

**PRINCE EDWARD COUNTY  
BOARD OF SUPERVISORS**

SUPERVISORS  
BOARD MEETING

JUNE 8, 2010  
7:00 P.M.

**AGENDA**

- 7:00 p.m.
1. The Chairman will call the JUNE meeting to order. 1
  2. Invocation 1
  3. **PUBLIC PARTICIPATION:** *Citizens wishing to address the Board are asked to please sign the Public Participation Register prior to the beginning of the meeting* 3
  4. Board of Supervisors Comments 5
  5. **Consent Agenda:**
    - a. Treasurer's Report: 7
    - b. Approval of Minutes: May 11, 2010 9
    - c. Review of Accounts & Claims 47
    - d. The County Administrator reported that checks have been issued pursuant to the order of the Board of Supervisors as to salaries, etc., the amount of which salaries have been heretofore approved. 59
    - e. Erroneous Assessment: Anne H. Bowman - \$424.00 (Real Estate) 61
    - f. Appropriations: Registrar (\$613.80) 63
  6. Highway Matters: Kevin Wright. VDOT 65
  7. VDOT Revenue Sharing Program: FY 11 Program 67
  8. **PUBLIC HEARING:** Amendment to County Zoning Ordinance – *The Board will receive citizen input prior to considering an amendment to Section 3-100.3 that would provide for exceptions to the requirement that multi-family dwellings be served by public water and sewer.* 69
  9. **PUBLIC HEARING:** Rezoning Request, Watts Contractors/Ross M. Rickenschel – *The Board will receive citizen input prior to considering a request to rezone from A-1 to R-3 an 8.96 acres parcel, located at 8832 Abilene Road (old Worsham School property).* 81
  10. Budget Request from Robert Russa Moton Museum 89
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  12. **FY 11 COUNTY BUDGET:** 95
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District 801
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**(NOTE: Additional agenda items may be added to the Table Pack, which is available for review after 4:30 p.m. on Tuesday, June 8, 2010.)**



**County of Prince Edward  
Board of Supervisors  
Agenda Summary**

**Meeting Date:** June 8, 2010  
**Item No.:** 1 & 2  
**Department:** Board of Supervisors  
**Staff Contact:** W.W. Bartlett  
**Issue:** Call to Order and Invocation

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**Summary:** Chairman William G. Fore, Jr. will call to order the **June** meeting of the Prince Edward Board of Supervisors and ask for an invocation.

**Attachments:** None.

**Recommendation:** None.

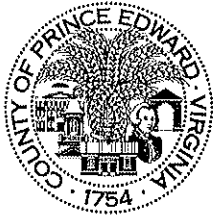
Motion \_\_\_\_\_  
Second \_\_\_\_\_

Campbell \_\_\_\_\_  
Jones \_\_\_\_\_  
Wilck \_\_\_\_\_

Fore \_\_\_\_\_  
McKay \_\_\_\_\_  
Wiley \_\_\_\_\_

Gantt \_\_\_\_\_  
Simpson \_\_\_\_\_





County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: June 8, 2010  
Item No.: 3  
Department: Board of Supervisors  
Staff Contact:  
Issue: Public Participation

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**Summary:**

*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 to immediately correct any factual error that might occur.*

**Attachments:** Public Participation Tracking Form

**Recommendation:** None.

Motion \_\_\_\_\_  
Second \_\_\_\_\_

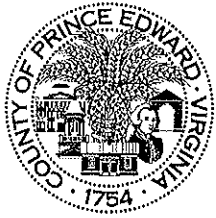
Campbell \_\_\_\_\_  
Jones \_\_\_\_\_  
Wilck \_\_\_\_\_

Fore \_\_\_\_\_  
McKay \_\_\_\_\_  
Wiley \_\_\_\_\_

Gantt \_\_\_\_\_  
Simpson \_\_\_\_\_

# PUBLIC INPUT TRACKING LOG

ITEM NUMBER	CITIZEN REMARK	REMARK DATE	REPEAT REMARK	STATUS
1			Y N	
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				



County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: June 8, 2010  
Item No.: 4  
Department: Board of Supervisors  
Staff Contact:  
Issue: Board of Supervisors Comments

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**Summary:** The Board has set aside ten minutes for Board members to respond to citizen input from Public Participation.

**Attachments:** None.

**Recommendation:** None.

Motion \_\_\_\_\_  
Second \_\_\_\_\_

Campbell \_\_\_\_\_  
Jones \_\_\_\_\_  
Wilck \_\_\_\_\_

Fore \_\_\_\_\_  
McKay \_\_\_\_\_  
Wiley \_\_\_\_\_

Gantt \_\_\_\_\_  
Simpson \_\_\_\_\_







County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: June 8, 2010  
Item No.: 5-a  
Department: Treasurer  
Staff Contact: Mable Shanaberger  
Issue: Consent Agenda - Treasurer's Report

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**Summary:** A Treasurer's Report was not available at the time of the Board pack.

**Attachments:**

**Recommendation:**

Motion \_\_\_\_\_  
Second \_\_\_\_\_

Campbell \_\_\_\_\_  
Jones \_\_\_\_\_  
Wilck \_\_\_\_\_

Fore \_\_\_\_\_  
McKay \_\_\_\_\_  
Wiley \_\_\_\_\_

Gantt \_\_\_\_\_  
Simpson \_\_\_\_\_





County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: June 8, 2010  
Item No.: 5-b  
Department: County Administration  
Staff Contact: Katin Everhart  
Issue: Consent Agenda - Approval of Minutes

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**Summary:** Meeting minutes are attached for your review and approval.

**Attachments:** May 11, 2010

**Recommendation:** Approval.

Motion \_\_\_\_\_  
Second \_\_\_\_\_

Campbell \_\_\_\_\_  
Jones \_\_\_\_\_  
Wilck \_\_\_\_\_

Fore \_\_\_\_\_  
McKay \_\_\_\_\_  
Wiley \_\_\_\_\_

Gantt \_\_\_\_\_  
Simpson \_\_\_\_\_

May 11, 2010

At the regular meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday the 11<sup>th</sup> day of May, 2010; at 7:00 p.m., there were present:

Howard M. Campbell

William G. Fore, Jr.

Don C. Gantt, Jr.

Charles W. McKay

Howard F. Simpson

Jim R. Wilck

Mattie P. Wiley

Absent: Robert M. Jones

Also present: Wade Bartlett, County Administrator; Sarah Puckett, Assistant County Administrator; Sharon Lee Carney, Director of Economic Development & Tourism; Jonathan Pickett, Director of Planning and Community Development; Mabel Shanaberger, Treasurer; and Kevin Wright, Interim Residency Administrator, VDOT.

Chairman Fore called the May 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.*

**Jeannette Tarlton**, Prospect District, expressed her concern regarding the proposed tax increases. She said the recent purchase of the “senior citizen building” would not benefit all County citizens, and said the people coming to the conference center would have nothing to do in the community to bring revenue to the community.

**Sam Campbell**, Buffalo District, said he opposes the proposed tax increase, and asked the Board to not pass the budget with the increases.

**Henry Shelton**, Prospect District, spoke against the proposed tax increase and the recent reassessment. He said it is difficult to meet the requirements to qualify for the elderly tax relief program. He also stressed the need for improvement in the schools.

**Kenneth Jackson**, President of the Mary E. Branch Community Center, gave a brief history of the Center and asked for financial support from the Board of Supervisors. He said 150 children rely on the six-week summer program offered by the Center.

Supervisor Simpson inquired about the number of certified employees; Mr. Jackson said three are being certified. Further discussion followed regarding the curriculum and programs offered by the Center.

**Bemeche Hicks**, Lockett District, expressed his support for the Mary E. Branch Community Center.

**Deborah Hicks-Sheely**, Leigh District, spoke in support of the Mary E. Branch Community Center, and asked the Board to consider funding the Center.

**Russell Smith**, Farmville District, spoke in support of the Mary E. Branch Community Center.

**Michelle Raybold**, Farmville District, asked the Board to consider an amendment to the way health insurance coverage is handled for families when both adults work for the County government.

**Lacy B. Ward**, Prospect District, gave a brief history of the Bush 4-B Access Road, and asked the Board to find out why the issue has not yet been resolved.

In Re: Board of Supervisors Comments

Supervisor Campbell announced there will be a Prospect Community meeting at the Prospect Fire House at 7:00 p.m. He said the Highway Department will be in attendance.

In Re: Highway Matters

Kevin Wright, Kevin Wright, Interim Residency Administrator, VDOT, said the VDOT reorganization is going well; he will remain the point of contact until a liaison to the County can be appointed. He said the call center is also working well.

Mr. Wright said the Route 751 reconstruction project is on schedule; bids were received and are being reviewed. The Route 628 Revenue Sharing Project is being reviewed, and approval is forthcoming.

Supervisor Campbell said citizens have informed him citizens are pleased with the bush hogging efforts of the VDOT staff.

In Re: Public Hearing: School Board Appointments

Chairman Fore announced this was the date and time scheduled for a public hearing on the School Board Appointments. Notice of this hearing was advertised according to law in the April 23, 2010, April 30, 2010 issues of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Chairman Fore opened the public hearing.

Peter Gur, candidate for District 101, expressed his concern for Prince Edward County Schools' failed academic record. He said the school must change the curriculum to raise the SOLs.

Linda Leatherwood, candidate for District 101, said she was glad to serve and would like to continue.

Dr. Lawrence Varner, candidate for District 801, said it has been an honor to serve on the Prince Edward County School Board and he felt it would be a privilege to be appointed to continue to serve.

Lacy B. Ward said that he was shocked that Prince Edward County Schools rank near the bottom of the list, and that someone is failing the Prince Edward County School system. He said it is a crucial thing and has great bearing on economic development. He expressed his support for Mr. Gur, a teacher at the Governor's School.

Phoebe Gur-Chiang stated she witnessed a lock-down of the school and expressed her concern about the school safety issues. She said a change is needed, and the students are the hope for the future.

Michelle Raybold said the Prince Edward County School Board is working hard on the safety issues at the schools.

Reverend Dr. Deborah Hicks-Sheely spoke in support of Mr. Gur; she said change is needed, and suggested a change be made from appointment of school board members by the Board of Supervisors to a vote by the citizens.

Kate Shorter spoke in support of Linda Leatherwood.

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

Chairman Fore said the appointments would be made at the June 8, 2010 meeting.

In Re: Public Hearing – Motor Vehicle License Tax Ordinance

The Chairman announced that this was the time and place for a public hearing on the Motor Vehicle License Tax Ordinance. Notice of this hearing was advertised according to law in the April 28, 2010 and May 5, 2010 issues of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Chairman Fore said that at the April 20, 2010 Board meeting, the Board discussed amendments to the County's Motor Vehicle License Tax Ordinance, which would effectively increase the tax on most vehicle classifications by \$10.00, as an alternative to solely raising the tax rate on real estate.

Chairman Fore then opened the public hearing.

Jeannette Tarlton, Leigh District, expressed her concern about an increase in taxes and said since the County did away with the paper decals, there should be a savings.

Sharon Dotson, Leigh District, said that no one wants an increase in their taxes, but if there must be an increase, the increase in the vehicle tax would make the tax burden spread more equally than just raising taxes for the landowners.

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

No action was taken at this time.

In Re: Public Hearing: Amendment to the Sandy River Reservoir Ordinance

Chairman Fore announced this was the date and time scheduled for a public hearing on the Sandy River Reservoir Ordinance. Notice of this hearing was advertised according to law in the April 23, 2010, April 30, 2010 issues of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Jonathan Pickett, Director of Planning and Community Development, said that at its April meeting, the Board was informed the county had received a request to consider an amendment to the Sandy River Reservoir Ordinance relating to the siting of sewerage systems within 500 feet of the reservoir's normal pool. Presently, this is not permitted per Board action in 2005. The Board authorized a public hearing on an amendment which would reduce the setback for dwellings using advanced technologies such as alternative on-site sewage systems. Specifically, the amendment would allow the siting of dwellings up to 200 feet from the reservoir as long as the soil treatment area is located not less than 500 feet of the reservoir.

Chairman Fore opened the public hearing.

Supervisor McKay requested information regarding the alternative on-site sewage system that would be used. Paul Freed, Prince Edward County Health Department, said the waste is treated within the system prior to being released to the drain field. He asked Paul Louis, a private soils scientist and Soils Consultant, to explain in more detail. Discussion followed.

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

Supervisor Gantt made a motion to approve the amendment to the Sandy River Reservoir Ordinance as presented; the motion carried:

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

Nay: None

Absent: Robert M. Jones



**ORDINANCE TO REGULATE AND PROTECT THE  
SANDY RIVER RESERVOIR AND ADJACENT COUNTY-OWNED PROPERTIES  
IN ACCORDANCE WITH SECTION 15.1-13 OF  
THE CODE OF VIRGINIA 1950, AS AMENDED**

Sec. 82.31.

- a) The following activities are hereby declared to be unlawful in that part of Lockett Magisterial District of Prince Edward County known as Sandy River Reservoir and on any County-owned property surrounding the reservoir:
- 1) Presence of persons, boats, or other personal property at anytime in areas marked “No Trespassing,” without the express written permission of the county administrator.
  - 2) Parking on any County-owned property surrounding the reservoir other than in the Sandy river Reservoir Public Use Area located off Route 640, at the end of Route 792, or in any other area specifically designated by the Prince Edward County Board of Supervisors as a Public Parking Area.
  - 3) Littering or dumping of any type, kind or description.
  - 4) Hunting or trapping of any type, kind or description without an express written permit issued by the County of Prince Edward.
  - 5) Conducting fishing tournaments in which prizes are awarded without an express written permit issued by the County of Prince Edward and Department of Game and Inland Fisheries.
  - 6) Diving, snorkeling or swimming of any type, kind or description.
  - 7) Operation in or on the reservoir of any unlicensed watercraft or any type of watercraft propelled by an engine in excess of ten (10) horsepower.
  - 8) Operation in or on the reservoir of a windsurfer, sailboard or any wind-propelled vessel, other than a sailboat, length of which shall not exceed sixteen (16) feet.
  - 9) Operation in or on the reservoir of any jet ski.
  - 10) Sale of any and all commodities or services anywhere in either the reservoir or the County-owned property surrounding the reservoir, as well as the posting of any kind of advertisement of any description, unless sanctioned by the County of Prince Edward.
  - 11) Discharging any firearm, including but not limited to any weapon which propels a projectile by pneumatic means, unless sanctioned by the County of Prince Edward.
  - 12) Possession of any type of alcoholic beverage while on the premises.
  - 13) Presence on the reservoir or the County-owned property surrounding the reservoir by any person under the age of twelve (12) years, unless such person is accompanied by an individual who is at least twenty-one (21) years of age.
  - 14) Camping and lighting or maintaining any kind of fire, unless such activity has been sanctioned or is sponsored by the County.
  - 15) Use of any of the County-owned property surrounding the reservoir by any person riding any type of motorized or non-motorized vehicle, bicycle or horse and use of any part of the

reservoir or such County-owned property for ice skating or sledding, unless any such use has been expressly sanctioned by the County.

- 16) The use of any of the County-owned property surrounding the reservoir, other than those areas specifically designated by the County as such, for boat access to and from the reservoir including, but not limited to construction of piers, docks and access roads. Individuals owning property adjacent to the county buffer who have a county-approved and permitted boat access ramp shall continue to be responsible for the soil erosion and sedimentation measures and for the safe maintenance and upkeep of the ramp. The permit is not transferable to any future owners of the property. Permittee must carry liability insurance and show annual proof thereof.
  - 17) Cutting, removing or altering any trees, brush or other vegetation now growing or hereafter established in the reservoir or on the County-owned property surrounding the reservoir and removing, altering or otherwise disturbing the reservoir or any County-owned land surrounding the reservoir.
  - 18) Withdrawal of water for any purpose, with the exception that adjacent property owners with express written permission from Prince Edward County may withdraw reasonable amounts of water for irrigation and domestic purposes until such time as water therein is used for public water supply.
  - 19) Stocking of any fish or other aquatic species in the reservoir or animal on the County-owned property, without written permission of Prince Edward County and the Department of Game and Inland Fisheries.
  - 20) The siting of dwellings using "conventional onsite sewage systems, as defined by Virginia Board of Health Regulations, within 500 feet of the normal pool elevation of the reservoir. Dwellings utilizing an "alternative on-site sewage system" with "secondary effluent" or better as defined by Virginia Board of Health Regulations, and approved by the Virginia Department of Health, may be sited not closer than 200 feet from the normal pool elevation of the reservoir, so long as the soil treatment area is located not less than 500 feet from the normal pool elevation of the reservoir.
  - 21) Discharging a firearm, as defined in paragraph 11 of this section, on any county-woned land, on or within 300 feet of a public parking area.
- b) The Board of Supervisors may, by resolution, authorize the construction and maintenance of public utilities, including electrical supply lines, water and sewer treatment plants, water and sewer supply lines, and telecommunications transmission lines that benefit the public at large and are constructed and maintained by a public utility company, Prince Edward County, or by a public utility authority created pursuant to state law, on Sandy River Reservoir. As a condition of said authorization, the entity responsible for the construction or maintenance of the public utility shall restore the affected property to the same condition as it existed on the date of authorization, and shall maintain the area in that condition for the duration of the authorization, to the extent that is practical and consistent with prevailing utility maintenance practices in the Commonwealth of Virginia.
- c) Except for those activities specifically authorized by the Board of Supervisors pursuant to Paragraph (b), any person who shall knowingly commit any of the acts declared unlawful in (a) above, shall, on conviction of a first offense of a violation of this section, be guilty of a Class 1 misdemeanor, as same as defined in Section 18.2-11 of the Code of Virginia, 1950, as amended.

(Ord. of 7-9-96; Ord. of 11-12-98; Ord. of 9-14-99; Ord of 10-10-00; Ord of 6-10-08; Ord of 11-12-08.)

In Re: Public Hearing: Request to Rezone Worsham School Property

Chairman Fore announced this was the date and time scheduled for a public hearing on the request of Watts Contractors, Inc. and Ross Fickenscher to rezone the Worsham School property. Notice of this hearing was advertised according to law in the April 23, 2010, April 30, 2010 issues of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Pickett said that at its April 19, 2010 meeting, the Prince Edward County Planning Commission held a public hearing on a request by Watts Contractors, Inc. and Ross Fickenscher to rezone the Worsham School property, at 8832 Abilene Road, from A-1 (Agricultural Conservation) to R-3 (Medium Density Residential) and on an amendment to Section 3.100.3 of the County Zoning Ordinance to allow apartments to be served by private water and sewer. He said the County Zoning Ordinance currently requires multi-family dwellings be served by public water and sewer. The purpose of the rezoning request is to allow for the rehabilitation of the school building, agricultural building and cannery into a total of 20 apartment units.

Mr. Pickett said the County Attorney recommended the rezoning request and the proposed Amendment to the Zoning Ordinance be advertised for separate public hearings; he said the applicant is aware of the recommendation.

Supervisor McKay made a motion to cancel the public hearing on the rezoning and the amendment to the zoning ordinance originally scheduled for May 11, 2010 at 7:30 p.m.; the motion carried:

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

Absent: Robert M. Jones

Supervisor Wilck made a motion to advertise two separate public hearings: one for the proposed amendment to the Zoning Ordinance and one for the rezoning request by Watts Contractors, Inc. and Ross

Fickenscher to rezone the Worsham School property, at 8832 Abilene Road, from A-1 (Agricultural Conservation) to R-3 (Medium Density Residential); the motion carried:

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

Nay: None

Absent: Robert M. Jones

In Re: Consent Agenda

On motion of Supervisor McKay and carried:

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

Nay: None

Absent: Robert M. Jones

the Board accepted the Treasurer's Reports for February 2010 and March 2010; the minutes of the meetings held April 9, 2010, April 13, 2010 at 5:00 p.m., April 13, 2010 at 7:00 p.m., April 20, 2010 at 12:00 noon, April 20, 2010 at 7:00 p.m., and April 27, 2010; Accounts and Claims; Salaries; and appropriations as follows:

		<u>Debit</u>	<u>Credit</u>
3-100-23000-0080	State Shared Expenses – TTF		\$ 4,552
4-100-21600-5880	Clerk Circuit Court – TTF	\$ 4,552	
3-740-41050-0740	From Fund Balance		\$50,000
4-740-94000-0104	Alternate Route 628	\$50,000	

**February 2010**

Fund balances were as follows:

General Fund	121,653.49	
General Fund Reserved for Investment	10,012,180.22	
		10,133,833.71
PPEA Fund		13,220.43
Industrial Development Authority Fund		216,898.54
Recreation Fund Reserved for Investments		26,918.13
Forfeited Assets Fund Reserved for Investments		93,978.57
School Capital Projects Fund - VPSA		0.00
School Capital Projects Fund - QZAB01		0.00
Underground Storage Tank Fund		21,010.00
Economic Development Fund		686,936.98
Board of Public Welfare Special Account		3,691.60
Piedmont ASAP Fund		252,025.73
QZAB Debt Services Fund		174,097.00
Landfill Construction Fund		460,686.06
PCS Fund		332,803.14
Revenue Sharing Fund		66,964.86
Retirement Benefits Fund		0.00
School Capital Projects Fund - QZAB02		137,917.15
Dare Donations Fund		2,105.88
School Cafeteria Fund		229,344.71
Prince Edward Community Development Fund		-1,688.00
Water Fund		372,293.62
Sewer Fund		9,941.20
School Fund		0.00
		13,232,979.31

Cash accounts were as follows:

Cash in Office	1,000.00	
Cash in Banks	2,262,390.65	
Warrants Payable (School Fund)	0.00	
General Fund Investments	10,012,180.22	
VPSA Investments	0.00	
QZAB01 Investments	0.00	
Underground Storage Tank Fund	21,010.00	
Recreation Fund Investments	26,918.13	
QZAB02 Investments	137,917.15	
Landfill Construction Fund for Investment	460,686.06	
Forfeited Asset Fund for Investment	939,798.57	
Industrial Development Authority for Investment	216,898.54	
		13,232,979.31

\*Of this \$10,133,833.71 in the General Fund, \$3,150,709.80 is encumbered for:

Transfers in:

School Fund	3,789,401.02
VPA Fund	277,663.00
Water Fund	-625,000.00
Sewer Fund	-625,000.00
IDA Fund	910.90
Retirement Benefits Fund	30,231.00
Debt Obligations	302,503.88
Total	3,150,709.80

This leaves an unencumbered balance of \$6,983,123.91 in the General Fund.

### STATEMENT OF DEPOSITORY BALANCES

**Balances as of February 2010:**

**Checking Accounts:**

Benchmark Community Bank	86,304.82
Wachovia Bank	139,425.39
BB&T	1,836,291.26
Bank of America	348,757.09

**2,410,778.56**

**Investment Accounts:**

Benchmark Community Bank	929,137.66
Wachovia Bank	0.00
Citizens Bank & Trust Company	236,009.83
BB&T	5,853,000.52
Planters Bank & Trust	398,260.08
Mentor Investments	162,373.08
SNAP (State Non-Arbitrage Plan)	0.00
Bank of America	3,242,419.58

**10,821,200.75**

**March 2010**

Fund balances were as follows:

General Fund	120,538.31	
General Fund Reserved for Investments	9,972,095.50	
		10,092,633.81
PPEA Fund		8,260.43
Industrial Development Authority Fund		219,220.34
Recreation Fund Reserved for Investments		26,918.51
Forfeited Assets Fund Reserved for Investments		93,982.81
School Capital Projects Fund - VPSA		0.00
School Capital Projects Fund - QZAB01		0.00
Underground Storage Tank Fund		21,010.00
Economic Development Fund		686,936.98
Board of Public Welfare Special Account		3,649.16
Piedmont ASAP Fund		263,260.81
QZAB Debt Services Fund		174,097.00
Landfill Construction Fund		502,620.79
PCS Fund		300,975.85
Revenue Sharing Fund		66,964.86
Retirement Benefits Fund		5,082.00
School Capital Projects Fund - QZAB02		137,917.33
Dare Donations Fund		754.05
School Cafeteria Fund		237,759.85
Prince Edward Community Development Fund		-1,688.00
Water Fund		188,884.62
Sewer Fund		8,369.33
School Fund		589,722.08
		13,627,332.61

Cash accounts were as follows:

Cash in Office	1,000.00	
Cash in Banks	2,652,565.33	
Warrants Payable (School Fund)	0.00	
General Fund Investments	9,972,095.50	
VPSA Investments	0.00	
QZAB01 Investments	0.00	
Underground Storage Tank Fund	21,010.00	
Recreation Fund Investments	26,918.51	
QZAB02 Investments	137,919.33	
Landfill Construction Fund for Investment	502,620.79	
Forfeited Asset Fund for Investment	93,982.81	
Industrial Development Authority for Investment	219,220.34	
		13,627,332.61

\*Of this \$10,092,840.78 in the General Fund, \$4,271,840.78 is encumbered for:

Transfers in:

School Fund	3,789,401.02
VPA Fund	203,902.41
Water Fund	-15,741.03
Sewer Fund	-15,741.03
IDA Fund	910.90
Retirement Benefits Fund	23,231.00
Debt Obligations	285,877.50
Total	4,271,840.78

This leaves an unencumbered balance of \$5,821,000.00 in the General Fund.

### STATEMENT OF DEPOSITORY BALANCES

**Balances as of March 2010:**

**Checking Accounts:**

Benchmark Community Bank	86,304.82
Wachovia Bank	139,425.39
BB&T	1,836,291.26
Bank of America	348,757.09

**2,410,778.56**

**Investment Accounts:**

Benchmark Community Bank	929,137.66
Wachovia Bank	0.00
Citizens Bank & Trust Company	236,009.83
BB&T	5,851,890.52
Planters Bank & Trust	398,260.08
Mentor Investments	162,373.08
SNAP (State Non-Arbitrage Plan)	0.00
Bank of America	3,637,882.88

**11,215,554.05**



LIABILITIES

Virginia Department of Taxation	State sales tax		2.46
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BOARD OF SUPERVISORS

Farmville Herald	Advertising		2,330.26
William G. Fore, Jr.	Mileage		13.50
Charles W. McKay	Mileage		126.00
James Robert Wilck	Mileage & parking	115.50	
	Meals	22.52	138.02
Business Card	Meals		156.63

COUNTY ADMINISTRATOR

Virginia Employment Commission	Unemployment		354.83
Business Card	FedEx		15.80
U. S. Postal Service	Box rent		70.00
AT&T	Phone		223.67
Moonstar BBS	Monthly service	16.67	
	DSL	95.00	111.67
CenturyLink	Phone		487.54
US Cellular	Phone		115.06
Business Data of Virginia, Inc.	SpyDoctor software		34.95
Diamond Springs	Water & equipment rental		22.45
Key Office Supply	Copier paper	201.96	
	Fax ink cartridge	216.00	
	Binders	4.99	
	Ink cartridges	703.91	
	Greenbar paper	149.97	
	Tapes	109.50	
	Toner	210.64	
	Copier paper / stapler	38.56	
	Labels & binders	116.85	1,752.38
Reliable	Inkjet & time cards		101.43
Matthew Bender & Company, Inc.	Legislative summary		65.71

COMMISSIONER OF REVENUE

Virginia Employment Commission	Unemployment		168.95
Farmville Herald	Advertising		234.00
Farmville Printing	Postage	220.00	
	Envelopes	18.66	238.66
U. S. Postal Service	Box rent		110.00
Treasurer of Virginia	Online service		125.38
Moonstar BBS	Monthly service		16.67
Ntelos	Internet		20.46
CenturyLink	Phone		214.57
Commissioner of Revenue Association	Dues		190.00
Key Office Supply	Printer ribbons	25.98	
	Index tabs and binders	10.56	
	Pens	34.38	70.92
Compro Computers	Laptop		1,072.95

<u>TREASURER</u>			
Virginia Employment Commission	Unemployment	252.97	
	Online service	100.00	352.97
James W. Elliott, Attorney	Advertising		862.50
M&W Printers, Inc.	Supplementary bills		73.38
U. S. Postal Service	Box rent		70.00
AT&T	Phone		35.40
Treasurer of Virginia	Online service		136.35
Moonstar BBS	Monthly service		16.66
CenturyLink	Phone		237.08
Treasurers Association of Virginia	Registration		200.00
Key Office Supply	Pen refill	3.90	
	Folders	7.60	
	Post-it flags	28.74	
	Binders	54.32	
	Data binders	27.16	121.72

INFORMATION TECHNOLOGY

Business Data of Virginia, Inc.	Travel expenses	815.00	
	Monthly contract	2,800.00	3,615.00

REGISTRAR

Virginia Employment Commission	Unemployment		93.38
AT&T	Phone		52.79
Treasurer of Virginia	Online service		3.25
CenturyLink	Phone		153.37
Key Office Supply	Stamp pad / Sharpie		16.03

CIRCUIT COURT

Virginia Employment Commission	Unemployment		59.83
U. S. Postal Service	Postage		249.92
CenturyLink	Phone		165.13

GENERAL DISTRICT COURT

AT&T	Phone-J&D	140.95	
	Phone-Juv. Prob.	222.96	
	Phone-Gen. Dist. Court	137.02	500.93
CenturyLink	Phone-J&D	81.29	
	Phone-Juv. Prob.	112.88	
	Phone-Gen. Dist. Court	301.66	495.83
US Cellular	Phone		27.88
Key Office Supply	Stamp		14.99
U. S. Postal Service	Box rent (2)		88.00

SPECIAL MAGISTRATES

AT&T	Phone		187.06
Treasurer of Virginia	Pager rental		17.10
CenturyLink	Phone		89.96

CLERK OF THE CIRCUIT COURT

Virginia Employment Commission	Unemployment	309.40
U. S. Postal Service	Box rent	70.00
AT&T	Phone	110.04
CenturyLink	Phone	279.24
Christa Abbott	Juror	90.00
John B. Adams	Juror	90.00
Shelby Asal	Juror	90.00
Ashley Heather Atkins	Juror	90.00
Jessica Atkins	Juror	90.00
Angela Britt Bailey	Juror	90.00
Terrisa G. Bailey	Juror	90.00
Donna N. Baker	Juror	90.00
Lisa M. Barton	Juror	90.00
Robbin L. Bennett	Juror	90.00
Christina R. Bolden	Juror	90.00
Jerry Boykin	Juror	30.00
Donna Brown	Juror	60.00
Christopher Wayne Call	Juror	30.00
Sharon L. Carney-Hodnett	Juror	90.00
Jeremy R. Carter	Juror	60.00
Stephen M. Chapman	Juror	60.00
Brandon T. Cheatham	Juror	60.00
John G. Chernault	Juror	60.00
Sandra M. Covington	Juror	30.00
Rita Handy Crawley	Juror	60.00
Cecelia D. Culler	Juror	60.00
Nancy K. Currie	Juror	60.00
Jennifer F. Davis	Juror	60.00
Robert Bruce Davis	Juror	60.00
Elizabeth J. Deis	Juror	60.00
Leslie L. Dennison	Juror	60.00
Kellie M. Dixon	Juror	60.00
Rachel Dove	Juror	30.00
Candyace Dunn	Juror	30.00
Emma L. Eanes	Juror	30.00
Mark A. French	Juror	30.00
Donald L. Garrett	Juror	30.00
Linda L. Griffin	Juror	30.00
Benita Hatcher	Juror	30.00
Marie Hoge-Perkins	Juror	30.00
Ernest L. Jackson	Juror	30.00
Karen J. Langhorne	Juror	30.00
Linda C. Lawson	Juror	30.00
Sirena Yvette McDowell	Juror	30.00
Diane Newman	Juror	30.00
Linda G. Nunnally	Juror	30.00
Wendy Ownby	Juror	30.00
H. Scott Queensberry	Juror	30.00
Mary Meade Saunders	Juror	30.00

David R. Schmidt	Juror	30.00
Deborah Douglas Slade	Juror	60.00
William L. Troyer	Juror	30.00
Virgina J. Watson	Juror	30.00
International Land Systems	Yearly maintenance/data host	4,551.80
Key Office Supply	Laser cartridge	99.99

LAW LIBRARY

CenturyLink	Phone	35.16
Matthew Bender & Company, Inc.	Virginia Advance Code Service	65.71

