

November 17, 2011

At the regular meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 17<sup>th</sup> day of November, 2011; at 7:00 p.m., there were present:

Howard M. Campbell

William G. Fore, Jr.

Don C. Gantt, Jr.

Robert M. Jones

Charles W. McKay

Howard F. Simpson

Jim R. Wilck

Mattie P. Wiley

Also present: Wade Bartlett, County Administrator; Sarah Elam Puckett, Assistant County Administrator; Alecia Daves-Johnson, Planner; James Ennis, County Attorney; and Robert Fowler, Prince Edward Development, LLC.

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

In Re: Public Participation

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

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

Chairman Fore then stated the protocol provides 20 minutes for Public Participation, divisible by the number of speakers; he asked all to hold their comments to five minutes. He added if there is a topic that would take longer than the five minutes, citizens should contact the Administrator's office to make an appointment or to get the issue on the agenda.

**Dr. Theresa Clark**, Longwood University, introduced sophomores and juniors majoring in social work in attendance to observe how policies are developed and business is handled at the county level.

**Allison Crews**, Jetersville, expressed her support of the proposed expansion of the Cannery into a Food Enterprise Center.

**Cornell Walker**, Prospect District, presented a list of complaints and petition regarding a vacant property at 289 Dry Bridge Road that is boarded up and electrically stripped. He requested the Board have the property cleaned up, condemned or torn down; he asked if that cannot be done, for the Board to grant permission for the residents of Dry Bridge Road to clean up around the property. He also requested the Board create an ordinance to keep properties from reaching this point of disrepair.

Supervisor Jones stated the Planning Commission has been working on the possibility of an ordinance regarding abandoned vehicles and property. After some discussion, the Planning Commission was directed to continue work on the preparation of an ordinance for property maintenance. Staff will also contact the property owners to see what can be done about the property at 289 Dry Bridge Road.

In Re: Board of Supervisors Comments

Supervisor Campbell stated the VACo conference was enlightening on several subjects.

In Re: Consent Agenda

On motion of Supervisor Jones and carried:

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

the Board accepted the Treasurer's report for July 2011; minutes of the meeting held October 11 2011;

Accounts and Claims; Salaries; and appropriations as follows:

		<u>FY 12</u>	<u>Debit</u>	<u>Credit</u>
3-100-23000-0080	Shared Expense / Technology Trust Fund			\$ 4,725
4-100-21600-5880	Clerk of Circuit Court / Technology Trust Fund		\$ 4,725	
3-100-24040-0032	Other Categorical Aid / SCAAP			\$ 1,549
4-100-33200-7002	Regional Jail / SCAAP		\$ 1,549	
3-100-33010-0015	DMV Safety Grant			\$ 21,500
4-100-31200-1200	Sheriff / Salary & Wages Overtime Grant		\$ 19,298	
4-100-31200-2100	Sheriff / FICA		\$ 1,476	
4-100-31200-2700	Sheriff / Workers Comp		\$ 226	
4-100-31200-5530	Sheriff / Convention & Education		\$ 500	
3-100-33010-0017	Revenue From Federal Government / Surveillance Equipment			\$ 20,646
4-100-31200-6030	Sheriff / Non Capital Equipment			\$ 2,294
4-100-31200-6020	Sheriff / Surveillance Equipment		\$ 22,940	
3-100-33010-0012	Revenue From Federal Government / Bullet Proof Vests			\$ 13,935
4-100-31200-6030	Sheriff / Non Capital Equipment			\$ 13,935
4-100-31200-6021	Sheriff / Bullet Proof Vests		\$ 27,870	
3-100-24040-0120	Energy Efficiency CBG (EECBG)			\$ 40,000
4-100-53501-5667	EECBG Administrative Services		\$ 40,000	

**July 2011**

Fund balances were as follows:

General Fund	119,786.23	
General Fund Reserved for Investments	7,263,112.28	
		7,382,898.51
PPEA Fund		(1,529.57)
Industrial Development Authority Fund		142,422.93
Recreation Fund Reserved for Investments		27,012.18
Forfeited Assets Fund Reserved for Investments		91,753.12
School Capital Projects Fund - VPSA		0.00
School Capital Projects Fund - QZAB01		0.00
Underground Storage Tank Fund		20,000.00

Economic Development Fund	743,464.42
Board of Public Welfare Special Account	6,684.52
Piedmont ASAP Fund	301,769.75
QZAB Debt Services Fund	408,068.97
Landfill Construction Fund	921,736.86
PCS Fund	294,132.25
Revenue Sharing Fund	(46.64)
Retirement Benefits Fund	(652.58)
School Capital Projects Fund - QZAB02	0.00
Dare Donations Fund	4,031.50
School Cafeteria Fund	286,028.05
Prince Edward Community Development Fund	46,793.50
Water Fund	90,204.18
Sewer Fund	(32,335.57)
School Fund	180,124.14
	10,912,560.52

Cash accounts were as follows:

Cash in Office	1,000.00
Cash in Banks	2,445,523.14
Warrants Payable (School Fund)	0.00
General Fund Investments	7,263,112.28
VPSA Investments	0.00
QZAB01 Investments	0.00
Underground Storage Tank Fund	20,000.00
Recreation Fund Investments	27,012.18
QZAB02 Investments	0.00
Landfill Construction Fund for Investment	921,736.87
Forfeited Asset Fund for Investment	91,753.12
Industrial Development Authority for Investment	142,422.93
	10,912,560.52

\*Of this \$7,382,898.51 in the General Fund, \$9,355,608.35 is encumbered for:

Transfers in:	
School Fund	8,106,652.00
VPA Fund	550,547.02
Water Fund	0.00
Sewer Fund	0.00
IDA Fund	23,528.98
Retirement Benefits Fund	25,176.00
Debt Obligations	649,704.35
Total	9,355,608.35

This leaves an unencumbered balance of \$(1,972,709.84) in the General Fund.

**STATEMENT OF DEPOSITORY BALANCES**

**Balances as of June 2011:**

**Checking Accounts:**

Benchmark Community Bank	466,375.65
Wachovia Bank	325,353.55
BB&T	152,860.52
Bank of America	2,847,690.70

**3,792,280.42**

**Investment Accounts:**

Benchmark Community Bank	6,416,212.23
Wachovia Bank	104,172.85
Citizens Bank & Trust Company	235,000.00
BB&T	1,490.91
Planters Bank & Trust	200,000.00
Mentor Investments	162,404.11
SNAP (State Non-Arbitrage Plan)	0.00
Bank of America	0.00

**7,119,280.10**

**BOARD OF SUPERVISORS**

Business Card	Refreshments	34.07	
	Mums	37.74	
	Meals	41.44	113.25
C. Forbes, Inc.	Bronze cast seal / letter		2,634.90
Howard M. Campbell	Mileage		205.35
William G. Fore, Jr.	Mileage		17.20
Robert M. Jones	Mileage		38.85
Charles W. McKay	Mileage		104.34
Hampden-Sydney College	Legislative luncheon		755.50

**COUNTY ADMINISTRATOR**

Pitney Bowes Financial Services	Postage meter lease		29.00
US Cellular	Phone		118.18
Business Data of Virginia, Inc.	Stick drive	9.95	
	Norton Anti-virus	29.95	39.90
Diamond Springs	Water & equipment rental		15.70
Key Office Supply	Green bar paper	249.95	
	Office supplies	28.58	278.53

COMMISSIONER OF REVENUE

Treasurer of Virginia	Online service		77.33
Virginia Tech Treasurer	Meeting registration		50.00

TREASURER

Mable Shanaberger	Postage	17.80	
	Postage reimbursement	40.17	57.97
Treasurer of Virginia	Online service		77.34
Virginia Employment Commission	Online access		100.00
Business Data of Virginia	Norton Anti-virus		59.90
Key Office Supply	Ink cartridge	14.99	
	Copy paper	69.98	
	Laser cartridge	69.99	
	Correction tape	9.00	163.96

INFORMATION TECHNOLOGY

Business Data of Virginia, Inc.	Travel expenses	562.50	
	Monthly contract	3,700.00	4,262.50

ELECTORAL BOARD AND OFFICIALS

Betty A. Gibbs	Salary	1,169.32	
	Copies	20.00	1,189.32
	Postage	44.00	
	Mileage	147.08	
	Meals & lodging	100.00	1,480.40
Samuel A. Martin, Jr.	Salary		584.68
Gordon V. Smith	Salary		584.68

