

**PRINCE EDWARD COUNTY
BOARD OF SUPERVISORS**

SUPERVISORS
BOARD MEETING

February 8, 2011
7:00 P.M.

A G E N D A

3:00 p.m.	<u>SPECIAL BOARD MEETING:</u>	
	CLOSED SESSION: Section 2.2-3711(A)5, <i>Code of Virginia</i> – Industrial prospect and the expansion of an existing business, where no previous public announcement has been made.	
7:00 p.m.	1. The Chairman will call the <u>February</u> meeting to order.	1
	2. Invocation	1
	3. <u>PUBLIC PARTICIPATION:</u> <i>Citizens wishing to address the Board are asked to please sign the Public Participation Register prior to the beginning of the meeting</i>	3
	4. Board of Supervisors Comments	5
	5. <u>Consent Agenda:</u>	
	a. Treasurer's Report	7
	b. Approval of Minutes: January 11, 2011	9, 12
	January 13, 2011	28
	January 20, 2011	53
	January 24, 2011	55
	c. Review of Accounts & Claims	57
	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.	75
	e. Appropriations	77
	6. Highway Matters	79
7:30 p.m.	7. <u>PUBLIC HEARING:</u> Ordinance for Application of Funds Received by Treasurer. <i>The Board will receive citizen input prior to considering an ordinance which will direct the County Treasurer to apply payments from citizens in the order specified.</i>	81
	8. School Board Appointments: District 201 – Supervisor Jones	85
	District 601 – Supervisor Campbell	
	9. Appointment: Authorize Advertising Vacancy	87
	Prince Edward County Planning Commission (1 County Position)	
	10. 2011 Redistricting	89
	11. Request from Local Library Board	97
	12. Request to CRC: Grant Writing for CDBG Application for Granite Falls	101
	13. <u>Planning and Community Development Report</u>	105
	14. <u>County Administrator's Report</u>	107

15.	<u>Correspondence:</u>	109
	a. E-mail from Del. Edmunds, RE: Reassessment Bill	110
	b. Virginia Cooperative Extension – Update on Restructuring Plan	111
16.	<u>Informational:</u>	113
	a. Biosolids News	114
17.	<u>Upcoming:</u>	117
	a. <i>Board of Supervisors Work Session – Sandy River Water Project</i> Thursday, February 10, 2011 Board of Supervisors Room, Prince Edward County Courthouse 7:00 p.m. – Presentation by Crowder Construction/Draper Aden Associates	
	b. <i>Board of Supervisors Work Session – 2011 Redistricting</i> Tuesday, February 15, 2011 Board of Supervisors Room, Prince Edward County Courthouse 5:30 p.m. – Meeting with Redistricting Committee	
18.	<u>Monthly Reports:</u>	119
	a. Animal Control	120
	b. Tourism	121

(NOTE: Additional agenda items may be added to the Table Pack, available for review after 4:30 p.m. on Tuesday, February 8, 2011.)



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: February 8, 2011
Item No.: 1 & 2
Department: Board of Supervisors
Staff Contact: W.W. Bartlett
Issue: Call to Order and Invocation

Summary: Chairman William G. Fore, Jr. will call to order the **February** 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: February 8, 2011
Item No.: 3
Department: Board of Supervisors
Staff Contact:
Issue: Public Participation

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 _____

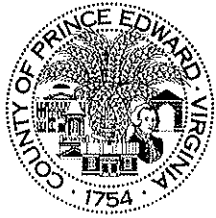
Campbell _____
Jones _____
Wilck _____

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: February 8, 2011
Item No.: 4
Department: Board of Supervisors
Staff Contact:
Issue: Board of Supervisors Comments

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: February 8, 2011
Item No.: 5-a
Department: Treasurer
Staff Contact: Mable Shanaberger
Issue: Consent Agenda - Treasurer's Report

Summary: The Treasurer anticipates having a report for the Table Packet.

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: February 8, 2011
Item No.: 5-b
Department: County Administration
Staff Contact: Karin Everhart
Issue: Consent Agenda - Approval of Minutes

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

Attachments: January 11, 2011 Meeting Minutes
January 13, 2011 Meeting Minutes
January 20, 2011 Meeting Minutes
January 24, 2011 Meeting Minutes

Recommendation: Approval.

Motion _____
Second _____

Campbell _____
Jones _____
Wilck _____

Fore _____
McKay _____
Wiley _____

Gantt _____
Simpson _____

January 11, 2011

At the regular meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday the 12th day of January, 2011; at 5:30 p.m., there were present:

William G. Fore, Jr.

Don C. Gantt, Jr.

Robert M. Jones

Charles W. McKay

Howard F. Simpson

Jim R. Wilck

Mattie P. Wiley

Also present: Wade Bartlett, County Administrator; Sharon Lee Carney, Director of Economic Development & Tourism.

Chairman Fore called the special meeting to order, stating its purpose is for a closed session to discuss the expansion of an existing business.

Supervisor Campbell entered the meeting at this time.

In Re: Closed Session

Supervisor Wiley made a motion that the Board convene in Closed Session to discuss the expansion of an existing business, where no previous public announcement has been made, pursuant to the exemptions provided for in Section 2.2-3711(A)(5) of the *Code of Virginia*. The motion carried:

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

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

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

Nay: None

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

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

Nay: None

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 Simpson and adopted by the following vote:

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

Nay: None

the meeting was adjourned at 7:00 p.m.

January 11, 2011

At the regular meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday the 11th day of January, 2011; at 7:00 p.m., there were present:

Howard M. Campbell

William G. Fore, Jr.

Don C. Gantt, Jr.

Robert M. Jones

Charles W. McKay

Howard F. Simpson

Jim R. Wilck

Mattie P. Wiley

Also present: Wade Bartlett, County Administrator; Sarah Puckett, Assistant County Administrator; James Ennis, County Attorney; Sharon Lee Carney, Director of Economic Development & Tourism..

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

Chairman Fore said that due to the weather conditions, the agenda could be abbreviated to cover the time-sensitive issues and the public hearings, and recess until Thursday, January 13, 2011 at 7:00 p.m. The Board concurred.

In Re: Set Day, Time and Place of Regular Meetings

Supervisor McKay moved that the regular monthly meetings of the Prince Edward County Board of Supervisors be held on the second Tuesday of each month, at 7:00 p.m., in the Board of Supervisors' Room of the Court House Building, 111 South Street, Farmville, Virginia. The motion carried:

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

In Re: Adoption of Board By-Laws

Supervisor Wilck moved that the Prince Edward County Rules of the Board of Supervisors be adopted. Supervisor Jones suggested the Board adhere more closely to Roberts Rules of Order regarding the recording of minutes.

After further discussion, the motion carried:

Aye:	Howard M. Campbell William G. Fore, Jr. Don C. Gantt, Jr. Robert M. Jones Charles W. McKay Howard F. Simpson Jim R. Wilck Mattie P. Wiley	Nay: None
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PRINCE EDWARD COUNTY
RULES OF
THE BOARD OF SUPERVISORS

(As amended January 2008)

I. ATTENDANCE AND ADJOURNMENT

All members shall make a reasonable effort to attend meetings of the Board. If unable to attend, a member shall notify the Chairman or County Administrator.

A majority of the members of the Board shall constitute a quorum and must be present to proceed to business. A smaller number of members may adjourn or send for absentees. Special meetings of the Board may be called in accordance with Section 15.1-538 of the Code of Virginia, 1950, as amended.

The Chairman shall take the chair at the hour set by the Board for regular or special meetings. He shall immediately call the Board to order and determine if a quorum is present; if so, he shall have the minutes of the preceding meeting submitted. Any errors or omissions shall, upon motion and carried, then be corrected. The minutes, being found correct, shall be signed by the Chairman and Clerk and shall be the authentic record of the proceedings of the Board of Supervisors.

II. CHAIRMAN AND VICE-CHAIRMAN

At the first meeting in January of each year, the Board of Supervisors shall elect one of its members as Chairman and one other of its members as Vice-Chairman. The term of office for the Chairman and Vice-Chairman shall be for two years, but they may be re-elected.

The Chairman shall preside at all meetings at which he is present. The Vice-Chairman shall preside at all meetings at which the Chairman is absent and may discharge any other duty of the Chairman during his absence or disability.

The day, time, and place of regular board meetings shall be determined at the January meeting.

III. CLERK

The County Administrator shall serve as Clerk to the Board.

The minutes of the meetings of the Board shall be duly drawn by the Clerk and shall be submitted for approval at the next regular monthly meeting following their draft.

The Clerk shall appoint a deputy as recording secretary if required or needed by the Board.

IV. ORDER OF BUSINESS

After the call to order the Board shall proceed to the agenda. The normal order of the agenda shall be as below, except at the January organizational meeting and as subject to rearrangement by the Chairman, absent objection by the Board. At the organizational meeting in January, the first order of business shall be the election of the Chairman and Vice-Chairman and approval of the Board's operating procedures.

- A. Public Participation
- B. Consent Agenda
 - Acceptance of Treasurer's Report
 - Approval of Minutes
 - Approval of Warrant List
- C. Highway Matters
- D. Business for Board Consideration
- F. County Administrator's Report
- G. Closed Session
- H. Correspondence
- I. Informational Items
- J. Upcoming Meetings
- K. Monthly Reports from Local Departments
- L. Adjournment

V. PREPARATION OF AGENDA

The County Administrator shall see that the preparation and printing of Board papers, ordinances, resolutions, petitions, and other applicable documents, be completed within such time that members of the Board may receive the documents at least 72 hours before the meeting of the Board.

The County Administrator shall close the upcoming Agenda on the Wednesday prior to the meeting of the Board. Any item submitted after this deadline will not be considered for action unless recommended by the County Administrator.

VI. CONSENT AGENDA

The Chairman and County Administrator shall style routine, non-controversial matters requiring Board action on a Consent Agenda. Items may be removed from the Consent Agenda and place on the Regular Agenda on recorded vote by a majority of the Board members present. Only one motion is necessary to adopt all recommendations and action items on the Consent Agenda.

There shall be no debate or discussion by any member of the Board or the public regarding any item on the Consent Agenda, beyond asking questions for simple clarification.

VII. CONDUCT OF BUSINESS

The Chairman shall preserve order and decorum. When two or more members speak at the same time, the Chairman shall name the person who shall speak first.

A motion or proposition shall be reduced to writing, if desired by the Chairman or any member. Any motion or proposition may be withdrawn by the mover at any time before a decision, amendment, or other action of the Board upon it, except a motion to reconsider, which shall not be withdrawn without leave of the Board. Otherwise, meetings shall be conducted in accordance to Robert's Rules of Order, Newly Revised (Procedures for Small Boards).

VIII. TAKING THE VOTE

When a motion in order is made, the Chairman shall state the exact motion and indicate that it is open to debate. After the motion has been debated, the Chairman shall put the question in the following forms: "As many as agree that, etc. (as the question may be) let it be known by raising your right hand", and "Those opposed by the same sign."

According to the Constitution of Virginia, a majority of all elected members shall be necessary to adopt any ordinance or resolution appropriating money exceeding the sum of \$500.00, imposing taxes, or authorizing the borrowing of money. Otherwise, a resolution, ordinance, or other proposition shall be adopted by vote of the majority of Board members present and voting. A tie vote shall mean the defeat of the motion voted on.

A member may abstain and be entered in the minutes as present and abstaining.

The Code of Virginia, 1950, as amended, Title 2.1, Chapter 40.2, Section 639.30 et seq shall control with respect to a member's participation and voting. (Conflict of Interest-Section 2.1-639.30 et al, Code of Virginia, 1950, as amended.)

IX. RECONSIDERATION

After a question has been decided, it may be reconsidered on the motion of any member who voted with the prevailing side, provided the motion is made on the same day as the decision carried. All motions to reconsider shall be decided by a majority of the votes of the members present and voting.

X. WITHDRAWAL OF EXHIBITS

Original papers, filed as exhibits with any ordinance or resolution, may be withdrawn by the patron or upon his order. In such case, he shall leave attested copies, and shall pay the Clerk for the cost of copying.

XI. MANUAL AND RULES

The rules of parliamentary practice in Robert's Rules of Order, Newly Revised shall govern the Board in all cases to which they are applicable, except when they are inconsistent with the rules established by the Board.

The Rules of the Board shall be reviewed and adopted in January of each year. These Rules may subsequently be suspended or amended by a two-third vote of the entire Board. Upon a motion to suspend or amend, the mover shall be allowed two minutes to state the reasons for his motion, and one member opposed to the motions shall be allowed an equal time to object.

XII. APPOINTMENTS

All appointments of Board representatives to commissions, authorities, committees, etc. shall be made once the individual leaves the position or on expiration of his term, and not later than two meetings after the individual has left. The Board shall attempt to honor appointments from representative districts and shall not discriminate based on sex, age, handicap, race, or origin.

At the January meeting of each year, the Board shall vote whether to operate with a system of standing committees during the year. If it does, the Board shall specify the name, composition, and function of each of the several committees. The committees shall meet at the regular times and in conformity with the Virginia Freedom of Information Act. In selecting members of committees, the Chairman of the Board shall make nominations after soliciting from members of the Board their preferences as to committee assignments. The Board may amend the Chairman's nominations and shall confirm the assignments. Standing committees shall consider such matters as referred by the Board, and shall report at regular meetings of the Board.

If the Board votes not to have standing committees, it may act as a committee of the whole on matters normally referred to standing committees. However; the Chairman after consulting with the County Administrator, may appoint special (ad hoc) committees to carry out specific tasks. This shall be done after soliciting from members of the Board their preferences as to committee assignments. A special committee shall automatically cease to exist once it has completed its specific task.

XIII. PUBLIC HEARINGS

The Chairman may, at his discretion, set an appropriate and consistent time limit on all speakers at a public hearing. All speakers shall come forward and identify themselves by name and address before stating their position. If a public hearing becomes disruptive, the Chairman may adjourn or continue, in accordance with the Code of Virginia.

XIV. CLOSED SESSIONS

All discussions held in Closed Session as outlined in the Freedom of Information Act shall represent privileged information held by those involved. Release of such information by a Board member outside the session shall be considered a breach of these by-laws, and the member shall be subject to censure. Specific purpose of closed session shall be stated in accordance with Section 2.2-3711 of the Code of Virginia, 1950, as amended.

Upon return to regular session after a closed session, the County Attorney and/or Chairman shall state the nature of the closed session in as specific terms as appropriate.

In open session, a roll call vote shall be recorded in the minutes, certifying that only public business matters lawfully exempted from open meeting requirements and only such business matters as were identified in the motion were discussed or considered. Any member of the public body who believes there was a departure from the requirements shall so state prior to the vote. The statement shall be recorded in the minutes.

ROBERT'S RULES OF ORDER, NEWLY REVISED

PROCEDURE IN SMALL BOARDS

In a board meeting where there are not more than about a dozen members present, some of the formality that is necessary in a large assembly would hinder business. The rules governing such meetings are different from the rules that hold in other assemblies, in the following respects:

--Members are not required to obtain the floor before making motions or speaking, which they can do while seated.

--Motions need not be seconded.

--There is no limit to the number of times a member can speak to a question, and motions to close or limit debate generally should not be entertained.

--Informal discussion of a subject is permitted while no motion is pending.

--Sometimes, when a proposal is perfectly clear to all present, a vote can be taken without a motion having been introduced. Unless agreed to by general consent, however, all proposed actions of a board must be approved by vote under the same rules as in other assemblies, except that a vote can be taken initially by a show of hands, which is often a better method in such meetings.

--The chairman need not rise while putting questions to vote.

--The chairman can speak in discussion without rising or leaving the chair; and, subject to rule or custom within the particular board (which should be uniformly followed regardless of how many members are present), he usually can make motions and usually votes on all questions.

EFFECT OF PERIODIC PARTIAL CHANGE IN BOARD MEMBERSHIP

In cases where a board is constituted so that a specific portion of it is chosen periodically (as, for example, where one third of the board is elected annually for three-year terms), it becomes, in effect, a new board each time such a group assumes board membership. Consequently, all unfinished business existing when the outgoing portion of the board vacates membership falls to the ground; and if the board is one that elects its own officers or appoints standing committees, it chooses new officers and committees as soon as the new board members have taken up their duties, just as if the entire board membership had changed. The individual replacement of persons who may occasionally vacate board membership at other times, however, does not have these effects.

In Re: Selection of Operating System: Committees or Committees-of-the-Whole

The Rules of the Board state that “*at the January meeting of each year, the Board shall vote whether to operate with a system of standing committees during the year. If it does, the Board shall specify the name, composition, and function of each of the several committees.*” If the Board votes not to have standing committees, it may act as a “committee of the whole.”

Chairman Fore said the Board traditionally operates as a “committee of the whole” with one standing committee, the Personnel Committee, and asked if the Board wished to continue or change to a Committee system.

Supervisor Simpson moved that the Board operate as a committee of the whole, but with one standing committee. The motion carried:

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

Chairman Fore then recommended the appointment of Supervisor Simpson (Chair); Supervisor Campbell, Supervisor Wilck, and Supervisor Wiley to the Personnel Committee. The Board concurred.