COMMONWEALTH'S ATTORNEY

Virginia Employment Commission	Unemployment	402.17
AT&T	Phone	331.50
Kinex Networking Solutions	Internet	49.95
CenturyLink	Phone	278.35
Brian Butler	Mileage	174.50
	Tolls	2.75
	Lodging	216.70
	Parking	34.00
	Meals	167.71
James R. Ennis	Mileage	170.00
	Lodging	428.88
	Parking	37.00
	Meals	228.37
Morgan Greer	Mileage	160.00
	Lodging & parking	391.05
	Meals	110.41
	Registration fee	30.00
Edward A. Mann	Mileage	143.00
	Lodging	325.05
	Parking	36.00
	Meals	55.90
Key Office Supply	Legal files	239.00
	Copy paper	117.96

VICTIM WITNESS ASSISTANCE PROGRAM

Virginia Employment Commission	Unemployment	62.40
CenturyLink	Phone	77.43

SHERIFF

Virginia Employment Commission	Unemployment	1,780.85
U. S. Postal Service	Box rent	44.00
Premium Marketing & Sales	30 Anniversary badges	1,785.00

SHERIFF - COURTS

Virginia Employment Commission	Unemployment	31.24
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PROSPECT VOLUNTEER FIRE DEPARTMENT

Farmville Auto Parts	Fluorescent tubes	16.26
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	Truck cleaning supply	63.18	79.44
Ferguson Enterprises, Inc.	Toilet repair parts	67.60	
	Saw blades	47.86	115.46
Key Office Supply	Copy paper		9.00
Pamplin Exxon	Fuel	222.93	
	Truck repairs	574.47	797.40
Parker Oil Company, Inc.	Service charge	10.50	
	Fuel surcharge	3.02	
	Propane	1,109.36	1,122.88
CenturyLink	Phone		176.55
Taylor-Forbes Equipment Company	Generator & lights		1,335.96
Town of Farmville	Fuel		303.69
Dominion Virginia Power	Electric service		232.26

DARLINGTON HEIGHTS VOLUNTEER FIRE DEPARTMENT

Davis Pontiac	2010 GMC truck		27,394.75
Elecom, Inc.	Remote speaker mic		1,105.00
Ellington Energy Service	Propane		158.04
Stellar One Bank	Loan payment		501.50
Shanaberger & Sons	Generator service		319.00
Southside Electric Cooperative	Electric service		184.95
Verizon	Phone		136.05
Watkins Insurance Agency	Vehicle insurance		284.00

MEHERRIN VOLUNTEER FIRE DEPARTMENT

Commtronics of Virginia	Battery / antenna / clip	513.01	
	Radio repair	133.29	646.30
Motorola	Antenna / program cable	109.16	
	Speaker & antenna	71.75	180.91
Parker Oil Company, Inc.	Service charges (2)	57.09	
	Diesel	1,201.75	
	Gas	235.97	
	Propane	708.47	2,203.28
Jack L. Slagle Fire Equipment	Adapter	41.24	
	Sections of hose	1,654.26	
	Fire nozzles	1,447.25	
	Lights (Engine 51)	130.10	3,272.85
US Cellular	Phone		311.28
Verizon	Phone		463.95
Dominion Virginia Power	Electric service		636.80
Watkins Insurance Agency	Accident insurance		4,990.00

REGIONAL JAIL & DETENTION

Family Preservation Services	Electronic monitoring		210.00
Piedmont Regional Jail	Inmate per diem		4,237.20

BUILDING OFFICIAL

Virginia Employment Commission	Unemployment		123.66
US Cellular	Phone		53.15
Coy Leatherwood	Meeting registration	15.00	

	Meal	8.87	23.87
	<u>ANIMAL CONTROL</u>		
Virginia Employment Commission	Unemployment		129.55
Price Supply Company, Inc.	Drain plug		14.88
Dominion Virginia Power	Electric service		108.10
US Cellular	Phone		80.53
John Adams	Bounty		50.00
Key Office Supply	Stapler		24.99
Southern States	Feed bags		75.00
Farmville Auto Parts	Brake light		10.96
	<u>BIOSOLIDS MONITORING</u>		
Virginia Employment Commission	Unemployment		62.40
Manuel H. Toombs, Jr.	Phone		24.67
US Cellular	Phone		30.63
	<u>REFUSE DISPOSAL</u>		
Virginia Employment Commission	Unemployment		436.39
Air Water & Soil Labs, Inc.	Leachate testing		15.50
Resource International	Miscellaneous work tasks	1,273.90	
	Storm water compliance permit	375.70	1,649.60
Farmville Wholesale Electric	Ballast/wire connectors		13.68
W. C. Newman Company, Inc.	Concrete - Virso site	1,155.00	
	Concrete	1,155.00	2,310.00
Pearson Equipment Company	Loader rental	200.00	
	Equipment rental	200.00	400.00
Wilcks Lake Sheds, Inc.	Rake & shovel		42.97
Business Card	Tarps for compactors		55.28
East End Motor Company, Inc.	Repair broken wires	115.92	
	Inspection	51.00	166.92
Jimmy's Service Center	Truck maintenance		238.82
Arena Trucking Company	Trash collection	189.00	
	Trash collection - SRR	368.00	557.00
Wright's Excavating	Landfill operation		42,187.50
Emanuel Tire of Virginia	Tire recycling		2,496.90
Southside Electric Cooperative	Darlington Heights site		77.37
Dominion Virginia Power	Leachate pump	132.86	
	Scalehouse	61.10	
	Cell C pump station	19.10	
	Green Bay site	52.66	
	Worsham site	46.60	
	Prospect site	61.97	
	Landfill site	35.43	409.72
AT&T	Phone		246.45
CenturyLink	Phone		222.94
US Cellular	Phone		33.38
Verizon	Phone		123.66
O. O. Stiff, Inc.	Monthly service		662.50
Bill's Tire & Auto	Tires		510.00

Farmville Auto Parts	Oil	38.11
Jonathan Pickett	OSHA signs	17.19

GENERAL PROPERTIES

Virginia Unemployment Commission	Unemployment	361.71
Hudson-Payne electronics	Alarm monitor contract	360.00
OK Termite & Pest Control	Exterminating service	150.00
Southside Electric Cooperative	SRR Lights	29.17
Dominion Virginia Power	Roy Clark monument	15.45
	Courthouse	9,856.55
	Shop	23.11
	Sheriff's Department shed	5.50
	Worsham Clerk's office	17.48
Town of Farmville	Water & sewer	117.35
	Water	17.30
		134.65
CenturyLink	Elevator	69.32
US Cellular	Phone	100.60
O. O. Stiff, Inc.	Monthly service	100.00
Aramark Uniform Services	Janitorial supplies	314.42
Wilco, Inc.	Janitorial supplies	369.00
Business Card	Shelving	87.50
Diamond Springs	Equipment lease	8.95
Farmville Auto Parts	Belt / degreaser	12.40
	Mower battery / hitch	64.16
	Oil & filter	39.09
	Brake light / oil	16.24
Price Supply Company	Air filters	503.60
Taylor-Forbes Equipment Company	Oil	10.50
	Air filter hose	30.71
		41.21

CANNERY

Virginia Employment Commission	Unemployment	17.38
Southside Electric Cooperative	Electric service	63.50

COMPREHENSIVE SERVICES ACT

Andrew James Anderson, PhD	Professional service	2,700.00
Centra Health	Professional service	2,585.43
Crossroads Services Board	Foster care	120.00
	Professional service	3,600.00
Dominion Youth Services	Foster care	148.97
	Professional service	11,148.88
Family Preservation Services	Professional service	1,531.25
Juanita Fisher	Foster care	230.00
Grafton School, Inc.	Professional service	11,215.00
Ronald & Sarah Harlan	Foster care	448.00
Helton House, Inc.	Professional service	9,447.90
Kristy Howells	Foster care	447.98
Robert & Lillian Johansen	Foster care	1,050.00
Bonnie Mills	Foster care	896.00
Dekeace Morton	Foster care	666.00

Joan Osborne	Foster care		262.50
I'Shawn Smith	Foster care		644.00
VSDB	Professional service		2,957.41

PLANNING

Virginia Employment Commission	Unemployment		124.80
Samuel R. Coleman	Commission meeting	100.00	
	Mileage	12.00	112.00
Sally W. Gilfillan	Commission meeting		100.00
Donald B. Gilliam	Commission meeting	100.00	
	Mileage	20.00	120.00
Lee Edward Hicks, Jr.	Commission meeting	100.00	
	Mileage	11.50	111.50
Robert M. Jones	Commission meeting	100.00	
	Mileage	5.00	105.00
Clifford Jack Leatherwood	Commission meeting		100.00
Robert Christopher Mason	Commission meeting	100.00	
	Mileage	9.00	109.00
John F. Townsend, III	Commission meeting	100.00	
	Mileage	7.50	107.50
Jonathan Pickett	Mileage		294.90
Farmville Herald	Advertising		195.00
Business Card	Postage		46.30
US Cellular	Phone		57.26

ECONOMIC DEVELOPMENT

Virginia Employment Commission	Unemployment		62.40
Dominion Virginia Power	Electric service		105.88
Ellington Energy Service	Propane		465.96
Town of Farmville	Water & sewer		20.67
Business Card	UPS Service	23.60	
	Stamps	44.00	
	Parking	7.00	
	Meals	18.11	92.71
US Cellular	Phone		34.89
Commonwealth Regional Council	CDBG Grant application		800.00
Key Office Supply	Office supplies	14.58	
	Binder clips	2.69	
	Ink cartridges	179.98	197.25

TOURISM

Virginia Employment Commission	Unemployment		77.83
Dominion Virginia Power	Electric service		105.87
Town of Farmville	Water & sewer		20.66
Business Card	UPS		66.80
CenturyLink	Phone		198.74
Magi Van Eps	Lodging	111.87	
	Meals	35.68	147.55
Compro Computers	Remove computer virus		334.95



COOPERATIVE EXTENSION OFFICE

U. S. Postal Service	Box rent	70.00
CenturyLink	Phone	97.69

CAPITAL PROJECTS

MDS Construction & Demolition Landfill	Roof repair	23,944.70
Commonwealth Solutions - VA	Construction supplies	347.44
Layne Electric	Power to baler/shredder	3,200.00
Security Scale Service	Floor scale	2,994.00
Calloway Johnson Moore & West	Professional service	8,564.28

DEBT SERVICE

Rural Development	Courthouse loan	16,626.00
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WATER FUND

Town of Farmville	Water	277.91
Crowder Construction Company	Water treatment project	179,744.00

RETIREMENT BENEFIT FUND

Vicki K. Johns	Retiree benefit	1,038.00
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PIEDMONT COURT SERVICES

Virginia Employment Commission	Unemployment	476.81
Dominion Virginia Power	Electric service	178.70
U. S. Postal Service	Postage	620.00
AT&T	Phone	141.92
CenturyLink	Phone	208.89
Sharon Gray	Mileage	157.50
Renee T. Maxey	Mileage	90.40
	Snack	3.11
93.51		
Hampton Inn	Lodging	257.36
Virginia Correctional Enterprises	Name plate/pad holders	24.54
Amelia Bulletin Monitor	Subscription	26.00
Farmville Herald	Subscription	34.00
Powhatan Today	Subscription	23.50
Southside Messenger	Subscription	22.00
Kinex Networking Solutions	Off-site backup	14.95

PCS SUPERVISION FEES EXPENDITURES

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

ADDENDUM BILL LIST

BOARD OF SUPERVISORS

Howard F. Simpson	Mileage	223.00
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	<u>COMMISSIONER OF REVENUE</u>		
AT&T	Phone		60.80
	<u>INFORMATION TECHNOLOGY</u>		
ComputerPlus Sales & Service	Maintenance contract		270.00
	<u>ELECTORAL BOARD AND OFFICIALS</u>		
Farmville Printing	Voter card envelopes		308.00
	<u>REGISTRAR</u>		
Farmville Herald	Primary ad		78.00
	<u>CIRCUIT COURT</u>		
Key Office Supply	Labor	85.00	
	Copier drum & cable	89.00	174.00
	<u>SPECIAL MAGISTRATES</u>		
Key Office Supply	Office supplies		425.11
	<u>CLERK OF THE CIRCUIT COURT</u>		
Kinex Networking Solutions	DSL		74.95
	<u>LAW LIBRARY</u>		
AT&T	Data line		35.40
LexisNexis	Online service		207.00
	<u>COMMONWEALTH'S ATTORNEY</u>		
Cecelia Charlton	Postage		26.35
	<u>VICTIM WITNESS ASSISTANCE PROGRAM</u>		
Cindy Sams	Postage	10.10	
	Mileage	86.80	
	Meal	12.59	109.49
Key Office Supply	Ink cartridges		93.94
	<u>SHERIFF</u>		
Walmart	Dog food	63.94	
	Office supplies	73.78	
	Storage containers	42.36	180.08
Commtronics of Virginia	Repaired 3 sirens	1,231.45	
	Installed new PA	452.57	1,684.02
East End Motor Company, Inc.	Service fees	71.36	
	Inspections	47.00	
	Oil changes	134.74	
	Wrecker service	52.94	
	Repair headlight	26.64	
	Brake pads & rotors	827.74	
	Thermostat & oil change	314.95	
	Replaced cooling fan	89.31	
	Fan assembly	507.55	

	Checked rear light	36.50	
	Replaced brake light	15.40	
	Brake pads	169.24	
	Tires	997.38	
	Battery	135.27	3,426.02
Fourth Street Motor Company	Auto repairs		1,343.24
AT&T	Phone		723.49
Kinex Networking Solutions	DSL & webhosting		139.85
CenturyLink	Phone		487.50
US Cellular	Phone		654.37
Lynnaeus Carr	Meals		9.10
Robert Goldman	Meal		6.75
Michael Jackson	Meals		12.91
Diamond Springs	Water & equipment rental		73.35
Key Office Supply	Ring binders	22.95	
	Rolodex & supplies	64.74	87.69
Staples Business Advantage	Ink cartridges		685.98
Farmville Auto Parts	Battery		101.99
Tri-County Ford-Mercury	Wheel cover		43.82
Just Sew Embroidery	Embroider uniforms		104.80
Southern Police Equipment Company	Belt gear		152.96
USA Mobility Wireless, Inc.	Pager rental		82.86

RICE VOLUNTEER FIRE DEPARTMENT

Farmville Auto Parts	Truck wash supplies		25.59
Taylor-Forbes Equipment Company	Weed-eater string / oil		28.63
Dominion Virginia Power	Electric service		205.78

PAMPLIN VOLUNTEER FIRE DEPARTMENT

AT&T	Phone		37.67
Dodson Brothers Exterminating	Annual contract		684.00
Pamplin Volunteer Fire Department	Fuel	237.60	
	Oil	4.99	
	Parts	3.14	
	Supplies	13.90	
	Insurance	1,266.00	1,525.63
Verizon	Phone		118.86
Dominion Virginia Power	Electric service		208.92

ANIMAL CONTROL

CenturyLink	Phone		45.23
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BIOSOLIDS MONITORING

Tri-County Ford-Mercury	Oil change		29.89
Manuel H. Toombs, Jr.	Internet		24.67

REFUSE DISPOSAL

Resource International	MRF assessment		1,104.92
	Groundwater monitoring		7,158.72
Lowe's	Rebar mesh / pins / ties	102.65	

	Rebar mesh	6.57	
	Round-up	447.00	
	Rebar & tie wires	99.96	
	Lumber	29.14	
	Shovel & rake	34.96	720.28
Jimmy's Service Center	Truck maintenance		586.02
STEPS, Inc.	Recycling fee		840.58
Southside Electric Cooperative	Darlington Heights site		78.77
Dominion Virginia Power	Rice site		64.48
AT&T	Phone		37.32
CenturyLink	Phone		37.85

GENERAL PROPERTIES

Dominion Virginia Power	Ag building		695.47
Parker Oil Company, Inc.	Heating oil		8,187.07
AT&T	Phone		35.40
CenturyLink	Line to hospital	7.97	
	Phone	49.93	57.90
Aramark Uniform Services	Cleaning supplies		336.28
Handi-Clean Products, Inc.	Cleaning supplies		135.55
Lowe's	Floor wax & care kit	43.46	
	Cleaning supplies	63.11	
	Lysol	14.98	
	Hammer / construction bar	37.44	
	Paint / gas can / gloves	26.36	
	Safety cones	56.82	
	Light bulbs	39.91	
	Saw blades	6.98	
	Adhesive & gloves	25.48	
	Wire clip / rope cleat	9.12	323.66
Cintas Corporation #524	Uniform rental		559.05

CANNERY

AT&T	Phone		35.40
CenturyLink	Phone		34.13

COMPREHENSIVE SERVICES ACT

Braley & Thompson, Inc.	Professional service		11,581.08
Centra Health	Professional service		8,250.00
Dominion Youth Services	Professional service		5,950.00
Pickett Park Day Care	Foster care		187.00
Presbyterian Home & Family Services	Professional service		744.00
VSDB	Professional service		2,158.11

TOURISM

Moonstar BBS	DSL		45.00
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CAPITAL PROJECTS

Allpax Products, Inc.	Canning equipment		67,440.00
Dixie Canner Company	Equipment		54,150.00

	<u>WATER FUND</u>	
BB&T	Line of credit - interest	18,644.44
	<u>SEWER FUND</u>	
Grainger	Time delay	78.28
Town of Farmville	Repair pump station	3,858.93
BB&T	Line of credit - interest	18,644.44
	<u>RETIREMENT BENEFIT FUND</u>	
Anthem BCBS	Retiree insurance	880.00
	<u>PIEDMONT COURT SERVICES</u>	
Alere Toxicology Services, Inc.	Drug tests	38.96
Farmville Printing	Business cards	46.79
Sandy Fox	Mileage	4.00
Sheena Franklin	Mileage	127.00
Connie Stimpson	Mileage	11.10
	Training workbooks	40.62
Rebecca Moss	Mileage	105.50
Key Office Supply	Laser cartridge	59.99
	Toner	70.00
	Bookcases (2)	494.99
HR Specialist	Subscription	624.98
Kinex Telecom, Inc.	Remote connect setup	155.00
Moonstar BBS	DSL	50.00
		30.00

In Re: FY 11 Prince Edward County Budget & Tax Levy

Chairman Fore said there is unfinished business to be done on the County budget.

Supervisor Wiley made a motion to remove Item #11, FY 11 Prince Edward County Budget &

Tax Levy, from the agenda; the motion carried:

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

Absent: Robert M. Jones

In Re: Bush River 4-B Access Drive

Mr. Pickett said a property owner with frontage on the Bush river 4-B (Mountain Creek) watershed lake was promised an access drive to the water. During the construction of 4-B in 1999, approximately 0.6 miles of road was completed. The remaining 0.2 miles needed to reach the water was not completed at that time because the contractor was concerned that wetlands would have to be crossed. The property owner only brought the issue to the Board when his alternate access to the lake was cut off.

Mr. Pickett said that on March 18, 2010, county planner Alecia Daves-Johnson walked the area to be crossed with representatives from the Army Corps of Engineers, the Department of Conservation and Recreation (DCR) and the Department of Environmental Quality (DEQ); their determination is that construction of the remainder of the drive would not cross wetlands.

He asked for Board direction on how to proceed with the access drive.

Following some discussion, Supervisor Simpson made a motion to authorize County staff to establish the points of the survey of the property, to obtain bids on the work, and to request an easement for County access to the reservoir; the motion carried:

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

Nay: None

Absent: Robert M. Jones

In Re: Amendment to Planning Commission By-Laws

Mr. Pickett said that at the March 16, 2010 and the April 19, 2010 Planning Commission meetings, proposed amendments were approved for the By-Laws of the Prince Edward County Planning Commission, and are requested for adoption by the Board of Supervisors.

The requested amendments are:

- Item #1: Meeting day change from Wednesday to third Tuesday
- Item #10: The last bullet of Item #10 describes alternative actions that the Planning Commission may take when considering a request at a public hearing. (In the past version, it allowed only a vote for recommendation to the Board of Supervisors).

- Item #15: New addition to By-Laws addressing Planning Commissioner’s attendance at a Virginia Certified Planning Commissioner’s Training Program. (On-line versions also offered.)

Supervisor Wilck made a motion to approve the amendments to the Planning Commission By-Laws as presented; the motion carried:

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

Nay: None

Absent: Robert M. Jones

**Bylaws Of  
 Prince Edward County Planning Commission**

1. Meetings shall be held on a monthly basis, normally on the third Tuesday of the month at 7:30 P.M. in the Board of Supervisor's room. The schedule may be altered at any regularly scheduled meeting. Meetings may be cancelled due to lack of business, but the Commission shall meet at least every two months.
2. Additional meetings may be held at any time upon the call of the chairman, or by a majority of the members of the commission, or upon request of the Board of Supervisors following at least twenty-four hours' notice to each member of the commission.
3. The commission at its regular meeting in January of each year shall elect a chairman and vice-chairman. The recording secretary shall be the Director of Planning and Community Development or a designated alternate, who shall make an audiotape of the proceedings of each meeting and prepare minutes for the permanent records of the commission.
4. The duties and powers of the officers of the planning commission shall be as follows:
  - a. Chairman
    - Preside at all meetings of the commission.
    - Call special meetings of the commission in accordance with the bylaws.
    - Sign documents of the commission.
    - See that all actions of the commission are properly taken.
  - b. Vice-Chairman
 

During the absence, disability, or disqualification of the chairman, the vice-chairman shall exercise or perform all duties and be subject to all the responsibilities of the chairman.
  - c. Recording Secretary

- Prepare an audiotape of the proceedings of each meeting of the commission.
  - Prepare minutes from the audiotape of each meeting in detail sufficient to include the tenor of public comments and the commission's reasoning underlying each decision or recommendation.
  - Circulate a copy of the minutes to each member of the commission before the next meeting.
  - Prepare the agenda for all commission meetings.
  - Be custodian of commission records.
  - Inform the commission of correspondence relating to business of the commission and attend to such correspondence.
  - Handle funds allocated to the commission in accordance with its directives, state law, and county ordinances.
  - Sign official documents of the commission.
5. All maps, plats, site plans, and other materials submitted to the commission shall be filed in the office of the Director of Planning and Community Development and maintained for public access until the project to which they relate has been completed or vacated. Minutes of the commission's meetings shall be permanently filed in the office of the planner and maintained for public access.
6. Matters referred to the commission by the Board of Supervisors shall be placed on the calendar for consideration and possible action at the first meeting of the commission after the referral and appropriate public notification.
7. A majority of the members of the commission shall constitute a quorum for the transaction of business, but no quorum shall be required for informational meetings at which no action is to be taken.
8. Reconsideration of any decision of the commission may be taken when the interested party for such reconsideration makes a showing satisfactory to the chairman that, without fault or deliberate omission on his own part, essential facts were not presented to the chairman.
9. Roberts Rules of Order for Committees shall govern the commission's proceedings in all cases not specifically ordered by these bylaws.
10. Order of consideration of agenda items in a public hearing:
- Director of Planning and Community Development or other staff member presents report including summary of all comments (written, electronic and verbal) received from interested parties and makes a recommendation.
  - Commission members may question the staff member on the presentation.
  - Proponent(s) of the agenda item make presentations as appropriate.
  - Opponent(s) of the agenda item make presentations as appropriate.
  - Applicant make rebuttal of objections not previously covered.
  - Commission members may question applicant, proponents, or opponents or may offer comments on the agenda item.
  - Commission may opt to gather additional information about the matter and take action at a future meeting, or vote on recommendation, whether approving or denying request, to Board of Supervisors.
- 11) Any member of the commission who has any personal or financial interest in any matter before the commission shall declare the nature of that interest and shall if the interest constitutes a legal conflict of interest by Virginia law recuse him/herself from the



deliberations on that matter, including lobbying other members, participating in the discussions, or voting on the matter. In cases where the interests do not raise to the level of legal conflict of interest by Virginia law, a member may voluntarily recuse him/herself in the interest of avoiding the appearance of conflict. All commission members shall be sensitive to the importance of impartiality and shall endeavor to always avoid any actual or appearance of conflict of interest.

- 12) Each member of the commission who has knowledge that he/she will be unable to attend a scheduled meeting of the commission shall notify the County Administrator's office at the earliest opportunity. The Director of Planning and Community Development shall notify the chairman if projected absences will produce a lack of quorum. Members who are absent from three consecutive meetings, or who are absent from more than half of the commission's meetings during a calendar year, will be referred to the Prince Edward County Board of Supervisors for possible replacement.
- 13) The vice-chairman shall succeed the chairman if he vacates his office before his term is completed. A new vice-chairman shall be elected at the next regular meeting.
- 14) These bylaws may be recommended for amendment at any meeting having a quorum present by a majority vote, provided that notice of such proposed amendment has been given to each member in writing at least two weeks prior to its consideration. If recommended for approval, proposed amendments must then be adopted by the Board of Supervisors before becoming effective.
- 15) Planning Commission members are strongly encouraged to attend a Virginia Certified Planning Commissioner's Training Program within two years of their appointment to the Planning Commission. This certification course will provide a basic foundation of planning law, history, and technical expertise needed by planning commissioners to maximize their competency and ability to render legally defensible decisions and recommendations. Costs associated with the program will normally be paid by Prince Edward County.

In Re: Appointment – Workforce Investment Board

Sharon Carney, Director of Economic Development, said her term as a member of the Workforce Investment Board will expire June 30, 2010. She said she is willing and eligible to serve another two-year term, if nominated, as an Economic Development representative.

Supervisor Wilck made a motion to reappoint Sharon Carney for another term on the Workforce Investment Board and designate her as the representative for the County. The motion carried:

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

In Re: Tobacco Commission- Special Projects Grant Application

Mrs. Carney reported that the IDA requests the Board of Supervisors authorize the submittal of a \$4 million grant application to the Virginia Tobacco Indemnification and Community Revitalization Commission – Special Projects Program, for the construction of the Granite Falls Conference and Hospitality Training Center. The \$4 million grant request represents 28.58% of the total \$14 million project cost for the Center. The funds will be used for actual construction cost and any matching funds will be funded through other grants or financings of the Conference and Hospitality Training Center. Mrs. Carney said the grant application is due June 2, 2010.

Supervisor Wilck made a motion to authorize the preparation and submittal of a Tobacco Commission Special Projects Grant, in the amount of \$4 million for the June 2, 2010 round; and to authorize the County Administrator to sign any and all documents associated with the Tobacco Commission Special Projects Program Grant. The motion carried:

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

Nay: None

Absent: Robert M. Jones

Supervisor McKay made a motion to approve the Board Resolution in support of the Tobacco Commission Special Projects Grant in the amount of \$4 million; the motion carried:

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

Nay: None

Absent: Robert M. Jones

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

**VIRGINIA TOBACCO INDEMNIFICATION AND COMMUNITY  
REVITALIZATION COMMISSION  
PROJECT ENDORSEMENT RESOLUTION**

**WHEREAS**, the Virginia Tobacco Indemnification and Community Revitalization Commission was created to help foster economic development in the tobacco dependent communities of Southside and Southeast Virginia; and

**WHEREAS**, the County of Prince Edward Board of Supervisors would like to submit a grant application for \$4 million to the Virginia Tobacco Indemnification and Community Revitalization Commission from the “Special Projects Program” due June 2, 2010;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Supervisors of the County of Prince Edward, Virginia, does hereby support a grant application to the Virginia Tobacco Indemnification and Community Revitalization Commission for costs associated with the construction of the Granite Falls Conference and Hospitality Training Center; and

**BE IT FURTHER RESOLVED**, that the Board of Supervisors of the County of Prince Edward, Virginia does hereby authorize the Board Chairman and/or County Administrator to sign all necessary grant documents to execute the application, grant reports and grant contract.

In Re: County Administrator’s Report

Mr. Bartlett reported that BB&T agreed to amend the County’s line of credit originally obtained in December 2008 to allow an additional draw of up to \$2.1 million to be used to finance the interim agreement with Crowder Construction. He added the County would be able to reimburse itself, and there would be no interest charged until the funds are drawn down.

Supervisor Simpson made a motion to amend the line of credit with BB&T and to adopt the Resolution requesting the Industrial Development Authority of Prince Edward County, Virginia to modify its \$2,500,000 Lease Revenue Note (County of Prince Edward, Virginia Facilities) Series 2008; the motion carried:

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

Nay: None

Absent: Robert M. Jones

Mr. Bartlett said the purchase of the SCOPE building is not yet closed; once the County obtains ownership, he recommended the Board of Supervisors appoint a committee to develop policies for operating the building and running the programs desired by the Board.

Chairman Fore appointed himself, Supervisor Simpson, Supervisor Gantt, and Supervisor Wiley to the committee to develop policies for building and program operation. The Board concurred.

Mr. Bartlett then reported the transition for the County employees' parking has gone smoothly. He said there is more than enough space for all employees. Mr. Bartlett said the changes to paid parking by the Town will cause the County to make changes to Courthouse and Visitor Center lot; he asked if the Board wished the changes to be Board responsibility or an Administrative issue.

Supervisor Wilck made a motion to authorize the County Administration implement necessary changes to the Courthouse and Visitor Center parking lot; the motion carried:

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

Nay: None

Absent: Robert M. Jones

Mr. Bartlett said Bugg's Island Telephone was awarded \$18.9 million to implement a Wireless Broadband network in a 15 county area, one of which is Prince Edward County. They have two years to spend the funding; they have already completed a lot of the background work. He said they want to use the

existing 230 towers as much as possible; some will need to be built to fill in the “dead areas.” Mr. Bartlett said the rate of speed is up to 10MB, which is about eight times as fast as a T1 line.

Mr. Bartlett then said that in May 2009, the Board authorized the award of the County’s audit contract to Robinson, Farmer, Cox renewable for two years. He recommended renewal of the contract.

Supervisor McKay made a motion to renew the County’s audit contract with Robinson, Farmer, Cox for a period of two years; the motion carried:

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

Nay: None

Absent: Robert M. Jones

In Re: Closed Session

Supervisor Wilck made a motion that the Board convene in Closed Session for discussion and consideration of the acquisition of real property in the Prince Edward County Industrial Park for economic development purposes, where discussion in an open meeting would adversely affect the bargaining position of the Board, pursuant to the exemptions provided for in Section 2.2-3711(A)(3) of the *Code of Virginia*.

The motion carried:

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

Nay: None

Absent: Robert M. Jones

The Board returned to regular session by motion of Supervisor McKay and adopted as follows:

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

Nay: None

Absent: Robert M. Jones

On motion of Supervisor Simpson and carried by the following roll call vote:

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

Nay: None

Absent: Robert M. Jones

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.

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

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

Nay: None

Absent: Robert M. Jones

the meeting was adjourned at 10:10 p.m..

DRAFT







County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: June 8, 2010  
Item No.: 5-c  
Department: County Administration  
Staff Contact: Barbara Poulston  
Issue: Consent Agenda - Review of Accounts & Claims

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**Summary:** The bill list for May 2010 is attached for your review.