REGISTRAR

U. S. Postal Service	Postage		660.00
Dale L. Bolt	Mileage	76.59	
	Meal	17.79	94.38

GENERAL DISTRICT COURT

US Cellular	Phone		26.46
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SPECIAL MAGISTRATES

Key Office Supply	Stamp / batteries / binder	75.72	
	Chair mat	48.00	
	Shredder	579.00	702.72

CLERK OF THE CIRCUIT COURT

AT&T	Phone		42.65
CenturyLink	Phone		77.34
Benjamin M. Amoss, Jr.	Jury commissioner		30.00
George T. Barton	Jury commissioner		30.00
Wallace W. Bland, Jr.	Jury commissioner		30.00
Cetric A. Gayles	Jury commissioner		30.00
Penny Huskey	Jury commissioner		30.00
Elijah E. Sutton	Jury commissioner		30.00

Debra J. Tharp	Jury commissioner	30.00
Patricia M. Toney	Jury commissioner	30.00
Brenda S. Wardell	Jury commissioner	30.00
Key Office Supply	Copy paper	104.97

LAW LIBRARY

CenturyLink	Phone	36.50
Matthew Bender & Company, Inc.	VA Forms 2011 Vol 2	160.46

COMMONWEALTH'S ATTORNEY

U. S. Postal Service	Box rent - 6 months	55.00
Treasurer, State of New Jersey	Certified copies	175.00

VICTIM WITNESS ASSISTANCE PROGRAM

Farmville Printing	Client workbooks	16.00
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SHERIFF

Virginia Employment Commission	Unemployment, 3rd quarter	7.75
Praise Towing, LLC	Towing service	75.00
Carrington's Cellular	Phones & accessories	94.93
US Cellular	Phone	606.66
Dale Vaughn	Meals	12.46
Business Data of Virginia, Inc.	Norton Anti-virus	29.95
Staples Advantage	Office supplies	158.32
Best Uniforms, Inc.	Uniforms	151.25
	Shirts	49.62
Galls, An Aramark Company	Boots	200.87
Premium Marketing & Sales	Badge	110.98
Intellicam, LLC	Surveillance equipment	64.50
		11,205.00

SHERIFF - COURTS

Virginia Employment Commission	Unemployment, 3rd quarter	8.90
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FARMVILLE VOLUNTEER FIRE DEPARTMENT

Chesterfield Insurers	Package insurance	7,675.50
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RICE VOLUNTEER FIRE DEPARTMENT

C. W. Williams	Foam	628.17
John Deere Financial	LP Gas	661.56
Dominion Virginia Power	Electric service	8.89

PROSPECT VOLUNTEER FIRE DEPARTMENT

Commtronics of Virginia	Radio assembly / battery	65.40
Ferguson Enterprises, Inc.	Plumbing supplies	75.26
Goodman Specialized Vehicles	Truck inspection / repair	1,872.06
CenturyLink	Phone	111.20
NAPA of Farmville	Bulb	21.98
Town of Farmville	Fuel	407.78
Dominion Virginia Power	Electric service	390.52
Watts Industrial Equipment	Truck repairs	206.16

DARLINGTON HEIGHTS VOLUNTEER FIRE DEPARTMENT

Amelia Overhead Doors	Door repair		272.55
Cyrus Pest Control Company	Exterminating service		45.00
Ellington Energy Service	Check furnace / repair AC	693.90	
	Propane	1,148.76	1,842.66
Southside Electric Cooperative	Electric service		359.22
Verizon	Phone		132.46
Watkins Insurance Agency	Package insurance	3,430.00	
	Auto insurance	4,770.00	
	Umbrella insurance	750.00	8,950.00

HAMPDEN-SYDNEY VOLUNTEER FIRE DEPARTMENT

Arcet Equipment Company	Compressed air		112.84
Creative Electrical Contractors, Inc.	Generator repairs		105.75
Fire & Safety Equipment Company	Sensor		179.92
Hampden Sydney College	Embossed folders	15.56	
	Fuel	306.23	
	Postage	2.16	323.95
Volunteer Mail Service	Processing & mailing		5,235.02

PAMPLIN VOLUNTEER FIRE DEPARTMENT

AT&T	Phone		71.96
Jana Baldwin	Cleaning firehouse		130.00
Carpet House	Floor repair		9,831.00
Carquest Appomattox	Car wash & polish	49.42	
	Vehicle repairs	177.59	
	Regulator / hose clamp	42.29	
	Oil	47.88	
Fire & Safety Equipment Company	Extinguisher maintenance		27.95
J.E. Jamerson & Sons Building Supply	Building repairs		201.54
Memphis Equipment	Distributor		321.78
Pamplin Exxon	Fuel	210.52	
	Oil	13.71	224.23
Treasurer of Virginia	Annual registration		25.00
Verizon	Phone		59.94
YourFirstDue, Inc.	Internet		24.95

MEHERRIN VOLUNTEER FIRE DEPARTMENT

Parker Oil Company, Inc.	Propane	328.04	
	Diesel	846.88	1,174.92
US Cellular	Phone		157.08
Verizon	Phone		154.16
Dominion Virginia Power	Electric service		443.06

EMERGENCY SERVICES

Korman Signs	Road signs		56.06
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REGIONAL JAIL & DETENTION

Family Preservation Services	Electronic monitoring		1,530.00
Piedmont Regional Jail	Inmate per diem		3,692.70

BUILDING OFFICIAL

US Cellular	Phone		26.46
Coy Leatherwood	Meals	15.42	
	Meeting registration	30.00	45.42
Treasurer of Virginia	2% Levy on permits		381.38

ANIMAL CONTROL

Jennifer Kingsley, DVM	Vet services		35.00
Dominion Virginia Power	Electric service		61.96
US Cellular	Phone		52.92
Ray Foster	Mileage	188.70	
	Meals	29.81	218.51
Walmart	Dog food	127.76	
	Cleaning supplies	30.97	
	Boots	31.87	190.60

BIOSOLIDS MONITORING

Tri-County Ford-Mercury	Brakes & oil change	202.72	
	Caliper	103.00	305.72
US Cellular	Phone		26.46

REFUSE DISPOSAL

Virginia Employment Commission	Unemployment, 3rd quarter		3.17
Resource International	Miscellaneous work tasks	899.94	
	Storm water compliance	986.00	
	Groundwater/gas monitoring	4,132.90	6,018.84
Moore Scale Service-Western VA	Balance / test scales		680.00
Steinruck's Excavating	Repair chain fence		500.00
Jimmy's Service Center	Truck maintenance		686.01
Arena Trucking Company	Trash collection		274.00
Wright's Excavating	Landfill operation		42,187.50
Emanuel Tire of Virginia	Tire recycling		990.00
Synergy Recycling, LLC	Electronic recycling		2,010.33
Southside Electric Cooperative	Darlington Heights site		55.12
Dominion Virginia Power	Leachate pump	43.90	
	Scalehouse	39.40	
	Cell C pump station	12.74	
	Green Bay site	39.37	
	Worsham site	52.12	
	Prospect site	44.01	
	Landfill site	22.29	253.83
AT&T	Phone		251.28
CenturyLink	Phone		230.06
US Cellular	Phone		26.46
Prince Edward County Public Schools	Diesel		1,532.42

GENERAL PROPERTIES

Doli/Boiler Safety	Boiler inspection		60.00
Doormation, Inc.	Repair handicap door		81.76
Hudson-Payne Electronics	Reset fire alarm		293.50
OK Termite & Pest Control	Exterminating service		150.00
Southern States	Posted signs		26.99
Treasurer of Virginia	Aboveground tank register		25.00
Southside Electric Cooperative	SRR lights		30.46
Dominion Virginia Power	Roy Clark monument	26.72	
	Shop	35.63	
	Sheriff Department Shed	5.66	
	Worsham Clerk's office	13.31	
	Lights at Rice	111.40	192.72
CenturyLink	Phone		69.70
US Cellular	Phone		79.99
Business Data of Virginia, Inc.	Norton Anti-virus		29.95
Wilco, Inc.	Janitorial supplies		529.66
Diamond Springs	Water & equipment rental		22.45
Grainger	Power supply		73.03
Prince Edward County Public Schools	Diesel		220.96
East End Motor Company	Flat repair	22.00	
	Install tube (mower)	12.90	34.90
Doli/Boiler Safety	Boiler inspection		20.00
Southside Electric Cooperative	Electric service		180.63
Second Virginia Food Summit	Meeting registration		55.00
			150.00