In Re: Adoption of Board Rules of Procedure for Public Hearings

On motion of Supervisor Wiley and carried:

Aye:	Howard M. Campbell William G. Fore, Jr. Don C. Gantt, Jr. Robert M. Jones Charles W. McKay Howard F. Simpson Jim R. Wilck Mattie P. Wiley	Nay: None
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the Prince Edward County Board of Supervisors readopted the following procedures to govern public hearings:

BOARD OF SUPERVISORS PUBLIC HEARINGS
RULES OF PROCEDURE

1. Public Hearings – the order of presentation shall be as follows, unless varied by the Chairman.
 - a. Staff report.
 - b. Applicant’s presentation.
 - c. Comments, statements or presentations from members of the public.

The order of speakers will be:

- 1) Those in support of the matter,
 - 2) Those with questions or concerns,
 - 3) Those opposed,
 - 4) Rebuttals (limited by the Chair as to number and time-see below),
 - 5) Questions by the Board members of speakers.
- d. Additional rules:

The Chair can permit speaking out of the order in #c above as deemed necessary to enable the public to fully participate.

Speakers must stand at the podium and address the Board.

All comments shall be directed to the members of the Board of Supervisors. Debate is prohibited. This includes debate among speakers or speakers/Board members/staff.

Presentation by the applicant and other speakers shall be limited to a time set by the Chairman.

Additional time, for any portion, may be granted at the discretion of the Chairman.

The Chair will set the number of minutes permitted for rebuttal and has the discretion to change the number.

The Chair has the authority to limit or decrease time for any portion of the public hearing due to the number of potential speakers, or repetition, or any other concern.

Remarks shall be confined to the matter under discussion and shall be relevant.

2. Speakers arriving after the commencement of the hearing and/or who are not on the sign-up sheet will be recognized at the discretion of the Chairman.
3. Repetitive testimony is discouraged.
4. The Chairman shall have the authority to end a presentation that violates these rules or for other cause.
5. Following discussion of all matters considered in the public hearing, the Board members will consider one of three actions regarding each matter:
 - Approval (with conditions, as applicable);
 - Denial; or
 - Table for further review.
6. Once the public comment period has been closed, no further public input will be permitted unless clarification is requested by a Board member. The response shall address only those questions raised by the member.

In Re: Adoption of Board Protocol for Public Participation

On motion of Supervisor McKay and carried:

Aye:	Howard M. Campbell William G. Fore, Jr. Don C. Gantt, Jr. Robert M. Jones Charles W. McKay Howard F. Simpson Jim R. Wilck Mattie P. Wiley	Nay: None
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the Prince Edward County Board of Supervisors readopted the following Protocol for Public Participation:

Protocol for Public Participation

The Board of Supervisors sets aside twenty (20) minutes near the beginning of each regular board meeting for citizen comment.

This regular agenda item is termed "Public Participation." During this period, the Board receives comment from any citizen of Prince Edward County on any matter not scheduled for a public hearing.

This is an opportunity for citizens to speak and the Board to listen carefully to citizen expressions of concern and opinion.

Citizens may ask questions of the Board or individual Board members; however, Public Participation is not designed to allow debate between Board members and citizens.

Citizens are expected to conduct research on topics prior to Board meetings and this forum provides citizens with an opportunity to inform elected officials of their findings and positions on matters of public interest and concern.

Citizens wishing to speak during Public Participation are asked to please sign the Public Participation register prior to the beginning of the meeting.

Citizens are respectfully requested to state their full name and address for the record.

The Chairman of the Board will establish the order of speakers and will maintain decorum.

Citizens shall speak for a maximum of five (5) minutes, unless more time is granted by the Chair.

In the event that more than four (4) speakers wish to be heard during citizen's time, the Chairman shall allocate the twenty (20) minutes among speakers in an equitable manner. An extension to the twenty (20) minute limit can be granted by the Chair.

Comments from citizens who are not residents of Prince Edward County will be entertained once all County residents are heard.

Signs, placards, posters or like material are not permitted in the Board Chamber, adjoining areas or County offices.

The Board asks that citizens remain seated during the meeting unless called upon to stand for recognition as a speaker, official duties, physical necessity, or to enter or leave the meeting.

The use of profane, vulgar, obscene or threatening speech is not permitted and can result in removal from the meeting.

Citizens are requested to turn off or deactivate the sound from all cell phones, pagers, or other electronic communication devices.

In Re: Adoption of Protocol for Board of Supervisors Comments

On motion of Supervisor McKay and carried:

Aye:	Howard M. Campbell William G. Fore, Jr. Don C. Gantt, Jr. Robert M. Jones Charles W. McKay Howard F. Simpson Jim R. Wilck Mattie P. Wiley	Nay: None
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the Prince Edward County Board of Supervisors readopted the Protocol for Board of Supervisors

Comments:

Protocol for Board of Supervisors Comments

The Board of Supervisors sets aside ten (10) minutes near the beginning of each regular board meeting for each member of the Board of Supervisors to respond to comments made by citizens during “Public Participation,” if he/she so desires.

This is an opportunity for each individual member of the Board to express his/her own personal opinion in response to a citizen’s concerns on matters of public interest.

“*Board of Supervisors Comments*” is not designed to allow debate between Board members and citizens.

The Chairman of the Board will establish the order of speakers and will maintain decorum.

Each Board member shall be allotted an opportunity to speak for a maximum of one (1) minute; unless additional time is yielded by another member of the Board. In the event a Board member or members shall be absent, unallocated time shall not be allocated to Board members in attendance.

Following each Board member’s comment period, the remaining two (2) minutes shall be set aside for appropriate response, and shall be divided equally between those members of the Board wishing to respond, and as directed by the Chairman.

In Re: Highway Matters

Chairman Fore stated that Jorg Huckabee-Mayfield was not in attendance due to the weather, and submitted a written report on the projects and requests from the Board.

Project status – no updates.

Request for traffic study on Route 628 – under review.

Request for safety improvements at intersection of Routes 460 and 626, and Routes 460 and 627 – Maintenance Superintendent notified so appropriate treatments can be applied during inclement weather.

Request for posted speed on Route 616 be reduced to 35 mph from intersection with Route 460 to Nottoway County Line – study is underway.

Request for centerline along entire length of Route 696 – centerline will be painted when weather and schedule permit.

Status of Federal project to straighten portion of Route 626 – project on County’s Six Year Plan, but does not appear to be viable; will investigate further.

Request for accident review at intersection of Routes 628 and 630 – investigation underway.
Request for Traffic Engineering review conducted at intersection of Routes 47 and 671 – recommendations include moving the existing Stop sign 45’ to the north, increasing the width of Route 671 approach lane; re-striping the centerline to guide motorists to intersect Route 47 at 90 degree angle; installing a Stop Bar at the intersection for approaching traffic on Route 671; and installing a “Side Road” Warning sign with a 45 MPH Advisory Speed Plate on Route 47, in advance of the intersection.
Bridge repairs on Routes 622 and 623 – Norfolk-Southern has completed repairs on the Route 622 Bridge and it has been re-posted. Work on the Route 623 Bridge will begin on/around January 10, weather permitting, and is expected to take approximately three weeks.

In Re: Public Hearing – Ordinance for Payment of Bonuses

Chairman Fore announced this was the date and time scheduled for a public hearing for the Employee Bonus Ordinance, which would enable the Board to authorize the payment of bonuses to County employees and officers. Notice of this hearing was advertised according to law in the December 29, 2010, January 5, 2011, and January 7, 2011 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Bartlett reported that at the December Board meeting, the Board authorized a public hearing for the proposed Employee Bonus Ordinance, which would enable the Board to authorize the payment of bonuses to County employees and officers.

Chairman Fore opened the public hearing.

Sam Campbell, Buffalo District, asked Supervisor Simpson would abstain from the vote.

Renee Maxey, Lockett District, spoke in favor of the ordinance and requested the Board’s consideration.

Richard Hurak, spoke in favor of the ordinance, stating the County employees work as hard as the state employees. He asked the Board to recognize what the County employees do by approving this ordinance.

Kenneth Jackson, Lockett District, spoke in favor of the proposed ordinance; he stated the County offers services and its employees provide that service day in and day out.

Bemeche Hicks, Lockett District, said the County employees are the driving force of the County and is in favor of the ordinance.

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

Mr. Bartlett stated that the cost is estimated at \$69,000.

Supervisor Jones suggested a change to the ordinance, that part-time employees working less than ten hours per week receive a bonus of \$125 and no bonus to those in probationary status. Discussion followed.

Chairman Fore asked if the funding is available; Mr. Bartlett said it is in the Fund balance.

Discussion followed on the availability of the funds to cover the cost of the bonus if approved.

Supervisor Jones made a motion to approve the Employee Bonus Ordinance with the addition of "The Board of Supervisors shall pay a bonus of \$125.00 for all part-time employees working less than ten hours a week, and no bonus to probationary employees." Further discussion followed.

Chairman Fore restated the motion made by Supervisor Jones, to approve the Employee Bonus Ordinance with the addition of "The Board of Supervisors shall pay a bonus of \$125.00 for all part-time employees working less than ten hours a week, and no bonus to probationary employees." The motion carried:

Aye:	William G. Fore, Jr. Robert M. Jones Charles W. McKay Howard F. Simpson Mattie P. Wiley	Nay:	Don C. Gantt Jim R. Wilck	Abstain:	Howard M. Campbell
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EMPLOYEE BONUS ORDINANCE COUNTY OF PRINCE EDWARD, VIRGINIA

WHEREAS, *Virginia Code § 15.2-1508* sets forth the procedure, including the adoption of an ordinance, by which a Board of Supervisors may provide for payment of monetary bonuses to county officers and employees; and

WHEREAS, the Board of Supervisors, after due notice and public hearing, has determined that the desire of the Board of Supervisors to provide the Prince Edward County officers and employees a monetary bonus shall be granted;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Supervisors of Prince Edward County, Virginia, that:

1. A "bonus" shall be defined as a lump-sum payment to an officer or employee that is not part of the base salary.
2. The Board of Supervisors shall pay a bonus of \$500.00 for all full-time employees.

3. The Board of Supervisors shall pay a bonus of \$250.00 for all part-time employees working +10 hours per week, on average.
4. The Board of Supervisors shall pay a bonus of \$125.00 for all part-time employees working 10 hours or fewer per week, on average.
5. Only employees hired prior to July 1, 2010 are eligible.
6. This ordinance shall become effective on and after 12:01 a.m. on January 11, 2011.
7. This ordinance shall terminate on February 1, 2011.

In Re: Public Hearing – Enterprise Zone Boundary Adjustment

Chairman Fore announced this was the date and time scheduled for a public hearing for the Enterprise Zone Boundary Adjustment. Notice of this hearing was advertised according to law in the December 29, 2010 and January 5, 2011 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Sharon Lee Carney, Director of Economic Development, stated that in December 2010, an Enterprise Zone Boundary Adjustment Amendment was submitted to the Virginia Department of Housing and Community Development (VDHCD). During their review of the application, an error in the Public Hearing Notice procedure conducted in July of 2010 was discovered, having been advertised only once in the Farmville Herald, the local newspaper of record, and should have been advertised twice. As a result, VDHCD has requested the Prince Edward County Board of Supervisors hold a second public hearing on the Enterprise Zone Boundary Amendment, and requested a new “Resolution of Support” for the Prince Edward County Enterprise Zone Boundary Amendment, reaffirming the desire of the Board for the amendment. The public hearing notices that have been published in THE FARMVILLE HERALD meet the Public Hearing Requirements of the VDHCD.

Mrs. Carney said approval of the “Resolution of Support” by the Board of Supervisors will enable the County’s request for the Enterprise Zone Boundary Amendment to be retroactive to January 1, 2010. By complying with VDHCD’s request, no potential grant applicants within the new zone areas submitting an application for 2010 will be precluded from participating for the 2010 grant year.

At its September 14, 2010 meeting, the Board approved the addition of +/- 303.361 acres in and around the Town of Farmville, running contiguous with the County's current sub-zone (Town of Farmville +/- 144.859 acres and in Prince Edward County +/- 158.502). This addition will bring the County's total Enterprise Zone to +/- 2,388.361 acres, leaving the County 1,452.639 acres of the original maximum allocation of 3,840 acres for future development.

Chairman Fore opened the public hearing.

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

Supervisor Simpson made a motion to approve the Enterprise Zone Boundary Amendment Resolution of Support for the addition of 303.361 acres to the existing Prince Edward County Enterprise Zone; the motion carried:

Aye:	Howard M. Campbell William G. Fore, Jr. Don C. Gantt Robert M. Jones Charles W. McKay Howard F. Simpson Jim R. Wilck Mattie P. Wiley	Nay: None
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**RESOLUTION OF SUPPORT FOR THE AMENDMENT OF
THE PRINCE EDWARD COUNTY ENTERPRISE ZONE**

WHEREAS, the County of Prince Edward is a member of a joint regional Enterprise Zone #48 with the Counties of Charlotte, Lunenburg and Prince Edward; and

WHEREAS, the County of Prince Edward is seeking to expand its Enterprise Zone boundary by an amount not to exceed 303.361 +/- acres (Town of Farmville 144.859 +/- and Prince Edward County 158.502 +/-), and now

THEREFORE, BE IT RESOLVED by the Board of Supervisors of the County of Prince Edward, Virginia that this resolution authorizes the County of Prince Edward to submit the above referenced application to the Virginia Department of Housing and Community Development effective commencing January 1, 2010; and

BE IT RESOLVED FURTHER that the Board of Supervisors of the County of Prince Edward authorizes the County Administrator and/or Chairman of the Board of Supervisors to submit all information necessary to apply for an amendment to Prince Edward County's Enterprise Zone boundary to meet all other program administrative and reporting requirements.

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

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

the meeting was recessed at 8:03 p.m. and will reconvene Thursday, January 13, 2011 at 7:00 p.m.

DRAFT

January 13, 2011

At the reconvened meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday the 13th day of January, 2011; at 7:00 p.m., there were present:

Howard M. Campbell

William G. Fore, Jr.

Don C. Gantt, Jr.

Robert M. Jones

Charles W. McKay

Howard F. Simpson

Jim R. Wilck

Mattie P. Wiley

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

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

In Re: Public Participation

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

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

Henry Shelton, Prospect District, expressed his concern regarding the use of Roberts Rules of Order and requested more inclusive minutes. He then expressed his concern about the Sandy River Reservoir Water System and requested more detailed information on the project. Discussion followed; Mr. Bartlett said the PPEA will help answer his questions.

In Re: Board of Supervisors Comments

Supervisor Campbell clarified his position regarding the bonuses.

Supervisor McKay apologized for his tardiness due to a Neighborhood Watch meeting.

Supervisor Gantt expressed his concern regarding the current inclement weather policy; this item was referred to the Personnel Committee.

Supervisor Jones clarified his position on the recording of minutes and the use of Roberts Rules of Order.

Chairman Fore read a prepared statement concerning the financial condition of the County; he said the County's financial position is secure.

In Re: Consent Agenda

On motion of Supervisor Jones and carried:

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

Nay: None

the Board accepted the Treasurer's Reports for September 2010 and October 2010; the minutes of the meeting held December 14, 2010; Accounts and Claims; and Salaries.

September 2010

Fund balances were as follows:

General Fund	123,531.55	
General Fund Reserved for Investments	6,080,220.95	5,203,752.50
PPEA Fund		5,370.43
Industrial Development Authority Fund		136,801.14
Recreation Fund Reserved for Investments		26,922.78
Forfeited Assets Fund Reserved for Investments		94,719.92
School Capital Projects Fund - VPSA		0.00
School Capital Projects Fund - QZAB01		0.00
Underground Storage Tank Fund		20,000.00

Economic Development Fund	746,936.98
Board of Public Welfare Special Account	5,683.48
Piedmont ASAP Fund	262,193.19
QZAB Debt Services Fund	408,068.97
Landfill Construction Fund	670,846.63
PCS Fund	312,439.63
Revenue Sharing Fund	20,964.86
Retirement Benefits Fund	10,874.00
School Capital Projects Fund - QZAB02	0.00
Dare Donations Fund	1,320.15
School Cafeteria Fund	177,333.81
Prince Edward Community Development Fund	-1,688.00
Water Fund	992,836.51
Sewer Fund	(5,187.21)
School Fund	0.00
	9,090,189.77

Cash accounts were as follows:

Cash in Office	1,000.00
Cash in Banks	3,059,678.35
Warrants Payable (School Fund)	0.00
General Fund Investments	5,080,220.95
VPSA Investments	0.00
QZAB01 Investments	0.00
Underground Storage Tank Fund	20,000.00
Recreation Fund Investments	26,922.78
QZAB02 Investments	0.00
Landfill Construction Fund for Investment	670,846.63
Forfeited Asset Fund for Investment	94,719.92
Industrial Development Authority for Investment	136,801.14
	9,090,189.77

*Of this \$5,203,752.50 in the General Fund, \$8,366,935.82 is encumbered for:

Transfers in:	
School Fund	7,175,369.28
VPA Fund	479,174.29
Water Fund	0.00
Sewer Fund	0.00
IDA Fund	26,701.14
Retirement Benefits Fund	6,696.00
Debt Obligations	678,995.11
Total	8,366,935.82

This leaves an unencumbered balance of \$(3,163,183.32) in the General Fund.