**Attachments:** Bill List

**Recommendation:** None.

Motion \_\_\_\_\_  
Second \_\_\_\_\_

Campbell \_\_\_\_\_  
Jones \_\_\_\_\_  
Wilck \_\_\_\_\_

Fore \_\_\_\_\_  
McKay \_\_\_\_\_  
Wiley \_\_\_\_\_

Gantt \_\_\_\_\_  
Simpson \_\_\_\_\_

5/19/2010

FROM DATE- 6/01/2010  
TO DATE- 6/01/2010

ACCOUNTS PAYABLE CHECKS  
PRINCE EDWARD

FUND NO.	DESCRIPTION	\$\$\$ PAY \$\$\$
100	GENERAL FUND	\$126,568.18
501	WATER FUND	\$405.00
502	SEWER FUND	\$10.67
740	REVENUE SHARING-VDOT FUND	\$1,657.50
	TOTAL	128,641.35

AP375H  
5/19/2010  
FUND # - 100 GENERAL FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 6/01/2010 -- 6/01/2010

BEFORE CHECKS  
PAGE 1

MAJOR#	VENDOR NUMBER	VENDOR NAME	ACCT#	BOARD OF SUPERVISORS	INV#	DESCRIPTION	AMOUNT
5530	11894	Travel-Subsistence & Lodg BUSINESS CARD			1412 PUCKETT510	MEALS	245.96 * 245.96 * 245.96 **
012110		COUNTY ADMINISTRATOR					
5230	30439	Telecommunications US CELLULAR			816442183 510	PHONE	55.76 * 55.76 *
6008	29332	Vehicle & Powered Equip F TOWN OF FARMVILLE			97 510 12283	FUEL	83.17 * 83.17 * 138.93 **
012410		TREASURER					
5230	10105	Telecommunications AT&T			392 3454 510	PHONE	79.52
	10105	AT&T			392 3454 510	PHONE	35.40
	13325	TREASURER OF VIRGINIA			C037374	ONLINE SERVICE	11.73
5410	25483	Lease/Rent Equipment PITNEY BOWES FINANCL SERV			6924195 MY10	POSTAGE MCHINE LEASE	126.65 * 1,815.66 1,815.66 * 1,942.31 **
013200		REGISTRAR					
5540	31033	Travel-Convention & Educa VRV			10 ANNUAL MTG	REGISTRATION	140.00 140.00 * 140.00 **
021100		CIRCUIT COURT					
5230	10105	Telecommunications AT&T			392 5171 510	PHONE	66.09 66.09 * 66.09 **
021200		GENERAL DISTRICT COURT					
5230	30439	Telecommunications US CELLULAR			816442183 510	PHONE	27.88 27.88 * 27.88 **

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5/19/2010  
FUND # - 100 GENERAL FUND

LISTING OF INVOICES FOR 6/01/2010 -- 6/01/2010

BEFORE CHECKS  
PAGE 2

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
021800	28711	Telecommunications CENTURYLINK	315 0208 510	DATA LINE	35.16 *
				ACCOUNT TOTAL	35.16 *
				MAJOR TOTAL	35.16 **
022100		COMMONWEALTH'S ATTORNEY			
5899	999999	Miscellaneous WELLS FARGO BANK NA	58007	BANK RECORDS	12.25
				ACCOUNT TOTAL	12.25 *
				MAJOR TOTAL	12.25 **
031200		SHERIFF			
5210	11894	Postal Services BUSINESS CARD	0555 SHERIFF510	POSTAGE	176.00
				ACCOUNT TOTAL	176.00 *
5530	11894	Travel-Subsistence & Lodg BUSINESS CARD	0555 SHERIFF510	MEALS & LODGING	1,237.82
				ACCOUNT TOTAL	1,237.82 *
6001	11894	Office Supplies BUSINESS CARD	0555 SHERIFF510	SERVICE FEE	4.78
				ACCOUNT TOTAL	4.78 *
6008	11894	Vehicle & Powered Equip F BUSINESS CARD	0555 SHERIFF510	GAS	50.84
	29332	TOWN OF FARMVILLE	97 510 12283	FUEL	7,019.11
				ACCOUNT TOTAL	7,069.95 *
				MAJOR TOTAL	8,488.55 **
032200		VOLUNTEER FIRE DEPARTMENT			
7002	31844	Payment to Rice VFD DOMINION VA POWER	4500495009 510	ELECTRIC SERVICE	187.04
	31846	DOMINION VA POWER	5487358649 510	ELECTRIC SERVICE	8.93
				ACCOUNT TOTAL	195.97 *
				MAJOR TOTAL	195.97 **
032500		EMERGENCY SERVICES			
3160	29280	Professional Service E-91 TIMMONS GROUP	131535	SYSTEM MAINTENANCE	1,215.00
				ACCOUNT TOTAL	1,215.00 *
6014	21005	Other Operating Supplies KORMAN SIGNS	226088	SIGNS & HARDWARE	476.34
	31351	VERNON COMPANY	1661920 RI	COUNTY MAPS	3,840.07
				ACCOUNT TOTAL	4,316.41 *
				MAJOR TOTAL	5,531.41 **

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5/19/2010  
FUND # - 100 GENERAL FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 6/01/2010 -- 6/01/2010

BEFORE CHECKS  
PAGE 3

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
3196	14933	Purchase of Services - Ja	44822	ELECTRONIC MONITORIN	900.00
	25375	FAMILY PRESERVATION SERV	925	JUVENILE DETENTION	7,275.00
		PIEDMONT RGNL JUVENILE			8,175.00 *
7001	25380	Piedmont Regional Jail-Pe	954	INMATE PER DIEM	3,859.90
		PIEDMONT REGIONAL JAIL			3,859.90 *
		BUILDING OFFICIAL			12,034.90 **
034100					
3311	14287	Repairs & Maint-Auto	MAY 1 10	OIL CHANGE	30.90
		EAST END CHEVRON			30.90 *
5230	30439	Telecommunications	816442183 510	PHONE	27.88
		US CELLULAR			27.88 *
6008	29332	Vehicle & Powered Equip F	97 510 12283	FUEL	227.17
		TOWN OF FARMVILLE			227.17 *
6009	14287	Vehicle & Powered Equip S	MAY 1 10	BATTERY & OIL	124.95
		EAST END CHEVRON			124.95 *
		ANIMAL CONTROL			410.90 **
035100					
5230	30439	Telecommunications	816442183 510	PHONE	55.76
		US CELLULAR			55.76 *
6008	29332	Vehicle & Powered Equip F	97 510 12283	FUEL	540.91
		TOWN OF FARMVILLE			540.91 *
8202	31983	Equipment	90598	FATAL PLUS SOLUTION	307.64
		VORTECH PHARMACEUTICALS			307.64 *
		BIOSOLIDS MONITORING			904.31 **
036100					
5230	30439	Telecommunications	816442183 510	PHONE	27.88
		US CELLULAR			27.88 *
6008	29332	Vehicle & Powered Equip F	97 510 12283	FUEL	306.10
		TOWN OF FARMVILLE			306.10 *
					333.98 **

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5/19/2010  
FUND # - 100 GENERAL FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 6/01/2010 -- 6/01/2010

BEFORE CHECKS  
PAGE 4

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
3160	27191	Professional Services	35964	MISC WORK TASKS	137.00
	27191	RESOURCE INTERNATIONAL	35965	STMWTR PERMIT COMPLY	116.00
				ACCOUNT TOTAL	253.00 *
3310	22669	Repairs/Maintenance	3550	SERVICED SCALES	484.77
		MOORE SCALE SRV-WSTRN VA			484.77 *
3311	19030	Repairs & Maint-Auto & Eq	570396	WASHED TRASH TRUCK	75.00
		JIMMY'S POWER WASH			75.00 *
5230	28711	Telecommunications	574 4166 510	PHONE	45.15
	30439	CENTURYLINK	816442183 510	PHONE	28.63
		US CELLULAR			73.78 *
6008	29332	Vehicle & Powered Equip F	97 510 12283	FUEL	1,599.10
		TOWN OF FARMVILLE			1,599.10 *
				ACCOUNT TOTAL	2,485.65 **
042610		SANDY RIVER RESERVOIR			
3310	13779	Repairs/Maintenance	2010050012	DAM 12 O&M APPLICATN	2,800.00
		DRAPER ADEN ASSOCIATES			2,800.00 *
				ACCOUNT TOTAL	2,800.00 **
043200		GENERAL PROPERTIES			
5120	14700	Heating Services	48678	DIESEL FUEL	587.27
		ELLINGTON ENERGY SERVICE			587.27 *
5230	30439	Telecommunications	816442183 510	PHONE	83.59
		US CELLULAR			83.59 *
6007	12032	Repairs and Maintenance S	157723	AHU BEARINGS	61.90
	12032	C & L MACHINE & WELDING	157731	AHU FAN SHAFT	51.00
	14287	C & L MACHINE & WELDING	MAY 1 10	GLOVES & ICE	12.27
	28224	EAST END CHEVRON	60486	SAFETY GLASSES	25.90
	28224	SHANABERGER & SONS	60552	SAW CARRYING CASE	44.95
	28224	SHANABERGER & SONS	60829	PRIMER BULB/LOCK	6.80
				ACCOUNT TOTAL	202.82 *
6008	29332	Vehicle & Powered Equip F	97 510 12283	FUEL	746.03
		TOWN OF FARMVILLE			746.03 *
6030	28224	Non-Capital Equipment	60551	CHAINSAW	377.96
		SHANABERGER & SONS			377.96 *
				ACCOUNT TOTAL	1,997.67 **

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5/19/2010  
FUND # - 100 GENERAL FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 6/01/2010 -- 6/01/2010

BEFORE CHECKS  
PAGE 5

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
051100	HEALTH DEPARTMENT				
5610	25840	Payment To Local Health D PRINCE EDWARD HEALTH DPT	4TH QTR 510	4TH QTR SUPPORT	27,392.00 *
				ACCOUNT TOTAL	27,392.00 *
				MAJOR TOTAL	27,392.00 **
052500	CHAPTER X BOARD				
5640	12928	Payment to Crossroad Ser CROSSROAD SERVICES BOARD	4TH QTR 510	4TH QTR REPORT	15,660.75
				ACCOUNT TOTAL	15,660.75 *
				MAJOR TOTAL	15,660.75 **
053500	COMPREHENSIVE SERVICES ACT				
3160		CSA Programs			
	12280	CENTRA HEALTH	7102 510	PROFESSIONAL SERVICE	1,360.00
	12280	CENTRA HEALTH	7336 510	PROFESSIONAL SERVICE	2,312.00
	12280	CENTRA HEALTH	7528 510	PROFESSIONAL SERVICE	2,312.00
	12280	CENTRA HEALTH	7573 510	PROFESSIONAL SERVICE	2,312.00
	12280	CENTRA HEALTH	7870 510	PROFESSIONAL SERVICE	952.00
	12280	CENTRA HEALTH	7912 510	PROFESSIONAL SERVICE	2,312.00
	12280	CENTRA HEALTH	7932 510	PROFESSIONAL SERVICE	2,312.00
	12929	CROSSROADS SERVICES BD	FAPT/CPMT 510	PROFESSIONAL SERVICE	3,290.00
	14933	FAMILY PRESERVATION SERV	44801	PROFESSIONAL SERVICE	175.00
	14933	FAMILY PRESERVATION SERV	44810	PROFESSIONAL SERVICE	446.25
	14933	FAMILY PRESERVATION SERV	44813	PROFESSIONAL SERVICE	700.00
	16672	GRAFTON SCHOOL INC	122316	PROFESSIONAL SERVICE	690.00
	16672	GRAFTON SCHOOL INC	122317	PROFESSIONAL SERVICE	1,092.50
	16672	GRAFTON SCHOOL INC	122518	PROFESSIONAL SERVICE	3,200.00
	16672	GRAFTON SCHOOL INC	122519 510	PROFESSIONAL SERVICE	3,200.00
				ACCOUNT TOTAL	26,665.75 *
3180		Administrative			
	22151	MARTIN SHEILA	MILEAGE 510	MILEAGE	121.00
				ACCOUNT TOTAL	121.00 *
				MAJOR TOTAL	26,786.75 **
081100	PLANNING				
5210	11894	Postal Services BUSINESS CARD	1412 PUCKETT510	POSTAGE	39.76
				ACCOUNT TOTAL	39.76 *
5230	30439	Telecommunications US CELLULAR	816442183 510	PHONE	55.76
				ACCOUNT TOTAL	55.76 *
5510	13108	Travel-Mileage DAVES-JOHNSON ALECIA	EXPENSES 510	MILEAGE	160.05
				ACCOUNT TOTAL	160.05 *

AP375H  
5/19/2010  
FUND # - 100 GENERAL FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 6/01/2010 -- 6/01/2010

BEFORE CHECKS  
PAGE 6

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5530	13108	Travel-Subsistence & Lodg DAVES-JOHNSON ALECIA	EXPENSES 510	MEALS	36.72
				ACCOUNT TOTAL	36.72 *
				MAJOR TOTAL	292.29 **
081500		ECONOMIC DEVELOPMENT			
5230	30439	Telecommunications US CELLULAR	816442183 510	PHONE	27.88
				ACCOUNT TOTAL	27.88 *
				MAJOR TOTAL	27.88 **
081600		TOURISM			
5210	11894	Postal Services BUSINESS CARD	1412 PUCKETT510	POSTAGE	84.38
				ACCOUNT TOTAL	84.38 *
5230	10105	Telecommunications AT&T	392 1482 510	PHONE	76.97
				ACCOUNT TOTAL	76.97 *
				MAJOR TOTAL	161.35 **
094000		CAPITAL PROJECTS			
0025	29280	Geographical Information TIMMONS GROUP	131534	GIS SYSTEM	8,734.80
				ACCOUNT TOTAL	8,734.80 *
0027	24173	STEPS-Tobacco Commission ONEIDA AIR SYSTEMS	1016443	DUST COLLECT SYSTEM	4,720.44
				ACCOUNT TOTAL	4,720.44 *
0028	12077	Prospect Depot VDOT Grant CALLOWAY JOHNSON MOORE	13207	ARCHITECTURAL WORK	5,000.00
				ACCOUNT TOTAL	5,000.00 *
				MAJOR TOTAL	18,455.24 **
				FUND TOTAL	126,568.18



AP375H  
5/19/2010  
FUND # - 501 WATER FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 6/01/2010 -- 6/01/2010

BEFORE CHECKS  
PAGE 7

MAJOR#	VENDOR	VENDOR	INV#	DESCRIPTION	AMOUNT
ACCT#	NUMBER	NAME			
030000	CONTRACTUAL SERVICES				
3810		Repairs & Maintenance			
	29332	TOWN OF FARMVILLE	97 510 12252	FLUSHED HYDRANTS	275.00
	29332	TOWN OF FARMVILLE	97 510 12263	WATER TESTING	40.00
	29332	TOWN OF FARMVILLE	97 510 12272	SURVEYR-MARK UTILITY	90.00
				ACCOUNT TOTAL	405.00 *
				MAJOR TOTAL	405.00 **
				FUND TOTAL	405.00

AP375H  
5/19/2010  
FUND # - 502 SEWER FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 6/01/2010 -- 6/01/2010

BEFORE CHECKS  
PAGE 8

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
043200	31846	Electrical Services DOMINION VA POWER	4148700281	SEWER PUMP	10.67
					10.67 *
					10.67 **
				ACCOUNT TOTAL	
				MAJOR TOTAL	
				FUND TOTAL	10.67

PRINCE EDWARD  
LISTING OF INVOICES FOR 6/01/2010 -- 6/01/2010

AP375H  
5/19/2010  
FUND # ~ 740 REVENUE SHARING-VDOT FUND

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
094000	0104	Route 628 Alternate 17925 HURT & PROFFITT, INC	25130	PROJECT MANAGEMENT	1,657.50
ACCOUNT TOTAL					1,657.50 *
MAJOR TOTAL					1,657.50 **
FUND TOTAL					1,657.50
TOTAL DUE					128,641.35

Approved at meeting of \_\_\_\_\_ on \_\_\_\_\_.

Signed \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_  
 \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_  
 \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_





**County of Prince Edward  
Board of Supervisors  
Agenda Summary**

**Meeting Date:** June 8, 2010  
**Item No.:** 5-d  
**Department:** County Administration  
**Staff Contact:** Sheila Martin/Barbara Poulston  
**Issue:** Consent Agenda - Salaries

---

**Summary:** The County Administrator reported that checks have been issued pursuant to the order of the Board of Supervisors as to salaries, etc., the amount of which salaries have been heretofore approved.

**Attachments:** None.

**Recommendation:** None.

Motion \_\_\_\_\_  
Second \_\_\_\_\_

Campbell \_\_\_\_\_  
Jones \_\_\_\_\_  
Wilck \_\_\_\_\_

Fore \_\_\_\_\_  
McKay \_\_\_\_\_  
Wiley \_\_\_\_\_

Gantt \_\_\_\_\_  
Simpson \_\_\_\_\_





County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: June 8, 2010  
Item No.: 5-e  
Department: Commissioner of Revenue  
Staff Contact: Beverly M. Booth  
Issue: Consent Agenda – Erroneous Assessment

---

**Summary:** See the attached Certificate of Refund submitted to the Board by the Commissioner of Revenue.

**Attachments:** Certificate of Refund – Anne H. Bowman - \$424.00 (Real Estate)

**Recommendation:** Approval.

Motion \_\_\_\_\_  
Second \_\_\_\_\_

Campbell \_\_\_\_\_  
Jones \_\_\_\_\_  
Wilck \_\_\_\_\_

Fore \_\_\_\_\_  
McKay \_\_\_\_\_  
Wiley \_\_\_\_\_

Gantt \_\_\_\_\_  
Simpson \_\_\_\_\_

Office of the Commissioner of the Revenue  
Prince Edward County

Certificate for Refund of Local Taxes Erroneously Assessed and Paid

Date: May 13, 2010  
 Pay To: Anne H Bowman  
 Address: 3607 Mt Pleasant Road  
Meherrin VA 23954  
 Total Refund: \$424.00

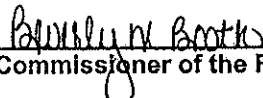
The above named taxpayer has duly filed application for the refund of Local Taxes assessed by the said Commissioner of the Revenue for the County of Prince Edward as follows:

<u>Subject of Taxation</u>	<u>Year</u>	<u>Page</u>	<u>Line</u>	<u>Value</u>	<u>Penalty/ Interest</u>	<u>Total Taxes</u>
Real Estate	2009	1243	7	\$24,000	-0-	\$96.00
Real Estate	2008	1227	4	\$20,000	-0-	\$114.00
Real Estate	2007	1206	1	\$20,000	-0-	\$114.00
Real Estate	2006	1184	10	\$20,000	-0-	\$100.00

The foregoing assessment(s), having been paid and on evidence submitted, it is adjudged that the foregoing assessment(s) is/are erroneous for the following reason(s): Pursuant to chancery suit CH400013-00 land was acquired by Gold Hill Properties LLC.

<u>Subject of Taxation</u>	<u>Year</u>	<u>Value</u>	<u>Taxes</u>	<u>Penalty/ Interest</u>	<u>Total</u>	<u>Refund</u>
Real Estate	2009	\$24,000	\$96.00	-0-	\$96.00	\$96.00
Real Estate	2008	\$20,000	\$114.00	-0-	\$114.00	\$114.00
Real Estate	2007	\$20,000	\$114.00	-0-	\$114.00	\$114.00
Real Estate	2006	\$20,000	\$100.00	-0-	\$100.00	\$100.00

Pursuant to Section 58.1-3981, Code of Virginia, I do hereby certify that the foregoing certificate for refund is correct to the best of my knowledge and belief:

  
Commissioner of the Revenue

I do hereby approve the foregoing certificate for refund:

  
Attorney for the Commonwealth

According to the foregoing certificate of refund as submitted by the Commissioner of the Revenue and approved by the Attorney for the Commonwealth, it is adjudged that the taxpayer is entitled to a refund in the amount of the difference between the taxes assessed and paid and the taxes which should have been assessed and paid, and that the Treasurer of this County is hereby directed to refund to Anne H Bowman the excess taxes paid in the amount of \$424.00.

By order of the Board of Supervisors:

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk, Board of Supervisors





County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: June 8, 2010  
 Item No.: 5-f  
 Department: County Administrator  
 Staff Contact: W.W. Bartlett  
 Issue: Appropriations and Budget Amendments

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**Summary:**

The Town of Farmville reimbursed the Registrar for Postal charges associated with mailing new voter cards required by changes in polling places in the Town. The Registrar is requesting these funds be returned to his department.

**Attachments:**

**Recommendation:**

Approve the budget amendment below and appropriate the same funds.

REV/EXP	FUND	DEPT	OBJECT	DESCRIPTION	DEBIT	CREDIT
3 (Rev)	100	19020	0001	Recovered Cost		\$614
4 (Exp)	100	13200	5210	Registrar/Postal Services	\$614	

Motion \_\_\_\_\_  
 Second \_\_\_\_\_

Campbell \_\_\_\_\_  
 Jones \_\_\_\_\_  
 Wilck \_\_\_\_\_

Fore \_\_\_\_\_  
 McKay \_\_\_\_\_  
 Wiley \_\_\_\_\_

Gantt \_\_\_\_\_  
 Simpson \_\_\_\_\_





**County of Prince Edward  
Board of Supervisors  
Agenda Summary**

**Meeting Date:** June 8, 2010  
**Item No.:** 6  
**Department:** VDOT  
**Staff Contact:** Sarah Elam Puckett  
**Issue:** Highway Matters

---

**Summary:** Kevin Wright with VDOT will be present to discuss any highway matters with the Board.

**Attachments:** None.

**Recommendation:** None.

Motion \_\_\_\_\_  
Second \_\_\_\_\_

Campbell \_\_\_\_\_  
Jones \_\_\_\_\_  
Wilck \_\_\_\_\_

Fore \_\_\_\_\_  
McKay \_\_\_\_\_  
Wiley \_\_\_\_\_

Gantt \_\_\_\_\_  
Simpson \_\_\_\_\_





**County of Prince Edward  
Board of Supervisors  
Agenda Summary**

**Meeting Date:** June 8, 2010  
**Item No.:** 7  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett/Sarah Elam Puckett  
**Issue:** VDOT Revenue Sharing Program – FY 11

---

**Summary:** The deadline for the FY 11 Revenue Sharing Program is June 18, 2010. Staff is not aware of any projects for which the Board has expressed an interest in seeking funding.

Attached for your consideration is the letter from VDOT. If the Board is interested in applying for funding, a letter of intent and a resolution authorizing the application must be submitted to VDOT by June 18.

If you have a project in mind, please call me in advance of the June 8<sup>th</sup> Board meeting so that we can discuss the project cost with Kevin Wright and prepare the necessary resolution and letter of intent.

**Attachments:** Letter from VDOT

**Recommendation:** To Be Determined.

Motion \_\_\_\_\_ Campbell \_\_\_\_\_ Fore \_\_\_\_\_ Gantt \_\_\_\_\_  
Second \_\_\_\_\_ Jones \_\_\_\_\_ McKay \_\_\_\_\_ Simpson \_\_\_\_\_  
Wilck \_\_\_\_\_ Wiley \_\_\_\_\_



## COMMONWEALTH of VIRGINIA

DEPARTMENT OF TRANSPORTATION  
1401 EAST BROAD STREET  
RICHMOND, VIRGINIA 23219-2000

GREGORY A. WHIRLEY  
ACTING COMMISSIONER

May 11, 2010

TO: County Administrators/City and Town Managers

Subject: FY11 Revenue Sharing Program Follow-Up

As a follow-up to my March 4<sup>th</sup> letter, I wanted to confirm that the FY2010-2011 budget for the Revenue Sharing program stands at \$15 million in state funds.

As a reminder, with less funding available than in past years, it is critical that you familiarize yourself with the requirements and prioritization criteria set forth in Section 33.1-23.05 of the *Code of Virginia* and the Revenue Sharing Program Policy of the Commonwealth Transportation Board. These can be found as appendices of the program guide at <http://www.virginiadot.org/business/local-assistance.asp>.

**The deadline for submitting your application and resolutions through your local VDOT representative remains at June 18, 2010.**

If you have any questions regarding the Program you may contact Debbi Webb-Howells at (804) 786-1519 or by email at [Debbi.Webb-Howells@VDOT.virginia.gov](mailto:Debbi.Webb-Howells@VDOT.virginia.gov). Any questions or assistance needed regarding identifying projects or developing estimates should be directed to your local VDOT contact; or you may also reach me at (804) 786-2745 or [Michael.Estes@VDOT.virginia.gov](mailto:Michael.Estes@VDOT.virginia.gov).

Sincerely,

A handwritten signature in black ink, appearing to read "M. Estes", written over a horizontal line.

Michael A, Estes, P.E.  
Director, Local Assistance Division

cc: Virginia Association of Counties  
Virginia Municipal League



County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: June 8, 2010  
Item No.: 8  
Department: Planning and Community Development  
Staff Contact: Jonathan Pickett  
Issue: Public Hearing- Amendment to County Zoning Ordinance

**Summary:** At is April 19, 2010 meeting, the Prince Edward County Planning Commission held a public hearing on a proposed amendment to Section 3-100.3 of the County Zoning Ordinance to allow multi-family dwellings to be served by private water and sewer systems. Currently, the County Zoning Ordinance requires multi-family dwellings be served by public water and sewer.

The amendment has been requested by Watts Contractor's Inc. and Ross Fickenscher who are proposing to rehabilitate the former Worsham school building, agricultural building and cannery into a total of 20 apartment units. Public Water and sewer are not currently available at the former Worsham School property, and the closest public system is Hampden-Sydney College, which is a little over a mile away.

- Attachments:**
- 1) Notice of Public Hearing
  - 2) Section 3-100.3 of the County Zoning Ordinance
  - 3) Staff Report
  - 4) Draft Minutes of April 19, 2010 Planning Commission Meeting
  - 5) E-mail from HSC Fire Department

**Recommendation:** Staff recommends approval of the amendment to Section 3-100.3 of the County Zoning Ordinance to read as follows:

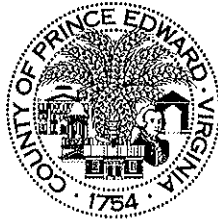
*3) All multi-family dwellings shall be served by public water and sewer. Exceptions may be considered during the rezoning process for projects involving the rehabilitation of existing structures.*

Motion \_\_\_\_\_  
Second \_\_\_\_\_

Campbell \_\_\_\_\_  
Jones \_\_\_\_\_  
Wilck \_\_\_\_\_

Fore \_\_\_\_\_  
McKay \_\_\_\_\_  
Wiley \_\_\_\_\_

Gantt \_\_\_\_\_  
Simpson \_\_\_\_\_



Please publish the following Notice of Public Hearing in the **Friday, May 21, 2010 and Friday, May 28, 2010** editions of *The Farmville Herald*. Please provide a Certificate of Publication to the Prince Edward County Administrator's Office.



#### NOTICE OF PUBLIC HEARING

PUBLIC HEARING – The Prince Edward County Board of Supervisors will hold a public hearing to receive citizen input on a proposed amendment to Section 3-100.3 (Page 73) of the Prince Edward County Zoning Ordinance. The current ordinance requires multi-family dwellings be served by public water and sewer. The proposed amendment provides that *“exceptions may be considered during the rezoning process for projects involving the rehabilitation of existing structures.”* The public hearing is scheduled for Tuesday, June 8, 2010 at 7:30 p.m. in the Board of Supervisors Room, located on the Third Floor of the Prince Edward County Courthouse, 111 South Street, Farmville, Virginia. A copy of the proposed amendment is available for public review on the County's web site at [www.co.prince-edward.va.us](http://www.co.prince-edward.va.us) or in the Prince Edward County Administrator's Office, TEL: 434-392-8837. It is the County's intent to comply with the requirements of the Americans with Disabilities Act. Should you need special accommodations, please contact the Prince County Administrator's Office prior to June 4, 2010.

By Order of the Board of Supervisors  
W.W. Bartlett, County Administrator




PROPOSED AMENDMENT TO ZONING ORDINANCE (in italics)

Multi-Family Dwellings

- (A) Intent: The following minimum standards are intended to create a safe and healthy multi-family living environment. Setback and density regulations have been established to ensure an adequate separation between buildings
- (B) General Standards:
1. Applicants for multi-family developments shall submit a site plan in accordance with Sec. 4-100 of this ordinance. The submitted site plan shall be approved by the County prior to commencing development of the site.
  2. The following minimum lot areas shall be required for all multi-family dwelling units. The listed square footage requirements shall be in addition to a base minimum lot area required by the district regulations.

Number of Bedrooms in Unit	Square feet Required
Efficiency	1,500
One Bedroom	2,000
Two Bedroom	2,500
Three Bedrooms	3,000
Four or more Bedrooms	3,500

For the purposes of calculating minimum lot area requirements, any room, other than a living room, dining room or area, kitchen, or bathroom that could be used for sleeping purposes shall be counted as a bedroom.

- 
3. All multi-family dwellings shall be served by public water and sewer. *Exceptions may be considered during the rezoning process for projects involving the rehabilitation of existing structures.*
  4. A minimum 40 foot separation shall be provided between buildings containing multi-family dwellings. This minimum separation may be reduced to 20 feet if both facing walls contain no windows, doors or balconies, or the corners of adjacent buildings are at right angles to one another.
  5. Any new or expanded multi-family use containing over 20 units shall devote a minimum of 10 percent of the area of the development to recreational and open space uses.
  6. Open space and recreation areas may be passive or active. The location and character of open space and recreation areas should be appropriate to meet the needs of residents and shall include such facilities as recreation centers, swimming pools, athletic courts, bikeways, walking trails, picnic areas, tot lots and other similar facilities.

REVISED STAFF REPORT  
BOARD OF SUPERVISORS MEETING  
AMENDMENT TO SECTION 3-100.3 OF COUNTY ZONING ORDINANCE

1) Summary of Request

Section 3-100.3 of the zoning ordinance requires multi-family dwellings be served by public water and sewer. Neither is available at the Worsham School location, therefore, an amendment to this section of the zoning ordinance is requested.

2) Public Comments

Prior to the planning commission meeting, staff was made aware that the Prince Edward County Area Firefighters Association, as well as Hampden-Sydney College (e-mail attached), were not against the project per se, but were against amending the county zoning ordinance to allow private water and sewer to serve the site. The firefighters felt public water should be required to assist in firefighting; and the college felt it could provide the water from it's existing system, if the developer extended the water lines. At the public hearing, a representative from the firefighters spoke. He still felt public water would be most beneficial, but was encouraged to hear that the applicant was willing to install additional water storage, should the project go forward without public water. No one from the college attended the hearing.

3) Planning Commission Hearing and Recommendations

A soil scientist spoke on the sewage disposal system planned for the project. Following the hearing, the commission voted unanimously to recommend the following:

- a) Approval of amending Section 3-100.3 of the Prince Edward County Zoning Ordinance to allow private water and sewer to serve multi-family projects, as long as the project involves the rehabilitation of existing structures.

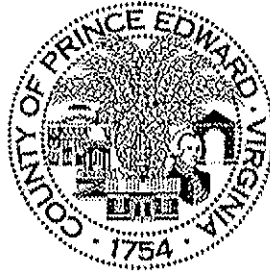
Specifically item # 3 on page 74 of the ordinance, would read:

"All multi-family dwellings shall be served by public water and sewer. Exceptions may be considered during the rezoning process for projects involving the rehabilitation of existing structures."

## STAFF RECOMMENDATIONS

Concerning the request to amend Section 3-100.3 of the Prince Edward County Zoning Ordinance, staff recommends approval. However, staff feels the amendment should be narrowly tailored to this type of development. My reasoning is that the provision requiring public water and sewer for multi-family dwellings was included in the ordinance, so large residential buildings would be sited in parts of the county where services were adequate and where growth is encouraged. My recommendation is to add the following provision after the water and sewer requirement on page 74: *"Exceptions may be considered during the rezoning process, for projects involving the rehabilitation of existing structures"*. This language greatly restricts the development of multi-family housing in areas of the county without public water and sewer, while at the same time, giving the Planning Commission and Board of Supervisors flexibility in dealing with unique projects, such as the one being proposed. New construction of multi-family dwellings would still not be permitted, unless public utilities are available.

If public water and sewer is required, then this project will probably not proceed. The cost of running water alone is estimated at between \$200,000 and \$300,000. While public utilities at this site would be ideal, staff feels the benefits of the project outweigh the negatives of not having these utilities. In addition, the applicant is willing to provide additional water storage. I have been inside all the buildings, and the school and agriculture buildings are suffering considerable water damage. As time goes by, this situation will only worsen, therefore, any delays in the project will likely only increase the cost of rehabilitation.



**Prince Edward County Planning Commission  
Meeting Minutes  
April 19, 2010  
7:30 p.m.**

Members Present: William Porterfield, Chairman  
Sam Coleman, Vice-Chairman  
Donald Gilliam  
Lee Hicks, Jr.  
Bobby Jones  
Jack Leatherwood  
Chris Mason  
John Townsend, III  
Sally Gilfillan

Members Absent: Thomas Pairet

Staff Present: Jonathan Pickett, Director of Planning and Community Development  
Alecia Daves-Johnson, Planner

The meeting was called to order at 7:30 pm by Chairman Porterfield.