COMPREHENSIVE SERVICES ACT

Bear Creek Academy	Professional services		8,120.00
Braley & Thompson, Inc.	Professional services		13,985.00
Crossroads Services Board	Professional services		1,792.50
Family Preservation Services	Professional services		3,823.75
Grafton School, Inc.	Professional services		13,905.00
Brittany Jones	Foster care		50.81
Treasurer of Bedford	Professional services		1,740.00
The Hughes Center	Professional services		1,936.00
Mable Shanaberger	Administrative fee		150.00

SUPERVISION OF PARKS & RECREATION

Prince Edward-Farmville Youth Association	11-12 Support		24,000.00
Southside Virginia Family YMCA	11-12 Support		25,000.00

PLANNING

Sally W. Gilfillan	Commission meeting		100.00
Donald B. Gilliam	Commission meeting	100.00	
	Mileage	22.20	122.20
Preston Hunt	Commission meeting	100.00	
	Mileage	22.20	122.20
Robert M. Jones	Commission meeting	100.00	
	Mileage	5.55	105.55

Clifford Jack Leatherwood	Commission meeting		100.00
Robert Christopher Mason	Commission meeting	100.00	
	Mileage	9.99	109.99
John F. Townsend III	Commission meeting	100.00	
	Mileage	8.32	108.32
Brett Von Cannon Watson	Commission meeting		100.00
Business Card	Postage		55.90
US Cellular	Phone		55.12
Second Virginia Food Summit	Meeting registration		55.00
Key Office Supply	Office supplies		6.97

ECONOMIC DEVELOPMENT

US Cellular	Phone		26.46
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TOURISM

Museum of the Confederacy	Travel guide ad		10,000.00
Dominion Virginia Power	Electric service		254.85
Business Card	Postage		10.08

COOPERATIVE EXTENSION OFFICE

CenturyLink	Phone		93.08
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GENERAL EXPENSE

nTelos	Phone		2,804.65
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DEBT SERVICE

Rural Development	Courthouse loan		16,626.00
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RETIREMENT BENEFIT FUND

Vicki K. Johns	Retiree benefit		1,051.29
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PIEDMONT COURT SERVICES

Virginia Employment Commission	Unemployment, third quarter		7.76
Dominion Virginia Power	Electric service		189.98
AT&T	Phone		118.07
CenturyLink	Phone		198.86

PCS SUPERVISION FEES EXPENDITURES

SRP Corporation, LLC	Rent		2,383.00
Page Hardy	Cleaning service		210.00

ADDENDUM BILL LIST

BOARD OF SUPERVISORS

Clerk of Circuit Court	Recording fees		118.00
Farmville Herald	Advertising		384.38

COUNTY ADMINISTRATOR

Farmville Printing	Color copies		23.40
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	<u>COMMISSIONER OF REVENUE</u>		
Farmville Herald	Advertising		184.52
	<u>TREASURER</u>		
M&W Printers, Inc.	Receipt paper		1,160.20
	<u>INFORMATION TECHNOLOGY</u>		
Business Data of Virginia, Inc.	Travel expense		125.00
ComputerPlus Sales & Service	Maintenance contract		270.00
	<u>CLERK OF THE CIRCUIT COURT</u>		
Kinex Networking Solutions	DSL		74.95
ILS/Manatron, Inc.	Plat scanning		70.00
	<u>LAW LIBRARY</u>		
AT&T	Phone		36.25
Matthew Bender & Company, Inc.	Model Jury Instructions R#12		226.52
	<u>COMMONWEALTH'S ATTORNEY</u>		
Commonwealth Solutions	Shredding service		15.00
	<u>VICTIM WITNESS ASSISTANCE PROGRAM</u>		
Cindy Sams	Mileage	38.85	
	Meal	10.81	49.66
	<u>SHERIFF</u>		
Walmart	Dog food		64.39
Rodney Brisentine	Bulbs		11.54
East End Motor Company, Inc.	Oil change	68.56	
	Flat repair	24.00	
	Inspection/wiper blades	39.98	
	Oil change/check brakes	64.75	
	License bracket	25.87	
	Wiper blades	57.96	281.12
UPS	Shipping charges		5.91
Treasurer of Virginia	VCIN		53.06
Kinex Networking Solutions	Web host/Data backup		39.90
Business Card	Meals & lodging	282.51	
	Training	650.00	
	Gas	34.00	
	Handgun grip	14.16	
	Shirts	60.00	1,040.67
Robby Franklin	Meal		7.39
Diamond Springs	Water & equipment rental		79.85
Key Office Supply	Phone headset		95.99
Staples Advantage	Toner & labels		815.66
Galls, An Aramark Company	Flashlight battery pack		44.97
Premium Marketing & Sales	Mourning bands		110.00
Southern Police Equipment Company	Badge	53.75	
	Nameplates	24.48	78.23

PROSPECT VOLUNTEER FIRE DEPARTMENT

Benchmark Community Bank	Chassis note payment		2,000.00
Farmville Wholesale Electric	Conduit	83.25	
	PVC cap	19.33	102.58
Pamplin Exxon	Fuel		50.50
Price Supply Company, Inc.	Ice machine		2,783.90
Dominion Virginia Power	Electric service		270.68
Diversified Inspections	Ladder inspections		237.12

DARLINGTON HEIGHTS VOLUNTEER FIRE DEPARTMENT

Verizon Wireless	Phone		60.07
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HAMPDEN SYDNEY VOLUNTEER FIRE DEPARTMENT

Arcet Equipment Company	Oxygen		54.83
Goodman Specialized Vehicles	Truck repairs		1,939.61

PAMPLIN VOLUNTEER FIRE DEPARTMENT

Commtronics of Virginia	Radio repairs		997.34
Memphis Equipment	Spark plug / wire set		385.11
Verizon	Phone		51.81
Dominion Virginia Power	Electric service		279.09

EMERGENCY SERVICES

Timmons Group	GIS annual maintenance		1,500.00
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BUILDING OFFICIAL

East End Chevron	Oil change		27.70
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ANIMAL CONTROL

Jennifer Kingsley, DVM	Vet services		35.00
Lowe's	Split rings / lines		6.38
Ray Foster	Game camera	146.66	
	Dog food	161.18	
	Cleaning supplies	16.39	324.23
Prince Edward Health Department	Rabies shots		451.96

REFUSE DISPOSAL

STEPS, Inc.	Recycling fee		1,372.15
Southside Electric Cooperative	Virso site		83.36
Dominion Virginia Power	Rice site		76.57
AT&T	Phone		73.88
Verizon	Phone		128.43
O. O. Stiff, Inc.	Monthly service		662.50

GENERAL PROPERTIES

Air Conditioning Equipment	HVAC annual contract	3,360.00	
	Discount	-33.60	3,326.40
East End Chevron	Oil change		29.95
Taylor-Forbes Equipment Company	Bushhog bearings		53.37

Dominion Virginia Power	Courthouse	10,453.25	
	SCOPE building	151.99	
	Ag building	965.77	11,571.01
Town of Farmville	Water & sewer		281.64
CenturyLink	Phone		7.97
O. O. Stiff, Inc.	Monthly service		100.00
Aramark Uniform Services	Janitorial supplies		378.24
Lowe's	Wax stripper	56.96	56.96
	Ear plugs / tools	67.04	
	Wax ring w/sleeve	7.48	
	Gloves / tile adhesive	66.42	
	Thermostat	75.05	
	Coil cleaner	25.35	298.30
W. C. Newman Company, Inc.	Road base mixture		58.80
Ranson's, Inc.	Varistor		5.97
Cintas Corporation #524	Uniform rental		430.84
Farmville Auto Parts	Oil & filters	41.14	
	Brake pads	34.49	
	<u>CANNERY</u>		
Lowe's	Valves / water filters		64.84
	<u>COMPREHENSIVE SERVICES ACT</u>		
Bear Creek Academy	Professional services		9,135.00
Braley & Thompson, Inc.	Professional services		15,490.13
Treasurer of Bedford	Professional services		1,595.00
	<u>PLANNING</u>		
Farmville Herald	Advertising		968.65
	<u>ECONOMIC DEVELOPMENT</u>		
Key Office Supply	Envelopes / highlighter		12.57
	<u>TOURISM</u>		
Town of Farmville	Water & sewer		66.77
CenturyLink	Phone		269.50
	<u>GENERAL EXPENSE</u>		
Anthem BCBS	Cobra insurance		1,060.00
	<u>WATER FUND</u>		
Town of Farmville	Water		102.87
	<u>SEWER FUND</u>		
Dominion Virginia Power	Sewer pump		29.28
	<u>PIEDMONT COURT SERVICES</u>		
News & Advance	Advertising		171.60
Nottoway Publishing Company	Advertising		29.00
Sheena Franklin	Mileage		151.52

Sharon Gray	Mileage		140.95
Emily Guill	Mileage		120.99
Connie Stimpson	Mileage	164.05	
	Training registration	80.00	
	DVD / VHS player	83.99	328.04
Renee T. Maxey	Mileage		48.84
Andy Mays	Mileage		24.97
Cadance Tyler	Mileage		40.51
Dayna Stanley	Mileage		84.91
<u>PCS DRUG TESTING FEES</u>			
Alere Toxicology Services, Inc.	Drug testing		19.48

In Re: Highway Matters

There was no report from VDOT; no road issues were reported.