STATEMENT OF DEPOSITORY BALANCES

Balances as of September 2010:

Checking Accounts:

Benchmark Community Bank	147,897.88	
Wachovia Bank	85,483.94	
BB&T	2,295,045.89	
Bank of America	1,947,602.45	
		4,476,030.16

Investment Accounts:

Benchmark Community Bank	1,755,630.52	
Wachovia Bank	148,122.16	
Citizens Bank & Trust Company	235,000.00	
BB&T	1,225,827.06	
Planters Bank & Trust	200,000.00	
Mentor Investments	162,360.98	
SNAP (State Non-Arbitrage Plan)	0.00	
Bank of America	886,218.89	
		4,613,159.61

October 2010

Fund balances were as follows:

General Fund	118,950.99	
General Fund Reserved for Investments	4,937,700.94	
		5,056,651.93
PPEA Fund		5,370.43
Industrial Development Authority Fund		140,102.71
Recreation Fund Reserved for Investments		26,925.15
Forfeited Assets Fund Reserved for Investments		95,059.24
School Capital Projects Fund - VPSA		0.00
School Capital Projects Fund - QZAB01		0.00
Underground Storage Tank Fund		20,000.00
Economic Development Fund		746,936.98
Board of Public Welfare Special Account		5,985.48
Piedmont ASAP Fund		264,396.74
QZAB Debt Services Fund		408,068.97
Landfill Construction Fund		671,153.55

PCS Fund	387,585.29
Revenue Sharing Fund	20,964.86
Retirement Benefits Fund	8816.00
School Capital Projects Fund - QZAB02	0.00
Dare Donations Fund	1,320.45
School Cafeteria Fund	219,389.01
Prince Edward Community Development Fund	37,483.00
Water Fund	682,733.16
Sewer Fund	(29,416.34)
School Fund	0.00
	8,769,526.61

Cash accounts were as follows:

Cash in Office	1,000.00
Cash in Banks	2,877,585.28
Warrants Payable (School Fund)	0.00
General Fund Investments	4,937,700.94
VPSA Investments	0.00
QZAB01 Investments	0.00
Underground Storage Tank Fund	20,000.00
Recreation Fund Investments	26,925.15
QZAB02 Investments	0.00
Landfill Construction Fund for Investment	671,153.29
Forfeited Asset Fund for Investment	95,059.24
Industrial Development Authority for Investment	140,102.71
	8,769,526.61

*Of this \$5,056,651.93 in the General Fund, \$7,631,819.37 is encumbered for:

Transfers in:	
School Fund	6,468,384.17
VPA Fund	467,668.95
Water Fund	0.00
Sewer Fund	0.00
IDA Fund	26,701.14
Retirement Benefits Fund	6,696.00
Debt Obligations	662,369.11
Total	7,631,819.37

This leaves an unencumbered balance of \$(2,575,167.44) in the General Fund.

STATEMENT OF DEPOSITORY BALANCES

Balances as of October 2010:

Checking Accounts:

Benchmark Community Bank	154,929.65	
Wachovia Bank	85,085.61	
BB&T	2,345,403.69	
Bank of America	1,933,310.35	
		4,518,729.30

Investment Accounts:

Benchmark Community Bank	1,976,292.64	
Wachovia Bank	138,580.25	
Citizens Bank & Trust Company	235,000.00	
BB&T	842,822.45	
Planters Bank & Trust	200,000.00	
Mentor Investments	162,385.39	
SNAP (State Non-Arbitrage Plan)	0.00	
Bank of America	694,716.58	
		4,249,797.31

BOARD OF SUPERVISORS

Farmville Herald	Advertising	321.75
Business Card	Meals	233.23

COUNTY ADMINISTRATOR

Business Card	Postage	95.60
AT&T	Phone	74.77
CenturyLink	Phone	60.35
Ntelos	Phone	6,982.36
US Cellular	Phone	68.52
Diamond Springs	Water & equipment rental	15.70
Key Office Supply	Mat board	5.59
	Office supplies	3.49
	Appointment book	13.49
	File folders	26.38
Walmart / GEMB	Office supplies	48.95
Matthew Bender & Company, Inc.	VA Adv Crt Rules	7.44
Business Data of Virginia, Inc.	Norton	76.71
		34.95

COMMISSIONER OF REVENUE

M&W Printers, Inc.	Postage	4,266.00
Treasurer of Virginia	Online service	78.05
CenturyLink	Phone	14.07

Ntelos	Internet		20.46
Key Office Supply	Office supplies		7.56
NADA Appraisal Guides	Older Used Car Guide	20.00	
	Marine Appraisal Guide	35.00	55.00

TREASURER

AT&T	Phone		123.44
Treasurer of Virginia	Online service		78.06
CenturyLink	Phone		37.26
Pitney Bowes Financial Services	Service agreement		1,002.00
Key Office Supply	Pens	14.69	
	Ink cartridges	131.21	145.90
Business Data of Virginia, Inc.	Software/Norton	339.90	
	Software	119.80	459.70
Compro Computers	Computer & software		749.95

INFORMATION TECHNOLOGY

Business Data of Virginia, Inc.	Travel expenses	937.50	
	Monthly contract	2,800.00	3,737.50

REGISTRAR

Dale L. Bolt	Postage	26.40	
	Mileage	60.50	
	Meal	8.23	95.13
AT&T	Phone		35.18
CenturyLink	Phone		112.98
VRAV	Membership dues		170.00
Key Office Supply	Ink & supplies	137.49	
	Pens & calendars	52.68	190.17
Business Data of Virginia, Inc.	Router / cables	75.67	
	Norton	89.85	165.52

CIRCUIT COURT

CenturyLink	Phone		92.12
Key Office Supply	Repaired Windows	50.00	
	Calendar / sheet protectors	16.96	
	Returned merchandise	-150.00	
	Norton Anti-virus	62.98	
	Installed memory	129.98	109.92

GENERAL DISTRICT COURT

AT&T	Phone - Juv Prob	46.85	
	Phone - Gen Dist Court	122.52	169.37
CenturyLink	Phone - Juv Prob	33.03	
	Phone - Gen Dist Court	134.36	167.39
US Cellular	Phone		27.88

SPECIAL MAGISTRATES

AT&T	Phone		93.40
CenturyLink	Phone		28.83

CLERK OF THE CIRCUIT COURT

International Land Systems	Replacement battery		59.10
AT&T	Phone		50.18
CenturyLink	Phone		74.25
Key Office Supply	Dater	33.69	
	Office supply	8.18	41.87

LAW LIBRARY

CenturyLink	Phone		34.77
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COMMONWEALTH'S ATTORNEY

Cecelia Charlton	Postage		10.26
Kinex Networking Solutions	Internet		49.95

VICTIM WITNESS ASSISTANCE PROGRAM

CenturyLink	Phone		11.41
Cindy Sams	Mileage	30.00	
	Meal	12.75	42.75

SHERIFF

Medtox Laboratories, Inc.	Drug testing		50.00
East End Motor Company, Inc.	Inspections (3)	48.00	
	Replaced radiator	522.38	
	Oil / filters / fluids	170.61	
	Fan motor / thermostat	757.93	
	Auto repairs	833.46	
	Oil change / window vents	81.55	
	Finance charge	56.36	
	Tires	347.49	2,817.78
Kenbridge Tire & Auto	Calibration		25.00
Kinex Telecom, Inc.	DSL & Webhosting	139.85	
	Antivirus	239.20	379.05
CenturyLink	Phone		59.27
Farmville Auto Parts	Finance charge	3.09	
	Battery	102.99	106.08
Key Office Supply	Labels	15.89	
	Coil cord	5.60	21.49
RDJ Specialties, Inc.	Mood pencils		323.76
DMV	Vehicle registration		25.00
Galls, An Aramark Company	Vehicle light / bracket	170.96	
	Boots	95.98	266.94
Sirchie Finger Print Labs	Fingerprint supplies		593.74
Rhett Herman	Site Sensing Surveys		400.00
Southern Police Equipment Company	Goggles & gloves	79.48	
	Belt	37.99	117.47

FARMVILLE VOLUNTEER FIRE DEPARTMENT

Aplus	Accountability tags		40.65
Anderson Tire Company, Inc.	Tires		723.48

Atlantic Emergency	120 Volt auto eject		237.23
Davis Pontiac	Sensor	160.72	
	Pressure hose	97.01	
Elecom, Inc.	Pager repair	206.00	
	Pager rental	90.00	
Farmville Auto Parts	Batteries	439.96	
	Headlight	11.95	451.91
Farmville Volunteer Fire Department	Internet	24.90	
	Phone	81.28	106.18
Key Office Supply	Post cards / calendars		33.96
Witmer Public Safety Group	Gloves / suspenders		184.87

RICE VOLUNTEER FIRE DEPARTMENT

Parker Oil Company, Inc.	Propane		126.98
Dominion Virginia Power	Electric service		226.09

PROSPECT VOLUNTEER FIRE DEPARTMENT

Ellington Energy Service	Diesel		264.65
Key Office Supply	Copies / paper / binders		44.15
CenturyLink	Phone		91.19
Pamplin Exxon	Fuel		53.79
Price Supply Company, Inc.	Water filter	2.37	
	A/C/ supply	18.36	20.73
Dominion Virginia Power	Electric service		263.81

DARLINGTON HEIGHTS VOLUNTEER FIRE DEPARTMENT

Farmville Auto Parts	Work lamps	37.98	
	Oil absorbent	13.08	
	Battery charger	79.95	
	Miniature bulbs	27.79	158.80

PAMPLIN VOLUNTEER FIRE DEPARTMENT

AT&T	Phone		54.49
Foster Fuels, Inc.	Propane		716.64
Pamplin Volunteer Fire Department	Fuel	490.37	
	Internet	24.95	515.32
Verizon	Phone		120.56
Dominion Virginia Power	Electric service		233.72

MEHERRIN VOLUNTEER FIRE DEPARTMENT

Parker Oil Company, Inc.	Service charge	9.51	
	Propane	249.13	
	Diesel	678.84	937.48
Jack L. Slagle Fire Equipment	SCBA cylinder tests	187.65	
	Roof hook	82.95	270.60
US Cellular	Phone		154.95
Verizon	Phone		147.80
Dominion Virginia Power	Electric service		339.02

EMERGENCY SERVICES

Korman Signs	Signs & hardware		465.96
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REGIONAL JAIL & DETENTION

Piedmont Regional Juvenile Detention Center	Juvenile detention		2,325.00
Piedmont Regional Jail	Inmate per diem	3,355.00	
	SCAAP funds	121.00	3,476.00

BUILDING OFFICIAL

US Cellular	Phone		28.13
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ANIMAL CONTROL

Jennifer Kingsley, DVM	Vet services		45.00
Fisher Auto Parts, Inc.	Alternator	217.45	
	Alternator core returned	-53.43	164.02
Dominion Virginia Power	Electric service		354.54
US Cellular	Phone		56.61

MEDICAL EXAMINER

Treasurer of Virginia	Coroner		20.00
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BIOSOLIDS MONITORING

US Cellular	Phone		27.88
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REFUSE DISPOSAL

Resource International	Miscellaneous work tasks	848.70	
	Storm water compliance	375.50	1,224.20
Spence Compactor Service	Compactor repair - Rice		1,816.87
Arcet Equipment Company	Gloves		13.25
C & L Machine & Welding	Repair tarp pin	65.00	
	Repair hose fitting	211.95	
	Fabricate tarp pin	83.00	359.95
Wright's Excavating	Landfill operation		42,187.50
Emanuel Tire of Virginia	Tire recycling		496.80
STEPS, Inc.	Recycling fee		2,126.56
Southside Electric Cooperative	Darlington Heights site		129.75
Dominion Virginia Power	Leachate pump	73.81	
	Scalehouse	144.45	
	Cell C pump station	62.00	
	Green Bay site	78.95	
	Worsham site	120.85	
	Prospect site	106.18	
	Landfill site	72.51	658.75
AT&T	Phone		189.43
CenturyLink	Phone		249.56
US Cellular	Phone		27.89
Verizon	Phone		121.92
East End Motor Company, Inc.	Tire		275.61
Farmville Auto Parts	Antifreeze / gasket	26.39	

Hydraulic fluid	39.99	
Oil	13.27	79.65

GENERAL PROPERTIES

Mds Construction & Roofing	Roof repairs	1,322.50
OK Termite & Pest Control	Exterminating service	150.00
Southside Electric Cooperative	SRR lights	29.51
Dominion Virginia Power	Roy Clark monument	52.50
	Courthouse	10,035.58
	Shop	44.86
	Sheriff Department shed	5.50
	Worsham Clerk Office	161.37
CenturyLink	Phone	66.06
US Cellular	Phone	83.59
Air Conditioning Equipment	AHU control card	752.00
Diamond Springs	Water & equipment rental	8.95
Southern States	Ice melt	591.71
East End Motor Company, Inc.	Tires for trailer	183.22
Farmville Auto Parts	AHU belt / ice scraper	21.55
Taylor-Forbes Equipment Company	Fuel stabilizer	7.90

CANNERY

Southside Electric Cooperative	Electric service	122.80
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COMPREHENSIVE SERVICES ACT

Centra Health	Professional services	9,928.00
Crossroads Services Board	Professional services	3,000.00
Grafton School, Inc.	Professional services	12,551.50
Helton House, Inc.	Professional services	4,121.55
Letricia R. Logan	Foster care	666.00
Bonnie Mills	Foster care	896.00
I'Shawn Smith	Foster care	644.00
Family Alliance	Foster care	175.00

OTHER WELFARE / SOCIAL SERVICES

STEPS, Inc.	Gas heaters	6,000.00
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PLANNING

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

Thomas M. Pairet	Commission meeting		100.00
John F. Townsend, III	Commission meeting	100.00	
	Mileage	7.50	107.50
Farmville Herald	Advertising		263.25
US Cellular	Phone		55.76
Business Card	Dues	25.00	
	Office supplies	44.93	69.93
Reliable	Post-it notes / clips		31.26
Business Data of Virginia, Inc.	Norton Anti-virus		39.95

ECONOMIC DEVELOPMENT

Business Card	Postage & shipping	94.23	
	Meals	40.12	134.35
US Cellular	Phone		27.88
Key Office Supply	Canon drum unit		84.50

TOURISM

Dominion Virginia Power	Electric service		254.99
Business Card	UPS charges		23.96
AT&T	Phone		66.94
CenturyLink	Phone		190.07
Key Office Supply	Office supplies		96.48

COOPERATIVE EXTENSION OFFICE

Treasurer, Virginia Tech	1st quarter support		6,422.49
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GENERAL EXPENSE

Anthem BCBS	Cobra insurance (Jan)		510.00
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CAPITAL PROJECTS

Taylor-Forbes Equipment Company	Kubota loader	5,100.00	
	Kubota tractor	22,170.00	27,270.00

DEBT SERVICE

Rural Development	Courthouse loan		16,626.00
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FORFEITED DRUG ASSETS

Virginia Criminal Justice	Training prosecutors		290.00
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RETIREMENT BENEFIT FUND

Vicki K. Johns	Retiree benefit	1,038.00	
Anthem BCBS	Retiree health insurance	1,020.00	2,058.00

PIEDMONT COURT SERVICES

Dominion Virginia Power	Electric service		327.56
Pitney Bowes Financial Services	Postage meter lease		202.00
AT&T	Phone		111.98
CenturyLink	Phone		200.74
Sheena Franklin	Mileage		154.50
Renee T. Maxey	Mileage		56.50

Kinex Networking Solutions	Backup battery	94.90
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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	200.00
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COUNTY ADMINISTRATOR

HR Direct	Absentee calendar	54.67
Reliable	Office supplies	146.55
	Shipping charge	1.48
		148.03

COMMISSIONER OF REVENUE

AT&T	Phone	36.68
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INFORMATION TECHNOLOGY

Computer Plus Sales/Service	Maintenance contract	270.00
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REGISTRAR

Compro Computers	Computer memory	219.80
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GENERAL DISTRICT COURT

Joyce K. Sexton	Mediation services	712.50
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CLERK OF THE CIRCUIT COURT

Kinex Telecom, Inc.	DSL	74.95
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LAW LIBRARY

AT&T	Data line	34.77
Matthew Bender & Company, Inc.	VA Advance Code Serv	62.55

RICE VOLUNTEER FIRE DEPARTMENT

Companion Property & Casualty Group	Workers Comp insurance	7,650.00
Dominion Virginia Power	Electric service	224.18

DARLINGTON HEIGHTS VOLUNTEER FIRE DEPARTMENT

BB&T Financial, FSB	Power saw oil	63.75
Cyrus Pest Control Company	Exterminating service	45.00
East End Motor Company, Inc.	Truck inspection	51.00
Ellington Energy Service	Propane	1,140.67
Farmville Wholesale Electric	Light for brush truck	22.85
Ray Draper Heating	Repair ice machine	264.00
Southside Electric Cooperative	Electric service	240.55
Verizon	Phone	134.97