Chairman Porterfield asked for any changes to the minutes of the March 16, 2010 meeting. Hearing none he declared them approved.

Chairman Porterfield opened the public hearing, the purpose of which is described below:  
Request of Watts Contractors, Inc. and Ross M Fickenscher to rezone from A-1 (Agricultural Conservation) to R-3 (Medium Density Residential) an 8.96 acre parcel, owned by Watts Contractors, Inc., located at 8832 Abilene Road (Worsham School property; tax map # 064-A-59). The purpose of this request is to permit the applicants to convert the school building, as well as the former agricultural building and cannery building, into a total of 20 apartments.

Chairman Porterfield postponed the staff report and acknowledged the speaker representing the applicant. Ross Fichenscher approached the podium and introduced himself. He provided an overview of the project. The former Worsham School building, circa 1927, has achieved a state and federal historic building designation. The project will include rehabilitation of the school and two accessory buildings, resulting in a total of 20 apartment units, designed as luxury units, and intended for rent by young professionals. It is proposed to have sixteen 1-bedroom units, and four 2-bedroom units. The rent will be structured as an all-inclusive rent payment, so the owner has an incentive to rehabilitate the structure as energy efficiently as possible. Mr. Fickenscher showed examples of similar rehabilitation projects in which he has played a role.

Following the overview, Mr. Coleman inquired about the occupancy rates of the other example projects. Mr. Fickenscher replied that 123 units in Petersburg has a 95% occupancy.

Ms. Gilfillan asked whether the applicant had investigated the occupancy rate of other apartment rental properties in the Farmville area; (yes) and what would stop college students from renting these units and overloading them, emphasizing her concern for water consumption. Mr. Fickenscher agreed that there would be no restriction prohibiting college students from renting the units but added that the water supply well design criteria would be based on a 2 person per bedroom occupancy rate.

Mr. Leatherwood inquired whether a property manager would occupy the building. (No.)

Chairman Porterfield inquired about plans for the sawdust presently stored on site by Longwood University. Mr. Fickenscher explained that the stockpile contract would not be renewed if the rezoning request was approved and the proposed project moved forward.

Ms. Gilfillan expressed her concerns again about an adequate water supply. Mr. Fickenscher explained that the VA Dept of Health called for 3 wells at the site to serve the 24 bedroom building. He offered that the building is situated on 9 acres, so finding satisfactory well sites is anticipated, and reiterated the compliance requirements with VA Dept of Health. Mr. Fickenscher turned to Mr. Paul Louis to discuss the site assessment and on-site waste water system planned.

Mr. Louis, a certified professional soil scientist and licensed Authorized Onsite Soil Evaluator, explained the evaluation conducted at the Worsham School property. He distributed a hand-out which detailed the on-site waste water treatment system designed for the estimated 3,300 gallons per day of effluent from this project. The system included a 4,000 gallon capacity septic tank, followed by a 2,000 gallon Flow Equalization Tank, two reactor tanks for treatment, and a 4,000 gallon pump tank before the effluent was sent to the drain field. The plan included a 100% Reserve Drain Field Area, and the primary and reserve drain fields were both located within the property.

Chairman Porterfield asked Jonathan about estimated costs to provide a water line to the project. Mr. Pickett provided an estimate of \$300,000 to extend service from the Hampden-Sydney system to this site.

Chairman Porterfield called for questions from the Planning Commissioners. A speaker from the audience asked a question pertaining to an evergreen buffer along the northwest property boundary closest to her home. A dense vegetated buffer exists presently. The applicant agreed to plant evergreens.

Various speakers from the audience commenced in direct questioning of the applicant, asking whether the applicant had project examples from rural projects or only "city". The applicant replied that all past project experience was in the urban setting. Another asked where the parking lot would be located. Applicant answered that it was to be determined based on the grading design.

Chairman Porterfield asked the Planning Commissioners for further questions.

Planning Commissioner Townsend asked what effect the loss of power would have on the fire suppression sprinkler system. Chairman Porterfield added a question of whether a back-up generator with an automatic transfer is planned. The applicant admitted that there were presently no plans to provide a generator at the site.

Following this discussion, Chairman Porterfield invited public comment. Mr. Pickett requested that members of the audience approach the podium and use the microphone for their comments. Mrs. Chernault asked about the asbestos concerns and how it would be disposed. Mr. Fickenscher will contract a certified lead abatement and asbestos abatement firm to identify the materials and remove and dispose of the materials properly.

Mr. Tony Williams introduced himself as a member of the Prince Edward IDA, a PE Volunteer Fire Department, the Prince Edward Area Firefighters Association and a full-time firefighter in Dinwiddie County. He reminded the Commissioners of several recent fires in large housing units in this area and pointed out that "water put the fires out." He distributed a hand-out proposing costs and benefits of extending the water line from the HSC system. If the public water was not made available, he recommended an underground tank with a fire pump and suggested the tank be a cistern which would collect the rainwater from the building's roof.

Commissioner Gilliam asked for clarification that if the water line was extended, the three private wells would not be needed which could be an area of cost transfer. Mr. Williams noted that the three wells would not be needed if public water supply was available.

Mr. Williams continued to suggest that PE County, the Public Water Authority, HSC, and the Developer could share construction costs, then transfer ownership of the line to the water authority with an agreement that any water taps installed on the line during a certain period of time would direct funds to the developer to reimburse his percentage of expenses associated with the line extension. The extension would also bring public water closer to Sage Brook, a HSC student housing complex, and the Prince Edward County Cannery.

Mr. L.L. Irving identified himself as the property owner across Rt 665 from the project and asked the applicant why this project "in the country" was chosen. Mr. Fickenscher replied that the size and price was not available elsewhere in Farmville and that their business was to rehabilitate old properties, so this was an ideal project for his first break. Mr. Irving also asked what the asbestos abatement would cost. The applicant replied that it is estimated between \$50,000 and \$75,000.

Commissioner Coleman asked whether the applicant could foresee building additional units on the 9 acre site if public water and wastewater became available. Mr. Fickenscher stated it was not in the current plan.

Commissioner Gilfillan asked whether the developer was willing to discuss terms and conditions of extending the public water service with the County. Mr. Fickenscher stated that he was willing to enter those discussions.

Mr. Pickett interjected that there was some doubt about the Health Department allowing the expansion of the HSC system, citing a previous conversation with the regional office as it pertained to a large community development in the nearby area.

Chairman Porterfield inquired about how secure the construction financing is for the project. Mr. Fickenscher assured him that full support was available through a community bank in Richmond.

Vice-Chairman Mason asked whether Hampden-Sydney College had offered any assistance toward the line extension. Mr. Pickett replied that they had not, and that HSC hasn't expressed any interest in extending the line to the Sage Brook residences in the years that the student duplexes had been occupied.

Chairman Porterfield closed the public hearing at 8:52 p.m. He offered a motion recommending the Board of Supervisors approve the conditional re-zoning of the former Worsham School Property (Tax map #064-A-59) from Agricultural Conservation to Medium-Density Residential for the purpose of renovation of the three Worsham School buildings to one- and two-bedroom

apartments, subject to a satisfactory site plan with the condition that adequate water be available for fire suppression purposes.

There was discussion from Commissioners, clarifying that the wording "rehabilitation" would prevent new construction of additional units on the site and that the requirement for the developer to enter into a conversation with the County about the public water supply be added to the conditions.

The following motion was finalized and approved by unanimous vote of the Commission:  
"The Planning Commission recommends to the Board of Supervisors approval of a conditional rezoning of the former Worsham School property from Agricultural Conservation to Medium-Density Residential for the purpose of rehabilitation of the three Worsham School buildings to twenty units of one- and two-bedroom apartments, subject to agreement with the county planner on buffer planting, light spill, adequacy of water supply, and storage for firefighting emergency."

**RECOMMENDATION TO THE BOARD OF SUPERVISORS:**

The Planning Commission recommends to the Board of Supervisors approval of a conditional rezoning of the former Worsham School property from Agricultural Conservation (A-1) to Medium-Density Residential (R-3) for the purpose of rehabilitation of the three Worsham School buildings to twenty units of one- and two-bedroom apartments, subject to agreement with the county planner on buffer planting, light spill, adequacy of water supply, and water storage for firefighting emergency.

Chairman Porterfield called for discussion concerning the Worsham School Re-zoning applicants' request for an amendment to Sec. 3-100.3 of the Prince Edward County Zoning Ordinance, to allow the project to be served by private water and sewer. Presently, the ordinance (page 73) requires multi-family dwellings be served by public water and sewer. Mr. Pickett had provided a staff report containing proposed language which narrowly tailored any change in the ordinance to projects which involved rehabilitation of existing structures, but would not encourage new construction of multi-family housing in areas without public water and sewer service.

Chairman Porterfield moved to adopt language to amend Section 3-100.3 of the Prince Edward County Zoning Ordinance by adding the following language after the water and sewer requirement presently found on page 74 of the ordinance, "Exceptions may be considered for projects involving the rehabilitation of existing structures." The motion was met with unanimous approval by Commission vote.

**RECOMMENDATION TO THE BOARD OF SUPERVISORS:**

The Planning Commission recommends to the Board of Supervisors approval of an amendment to the Prince Edward County Zoning Ordinance, adding the following language, "Exceptions may be considered for projects involving the rehabilitation of existing structures." to Section 3-100.3 following the water and sewer requirement presently found on page 74 of the ordinance.

**By-Laws:**

Mr. Pickett identified a proposed change in the By-Laws concerning meeting frequency which would not comply with state requirements. Two of the planning commissioners who recently completed the certification course reminded the staff of a Code of Virginia Section 15.2-2214, which requires the local planning commission shall meet at least every two months.

Commissioner Gilfillan made a motion to add the meeting frequency per state code to the By-laws.

The motion was approved with a unanimous vote from the Commissioners.

**Information Items:**

Chairman Porterfield called for any additional business or information items. Hearing none, the meeting was adjourned at 9:01 p.m.



## Sarah Puckett

---

To: spuckett@co.prince-edward.va.us  
Subject: FW: Worsham High

---

**From:** Warner Winborne [mailto:wwinborne@hsc.edu]  
**Sent:** Wednesday, April 07, 2010 9:54 PM  
**To:** [tojowilliams@aol.com](mailto:tojowilliams@aol.com)  
**Cc:** [nkrueger@hsc.edu](mailto:nkrueger@hsc.edu)  
**Subject:** Worsham High

Tony,

I spoke with Norm Krueger, Hampden-Sydney's Vice President for Business Affairs, about the Worsham school and your proposal to seek a proffer requiring the developer to install municipal water. Mr. Krueger was highly supportive of your proposal, and offers the College's endorsement. I am including Mr. Krueger as a recipient of this email, so that in case I misstate our understanding, he can quickly correct matters.

Mr. Krueger and Hampden-Sydney College join the Prince Edward Area Firefighter's Association in its opposition to the developer's request for an exemption of the requirement to provide municipal water to a multi-family residential occupancy. Mr. Krueger expressed deep concern over the request, noting that it would defeat the obvious and salutary purposes of the requirement. Hampden-Sydney College also is willing to have the developer connect to Hampden-Sydney's water system. As Mr. Krueger noted, not only would this meet the code requirements for the developer, it would also provide municipal water to the residents along Kingsville Road and Abilene Road as far as the cannery. There are quite a few houses and some substantial occupancies there, not the least of which is the Sagebrook, which houses Hampden-Sydney students. The ability to provide a hydrant and fire sprinklers to the Sagebrook is certainly attractive to the College.

Mr. Krueger and I spent quite some time discussing the future of municipal water in Prince Edward county, and the certainty that responsibility for municipal water would be transferred from the Town of Farmville and Hampden-Sydney College to the county. At that time the two separate water systems would be linked along Farmville Road. We discussed the possibility of continuing that line down Farmville Road to Worsham. I think that would serve the county's interests, if they desire to stimulate development south of Farmville. From an admittedly narrow perspective, it would also provide the H-SVFD with a fill site which would greatly increase the efficiency of water shuttle operations for the southern end of the county. Of course, this is outside the scope of the Association's proposal.

In short, Hampden-Sydney College is in complete agreement with the Prince Edward Area Firefighter's Association over the issue of the zoning request for the old Worsham High School. Moreover, the College is perfectly willing to permit the developer to connect to its water system. And you are free to indicate the College's support for the Association's proposal at the meeting of the Planning Commission.

Should you have any questions about the matter, please let me know. If you would like for me to attend the meeting of the Planning Commission, I will certainly do so if possible.

Sincerely,

Warner Winborne  
Chief, H-SVFD





**County of Prince Edward  
Board of Supervisors  
Agenda Summary**

**Meeting Date:** June 8, 2010  
**Item No.:** 9  
**Department:** Planning and Community Development  
**Staff Contact:** Jonathan Pickett  
**Issue:** Public Hearing- Rezoning

---

**Summary:** At its April 19, 2010 meeting, the Prince Edward County Planning Commission held a public hearing on a request from Watts Contractor's Inc. and Ross Fickenscher to rezone the former Worsham School property from A-1 (Agricultural Conservation) to R-3 (Medium Density Residential). The purpose of this request is to allow for the rehabilitation of the former Worsham school building, agricultural building and cannery into a total of 20 apartment units.

Following its Public Hearing, the Planning Commission voted to recommend approval of the request conditional on the applicants providing additional water storage on-site for firefighting purposes. The specific Planning Commission recommendations are included in the attached staff report. In addition, staff will work with the applicants during the site review process to address any buffer and lighting concerns, should the rezoning be approved.

- Attachments:**
- 1) Notice of Public Hearing
  - 2) Staff Report
  - 3) Letter from Ross Fickenscher proffering additional water storage

Note: The April 19, 2010 Planning Commission meeting minutes are included as an attachment with Agenda Summary 8.

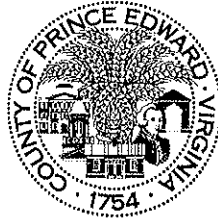
**Recommendation:** Staff recommends approval of the rezoning request, per the Planning Commission's recommendations.

Motion \_\_\_\_\_  
Second \_\_\_\_\_

Campbell \_\_\_\_\_  
Jones \_\_\_\_\_  
Wilck \_\_\_\_\_

Fore \_\_\_\_\_  
McKay \_\_\_\_\_  
Wiley \_\_\_\_\_

Gantt \_\_\_\_\_  
Simpson \_\_\_\_\_



Please publish the following Notice of Public Hearing in the **Friday, May 21, 2010** and **Friday, May 28, 2010** editions of *The Farmville Herald*. Please provide a Certificate of Publication to the Prince Edward County Administrator's Office.



### NOTICE OF PUBLIC HEARING

PUBLIC HEARING – The Prince Edward County Board of Supervisors will hold a public hearing to receive citizen input prior to considering a request from Watts Contractors, Inc. and Ross M. Fickenscher to rezone from A-1 (Agricultural Conservation) to R-3 (Medium Density Residential) an 8.96 acre parcel, owned by Watts Contractors, Inc., located at 8832 Abilene Road (old Worsham School property, Tax Map# 064-A-59). The purpose of this request is to permit the applicants to convert the former school building and the former agricultural and cannery buildings into a total of 20 apartments. The public hearing is scheduled for Tuesday, June 8, 2010 at 7:30 p.m. in the Board of Supervisors Room, located on the Third Floor of the Prince Edward County Courthouse, 111 South Street, Farmville, Virginia. A copy of the Staff Report and Planning Commission recommendation are available for review on the County's web site at [www.co.prince-edward.va.us](http://www.co.prince-edward.va.us) or in the County Administrator's Office, TEL: 434-392-8837. It is the County's intent to comply with the requirements of the Americans with Disabilities Act. Should you need special accommodations, please contact the Prince County Administrator's Office prior to June 4, 2010.

By Order of the Board of Supervisors  
W.W. Bartlett, County Administrator

REVISED STAFF REPORT  
BOARD OF SUPERVISORS MEETING  
FICKENSCHER / WATTS CONTRACTORS REZONING REQUEST

1) Summary of Request

The applicants are proposing to convert the three buildings on the Worsham School property (8832 Abilene Rd), into a total of 20 apartments. The buildings will be renovated and the equipment and debris on the property removed. Under the Prince Edward County Zoning Ordinance, apartments are permitted in only the R-3 (Medium Density Residential) zone. Therefore, a rezoning is needed for this project to proceed.

2) Adherence to Comprehensive Plan

The property is located adjacent to the Development Area identified in the county's land use map. It is also located within a quarter mile of Route 15, at the western edge of the Worsham community. These areas are targeted for future residential and commercial development. Specifically, the following classes in the comprehensive plan support this request:

- a) Page 72 – Development area proposes encouraging new residential development. The project location is adjacent to this area on the county's land use map.
- b) Page 83 – Objective # 8 – Enhance community appearance and property maintenance.
- c) Page 84 – Objective # 1 – Ensure that adequate land is available for housing of various styles and densities.
- d) Page 84 – Objective # 2 – Promote innovative housing designs and residential communities

3) Zoning and Existing Land Use

The property is presently zoned A-1 (Agricultural Conservation) and is used as an equipment storage area. Longwood University also stores sawdust on the property, which is used as fuel in the University boilers.

4) Adjoining Properties and Uses

The property to the north is zoned A-2 (Agricultural Residential) and is presently used for agricultural purposes. The properties to the east, south and west are zoned A-1. A farm is located to the south and west of the property, while a vacant lot is located to the east.

5) Utilities

Neither public water nor sewer is available at the site, with the closest such systems located at Hampden-Sydney College, which is a little over one mile away. Private wells will supply water to the apartments, and a 600-gallon storage tank will be located on-site for fire suppression purposes. An alternate on-site disposal system, utilizing a mass drain field, is proposed for sewage treatment. These plans are being prepared for health department review.

6) Transportation Access / Traffic Generator

The site is located at the intersection of Abilene Rd. and Marshall Rd. The main access point will be the current entrance to the property on Abilene Rd., with a secondary access onto Marshall Rd.

Traffic generation for this project is projected at 6.72 per dwelling unit. The proposal calls for 16 one-bedroom and 4 two-bedroom apartments, which equate to about 161 trips per day. This amount of traffic should have little impact on traffic patterns.

7) Emergency Services

The proposed project is 1.2 miles from the Hampden-Sydney Fire Department, and 7.8 miles from the Prince Edward Rescue Squad. The fire department also has a first responder emergency medical unit.

The request is not expected to have a significant impact on emergency response delivery. However, the fire department is concerned about adequate water capacity, in the event of a fire. The applicant is agreeable to providing additional water storage on-site for fire fighting purposes. The exact amount of storage provided will be determined during the site review process, should the project be approved.

8) Schools

The project will have little, if any, impact on schools. With mainly one bedroom apartments, very few, if any, children would be expected to reside at the project location.

9) Public Comment

.As of May 3, 2010, I have received three phone calls from nearby property owners, all of which occurred prior to the planning commission public hearings. The three individuals I spoke with were generally in favor of the project, but two did have questions about sewage disposal. Both of them spoke at the planning commission hearing and seemed to have their questions answered satisfactorily.

#### 10) Planning Commission Hearing and Recommendations

The three speakers discussed above spoke at the hearing, as well as another individual, who inquired about buffering on the south side of the site. While some natural buffer already exists, the applicants were agreeable to planting some additional evergreens in that area.

A soil scientist spoke on the sewage disposal system planned for the project. Following the hearing, the commission voted unanimously to recommend the following:

- a) Approval of a conditional rezoning of the former Worsham School property from Agricultural Conservation (A-1) to Medium Density Residential (R-3) for the purpose of rehabilitation of the three Worsham School buildings, to twenty units of one and two-bedroom apartments, subject to agreement with the county planner or buffer planting, light spill, adequacy of water supply, and water storage for firefighting emergency.

## STAFF RECOMMENDATIONS

Staff recommends approval of the rezoning request. The project itself will provide a significant benefit to the community for the following reasons:

- Rehabilitation of Existing Structures

The three buildings on the property continue to deteriorate, due to lack of use and maintenance. The project will restore these structures to usable condition and provide 20 housing units.

- Clean-up of Property

As part of the project, the property will be cleaned. This will benefit everyone in the area by greatly improving the overall appearance of the property.

- Economic Benefit

The construction phase of the project is estimated at \$2 million, some of which will likely flow to local businesses.

In addition, the assessed value of the property will increase significantly from the current value of \$ 160,200.

Again, staff recommends approval of the rezoning, but with the condition the property be used only for multi-family housing, resulting from the rehabilitation of existing structures and that additional water storage be provided on-site.



Ross Fickenscher  
614 N. 1st Street  
Richmond, VA 23219

Monday April 19, 2010

Mr. Jonathan Pickett  
Prince Edward County --  
Department of Planning & Community Development  
111 South Street, 3<sup>rd</sup> Floor  
Farmville, VA 23901  
(PO Box 382, Farmville, VA 23901)

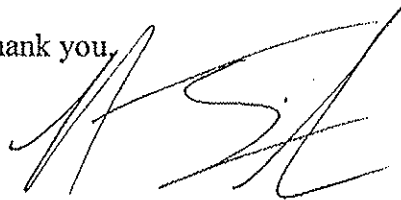
re: Worsham School

Mr. Pickett,

Pursuant to your request, I acknowledge the concern that has been identified regarding available water supply for fire suppression at the Lofts At Worsham School. I will work with my engineers and contractors in providing additional water storage at the facility that is greater than that required by the applicable building codes.

I look forward to working further with you on this matter.

Thank you,

A handwritten signature in black ink, appearing to read 'R. Fickenscher', written over a horizontal line.

Ross Fickenscher  
614 N. 1st Street  
Richmond, VA 23219  
804-925-0109  
ross.fick@gmail.com





**County of Prince Edward  
Board of Supervisors  
Agenda Summary**

**Meeting Date:** June 8, 2010  
**Item No.:** 10  
**Department:** County Administrator  
**Staff Contact:** W.W. Bartlett  
**Issue:** Supplemental Budget Request From Robert Russa Moton Museum

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**Summary:** Attached for your consideration is a budget request from the Robert Russa Moton Museum. The Museum has received two grant awards and both require matching funds.

**Attachments:** Letter of May 24, 2010 from Lacy Ward, Jr. with attachments

**Recommendation:** The Board will wish to consider this as an FY 11 Budget action.

Motion \_\_\_\_\_  
Second \_\_\_\_\_

Campbell \_\_\_\_\_  
Jones \_\_\_\_\_  
Wilck \_\_\_\_\_

Fore \_\_\_\_\_  
McKay \_\_\_\_\_  
Wiley \_\_\_\_\_

Gantt \_\_\_\_\_  
Simpson \_\_\_\_\_



ROBERT RUSSA

**MOTON MUSEUM** A Center for the Study of Civil Rights in Education

May 24, 2010

Prince Edward County Board of Supervisors  
c/o Mr. W. Wade Bartlett  
County Administrator, Prince Edward County  
PO Box 382  
Farmville, VA 23901

Dear Members:

The Robert Russa Moton Museum writes to request that Prince Edward County provide either a \$150,000 match for a recent grant from the Mary Morton Parsons Foundation, or a \$75,000 match for a recent grant from the Robert G. Cabell, III and Maude Morgan Cabell Foundation.

In either case the amount provided by Prince Edward County will be matched by equal funding from the Virginia Tobacco Indemnification and Community Revitalization Commission. The following table outlines the total impact of a county contribution.

<b>Parsons Foundation Challenge Grant</b>		<b>Cabell Foundation Challenge Grant</b>	
Contributions		Contributions	
Parsons Foundation	\$150,000	Parsons Foundation	\$150,000
Tobacco Commission	\$150,000	Tobacco Commission	\$75,000
Prince Edward County	\$150,000	Prince Edward County	\$75,000
<b>TOTAL</b>	<b>\$450,000</b>	<b>TOTAL</b>	<b>\$300,000</b>

A \$150,000 match of Parsons will result in \$450,000 in total funding. A \$75,000 match of Cabell will result in \$300,000 in total funding. Both represent considerable return on county investment.

The enclosed award letters outline the requirements of each recent award. Thank you for your consideration of our request.

Sincerely yours,

Lacy Ward, Jr.  
Director

enclosures

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# THE MARY MORTON PARSONS FOUNDATION

---

Established 1988

May 17, 2010

Foundation Directors

Joseph L. Antrim, III  
*President and Treasurer*  
Charles F. Witthoefft  
*Vice President and Secretary*  
Dr. William C. Day  
Palmer P. Garson  
Thurston R. Moore

Amy P. Nisenson  
*Executive Director*

Mr. Lacy Ward, Jr.  
Director  
Robert Russa Moton Museum  
PO Box 908  
Farmville, VA 23901

Dear Mr. Ward:

*Lacy*

It is indeed a pleasure to advise you that the Directors of The Mary Morton Parsons Foundation have approved a 2:1 matching grant of \$150,000 to Robert Russa Moton Museum for the construction of the 60th anniversary student strike exhibit in Prince Edward County. Matching funds must be from sources as a direct result of our commitment. We prefer that the matching process be completed within twelve months. If this is not possible please submit to me a progress report with a request for an extension of time.

When you have raised the \$300,000 necessary to complete the match and are in a position to begin the project, let us know and we will send you a check in full payment of our grant.

The current economic circumstances and prior commitments combined to make this an extremely difficult funding cycle for The Parsons Foundation. I am glad we were in a position to assist Robert Russa Moton Museum in this project and wish you every success in your efforts to match this grant.

Sincerely,



Amy P. Nisenson  
Executive Director

APN/bdt

**The Robert G. Cabell III and  
Maude Morgan Cabell  
Foundation**

May 20, 2010

Foundation Directors

Charles L. Cabell  
*President*  
J. Read Branch, Jr.  
*Vice President*  
Elizabeth Cabell Jennings  
*Secretary*  
Patteson Branch, Jr.  
*Treasurer*

Mr. Lacy Ward, Jr., Director  
Robert Russa Moton Museum  
P. O. Box 908  
Farmville, VA 23901

Dear Mr. Ward:

Joseph L. Antrim, III  
J. Read Branch, Jr.  
Patteson Branch, Jr.  
Patteson Branch, III  
Charles L. Cabell  
John B. Cabell  
Elizabeth Cabell Jennings  
Mary Z. Zeugner

Congratulations! On behalf of the Board of Directors of the Cabell Foundation, it is my pleasure to inform you that a challenge grant in the amount of \$150,000 has been awarded to the Robert Russa Moton Museum to support the development of the Museum's permanent exhibits. Matching funds should be raised one to one with new funds pledged after May 20, 2010. The Foundation further requires that no more than 50% of the matching funds come from other private foundations. The grant will be paid when you confirm that the challenge match has been met. This grant will expire on June 30, 2011.

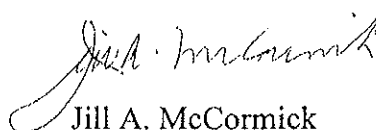
Jill A. McCormick  
*Executive Director*

The Foundation requires a brief narrative report at the end of the project year. This report should include information about the results of the project, both anticipated and unexpected, how the project advances the mission of your agency, and the impact Cabell Foundation support had in achieving your proposed objectives. This report, in your own format, is required prior to the Foundation accepting subsequent proposals for consideration.

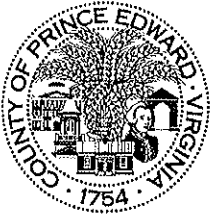
Please be advised that if you wish to acknowledge this award in any of your communications, the Foundation prefers to be referred to as The Cabell Foundation. Further, we do not request or require any designated facility space be named in honor of the Cabell Foundation. If you wish to do so, please contact me at the Foundation office.

We wish you success in this endeavor.

Sincerely,



Jill A. McCormick  
Executive Director



**County of Prince Edward  
Board of Supervisors  
Agenda Summary**

**Meeting Date:** June 8, 2010  
**Item No.:** 11  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett/Sarah Elam Puckett  
**Issue:** Amendment to County Motor Vehicle License Tax Ordinance

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**Summary:** At the May 11, 2010 Board meeting, the Board held a public hearing on amendments to the County's Motor Vehicle License Tax, which would effectively increase the tax on most vehicle classifications by \$10.00.

The Board took no action at the May Board meeting.

**Attachments:** Proposed Amended Motor Vehicle Tax Rates

**Recommendation:** The Board will wish to consider action on the proposed amendments to the Motor Vehicle License Tax Ordinance.

Motion \_\_\_\_\_  
Second \_\_\_\_\_

Campbell \_\_\_\_\_  
Jones \_\_\_\_\_  
Wilck \_\_\_\_\_

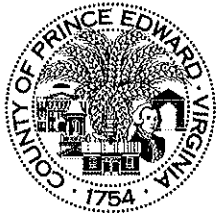
Fore \_\_\_\_\_  
McKay \_\_\_\_\_  
Wiley \_\_\_\_\_

Gantt \_\_\_\_\_  
Simpson \_\_\_\_\_

Proposed Amendments -- Motor Vehicle License Tax  
 May-10

Class Code	Description	Estimated Vehicle Count	Current License Tax	Proposed License Tax
01	Automobiles	10,572	\$25.00	\$35.00
07	Farm Trucks	192	\$25.00	\$35.00
09	Trucks < 7500 lbs	4,084	\$25.00	\$35.00
11	Motorcycles	338	\$15.00	\$25.00
13	Trailers	3,201	\$15.00	\$18.00
25	Motor Homes	50	\$25.00	\$35.00
45	Antique Veh 1st Yr	---	\$30.00	\$35.00
51	Trucks > 7500 lbs	1,268	\$35.00	\$45.00
NG	National Guard	27	\$15.00	\$15.00
	Total Tax			





**County of Prince Edward  
Board of Supervisors  
Agenda Summary**

**Meeting Date:** June 8, 2010  
**Item No.:** 12  
**Department:** County Administrator  
**Staff Contact:** W.W. Bartlett  
**Issue:** FY11 COUNTY BUDGET

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**Summary:**

Attachment 1 is a Sample Motion which approves the FY11 Total County Budget in the Amount of \$53,652,905. This amount contains the Budgets of the General, Welfare, School, School Cafeteria, Landfill Construction, Water, Sewer, Retirees Benefit and Piedmont Court Services Funds. The amounts for each fund are listed in Attachment 3. The General Fund Budget assumes the Mary E. Branch Community Center is funded in the amount of \$23,750 - all previously approved Board adjustments have been incorporated.

Attachment 1 also sets the 2010 tax rates.

Specific departmental budgets and appropriations are listed in Attachment 3.

**Attachments:**

- Attachment 1 – Sample budget approval and tax rate motion.
- Attachment 2 – Annual budget appropriation resolution.
- Attachment 3 – Listing of FY11 appropriations

**Recommendation:**

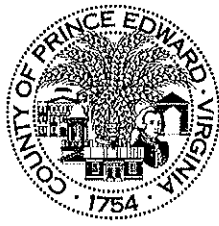
Approve the budget and appropriations as presented..

Motion \_\_\_\_\_  
Second \_\_\_\_\_

Campbell \_\_\_\_\_  
Jones \_\_\_\_\_  
Wilck \_\_\_\_\_

Fore \_\_\_\_\_  
McKay \_\_\_\_\_  
Wiley \_\_\_\_\_

Gantt \_\_\_\_\_  
Simpson \_\_\_\_\_



**Approval of FY 11 County of Prince Edward Budget & Tax Levy**

**SAMPLE MOTION:**

*I move that the FY 11 Prince Edward County budget of \$ 53,652,905 be approved in accordance with Section 15.1-160 of the Code of Virginia, as amended, and the tax levies for tax year 2010 be set at the following amounts per \$100.00 assessed valuation:*

\$ . \_\_\_\_ *Real Estate*  
    .70 *Merchant's Capital*  
    4.20 *Machinery & Tools*  
    4.50 *Personal Property*  
    0.00 *Farm Machinery & Livestock*

*excepting therefrom such segregated property as set forth in Section 58.1-3600 et. seq. (Code of Virginia, 1950, as amended) upon which the tax shall be zero.*

ANNUAL RESOLUTION OF APPROPRIATION OF THE COUNTY OF PRINCE EDWARD FOR THE FISCAL YEAR ENDING JUNE 30, 2011

*A resolution to appropriate designated funds and accounts from specified estimated revenues for FY 2011 for the operating budget and the Capital Improvements Program for the County of Prince Edward and to authorize and empower County officers to expend funds and manage cash assets; and to establish policies under which funds will be expended and managed.*

The Prince Edward County Board of Supervisors does hereby resolve on this 8th day of June, 2010 that, for the fiscal year beginning on July 1, 2010, and ending on June 30, 2011, the following sections are hereby adopted.