In Re: Request from Department of Social Services

Roma Morris, Director of Social Services, requested the First Floor Conference Room be turned into office space for the Social Service Department employees, citing lack of space for confidential interviews with applicants and the visitation area being used as additional office space.

Chairman Fore stated he is aware of the space issue and appointed a committee, comprising Supervisor Simpson (Chair), Supervisor Campbell, Supervisor Gantt, Mr. Bartlett and Ms. Morris, to work on a solution to the space problem in the Social Services department.

Mr. Bartlett stated there are three conference rooms in the Courthouse. The one located on the Ground Floor is part of the space rented and controlled by the Health Department. The conference room on the First Floor is often utilized by the Sheriff's Department. The third conference room is the Board of Supervisors Conference Room located on the Third Floor.

In Re: Public Hearing – Rezoning Request of Muhammad Omar Alahbakshs

Chairman Fore announced that this was the date and time scheduled for a public hearing on the Rezoning Request of Muhammad Omar Alahbakshs. Notice of this hearing was advertised according to law in the Friday, November 4, 2011 and Friday, November 11, 2011 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mrs. Alecia Daves-Johnson, Planner, stated the Prince Edward County Planning Commission conducted a Public Hearing at the October 18, 2011 meeting. One citizen spoke in favor of the rezoning request, but stated trash blew across his property originating from a dumpster at the store site. There were no other public comments. The Planning Commission unanimously recommends to the Board of Supervisors the approval of the rezoning request from A-1 to C-1 for the following uses: Automobile Sales (Used), Retail Sales, Personal Services, Gasoline Station, Convenience Store, and Restaurant Uses. The Planning Commission also recommends that the proposed additional light be shielded and directed downward.

Mrs. Daves-Johnson said the Board may wish to set a limit on the maximum number of vehicles permitted on the site through the Automobile Sales, Used use. The applicant requested a maximum of twenty-five (25) be permitted, although there are no immediate plans to hold that many in inventory. The space on-site is adequate for displaying twenty-five vehicles, while maintaining adequate parking and thoroughfare for patrons of the other uses.

Discussion regarding the state mandated space requirement for automobile lots, buffer, lighting and trash blowing off property.

Chairman Fore opened the public hearing.

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

Supervisor Gantt made a motion to approve the request of Muhammad Omar Alahbakshs to rezone a 1.44 acre parcel located at 85 Railroad Avenue, Prospect, Virginia (Tax Map # 019-A-70) and known as the "Prospect Marathon property" from A-1, Agricultural-Conservation to C-1, General Commercial for the purpose of operating Automobile Sales (Used), Retail Sales, and Personal Services Uses, and continuing the existing Gasoline Station, Convenience Store and Restaurant uses, and with the following conditions:

1. The Automobile Sales will be limited to 15 vehicles which must be operable at all times and must be for sale.
2. The Owner and/or Automobile Sales Operator cannot perform automobile repair/service work on the premises.
3. As required by the County Zoning Ordinance, the parking lot must be asphalt, porous pavement or concrete. However, a gravel surface will be permitted for the vehicle display lot if required, in writing, by the Virginia Department of Health.
4. All exterior trash receptacles on the site will be properly screened/fenced to limit the blowing of trash offsite.
5. All lighting will be shielded down to prevent spillover off-site.



6. The Owner must comply with the buffer requirements of Section 4-200.3 of the County Zoning Ordinance.

The motion carried unanimously:

Aye:	Howard M. Campbell William G. Fore, Jr. Don C. Gantt Robert M. Jones Charles W. McKay Howard F. Simpson Jim R. Wilck Mattie P. Wiley	Nay: None
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In Re: Public Hearing – Special Use Request of Kenneth J. Hill

Chairman Fore announced that this was the date and time scheduled for a public hearing on the Special Use Permit Request of Kenneth J. Hill. Notice of this hearing was advertised according to law in the Friday, November 4, 2011 and Friday, November 11, 2011 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mrs. Daves-Johnson said the Planning Commission held a public hearing on October 18, 2011 in consideration of this application. The Use & Design Standards related to the operation of a Home Occupation in the A-1 District permit a sign advertising the business with a maximum sign size of six square feet. Following the public hearing, the Planning Commission voted unanimously to recommend that the Board of Supervisors approve this Special Use Permit with the conditions that the sign location complies with VDOT public right-of-way regulations and that any lighting used with the sign would be directed so as not to cause overspill onto adjoining properties or onto the public roadway.

Supervisor Jones stated the sign is placed far off the road and poses no obstruction of view for drivers on the roadway.

Chairman Fore opened the public hearing.

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

Supervisor Jones made a motion to approve the Special Use Permit in accordance with the A-1 Zoning requirements to erect a sign measuring four feet by six and one half feet advertising a Home

Business on a parcel identified as Tax Map Parcel # 67-8-1 and located at 7831 Green Bay Road, Rice, Virginia; the motion carried unanimously:

Aye:	Howard M. Campbell William G. Fore, Jr. Don C. Gantt Robert M. Jones Charles W. McKay Howard F. Simpson Jim R. Wilck Mattie P. Wiley	Nay: None
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In Re: Prince Edward Cannery Proposal

Mrs. Daves-Johnson stated that at its October 11, 2011 meeting, the Board of Supervisors adopted a Resolution as part of the approval of the Tobacco Commission Agribusiness Grant Application, supporting the development of the Cannery into a Regional Food Enterprise Center. The design of the Food Enterprise Center is to continue to provide the cannery services to the traditional home users while also more fully developing the potential of the cannery in a manner which serves the commercial food processing needs of a growing local food initiative.

The Bountiful Blue Ridge Planning Group in partnership with Virginia Foundation for Agriculture, Innovation and Rural Sustainability (VA FAIRS) agreed to focus their feasibility study on the Prince Edward County Cannery to explore in detail the potential of its development as a Food Enterprise Center. The Feasibility Study was recognized as a \$35,000 match funds contribution to the Agribusiness Grant Application submitted by Prince Edward County. The management responsibility for the Feasibility Study remains with VA FAIRS and the Bountiful Blue Ridge Planning Group.

Part of accomplishing the expansion into a Food Enterprise Center is to consider the future management and operation of the cannery as a Food Enterprise Center and to coordinate the schedules of home user hours with the operations of commercial processing. Homegrown Virginia, a member of the Bountiful Blue Ridge Planning Group and the grant manager for the feasibility study has approached the County with a proposal to provide the management for the facility based on the recommendations and guidance which will be presented through the Feasibility Study. The staff identified two options for the concurrent operations of the Food Enterprise Center.

Allie Hill, Homegrown Virginia, stated the Prince Edward County cannery and this region is ideal to develop the Food Enterprise Center. She stated less than 1% of local produce is offered in the local grocery stores and that seconds (produce that is not perfect) would be processed; the product would then be available to retail centers, the local schools, FACES, and the Whole Foods markets have expressed they will purchase as much as possible. She requested the Board consider the results of the feasibility study.

Supervisor Wilck asked about revenue from the project; Ms. Hill stated the feasibility study will determine that; she added the amount the County spends to run the Cannery will not increase. Discussion followed on the staffing of the cannery and its long term users.

Ms. Hill stated the hours for the home users may include evening and Saturday hours; the equipment and layout most likely would not change.

Supervisor Wiley questioned the type of profits that could be obtained and who would benefit from those profits. Ms. Hill stated the profits would go back into the company. Mr. Bartlett added that if usage expands, the cost for all could be reduced.