	<u>ANIMAL CONTROL</u>		
Lowe's	Propane cylinder		8.77

	<u>REFUSE DISPOSAL</u>		
Resource International	Assessment monitoring	3,901.37	
	Groundwater monitoring	10,547.25	14,448.62
Farmville Wholesale Electric	Bulbs / aluminum box / plugs		76.59
Arena Trucking Company	Trash collection		414.00
Emanuel Tire of Virginia	Tire recycling		1,638.30
Southside Electric Cooperative	Virso site		166.29
Dominion Virginia Power	Rice site		128.32
AT&T	Phone		69.44
O. O. Stiff, Inc.	Monthly service		662.50

	<u>GENERAL PROPERTIES</u>		
Doli/Boiler Safety	Boiler inspection		60.00
ThyssenKrupp Elevator	Service contract - Jan /Mar		2,230.28
Dominion Virginia Power	SCOPE building	299.13	
	Lights at Rice	101.78	
	Ag building	2,661.83	3,062.74
Parker Oil Company, Inc.	Heating oil		525.22
Town of Farmville	Water	37.52	
	Water & sewer	223.49	261.01
AT&T	Phone		34.78
CenturyLink	Line to hospital	7.97	
	Phone	42.75	50.72
O. O. Stiff, Inc.	Monthly service		100.00
Lowe's	Floor finish / stripper	194.36	
	Tool set / drill bits	34.94	
	Gloves	12.92	
	Flood lights / clamps	34.10	
	Gloves / slow moving sign	55.82	332.14
Farmville Wholesale Electric	Bulbs	86.76	
	Junction box / conduit	90.86	177.62
Price Supply Company, Inc.	Boiler control		70.80
Cintas Corporation #524	Uniform rental		545.85

	<u>CANNERY</u>		
Price Supply Company, Inc.	Gasket & filter		4.59
Parker Oil Company, Inc.	Heating oil		365.37

	<u>CHAPTER X BOARD</u>		
Crossroad Services Board	3rd Quarter support		15,660.75

	<u>COMPREHENSIVE SERVICES ACT</u>		
Bear Creek Academy	Professional service		2,900.00
Family Alliance	Professional service		315.00
Treasurer of Bedford	Professional service		1,742.00
Mable Shanaberger	Administrative fee		150.00

	<u>ECONOMIC DEVELOPMENT</u>		
Longwood Small Business	Survey sponsorship		100.00
Key Office Supply	Binding bars / covers	63.60	
	Markers	1.98	65.58
	<u>TOURISM</u>		
Ellington Energy Service	Propane		563.21
AT&T	Phone		75.15
	<u>COOPERATIVE EXTENSION OFFICE</u>		
CenturyLink	Phone		94.43
	<u>GENERAL EXPENSE</u>		
Southern States Cooperative, Inc.	Gas		8618.72
	<u>CAPITAL PROJECTS</u>		
Toshiba (Telecom Systems)	Phone equipment		63,002.28
	<u>WATER FUND</u>		
Town of Farmville	Water		145.11
	<u>SEWER FUND</u>		
Dominion Virginia Power	Sewer pump		28.81
	<u>PIEDMONT COURT SERVICES</u>		
Sharon Gray	Mileage		166.00
Connie Stimpson	Mileage	10.00	
	Batteries	6.29	16.29
Chad Lipscomb	Mileage		23.00
Cadance Reed	Mileage		68.00
Dayna Stanley	Mileage		82.50
	<u>PCS DRUG TESTING FEES</u>		
Alere Toxicology Services, Inc.	Drug testing		19.48

In Re: Appropriations

Mr. Bartlett reported the State Criminal Alien Assistance Program (SCAAP) presented \$121.00 to the Regional Jail. Mr. Bartlett then reported an appropriation request from the Commonwealth's Attorney from the Forfeited Asset Fund to purchase equipment to be used to aid law Enforcement.

Mr. Bartlett said the third appropriation is to pay for the additional work required to ensure the Dominion Drive/Route 15 intersection would not have to be redone by VDOT when they improve Route 15 (\$24,340) and to

modify the connection of Alternate 628 with existing 628 from a “T” intersection to a curved connection (2,080).

Discussion followed.

Supervisor Simpson made a motion to approve the following appropriations and budget amendments:

		<u>Debit</u>	<u>Credit</u>
3-100-24040-0032	Other Categorical Aid / SCAAP		\$ 121
4-100-33200-7002	Regional Jail / SCAAP	\$ 121	
3-105-41050-0105	Forfeited Assets Fund Balance		\$ 20,000
4-105-31700-6020	Commonwealth Attorney	\$ 20,000	
3-100-41050-0100	From General Fund Balance		\$ 6,000
4-100-93000-0740	Transfer to Revenue Sharing Fund	\$ 6,000	
3-740-41050-0100	From General Fund		\$ 6,000
3-740-41050-0740	From Revenue Sharing Fund Balance		\$ 21,000
4-740-94000-0104	Route 628 Alternate	\$ 27,000	

The motion carried:

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

Nay: None

In Re: School Board Appointments

Chairman Fore said the terms of the following School Board members expire as of June 30, 2011:

- District 201 – Susan Southall Lawman (Supervisor Jones)
- District 601 – Reverend Thomas M. Tillerson (Supervisor Campbell)

Supervisor Jones and Supervisor Campbell will appoint Citizen Committees to be announced at the February Board meeting.

In Re: Appointments – To Be Filled By Board of Supervisors Members

Chairman Fore made the following recommendations for appointment to the following positions:

Southside Virginia Family YMCA,
Term of Office: January 1, 2011 – December 31, 2013)

Supervisor Simpson
Supervisor Wiley

Board of Supervisors Legislative Committee for 2011,
3 Board Members, Appointed annually

Supervisor Simpson (Chair)
Supervisor Gantt
Supervisor Campbell

The Board concurred.

In Re: Appointments: Citizen Board / Commission Vacancies

Two vacancies exist on the Board of Zoning Appeals (BZA). The current BZA comprises five members:

Vincent Eanes	Term expires 12/31/11
James W. Garnett, Jr., Chairman	Term expires 12/31/13
Sally Gilfillan	Term expires 12/31/14 – VACANCY
William W. Porterfield	Term expires 12/31/12
John J. Ross	Term expires 12/31/10 – VACANCY

Mr. Ross did not submit a citizen volunteer form to seek re-appointment in December; Mrs. Gilfillan has resigned, effective January 4, 2011.

The *Code of Virginia* provides that members of the BZA shall hold no other public office in the locality except that one may be a member of the local planning commission.

These positions are appointed by the Circuit Court Judge, who has historically accepted recommendations from the Board of Supervisors. The Board may choose to make the recommendations or ask staff to advertise the positions for citizen volunteers.

Chairman Fore will recommend to Judge Blanton that Mary Jenkins fill the term to expire on 12/31/14 and Jim Davis fill the term to expire on 12/31/15 to the Board of Zoning Appeals; the Board concurred.

In Re: Planning Department Report

At its December meeting, the Prince Edward County Planning Commission tabled the rezoning request from Richard Raymond, Jr. and Robert Raymond, Sr., to rezone from A-2, Agricultural Residential, to C-1, General Commercial, a 1.5 acre parcel located at 4644 Farmville Road (Tax Map #50-A-71). The purpose is to permit a truck rental and used automobile sales business to locate on the property.

The Planning Commission has requested a site plan for the proposed project from the property owners, prior to taking action on the request. The Planning Commission has scheduled another public hearing on the request during its January 18, 2011 meeting.

Supervisor Wilck made a motion to authorize a public hearing on the rezoning request from Richard Raymond, Jr. and Robert Raymond, Sr., to rezone from A-2, Agricultural Residential, to C-1, General Commercial, a 1.5 acre parcel located at 4644 Farmville Road (Tax Map #50-A-71), pending Planning Commission action; the motion carried:

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

Nay: None

In Re: Appropriation – Prospect Historical Society VDOT Grant - Addendum

Mr. Bartlett stated that since 2002, the Prospect Historical Society has received \$313,000 in VDOT Enhancement Grant awards towards the restoration of the historic Prospect Depot. The beginning phase of the project was for the development of preliminary architectural and engineering design, which VDOT approved in November 2009, authorizing a contract with Calloway Johnson Moore West (CJMW) in the amount of \$67,000. In January of 2010, the Prince Edward County Board of Supervisors authorized an initial appropriation of \$45,000 to begin the preliminary architectural and engineering phase (30% plans). As required, these plans were then sent to various agencies (DHR, VDOT and DCR) for their comments.

Mr. Bartlett reported comments were received and a \$22,000 appropriation is needed to complete the necessary architectural and engineering. CJMW is currently working toward the development of 90% plans, whereby they will once again be sent out as required for the various agencies (DHR, VDOT and DCR) to make comments and/or recommendations.

A final VDOT Enhancement Grant in the amount of \$188,000 was submitted December 1, 2010 as a result of more defined construction costs being determined by CJMW. Grant award announcements are anticipated in late spring of 2011. In addition, the Prospect Historical Society and DCR have developed a partnership for the

restoration of the Prospect Depot to be a shared facility for a small transportation museum, community meeting space, park ranger office and restroom facilities with running water.

Supervisor McKay made a motion to approve the following appropriation for the architectural and engineering fees associated with the restoration of the historic Prospect Depot to be 100% reimbursed by VDOT and the Prospect Historical Society:

		<u>Debit</u>	<u>Credit</u>
3-100-24040-0020	VDOT Transportation Grant		\$ 22,000
4-100-94000-0028	Prospect Depot – VDOT Grant	\$ 22,000	

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

Nay: None

In Re: Appropriations and Budget Amendments - Telephone System

Mr. Bartlett reported that at the August 10, 2010 Board of Supervisors meeting, the Board approved the award of a contract to replace the telephone system in the Courthouse in the amount of \$62,934.44. At that meeting no corresponding budget amendment or appropriation was submitted or approved. The telephone system has been acquired and installed and a budget amendment is now required.

Supervisor McKay made a motion to approve the following appropriations and budget amendments:

		<u>Debit</u>	<u>Credit</u>
3-100-41050-0100	From General Fund Balance		\$ 63,000
4-100-94000-0022	Capital Project – Telephone System	\$ 63,000	

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

Nay: None

In Re: Ordinance on Application of Funds Received by County Treasurer

Mr. Ennis, County Attorney, stated a number of taxpayers have come to the Treasurer's Office to pay their taxes and questions have arisen about the application of the payment. This ordinance will direct the Treasurer to apply the payment in the specific order specified.

Supervisor Gantt made a motion to authorize advertisement of a public hearing to be held February 8, 2011 on the amendment to Chapter 70 (Taxation) of the *County Code*; the motion carried

Aye:	Howard M. Campbell William G. Fore, Jr. Don C. Gantt Robert M. Jones Charles W. McKay Howard F. Simpson Jim R. Wilck Mattie P. Wiley	Nay: None
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Chapter 70 Taxation

Proposed Sec. 70-4 Application of Payments

Any payment of taxes or fees received by the Treasurer, the collection of which is not subject to a defense of an applicable statute of limitations, shall be credited by the treasurer in the following order:

1. Delinquent real estate taxes and penalty and interest thereon
2. Current real estate taxes
3. Delinquent personal property taxes and penalty and interest thereon
4. Current personal property taxes
5. License fees
6. Delinquent special levies and assessments
7. Special levies and assessments

Authority: Va. Code Ann. Section 58.1-3913

In Re: County Administrator's Report

Mr. Bartlett reported the County received a request from VACo for a special assessment of at least \$1,000 to hire consultants to defeat any change to the current state law concerning the burden of proof process in real estate and property assessment appeals. Currently, the burden of proof is on the property owner to prove the assessment is incorrect. Changes have been submitted in the past that would shift the burden to the local government to prove the

assessment is correct. Such a change would have a profound impact on Prince Edward County, possibly forcing the County to conduct annual assessments increasing expenses hundreds of thousands of dollars each fiscal year.

Supervisor Jones made a motion to approve the VACo request and expend the funds from the existing budget line in professional services of the Board of Supervisors and to send a letter to all legislators; the motion carried:

Aye:	Howard M. Campbell William G. Fore, Jr. Robert M. Jones Charles W. McKay Howard F. Simpson Jim R. Wilck Mattie P. Wiley	Nay: None	Abstain: Don C. Gantt
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Mr. Bartlett also reported a request was received from Mrs. Carol G. Hurley to conduct an exercise program for senior citizens at the SCOPE building. This is to be a free service for the citizens and as such, the request is for the rental payment for the building to be waived. Mr. Bartlett spoke with Reverend Smith to ensure this program would not interfere with HOPE's use of the building; Reverend Smith stated it would not and said she is interested in working with Mrs. Hurley on this program.

Supervisor Simpson made a motion to permit the use of the SCOPE building to conduct an exercise program for adults on Tuesdays and Thursdays.

Supervisor Jones raised a concern regarding a paying renter.

Supervisor Simpson amended his motion to permit the use of the SCOPE building to conduct an exercise program for adults on Tuesdays and Thursdays, providing there are no paying renters at the time of the exercise class; the motion carried:

Aye:	Howard M. Campbell William G. Fore, Jr. Don C. Gantt Robert M. Jones Charles W. McKay Howard F. Simpson Jim R. Wilck Mattie P. Wiley	Nay: None
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Mr. Bartlett then requested the scheduling of a strategic planning session to be used specifically by the Board to provide budgetary guidance to the County Administrator regarding development of the FY12 budget; he

asked that this meeting be held January 28, 2011 at 9:00 a.m. in the Third Floor Conference Room of the Court House. Discussion followed.

Chairman Fore scheduled the strategic planning session to be held on Monday, January 24, 2011 at 9:00 a.m. in the Third Floor Conference Room.

In Re: FY10 Audit Report and Financial Overview

Mr. Bartlett reviewed the FY 10 audit results of the various funds for Prince Edward County. The fund balance of all funds, excluding Agency and Internal service funds, increased by \$185,518. This amount includes non-cash revenues such as accounts and note receivables and the non-cash expense of accounts payable.

Mr. Bartlett provided a short review of the FY11 budget. If revenue collections follow the patterns in FY10, revenues could exceed our budget by \$50,000-\$100,000 or more in the General Fund. The County historically under-spends expenses but rising gasoline costs are an unknown. Actions have been taken (unfilled positions, cost reduction measures) that will reduce expenditures by approximately \$106,000. Together, these actions could produce a positive budgetary impact of \$150,000-\$200,000 for the current fiscal year.

Supervisor Wilck asked for clarification on the Interim Agreement and if there would be returnage; Mr. Bartlett stated there will be a settling of accounts at the end of the contract and it appears the full amount will not be expended.

In Re: Upcoming Events

Mrs. Sarah Puckett, Assistant County Administrator, requested the Board members notify her of their intent to attend VACo/VML Legislative Day as soon as possible.

In Re: Assistance from the Town of Farmville

Mr. Bartlett thanked the Town of Farmville and the Town Manager for all the assistance given with the GIS system and in many other areas, in the absence of Mr. Jonathan Pickett.

In Re: Closed Session

Supervisor Wiley made a motion that the Board convene in Closed Session for discuss the expansion of an existing business where no previous public announcement has been made, pursuant to the exemptions provided for in Section 2.2-3711(A)(5) of the *Code of Virginia*; the motion carried:

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

Nay: None

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, Jr.
Robert M. Jones
Charles W. McKay
Howard F. Simpson
Jim R. Wilck
Mattie P. Wiley

Nay: None

On motion of Supervisor McKay, seconded by Supervisor Wiley and carried by the following roll call vote:

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

Nay: None

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

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

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

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

matters as were identified in the motion convening the closed meeting were heard, discussed, or considered by the Prince Edward County Board of Supervisors.

In Re: Animal Warden's Report

Mr. Ray Foster, Animal Warden, submitted a report for the month of December 2010, which was reviewed and ordered to be filed with the Board papers.

In Re: Building Official's Report

Mr. Coy Leatherwood, Building Inspector, submitted reports for the month of December 2010, which was reviewed and ordered to be filed with the Board papers.

In Re: Cannery

Mrs. Lena Huddleston, Cannery Manager, submitted a report for the month of December 2010, which was reviewed and ordered to be filed with the Board papers.

In Re: Tourism and Visitor Center Report

Mrs. Magi Van Eps, Tourism & Visitor Center Coordinator, submitted a report for the month of December 2010, which was reviewed and ordered to be filed with the Board papers.

In Re: PERT Ridership Report

The Board reviewed the November 2010 and the December 2010 ridership reports from PERT and ordered them to be filed with the Board papers.

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

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

the meeting was recessed at 9:35p.m. until Thursday, January 20, 2011 at 5:00p.m. at the Prince Edward County Career and Technical Center.