- Section 1. The cost centers shown on the attached letter labeled FY2010-2011 Appropriations are hereby appropriated from the designated estimated revenues as approved by the Board of Supervisors on June 8, 2010 for FY 2010-2011.
- Section 2. Appropriations, in addition to those contained in this general Appropriations Resolution, may be made by the Board of Supervisors only if deemed appropriate and there is available in the fund unencumbered or unappropriated sums sufficient to meet such appropriations.
- Section 3. All appropriations herein authorized shall be on the basis of cost centers for all departments and agencies and by Category for the Schools.
- Section 4. The Social Services Board is separately granted authority for implementation of the appropriated funds for their respective operations. By this resolution the Social Services Board is authorized to approve the transfer of any unencumbered balance or portion thereof from one classification of expenditure to another within its respective funds in any amount.

- Section 5. The School Board is separately granted authority for implementation of the appropriated funds for their respective operations. Appropriations for the School Board are by Category. By this resolution the School Board is authorized to approve the transfer of any unencumbered balance or portion thereof from one classification of expenditure to another within a category. Transfer of funds between categories requires prior Approval of the Board of Supervisors.
- Section 6. The County Administrator is expressly authorized to approve transfers of any unencumbered balance or portion thereof from one classification of expenditure to another within the same Fund with the exception of Constitutional Officers for the efficient operation of government. Transfers into or out of a department of a Constitutional Officer requires prior approval of the Board of Supervisors.
- Section 7. All outstanding encumbrances, both operating and capital, at June 30, 2010\* shall be re-appropriated to the FY2011 fiscal year to the same cost center and account for which they are encumbered in the previous year.
- Section 8. At the close of the fiscal year, all unencumbered appropriations lapse for budget items other than those involving ongoing operational projects, or programs supported by grants or County funds, which must be preapproved by the County Administrator or his designee and submitted to the Board of Supervisors for final approval. Such funds must be applied to the purpose for which they were originally approved.
- Section 9. Appropriations previously designated for capital projects will not lapse at the end of the fiscal year but shall remain appropriated until the completion of the project if funding is available from all planned sources, or until the Board of Supervisors, by appropriate ordinance, resolution or other action changes or eliminates the appropriation. Upon completion of a capital project, the County Administrator is hereby authorized to close out the project and return to the funding source any remaining balances. This section applies to all existing appropriations for capital projects at June 30, 2010 and appropriations as they are made in the FY 2011 Budget. The County Administrator is hereby authorized to approve construction change orders to contracts up to an increase of \$10,000.00 as long as funds are available from the funding sources and approve all change orders for reduction of contracts.
- Section 10. The approval of the Board of Supervisors of any grant of funds to the County shall constitute the appropriation of both the revenue to be received from the grant and the County's expenditure required by the terms of the grant, if any. The appropriation of grant funds will not lapse at the end of the fiscal year but shall remain appropriated until completion of the project or until the Board of Supervisors, by appropriate action, changes or eliminates the appropriation. The County Administrator may increase or reduce any grant appropriation to the level approved by the granting agency during the fiscal year. The County Administrator may approve necessary accounting transfers between departments and funds to enable the grant to be accounted for in the correct manner. Upon completion of a

grant project, the County Administrator is authorized to close out the grant and return to the funding source any remaining balance. This section applies to appropriations for grants outstanding at June 30, 2010 and appropriations in the FY 2011 Budget.

- Section 11. The County Administrator may reduce revenue and expenditure appropriations related to programs funded all or in part by the Commonwealth of Virginia and/or the Federal Government to the level approved by the responsible state or federal agency.
- Section 12. The County Administrator is authorized to make transfers to the various funds for which there are transfers budgeted. The County Administrator shall transfer funds as deemed necessary up to amounts budgeted or in accordance with any existing bond resolutions that specify the matter in which transfers are to be made.
- Section 13. The Treasurer may advance monies to and from the various funds of the County to allow maximum cash flow efficiency. The advances must not violate County bond covenants or other legal restrictions that would prohibit an advance. The Treasurer is authorized and directed to credit all interest received from the investment of all County funds to the General fund, with the exception of the School Fund (which will be allowed to maintain a fund balance) School Construction Fund, Economic Development Fund, Recreation Fund, Forfeited Assets Fund, Landfill Fund, D.A.R.E. Fund, VDOT Revenue Sharing Fund (non-local money only) and the Piedmont Court Services Fund, wherein all interest earned will be credited to the respective funds.
- Section 14. All procurement activities with funds appropriated herein shall be made in accordance with the County purchasing policy and applicable state statutes.
- Section 15. It is the intent of this resolution that funds be expended for the purpose indicated in the budget; therefore, budgeted funds may not be transferred from operating expenditures to capital projects or from capital projects to operating expenses without the prior approval from the Board of Supervisors. Also, funds may not be transferred from one capital project to another without the prior approval of the Board of Supervisors.
- Section 16. The County Administrator is authorized, pursuant to State statute, to issue orders and checks for payments where funds have been budgeted, appropriated, and where sufficient funds are available. A listing of vendor payments shall be presented to the Board of Supervisors for information not less frequently than monthly.
- Section 17. Subject to the qualifications in this resolution contained, all appropriations are declared to be maximum, conditional and proportionate appropriations - the purpose being to make the appropriations payable in full in the amount named herein if necessary and then only in the event the aggregate revenues collected

and available during the fiscal year for which the appropriations are made are sufficient to pay all the appropriations in full. Otherwise, the said appropriations shall be deemed to be payable in such proportions as the total sum of all realized revenue of the respective funds is to the total amount of revenue estimated to be available in the said fiscal year by the Board of Supervisors.

- Section 18. All revenues received by an agency under the financial control of the Board of Supervisors or by the School Board or by the Social Services Board not included in its estimate of revenue for the financing of the fund budget as submitted- to the Board of Supervisors may not be expended by said agency under the financial control of the Board of Supervisors or by the School Board or by the Social Services Board without the consent of the Board of Supervisors being first obtained, and those sums appropriated to the budget. Any grant approved by the Board for application shall not be expended until the grant is approved by the funding agency for drawdown. Nor may any of these agencies or boards make expenditures which will exceed a specific item of an appropriation.
- Section 19. Allowances out of any of the appropriations made in this resolution by any or all County departments, commissions, bureaus, or agencies under the financial control of the Board of Supervisors to any of their officers and employees for expense on account of the use of such officers and employees of their personal automobiles in the discharge of their official duties shall be paid at the same rate as that established by the internal revenue service and shall be subject to change by the County Administrator from time to time to maintain like rates.
- Section 20. All previous appropriation ordinances or resolutions to the extent that they are inconsistent with the provisions of this resolution shall be and the same are hereby repealed.
- Section 21. This resolution shall become effective on July 1, 2010.

**Certification**

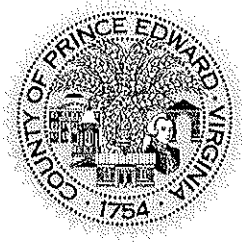
*I hereby certify the foregoing resolution was duly considered by the Board of Supervisors of the County of Prince Edward, Virginia at a regular meeting in Prince Edward County, Virginia, at which a quorum was present and that same was passed by a vote of \_\_\_\_\_ in favor and \_\_\_\_\_ opposed, this 8<sup>th</sup> day of June, 2010.*

\_\_\_\_\_  
William G. Fore, Jr., Chairman

**CERTIFIED A TRUE COPY**

Attest:

\_\_\_\_\_  
W.W. Bartlett, County Administrator



June 8, 2010

To: Prince Edward County Board of Supervisors  
From: W. W. Bartlett, County Administrator  
Subject: FY 2010-2011 Appropriations

Listed below are the appropriations for each County Department and Fund:

	<u>FUND AND FUNCTION</u>		<u>AMOUNT</u>
	<b><u>General Fund</u></b>		
11010	Board of Supervisors	\$	117,900
12110	County Administrator		479,643
12210	Legal Services		66,897
12240	Independent Auditor		36,000
12310	Commissioner of Revenue		279,275
12320	Assessor		15,000
12410	Treasurer		354,103
12510	Information Technology		74,000
13100	Electoral Board & Officials		25,341
13200	Registrar		91,714
21100	Circuit Court		51,745
21200	General District Court		13,700
21300	Magistrates		4,625
21600	Clerk of Circuit Court		455,741
21800	Law Library		4,650
22100	Commonwealth's Attorney		617,449
22200	Victim Witness Assistance Program		57,047
31200	Sheriff		1,615,424
31201	Sheriff – Courts		340,743
32200	Volunteer Fire Departments		487,800
32300	Ambulance & Rescue Squad		76,500
32400	Forest Fire Prevention		14,448
32500	Emergency Services		20,000
33200	Regional Jail		195,000
34100	Building Official		96,606
35100	Animal Control		121,559
35300	Medical Examiner		500
36100	Biosolids Monitor		65,270
42300	Refuse Disposal		1,151,700

42600	Litter Control	5,000
42610	Sandy River Reservoir	40,000
43200	General Properties	661,678
43400	Cannery	56,076
51100	Health Department	167,761
52500	Crossroads Services Board	62,643
53500	Comprehensive Services Act	1,001,000
53501	Other Welfare/Donations	68,742
68100	Community College	14,030
71100	Parks & Recreation	118,100
72200	Museums	11,000
73500	Public Library	166,559
81100	Planning	187,549
81200	Community Development	44,250
81500	Economic Development	93,666
81600	Tourism	85,888
82400	Soil & Water Conservation	11,465
83500	Cooperative Extension Office	61,192
91000	General Expense	244,397
93000	Transfers Out	8,671,215
94000	Capital Projects	86,150
95000	Debt Service	777,768

**TOTAL GENERAL FUND** \$ **19,566,509**

**CDA Special Levy Fund** \$ **0**  
(Affidavits have not been received, tax rate can be set later)

**Welfare Fund** \$ **2,761,176**  
(To be expended only on order of the Social Services Board)

**School Fund**  
(To be expended only on order of the School Board)

61000 – Instruction	\$20,494,761
62000 – Administration, Health, Attendance	1,539,615
63000 – Pupil Transportation	1,785,334
64000 – Operation & Maintenance	1,930,175
65000 – School Food Service	11,436
66000 – Facilities	142,967
97000 – Debt Service	794,519
<b>Total</b>	<b>\$ 26,698,807</b>

**School Cafeteria Fund** \$ **1,028,055**  
(To be expended only on order of the School Board)



<b><u>Landfill Construction Fund</u></b>	<b>\$</b>	<b>1,000,000</b>
(To be expended only on order of the Board of Supervisors)		
<b><u>Water Fund</u></b>	<b>\$</b>	<b>2,000,958</b>
<b><u>Sewer Fund</u></b>	<b>\$</b>	<b>47,989</b>
<b><u>Retiree Benefits Fund</u></b>	<b>\$</b>	<b>24,696</b>
(To be expended only on order of the Board of Supervisors)		
<b><u>Piedmont Court Services Fund</u></b>	<b>\$</b>	<b>524,715</b>
(To be expended only on order of the Board of Supervisors)		
<b>TOTAL APPROPRIATIONS</b>	<b>\$</b>	<b>53,652,905</b>

*The Treasurer is authorized and directed to transfer from the General Fund to the Welfare Fund, School Fund, and Retiree Benefits Fund such sums as may be needed to meet the foregoing appropriations. The Treasurer is authorized and directed to credit all interest received from the investment of all county funds to the General Fund, with the exception of the School Construction Fund, Economic Development Fund, Recreation Fund, Forfeited Assets Fund, Landfill Fund, D.A.R.E. Fund, VDOT Revenue Sharing Fund (non-local money only) and the Piedmont Court Services Fund, wherein all interest earned will be credited to the respective funds.*





County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** June 8, 2010  
**Item No.:** 13  
**Department:** County Administration  
**Staff Contact:** Sarah Elam Puckett  
**Issue:** Appointments: Prince Edward County School Board

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**Summary:** The Board will wish to make appointments to the Prince Edward County School Board for Districts 101 and 801. The candidates are as follows:

- District 101 (Farmville): Peter Y. Gur, Ph.D.  
Linda L. Leatherwood
- District 801 (Farmville): Lawrence C. Varner, M.D.

**Attachments:** None

**Recommendation:** The Board will appoint School Board members.

Motion _____	Campbell _____	Fore _____	Gantt _____
Second _____	Jones _____	McKay _____	Simpson _____
	Wilck _____	Wiley _____	





**County of Prince Edward  
Board of Supervisors  
Agenda Summary**

**Meeting Date:** June 8, 2010  
**Item No.:** 14  
**Department:** County Administration  
**Staff Contact:** Sarah Elam Puckett  
**Issue:** Appointments: Citizen Volunteer Positions

**Summary:** Listed below is a chart summarizing the boards and commissions which have vacancies and expiring terms of office and the citizens who have filed Citizen Volunteer Applications for each position. Also attached are copies of the Citizen Volunteer Applications for each applicant.

APPOINTMENT	TERM OF OFFICE	# OF VACANCIES	CURRENTLY IN OFFICE	APPLICANTS
Board of Appeals for Building Code	5 Years	1	William Dickerson, Jr.	Kenneth W. Jackson Anthony T. Williams
Poplar Hill Community Development Authority	1 Year	2 (Citizen Positions)	Ken Copeland Joe Eppes	Ken Copeland Joe Eppes
Poplar Hill Community Development Authority	1 Year	1 (Board Position)	Howard Simpson	N/A
Prince Edward County Industrial Development Authority	4 Years	1	Robert M. Showalter	A.P. Jackson Kenneth W. Jackson Brian O'Connor Robert Showalter
Social Services Board <i>(Position to be filled by resident living in Prospect area.)</i>	4 Years	1	Alice Rucker	LeAnne R. Emert Lanay S. Walker
Central Virginia Regional Library Board	4 Years	1	Mary Prevo	Patricia Keaveny Smith

**Attachments:** Public Notice of Vacancies  
Citizen Volunteer Applications

**Recommendation:** Make appointments.

Motion \_\_\_\_\_  
Second \_\_\_\_\_

Campbell \_\_\_\_\_  
Jones \_\_\_\_\_  
Wilck \_\_\_\_\_

Fore \_\_\_\_\_  
McKay \_\_\_\_\_  
Wiley \_\_\_\_\_

Gantt \_\_\_\_\_  
Simpson \_\_\_\_\_



Please publish the following Public Notice in the Friday, April 23, 2010 and Friday, May 14, 2010 editions of *The Farmville Herald*. Please provide a Certificate of Publication to the Prince Edward County Administrator's Office.



**Notice To The Citizens of Prince Edward County**  
**- CITIZEN VOLUNTEER OPPORTUNITIES -**

To provide the maximum opportunity for citizen participation in our local government, it is the policy of the Prince Edward County Board of Supervisors to advertise all vacancies on county boards, commissions and committees, etc., which call for citizen representation. Citizens interested in serving on a County board, commission or committee may complete a *Citizen Volunteer Application*, which will be reviewed by the Board during the appointment process. The following positions have terms expiring June 30, 2010:

<u>Position</u>	<u>Term of Office</u>	<u># of Vacancies</u>
Board of Appeals for Building Code	5 Years	1
Poplar Hill Community Development Authority	1 Year	2
Prince Edward County Industrial Development Authority	4 Years	1
Social Services Board	4 Years	1
<i>(Position to be filled by resident living in the Prospect area.)</i>		
Central Virginia Regional Library Board	4 Years	1

Persons interested in being considered for appointment must submit a *Citizen Volunteer Application* to the Prince Edward County Administrator's Office not later than **Friday, May 28, 2010**. Appointments will be made at the June 8, 2010 Board of Supervisors meeting.

Applications are available in the County Administrator's Office, 111 South Street, 3<sup>rd</sup> Floor, P.O. Box 382, Farmville, Virginia 23901 or on the County's web site at [www.co.prince-edward.va.us](http://www.co.prince-edward.va.us). For additional information please contact the Prince Edward County Administrator's Office at (434) 392-8837.

# Board of Appeals for Building Code

Kenneth W. Jackson

Anthony T. Williams

Road  
1-4-10



# CITIZEN VOLUNTEER APPLICATION

FOR COUNTY BOARDS, COMMITTEES & COMMISSIONS

Date 12-26-09

Name Anthony T. Williams

Home Address 176 St. John's Rd

City Pamplin State VA Zip Code 23958

Election District: Buffalo  Farmville 801 \_\_\_\_\_  
 Hampden \_\_\_\_\_ Leigh \_\_\_\_\_  
 Farmville 101 \_\_\_\_\_ Lockett \_\_\_\_\_  
 Farmville 701 \_\_\_\_\_ Prospect \_\_\_\_\_

Home Telephone Number 434-248-6585 FAX \_\_\_\_\_

E-Mail Address tojo.williams@aol.com

Present Employer Dinwiddie County

Business Address P.O. Drawer 70

City Dinwiddie State VA Zip Code 23841

Business Telephone Number 804-469-5388 FAX 804-469-7663

Which Address is Preferred for Mailings? Home  Office \_\_\_\_\_

*Optional Information Which May Prove Helpful:*

Occupation Fire Marshal

Former Occupation, If Retired \_\_\_\_\_

Education: High School Prince Edward Academy Year 1982

College/Technical School VCU Year 1986

Graduate School \_\_\_\_\_ Year \_\_\_\_\_

Military Service \_\_\_\_\_ Years \_\_\_\_\_

Degrees/Other Business Administration - Finance

Past Board, Commission, and Committee Assignments PE - IDA

Professional, Civic, or Other Activities Prince Edward Area Firefighters Assoc.,  
Pamplin Vol. Fire & EMS

(Continued on Back)



Please state below your interest and/or reason to seek appointment by the Board of Supervisors and any special qualities that qualify you for this appointment.

*Current member of the PE-IDA thus willing to fulfill the CDA membership newly created by the IDA partnership with Prince Edward Development.*

I am interested in and willing to serve on the following Board(s), Commission(s), or Committee(s). Please list in order of preference.

**APPOINTED BY THE BOARD OF SUPERVISORS:**

- 4 Board of Appeals for Building Code
- \_\_\_\_\_ Piedmont Virginia Alcohol Safety Action Program
- \_\_\_\_\_ Southside Virginia Community College Board
- \_\_\_\_\_ Crossroads Community Services Board
- \_\_\_\_\_ Poplar Hill Community Development Authority
- 1 Prince Edward County Industrial Development Authority
- \_\_\_\_\_ Central Virginia Regional Library Board
- 3 Prince Edward County Planning Commission
- \_\_\_\_\_ Prince Edward County School Board
- \_\_\_\_\_ HOPE Local Advisory Board
- \_\_\_\_\_ Piedmont Regional Disability Services Board
- \_\_\_\_\_ Prince Edward County Social Services Board
- \_\_\_\_\_ Transportation Safety Commission
- \_\_\_\_\_ Commonwealth Regional Council Committees
- \_\_\_\_\_ STEPS Board
- \_\_\_\_\_ Piedmont Senior Resources Agency on Aging
- \_\_\_\_\_ Special Committees of the Board of Supervisors: \_\_\_\_\_ County Web Site Committee
- \_\_\_\_\_ 2 *Prince Edward CDA*

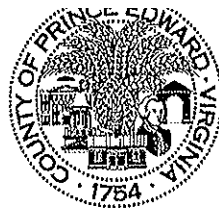
**APPOINTED BY CIRCUIT COURT:**

- \_\_\_\_\_ Electoral Board
- \_\_\_\_\_ Board of Zoning Appeals

**OTHER:**

\_\_\_\_\_

**Please Return Application To:**  
**Prince Edward County Administrator's Office**  
 Post Office Box 382  
 111 South Street, 3<sup>rd</sup> Floor  
 Farmville, Virginia 23901  
 Tel: 434-392-8837  
 FAX: 434-392-6683  
 e-mail: [info@co.prince-edward.va.us](mailto:info@co.prince-edward.va.us)



# CITIZEN VOLUNTEER APPLICATION

FOR COUNTY BOARDS, COMMITTEES & COMMISSIONS

Rec'd 1.4.10

Date Jan 4 <sup>2010</sup> 2009

Name Kenneth Wayne Jarellson

Home Address 4722 Sandy River Road

City Bucksville State Virginia Zip Code 23922

Election District:	Buffalo	_____	Farmville 801	_____
	Hampden	_____	Leigh	<u>X</u>
	Farmville 101	_____	Lockett	_____
	Farmville 701	_____	Prospect	_____

Home Telephone Number 434 981 2037 FAX \_\_\_\_\_

E-Mail Address kuj34@embury mail.com

Present Employer Self K's Lawn and Garden

Business Address 317 High Rock Rd

City Race State Va Zip Code 23966

Business Telephone Number 434 392 6433 FAX \_\_\_\_\_

Which Address is Preferred for Mailings? Home X Office \_\_\_\_\_

Optional Information Which May Prove Helpful:

Occupation \_\_\_\_\_

Former Occupation, If Retired \_\_\_\_\_

Education: High School Charlottesville Year 12

College/Technical School PCC Year 1

Graduate School \_\_\_\_\_ Year \_\_\_\_\_

Military Service \_\_\_\_\_ Years \_\_\_\_\_

Degrees/Other Certified management specialist

Past Board, Commission, and Committee Assignments Charlottesville CDBG

Vice Chair PCC Dem Committee President MEBC

Professional, Civic, or Other Activities \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

(Continued on Back)

Please state below your interest and/or reason to seek appointment by the Board of Supervisors and any special qualities that qualify you for this appointment.

To bring citizens views and concerns into the process while using intelligent facts and ideas to require solutions

I am interested in and willing to serve on the following Board(s), Commission(s), or Committee(s). Please list in order of preference.

APPOINTED BY THE BOARD OF SUPERVISOR:

- Board of Appeals for Building Code
- Piedmont Virginia Alcohol Safety Action Program
- Southside Virginia Community College Board
- Crossroads Community Services Board
- Poplar Hill Community Development Authority
- Prince Edward County Industrial Development Authority
- Central Virginia Regional Library Board
- Prince Edward County Planning Commission
- Prince Edward County School Board
- HOPE Local Advisory Board
- Piedmont Regional Disability Services Board
- Prince Edward County Social Services Board
- Transportation Safety Commission
- Commonwealth Regional Council Committees
- STEPS Board
- Piedmont Senior Resources Agency on Aging
- Special Committees of the Board of Supervisors:  County Web Site Committee
- Monksville Falls CDA

APPOINTED BY CIRCUIT COURT:

- Electoral Board
- Board of Zoning Appeals

OTHER:

**Please Return Application To:**  
**Prince Edward County Administrator's Office**  
 Post Office Box 382  
 111 South Street, 3rd Floor  
 Farmville, Virginia 23901  
 Tel: 434-392-8837  
 FAX: 434-392-6683  
 e-mail: [info@co.prince-edward.va.us](mailto:info@co.prince-edward.va.us)

NOTE: This application will be retained on file in the Prince Edward County Administrator's Office through December 31. If you wish to be considered for future appointments by the Board of Supervisors, please file an application annually with the County Administrator's Office. Thank you.

# Poplar Hill CDA

Ken Copeland

Joseph A. Eppes



Received

MAY 13 2010

CITIZEN VOLUNTEER APPLICATION

FOR COUNTY BOARDS, COMMITTEES & COMMISSIONS

.....*[Signature]*.....

Name KEN COPELAND Date 5/19/2010

Home Address 310 BRIARWOOD DR.

City FARMVILLE State VA Zip Code 23901

Election District: Buffalo \_\_\_\_\_ Farmville 801 \_\_\_\_\_  
 Hampden \_\_\_\_\_ Leigh \_\_\_\_\_  
 Farmville 101 \_\_\_\_\_ Lockett \_\_\_\_\_  
 Farmville 701 \_\_\_\_\_ Prospect \_\_\_\_\_

Home Telephone Number 392 4765 FAX 395 2359

E-Mail Address copelandpk@longwood.edu

Present Employer LONGWOOD UNIVERSITY

Business Address 515 MAIN ST.

City FARMVILLE State VA Zip Code 23909

Business Telephone Number 395 2358 FAX 395 2359

Which Address is Preferred for Mailings? Home \_\_\_\_\_ Office X

*Optional Information Which May Prove Helpful:*

Occupation CPA

Former Occupation, If Retired \_\_\_\_\_

Education: High School \_\_\_\_\_ Year 1984

College/Technical School Averett College Year 1989

Graduate School VCU Year 2003

Military Service \_\_\_\_\_ Years \_\_\_\_\_

Degrees/Other \_\_\_\_\_

Past Board, Commission, and Committee Assignments POPULAR MILLS CDA SINCE 2001

Professional, Civic, or Other Activities Virginia Society of CPAs, Former Bd Member; YMCA, Chamber of Commerce, Current VICE Chair STEPS

(Continued on Back)

Please state below your interest and/or reason to seek appointment by the Board of Supervisors and any special qualities that qualify you for this appointment.

*I want to see the stabilization of the golf course and I hope I can contribute to that effort.*

I am interested in and willing to serve on the following Board(s), Commission(s), or Committee(s). Please list in order of preference.

**APPOINTED BY THE BOARD OF SUPERVISOR:**

- Board of Appeals for Building Code
- Piedmont Virginia Alcohol Safety Action Program
- Southside Virginia Community College Board
- Crossroads Community Services Board
- Poplar Hill Community Development Authority
- Prince Edward County Industrial Development Authority
- Central Virginia Regional Library Board
- Prince Edward County Planning Commission
- Prince Edward County School Board
- HOPE Local Advisory Board
- Piedmont Regional Disability Services Board
- Prince Edward County Social Services Board
- Transportation Safety Commission
- Commonwealth Regional Council Committees
- STEPS Board
- Piedmont Senior Resources Agency on Aging
- Special Committees of the Board of Supervisors: \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

**APPOINTED BY CIRCUIT COURT:**

- Electoral Board
- Board of Zoning Appeals

**OTHER:**

\_\_\_\_\_

**Please Return Application To:**  
**Prince Edward County Administrator's Office**  
 Post Office Box 382  
 111 South Street, 3<sup>rd</sup> Floor  
 Farmville, Virginia 23901  
 Tel: 434-392-8837  
 FAX: 434-392-6683  
 e-mail: [info@co.prince-edward.va.us](mailto:info@co.prince-edward.va.us)

NOTE: This application will be retained on file in the Prince Edward County Administrator's Office through December 31. If you wish to be considered for future appointments by the Board of Supervisors, please file an application annually with the County Administrator's Office. Thank you.



# CITIZEN VOLUNTEER APPLICATION

FOR COUNTY BOARDS, COMMITTEES & COMMISSIONS

Date 5-6-2010

Name Joseph A. Evans

Home Address 359 Sunrise Rd

City Burkeville State VA Zip Code 23922

Election District: Buffalo \_\_\_\_\_ Farmville 801 \_\_\_\_\_  
Hampden \_\_\_\_\_ Leigh \_\_\_\_\_  
Farmville 101 \_\_\_\_\_ Lockett   
Farmville 701 \_\_\_\_\_ Prospect \_\_\_\_\_

Home Telephone Number 734-267-3360 FAX \_\_\_\_\_

E-Mail Address \_\_\_\_\_

Present Employer Self Joe Evans Store

Business Address 27756 East Prince Edward Highway

City Line State VA Zip Code 23966

Business Telephone Number 734-267-3360 FAX 767-2677

Which Address is Preferred for Mailings? Home  Office \_\_\_\_\_

Optional Information Which May Prove Helpful:

Occupation Commercial Store Owner

Former Occupation, If Retired \_\_\_\_\_

Education: High School \_\_\_\_\_ Year

College/Technical School \_\_\_\_\_ Year \_\_\_\_\_

Graduate School \_\_\_\_\_ Year \_\_\_\_\_

Military Service \_\_\_\_\_ Years \_\_\_\_\_

Degrees/Other \_\_\_\_\_

Past Board, Commission, and Committee Assignments C.D.A

SS Board

Professional, Civic, or Other Activities None

(Continued on Back)

Please state below your interest and/or reason to seek appointment by the Board of Supervisors and any special qualities that qualify you for this appointment.

*I have been on the CDR Board since it started and would like to continue on.*

I am interested in and willing to serve on the following Board(s), Commission(s), or Committee(s). Please list in order of preference.

**APPOINTED BY THE BOARD OF SUPERVISOR:**

- Board of Appeals for Building Code
- Piedmont Virginia Alcohol Safety Action Program
- Southside Virginia Community College Board
- Crossroads Community Services Board
- Poplar Hill Community Development Authority
- Prince Edward County Industrial Development Authority
- Central Virginia Regional Library Board
- Prince Edward County Planning Commission
- Prince Edward County School Board
- HOPE Local Advisory Board
- Piedmont Regional Disability Services Board
- Prince Edward County Social Services Board
- Transportation Safety Commission
- Commonwealth Regional Council Committees
- STEPS Board
- Piedmont Senior Resources Agency on Aging
- Special Committees of the Board of Supervisors: \_\_\_\_\_ County Web Site Committee

**APPOINTED BY CIRCUIT COURT:**

- Electoral Board
- Board of Zoning Appeals

**OTHER:**

**Please Return Application To:**  
**Prince Edward County Administrator's Office**  
 Post Office Box 382  
 111 South Street, 3<sup>rd</sup> Floor  
 Farmville, Virginia 23901  
 Tel: 434-392-8837  
 FAX: 434-392-6683  
 e-mail: [info@co.prince-edward.va.us](mailto:info@co.prince-edward.va.us)

NOTE: This application will be retained on file in the Prince Edward County Administrator's Office through December 31. If you wish to be considered for future appointments by the Board of Supervisors, please file an application annually with the County Administrator's Office. Thank you.



# Prince Edward County IDA

A.P. Jackson

Kenneth W. Jackson

Brian O'Connor

Robert Showalter



# CITIZEN VOLUNTEER APPLICATION

FOR COUNTY BOARDS, COMMITTEES & COMMISSIONS

Date January 4, 2010

Name Antonio Pierre Jackson

Home Address 608 Via Sacra

City Farmville

State VA

Zip Code 23901

Election District:

Buffalo

Hampden

Farmville 101

Farmville 701

Farmville 801

Leigh

Lockett

Prospect

Home Telephone Number (434) 390-8751

FAX (434) 392-6518

E-Mail Address apierre100@yahoo.com

Present Employer Law Office of A. Pierre Jackson, P.C.

Business Address 113 North Virginia Street

City Farmville

State VA

Zip Code 23901

Business Telephone Number (434) 392-6518

FAX (434) 392-6518

Which Address is Preferred for Mailings? Home

Office

### Optional Information Which May Prove Helpful:

Occupation Attorney

Former Occupation, If Retired Adminstrator

Education: High School George School

Year 1971

College/Technical School Amherst College, B.A.

Year 1978

Graduate School University of PA Master's

Year 1981

Military Service Air Force Reserves

Years 1979-85

Degrees/Other University of Richmond

Past Board, Commission, and Committee Assignments 25th Anniversary Committee

Time Capsule Chairperson

Professional, Civic, or Other Activities Virginia Bar Association, American

Bar Association, Old Dominion Bar Association Tenth Judicial

Circuit Bar Association

(Continued on Back)

Please state below your interest and/or reason to seek appointment by the Board of Supervisors and any special qualities that qualify you for this appointment.

Have a Master's in City Planning from University of PA, worked for Philadelphia City Planning Commission from 1983-1988, worked for Virginia Dept. of History and Community Development 1986-1988 as a Planner, Longstanding interest in local land use matters

I am interested in and willing to serve on the following Board(s), Commission(s), or Committee(s). Please list in order of preference.

