider the acquisition of real property for a public purpose, where discussion in an open meeting could adversely affect the negotiating strategy of the County, pursuant to the exemption provided for in Section 2.2-3711(A)(3) of the *Code of Virginia*; the motion carried:

Aye:	Pattie Cooper-Jones	Nay: None
	Calvin L. Gray	
	Robert M. Jones	
	Odessa H. Pride	
	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 Townsend and adopted as follows:

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

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

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

Nay: None

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. Adam Mumma, Animal Control Officer, submitted a report for the month of August 2017, 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 August 2017, which was reviewed and ordered to be filed with the Board papers.

In Re: Cannery

Mrs. Patty Gulick, Cannery Manager, submitted a report for August 2017, which was reviewed and ordered to be filed with the Board papers.

In Re: Cannery Report - Commercial

Ms. Allie Hill, Virginia Food Works, submitted a report for the month of August 2017, which was reviewed and ordered to be filed with the Board papers.

In Re: Prince Edward County Public Schools

Dr. Barbara Johnson, Superintendent, submitted a financial summary report for the month of August 2017, 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 August 2017, which was reviewed and ordered to be filed with the Board papers.

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

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

the meeting was recessed at 10:10 p.m. until September 25, 2017 at 5:00 p.m. for a special called meeting.