DRAFT

January 20, 2011

At the reconvened meeting of the Board of Supervisors of Prince Edward County, held at the Prince Edward County Career and Technical Center, Prince Edward County Schools, on Thursday the 20th day of January, 2011; at 5:00 p.m., there were present:

Board of Supervisors

William G. Fore, Jr., Chairman
Howard F. Simpson, Vice Chairman
Howard M. Campbell
Don C. Gantt
Robert M. Jones
Charles W. McKay
Jim R. Wilck
Mattie P. Wiley

Not present: Dr. Ellery Sedgwick

Also present: Wade Bartlett, County Administrator; Sarah Elam Puckett, Assistant County Administrator; Dr. K. David Smith, Superintendent; and Cindy Wahrman, Division Director of Finance.

School Board

Russell L. Dove, Chairman
Harriett Fentress
Susan S. Lawman
Linda L. Leatherwood
Lawrence C. Varner
Osa Sue Dowdy
Thomas M. Tillerson.

Chairman Fore called the reconvened meeting to order from the meeting of January 13, 2011, as a joint meeting with the Prince Edward County School Board.

Chairman Dove called the School Board meeting to order.

Dr. K. David Smith, Superintendent, summarized the anticipated FY12 budget challenges:

Average Daily Membership (ADM) reduction
State revenue decrease of \$794,325; Federal decrease of \$27,714
Health insurance costs increasing – expected 10-12% (\$157,750)
Virginia Retirement System (VRS) – expected 3.23% increase (\$417,700)
Overall discrepancy - \$1,397,489 for the school system
Federal Stimulus funds – loss of \$636,909
Federal funds added (Education Jobs Fund) - \$609,000 (obligated \$89,000 of the original \$698,370)

Ms. Cindy Wahrman, Division Director of Finance, stated a VRS increase from 8.93% contribution to 12.16% is proposed by the Governor; it is a reflection of the compensation piece that goes towards the employees retirement account, no change is proposed for the group life insurance or the health credit.

Mr. Wade Bartlett, County Administrator, said a reduction in Average Daily Membership (ADM) (88 students) equals a reduction in basic aid. Dr. Smith said enrollment loss is a part of the decrease in funding.

Discussion followed regarding the preliminary revenue estimates and budget implications. Ms. Wahrman stated the per pupil expense, overall, equals approximately \$10,100, for State, Federal and local; this does not include debt service.

Supervisor Gantt questioned the special education funds for education at Piedmont Regional Jail or Detention Center; Ms. Wahrman said those two programs are fully funded by the state and there is no cost to the County.

Mr. Bartlett said there is a reduction of approximately \$800,000 from the state; the reduction in ADM and composite index hold harmless accounts for almost all of that reduction.

Supervisor Wilck questioned the impact of the shortfall.

Dr. Smith said if \$1.4 million must be made up this year, which is the same as the previous year, there will be severe cuts in all phases of operation, including maintenance, transportation and in the instructional category. He said it is too early to know what the request for local funding will be, and the level funding for this year is deeply appreciated. Discussion followed.

Supervisor Gantt requested a "wish list" from the Board.

Dr. Smith stated the best possible situation would be level funding and an increase of \$1.3 million to cover the shortfall, but level funding is a starting point.

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

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

the meeting was recessed at 9:35 p.m. until Monday, January 24, 2011 at 9:00 p.m. at the Third Floor Conference Room in the Prince Edward County Courthouse.

January 24, 2011

At the reconvened meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday the 24th day of January, 2011; at 9:00 a.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; and James Ennis, County Attorney.

Chairman Fore called the reconvened meeting to order, stating its purpose is to furnish the County Administrator with guidance in the preparation of the draft budget. Supervisor McKay offered the invocation.

In Re: County Administrator's Report

Mr. Bartlett presented the FY12 Budget Review.

Discussion followed on the Line of Duty program; Mr. Bartlett said the County could opt out of the program prior to June 30, 2011, but this mandate will cost the County between \$15,000 - \$30,000 for FY12.

Discussion followed on the costs associated with the VA Risk Management Liability and Surety Bond Premiums for Constitutional Offices and the possibility of increasing VRS rates, which together could cost the County approximately \$77,000.

Mr. Bartlett then reviewed the FY11 Revenue Review and the Budget Schedule; discussion followed.

Mr. Bartlett then requested input from the Board regarding the following budget issues:

- a. Revenues
- b. Schools
- c. Charitable Organizations
- d. Fire & Rescue
- e. Special Projects
- f. Capital Equipment/Projects
- g. Bonus
- h. Pay Raises/VRS Contribution
- i. Operation/Programming Adjustments

The Board directed the County Administrator to leave the Revenues category open as there is no clear picture of the budget at this time. Chairman Fore directed the County Administrator to draft the budget and level fund the schools; when the Board reviews the draft budget, if the revenues are suitable, then the Board can consider increasing the local contribution to the schools to help offset state cuts.

After some discussion, the Board concurred on reviewing and evaluating each Charitable Organization individually and in level-funding the Fire and Rescue Departments and not accepting any new funding requests.

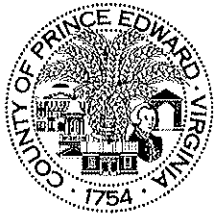
Supervisor Wilck suggested a moratorium for one year on Special Projects; the Board concurred.

Chairman Fore recommended the Board direct the County Administrator to include the figure for Capital Projects that would give the Board flexibility in equipment purchases and for flexibility on Rt. 628. The Board also advised Mr. Bartlett to follow the State's action regarding bonuses, health insurance and VRS, and bring the information to the Board for review; and to continue the Operation/Programming Adjustments as traditionally figured.

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

Aye: 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	Nay: None
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the meeting was adjourned at 11:32 a.m.



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: February 8, 2011
Item No.: 5-c
Department: County Administration
Staff Contact: Barbara Poulston
Issue: Consent Agenda - Review of Accounts & Claims

Summary: The bill list for January 2011 is attached for your review.

Attachments: Bill List

Recommendation: None.

Motion _____
Second _____

Campbell _____
Jones _____
Wilck _____

Fore _____
McKay _____
Wiley _____

Gantt _____
Simpson _____

2/01/2011

FROM DATE- 1/19/2011
TO DATE- 1/26/2011

ACCOUNTS PAYABLE CHECKS
PRINCE EDWARD

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FUND NO.	DESCRIPTION	\$\$\$ PAY \$\$\$
100	GENERAL FUND	\$629,823.72
105	FORFEITED ASSETS FUND	\$4,500.00
125	DARE FUND	\$356.91
501	WATER FUND	\$58,262.00
732	RETIREMENT BENEFIT FUND	\$1,020.00
741	PIEDMONT COURT SERVICES FUND	\$395.50
	TOTAL	694,358.13

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MAJOR# ACCT# 011010	VENDOR NUMBER BOARD OF SUPERVISORS	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
3160	31423	Professional Services VA ASSOC OF COUNTIES*	GA2011 071	GA SPECIAL ASSESSMNT	1,000.00 1,000.00 *
5510		Travel-Mileage			
	12084	CAMPBELL HOWARD M	OCT-DEC 2010	MILEAGE	144.00
	15897	FORE WILLIAM G JR	HOMESTEAD 2010	MILEAGE	167.00
	15897	FORE WILLIAM G JR	OCT-DEC 2010	MILEAGE	21.00
	19875	JONES ROBERT M	OCT-DEC 2010	MILEAGE	25.00
	22287	MCKAY CHARLES W	HOMESTEAD 2010	MILEAGE	176.50
	22287	MCKAY CHARLES W	OCT-DEC 2010	MILEAGE	110.50
	32575	WILEY MATTIE P	OCT-DEC 2010	MILEAGE	12.00
5530		Travel-Subsistence & Lodg			656.00 *
	15897	FORE WILLIAM G JR	HOMESTEAD 2010	GRATUITY	15.00
	22287	MCKAY CHARLES W	HOMESTEAD 2010	MEAL & GRATUITY	33.79
					48.79 *
				ACCOUNT TOTAL	1,704.79 **
012110		COUNTY ADMINISTRATOR			
5230		Telecommunications			
	10105	AT&T	392 8837 111	PHONE	59.47
	21319	CENTURYLINK	310116752 111	PHONE	60.92
	22489	MOONSTAR BBS	PECOUNTY 111	INTERNET	50.00
	30439	US CELLULAR	816442183 111	PHONE	55.76
					226.15 *
6001		Office Supplies			
	31971	VISIBLE	805090773	W2/1099/ENVELOPES	268.69
					268.69 *
6012		Books and Subscriptions			
	30378	UNIVERSITY OF VIRGINIA	2010 TAX RATES	2010 TAX RATES	31.00
	31704	VA MUNICIPAL LEAGUE	23453	UPDATE RENEWAL-1 YR	25.00
					56.00 *
				ACCOUNT TOTAL	550.84 **
012240		INDEPENDENT AUDITOR			
3120		Accountings & Auditing Se			
	27715	ROBINSON FARMER COX ASSOC	34381	AUDIT	31,000.00
					31,000.00 *
				ACCOUNT TOTAL	31,000.00 **
012310		COMMISSIONER OF REVENUE			
5230		Telecommunications			
	21319	CENTURYLINK	309686729 111	PHONE	28.78
	23933	NTELOS	141147315 111	INTERNET	20.46
					49.24 *

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MAJOR# ACCT# 6012	VENDOR NUMBER	VENDOR NAME	INVOICE NUMBER	DESCRIPTION	AMOUNT
	23162	Books & Subscriptions NADA APPRAISAL GUIDES	10291S	RV APPRAISAL GUIDE	
012410	TREASURER				ACCOUNT TOTAL 35.00 *
					MAJOR TOTAL 84.24 **
5210	22058	Postal Services M&W PRINTERS INC	68260	POSTAGE-DELINQ PPRTY	1,512.00
	22058	M&W PRINTERS INC	68265	POSTAGE-DELINQ RE	353.52
					ACCOUNT TOTAL 1,865.52 *
5230	10105	Telecommunications AT&T	392 3454 111	PHONE	52.70
	10105	AT&T	392 3454 111A	PHONE	34.77
	21319	CENTURLINK	309344949 111	PHONE	95.69
	31659	VA EMPLOYMENT COMMISSION	CR 10 04068	ONLINE SERVICE	100.00
					ACCOUNT TOTAL 283.16 *
5510	21547	Travel-Mileage LEE BARBARA	MILEAGE 111	MILEAGE	11.22
	24909	OVERSTREET CAROL	MILEAGE 111	MILEAGE	17.34
	28220	SHANABERGER MABLE	MILEAGE 111	MILEAGE	38.25
	999999	BAPPERT STEPHANIE	MILEAGE 111	MILEAGE	13.26
	999999	CURTIS SHERIDAN	MILEAGE 111	MILEAGE	4.59
					ACCOUNT TOTAL 84.66 *
6012	15240	Books & Subscriptions FARMVILLE HERALD	TREAS 111	SUBSCRIPTION-1 YR	38.00
					ACCOUNT TOTAL 38.00 *
					MAJOR TOTAL 2,271.34 **
012510	INFORMATION TECHNOLOGY				
3160	11902	Professional Services BUSINESS DATA OF VA, INC.	20100496	TRAVEL EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	20100503	TRAVEL EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	20100505	TRAVEL EXPENSE	125.00
					ACCOUNT TOTAL 375.00 *
					MAJOR TOTAL 375.00 **
013200	REGISTRAR				
5210	30550	Postal Services U S POSTAL SERVICE	POSTAGE 111	POSTAGE	352.00
					ACCOUNT TOTAL 352.00 *
5230	10105	Telecommunications AT&T	392 4767 111	PHONE	34.77
					ACCOUNT TOTAL 34.77 *
					MAJOR TOTAL 386.77 **
021100	CIRCUIT COURT				
5230	10105	Telecommunications AT&T	392 5171 111	PHONE	35.03

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MAJOR# ACCT#	VENDOR NUMBER GENERAL DISTRICT COURT	VENDOR NAME GENERAL DISTRICT COURT	INV#	DESCRIPTION	AMOUNT
5230	10105 30439	Telecommunications AT&T US CELLULAR	392 3623 111 816442183 111	PHONE-JUV PROB PHONE	48.43 27.88 76.31 * 76.31 **
021300	SPECIAL MAGISTRATES				
5230	10105	Telecommunications AT&T	392 3750 111	PHONE	73.24 73.24 * 73.24 **
021600	CLERK OF THE CIRCUIT COURT				
5210	29715	Postal Services TREASURER OF VIRGINIA	11 147C JMS	JURY QUESTIONNAIRES	750.50 750.50 *
5230	10105 21319	Telecommunications AT&T CENTURYLINK	392 5145 111 309863799 111	PHONE PHONE	55.68 71.58 127.26 *
6001	29715	Office Supplies TREASURER OF VIRGINIA	11 147C JMS	JURY QUESTIONNAIRES	911.25 911.25 * 1,789.01 **
021800	LAW LIBRARY				
5230	21319	Telecommunications CENTURYLINK	309478607 111	PHONE	34.89 34.89 *
6012	21761 22210 22210	Books and Subscriptions LEXISNEXIS MATTHEW BENDER & CO INC MATTHEW BENDER & CO INC	1012066639 13170570 13264818	ONLINE SERVICE VA FORMS 2010 SUPP JURY INSTR CIVIL R.11	217.00 414.94 217.52 849.46 * 884.35 **
022100	COMMONWEALTH'S ATTORNEY				
5230	10105 20904 21319 21319	Telecommunications AT&T KINEX NETWORKING SOLUTION CENTURYLINK CENTURYLINK	392 1902 111 110114 0008 310300032 111 310300032 111A	PHONE INTERNET PHONE PHONE	57.34 49.95 36.45 32.67 176.41 *

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MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5899	999999	Travel-Convention & Educa TREASURER OF VA TO CASC	SPRING CONF REG	CONF REGISTRATION	150.00 *
		Miscellaneous			150.00 *
	28342	SHRED-IT	64607081	SHREDDING SERVICE	42.00
6001		Office Supplies			42.00 *
	20600	KEY OFFICE SUPPLY	387931	BINDERS & INDEX	41.92
	20600	KEY OFFICE SUPPLY	388316	COPY PAPER	117.96
	20600	KEY OFFICE SUPPLY	388353	FOLDERS/ENV/HI-LITTER	145.62
	20600	KEY OFFICE SUPPLY	388640	STAPLES	19.99
				ACCOUNT TOTAL	325.49 *
				MAJOR TOTAL	693.90 **
031200	SHERIFF				
3110	32131	Animal Care/Services WAL-MART COMMUNITY	2117 SHERFF 111	DOG FOOD	72.21
				ACCOUNT TOTAL	72.21 *
3311		Repairs & Maint-Auto & Eq			
	11894	BUSINESS CARD	0555 SHERIFF111	RADAR REPAIRS	264.50
	14300	EAST END MOTOR CO INC	67076	OIL CHG/INSTALL LIGHT	147.47
	14300	EAST END MOTOR CO INC	68170	RADIATR/CONDENSER/TOW	1,949.90
	14300	EAST END MOTOR CO INC	68246	CHECKED BRAKES/FUSE	75.07
	14300	EAST END MOTOR CO INC	68443	INSPECT/OIL CHG/SWITCH	203.28
	14300	EAST END MOTOR CO INC	68607	OIL CHANGE	47.25
	14300	EAST END MOTOR CO INC	68631	ALTERNATOR/TOWING	452.35
	14300	EAST END MOTOR CO INC	68744	INSPECT/OIL/FLUIDS	77.70
	14300	EAST END MOTOR CO INC	68745	BELTS/FLUIDS/BULBS	133.51
	14300	EAST END MOTOR CO INC	68878	REPLACE SWITCH	57.43
	14300	EAST END MOTOR CO INC	68998	INSPECT/OIL CHANGE	86.50
	17004	HALEY OF FARMVILLE INC	66652233	BRAKE PADS/ROTOR ASY	524.27
	17004	HALEY OF FARMVILLE INC	66653518	BRAKE REPAIR	610.18
	20323	KENBRIDGE TIRE & AUTO	66653538	ALIGNMENT	43.95
	21249	LAM ROBBIE	54060	CALIBRATION	25.00
	29199	THIRD ST WRECKER SERVICE	PGCS1	INSTALL VEHICLE LGHT	250.00
			7854	TOWING	75.00
		Telecommunications			5,023.36 *
5230	10105	AT&T	392 8101 111	PHONE	201.74
	10105	AT&T	392 8101 111A	PHONE	50.03
	20905	KINEX TELECOM INC	110101 0018 111	DSL/WEBHOSTING	139.85
	21319	CENTURYLINK	309468839 111	PHONE	10.51
	21319	CENTURYLINK	309516615 111	PHONE	34.12
	28718	CENTURYLINK	1000121124 111	PHONE	55.81
	30439	US CELLULAR	918210747 111	PHONE	578.13
	30439	US CELLULAR	918210747 111A	PHONE	614.09
				ACCOUNT TOTAL	1,684.28 *
5530	11894	Travel-Subsistence & Lodg BUSINESS CARD	0555 SHERIFF111	MEALS	65.57