**APPOINTED BY THE BOARD OF SUPERVISOR:**

- \_\_\_\_\_ Board of Appeals for Building Code
- \_\_\_\_\_ Piedmont Virginia Alcohol Safety Action Program
- \_\_\_\_\_ Southside Virginia Community College Board
- \_\_\_\_\_ Crossroads Community Services Board
- \_\_\_\_\_ Poplar Hill Community Development Authority
- Prince Edward County Industrial Development Authority
- \_\_\_\_\_ Central Virginia Regional Library Board
- \_\_\_\_\_ Prince Edward County Planning Commission
- \_\_\_\_\_ Prince Edward County School Board
- \_\_\_\_\_ HOPE Local Advisory Board
- \_\_\_\_\_ Piedmont Regional Disability Services Board
- \_\_\_\_\_ Prince Edward County Social Services Board
- \_\_\_\_\_ Transportation Safety Commission
- \_\_\_\_\_ Commonwealth Regional Council Committees
- \_\_\_\_\_ STEPS Board
- \_\_\_\_\_ Piedmont Senior Resources Agency on Aging
- \_\_\_\_\_ Special Committees of the Board of Supervisors: \_\_\_\_\_ County Web Site Committee

**APPOINTED BY CIRCUIT COURT:**

- \_\_\_\_\_ Electoral Board
- \_\_\_\_\_ Board of Zoning Appeals

**OTHER:**

**Please Return Application To:**  
**Prince Edward County Administrator's Office**  
 Post Office Box 382  
 111 South Street, 3<sup>rd</sup> Floor  
 Farmville, Virginia 23901  
 Tel: 434-392-8837  
 FAX: 434-392-6683  
 e-mail: [info@co.prince-edward.va.us](mailto:info@co.prince-edward.va.us)

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August 2006



# CITIZEN VOLUNTEER APPLICATION

FOR COUNTY BOARDS, COMMITTEES & COMMISSIONS

Read 1.4.10

Date Jun 4 <sup>2010</sup> 2009

Name Kenneth Wayne Jackson

Home Address 4722 Sandy River Road

City Burkeville State Virginia Zip Code 23922

Election District:	Buffalo	_____	Farmville 801	_____
	Hampden	_____	Leigh	<u>X</u>
	Farmville 101	_____	Lockett	_____
	Farmville 701	_____	Prospect	_____

Home Telephone Number 434 981 2037 FAX \_\_\_\_\_

E-Mail Address kwy34@embury mail.com

Present Employer Self KJ's Lawn and Garden

Business Address 317 High Rock Rd

City Race State Va Zip Code 23966

Business Telephone Number 434 392 6433 FAX \_\_\_\_\_

Which Address is Preferred for Mailings? Home  Office \_\_\_\_\_

Optional Information Which May Prove Helpful:

Occupation \_\_\_\_\_

Former Occupation, If Retired \_\_\_\_\_

Education: High School Charlottesville Year 12

College/Technical School PRCC Year 1

Graduate School \_\_\_\_\_ Year \_\_\_\_\_

Military Service \_\_\_\_\_ Years \_\_\_\_\_

Degrees/Other Certified management specialist

Past Board, Commission, and Committee Assignments Ch-ville CDBG

Vice Chair PEC Dem Committee President MEBC

Professional, Civic, or Other Activities \_\_\_\_\_

(Continued on Back)

Please state below your interest and/or reason to seek appointment by the Board of Supervisors and any special qualities that qualify you for this appointment.

To bring citizens views and concerns into the process while using intelligent facts and ideas to require solutions

I am interested in and willing to serve on the following Board(s), Commission(s), or Committee(s). Please list in order of preference.

**APPOINTED BY THE BOARD OF SUPERVISOR:**

- Board of Appeals for Building Code
- Piedmont Virginia Alcohol Safety Action Program
- Southside Virginia Community College Board
- Crossroads Community Services Board
- Poplar Hill Community Development Authority
- Prince Edward County Industrial Development Authority
- Central Virginia Regional Library Board
- Prince Edward County Planning Commission
- Prince Edward County School Board
- HOPE Local Advisory Board
- Piedmont Regional Disability Services Board
- Prince Edward County Social Services Board
- Transportation Safety Commission
- Commonwealth Regional Council Committees
- STEPS Board
- Piedmont Senior Resources Agency on Aging
- Special Committees of the Board of Supervisors:  County Web Site Committee
- Monticello Falls CDA

**APPOINTED BY CIRCUIT COURT:**

- Electoral Board
- Board of Zoning Appeals

**OTHER:**

**Please Return Application To:**  
**Prince Edward County Administrator's Office**  
Post Office Box 382  
111 South Street, 3<sup>rd</sup> Floor  
Farmville, Virginia 23901  
Tel: 434-392-8837  
FAX: 434-392-6683  
e-mail: [info@co.prince-edward.va.us](mailto:info@co.prince-edward.va.us)

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# CITIZEN VOLUNTEER APPLICATION

FOR COUNTY BOARDS, COMMITTEES & COMMISSIONS

Rec'd 1/4/10

Date 12-28-09

Name BRIAN O'CONNOR

Home Address 6086 Lockett Rd

City Rice State VA Zip Code 23966

Election District:	Buffalo	_____	Farmville 801	_____
	Hampden	_____	Leigh	_____
	Farmville 101	_____	Lockett	<u>X</u>
	Farmville 701	_____	Prospect	_____

Home Telephone Number 434-392-1979 FAX \_\_\_\_\_

E-Mail Address bcon3000@hotmail.com

Present Employer Retired

Business Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Business Telephone Number \_\_\_\_\_ FAX \_\_\_\_\_

Which Address is Preferred for Mailings? Home \_\_\_\_\_ Office \_\_\_\_\_

Optional Information Which May Prove Helpful:

Occupation \_\_\_\_\_

Former Occupation, If Retired Self employed / Upholster

Education: High School Roselle Catholic High School Year 1971

College/Technical School Roberts University Year 1978

Graduate School \_\_\_\_\_ Year \_\_\_\_\_

Military Service \_\_\_\_\_ Years \_\_\_\_\_

Degrees/Other \_\_\_\_\_

Past Board, Commission, and Committee Assignments \_\_\_\_\_

Professional, Civic, or Other Activities \_\_\_\_\_

(Continued on Back)

Please state below your interest and/or reason to seek appointment by the Board of Supervisors and any special qualities that qualify you for this appointment.

Lived in P.E County 20+ Years - Sent three children to the Public Schools, Im Retired and have time to give back to the Community

I am interested in and willing to serve on the following Board(s), Commission(s), or Committee(s). Please list in order of preference.

APPOINTED BY THE BOARD OF SUPERVISOR:

- \_\_\_\_\_ Board of Appeals for Building Code
- \_\_\_\_\_ Piedmont Virginia Alcohol Safety Action Program
- \_\_\_\_\_ Southside Virginia Community College Board
- \_\_\_\_\_ Crossroads Community Services Board
- \_\_\_\_\_ Poplar Hill Community Development Authority
- 3  Prince Edward County Industrial Development Authority
- \_\_\_\_\_ Central Virginia Regional Library Board
- \_\_\_\_\_ Prince Edward County Planning Commission
- 2  Prince Edward County School Board
- \_\_\_\_\_ HOPE Local Advisory Board
- \_\_\_\_\_ Piedmont Regional Disability Services Board
- \_\_\_\_\_ Prince Edward County Social Services Board
- \_\_\_\_\_ Transportation Safety Commission
- \_\_\_\_\_ Commonwealth Regional Council Committees
- \_\_\_\_\_ STEPS Board
- \_\_\_\_\_ Piedmont Senior Resources Agency on Aging
- 1 \_\_\_\_\_ Special Committees of the Board of Supervisors: Granite Falls CNA

APPOINTED BY CIRCUIT COURT:

- \_\_\_\_\_ Electoral Board
- \_\_\_\_\_ Board of Zoning Appeals

OTHER:

**Please Return Application To:**  
**Prince Edward County Administrator's Office**  
 Post Office Box 382  
 111 South Street, 3<sup>rd</sup> Floor  
 Farmville, Virginia 23901  
 Tel: 434-392-8837  
 FAX: 434-392-6683  
 e-mail: [info@cc.prince-edward.va.us](mailto:info@cc.prince-edward.va.us)

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Rec'd  
1/4/10



# CITIZEN VOLUNTEER APPLICATION

FOR COUNTY BOARDS, COMMITTEES & COMMISSIONS

Date 1-2-10

Name ROBERT M. STOWALTER

Home Address 312 COOK JOHNSON ROAD (P.O. BOX 37)

City PROSPECT State VA. Zip Code 23960

Election District:	Buffalo	_____	Farmville 801	_____
	Hampden	_____	Leigh	_____
	Farmville 101	_____	Lockett	_____
	Farmville 701	_____	Prospect	<input checked="" type="checkbox"/>

Home Telephone Number 434-574-6504 FAX 434-392-2221 (w)

E-Mail Address the carpethouse @ Kiser . Net

Present Employer THE CARPET HOUSE

Business Address 2690A WEST THIRD STREET

City Farmville State VA. Zip Code 23901

Business Telephone Number 434-392-6000 FAX 434-392-2221

Which Address is Preferred for Mailings? Home  Office \_\_\_\_\_

### Optional Information Which May Prove Helpful:

Occupation \_\_\_\_\_

Former Occupation, If Retired \_\_\_\_\_

Education: High School \_\_\_\_\_ Year \_\_\_\_\_

College/Technical School \_\_\_\_\_ Year \_\_\_\_\_

Graduate School \_\_\_\_\_ Year \_\_\_\_\_

Military Service \_\_\_\_\_ Years \_\_\_\_\_

Degrees/Other \_\_\_\_\_

Past Board, Commission, and Committee Assignments PRINCE EDWARD CO. IDA  
d. Poplar Hill CDA

Professional, Civic, or Other Activities RURAL EDUCATION FOUNDATION BOARD (August School  
WOODKO, INC BOARD, BOARD MEMBER Southside Community Hospital  
1985-2003 (CHAIRMAN 1992-2003), MEMBER - FARMVILLE LIONS CLUB

(Continued on Back)



Please state below your interest and/or reason to seek appointment by the Board of Supervisors and any special qualities that qualify you for this appointment.

HAVE BEEN ADVOCATE OF INDUSTRIAL DEVELOPMENT IN OUR AREA ; SERVED FOR APPROX. 20 YEARS ON THE PR. EDW IOA ; SERVED ON THE POPLAR HILL CDA (VICE CHAIRMAN) - HAVE BEEN INVOLVED IN THE DEVELOPMENT OF THE GRANITE FALLS HOTEL / CONFERENCE CENTER & HOSPITALITY TRAINING CENTER.

I am interested in and willing to serve on the following Board(s), Commission(s), or Committee(s). Please list in order of preference.

**APPOINTED BY THE BOARD OF SUPERVISORS:**

- Board of Appeals for Building Code
- Piedmont Virginia Alcohol Safety Action Program
- Southside Virginia Community College Board
- Crossroads Community Services Board
- Poplar Hill Community Development Authority
- Prince Edward County Industrial Development Authority
- Central Virginia Regional Library Board
- Prince Edward County Planning Commission
- Prince Edward County School Board
- HOPE Local Advisory Board
- Piedmont Regional Disability Services Board
- Prince Edward County Social Services Board
- Transportation Safety Commission
- Commonwealth Regional Council Committees
- STEPS Board
- Piedmont Senior Resources Agency on Aging
- Special Committees of the Board of Supervisors:  County Web Site Committee

**APPOINTED BY CIRCUIT COURT:**

- Electoral Board
- Board of Zoning Appeals

**OTHER:**

GRANITE FALLS COMMUNITY DEVELOPMENT AUTHORITY

**Please Return Application To:**  
Prince Edward County Administrator's Office  
Post Office Box 382  
111 South Street, 3<sup>rd</sup> Floor  
Farmville, Virginia 23901  
Tel: 434-392-8837  
FAX: 434-392-6683  
e-mail: [info@co.prince-edward.va.us](mailto:info@co.prince-edward.va.us)

# Social Services Board

LeAnne R. Emert

Lanay S. Walker



LeAnne K. Emert  
Vice President  
Retail Banking

**BENCHMARK  
COMMUNITY BANK**  
We Make Southside Smile

1577 S. Main Street  
P. O. Box 246  
Farmville, VA 23901

(434) 392-9088

Fax (434) 392-7623

leanner.emert@bcbonline.com

www.bcbonline.com



## CITIZEN VOLUNTEER APPLICATION

FOR COUNTY BOARDS, COMMITTEES & COMMISSIONS

Name LeAnne R. Emert Date 4-23-10

Home Address 410 Oliver Rd

City Prospect State VA Zip Code 23960

Election District: Buffalo \_\_\_\_\_ Farmville 801 \_\_\_\_\_  
 Hampden \_\_\_\_\_ Leigh \_\_\_\_\_  
 Farmville 101 \_\_\_\_\_ Lockett \_\_\_\_\_  
 Farmville 701 \_\_\_\_\_ Prospect X

Home Telephone Number 434-574-8815 FAX \_\_\_\_\_

E-Mail Address emert1@embarqmail.com

Present Employer Benchmark Community Bank

Business Address 1577 S. Main ; PO Box 246

City Farmville State VA Zip Code 23901

Business Telephone Number 434-392-9088 FAX 392-7623

Which Address is Preferred for Mailings? Home X Office \_\_\_\_\_

Optional Information Which May Prove Helpful:

Occupation VP- Retail Banking

Former Occupation, If Retired \_\_\_\_\_

Education: High School Sherman High Year 1984

College/Technical School Longwood College Year 1988

Graduate School \_\_\_\_\_ Year \_\_\_\_\_

Military Service \_\_\_\_\_ Years \_\_\_\_\_

Degrees/Other \_\_\_\_\_

Past Board, Commission, and Committee Assignments \_\_\_\_\_

Professional, Civic, or Other Activities Farmville Lions Club (past president + board member); Farmville Habitat for Humanity (secretary); Southside VA Family YMCA (Prior President, currently V.P.); Former STEPS BOARD, Longwood College of Business Alumni Board

Please state below your interest and/or reason to seek appointment by the Board of Supervisors and any special qualities that qualify you for this appointment.

Having been a banker in Prince Edward Co. for many years I feel passionate about the wellbeing of our citizens. I also understand the fiscal constraints many are facing. It would be an honor to serve on their behalf.

I am interested in and willing to serve on the following Board(s), Commission(s), or Committee(s). Please list in order of preference.

APPOINTED BY THE BOARD OF SUPERVISOR:

- \_\_\_\_\_ Board of Appeals for Building Code
- \_\_\_\_\_ Piedmont Virginia Alcohol Safety Action Program
- \_\_\_\_\_ Southside Virginia Community College Board
- \_\_\_\_\_ Crossroads Community Services Board
- \_\_\_\_\_ Poplar Hill Community Development Authority
- \_\_\_\_\_ Prince Edward County Industrial Development Authority
- \_\_\_\_\_ Central Virginia Regional Library Board
- \_\_\_\_\_ Prince Edward County Planning Commission
- \_\_\_\_\_ Prince Edward County School Board
- \_\_\_\_\_ HOPE Local Advisory Board
- \_\_\_\_\_ Piedmont Regional Disability Services Board
- \_\_\_\_\_ Prince Edward County Social Services Board (Prospect District)
- \_\_\_\_\_ Transportation Safety Commission
- \_\_\_\_\_ Commonwealth Regional Council Committees
- \_\_\_\_\_ STEPS Board
- \_\_\_\_\_ Piedmont Senior Resources Agency on Aging
- \_\_\_\_\_ Special Committees of the Board of Supervisors: \_\_\_\_\_ County Web Site Committee

APPOINTED BY CIRCUIT COURT:

- \_\_\_\_\_ Electoral Board
- \_\_\_\_\_ Board of Zoning Appeals

OTHER:

**Please Return Application To:**  
**Prince Edward County Administrator's Office**  
 Post Office Box 382  
 111 South Street, 3<sup>rd</sup> Floor  
 Farmville, Virginia 23901  
 Tel: 434-392-8837  
 FAX: 434-392-6683  
 e-mail: [info@co.prince-edward.va.us](mailto:info@co.prince-edward.va.us)

NOTE: This application will be retained on file in the Prince Edward County Administrator's Office through December 31. If you wish to be considered for future appointments by the Board of Supervisors, please file an application annually with the County Administrator's Office. Thank you.



5/19/10

# CITIZEN VOLUNTEER APPLICATION

FOR COUNTY BOARDS, COMMITTEES & COMMISSIONS

Date 5/19/10

Name Lanay S. Walker

Home Address 339 Oak Hill Rd

City Prospect State Virginia Zip Code 23960

Election District:	Buffalo	_____	Farmville 801	_____
	Hampden	_____	Leigh	_____
	Farmville 101	_____	Lockett	_____
	Farmville 701	_____	Prospect	<input checked="" type="checkbox"/>

Home Telephone Number 434-574-5251 FAX \_\_\_\_\_

E-Mail Address walkers339@hughes.net

Present Employer Piedmont Regional Jail

Business Address 801 Industrial Park Road

City Farmville State Virginia Zip Code 23901

Business Telephone Number 434-392-1601 FAX 434-392-5932

Which Address is Preferred for Mailings? Home  Office \_\_\_\_\_

Optional Information Which May Prove Helpful:

Occupation Administrative Lieutenant

Former Occupation, If Retired \_\_\_\_\_

Education: High School Prince Edward County High School Year 1991

College/Technical School Ferrum College Year 2007

Graduate School Liberty University Year 2009

Military Service \_\_\_\_\_ Years \_\_\_\_\_

Degrees/Other \_\_\_\_\_

Past Board, Commission, and Committee Assignments n/a

Professional, Civic, or Other Activities n/a

(Continued on Back)

Please state below your interest and/or reason to seek appointment by the Board of Supervisors and any special qualities that qualify you for this appointment.

*I wish to serve on the Prince Edward County Social Services Board because I would like to help my county in a way that I can make a difference. I recently received my M.S. in Human Services and may prove to be helpful.*

I am interested in and willing to serve on the following Board(s), Commission(s), or Committee(s). Please list in order of preference.

**APPOINTED BY THE BOARD OF SUPERVISOR:**

- Board of Appeals for Building Code
- Piedmont Virginia Alcohol Safety Action Program
- Southside Virginia Community College Board
- Crossroads Community Services Board
- Poplar Hill Community Development Authority
- Prince Edward County Industrial Development Authority
- Central Virginia Regional Library Board
- Prince Edward County Planning Commission
- Prince Edward County School Board
- HOPE Local Advisory Board
- Piedmont Regional Disability Services Board
- Prince Edward County Social Services Board
- Transportation Safety Commission
- Commonwealth Regional Council Committees
- STEPS Board
- Piedmont Senior Resources Agency on Aging
- Special Committees of the Board of Supervisors:  County Web Site Committee

**APPOINTED BY CIRCUIT COURT:**

- Electoral Board
- Board of Zoning Appeals

**OTHER:**

**Please Return Application To:**  
**Prince Edward County Administrator's Office**  
 Post Office Box 382  
 111 South Street, 3<sup>rd</sup> Floor  
 Farmville, Virginia 23901  
 Tel: 434-392-8837  
 FAX: 434-392-6683  
 e-mail: [info@co.prince-edward.va.us](mailto:info@co.prince-edward.va.us)

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# Central Virginia Regional Library Board

Patricia Keaveny Smith



## CITIZEN VOLUNTEER APPLICATION

FOR COUNTY BOARDS, COMMITTEES & COMMISSIONS

Date May 14, 2010

Name Patricia Keaveny Smith

Home Address 600 Second Ave.

City Farmville State VA Zip Code 23901

Election District: Buffalo \_\_\_\_\_ Farmville 801 \_\_\_\_\_  
Hampden \_\_\_\_\_ Leigh \_\_\_\_\_  
Farmville 101 \_\_\_\_\_ Lockett \_\_\_\_\_  
Farmville 701  Prospect \_\_\_\_\_

Home Telephone Number 434-392-5968

FAX \_\_\_\_\_

E-Mail Address tricia@mothersheart.org

Present Employer \_\_\_\_\_

Business Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Business Telephone Number \_\_\_\_\_ FAX \_\_\_\_\_

Which Address is Preferred for Mailings? Home  Office \_\_\_\_\_

### Optional Information Which May Prove Helpful:

Occupation \_\_\_\_\_

Former Occupation, If Retired librarian and teacher

Education: High School \_\_\_\_\_ Year \_\_\_\_\_

College/Technical School High Point University Year 1970

Graduate School \_\_\_\_\_ Year \_\_\_\_\_

Military Service \_\_\_\_\_ Years \_\_\_\_\_

Degrees/Other \_\_\_\_\_

Past Board, Commission, and Committee Assignments \_\_\_\_\_

Professional, Civic, or Other Activities \_\_\_\_\_

(Continued on Back)



Please state below your interest and/or reason to seek appointment by the Board of Supervisors and any special qualities that qualify you for this appointment.

I worked as the Assistant Librarian at the Cumberland County Public Library for two years and at New Dominion School as a school librarian for 18 years. I worked as a classroom teacher for 13 years.

I am interested in and willing to serve on the following Board(s), Commission(s), or Committee(s). Please list in order of preference.

**APPOINTED BY THE BOARD OF SUPERVISOR:**

- Board of Appeals for Building Code
- Piedmont Virginia Alcohol Safety Action Program
- Southside Virginia Community College Board
- Crossroads Community Services Board
- Poplar Hill Community Development Authority
- Prince Edward County Industrial Development Authority
- Central Virginia Regional Library Board
- Prince Edward County Planning Commission
- Prince Edward County School Board
- HOPE Local Advisory Board
- Piedmont Regional Disability Services Board
- Prince Edward County Social Services Board
- Transportation Safety Commission
- Commonwealth Regional Council Committees
- STEPS Board
- Piedmont Senior Resources Agency on Aging
- Special Committees of the Board of Supervisors: \_\_\_\_\_ County Web Site Committee

**APPOINTED BY CIRCUIT COURT:**

- Electoral Board
- Board of Zoning Appeals

**OTHER:**

**Please Return Application To:**  
**Prince Edward County Administrator's Office**  
 Post Office Box 382  
 111 South Street, 3<sup>rd</sup> Floor  
 Farmville, Virginia 23901  
 Tel: 434-392-8837  
 FAX: 434-392-6683  
 e-mail: [info@co.prince-edward.va.us](mailto:info@co.prince-edward.va.us)

NOTE: This application will be retained on file in the Prince Edward County Administrator's Office through December 31. If you wish to be considered for future appointments by the Board of Supervisors, please file an application annually with the County Administrator's Office. Thank you.





County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** June 8, 2010  
**Item No.:** 15  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett/Jim Ennis  
**Issue:** Piedmont Regional Jail Workforce Program

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**Summary:** Jim Ennis, Commonwealth's Attorney, and Ernest Toney, Superintendent of the Piedmont Regional Jail, will be present to discuss with the Board a Workforce Program that would be managed by the Piedmont Regional Jail.

In lieu of serving a jail sentence, individuals convicted of misdemeanors and traffic offenses would have the opportunity to volunteer for the workforce program, and go out and work in the community on public property or for non-profits.

**Attachments:** None.

**Recommendation:** To Be Determined.

Motion \_\_\_\_\_  
Second \_\_\_\_\_

Campbell \_\_\_\_\_  
Jones \_\_\_\_\_  
Wilck \_\_\_\_\_

Fore \_\_\_\_\_  
McKay \_\_\_\_\_  
Wiley \_\_\_\_\_

Gantt \_\_\_\_\_  
Simpson \_\_\_\_\_





**County of Prince Edward  
Board of Supervisors  
Agenda Summary**

**Meeting Date:** June 8, 2010  
**Item No.:** 16  
**Department:** County Administrator  
**Staff Contact:** W.W. Bartlett  
**Issue:** Virginia Retirement System (VRS)

**Summary:**

During the 2010 session of the General Assembly HB1189 and SB232 were passed. This legislation implements new VRS plan provisions for employees hired or rehired on or after July 1, 2010. The new plan is called VRS Plan 2. VRS Plan 1 includes employees hired before July 1, 2010. Plan 1 benefits and policies were not changed by this legislation. Most notably the 5% member contribution must still be paid by Prince Edward County for the current employees and cannot be changed.

Per the legislation the Board must make a decision in regard to payment of the member contribution for Plan 2 employees. The Board must pass a resolution declaring its intent by June 30, 2010. There are three options regarding payment of Plan 2 member contributions

- (1) Employees are required to pay the full 5% member contribution into VRS. This option requires no action by the Board except checking the first box on attachment 1 and authorizing a signature on attachment 1.
- (2) The Board can elect to pay between 1-5% of the member contribution rate into VRS with the balance (if any) paid by the employee. This requires passage of the resolution found in attachment 2. Unlike Plan 1 employees, this election can be changed each fiscal year by submission of a new resolution to VRS.
- (3) The Board elects to pay the full 5% member contribution rate on a 6 year, phase-in schedule. This requires passage of the resolution contained in attachment 3 and must include the phase-in schedule.

Other changes concerning VRS provisions that were changed for Plan 2 employees are listed in attachment 4. These changes do not affect current expenses on the part of the County.

**Attachments:**

- Attachment 1 – Authorizing Statement requiring Plan 2 employees to pay the 5% member contribution rate.
- Attachment 2 – Resolution whereas the County elects to pay all or a portion of the VRS contribution rate.
- Attachment 3 – Resolution whereas the County phases in the payment of the VRS contribution rate.
- Attachment 4 – Chart comparing the Plan 1 and Plan 2 VRS provisions

**Recommendation:**

For ease of administration and to reduce confusion I do not recommend passage of the phase-in schedule concept. The recommendation is to either have the County pay the VRS contribution for Plan 2 employees as we now pay for current employees or have the new employees pay the full 5% member contribution.

Motion _____	Campbell _____	Fore _____	Gantt _____
Second _____	Jones _____	McKay _____	Simpson _____
	Wilck _____	Wiley _____	

The Virginia General Assembly, in its 2010 session passed legislation creating a separate retirement plan for employees hired on or after July 1, 2010 (hereafter referred to as "Plan 2" employees). The legislation amended VA Code § 51.1-144 to provide that Plan 2 employees will pay their 5 percent member contribution and that, absent other action by the employer, such contribution will be paid through salary reduction according to Internal Revenue Code § 414 (h). Internal Revenue Code § 414 (h) provides that a governmental employer may "pick-up" mandatory employee contributions and thereby cause the contributions to be made on a pre-tax basis. The formal written action required by Internal Revenue Code § 414 (h) to effect the pick-up has been taken by the General Assembly with the Governor's signature.

The legislation also permits each county, city, town, local public school board or other local employer to pick-up, in whole or in part (in 1 percent increments), the 5 percent member contribution as an additional benefit not paid as salary. The employer's optional payment of the 5 percent member contribution may be phased in over a period approved by the VRS Board not to exceed 6 years and may only be made on a uniform basis for all its Plan 2 employees. The formal written action required by Internal Revenue Code § 414 (h) to effect the pick-up using the alternatives permitted by the legislation must be taken by the governing body of the specific employing entity and must be effective only on a prospective basis.

Please indicate, by selecting one option below, how member contributions will be paid:

- This is to acknowledge that \_\_\_\_\_ (Employer Name) will have the employees pay the 5 percent member contribution according to the terms of the legislation. This action does not require action by your governing body.
  
- \_\_\_\_\_ (Authorized Signature) \_\_\_\_\_ (Date)

The Virginia General Assembly, in its 2010 session passed legislation creating a separate retirement plan for employees hired on or after July 1, 2010 (hereafter referred to as "Plan 2" employees). The legislation amended VA Code § 51.1-144 to provide that Plan 2 employees will pay their 5 percent member contribution and that, absent other action by the employer, such contribution will be paid through salary reduction according to Internal Revenue Code § 414 (h). Internal Revenue Code § 414 (h) provides that a governmental employer may "pick-up" mandatory employee contributions and thereby cause the contributions to be made on a pre-tax basis. The formal written action required by Internal Revenue Code § 414 (h) to effect the pick-up has been taken by the General Assembly with the Governor's signature.

The legislation also permits each county, city, town, local public school board or other local employer to pick-up, in whole or in part (in 1 percent increments), the 5 percent member contribution as an additional benefit not paid as salary. The employer's optional payment of the 5 percent member contribution may be phased in over a period approved by the VRS Board not to exceed 6 years and may only be made on a uniform basis for all its Plan 2 employees. The formal written action required by Internal Revenue Code § 414 (h) to effect the pick-up using the alternatives permitted by the legislation must be taken by the governing body of the specific employing entity and must be effective only on a prospective basis.

Please indicate, by selecting one option below, how member contributions will be paid:

- This is to acknowledge that \_\_\_\_\_ (Employer Name) will have the employees pay the 5 percent member contribution according to the terms of the legislation. This action does not require action by your governing body. \_\_\_\_\_ (Authorized Signature) \_\_\_\_\_ (Date)
- This is to acknowledge that \_\_\_\_\_ (Employer Name) elects to pick-up some or all of the 5 percent member contributions as detailed in the following duly approved resolution.

## RESOLUTION

### **Authorization to Pick-up the Employee's Contribution to VRS Under § 414(h) of the Internal Revenue Code For Plan 2 Employees**

WHEREAS, the Virginia General Assembly, in its 2010 session passed legislation creating a separate retirement plan for employees hired on or after July 1, 2010 (hereafter referred to as "Plan 2 Employees"). The legislation stipulates that Plan 2 Employees will pay their 5 percent member contribution and that, absent other action by the employer, such contribution will be paid through salary reduction according to Internal Revenue Code § 414 (h) on a pre-tax basis; and

WHEREAS, the legislation allows certain employers, including the \_\_\_\_\_, (Employer Name) to pick-up and pay all or a portion of the member contributions on behalf of its Plan 2 Employees as an additional benefit not paid as salary; and

WHEREAS, the election to pick-up and pay all or a portion of the member contributions on behalf of its Plan 2 Employees as an additional benefit not paid as salary shall, once made, remain in effect for the applicable fiscal year (July 1 - June 30) and shall continue in effect beyond the end of such fiscal year absent a subsequent resolution changing the way the 5 percent member contribution is paid; and

WHEREAS, employee contributions that are picked-up as an additional benefit not paid as salary are not considered wages for purposes of VA Code § 51.1-700 et seq. nor shall they be considered salary for purposes of VA Code § 51.1-100 et seq.; and

WHEREAS, the \_\_\_\_\_ (Employer Name) desires to pick-up and pay its Plan 2 Employees' member contributions to VRS as an additional benefit not paid as salary in an amount equal to (1%) (2%) (3%) (4%) (5%) of creditable compensation; and

WHEREAS, VRS tracks such picked-up member contributions and is prepared to treat such contributions as employee contributions for all purposes of VRS.

NOW, THEREFORE, IT IS HEREBY RESOLVED that effective the first day of \_\_\_\_\_ [stated month must be after the date this Resolution is adopted], the \_\_\_\_\_ (Employer Name) shall pick-up member contributions of its Plan 2 Employees to VRS as an additional benefit not paid as salary in an amount equal to (1%) (2%) (3%) (4%) (5%) of creditable compensation subject to the terms and conditions described above; and it is further

RESOLVED that such contributions, although designated as member contributions, are to be made by the \_\_\_\_\_ (Employer Name) in lieu of member contributions; and it is further

RESOLVED that nothing herein shall be construed so as to permit or extend an option to VRS members to receive the picked-up contributions made by the \_\_\_\_\_ (Employer Name) directly instead of having them paid to VRS.

Adopted in \_\_\_\_\_, Virginia this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Authorized Signature      Title



The Virginia General Assembly, in its 2010 session passed legislation creating a separate retirement plan for employees hired on or after July 1, 2010 (hereafter referred to as "Plan 2" employees). The legislation amended VA Code § 51.1-144 to provide that Plan 2 employees will pay their 5 percent member contribution and that, absent other action by the employer, such contribution will be paid through salary reduction according to Internal Revenue Code § 414 (h). Internal Revenue Code § 414 (h) provides that a governmental employer may "pick-up" mandatory employee contributions and thereby cause the contributions to be made on a pre-tax basis. The formal written action required by Internal Revenue Code § 414 (h) to effect the pick-up has been taken by the General Assembly with the Governor's signature.