Supervisor Campbell suggested oil for the boiler at the cannery be purchased from the schools to obtain a better price.

Supervisor Gantt made a motion to consider the future operations of the cannery based on the findings of the Feasibility Study, and to consider engaging in partnership with Homegrown Virginia to have a role in the operation and management of the cannery based upon findings of the Feasibility Study; the motion carried:

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

In Re: James River Heritage Trail Conceptual Plan

Mr. Bartlett stated a letter has been received from the Virginia Department of Conservation and Recreation regarding the James River Heritage Trail, a multi-jurisdictional trail along the James River Watershed.

Mr. Bartlett suggested sending a letter to endorse the development of the James River Heritage Trail by the Department of Conservation and Recreation as an additional opportunity to encourage visitors to Prince Edward County. The Board concurred.

In Re: Virginia Tourism Development Program

Mr. Bartlett stated the developer of the Granite Falls Inn and Conference Center has asked the County to assist with accessing the state incentives that are available through the newly created Virginia Tourism Development Financing Program, established in 2011 by the Virginia General Assembly for qualifying Virginia tourism development projects. Mr. Bartlett said for the projects that are eligible, one percent of the state sales tax generated by the project, matched by an equal dollar amount of local tax revenue, and matched by an equal dollar amount from the developer (the “developer access fee”) can be used to help pay the debt service on the project.

Mr. Bartlett reviewed the steps localities must complete to pursue the financing program.

A \$500 application and processing fee paid to the Virginia Tourism Corporation is due upon submission of their plan for approval. Prince Edward Development LLC has agreed to pay the application and processing fee.

Supervisor Simpson made a motion to authorize a public hearing for an Ordinance Creating Tourism Zones, an Ordinance for the Adoption of a Tourism Plan, and an Ordinance Authorizing a Tourism Project to be held Tuesday, December 13, 2011 at 7:30 p.m.; the motion carried:

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

PART II - CODE OF ORDINANCES  
Chapter 22 - BUSINESSES  
ARTICLE IV. - TOURISM ZONES

BE IT ORDAINED By the Board of Supervisors of the County of Prince Edward, Virginia that Chapter 22 Business is hereby amended and re-ordained by adding a new Article IV, Tourism Zones, Division I, Establishment of a Tourism Zone, as follows:

DIVISION I. Establishment of a Tourism Zone

[Sec. 22-410. - Definitions.](#)

[Sec. 22-411. – Establishment of a Tourism Zone.](#)

[Sec. 22-412 - Boundaries](#)

[Sec. 22-413. - Eligibility.](#)

[Sec. 22-414. - Administration.](#)

[Sec. 22-415. - Certification Procedure.](#)

[Sec. 22-416. - Special Service or Community Development Districts Not Affected.](#)

[Sec. 22-417. - Zoning Ordinance Not Affected.](#)

[Sec. 22-418. - Non-waiver.](#)

[Sec. 22-419. - Confidentiality.](#)

[Sec. 22-420. - Restrictions.](#)

[Sec. 22-421. - Education and Promotion.](#)

[Sec. 22-422 – Incentive Period](#)

[Sec. 22-423 - Incentives](#)

**Sec. 22-410. – Definitions**

For purposes of this Article, the following words and phrases shall have the meanings subscribed below, unless clearly indicated to the contrary:

***Administrator*** means the County’s Administrator.

***Base Year*** defined as the calendar year preceding the Calendar year in which applicant submits the Tourism Zone Program Qualification Application to the Administrator.

***Business*** means any corporation, partnership, electing small business (subchapter S) corporation, limited liability company or sole proprietorship authorized to conduct business in the Commonwealth of Virginia.

The term “Business” does not include organizations that are exempt from state income tax on all income except unrelated business taxable income as defined in the Internal Revenue Code, Section 512; nor does it include homeowner associations as defined in the Internal Revenue Code, Section 528.

***Capital Investment*** means money used by a Tourism Business to purchase fixed assets and not moneys used for day-to-day operating expenses. Fixed Assets owned by the Tourism Business that are moved into the Tourism Zone from another location within the County shall not be included in the calculation of Capital Investments.

***County Code*** means the Code of the County of Prince Edward, Virginia, as amended.

***DED*** means the County’s Department of Economic Development.

***Existing Tourism Business*** means a Tourism Business that was actively engaged in the conduct of trade or business in the County prior to an area being designated as a Tourism Zone pursuant to this Article.

**Fixed Asset** means long-lived tangible property owned by a Tourism Business that is used by the Tourism Business in the production of its income including real estate, plant, machinery and equipment.

**Incentive Period** means a period of up to twenty (20) years during which a Qualified Tourism Business receives the benefits of Tourism Zone incentives.

**Internal Revenue Code** means the Internal Revenue Code of 1986, as amended, Title 26 of the United States Code.

**New Tourism Business** means a Tourism Business not already existing within the County prior to an area being designated as a Tourism Zone pursuant to this Article.

**Qualified Tourism Business** means a Tourism Business that has met the qualifications set forth in Section 22-413 and continues to meet such qualifications as required by this Article.

**Tourism Business** means a Business whose purpose is to establish a desirable destination to attract tourists or customers from outside the County, make a substantial capital investment, create new jobs, and create an environment for those visitors or customers that will deliver a memorable experience or promote educational opportunities while increasing travel-related revenue. Examples of Tourism Businesses include retail trade establishments, grocery stores, eating establishments, lodging facilities, cultural art centers, health clubs/fitness centers, conference/event centers, and commercial recreation centers.

**Tourism Zone** means a specific geographic area or areas created pursuant to Chapter 38, Title 58.1 of the Code of Virginia of 1950, as amended, to foster the development and expansion of Tourism Businesses in the County.

**Tourism Zone Program Annual Review Application** means an application to be completed annually, available from the Administrator to renew and submit data in order to continue receiving Tourism Zone incentives.

**Tourism Zone Program Qualification Application** means an application available from the Administrator to qualify to receive Tourism Zone incentives established by this Article.

**Year 1** means the calendar year in which the Tourism Business submits a Tourism Zone Program Annual Review Application to the Commissioner of Revenue on or before March 1<sup>st</sup> of that year and is qualified as a Qualified Tourism Business in such year pursuant to the certification Procedure described in this Article.

**Sec. 22-411. – Establishment of Tourism Zone.**

A Tourism Zone is hereby established in the County in accordance with Chapter 38, Title 58.1 of the Code of Virginia, 1950, as amended.

**Sec. 22-412. – Boundaries**

The Boundaries of the Tourism Zone shall be within the areas described in Appendix A of this Chapter.

**Sec. 22-413. – Eligibility.**

A Business seeking the benefit of the Tourism Zone incentives must be a Tourism Business located within the Tourism Zone.

- (a) Economic incentives and regulatory flexibility may be made available to any new, expanded, or existing business which seeks to attract customers from the Prince Edward County region and beyond. The businesses must advance the County's strategic goals identified in the County's Comprehensive Plan. The business must commit to a performance agreement based upon investment, jobs, sales revenues, or other significant criteria. Examples of eligible business include retail trade establishments, grocery stores, eating establishments, hotels and

motels, cultural art centers, health clubs/fitness centers, conference/event centers, and commercial recreation centers.

- (b) An existing business must make a capital investment of at least \$250,000.00 within the Tourism Zone, or create and sustain at least ten new full time jobs in order to be eligible for economic incentives or regulatory flexibility. A new business must make a capital investment of at least \$500,000.00 within the Tourism Zone, or create and sustain at least twenty-five new full time jobs in order to be eligible for economic incentives or regulatory flexibility.
- (c) Economic incentives may be provided for up to twenty years from the effective date established in the performance agreement. In the case of multi-year incentives, the business shall establish its qualification for the incentives on an annual basis.

**Sec. 22-414. – Administration.**

The County Administrator is authorized to administer the Tourism Zone through the director of economic development and tourism. The director of economic development and tourism shall develop criteria and guidelines for the level of investment required for any particular range of tax incentive or regulatory flexibility. The County Administrator is authorized to negotiate performance agreements with potential new or expanded businesses. The Board of Supervisors shall have the sole authority to designate incentives for the implementation of economic development projects and the final approval authority for performance agreements.

**Sec. 22-415. – Certification Procedure.**

The following certification procedure applies to Tourism Businesses seeking to obtain benefits of the Tourism Zone: A Tourism Business must submit a Tourism Zone Program Qualification Application to the Administrator for certification as a Qualified Tourism Business.