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MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
6001	11894	Office Supplies BUSINESS CARD	0555 SHERIFF111	OFFICE SUPPLIES	51.18
	11894	BUSINESS CARD	0555 SHERIFF111	SERVICE FEE	6.49
	13369	DIAMOND SPRINGS	27961300 111	WATER & EQUIP RENTAL	51.90
	14300	EAST END MOTOR CO INC	12/31/2010	SERVICE FEE	44.76
	20600	KEY OFFICE SUPPLY	387976	INK CARTRIDGE	79.95
	28757	STAPLES ADVANTAGE	8017282656	OFFICE SUPPLIES	131.76
	28757	STAPLES ADVANTAGE	8017444266	TONER/CALENDARS	98.84
	32131	WAL-MART COMMUNITY	2117 SHERFF 111	OFFICE SUPPLIES	25.88
				ACCOUNT TOTAL	490.76 *
6008	11894	Vehicle & Powered Equip F BUSINESS CARD	0555 SHERIFF111	GAS	88.41
				ACCOUNT TOTAL	88.41 *
6009	14300	Vehicle & Powered Equip S EAST END MOTOR CO INC	68563	TIRES	413.32
	14300	EAST END MOTOR CO INC	68772	TIRES	579.12
	15150	FARMVILLE AUTO PARTS	DEC 31 2010	SERVICE FEE	1.59
	15150	FARMVILLE AUTO PARTS	45248	WIPER BLADES	41.98
	15150	FARMVILLE AUTO PARTS	45777	WIPER BLADES	47.87
	15150	FARMVILLE AUTO PARTS	46107	WIPER BLADES	43.98
	16101	GALLS, AN ARAMARK COMPANY	511060378	DASHLIGHTS/SIREN	385.89
				ACCOUNT TOTAL	1,513.75 *
6010	15656	Police Supplies FIRE & SAFETY EQUIP CO	31039	FIRE EXT INSPECTION	44.95
	28432	SIRCHIE FINGER PRINT LABS	24058	EVIDENCE BAGS	57.83
	28757	STAPLES ADVANTAGE	8017223576	BATTERIES	24.32
				ACCOUNT TOTAL	127.10 *
6011	16101	Uniforms & Wearing Appare GALLS, AN ARAMARK COMPANY	510914481	GLOVES	21.80
	20008	JUST SEW EMBROIDERY	494	SHIRTS W/ LOGO	140.80
	25608	PREMIUM MARKETING & SALES	JAN 6 2011	BADGE	64.50
	26360	QUANTUM GRAPHICS/UNIFORMS	6374	UNIFORMS	289.50
	26360	QUANTUM GRAPHICS/UNIFORMS	6429	UNIFORMS	310.25
	26360	QUANTUM GRAPHICS/UNIFORMS	6452	UNIFORMS	153.00
	28592	SOUTHERN POLICE EQUIP CO	144806	SHOES	58.46
	28592	SOUTHERN POLICE EQUIP CO	145235	MACE HOLDER	24.98
	28592	SOUTHERN POLICE EQUIP CO	145310	BELT	20.24
	32131	WAL-MART COMMUNITY	2117 SHERFF 111	COAT	17.50
				ACCOUNT TOTAL	1,111.03 *
6040	11894	ADP Equipment BUSINESS CARD	0555 SHERIFF111	PRINTER	99.99
				ACCOUNT TOTAL	99.99 *
				MAJOR TOTAL	10,330.69 **

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032200		VOLUNTEER FIRE DEPARTMENT			
7002		Payment to Rice VFD			
	31368	VFIS	30456	PACKAGE INSURANCE	2,268.00
	31368	VFIS	30644	COMMERCL EXCESS INS	189.00
	31845	DOMINION VA POWER	5487358649 111	ELECTRIC SERVICE	8.97
				ACCOUNT TOTAL	2,465.97 *
7007		Payment to Meherrin VFD			
	22812	MOTOROLA	90501448	RADIOS	314.79
	25246	PARKER OIL CO INC	4675102	SERVICE FEE	14.06
	25246	PARKER OIL CO INC	970159	PROPANE	684.45
	25246	PARKER OIL CO INC	978218	DIESEL	847.09
				ACCOUNT TOTAL	1,860.39 *
				MAJOR TOTAL	4,326.36 **
032500		EMERGENCY SERVICES			
3160	29280	Professional Service E-91 TIMMONS GROUP	135714	SYSTEM MAINTENANCE	315.00
				ACCOUNT TOTAL	315.00 *
6014	21005	Other Operating Supplies KORMAN SIGNS	232651	SIGNS & HARDWARE	168.77
				ACCOUNT TOTAL	168.77 *
				MAJOR TOTAL	483.77 **
033200		REGIONAL JAIL & DETENTION			
3196	14933	Purchase of Services - Ja FAMILY PRESERVATION SERV	47957	ELECTRONIC MONITORIN	930.00
	14933	FAMILY PRESERVATION SERV	47958	ELECTRONIC MONITORIN	930.00
	14933	FAMILY PRESERVATION SERV	47959	ELECTRONIC MONITORIN	930.00
	14933	FAMILY PRESERVATION SERV	47960	ELECTRONIC MONITORIN	510.00
				ACCOUNT TOTAL	3,300.00 *
7001	25380	Piedmont Regional Jail-Pe PIEDMONT REGIONAL JAIL	1241	INMATE PER DIEM	3,205.40
				ACCOUNT TOTAL	3,205.40 *
				MAJOR TOTAL	6,505.40 **
034100		BUILDING OFFICIAL			
5230	30439	Telecommunications US CELLULAR	816442183 111	PHONE	27.88
				ACCOUNT TOTAL	27.88 *
5810	31293	Dues & Association Member VBCOA	2011 DUES	DUES	35.00
				ACCOUNT TOTAL	35.00 *
				MAJOR TOTAL	62.88 **
035100		ANIMAL CONTROL			
5110	31844	Electrical Services DOMINION VA POWER	0890745003 111	ELECTRIC SERVICE	481.77

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MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
6001	21319	Centurylink	310119726 111	PHONE	47.46
	30439	US CELLULAR	816442183 111	PHONE	55.76
				ACCOUNT TOTAL	103.22 *
6002	32131	WAL-MART COMMUNITY	2238 CO ADM 111	OFFICE SUPPLIES	15.26
				ACCOUNT TOTAL	15.26 *
	32131	Supplies for Shelter	2238 CO ADM 111	DOG FOOD	127.76
	32131	WAL-MART COMMUNITY	2238 CO ADM 111	DOG FOOD	127.76
				ACCOUNT TOTAL	255.52 *
				MAJOR TOTAL	855.77 **
036100		BIOSOLIDS MONITORING			
5230	30439	US CELLULAR	816442183 111	PHONE	27.88
				ACCOUNT TOTAL	27.88 *
				MAJOR TOTAL	27.88 **
042300		REFUSE DISPOSAL			
3160	27191	Professional Services	36909	MISC WORK TASKS	
		RESOURCE INTERNATIONAL			3,465.50
				ACCOUNT TOTAL	3,465.50 *
3311	12032	Repairs & Maint-Auto & Eq	159511	REPAIR DUMPSTER DOOR	798.00
	12032	C & L MACHINE & WELDING	159512	REPAIR HYDRAULIC	88.00
	19030	JIMMY WHIRLEY/POWERWASH	246	WASHED ROLLOFF	75.00
	19033	JIMMY'S SERVICECENTER	JAN 12 2011	OIL CHG/FILTER/FLUID	459.05
	28596	SOUTHERN STATES	27561	GREASE & STRAPS	18.03
	28596	SOUTHERN STATES	33196	GLOVES	10.99
				ACCOUNT TOTAL	1,449.07 *
3840	10811	Contract Landfill - POS	JAN 2011	TRASH COLLECTION	374.00
		ARENA TRUCKING COMPANY			374.00 *
3841	14723	Purchase of Serv - Recycli	466682	TIRE RECYCLING	488.40
	14723	EMANUEL TIRE OF VIRGINIA	466725	TIRE RECYCLING	628.80
	29029	SYNERGY RECYCLING LLC	2107	ELECTRONIC RECYCLING	1,568.23
				ACCOUNT TOTAL	2,685.43 *
5110	28640	Electrical Services	114379 001 111	DH SITE	172.44
	31844	SOUTHSIDE ELECTRIC COOP	5181167213 111	LEACHATE PUMP	5.82
	31844	DOMINION VA POWER	8970737501 111	SCALEHOUSE	194.66
	31846	DOMINION VA POWER	0670040567 111	CELL C PUMP STATION	18.54
	31846	DOMINION VA POWER	1144204110 111	GREEN BAY SITE	119.64
	31846	DOMINION VA POWER	7471653571 111	WORSHAM SITE	125.63
	31846	DOMINION VA POWER	8601161519 111	PROSPECT SITE	142.43

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5230	31846	DOMINION VA POWER	9176847250 111	LANDFILL SITE	872.78 *
		Telecommunications			
	10105	AT&T	223 1595 111	PHONE	61.51
	10105	AT&T	392 9223 111	PHONE	34.77
	10105	AT&T	574 4166 111	PHONE	44.15
	21319	CENTURYLINK	309326764 111	PHONE	45.46
	21319	CENTURYLINK	309480181 111	PHONE	.12
	21319	CENTURYLINK	309553498 111	PHONE	37.45
	21319	CENTURYLINK	309615846 111	PHONE	39.21
	21319	CENTURYLINK	309714661 111	PHONE	41.64
	21319	CENTURYLINK	310039285 111	PHONE	55.13
	30439	US CELLULAR	816442183 111	PHONE	27.88
	31335	VERIZON	248 5696 111	PHONE	51.02
	31335	VERIZON	736 2828 111	PHONE	81.70
				ACCOUNT TOTAL	520.04 *
				MAJOR TOTAL	9,366.82 **
042610		SANDY RIVER RESERVOIR			
3310	13779	Repairs/Maintenance DRAPER ADEN ASSOCIATES	20101110403	DAM 12 INSPECTION	427.50
				ACCOUNT TOTAL	427.50 *
				MAJOR TOTAL	427.50 **
043200		GENERAL PROPERTIES			
5110		Electrical Services			
	28640	SOUTHSIDE ELECTRIC COOP	114379 002 111	SRR LIGHTS	29.77
	31844	DOMINION VA POWER	1230385005 111	ROY CLARK MONUMENT	67.91
	31844	DOMINION VA POWER	2786281903 111	COURTHOUSE	8,426.70
	31844	DOMINION VA POWER	9670710004 111	SHOP	49.20
	31846	DOMINION VA POWER	4951935099 111	SHERIFF DEPT SHED	5.50
	31846	DOMINION VA POWER	5856894620 111	WORSHAM CLERK OFFICE	176.24
				ACCOUNT TOTAL	8,755.32 *
5120		Heating Services			
	14700	ELLINGTON ENERGY SERVICE	502370	FUEL OIL	5,440.00
	14700	ELLINGTON ENERGY SERVICE	502388	FUEL OIL	3,054.60
	14700	ELLINGTON ENERGY SERVICE	57250	FUEL OIL	3,770.40
				ACCOUNT TOTAL	12,265.00 *
5230		Telecommunications			
	21319	CENTURYLINK	310262069 111	PHONE	48.38
	21319	CENTURYLINK	310441360 111	PHONE	66.30
	30439	US CELLULAR	816442183 111	PHONE	83.59
				ACCOUNT TOTAL	198.27 *
6005		Janitorial Supplies			
	10719	ARAMARK UNIFORM SERVICES	72304002 111	JANITORIAL SUPPLIES	501.96
	32550	WILCO INC.	1237651 01	JANITORIAL SUPPLIES	1,369.30
	32550	WILCO INC.	1237651 02	JANITORIAL SUPPLIES	574.00
				ACCOUNT TOTAL	2,445.26 *

MAJOR# ACCT# 6007	VENDOR NUMBER	VENDOR NAME	DESCRIPTION	INV#	AMOUNT
	15671	GRAINGER	CIRCULATOR PUMP	9428606504	560.60 *
					560.60 *
					24,224.45 **
043400	CANNERY				ACCOUNT TOTAL
					MAJOR TOTAL
5110	28640	Electrical Services SOUTHSIDE ELECTRIC COOP	ELECTRIC SERVICE	44435 001 111	182.05
					182.05 *
5120	14700	Heating Services ELLINGTON ENERGY SERVICE	FUEL OIL	55283	1,192.50
					1,192.50 *
5230	21319	Telecommunications CENTURLINK	PHONE	310248529 111	82.10
					82.10 *
6014	17778	Other Operating Supplies HUBERT CO	STUFFING TUBE	218478	48.93
					48.93 *
					1,505.58 **
					ACCOUNT TOTAL
					MAJOR TOTAL
053500		COMPREHENSIVE SERVICES ACT			ACCOUNT TOTAL
3160		CSA Programs			MAJOR TOTAL
	11490	BRALEY & THOMPSON INC	PROFESSIONAL SERVICE	CP 111	4,713.50
	11490	BRALEY & THOMPSON INC	PROFESSIONAL SERVICE	KC 111	2,588.50
	11490	BRALEY & THOMPSON INC	PROFESSIONAL SERVICE	RG 111	5,033.50
	11490	BRALEY & THOMPSON INC	PROFESSIONAL SERVICE	SC 111	2,588.50
	11490	BRALEY & THOMPSON INC	PROFESSIONAL SERVICE	TC 111	2,254.50
	12280	CENTRA HEALTH	PROFESSIONAL SERVICE	5928 111	1,995.00
	12929	CROSSROADS SERVICES BD	PROFESSIONAL SERVICE	FAPT/CPMT 111	3,030.00
	14933	FAMILY PRESERVATION SERV	PROFESSIONAL SERVICE	47965	642.50
	14933	FAMILY PRESERVATION SERV	PROFESSIONAL SERVICE	47966	8.75
	14933	FAMILY PRESERVATION SERV	PROFESSIONAL SERVICE	47969	1,072.50
	14933	FAMILY PRESERVATION SERV	PROFESSIONAL SERVICE	47979	700.00
	14933	FAMILY PRESERVATION SERV	PROFESSIONAL SERVICE	47984	508.75
	16672	GRAFTON SCHOOL INC	PROFESSIONAL SERVICE	1854 111	3,661.25
	16672	GRAFTON SCHOOL INC	PROFESSIONAL SERVICE	2068 111	3,920.50
	16672	GRAFTON SCHOOL INC	PROFESSIONAL SERVICE	3197 111	3,231.00
	21805	LOGAN LETRICIA R	FOSTER CARE	JAN 2011	666.00
	22457	MILLS BONNIE	FOSTER CARE	JAN 2011	578.06
	28447	SMITH I 'SHAWN	FOSTER CARE	JAN 2011	644.00
	31876	VSDB	PROFESSIONAL SERVICE	42301	1,012.45
					38,849.26 *
3180		Administrative			ACCOUNT TOTAL
	22151	MARTIN SHEILA	PARKING	EXPENSES 111	7.00
					7.00 *
					38,856.26 **
					ACCOUNT TOTAL
					MAJOR TOTAL

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
081100	PLANNING				
3161		Planning Commission			
	16183	GILFILLAN SALLY W	JAN 18 2011	COMMISSION MTG	100.00
	16195	GILLIAM DONALD B	JAN 18 2011	COMMISSION MTG	100.00
	19875	JONES ROBERT M	JAN 18 2011	COMMISSION MTG	100.00
	21525	LEATHERWOOD CLIFFORD JACK	JAN 18 2011	COMMISSION MTG	100.00
	22170	MASON ROBERT CHRISTOPHER	JAN 18 2011	COMMISSION MTG	100.00
	29386	TOWNSEND JOHN F III	JAN 18 2011	COMMISSION MTG	100.00
	32150	WATSON BRETT VON CANNON	JAN 18 2011	COMMISSION MTG	100.00
				ACCOUNT TOTAL	700.00 *
5210		Postal Services			
	11894	BUSINESS CARD	1412 PUCKETT111	POSTAGE	38.34
				ACCOUNT TOTAL	38.34 *
5230		Telecommunications			
	30439	US CELLULAR	816442183 111	PHONE	55.76
				ACCOUNT TOTAL	55.76 *
5510		Travel-Mileage			
	16195	GILLIAM DONALD B	JAN 18 2011	MILEAGE	20.40
	19875	JONES ROBERT M	JAN 18 2011	MILEAGE	5.10
	22151	MARTIN SHEILA	EXPENSES 111	MILEAGE	61.26
	22170	MASON ROBERT CHRISTOPHER	JAN 18 2011	MILEAGE	9.18
	29386	TOWNSEND JOHN F III	JAN 18 2011	MILEAGE	7.65
				ACCOUNT TOTAL	103.59 *
				MAJOR TOTAL	897.69 **
081500		ECONOMIC DEVELOPMENT			
5210		Postal Services			
	11894	BUSINESS CARD	2078 CARNEY 111	POSTAGE/SHIPPING CHG	28.75
				ACCOUNT TOTAL	28.75 *
5230		Telecommunications			
	30439	US CELLULAR	816442183 111	PHONE	27.88
				ACCOUNT TOTAL	27.88 *
5810		Dues & Association Member			
	31323	VEDA	2011 DUES	DUES	150.00
				ACCOUNT TOTAL	150.00 *
6001		Office Supplies			
	11894	BUSINESS CARD	2078 CARNEY 111	SERVICE FEE	30.64
				ACCOUNT TOTAL	30.64 *
				MAJOR TOTAL	237.27 **
081600		TOURISM			
5110		Electrical Services			
	31846	DOMINION VA POWER	0675198071 111	ELECTRIC SERVICE	182.31
	31846	DOMINION VA POWER	1059387447 111	ELECTRIC SERVICE	99.10
				ACCOUNT TOTAL	281.41 *
5230		Telecommunications			
	21319	CENTURYLINK	310393238 111	PHONE	190.92