The legislation also permits each county, city, town, local public school board or other local employer to pick-up, in whole or in part (in 1 percent increments), the 5 percent member contribution as an additional benefit not paid as salary. The employer's optional payment of the 5 percent member contribution may be phased in over a period approved by the VRS Board not to exceed 6 years and may only be made on a uniform basis for all its Plan 2 employees. The formal written action required by Internal Revenue Code § 414 (h) to effect the pick-up using the alternatives permitted by the legislation must be taken by the governing body of the specific employing entity and must be effective only on a prospective basis.

- This is to acknowledge that \_\_\_\_\_ (Employer Name) elects to phase in the pick-up of the 5 percent member contributions as detailed in the following duly approved resolution. We understand that this is a revocable election should we decide at a future date to modify the percentage to be phased in over the six year period.

## RESOLUTION

### **Authorization to Pick-up the Employee's Contribution to VRS Under § 414(h) of the Internal Revenue Code For Plan 2 Employees**

WHEREAS, the Virginia General Assembly, in its 2010 session passed legislation creating a separate retirement plan for employees hired on or after July 1, 2010 (hereafter referred to as "Plan 2 Employees"). The legislation stipulates that Plan 2 Employees will pay their 5 percent member contribution and that, absent other action by the employer, such contribution will be paid through salary reduction according to Internal Revenue Code § 414 (h) on a pre-tax basis; and

WHEREAS, the legislation allows certain employers, including the \_\_\_\_\_, (Employer Name) to pick-up and pay all or a portion of the member contributions on behalf of its Plan 2 Employees as an additional benefit not paid as salary; and

WHEREAS, the election to pick-up and pay all or a portion of the member contributions on behalf of its Plan 2 Employees as an additional benefit not paid as salary shall, once made, remain in effect for the applicable fiscal year (July 1 - June 30) and shall continue in effect beyond the end of such fiscal year absent a subsequent resolution changing the way the 5 percent member contribution is paid; and

WHEREAS, employee contributions that are picked-up as an additional benefit not paid as salary are not considered wages for purposes of VA Code § 51.1-700 et seq. nor shall they be considered salary for purposes of VA Code § 51.1-100 et seq.; and

WHEREAS, the \_\_\_\_\_ (Employer Name) desires to pick-up and pay its Plan 2 Employees' member contributions to VRS as an additional benefit not paid as salary in an amount equal to (1%) (2%) (3%) (4%) (5%) of creditable compensation; and

WHEREAS, VRS tracks such picked-up member contributions and is prepared to treat such contributions as employee contributions for all purposes of VRS.

NOW, THEREFORE, IT IS HEREBY RESOLVED that effective the first day of \_\_\_\_\_ **[stated month must be after the date this Resolution is adopted]**, the \_\_\_\_\_ (Employer Name) shall pick-up member contributions of its Plan 2 Employees to VRS as an additional benefit not paid as salary in an amount equal to be phased in over six years according to the following schedule:

Year	Employer Share	Employee Salary Reduction Share
FY11		
FY12		
FY13		
FY14		
FY15		
FY16		

and it is further

RESOLVED that such contributions, although designated as member contributions, are to be made by the \_\_\_\_\_ (Employer Name) in lieu of member contributions; and it is further

RESOLVED that nothing herein shall be construed so as to permit or extend an option to VRS members to receive the picked-up contributions made by the \_\_\_\_\_ (Employer Name) directly instead of having them paid to VRS.

Adopted in \_\_\_\_\_, Virginia this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
 Authorized Signature      Title

## PLAN 1 AND PLAN 2 COMPARISON

Effective July 1, 2010	VRS PLAN 1	VRS PLAN 2
Average Final Compensation	<i>(Members hired before July 1, 2010 who have not taken a refund)</i> Average of the employees 36 highest consecutive months of creditable compensation	<i>(Members hired or rehired On or after July 1, 2010)</i> Average of the employees 60 highest consecutive months of creditable compensation
5% member contribution	Employee or employer contributes 5% of the employee's compensation each month to his or her contribution account	State employees contribute the 5% member contribution. School division and political subdivision employees may contribute some or all of the 5% member contribution, depending on the election of the employer and provided the employer is paying the full 5% member contribution for all current Plan 1 employees
Normal Retirement Age	VRS: Age 65  SPORS, VaLOPS and Political subdivision Hazardous Duty Members : Age 60	VRS: Normal Social Security retirement Age  Same
Earliest unreduced retirement eligibility	VRS; Age 65 with at least 5 years of service credit or age 50 with at least 30 years of service credit  SPORS, VaLORS and Political Subdivision Hazardous Duty Members: Age 60 with at least 5 years of service credit or age 50 with at least 25 years of service.	VRS: Normal Social Security retirement age with at least 5 years of service credit or when age and service credit equal at least 90 ( E.G. - age 60 with 30 years of service.  Same
Earliest reduced retirement eligibility	VRS: age 55 with at least 5 years of service credit or age 50 with at least 10 years of service credit.  SPORS, VaLORS and Political Subdivision Hazardous Duty members: Age 50 with at least 5 years service credit	Same  Same
Cost of Living Adjustment (COLA)	matches first 3% increase in the Consumer Price Index-Urban and one-half of the remaining increase up to a maximum of 5% when provided	Matches first 2% increase in the Consumer Price Index -Urban and one-half of the remaining increase up to a maximum of 6%, when provided





**County of Prince Edward  
Board of Supervisors  
Agenda Summary**

**Meeting Date:** June 8, 2010  
**Item No.:** 17  
**Department:** County Administrator  
**Staff Contact:** W.W. Bartlett  
**Issue:** **AMENDMENT TO COUNTY HEALTH INSURANCE PROGRAM**

**Summary:**

There has been a request to amend the County's Insurance Plan to allow members of the Board of Supervisors to participate in the county's Health Insurance Program know as The Local Choice (TLC).

Elected officials can be covered as a "special class". The classification can be as either a part-time or full-time employee but cannot be classified as retirees. If Board members are classified as full-time you must pay the same amounts for them as you do for all other active full-time employees. Currently the County pays 100% of the premium for full-time employees

If the classification is as part-time, you must pay the same amount as you do for all other part-time participants. We currently do not allow part-time employees to participate in the Health Insurance Plan. But since Board members can be placed in a special classification we can allow Board members to be classified as part-time and be covered but not cover any other part-time employees. The minimum employer contribution for part-time employees is 40% of the average single employee premium rate or \$196.40 per month.

**Attachments:** Page 3 of The Local Choice Manual  
Page 85 of The Local Choice Manual  
Sample Draft Resolution authorizing Board members to be covered under  
The Local Choice Program

**Recommendation:** None

Motion \_\_\_\_\_  
Second \_\_\_\_\_

Campbell \_\_\_\_\_  
Jones \_\_\_\_\_  
Wilck \_\_\_\_\_

Fore \_\_\_\_\_  
McKay \_\_\_\_\_  
Wiley \_\_\_\_\_

Gantt \_\_\_\_\_  
Simpson \_\_\_\_\_

## II. ELIGIBILITY

### A. ELIGIBLE EMPLOYEES

The Local Employer defines the categories of employees and retirees eligible to enroll when the Employer Application is completed and forwarded to the Department of Human Resource Management (DHRM) / The Local Choice (TLC).

Full-time employees of participating employers are eligible to participate in the Program and some or all classifications of part-time employees of Local Employers may participate in the Program if the employer elects. The employer determines conditions of participation for these employees. However, all part-time employees in the same classification must be treated similarly.

Retired Employees – Effective July 1, 2006:

TLC eligibility will mirror the retirement requirements of VRS whether or not a group participates with VRS. Those requirements will be:

A retiring employee must meet the employer's criteria for retirement to be eligible for health benefits coverage through the employer "Retiree Group." In addition to meeting the Local Employer criteria, the retiree must be:

At least 55 years of age, have at least five (5) years of service with the participating employer and be eligible for and receive an immediate annuity through the group's primary employer-sponsored retirement program or at least 50 years of age have at least ten (10) years of service with the participating employer and be eligible for and receive an immediate annuity through the group's primary employer-sponsored retirement program.

Employees who defer retirement are not eligible to enroll in The Local Employer's Retiree Group. A deferred retirement is one where the employee terminates service and does not elect or is ineligible for an immediate retirement annuity.

Unless a future effective date for retiree coverage is stated on the application, current retirees who are eligible for participation on the effective date of your Group will be offered a one-time opportunity to enroll in one of The Local Choice Health Benefits Program plans.

Future retirees must apply for retiree health benefits within 31 days of the separation from active service. Medicare will be the primary payer for retiree's age 65 or older (or those who are otherwise eligible for Medicare). The Program's plans will serve as a complement to Medicare's coverage.

**NOTE:** Elected officials that make up the governing body of a Local Employer may be eligible as either a special class of full-time employee or as part-time employees. They may not, however, participate in the retiree classification. Temporary employees, appointed board members or appointed commissions are not eligible for coverage under The Local Choice.

## **B. EMPLOYER CONTRIBUTIONS**

Groups may select any combination of our Key Advantage plan offerings but the required minimum funding will be based on the un-weighted average single rate of the plans offered. For example, if a group offers Key Advantage Expanded and Key Advantage 500, you would add the single rates for each and divide by two. The minimum requirement would then be 80% of the average single rate.

The required minimum employer contributions are:

### Full Time Employees

- 80% of the average single employee premium rate
- 20% of the average additional dependent cost, if applicable \*

### Part Time Employees

- 40% of the average single employee premium rate
- 10% of the average additional dependent cost, if applicable \*

Groups selecting the High Deductible Health Plan may not use the averaging method to determine contributions. HDHP requires the employer to pay at least 80% of single premium and 20% of dependent premiums.

## **C. GROUP WITHDRAWAL – NOTICE TIMING AND ADVERSE EXPERIENCE ADJUSTMENT**

To protect current TLC groups, an Adverse Experience Adjustment (AEA) may be applied to groups terminating participation in TLC. The AEA assures that current groups will not be penalized for a terminating group's losses.

### **THE LOCAL CHOICE PROGRAM Procedures for Determining Adverse Experience Adjustment**

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The Local Choice Program (TLC) requires an employer who withdraws from the program to reimburse the program if the employer's premiums are less than the employer's share of losses for the last full fiscal year of membership. This is called the Adverse Experience Adjustment (AEA).

The AEA amount is determined by 1) the amount of the appropriate pool's loss, if any, for the most recent plan year, 2) the experience of the employer who is withdrawing, and 3) the ratio of the employer's enrollment to the total enrollment in the applicable rating pool. An employer falls into one of four rating pools:

1. 1 – 49 enrollees
2. 50 – 299 enrollees
3. 300 - 1499 enrollees
4. Over 1,500 enrollees (with effective dates of 7/1/2006 or later)

There is no AEA if the appropriate pool ends the fiscal year with a surplus.

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\* If 75% of all eligible employees enroll, the dependent contribution requirement is waived.

## Sample Resolution

Draft

To be Prepared on Official Group Letterhead

The Local Choice Health Benefits Program provides health insurance benefits to our employees and their dependents. Be it hereby resolved that this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_, **(Insert Group Name)** does approve that coverage be added for our elected governing body and their dependents to be effective on 1 July 20\_\_ and continuing in conjunction with our health insurance benefits. It is our desire to cover them as a special class of **(Select one: full time employees / part time employees)**. We recognize that health benefits for this class of employee will be available as long as they remain in their elected position. Retiree coverage for elected officials is not available.

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Signature/Date

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Print or Type Name and Title

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Group Name





**County of Prince Edward  
Board of Supervisors  
Agenda Summary**

**Meeting Date:** June 8, 2010  
**Item No.:** 18  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett  
**Issue:** Request from Dinwiddie County

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**Summary:** Attached for your consideration is a request from Dinwiddie County asking for the Board's support and endorsement of Harrison A. Moody for the position of Secretary-Treasurer of the Virginia Association of Counties.

**Attachments:** Letter from Dinwiddie County  
Resolution from Dinwiddie County Board of Supervisors  
Draft resolution for Prince Edward County Board of Supervisors

**Recommendation:** Should the Board wish to endorse Harrison Moody it will wish to adopt the attached draft resolution .

Motion \_\_\_\_\_  
Second \_\_\_\_\_

Campbell \_\_\_\_\_  
Jones \_\_\_\_\_  
Wilck \_\_\_\_\_

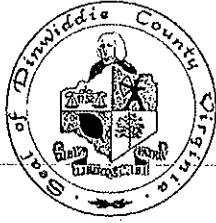
Fore \_\_\_\_\_  
McKay \_\_\_\_\_  
Wiley \_\_\_\_\_

Gantt \_\_\_\_\_  
Simpson \_\_\_\_\_

# County of Dinwiddie

## BOARD OF SUPERVISORS

DONALD L. HARAWAY  
DORETHA E. MOODY  
HARRISON A. MOODY  
MICHAEL W. STONE  
JOHN V. TALMAGE



## COUNTY ADMINISTRATOR

W. KEVIN MASSENGILL

FOUNDED 1752

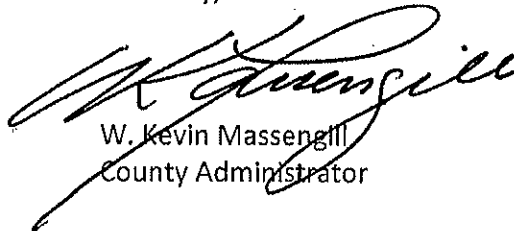
May 27, 2010

Dear County Administrators/Managers:

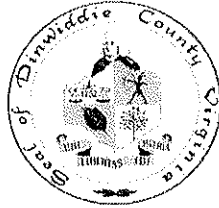
I hope this email finds each of you doing well. Please find attached to this correspondence a copy of a resolution passed by the Dinwiddie Board of Supervisors endorsing Chairman Harrison A. Moody for the position of Secretary/Treasurer of the Virginia Association of Counties (VACo).

Mr. Moody has asked that we forward you a copy of this resolution for consideration of your respective boards. As always, thank you for your time and consideration regarding this matter. If I can be of any assistance, please do not hesitate to contact me directly.

Sincerely,



W. Kevin Massengill  
County Administrator



**BOARD OF SUPERVISORS  
DINWIDDIE COUNTY, VIRGINIA**

**RESOLUTION TO ENDORSE  
HARRISON A. MOODY  
FOR THE POSITION OF SECRETARY/TREASURER  
OF THE VIRGINIA ASSOCIATION OF COUNTIES**

WHEREAS, Harrison A. Moody, has established a long record of leadership and commitment to his community by serving on the Dinwiddie County Board of Supervisors for 22 years, since 1987; and

WHEREAS, as Supervisor, Mr. Moody has represented the Dinwiddie County Board of Supervisors with concerned leadership on many committees, including the Dinwiddie County Planning Commission; the Extension Leadership Council; the Dinwiddie County Youth Advisory Board; and the Virginia Gateway Region; and

WHEREAS, Mr. Moody has also served with distinction on the Virginia Association of Counties as Region 4 Director; as member of the Environment and Agriculture Committee; and Chairman of the Rural Caucus Committee, as well as past member of the National Association of Counties Board of Directors; and is currently serving on the Rural Caucus Committee and the Agriculture and Rural Affairs Steering Committee of the National Association of Counties; and

WHEREAS, Mr. Moody's tireless dedication, excellent leadership, and long record of diligent representation on the Dinwiddie County Board of Supervisors have proven his commitment and dedication to public service;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of Dinwiddie County, Virginia formally endorses the candidacy of Harrison A. Moody for the position of Secretary-Treasurer of the Virginia Association of Counties.

John V. Talmage	aye	Harrison A. Moody	abstain
Doretha E. Moody	aye		
Donald L. Haraway	aye		
Michael W. Stone	aye		

**CERTIFICATION**

I, W. Kevin Massengill, Clerk of the Board of Supervisors of Dinwiddie County, Virginia certify that the foregoing is a true and correct copy of a resolution passed at a lawfully organized meeting of the Board of Supervisors of Dinwiddie County held at Dinwiddie County, Virginia, at 4:00 p.m. on February 2, 2010.

\_\_\_\_\_  
W. Kevin Massengill  
County Administrator  
Clerk to the Board

**BOARD OF SUPERVISORS  
PRINCE EDWARD COUNTY, VIRGINIA**

**RESOLUTION TO ENDORSE  
HARRISON A. MOODY  
FOR THE POSITION OF SECRETARY/TREASURER  
OF THE VIRGINIA ASSOCIATION OF COUNTIES**

WHEREAS, Harrison A. Moody, has established a long record of leadership and commitment to his community by serving on the Dinwiddie County Board of Supervisors for 22 years; AND

WHEREAS, as Supervisor, Mr. Moody has represented the Dinwiddie County Board of Supervisors with concerned leadership on many committees, including the Dinwiddie County Planning Commission; the Extension Leadership Council; the Dinwiddie County Youth Advisory Board; and the Virginia Gateway Region; and

WHEREAS, Mr. Moody has also served with distinction on the Virginia Association of Counties as Region 4 Director; as member of the Environment and Agriculture Committee; and Chairman of the Rural Caucus Committee, as well as past member of the National Association of Counties Board of Directors; and is currently serving on the Rural Caucus Committee and the Agriculture and Rural Affairs Steering Committee of the National Association of Counties; and

WHEREAS, Mr. Moody's tireless dedication, excellent leadership, and long record of diligent representation on the Dinwiddie County Board of Supervisors have proven his commitment and dedication to public service;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of Prince Edward County, Virginia formally endorses the candidacy of Harrison A. Moody for the position of Secretary-Treasurer of the Virginia Association of Counties.

Certification

*I hereby certify that the foregoing resolution was duly considered by the Board of Supervisors of the County of Prince Edward, Virginia at a meeting in Prince Edward County, Virginia, at which a quorum was present and that same was passed this 8<sup>th</sup> day of June, 2010.*

ATTEST:

\_\_\_\_\_  
William G. Fore, Jr., Chairman

\_\_\_\_\_  
W. W. Bartlett, County Administrator



County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** June 8, 2010  
**Item No.:** 19  
**Department:** County Administrator  
**Staff Contact:** W.W. Bartlett  
**Issue:** SHENTEL TV CABLE COMPANY FRANCHISE AGREEMENT

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**Summary:** Shentel cable company headquartered in Edinburg, VA has a pending acquisition of JetBroadband. The attached resolution provides for the transfer of the franchise agreement between JetBroadband and Shentel.

Per Code section 15.2-2108.22.3 the County can require a cable operator to pay a recurring fee (PEG Capital fee) to support capital cost of a Public/Educational/Governmental (PEG) Channel. The fee can be no more than 1.5% of the gross revenues.

Mr. David Ferguson will be at the Board meeting to answer any questions.

**Attachments:** Proposed resolution assigning the cable franchise to SHENTEL  
Map of existing cable coverage area.

**Recommendation:** Recommend approving the attached resolution and authorize County Administrator to execute all necessary documents.

Motion \_\_\_\_\_  
Second \_\_\_\_\_

Campbell \_\_\_\_\_  
Jones \_\_\_\_\_  
Wilck \_\_\_\_\_

Fore \_\_\_\_\_  
McKay \_\_\_\_\_  
Wiley \_\_\_\_\_

Gantt \_\_\_\_\_  
Simpson \_\_\_\_\_

**RESOLUTION NO. \_\_\_\_\_**  
**RESOLUTION OF PRINCE EDWARD COUNTY, VA**  
**APPROVING THE ASSIGNMENT OF THE CABLE TELEVISION FRANCHISE**

**WHEREAS**, JetBroadband VA, LLC (“Franchisee”) owns, operates, and maintains a cable television system (“System”) serving Prince Edward County, VA (the “Franchise Authority”), and Franchisee is the duly authorized holder of the Franchise; and

**WHEREAS**, on April 16, 2010, JetBroadband VA, LLC entered into an Asset Purchase Agreement (the “Agreement”) with Shentel Cable Company (“Shentel”) in which, among other things, the Franchisee proposes to sell and assign to Shentel certain of the assets, including the Franchise, used by Franchisee in the operation of the System (the “Transaction”); and

**WHEREAS**, Franchisee and Shentel have requested the consent of the Franchise Authority for the assignment of the Franchise in accordance with the requirements of the Franchise and applicable law and have filed with the Franchise Authority a franchise assignment application on FCC Form 394 that includes relevant information concerning the Transaction and the legal, technical and financial qualifications of Shentel (collectively, the “Application”); and

**WHEREAS**, the Franchise Authority has reviewed the Application, examined the legal, financial and technical qualifications of Shentel, followed all required procedures to consider and act upon the Application and considered the comments of all interested parties; and

**WHEREAS**, the Franchise Authority believes that it is in the interest of the community to approve the Application and the assignment of the Franchise and the System to Shentel, as described in the Application.

**NOW THEREFORE BE IT RESOLVED BY THE FRANCHISE AUTHORITY AS FOLLOWS:**

**SECTION 1:** The Franchise Authority hereby approves the Application and consents to the assignment of the Franchise and System to Shentel; all in accordance with the terms of the Franchise and applicable law.

**SECTION 2:** The Franchise Authority confirms that (a) the Franchise was properly granted or assigned to Franchisee and is in full force and effect, (b) the Franchise represents the entire understanding of the parties and the Franchisee has no obligations to the Franchise Authority other than those specifically stated in the Franchise; and (c) the Franchisee is materially in compliance with the provisions of the Franchise and applicable law, and there exists no fact or circumstance known to the Franchise Authority which constitutes or which, with the passage of time or the giving of notice or both, would constitute a default or breach under the Franchise or would allow the Franchise Authority to cancel or terminate the rights of the Franchisee thereunder.

**SECTION 3:** The Franchise Authority hereby consents to and approves (a) the pledge or grant of a security interest to, or the exercise of associated remedies by, any lender(s) of Shentel or its affiliates in Shentel's assets, including, but not limited to, the Franchise, or of interests in Shentel, for purposes of securing any indebtedness; and (b) the assignment or transfer of Shentel's assets, including the Franchise, provided that such assignment or transfer is to an entity directly or indirectly controlling, controlled by or under common control with Shentel.

**SECTION 4:** The Franchise Authority's approval of the Application and its consent to the assignment of the Franchise to Shentel shall be effective immediately, and Shentel shall notify the Franchise Authority upon the Closing Date.

**SECTION 5:** The Franchise Authority releases the Franchisee, effective upon the Closing Date, from all obligations and liabilities under the Franchise and applicable law that accrue on and after the Closing Date; provided that Shentel shall be responsible for any obligations and liabilities under the Franchise that accrue on and after the Closing Date.

**SECTION 6:** This Resolution shall have the force of a continuing agreement with Franchisee and Shentel, and the Franchising Authority shall not revoke, amend or otherwise alter this Resolution without the consent of the Franchisee and Shentel.

**PASSED, ADOPTED AND APPROVED** this \_\_\_\_\_ day of \_\_\_\_\_, 2010.

**PRINCE EDWARD COUNTY, VA**

By: \_\_\_\_\_

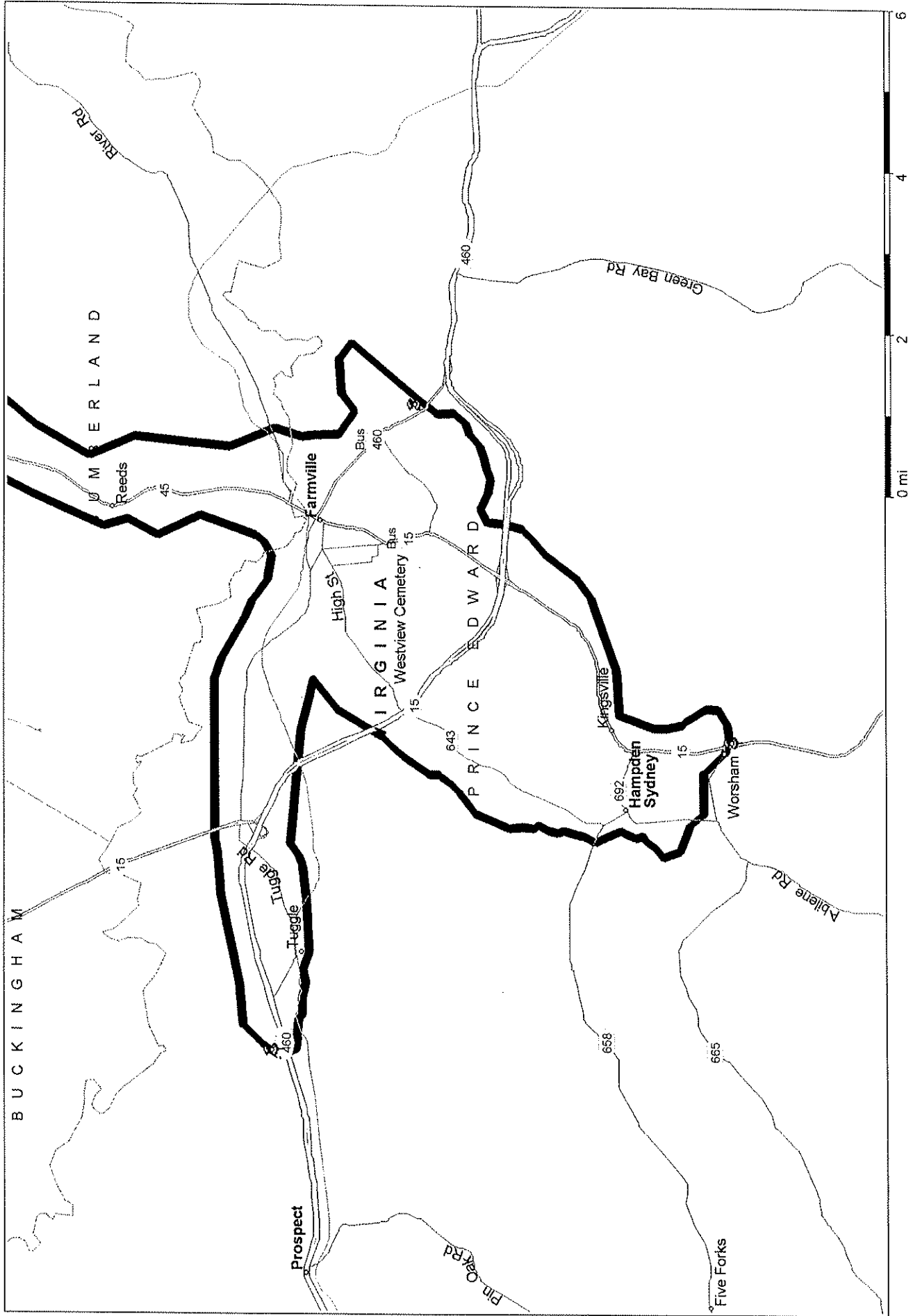
Name: \_\_\_\_\_

Title: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Clerk

# Farmville 5-27-2010



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County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: June 8, 2010  
 Item No.: 20  
 Department: Planning & Community Development  
 Staff Contact: Jonathan L. Pickett  
 Issue: Planning Department Report

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**Summary:** This will be a new agenda item. Each month, if needed, Jonathan will brief the Board on relevant matters pending before or upcoming on the agenda of the Prince Edward County Planning Commission. Staff feels this will give the Board better decision-making information on matters that are referred from the Planning Commission to the Board of Supervisors.

**Attachments:** None.

**Recommendation:** To Be Determined

Motion \_\_\_\_\_  
 Second \_\_\_\_\_

Campbell \_\_\_\_\_  
 Jones \_\_\_\_\_  
 Wilck \_\_\_\_\_

Fore \_\_\_\_\_  
 McKay \_\_\_\_\_  
 Wiley \_\_\_\_\_

Gantt \_\_\_\_\_  
 Simpson \_\_\_\_\_





County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: June 8, 2010  
Item No.: 21  
Department: County Administrator

Staff Contact: W.W. Bartlett  
Issue: COUNTY ADMINISTRATOR'S REPORT

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**Summary:** Representatives of Crowder Construction and Draper Aden Associates will be present to provide the Board an update on the PPEA Project.

**Attachments:** None

**Recommendations:** None

Motion \_\_\_\_\_  
Second \_\_\_\_\_

Campbell \_\_\_\_\_  
Jones \_\_\_\_\_  
Wilck \_\_\_\_\_

Fore \_\_\_\_\_  
McKay \_\_\_\_\_  
Wiley \_\_\_\_\_

Gantt \_\_\_\_\_  
Simpson \_\_\_\_\_





County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: June 8, 2010  
Item No.: 22  
Department: County Administration  
Staff Contact: W.W. Bartlett  
Issue: Committee Reports

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**Summary:** The Board will receive an update from the Memorial Committee and the SCOPE Building Committee.

**Attachments:** None.

**Recommendation:** To Be Determined

Motion \_\_\_\_\_  
Second \_\_\_\_\_

Campbell \_\_\_\_\_  
Jones \_\_\_\_\_  
Wilck \_\_\_\_\_

Fore \_\_\_\_\_  
McKay \_\_\_\_\_  
Wiley \_\_\_\_\_

Gantt \_\_\_\_\_  
Simpson \_\_\_\_\_





**County of Prince Edward  
Board of Supervisors  
Agenda Summary**

**Meeting Date:** June 8, 2010  
**Item No.:** 23  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett  
**Issue:** Closed Session

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Summary: *(Sample Motion)*

I move that the Prince Edward County Board of Supervisors convene in Closed Session for discussion of the reappointment of specific public officers, the County Administrator and County Attorney, pursuant to the exemptions provided for in Section 2.2-3711(A)(1) of the *Code of Virginia*.

**Attachments:**

**Recommendation:** Convene in Closed Session.

Motion \_\_\_\_\_  
Second \_\_\_\_\_

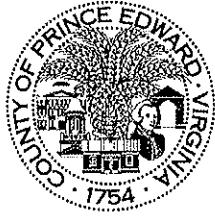
Campbell \_\_\_\_\_  
Jones \_\_\_\_\_  
Wilck \_\_\_\_\_

Fore \_\_\_\_\_  
McKay \_\_\_\_\_  
Wiley \_\_\_\_\_

Gantt \_\_\_\_\_  
Simpson \_\_\_\_\_







**County of Prince Edward  
Board of Supervisors  
Agenda Summary**

**Meeting Date:** June 8, 2010  
**Item No.:** 24  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett/Sarah Puckett  
**Issue:** Correspondence

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**Summary:**

**Attachments:**

- a. Piedmont Soil and Water Conservation District

**Recommendation:** None.

Motion \_\_\_\_\_  
Second \_\_\_\_\_

Campbell \_\_\_\_\_  
Jones \_\_\_\_\_  
Wilck \_\_\_\_\_

Fore \_\_\_\_\_  
McKay \_\_\_\_\_  
Wiley \_\_\_\_\_

Gantt \_\_\_\_\_  
Simpson \_\_\_\_\_



Piedmont  
Soil & Water Conservation District  
100-B Dominion Drive  
Farmville, Virginia 23901  
(434) 392-3782



The Mission of the Piedmont Soil and Water Conservation District is to provide technical, educational and financial resources to the citizens of Prince Edward, Nottoway and Amelia Counties in order to promote the wise use and conservation of soil, water and related resources. The PSWCD is an organization of elected and appointed volunteers and trained staff that guides decision-makers and stakeholders in the conservation of soil and water.

May 27, 2010

Wade Bartlett  
Prince Edward County Administrator  
PO Box 382  
Farmville, VA 23901

Dear Mr. Bartlett,

Our funding agreement with the Department of Conservation and Recreation states that the Piedmont SWCD will inform the local governing body regarding the status of the volunteer, appointed At-Large Director position on our board of directors.

Mr. Juan Whittington of Amelia County currently holds the At-Large Director position. His term expires December 31, 2010. Mr. Whittington has indicated that he would like to serve as At-Large Director for another four-year term beginning January 1, 2011. The board is very happy with the experience that Mr. Whittington brings to the table and is pleased that he would be willing to serve again.

The Board will nominate one person at the June 29<sup>th</sup> board meeting whose name will be put forward to the Virginia Soil and Water Conservation Board. Enclosed is information about director responsibilities. If you know of someone that is interested in volunteering to serve on the board please contact our secretary Robin Buckalew at 434.392-3782 ext. 131.