- a. The Administrator will review and verify that each applicant is in compliance with Tourism Zone qualifications and follow administrative procedures outlined in Section 22-413 above.
- b. After a Tourism Business has been certified as a Qualified Tourism Business, it must annually submit a Tourism Zone Program Annual Review Application to the Commissioner of Revenue on or before March 1<sup>st</sup> of each year of the Incentive Period, indicating the number of Full Time Employees employed by the Qualified Tourism Business, the amount of business license, real estate, business personal property, transient occupancy, food & beverage, state sales and/or machinery and tools taxes paid by the Qualified Tourism Business during the Incentive Period, and any other information as requested by the Commissioner of Revenue or the Administrator for purposes of administering the Tourism Zone. Applications must be signed by an official representative of the Qualified Tourism Business authorized to sign on its behalf. Applications received after March 1<sup>st</sup> will not be eligible to receive Tourism Zone incentives for that year.
- c. An Existing Tourism Business shall not qualify for Tourism Zone incentives by reorganizing or changing its form in a manner that does not alter the basis of the Tourism Business assets or result in a taxable event.
- d. If a Qualified Tourism Business fails to pay in full the taxes imposed by the County by the due date, the County reserves the right to require the forfeiture of the Tourism Zone incentives for that year.
- e. If a Qualified Tourism Business files for bankruptcy during any Incentive Period, this will result in disqualification and the business will be ineligible to receive Tourism Zone incentives for the remainder of the Incentive Period.

**Sec. 22-416. – Special Service or Community Development Districts Not Affected.**

The establishment of the Tourism Zone shall not be construed to affect any provision or requirement of the County Code or state statute creating Special Service Districts or Community Development Districts,

including but not limited to the collection of any special taxes or assessments.

**Sec. 22-417. – Zoning Ordinance Not Affected.**

This Article is an economic incentive and is not a zoning change. Nothing herein shall be construed to affect any provision or requirement of any County zoning ordinance.

**Sec. 22-418. – Non-waiver**

Nothing in this Article shall be construed to waive the requirement of any ordinance, regulation or policy of the County including, but not limited to, those ordinances, regulations and policies that require permits and approvals for land use and construction. Additionally, unless stated otherwise herein, nothing in this Article shall be construed as waiving the right of the County to enforce its ordinances, regulations or policies to collect any taxes, fees, assessments, fines, penalties or interest imposed by law on a Qualified Tourism Business or upon real or personal property owned or leased by a Qualified Tourism Business. The Board reserves the right to remove Qualified Tourism Business status from any Business that is not compliant with any Article, regulation, policy or other legal requirement.

**Sec. 22-419. – Confidentiality**

To the extent permitted under the Virginia Freedom of Information Act, confidential business records will be safeguarded from disclosure.

**Sec. 22-420. – Restrictions.**

No Qualified Tourism Business may apply for or receive an incentive under this Article on the basis of a building permit issued or construction commenced prior to the establishment of the Tourism Zone in which the property lies.

**Sec. 22-421. – Education and Promotion.**

The DED shall develop programs to educate the public and potential businesses of the benefits of the Tourism Zone.

**Sec. 22-422. – Incentive Period**

Qualified Tourism Businesses shall receive the benefits of the Tourism Zone incentives for the Incentive Period as defined herein.

**Sec. 22-423 – Incentives**

Qualified Tourism Businesses shall be entitled to the incentives authorized by Section 58.1-3851.1 of the Code of Virginia, 1950, as amended, and such other incentives as have been adopted by appropriate Ordinance by this County, upon completion of the following requirements:

- a) the adoption of an Ordinance establishing a tourism plan as determined by guidelines set forth by the Virginia Tourism Authority;
- b) adoption of an Ordinance authorizing a tourism project to meet a deficiency identified in the adopted tourism plan approved by the Virginia Tourism Authority;
- c) the tourism project has been certified by the State Comptroller as qualifying for the entitlement to tax revenues authorized by Section 58.1-3851.1 of the Code of Virginia, 1950, as amended.

**APPENDIX A**

**Tourism Zone Boundaries**

**Route 15 South Tourism Zone**

**PARCEL 1: ALL THAT CERTAIN** tract or parcel of land, lying and being about 2 miles South of Farmville, in Farmville Magisterial District, Prince Edward County, Virginia containing 65 acres and being described on a plat of survey by John R. Nunnally, Jr., C.L.S. dated August 25-26, 1961 and recorded in the Clerk's Office of the Circuit Court of Prince Edward County, Virginia in Deed Book 148, at page 005.

**PARCEL 2: ALL OF THAT CERTAIN** tract or parcel of land containing fifty-eight (58) acres, lying and being in Farmville Magisterial District, Prince Edward County, Virginia, located wholly on the west side of Prince Edward County Highway No. 628 and about two miles South of the Town of Farmville, Virginia,



and being described on plat of John R. Nunnally, Jr., C.L.S. dated July 29, 1963, and recorded in the Clerk's Office of the Circuit Court of Prince Edward County, Virginia in Deed Book 153, at page 340.

**PART II - CODE OF ORDINANCES**  
**Chapter 22 - BUSINESSES**  
**ARTICLE IV. - TOURISM ZONES**

BE IT ORDAINED By the Board of Supervisors of the County of Prince Edward, Virginia that Chapter 22 Business is hereby amended and re-ordained by adding a new Article IV, Tourism Zones, Division II, Adoption of Tourism Plan, as follows:

DIVISION II. Adoption of Tourism Plan

[Sec. 22-501. - Purpose.](#)

[Sec. 22-502. – Adoption of Tourism Plan](#)

**Sec. 22-501. – Purpose**

To foster the Development of Tourism Business as defined in Sec. 22-410 of this Article and to permit the County of Prince Edward, Virginia to participate in the Virginia Tourism Development Financing Program as authorized in accordance with Chapter 38, Title 58.1 of the Code of Virginia, 1950, as amended

**Sec. 22-502. – Adoption of Tourism Plan.**

The Prince Edward County Tourism Development Plan, described by Appendix A, is hereby adopted in the County pursuant to Section 58.1-3851.1 of the Code of Virginia, 1950, as amended.

**PART II - CODE OF ORDINANCES**  
**Chapter 22 - BUSINESSES**  
**ARTICLE IV. - TOURISM ZONES**

BE IT ORDAINED By the Board of Supervisors of the County of Prince Edward, Virginia that Chapter 22 Business is hereby amended and re-ordained by adding a new Article IV, Tourism Zones, Division III, Adoption of Tourism Project, as follows:

DIVISION III. Adoption of Tourism Project

[Sec. 22-601. - Purpose.](#)

[Sec. 22-602. – Adoption of Tourism Project](#)

**Sec. 22-601. – Purpose**

To foster the Development of Tourism Business as defined in Sec. 22-410 of this Article, to permit the County of Prince Edward, Virginia to participate in the Virginia Tourism Development Financing Program as authorized in accordance with Chapter 38, Title 58.1 of the Code of Virginia, 1950, as amended, and to meet a deficiency identified in the Tourism Plan adopted by this County in Section 22-501, *et seq.*, of this Chapter.

**Sec. 22-602. – Adoption of Tourism Project.**

In accordance with the Prince Edward County Tourism Development Plan, the Granite Falls Inn and Conference Center project, described by Appendix A, is hereby adopted by the County pursuant to Section 58.1-3851.1 of the Code of Virginia, 1950, as amended.

APPENDIX A

Granite Falls Inn and Conference Center

The Renaissance Granite Falls Hotel is a 176-room hotel, spa and conference center being developed on ~92 acres of land in Prince Edward County. The Project is a public- private partnership between the County and the Hotel. Marriott International will brand the Project as a Renaissance Hotel and Crestline Hotels and Resorts will manage the Hotel. The hotel consists of a ~90,700 sf six-story guest tower and a ~21,200 sf two-story public area. The public space includes guest registration, a bar and lounge, a 75-seat dining room, a billiards/card room, outdoor terrace overlooking the feature pool, a ~3,400 sf full service spa, an indoor pool and whirlpool spa, and a ~850 sf. Fitness and exercise room. The conference center wing is a ~55,400 sf containing ~11,000 sf of flexible meeting space, ~8,400 sf of pre-function space and ~8,400 sf of workforce training space. The workforce training center will be operated by Southside Virginia Community College and will offer courses in hospitality management, culinary arts and general education.