AP375H
2/01/2011
FUND # - 100 GENERAL FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 1/19/2011 -- 1/26/2011

AFTER CHECKS
PAGE 11

MAJOR# ACCT#	VENDOR NUMBER NAME	INV#	DESCRIPTION	AMOUNT
5898	22489 MOONSTAR BBS	ECO DEV 111	DSL	45.00
	11894 VTC Best Part Grant	1412 PUCKETT111	OFFICE SUPPLIES	235.92 *
	BUSINESS CARD			29.25
				29.25 *
				546.58 **
091000	GENERAL EXPENSE			
5401	29332 Parking Lot Agreement	PARKING LOT20F3	PARKING LOT AGREEMNT	66,666.67
	TOWN OF FARMVILLE			66,666.67 *
5699	12753 Reimbursement to State	2011 REIMB STAT	REDUCTION IN AID	196,853.00
	COMMONWEALTH OF VIRGINIA			196,853.00 *
5803	28597 Internal Fuel Account	204609 111	GAS	14,039.81
	SOUTHERN STATES COOP INC			14,039.81 *
5804	29937 COBRA Health Insurance	COBRA 111	COBRA INSURANCE-FEB	510.00
	ANTHEM BCBS			510.00 *
				278,069.48 **
094000	CAPITAL PROJECTS			
0022	12747 Telephone System	24772	PHONE SYSTEM MAINT	153.00
	COMMORLD CENTRAL VA			153.00 *
0028	12077 Prospect Depot VDOT Grant	13790	CONSTRUCTION DOCUMENT	15,635.15
	CJMW ARCHITECTURE			15,635.15 *
				15,788.15 **
095000	DEBT SERVICE			
0017	29332 Library - Principal	NOTE3140172 111	LIBRARY LOAN-PRINCPL	148,491.48
	TOWN OF FARMVILLE			148,491.48 *
0018	29332 Library - Interest	NOTE3140172 111	LIBRARY LOAN-INTERST	48,894.89
	TOWN OF FARMVILLE			48,894.89 *
				197,386.37 **
				629,823.72

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
031700	999999	FORFEITED DRUG ASSETS			
6020	999999	Commonwealth Attorney Exp FARMVILLE POLICE DEPT	COM ATTY 111	COMPUTR HRD/SOFTWARE	4,500.00
				ACCOUNT TOTAL	4,500.00 *
				MAJOR TOTAL	4,500.00 **
				FUND TOTAL	4,500.00

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
031299	12910	CREATIVE PRODUCT SOURCING	34332	WORKBOOKS	356.91
0001		Expenditures - Dare Donat			356.91 *
				ACCOUNT TOTAL	356.91 **
				MAJOR TOTAL	356.91 **
				FUND TOTAL	356.91

AP375H
2/01/2011
FUND # - 501 WATER FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 1/19/2011 -- 1/26/2011

AFTER CHECKS
PAGE 14

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
094000	12937	SRR Water Treatment Proje CROWDER CONSTRUCTION CO	12	WATER TREATMNT SYSTEM	58,262.00
				ACCOUNT TOTAL	58,262.00 *
				MAJOR TOTAL	58,262.00 **
				FUND TOTAL	58,262.00

AP375H
2/01/2011
FUND # - 732

RETIREMENT BENEFIT FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 1/19/2011 -- 1/26/2011

AFTER CHECKS
PAGE 15

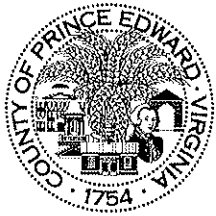
MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
002230	29937	Retirees Insurance ANTHEM BCBS	FEB 2011	RETIREE HEALTH INS	1,020.00
1102					1,020.00 *
					1,020.00 **
				ACCOUNT TOTAL	1,020.00
				MAJOR TOTAL	1,020.00 **
				FUND TOTAL	1,020.00

PIEDMONT COURT SERVICES FUND
PRINCE EDWARD
LISTING OF INVOICES FOR 1/19/2011 -- 1/26/2011

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
021400	10105	Telecommunications	392 8161 111	PHONE	125.50 *
5230	24081	Books & Subscriptions	SUBSCRIPTION111	SUBSCRIPTION	125.50 *
6012		OFFICE TECHNOLOGY TODAY			60.00
					60.00 *
					185.50 **
097001		PCS SUPERVISION FEES EXPENDITURES			
6006	17346	PCS - Janitorial Services	JAN 2011	CLEANING SERVICE	210.00
		HARDY PAGE			210.00 *
					210.00 **
					395.50
				TOTAL DUE	694,358.13

Approved at meeting of _____ on _____

Signed _____ Title _____ Date _____
 _____ Title _____ Date _____
 _____ Title _____ Date _____



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: February 8, 2011
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: February 8, 2011
Item No.: 5-c
Department: County Administrator
Staff Contact: W.W. Bartlett
Issue: Appropriations and Budget Amendments

Summary:

The first item represents the appropriation of federal funds from an Education Jobs Grant to assist in the creation/retention of jobs to only be used for salary and benefits.

The second item appropriates Interest and Donations to the DARE Fund.

The third item appropriates a grant the Hampden-Sydney Volunteer Fire department was awarded to purchase equipment for training.

The final item is the reappropriation of funds approved by the Board of Supervisors last fiscal year for the HVAC system for the SCOPE building which was expended this fiscal year.

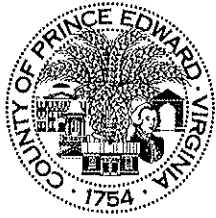
Attachments:

Recommendation:

Approve the budget amendment below and appropriate the same funds.

REV/EXP	FUND	DEPT	OBJECT	DESCRIPTION	DEBIT	CREDIT
FY 2011 Budget Amendment						
3 (Rev)	250	33020	0012	Education Jobs Grant		\$ 89,175
4 (Exp)	250	61000	3101	Instruction Stimulus	\$80,875	
4(Exp)	250	63000	3101	Transportation Stimulus	\$ 8,300	
3(Rev)	125	15010	0001	Dare Bank Interest		\$ 108
3(Rev)	125	18999	0001	Dare Donation		\$ 500
4(Exp)	125	31299	0001	Expenditure – Dare Donation	\$ 608	
3(Rev)	100	24040	0012	Fire Program Funds		\$ 2,466
4(Exp)	100	32200	7005	Payment to HSC – VF	\$ 2,466	
3(Rev)	100	41050	0100	From General Fund Balance		\$ 10,000
4(Exp)	100	94000	0029	Capital Project – SCOPE	\$ 10,000	

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



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: February 8, 2011
Item No.: 6
Department: VDOT
Staff Contact: Sarah Elam Puckett
Issue: Highway Matters

Summary: I contacted Jorg Huckabee-Mayfield, Transportation and Land Use Director, VDOT- Lynchburg District, and invited her to attend the February meeting to update the Board on highway matters in Prince Edward County. At the time of closing of the Board Packet, I had not received a response.

Attachments: None.

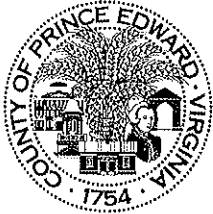
Recommendation: None.

Motion _____
Second _____

Campbell _____
Jones _____
Wilck _____

Fore _____
McKay _____
Wiley _____

Gantt _____
Simpson _____



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: February 8, 2011
Item No.: 7
Department: Board of Supervisors
Staff Contact: James R. Ennis
Issue: **PUBLIC HEARING -- Ordinance on Application of Funds Received
by County Treasurer**

Summary: As you will recall from the January Board meeting, a number of taxpayers have come to the Treasurer's Office to pay their taxes and questions have arisen about the application of the payment. This ordinance will direct the Treasurer to apply the payment in the specific order specified.

Attachments: Public Hearing Notice
Draft Ordinance

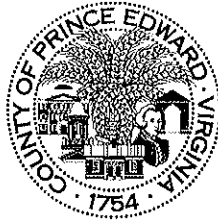
Recommendation: Following the Public Hearing, consider the approval of the draft ordinance.

Motion _____
Second _____

Campbell _____
Jones _____
Wilck _____

Fore _____
McKay _____
Wiley _____

Gantt _____
Simpson _____



Please publish the following Notice of Public Hearing in the **Friday, January 21, 2011 and Friday, January 28, 2011** 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 on Tuesday, February 8, 2011 at 7:30 p.m. in the Board of Supervisors Room of the Prince Edward County Courthouse, 111 South Street, Farmville, Virginia, to gather citizen input on a proposed amendment to Chapter 70 (Taxation) of the *County Code*, which directs the Treasurer to apply tax payments received from citizens to the taxes owed in the order specified. A copy of the proposed ordinance is available for public review on the County's web site at 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 February 4, 2011.

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

Chapter 70 Taxation

Proposed Sec. 70-4 Application of Payments

Any payment of taxes or fees received by the Treasurer, the collection of which is not subject to a defense of an applicable statute of limitations, shall be credited by the treasurer in the following order:

1. Delinquent real estate taxes and penalty and interest thereon;
2. Current real estate taxes;
3. Delinquent personal property taxes and penalty and interest thereon;
4. Current personal property taxes;
5. License fees
6. Delinquent special levies and assessments;
7. Special levies and assessments.

Authority: Va. Code Ann. Section 58.1-3913



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

Meeting Date: February 8, 2011
Item No.: 8
Department: County Administration
Staff Contact: Sarah Elam Puckett
Issue: School Board Appointments

Summary: The terms of the following School Board members expire as of June 30, 2011:

District 201 – Susan Lawman (Supervisor Jones)
District 601 – Thomas Tillerson (Supervisor Campbell)

Attachments: Criteria for Selection of School Board Members

Recommendations:

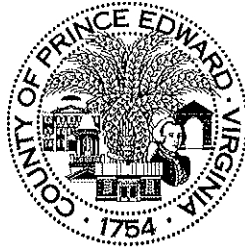
1. Supervisor Jones and Supervisor Campbell will announce their respective Citizen Committees at the February Board meeting.
2. The Board will authorize the advertisement of the Citizen Committees for the purpose of encouraging citizens to submit nominations to the Committee.
3. The Board will authorize a public hearing for the March Board meeting, at which, citizens will have an opportunity to submit names of candidates to be considered for appointment to the School Board.
4. Supervisor Jones and Supervisor Campbell will wish to ask the members of their Citizen Committees to attend the Public Hearing at the March Board meeting.

Motion _____
Second _____

Campbell _____
Jones _____
Wilck _____

Fore _____
McKay _____
Wiley _____

Gantt _____
Simpson _____



Adopted: November 13, 1984
Revised: August 10, 2004
Revised: January 13, 2009

CRITERIA FOR SELECTION OF SCHOOL BOARD MEMBERS

1. Each of the eight School Board members shall be appointed by a majority vote of the full Board of Supervisors when the School Board members' terms expire. This vote of the Board of Supervisors shall be by the show of hands.
2. The School Board members' terms of office shall commence on July 1.
3. The criteria for the appointment of School Board members are as follow:
 - a. Each year, the Supervisor from each election district in which a School Board member's term expires shall appoint a three (3) or five (5) member Citizens Committee to review and select candidate(s) for appointment to the School Board.
 - b. The membership of the Citizens Committee shall be announced at the Board of Supervisors meeting in February and published in a newspaper of general circulation, and the voters of the electoral district encouraged to submit nominations to the Chairman of the Committee.
 - c. For the March Board meeting, the County Administrator shall schedule and publish notice of a public hearing at which citizens will have an opportunity to submit names of candidates to be considered for appointment to the School Board. The members of the appointed Citizens Committee shall attend.
 - d. After the public hearing, the Citizens Committee shall interview and seriously consider all persons who are nominated and express willingness to serve, if appointed.
 - e. At the April Board meeting, the Citizens Committee shall report to the full Board of Supervisors a list of candidates for consideration. If the incumbent is requesting reappointment and is the only citizen expressing an interest, the Citizens Committee shall only be required to submit one name, the incumbent's, for consideration. If the incumbent is not requesting reappointment or is ineligible for reappointment, the Citizens Committee shall submit one or more names for consideration. The Citizens Committee shall also provide the Board biographical information on each candidate.
 - f. At the May Board meeting, a public hearing shall be held on the candidate(s) submitted at the April meeting.
 - g. At the June meeting, the Board, by a majority vote, shall appoint one candidate to the School Board.
 - h. The Citizens Committee, in selecting the candidates, shall consider the following:
 1. Person must be an eligible voter and resident of the election district;
 2. Person should be a freeholder;
 3. Person must be willing to serve on the School Board;
 4. Person should have at least a high school education;
 5. Person should be oriented to public service;
 6. Person should be involved, concerned, and dedicated to public education;
 7. Person should be independent (base decisions on factual matters rather than as a representative of a group or faction);
 8. Person should be able to perform the duties and obligations of School Board members;
 9. Person should be of integrity in all matters;
 10. Person should be above prejudice with regard to race, creed, sex, religion, age, and national origin.

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County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: February 8, 2011
 Item No.: 9
 Department: Planning and Community Development
 Staff Contact: Alecia Daves-Johnson
 Issue: Planning Commission Appointment

Summary: Planning Commission Member Lee Hicks, Jr. has submitted his resignation from the Planning Commission, effective immediately due to personal medical concerns. His term expires December 31, 2012.

Attachments:

Recommendation: Authorize the advertisement of the “county position” vacancy on the Planning Commission so that Citizen Volunteer Applications can be accepted.

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



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

Meeting Date: February 8, 2011
Item No.: 10
Department: County Administration
Staff Contact: W.W. Bartlett/Sarah Elam Puckett
Issue: Redistricting

Summary: As each of you is aware, the Board is responsible for implementing the 2011 redistricting of the election districts of the Board of Supervisors, based on the 2010 Census. Attached for your review and approval are: (1) a general guidance document which outlines the process the County will follow; (2) a redistricting schedule; (3) a resolution that provides a general statement of the goal, criteria and policies that will be followed; and (4) a proposed composition of an advisory citizen committee.

Additionally, a Special Board Work Session has been scheduled for Tuesday, February 15, 2011 at 5:30 p.m., at which the Board will meet with the Advisory Citizen Committee and review maps showing the impact of the 2010 Census on the current election districts.

Also, for your information, a copy of "Guide to Local Redistricting for 2011", provided by the Virginia Division of Legislative Services, is enclosed in your Board pack. This is a comprehensive review of the legal requirements of redistricting.

Attachments: "2011 Redistricting of Election Districts of the Board of Supervisors" -- DRAFT
 "Guide to Local Redistricting for 2011" (ATTACHMENT)

Recommendation:

1. Adopt and approve the general process and composition of an advisory citizen committee.
2. Adopt the resolution that provides the statement of goals, criteria and policies.
3. Approve the redistricting schedule.

Motion _____
 Second _____

Campbell _____
 Jones _____
 Wilck _____

Fore _____
 McKay _____
 Wiley _____

Gantt _____
 Simpson _____



County of Prince Edward, Virginia

2011 Redistricting of the Election Districts of the Board of Supervisors

I. ISSUE:

Board action is needed to schedule and implement the 2011 redistricting of the election districts of the Board of Supervisors, based on the population from the 2010 Census.

II. RECOMMENDATIONS:

Staff recommends that the Board:

- (1) adopt and approve the general process and composition of an advisory citizen committee described below for the 2011 redistricting of the election districts of the Board;
- (2) adopt the enclosed resolution that will provide a general statement of the goal, the criteria, and the policies that will be followed in the 2011 redistricting of the election districts of the Board; and
- (3) approve the enclosed redistricting schedule.

III. TIMING:

The Virginia Constitution requires the Virginia General Assembly and those local governing bodies elected by district to consider redistricting in calendar year 2011. Because of the anticipated uneven populations among the current County election districts, the Board will need to reapportion the current election districts. This will require the County and/or the Registrar to: (1) consider changes to the County election districts and precincts, if applicable; (2) adopt a plan to revise the present election districts; (3) secure federal preclearance of all changes affecting voting pursuant to Section 5 of the *Voting Rights Act of 1965*; (4) notify each County voter of any changes to that voter's election district; (5) be prepared to send out absentee ballots, upon request, forty- five days before the primary and general elections; and (6) conduct the primary and general elections based on the new election districts.

The data from the U.S. Census Bureau is expected to be available to the County the second week of February 2011. It is also anticipated that the primary elections will be deferred until August 23, 2011. This means that the County will need to consider the new population information and adopt a suitable plan for submission to the U.S. Attorney General for federal preclearance by the end of April 2011. In order to meet that deadline and to provide appropriate public input, staff recommends that the Board: (1) appoint an advisory citizen committee and task that committee with preparing redistricting alternatives for Board consideration, (2) conduct a public hearing on proposed redistricting plans, and finally, (3) adopt a redistricting plan on April 12, 2011. Further scheduling information is presented below.