Sincerely,

Larkin Moyer  
PSWCD Chairman



# Interested in Being a Soil and Water Conservation District Director?

PIEDMONT SOIL & WATER CONSERVATION DISTRICT

*Serving Amelia, Nottoway & Prince Edward Counties*

## District Mission:

The function of the SWCD is to take available technical, financial and educational resources, whatever their source, and focus or coordinate them so that they meet the needs of local land users. The District Director plays a leadership role in finding resources and working with local land users to ensure that these resources are used with maximum effect to meet the District's goals. This is a volunteer position, and Directors can have enormous positive impact on their communities. Chapter 10.1-500 of the Code of Virginia defines a soil and water conservation district as a political subdivision of the Commonwealth of Virginia. This position is an opportunity for you to lend your community your leadership skills and concerns for your community's agriculture and natural resource related issues. Districts are involved with many projects such as water quality and conservation, erosion control, agricultural programs, conservation education, urban issues and flood control structures.

## What is a District Director?

A District Director is an elected local citizen, leader, or official, appointed by the Virginia Soil and Water Conservation Board to assess local conservation needs and to develop conservation programs to address these needs. Directors are reimbursed for travel to meetings, registration, meals and other associated expenses when conducting work of the District. They have a chance to effect real change in their communities by providing leadership in natural resource conservation.

## Director Qualifications:

- Understand need for conservation of soil, water & other natural resources
- Be willing to listen, learn and work with others
- Be aware of local, state and national legislative processes
- Knowledge of agriculture, environmental sciences helpful
- Be willing to represent the citizens of PSWCD to conservation issues

## Training:

- Learn District Procedures & become familiar with the working documents of the District
- Attend at least 1 area meeting and 1 state meeting per year
- Attend Director Orientation Workshop
- Keep informed on current natural resource/conservation issues
- Meet with representatives of cooperating agencies
- Participate in seminars and workshops related to soil and water conservation

## Commitment:

- Take an oath of office
- Participate in District committees and work groups
- 4-year term of office, no limit on number of terms
- 8 hours/month including:
  - 2 hours meeting attendance
  - 2 hours reviewing, reading and preparing materials
  - 2 hours committee work
  - 2 hours attending meetings related to local conservation issues

## Director Responsibilities:

### **LEADERSHIP**

- Represent the citizens of Piedmont SWCD on conservation issues
- Coordinate problem solving efforts with federal, state and local groups
- Attend monthly District meetings
- Lead and participate in District committees and work groups
- Stay informed and inform others about conservation issues
- Participate in statewide meetings and workshops on conservation issues

### **POLICY**

- Participate in District policy and program development
- Assist with preparation of strategic and annual plans of work
- Establish and implement district policies regarding natural resource conservation issues as well as personnel and financial matters
- Learn parliamentary procedures
- Become familiar with state laws which affect Districts, with VA Soil & Water Board functions and with resources available from the state

### **FINANCE**

- Provide financial direction
- Be responsible for proper spending and management of public funds
- Know budgetary process and keep local officials informed about SWCD programs
- Pursue local and state funding according to District needs

### **COMMUNITY INVOLVEMENT**

- Keep the public and the Board informed of conservation issues and District programs

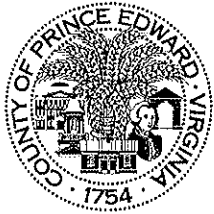
- Speak and make presentations at public hearings about conservation issues

### **PERSONNEL MANAGEMENT**

- Provide guidance to staff and maintain fair and equitable personnel policies
- Maintain an open working relationship between staff and Board members

Ready to get started? Contact Piedmont Soil & Water Conservation District at:  
(434) 392-3782 Ext. 108





**County of Prince Edward  
Board of Supervisors  
Agenda Summary**

**Meeting Date:** June 8, 2010  
**Item No.:** 25  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett/Sarah Puckett  
**Issue:** Informational

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**Summary:**

**Attachments:**

- a. Commonwealth Regional Council Meeting Agenda and Minutes

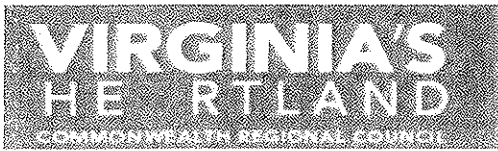
**Recommendation:** None.

Motion \_\_\_\_\_  
Second \_\_\_\_\_

Campbell \_\_\_\_\_  
Jones \_\_\_\_\_  
Wilck \_\_\_\_\_

Fore \_\_\_\_\_  
McKay \_\_\_\_\_  
Wiley \_\_\_\_\_

Gantt \_\_\_\_\_  
Simpson \_\_\_\_\_



IN PARTNERSHIP WITH  
The counties of Amelia | Buckingham | Charlotte | Cumberland | Lunenburg | Prince Edward  
and Longwood University

MEETING AGENDA  
Thursday, June 3, 2010, 7:00 p.m.  
Commonwealth Regional Council Office  
One Mill Street, Suite 101  
Farmville, Virginia 23901

- I. Welcome & Call to Order .....Chairman Walker
- II. Invocation
- III. Approval of Minutes of March 4 & April 1, 2010 Meetings.....Secretary Bennett
- IV. Treasurers' Report –March, April & May Financial Statements, **Attachment 1** .....Interim Treasurer Bates
- V. Report of Officers & Committees
  - A. Chairman's Report .....Chairman Walker
  - B. Executive Committee Report
    - 1) CRC/Moton Museum Administration and Technical Assistance Contract Approved
    - 2) April CIRPS Approved
  - C. Budget Committee Report & **Adoption of FY 10-11 CRC Budget**
  - D. Nominating Committee Report & **Approval of FY 10-11 Slate of Officers**
  - E. Report on Chief Administrative Officer's Committee Meeting, **Attachment 2**
- VI. Old Business..... Chairman Walker
  - A. President & Staff Reports
    - 1) Update on Rural Transportation Planning Activities..... Melody Foster
    - 2) Cumberland County Request for Assistance on Land Use Education  
Workshops, **Attachment 3** ..... Mary Hickman
    - 3) Council Member Comments
- VII. New Business..... Chairman Walker
  - A. President & Staff Reports
    - 1) Cumberland County – Letter of Non-Funding FY 10-11, **Att 4** ..... Mary Hickman
    - 2) Request from Town of Phenix for CRC Implementation Assistance on  
SERCAP Grant Award, **Attachment 5**..... Todd Fortune
    - 3) Tentative 2011 VDOT Enhancement Awards, **Attachment 6** ..... Mary Hickman
    - 4) Award Announcement – Victoria Safe Routes to School Implementation  
Grant, **Attachment 7** ..... Todd Fortune
    - 5) VDOT Rural Transportation Planning Assistance FY 11 SPR  
Letter of Authorization, **Attachment 8**..... Melody Foster
    - 6) Amendment 2, Lunenburg, Kenbridge, Victoria Phase III Regional  
Water Supply Planning Project, **Attachment 9** ..... Barbara Terry
    - 7) Tourism/Marketing Update, **Attachment 10** ..... Barbara Terry
    - 8) Council Member Comments
- VIII. Commonwealth Intergovernmental Review Process, **Attachment 11**
- IX. Council Member Comments
- X. Other Business
- XI. Adjourn – Next Meeting Date – July 1, 2010

\*A copy of the detailed expenditures report is available at the CRC offices for review.



**Commonwealth Regional Council  
Farmville, VA 23901  
April 1, 2010**

**\*\*A Quorum was not reached for the April 1, 2010 meeting. Therefore, no action was taken on any items only discussion.**

**Welcome & Call to Order**

The Chairman called the meeting to order at 7:00 p.m. at the Commonwealth Regional Council Office located at One Mill Street, Suite 101, Farmville, Virginia and it was noted a quorum was not present.

**Invocation**

Dr. Bates gave the invocation.

**Approval Of Minutes Of March 4, 2010 Meeting**

No action was taken.

**ROLL CALL**

**MEMBERS**

**PRESENT**

**ABSENT**

Amelia:

Mr. Ellsworth J. Bennett

\*Mr. Ralph A. Whitaker, Jr.

Mr. Ellsworth J. Bennett

Buckingham:

Dr. Brian Bates

\*Mr. F.D. LeSueur

Dr. Brian Bates

(Interim Treasurer/Secretary)

Charlotte:

Mr. Gary Walker

\*Mr. Haywood J. Hamlet

Mr. Gary Walker

(Chairman)

Cumberland:

Mr. Bill Osl, Jr.

Mr. Van Petty

Mr. Bill Osl, Jr.

Lunenburg:

Mr. T. Wayne Hoover

\*Mr. David Wingold

Mr. T. Wayne Hoover

Prince Edward:

Mr. William G. Fore, Jr.

\*Mr. Don C. Gantt

Mr. William G. Fore, Jr.

Longwood University:  
Ms. Brenda Atkins  
\*Dr. Wayne McWee

Ms. Brenda Atkins

NOTE: \*Denotes Alternates

### **STAFF**

Ms. Mary Hickman, Acting President/CEO  
Ms. Melody Foster, Regional Planner  
Mr. Andre' Gilliam, Community Development Planner  
Mr. Todd Fortune, Community Development Planner  
Ms. Barbara Terry, Planner (Part Time)

### **GUEST**

Mr. Jeff Kessler, VDOT, Lynchburg Planning Division

### **Treasurer's Report**

**March Financial Statements:** No action was taken.

### **Report of Officers & Committees**

**Chairman's Report:** No Report.

**Executive Committee Report:** Ms. Hickman stated the Executive Committee took action on a request during March that was time sensitive. A Buckingham County Request to Provide Grant Writing Services to Buckingham Volunteer Rescue Squad was approved by the Committee. The deadline for submission was due by March 15, 2010. This Grant has been written and submitted on behalf of the Buckingham County Rescue Squad.

**Budget Committee Report:** The Budget Committee did meet during March, however, due to the lack of quorum, no report was given at the meeting.

**Appointment of Nominating Committee:** The Chairman reported he had appointed Dr. Bates, Mr. Osl and himself to the Nominating Committee.

**Report on Chief Administrative Officer's Committee Meeting:** Ms. Hickman reported that the Chief Administrative Officer's meeting was well attended and included Ms. Debra Crowder, Executive Director of the South Central Workforce Investment Board as speaker. An agenda for the meeting was included as an attachment in the Council members packet.



## **Old Business**

### **President & Staff Reports:**

Discussion – Farmville/Hampden-Sydney Membership: Ms. Hickman stated she had not received any new information on either former member.

Status of PDC Funding – Virginia General Assembly 2010-2012: Ms. Hickman referred members present to the enclosed attachment in Council members' packet. Ms. Hickman stated the Virginia General Assembly adopted the Budget Conference Report on March 14, 2010. Ms. Hickman stated the budget did not eliminate PDC funding. The adopted Budget did include additional cuts each year for PDCs with the CRC's receiving a 15% reduction. The CRC will receive \$66,062 For FY 11 & 12 assuming no changes are made during the Special Session that will be held in late April 2010. It was pointed out that several PDC's received a larger reduction in funding (the highest was 52%) for the upcoming biennium. Ms. Hickman thanked Council members for their support.

Town of Dillwyn 2010 CDBG Business District Revitalization Application Submission: Mr. Fortune stated the CRC prepared and submitted the Dillwyn 2010 CDBG Business District Revitalization Application by the March 31<sup>st</sup> deadline to DHCD.

Update on CRC Rural Long Range Transportation Plan: Ms. Foster stated the CRC's Transportation Committee met on March 24, 2010. The Committee is beginning work on an update to the 2000 Regional Bicycle Plan. This is one of the activities the CRC is responsible to complete under the 2010 Scope of Work, Rural Transportation Planning Funds. Local units of government have been contacted to provide input on updating the Plan. Ms. Foster also stated the State Consultant will be conducting traffic counts in April and May on the Identified Transportation Deficiency areas. It was also reiterated that VDOT will be undergoing the last phases of changes in operations in April.

CRC Project Status Report: Ms. Hickman went over the Status Report on Projects as of April 1, 2010. Ms. Hickman stated the CRC staff have been very busy and noted the CRC had assisted in submitting 12 grant applications since August of 2009.

CRC Regional Hazard Mitigation Plan Update: Mr. Fortune reported the Hazard Mitigation Committee Kick-Off meeting will be held on April 5, 2010. Mr. Fortune stated the purpose of the meeting will be to go over the process involved in the Plan update, a project schedule, and some of the information that will be needed from localities.

Council Member Comments: None.

## **New Business**

### **President & Staff Reports**

Longwood University – Letter of Non-Membership FY 10-11: Ms. Hickman reported the CRC has been notified, by letter, that Longwood University will not be able to pay dues and continue to be a member of the CRC. It was noted this was due to tough economic times.

Status of CRC Members FY 10-11: Ms. Hickman reported that she had polled all of the member localities to find out the status of the Request for Membership Investment Fees for FY 10-11. Ms. Hickman reported that Amelia, Buckingham, Charlotte, Lunenburg and Prince Edward had all confirmed that they would be recommending level funding to the CRC in their budgets. Ms. Hickman stated and Mr. Osl confirmed, that as of the current date Cumberland County did not have funding in their budget for CRC Membership in FY 10-11. Mr. Osl stated the budget had not been finalized.

-CRC FY 10-11 Rural Transportation Planning Assistance Program Scope of Work: Ms. Foster went over the presented Scope of Work for the CRC FY 10-11 Rural Transportation Planning Assistance Program. It was noted some of the activities for the upcoming year included: a Sidewalk Survey in the Richmond VDOT District localities in the PD#14 region, Study of Future Park-n-Ride Locations, and GIS Training. Ms. Foster noted the CRC is scheduled to receive the same funding as last year \$58,000 (VDOT), with the CRC matching of \$14,500 for a total budget of \$72,500 for the Rural Transportation Planning Program.

Mr. Kessler was present to be available for questions. There were none.

Ms. Foster noted without a quorum the CRC would not be able to approve the Scope of Work and Resolution and provide them to VDOT by the April 15<sup>th</sup> deadline. There was discussion on the matter. It was noted that the CRC Executive Committee would need to take action on the matter before the deadline. Ms. Hickman was asked to notify the Executive Committee members.

Cumberland County Request for Assistance on Land Use Education Workshops: Ms. Hickman directed members present to the attachment provided in the Council packet regarding the request. Cumberland is planning to host a workshop series entitled "Growth Management and Rural Preservation in Rural Communities." The purpose of the workshops is to facilitate a better understanding of land use planning in rural communities. The audience for the workshops would be county staff and officials from around the CRC region as well as the general public. Ms. Hickman stated Cumberland County is requesting the CRC's assistance in securing appropriate speakers and assisting in the facilitation of workshops. Ms. Hickman stated due to the lack of quorum this matter could be addressed by the Executive Committee if a time constraint is noted.

Tourism/Marketing Update: Ms. Terry stated the information is provided in Council packets for review. Ms. Terry also noted the Fast Facility membership ended March 31, 2010, therefore, there would be no future information from this website.

Council Member Comments: There were none.

**Commonwealth Intergovernmental Review Process (CIRPS):** It was noted with a lack of quorum that action could not be taken. Ms. Hickman stated staff would check to verify if the Executive Committee would need to take action on any time sensitive reviews.

**Council Member Comments:** There were none.

**Other Business:**

Ms. Hickman stated Zoe Rogers with Virginia State Parks Central Virginia Region has notified the CRC that the High Bridge Trail State Park is hosting the 2<sup>nd</sup> Annual High Bridge Trail National Trails Day Celebration on Saturday, June 5<sup>th</sup> in Farmville. Ms. Rogers invited the CRC to participate as an exhibitor. There was discussion on the matter. The Chairman left the matter to Ms. Hickman's discretion as whether the Staff would participate in the event.

Ms. Hickman stated the CRC received an invitation to a Celebration Honoring James C. Moore would be held on Saturday, April 24, 2010 at the Meherrin Fire Department. Ms. Hickman was asked if she could take a letter of appreciation for Mr. Moore's service to the CRC to the event.

**Adjournment:** The meeting adjourned at 7:30 p.m.

---

Jim Bennett, Secretary

**STAFF**

Ms. Mary Hickman, Acting President/CEO  
Ms. Melody Foster, Regional Planner  
Mr. Andre' Gilliam, Community Development Planner  
Mr. Todd Fortune, Community Development Planner  
Ms. Barbara Terry, Planner (Part Time)

**GUEST**

Dr. Walter Witschey, Professor of Anthropology and Science Education, Cook-Cole College of Arts and Sciences, Longwood University

**Treasurer's Report**

**February Financial Statements:** Dr. Bates referred members to the Treasurer's report enclosed in the Council packet for comments. Dr. Bates moved and Mr. Osl seconded the approval of the report as presented. Motion carried.

**Report of Officers & Committees**

**Chairman's Report:** No Report.

**Executive Committee Report:** The Executive Committee did not meet in February, therefore there was no report.

**Budget Committee Report:** No meeting was held in February, therefore there was no report. Ms. Hickman stated she will be meeting with the Budget Committee in March.

**Report on Chief Administrative Officer's Committee Meeting:** Ms. Hickman stated the meeting was well attended and included Ms. Sherri McGuire, Executive Director of the Longwood Small Business Development Center, as the guest speaker. Ms. Hickman stated the guest speaker for March will be Ms. Debra Crowder with the South Central Workforce Investment Board.

**Old Business****President & Staff Reports:**

**Discussion – Farmville/Hampden-Sydney Membership:** Ms. Hickman stated she had contacted Hampden-Sydney's President's Office again and was now notified that the President would not be available until this Summer for a meeting. There was discussion on the matter and it was decided to have Ms. Hickman to continue to try and set up a meeting.

Ms. Hickman stated additional budget request letters were sent to Farmville, Hampden-Sydney, Nottoway and Blackstone this past month to consider membership in the CRC.

### Update on CRC Rural Long Range Transportation Plan

Ms. Foster stated the CRC's Transportation Committee met on February 24<sup>th</sup>. The Committee reviewed the State Consultant's traffic count locations for the Identified Transportation Deficiency areas in the CRC's Rural Long Range Transportation Plan. Also discussed at the Committee meeting was information provided by the VDOT Residencies that April 23, 2010, is the day the transitions will begin for the final cuts to VDOT. It was however noted, that this transition of change in services will take several months and will likely continue into the Fall. It was stated the level of service by Residencies that many counties currently enjoy will change somewhat over the coming months. One example noted was that VDOT Residency personnel will only attend Board of Supervisors meeting when specifically requested for a specific item or report.

CRC Sidewalk Survey Results, Partnership with Longwood University, Dr. Walter Witschey: Ms. Foster gave a PowerPoint presentation on the CRC Sidewalk Survey Results. Slides were created by Longwood students participating in the project. Ms. Foster stated VDOT requested that CRC conduct a sidewalk survey in the CRC region to obtain data on the sidewalk locations. It was stated that currently VDOT did not have very accurate information on the locations of sidewalks in the region. Due to large land area in the CRC region the project was broken up into the two VDOT regions: Lynchburg and Richmond districts. It was decided to survey the Lynchburg VDOT District region first which includes Amelia, Buckingham, Charlotte, Cumberland and Prince Edward counties. During this process it was also decided to collaborate with Longwood University to complete the project. Ms. Foster stated Dr. Walter Witschey, Professor of Anthropology and Science Education, with Longwood University was contacted to assist in the project. Dr. Witschey's Fall Class of Introduction to Geographic Information Systems (GIS) was selected to assist in the project. Dr. Witschey stated this was an opportunity for the students to use GIS in a real world example and also to assist the CRC in completing a project goal. Dr. Witschey stated 14 students used handheld GPS units in the field to accurately map the locations of the sidewalks. Students were accompanied in the field by CRC staff. Students also utilized Google Earth technology to prepare field maps of locations before going out in the field. Ms. Foster stated the project was very successful and thanked Dr. Witschey and Longwood University for allowing the CRC the opportunity to collaborate on this project. Ms. Foster stated because of the successful project, VDOT has already been notified that the CRC will be requesting similar assistance from Dr. Witschey in mapping the sidewalks in the Richmond District during the coming fiscal year. Dr. Witschey also thanked the CRC for the opportunity his students were provided in participating in this project. Ms. Foster stated maps of the sidewalk locations will be provided to the localities in the coming months.

CRC Regional Hazard Mitigation Plan Update: Mr. Fortune stated the State has contacted FEMA and requested an amendment to the CRC contract to reflect in-kind match by some of the localities in the project. Mr. Fortune stated Lunenburg County is the only county that will not be supplying an in-kind match. Mr. Fortune stated he has contacted the rest of the localities to request hourly rates of assigned staff in order to provide estimates to FEMA. Mr. Fortune stated he had not received the information as of this date from Charlotte, Buckingham or Prince Edward. A kick-off meeting is planned for late March or early April.

Report on 2010 Local Food Systems Symposium: Ms. Terry stated Prince Edward previously requested the CRC assist in facilitating a workshop on sustainable agricultural opportunities.

Ms. Martha Walker with Virginia Cooperative Extension was contacted to assist the CRC in this endeavor. Ms. Terry stated Ms. Walker put together the speakers for the program and coordinated with the CRC to make the arrangements for the Symposium. Ms. Terry stated the 2010 Local Food Systems Symposium was held on March 2, 2010, in the Mill Street Conference Room (downstairs). Ms. Terry stated the Symposium was attended by 35 people and 12 presenters. Ms. Terry stated there was good feedback from participants.

VAPDC 2010 Winter Conference: Ms. Hickman reported that Ms. Foster and herself attended the VAPDC 2010 Winter Conference in Richmond on February 17, 2010. Ms. Hickman stated the conference had a variety of good topics. Ms. Hickman stated two items were noted. There is a Virginia Liaison Office which keeps track of Federal legislation and regulations and keeps Virginia Cabinet members abreast of issues dealing with federal policies and funding. The new appointee, Ms. Jeannemarie Davis, pointed out since funding is scarce right now localities may be able to address mandates by talking to representatives about policies that can loosen regulations rather than asking for more funding. Also, Bill Shelton of the Department of Housing and Community Development gave a legislative report. Mr. Shelton came to the meeting directly from the General Assembly where the Governor had just released his budget proposal. Mr. Shelton noted several themes of focus relating to planning including: focus on development and commercial growth in new land development; several bills relating to tracking and monitoring growth in Urban Development Areas; new opportunities for economic development in agribusiness; capitalizing on cultural tourism; tax credits for clean energy and an emphasis on small business expansion. It was also noted there appeared to be a swing toward regulatory relief in land issues and mandates.

Ms. Hickman stated since the release of the Governor's budget it is apparent that many issues will have a major impact on the localities in this region. The final outcome will not be known until the close of the session.

Council Member Comments: None.

### **New Business**

### **President & Staff Reports**

Call To Action – Senate Budget Amendment to Eliminate State Funding for all PDC's: Ms. Hickman stated staff issued a call to action to CRC Council Members, local administrative chiefs as well as other agencies and related individuals to notify them of the Senate Budget Bill that proposes to eliminate all state funding for the PDCs across the State of Virginia. The House Budget Bill proposes a 15% cut in funding for PDCs. Ms. Hickman stated the Virginia Association of Planning District Commissions has been very active in fighting this measure as well as keeping the PDCs informed of updates. It was also noted that the Virginia Association of Counties has also endorsed the PDCs continued funding.

Ms. Hickman stated State funding as well as member investments is utilized by the CRC as flexible funding to provide match to other funding received by the CRC. Ms. Hickman stated based on the current adopted budget, State funding equates to 20% of the budget. Ms. Hickman stated currently the conferees are negotiating the final budget. The General Assembly is scheduled to adjourn on Saturday, March 13, 2010, however, every indication is that there

will be an extension. Ms. Hickman encouraged members to contact legislators and request they endorse the House Budget Bill and help defeat the Senate Budget Bill.

Ms. Hickman stated staff would watch this closely and would provide an update.

Request from Amelia County for CRC Contract Amendment for the Amelia County CDBG Telecommunications Planning Project: Mr. Fortune stated last year the CRC assisted Amelia County in applying and implementing a CDBG Planning Grant for Telecommunications. Mr. Fortune stated the County has since that time applied for and received an additional \$22,000 in planning grant funds. Amelia has requested that the CRC assist in implementing this grant. Mr. Fortune stated enclosed in the Council packet is the request from Amelia County to amend the original CRC's contract with the County.

Mr. Bennett moved and Dr. Bates seconded to approve the contract amendment between the CRC and Amelia County. Motion carried.

Prince Edward Request for a Letter of Support for the IDA's Granite Falls Hospitality Training Center: Ms. Hickman stated enclosed in the Council packet is a request from Prince Edward County for a letter of support for the IDA's Granite Falls Hospitality Training Center project. The Granite Falls Hospitality Training Center is a part of a public/private partnership to build a full service 175 room Hotel, Conference and Hospitality Training Center in Prince Edward County. The County intends on applying for grant funds and requests this letter of support for the project.

Mr. Fore moved and Mr. Osl seconded for the CRC to provide a letter of support for the Prince Edward County IDA's Granite Falls Hospitality Training Center project. Motion carried.

2010 CDBG Regional Priorities Resolution: Ms. Terry stated each year the Department of Housing and Community Development requests that Planning Districts solicit input on regional priorities from the localities for the upcoming Community Development Block Grant competition. Ms. Terry stated all of the localities in the CRC region were notified and requested to provide input. Ms. Terry stated 11 comments were received. Enclosed in the Council packet is the final proposed Regional Priorities for Planning District 14.

Mr. Osl moved and Dr. Bates seconded to approve the proposed 2010 CDBG Regional Priorities Resolution. Motion carried.

Tourism/Marketing Update: The Chairman stated the information is provided in Council packets for review.

Council Member Comments: There were none.

Commonwealth Intergovernmental Review Process (CIRPS): There were no local CIRPS.

Council Member Comments: There were none.

**Other Business:**

Request from the Town of Kenbridge: Ms. Hickman stated the Town of Kenbridge has requested assistance for grant writing services to the Virginia Tobacco Commission, Department of Environmental Quality, Department of Housing and Community Development and the USDA for an emergency wastewater project to include replacement of five pump stations and 9,500 feet of existing sewer line. Ms. Hickman stated the Town has discussed the project with all of the agencies and has been requested to submit applications. Ms. Hickman stated this request was not received in time to be included in the Council packet.

Mr. Wingold moved and Dr. Bates seconded to approve the request for Grant Writing Services from the Town of Kenbridge. Motion carried.

Dr. Bates moved and Mr. Osl seconded to go into closed session pursuant to VA Code Section 2.2-3711.5. to discuss matters dealing with Economic Development. Motion carried.

Mr. Osl moved and Mr. Wingold seconded to come out of closed session with all members certifying only matters pertaining to VA Code Section 2.2-3711.5 were discussed during the closed session. Motion carried.

**Adjournment:** The meeting adjourned at 8:00 p.m.

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Jim Bennett, Secretary





County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: June 8, 2010  
Item No.: 26  
Department: County Administration  
Staff Contact: W.W. Bartlett/Sarah Puckett  
Issue: Monthly Reports

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Summary:

Attachments:

- a. Animal Control
- b. Building Official
- c. Tourism/Visitor Center

Recommendation: Acceptance.

Motion \_\_\_\_\_  
Second \_\_\_\_\_

Campbell \_\_\_\_\_  
Jones \_\_\_\_\_  
Wilck \_\_\_\_\_

Fore \_\_\_\_\_  
McKay \_\_\_\_\_  
Wiley \_\_\_\_\_

Gantt \_\_\_\_\_  
Simpson \_\_\_\_\_



## Animal Control Monthly Report

**"May 2010"**

<b>Dogs</b>		<b>Wildlife</b>	
Picked Up	51	Handled	0
Claimed By Owner	5	Euthanized	0
Adopted	6		
Died in Kennel	1	<b>Livestock</b>	
Euthanized	23	Returned to Owner	0
Transferred to SPCA	14	Died in Kennel	0
Dead on Arrival	0		
		<b>Other Companion Animals</b>	
<b>Cats</b>		Returned to Owner	0
Picked Up	17		
Claimed By Owner	0	<b>Number of Calls to Shelter</b>	155
Adopted	2	<b>Summons Issued</b>	17
Euthanized	10	<b>Warrants Served</b>	0
Died in Kennel	0	<b>Days in Court</b>	1
Transferred to SPCA	5	<b>Nuisance Dogs</b>	3
Dead on Arrival	0	<b>Dangerous Dogs</b>	0

**Fees Collected** \$330.00

**Bill the Town of Farmville**

0 Cats housed (7 days each)

<b>Total</b>	\$0.00	<b>Total Fees Collected</b>	\$330.00
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*S. Ray Foster & Vicki Horn, Animal Control*

BUILDING OFFICIAL

Permits Issued Report  
5/01/2010 Through 5/28/2010

ADDITIONS	- Issued	6
	- Value	\$245,400.00
	- Permit Fees	\$703.65
	- 2.00% STATE TAX	\$14.07
	- Fees Collected	\$ .00
ONE & TWO FAMILY DWELLING	- Issued	3
	- Value	\$640,000.00
	- Permit Fees	\$1,585.60
	- 2.00% STATE TAX	\$31.71
	- Fees Collected	\$ .00
ELECTRICAL	- Issued	18
	- Value	\$ .00
	- Permit Fees	\$885.00
	- 2.00% STATE TAX	\$17.70
	- Fees Collected	\$ .00
MECHANICAL	- Issued	11
	- Value	\$ .00
	- Permit Fees	\$550.00
	- 2.00% STATE TAX	\$11.00
	- Fees Collected	\$ .00
MECHANICAL/GAS	- Issued	2
	- Value	\$ .00
	- Permit Fees	\$100.00
	- 2.00% STATE TAX	\$2.00
	- Fees Collected	\$ .00
MANUFACTURED HOMES	- Issued	2
	- Value	\$42,200.00
	- Permit Fees	\$249.60
	- 2.00% STATE TAX	\$4.99
	- Fees Collected	\$ .00
PLUMBING	- Issued	11
	- Value	\$ .00
	- Permit Fees	\$550.00
	- 2.00% STATE TAX	\$11.00
	- Fees Collected	\$ .00
POOL	- Issued	1
	- Value	\$5,000.00
	- Permit Fees	\$35.00
	- 2.00% STATE TAX	\$ .70
	- Fees Collected	\$ .00
REMODELING	- Issued	3
	- Value	\$2,000.00
	- Permit Fees	\$225.00
	- 2.00% STATE TAX	\$4.50
	- Fees Collected	\$ .00
Total Permits	- Issued	57
Total Permits	- Value	\$934,600.00
Total Permits	- Permit Fees	\$4,883.85
Total Permits	- State Tax 2%	\$ 97.67
		\$ 4,981.52

INSPECTIONS FOR MAY 67

## Tourism & Visitor Center Monthly Report for May 2010

VIRGINIA'S HEARTLAND REGIONAL VISITOR CENTER GUESTBOOK SIGNINGS:					
	Virginia Guests	Other States	Other Countries	Total Guests	Average Visitors per Month:
YTD 2010	421	207	28	656	131.2
2009	663	361	31	1055	87.9
					Total / YTD Months
					Total / 12

### Requests for Information:

	Phone Inquiries	Mail Requests	Emailed Requests	Center Visits	Internet Sales	Monthly Totals:
May 2010	3	1904	14	<u>193</u>	1	2,115
May 2009	*	121	17	56	0	194
% Difference		1473.55%	-17.65%	244.64%	100.00%	990.21%

	Phone Inquiries	Mail Requests	Emailed Requests	Center Visits	Internet Sales	Monthly Totals:
TOTAL YTD	16	5,306	99	595	5	6,005
2010 YTD						
2009 YTD	*	802	21	212	3	1,038
% Difference		561.60%	371.43%	180.66%	66.67%	478.52%

\* Logging Phone Inquiries is new to 2010. % change will be noted beginning 2011.

#### Report to June Board of Supervisors

- Spring advertising opportunity with Appomattox numbers continue to keep Mail Requests high!
- Change in Title V Participant:
  - One Participant left program on 5/7/10
  - New Participant started 5/28/10
- Second Volunteer Started 5/21/10
- The 3 Phone Inquiries translated into 380 bags of information about our area

	2009	2010 YTD
Website Hits	1,410,349	509,808
Ave Page Views/Day	3,863	1,411
# of Unique Users	35,405	19,293
# Hits on Travel Pages	46,367	7,359
% of Travel Hits	3.28%	1.44%

2010 YTD #'s reflect Jan - Apr

(webstats can't be collected until 4th of each month)