In Re: Alternate Route 628 Road Project

Mr. Bartlett stated the VRA financing closed on November 16, 2011. The interest rates have been locked in and the All-in True Interest Cost for the G.O. Refunding is 3.371%; the interest rate for the Leave Revenue bonds is 3.6588%, and for the permanent financing of the line of Credit and New Money project it is 3.666%. The savings of the refinanced bonds will total \$1,185,169.45 in current dollars and a net present value savings of \$580,718.57 with the assumption of an annual inflation factor of approximately 3%.

Mr. Bartlett said that in October, the Board approved the inclusion of \$1,397,059.06 to be used to finance a new project as part of the VRA financing. This amount was obtained by assuming the new project would be the Alternate Route 628 revenue sharing project and assumed the transfer of \$575,000 from the existing revenue sharing project for a new entrance into Hampden-Sydney to the Route 628 project.

Mr. Bartlett said if the Board decides to move ahead with the project, the Board should authorize the Chairman to sign a letter of request to VDOT to move the \$575,000 in Revenue Sharing Funds; the contract with Haymes Brothers (the low bidder) must be awarded and Hurt & Proffitt authorized to proceed with the work described in Attachment B which includes the acquisition of the Right of Way by either a

negotiated purchase or condemnation proceedings if required, all of which must be accomplished prior to the commencement of construction.

Mr. Bartlett said Haymes Brothers initial bid expired November 2, but they agreed to hold their prices through December 16, 2011. The project will take 360 days from notice to proceed. Approval must be obtained from VDOT for the movement of the Revenue Sharing funds in the amount of \$575,000. A new appraisal must also be completed.

Supervisor Simpson made a motion to proceed with the Route 628 project.

Supervisor Gantt asked if one or more landowners adamantly disagree, what the chances would be to make the deadline. Mr. Jim Ennis, County Attorney, stated the County will be in the position to make an immediate decision for eminent domain under a procedure known as a Quick-Take. He said the offer is put on deposit with the Clerk; as of the date of filing of the certificate of Quick-Take the County would own the property and the construction may commence. The value can be determined at a later time.

Discussion followed regarding the processes taken to notify landowners of the project and the on-going negotiations with a particular landowner.

Supervisor Simpson amended his motion to proceed with the Route 628 project and authorize the County Administrator, the County Attorney and the Chairman to discuss incentives to assist in the acquisition of land in order to acquire land without legal proceedings; the motion carried:

Aye:	William G. Fore, Jr. Don C. Gantt Robert M. Jones Charles W. McKay Howard F. Simpson Mattie P. Wiley	Nay:	Howard M. Campbell Jim R. Wilck
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Supervisor Simpson made a motion to authorize the County Attorney and County Administrator to proceed with the acquisition of property and easements by consent or condemnation proceedings to obtain legal rights to enter the respective properties needed to relocate existing utilities and construct the Route 628 / 786 / 15 project, the motion carried

Aye:	William G. Fore, Jr. Don C. Gantt Robert M. Jones Charles W. McKay Howard F. Simpson Mattie P. Wiley	Nay:	Howard M. Campbell Jim R. Wilck
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Supervisor McKay made a motion to authorize the Chairman to sign a letter of request to VDOT to move the \$575,000 in Revenue Sharing allocation from the Route 692 Project to the Alternate Route 628 Project; the motion carried:

Aye:	William G. Fore, Jr. Don C. Gantt Robert M. Jones Charles W. McKay Howard F. Simpson Mattie P. Wiley	Nay:	Howard M. Campbell Jim R. Wilck
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Supervisor Wiley made a motion to authorize the County Administrator to update the appraisal for the acquisition of property and easements for the Route 628 Project; the motion carried:

Aye:	William G. Fore, Jr. Don C. Gantt Robert M. Jones Charles W. McKay Howard F. Simpson Mattie P. Wiley	Nay:	Howard M. Campbell Jim R. Wilck
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Supervisor McKay made a motion to accept the base bid with Add Alternate #2 of Haymes Brothers of Chatham, and to authorize the Board Chairman or the County Administrator to sign the contract with Haymes Brothers upon the condition that the property needed for construction and utility easement acquisitions have been carried through the proper process such that VDOT Revenue Sharing Program is satisfied, and that Hurt & Proffitt is authorized to proceed with finalizing the contract documents for the formal signing once VDOT requirements for property acquisition and utility easements and utility relocations have been satisfied: the motion carried

Aye:	William G. Fore, Jr. Don C. Gantt Robert M. Jones Charles W. McKay Howard F. Simpson Mattie P. Wiley	Nay:	Howard M. Campbell Jim R. Wilck
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In Re: Planning Department Report

Mrs. Daves-Johnson reported that the Planning Commission held public hearings at its November 15, 2011 meeting:

- Amendment to the Zoning Ordinance to allow Commercial Outdoor Sports & Recreation in the A-1 District by Special Use Permit.
- Special Use Permit by VEPCO to construct a substation, considered a Utility Service, Major use on a parcel located on Worsham Road near the intersection of Leigh Mountain Road.
- Special Use Permit submitted by Ali Gazali, dba SNS Enterprises, Inc., to operate a Convenience Store use on the premises of the former Crafton Store located at 591 Patric Henry Highway (Highway 360).
- Request for Rezoning from Ali Gazali, dba SNS Enterprises, Inc., to rezone a former auto service rezone a former auto service garage located at 4732 Patrick Henry Highway in Meherrin from A-1 to C-1 for the purposes of operating Automobile Sales (used), Automobile Repair Services (minor), Convenience Store, Pawn Shop, Retail Sales, Flea market, and Personal Services (e.g. Laundromat)

Mrs. Daves-Johnson stated that at its November 15, 2011 meeting, the Planning Commission voted unanimously to recommend to the Board of Supervisors they favorably consider the proposed amendment to the County Zoning Ordinance which would permit Commercial Outdoor Sports & Recreation Use in the A-1 (Agricultural Conservation) District by Special Use Permit.

Supervisor Wilck made a motion to authorize advertisement for a public hearing for the December 13, 2011, meeting for consideration of the Amendment to the Zoning Ordinance; the motion carried:

Aye:	Howard M. Campbell William G. Fore, Jr. Don C. Gantt, Jr. Robert M. Jones Charles W. McKay Howard F. Simpson Jim R. Wilck Mattie P. Wiley	Nay: None
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**Amendment:**

ARTICLE II DISTRICT REGULATIONS

Sec. 2-100 A1 Agricultural Conservation District

Sec. 2-100.1 Statement of Intent

The A1 Agricultural Conservation District applies to those areas designated as agricultural and forestal on the future land use map of the Prince Edward County Comprehensive Plan. Agricultural, forestry and related uses are encouraged within A1 Districts. Very low density residential and related uses are allowed in recognition that very low density residential development can be compatible with agricultural and forestry activities. The A1 District also allows certain limited commercial uses in recognition of the County's historic development patterns.

Sec. 2-100.3 Permitted Uses

(A) The following uses are permitted by right 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 Standards.



(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 Standards.

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 Outdoor Entertainment\*  
**Commercial Outdoor Sports & Recreation \***  
Construction Sales and Services  
Convenience Stores  
Day Care Center \*  
Gasoline Stations  
Golf Course  
Hotel/Motel/Motor Lodge  
Kennel, Commercial  
Restaurant  
Sawmill and Woodyard

6. Industrial Use Types

Meat Packing and Related Industries  
Resource Extraction

7. Miscellaneous Use Types

Outdoor Gathering \*  
Shooting Range, Outdoor  
Tower \*  
Utility Services, Major

**Use & Design Standards:**

Amendment to Section 3-100.9:

Addition of U&DS for Commercial Outdoor Sports & Recreation

*Commercial Outdoor Sports & Recreation*

*General standards:*

1. *The application for a special use permit shall include information indicating the individuals/ business sponsoring the facility, the location and layout of the facility, identification of all adjoining property owners, the nature of events at the facility including proposed hours of operation, the type of audience that would seek the use of the facility, estimated number of tickets to be sold or maximum number of people expected at the facility at any one time, and the plan for traffic management related to the facility.*
2. *A detailed site plan shall be submitted of all facilities to be provided in accordance with the following guidelines:*
  - a. *Application to VDOT to determine whether a Commercial Entrance is needed. Provide for adequate off-site circulation and traffic controls to provide safe ingress and egress to the gathering without burdening the existing road network or substantially disrupting the normal flow of traffic.*
  - b. *Adequate provisions for sanitation facilities, garbage and trash collection and disposal, and facilities for providing food and water.*
  - c. *The sponsors shall provide for adequate medical facilities, fire protection and security of the site.*
  - d. *Adequate on-site parking shall be provided for all employees and patrons of the use. The parking layout shall be determined in advance, and adequately marked on the site in such a manner as to provide safe and convenient access to all patrons and employees, and to accommodate emergency service vehicles. In Agricultural Conservation areas, the parking design shall take steps to minimize impervious surface treatments.*
  - e. *Any lighting installed for the use shall be directed away from adjoining properties. Lighting shall be turned off within one hour of the conclusion of the facility business hours and following departure of patrons.*
3. *Signs for the Commercial Outdoor Sports or Recreation Facility shall adhere to the following standards:*
  - a. *There may be one sign constructed as a ground sign or wall sign visible from the public road. Secondary signs may be used at the facility when not visible from public roads. All proposed signs shall be indicated on the site plan.*
  - b. *Ground signs may not exceed four (4) feet in height. Ground signs which are*

- integrated into an attractive brick, stone, or wood architectural feature or an earthen berm, all of which shall be permanently landscaped, may exceed four feet in height to a maximum of seven (7) feet.*
- c. Signs may be illuminated by indirect means or with luminous background. Indirect lighting shall not exceed fifty (50) foot candles, and a luminous background shall not exceed ninety (90) foot lamberts in brightness. In no event shall the light from any sign exceed one (1) foot candle at the lot line.*
  - d. All signs must be outside the public right-of-way and shall be set back a minimum of ten (10) feet from the public right-of-way, unless specially permitted.*

Mrs. Daves-Johnson also reported that the Planning Department has established a class project with Longwood University professor Dr. Walter Witschey for the purpose of reviewing the digitized parcel data that Timmons was contracted to provide as a GIS layer. The Longwood Class has efficient access to ArcView GIS software. There are more than 12,000 parcels to be reviewed using the software. She stated she met with the class on October 6 to provide an explanation of how to read the tax map symbols and to compare the digitized data to the paper files.

In Re: County Administrator's Report

Mr. Bartlett stated discussion has stalled with the owners of Tri-Boro regarding the expansion. He stated there has been no response to a letter from the County regarding the incentive package; Tri-Boro requested the County pay \$10,000 to the Town of Farmville for water and sewer connections. Mr. Bartlett stated there have been issues regarding the Performance Agreement, such as the number of jobs provided and the amount of the salaries for those jobs, and recommended the incentives be held in an escrow account until Tri-Boro has met the conditions of the full Performance Agreement. Discussion followed.

Chairman Fore requested Mr. Bartlett meet with Tri-Boro to discuss the Performance Agreement; the Board concurred.

Mr. Bartlett then reported the Volunteer Fire Department Computer Grant provides computers to departments for incident reporting to the state. Rice and Farmville Volunteer Fire Departments would be provided \$1,000 each to purchase a computer and printer in order to report monthly into the system, on the condition that the monthly reporting is completed. If the Department fails to complete the monthly reporting, the computers would be returned to Prince Edward County and Prince Edward County would



withhold \$1,000 from their annual allocations because the program offered by the Volunteer Fire Department Computer Grant would require it to be paid back.

Supervisor Campbell stated two departments have used personal computers at their homes; he suggested the departments that have not received computers benefit from the Department of Fire programs' computers. Discussion followed.

Supervisor McKay made a motion to accept the state's Volunteer Fire Department Computer Grant program and to send a letter drafted to the Rice and Farmville Volunteer Fire Departments stating the penalty if they do not use the computers in accordance with the grant; the motion carried:

Aye:	William G. Fore, Jr. Don C. Gantt, Jr. Robert M. Jones Charles W. McKay Howard F. Simpson Jim R. Wilck Mattie P. Wiley	Nay:	None	Abstain:	Howard M. Campbell
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Mr. Bartlett stated the U.S. Department of Energy met with Mrs. Sarah Puckett and Ms. Sharon Harrup and representatives from the CRC to inspect the STEPS building. The representative from the U.S. DOE was impressed with the businesses at STEPS, inspected the problems with the roof, and highly encouraged the state to look into providing additional funds. Mr. Bartlett requested authorization to send a letter to DMME requesting additional funds be provided to improve the roof at STEPS; he said the request for additional funds from the Virginia Department of Mines, Minerals and Energy (DMME) requires no local funds.

Supervisor Wilck made a motion to authorize the County Administrator to approve a draft letter requesting funds to improve the roof at STEPS, Inc.; the motion carried:

Aye:	William G. Fore, Jr. Don C. Gantt, Jr. Robert M. Jones Charles W. McKay Howard F. Simpson Jim R. Wilck Mattie P. Wiley	Nay:	None	Abstain:	Howard M. Campbell
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In Re: Personnel Committee Report

Mr. Bartlett stated the Personnel Committee (Vice-Chairman Simpson, Supervisor Campbell, Supervisor Wilck, and Supervisor Wiley) met on October 14, 2011 to review the 2012 County Holiday Schedule, and recommended a proposed Holiday Schedule.

After some discussion, Supervisor Simpson made a motion to approve the 2012 County Holiday Schedule; the motion carried:

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

**A RESOLUTION OF THE  
BOARD OF SUPERVISORS OF THE  
COUNTY OF PRINCE EDWARD, VIRGINIA**

**2012 County Holiday Schedule**

**WHEREAS**, the Board of Supervisors of the County of Prince Edward hereby grants to county employees the following holiday schedule for 2012: Monday, January 2, 2012; Friday, January 13, 2012; Monday, January 16, 2012; Monday, February 20, 2012; Monday, April 9, 2012; Monday, May 28, 2012; Wednesday, July 4, 2012; Monday, September 3, 2012; Monday, October 8, 2012; Monday, November 12, 2012; Wednesday, November 21, 2012; Thursday, November 22, 2012; Friday, November 23, 2012; Friday, December 21, 2012; Monday, December 24, 2012; Tuesday, December 25, 2012.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Supervisors of the County of Prince Edward, Virginia, does hereby authorize the closing of all County offices on the days heretofore approved.

In Re: Fire Department Capital Equipment Committee Report

Mr. Bartlett stated the Fire Department Capital Equipment Financing Committee, comprising Supervisor Gantt (Chair), Supervisor McKay and Supervisor Wilck, met October 26, 2011 with the Prince Edward Area Firefighters Association.

Supervisor Gantt reported the Department Chiefs offer no opposition to the proposal. Once the departments sign, it has already been approved by the Board of Supervisors; the money can be disbursed in January 2012.

Supervisor Campbell stated the same offer is extended to the rescue squads in addition to the fire departments. Discussion followed.

In Re: Letter of Engagement

Mr. Bartlett stated a Letter of Engagement with McGuire Woods, on behalf of the Granite Falls CDA, must be signed. Prince Edward County is holding \$75,000 in escrow from the developer of the Granite Falls project. McGuire Woods has asked and the developer has agreed that those funds be earmarked for payment of legal fees in case the transaction does not close.

Supervisor Gantt made a motion to enter into a Letter of Agreement with McGuire Woods regarding the Granite Falls CDA; the motion carried:

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

In Re: Animal Warden's Report

Mr. Ray Foster, Animal Warden, submitted a report for the month of October 2011, which was reviewed and ordered to be filed with the Board papers.

In Re: Building Official's Report

Mr. Coy Leatherwood, Building Inspector, submitted reports for the month of October 2011, which was reviewed and ordered to be filed with the Board papers.

In Re: Cannery Report

Mrs. Lena Huddleston, Cannery Manager, submitted a report for the month of October 2011, which was reviewed and ordered to be filed with the Board papers.

In Re: PERT Ridership Report

The Board reviewed the September 2011 and October 2011 ridership reports from PERT and ordered them to be filed with the Board papers.

In Re: Prince Edward County Public Schools

Mr. K. David Smith, School Superintendent, submitted a financial summary report for the month of October 2011, which was reviewed and ordered to be filed with the Board papers.

In Re: Tourism and Visitor Center Report

Mrs. Magi Van Eps, Tourism & Visitor Center Coordinator, submitted a report for the month of October 2011, which was reviewed and ordered to be filed with the Board papers.

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

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

the meeting was adjourned at 9:31 p.m.