IV. BACKGROUND:

In April 2010, the U.S. Census Bureau conducted the national decennial census in accordance with federal law. The Census Bureau is expected to release detailed population data relating to Virginia in February 2011. That information will be used for a wide range of purposes in future years, but, first and foremost, the 2010 Census data will be used to reapportion representation in the United States House of Representatives, state legislatures, and local elected governing bodies. *Virginia Code* § 24.2-304.1 (2006) requires those local governing bodies elected by district to consider redistricting every ten years using the

population data from the U.S. Census, and even though the new Census data are not yet available, there can be no doubt that population changes in the County since 2001 will require redistricting of the election districts of the Board.

Redistricting will require significant efforts by the Board, County staff, and interested County residents. In many ways, those efforts will be similar to previous redistricting, inasmuch as populations will be considered and election districts redrawn. Nevertheless, there have been changes in federal and state laws that must be considered, and the widespread availability of computers and data can be expected to create more opportunities for public input than ever before possible.

Legal Constraints

The Board has the legal responsibility to reapportion the election districts of the governing body. There are three principal requirements that any redistricting effort must satisfy. First, local representation must meet federal and state "one person, one vote" requirements. Those requirements are met by allowing only small population differences among election districts. In 1977, the United States Supreme Court indicated that a population deviation of less than ten percent among state and local election districts would be presumed constitutional, but even in instances where the deviation is less than ten percent, a good-faith effort to equalize populations using traditional redistricting principles must be shown. Courts have recognized these factors as traditional principles: (1) compactness; (2) contiguity; (3) preservation of political boundaries, e.g., town boundaries; (4) preservation of communities of interest; (5) preservation of cores of prior districts; and (6) protection of incumbents.

Virginia law also requires election districts to follow clearly defined and observable boundaries. Clearly observable boundaries include any named road, any river, stream, or drainage feature more than forty feet in width, and any natural or constructed feature that appears on the official map of the County issued by the Virginia Department of Transportation or on a United States Geological Survey topographical map.

In addition, local redistricting must comply with the federal Voting Rights Act of 1965, as amended (Act), and that law has two major components. Section 2 of that Act prohibits any voting practices that have the effect of discriminating against voting rights on the basis of racial minority or language minority, and Section 5 requires federal preclearance of any change affecting voting made by certain state and local governments. The County is required to comply with the federal Section 5 preclearance procedure. That federal review generally takes sixty-one days, so that time must be considered in planning the County's efforts.

Planning for Changes

Planning for the redistricting effort is essential if the County's activities are to meet the substantive legal standards and the required time schedule. At this point, staff planning has focused on three areas: (1) public input; (2) staff support; and (3) scheduling requirements.

First, federal and state laws provide for public access to the redistricting process. The federal regulations on preclearance provide for public input, and those regulations encourage the localities that submit changes for preclearance to provide an account of local public input. In addition, Virginia law requires the Board to adopt the plan by ordinance in public session, and Virginia law provides citizens and news media representatives with access to public records pursuant to the *Virginia Freedom of Information Act*.

In order to obtain input from the public, the Board has historically established an advisory citizen committee. In 1991 and 2001, the redistricting committee comprised representatives from the County

Democratic Party, the County Republic Party and the NAACP. In a series of meetings, the committee met with staff and prepared a number of alternatives that were later considered by the Board. Meetings of advisory citizen committees are open, and observers and all interested persons may attend and contribute to the success of those committees. This same procedure is recommended for 2011.

More specifically, staff recommends that the Board appoint an advisory committee to consider possible redistricting plans and to recommend redistricting options to the Board. The members of that advisory committee could be appointed by the Board on February 8, 2011 and the Board will meet with them on February 15, 2011.

Staff expects that the advisory committee will need to begin meeting immediately following the Board Work Session on February 15, 2011 and those meetings will continue well into March.

The time requirements for committee members will be intensive. Committee members should expect to meet once or twice a week with County support staff to develop the redistricting plans that the committee will present to the Board for consideration. The committee will submit its report and recommendations to the Board by March 8, 2011. After considering the advisory committee's report and such other information as the Board desires, the Board would then be in a position to advertise those plans for a Public Hearing on March 29, 2011, and for possible adoption by the Board on April 12, 2011.

Second, the Office of the County Administrator, the Office of the County Attorney, and the Registrar will provide primary staff support to the local redistricting effort, together with computer software, demographics and mapping support from the Commonwealth Regional Council (CRC). The Office of the County Administrator will coordinate the overall effort, but because of the extensive legal requirements on redistricting, the Office of the County Attorney will be significantly involved. All data processing and mapping will be done by CRC, at the direction of the committee and staff. Similar staffing arrangements were used successfully in the County's 1991 and 2001 redistricting.

Third, in regard to scheduling, when the Board redistricted in 2001, the elections for the Board were held later that same calendar year, as will happen in 2011. The schedule described below is similar to the redistricting schedule used in 2001.

Redistricting Schedule

The General Assembly has rescheduled the 2011 state primary elections, now scheduled for June 14, until August 23, 2011. It is anticipated that the State Board of Elections will set local primary election for this date. Also, the General Assembly has not yet scheduled its own redistricting activities, so given those uncertainties; staff cannot propose a firm schedule of events at this time. Nevertheless, for present planning purposes, staff has prepared the following proposed schedule for county redistricting. Please note that this schedule is based on an expectation that the local June primary elections will be moved to August 23, 2011.

2011 Redistricting Schedule

<u>TASK</u>	<u>DATE</u>
Census data given to Virginia	Early February 2011
Board adopts general redistricting process, approves schedule , appoints committee members, and adopts redistricting resolution	February 8, 2011
Board meets with advisory citizen committee	February 15, 2011
Advisory Citizen Committee begins to meet with County staff	Mid- February 2011
Advisory Citizen Committee prepares plan(s) and recommendations	February/early-March, 2011
Advisory Citizen Committee presents report with alternative plans to the Board	March 8, 2011
Public Hearing on draft redistricting option(s)	March 29, 2011
Board adopts redistricting plan	April 12, 2011
Board adopted plan submitted to the U.S. Attorney General for federal preclearance, pursuant to Section 5 asking for expedited consideration	April 29, 2011
Federal preclearance anticipated and the Board plan becomes effective	Late June 2011
Voters notified of election changes by County Electoral Board staff	June and July 2011
Absentee ballots mailed out to voters	Early July
Primary elections for the Board and certain state and local offices	August or 23, 2011 (expected new date)
General elections for the Board and certain state and local offices	November 8, 2011
Board takes office using the new districts	January 1, 2012

-- RESOLUTION OF THE BOARD OF SUPERVISORS --

At a regular meeting of the Board of Supervisors of the County of Prince Edward, Virginia, held in the Board Room of the Prince Edward County Courthouse, 111 South Street, Farmville, Virginia, on Tuesday, February 8, 2011, at which a quorum was present and voting, the following resolution was adopted in public session.

WHEREAS, Prince Edward County, Virginia, is required to consider reapportionment every ten years; and

WHEREAS, the U.S. Census Bureau is expected to soon release the 2010 Census that will indicate that there have been sufficient population changes within Prince Edward County, Virginia, to warrant a reapportionment of the Board of Supervisors of the County; and

WHEREAS, the Board of Supervisors has the power to apportion the election districts of the governing body in accordance with federal and state laws;

NOW THEREFORE, BE IT RESOLVED, that the Board of Supervisors of the County of Prince Edward, Virginia supports and adopts the following;

GOAL

The goal for the Prince Edward County Board of Supervisors is to reapportion the governing body of the County during calendar year 2011. As part of that process, the Board will consider the existing election districts for the members of the Board and proposed revisions to those districts. That process will be completed and approved in accordance with federal and state law.

CRITERIA

1. The governing body of the County must be composed of a fixed number of members who are elected from single- member districts.
2. The Board will adopt election districts composed of contiguous and compact territory, and which shall be so constituted as to give, as nearly as is practicable, representation in proportion to the population of the district.
3. The Board will adopt election districts with clearly observable boundaries, as Virginia law defines that term.
4. The Board will comply with the Voting Rights Act of 1965, as amended.

POLICIES

1. The Board will consider plans that maintain eight election districts as well as any other plans that propose a lawful number of election districts.

2. The Board will not consider election district proposals which would result in a maximum population deviation between election districts that is ten percent or greater.
3. The Board will consider existing geographical and political boundaries, which shall include, but not be limited to, the utilization of incorporated town boundaries.
4. The Board will consider established communities of interest that shall include, but not be limited to, geographic areas with similar characteristics such as ethnic, social, and cultural interests. Present and planned use of land and public facilities are relevant to defining communities of interest.
5. The Board will consider existing districts and incumbent representation on local public bodies that may be affected by reapportionment.
6. The Board encourages plans that are based on existing voting precinct boundaries, and where changes are necessary, precincts shall be divided along Census block boundaries.
7. The Board encourages interested persons to submit reapportionment plans to the County. Proponents of any plan shall submit appropriate maps of proposed election districts and statistical summaries and analyses. The statistical analyses shall show the population deviation between election districts and any retrogressive effect on racial or language minority groups.
8. The Board encourages interested persons to submit proposals for amending or revising any reapportionment plan that has been submitted to the County. Proponents of any such amendment or revision shall submit appropriate maps showing the proposed changes and statistical summaries and analyses. The statistical analyses shall show the population deviation between election districts and any retrogressive effect on racial or language minority groups.
9. Notwithstanding Policies 7 and 8 above, the Board encourages public comments or recommendations from interested persons on any plan or change to any plan that has been submitted.
10. All of the foregoing criteria shall be considered in the reapportionment process, but population equality among districts and compliance with federal and state constitutional requirements and the federal Voting Rights Act of 1965, as amended, shall be given priority in the event of conflict among the criteria.

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 regular board meeting in Prince Edward County, Virginia, at which a quorum was present and that same was passed this 8th-day of February 2011.

William G. Fore, Jr., Chairman

ATTEST:

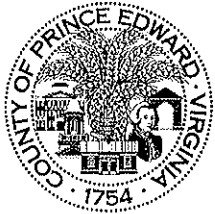
W. W. Bartlett, County Administrator

Advisory Citizen Reapportionment Committee

Representative of the Democratic Party of Prince Edward County

Representative of the Republican Party of Prince Edward County

Representative of the NAACP of Prince Edward County



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: February 8, 2011
Item No.: 11
Department: County Administration
Staff Contact: W.W. Bartlett
Issue: Request from Local Library Board

Summary: Attached for your consideration is a request from the local library board regarding the disposition of funds generated by the sale of the old library building.

Attachments: Letter from Patty Pugh, Chair, Local Library Board

Recommendation: I am seeking guidance from the Board regarding its thoughts on how to proceed and/or respond to this letter of request.

Motion _____
Second _____

Campbell _____
Jones _____
Wilck _____

Fore _____
McKay _____
Wiley _____

Gantt _____
Simpson _____

Received

JAN 18 2011

January 19, 2011

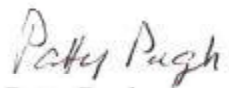
Dear Wade and Gerry,

The local library board would like to present the accompanying request to the members of the Board of Supervisors and Town Council. We would appreciate your advice as to the best way to move forward with this.

We would welcome the chance to meet with you again to discuss this if you feel that it might be useful, or if you would recommend that each of you simply include this letter in your next meeting packet, that approach would be fine with us as well.

Please contact me (392-3611) at your convenience to let the local library board know your thoughts here.

Sincerely,



Patty Pugh

Chair, local library board

Advisory Board
Farmville–Prince Edward Community Library
1303 West Third Street
Farmville, Virginia 23901

January 19, 2011

To the members of the Prince Edward County Board of Supervisors
and Farmville Town Council:

The Board of the Farmville–Prince Edward Community Library requests your consideration of the following thoughts about disbursement of the proceeds from the sale of the old library building at 217 West Third Street. We are currently advertising the building but have not yet received an acceptable offer.

You will recall that the once-empty and almost derelict building underwent renovation to become a public library largely by means of donations from local organizations and individuals who intended that their gifts would be used for library purposes. We are well aware that town and county funds in generous amounts have built a truly wonderful new library, and, for this, we—along with a large community of library users—are delighted and grateful. However, we are as aware as you that the new, larger facility is going to require increased financial support.

The local library board has already paid bills related to equipping the new library, including among major expenses:

- Payment for coin boxes and printer/copier contract: \$11,814
- Equipment and installation charges for two staff computer work stations: \$3,968

In addition to these expenses, not budgeted in the building program, there will be additional needs including such items as:

- Scheduled computer replacement over the next five years: \$61,200
- Security cameras (8 at \$200 each plus software at \$1,000): \$2,600
- Two Discovery Station computers for children’s room: \$3,000
- Retrofitting to make the circulation desk workable: cost to be determined (The “designed” desk now in use, specified by the interior design team that worked on the

letter to Town Council and Board of Supervisors, p. 2

library so successfully in other areas, is dysfunctional, and the designers will not take responsibility for repairs.)

You know that *if*, in any given fiscal year, the Regional Board requests town and county support to cover such expenditures as these, and *if* the library's budget request is fully funded, the state will not want to see a decrease in support from our local governing bodies in the following fiscal year. If, however, at least in the near future, the Local Board had contingency funds of its own, through careful management it could pay for some of the capital expenditures of the sort listed, and the local governing bodies would not face either erratic and compounded increases in the library's budget request or requests for special appropriations.

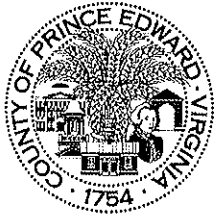
We propose that the Local Board retain the proceeds from the eventual sale of the building that it has owned and cared for for over 20 years. In an ongoing commitment to the individuals and organizations whose contributions helped establish the original Farmville–Prince Edward Community Library, and in the spirit of your Memorandum of Agreement's stipulation that "the current library building shall be sold and . . . the proceeds of sale shall be used to purchase furniture and fixtures for the new library building," the Local Board proposes to apply the proceeds of the sale to current and future needs of the library. It will present to both governing bodies an annual statement of disbursements. Ideally, it will maintain a contingency fund into the near future to cover some furnishing and equipment costs, both projectable and unexpected. In short, the Local Board proposes to work with the Town and the County to make every effort to prevent surges in the library's annual budget for as long as possible and to keep our beautiful new library in opening-day condition or even better.

We appreciate your consideration of this proposal.

Sincerely,


Patty Pugh, Chair

Signing on behalf of Lowell Frye, Myra Green, Sondra Hicks, and Robin Sedgwick



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

Meeting Date: February 8, 2011
Item No.: 12
Department: Economic Development
Staff Contact: Sharon Lee Carney, Director
Issue: CRC - Grant Writing for CDBG Application for Granite Falls

Summary:

Since July, 2010 the Prince Edward Economic Development Office has been working with the Virginia Department of Housing and Community Development (VDHCD) towards the submittal of a Community Development Block Grant (CDBG) due March 30, 2011 in the amount of \$700,000. These funds will be used for construction and equipment for the proposed new Workforce Training Center. Due to heavy work load demands, the Economic Development Office is requesting the Prince Edward County Board of Supervisors authorize the County Administrator to contract with the Commonwealth Regional Council (CRC) to assist with the writing of the CDBG application at a cost of \$4,000. Mr. Fowler, the developer of the Granite Falls Hotel & Conference Center, has agreed to pay this cost.

In addition, as part of the grant requirements, a Public Hearing must be held to gather input from citizens of community regarding the Workforce Training Center. As this is a “re-submittal” of an application from March 2010, Prince Edward County is only required to hold one Public Meeting, but it is encouraged to be as near as possible to the grant due date. Therefore, the required Public Hearing is suggested for Tuesday, March 15, 2011, at 4:00 p.m. in the Board of Supervisors Chambers.

Attachments: Draft CRC contract

Recommendation:

- Authorize the County Administrator to contract with CRC for grant writing services of a CDBG application in the amount of \$700,000 due March 30, 2011.
- Authorize advertising a Public Hearing regarding the proposed Workforce Training Center Grant Application for Tuesday, March 15, 2011 at 4:00 p.m.

Motion _____
Second _____

Campbell _____
Jones _____
Wilck _____

Fore _____
McKay _____
Wiley _____

Gantt _____
Simpson _____

**AGREEMENT FOR THE COMMONWEALTH REGIONAL COUNCIL TO PROVIDE
GRANT WRITING SERVICES FOR THE**

**FY 2011 Community Development Block Grant (CDBG) Application
Granite Falls Workforce Center Project**

On _____, the County of Prince Edward formally requested assistance from the Commonwealth Regional Council (CRC) in applying for Community Development Block Grant (CDBG) funds from the Virginia Department of Housing and Community Development (VDHCD) for its Granite Falls Workforce Center Project.

At its _____ Council Meeting, the CRC approved the County of Prince Edward's request for assistance. Therefore, this Agreement is for the CRC to provide grant writing services to the County in applying for CDBG grant funds from VDHCD for this project. The deadline for submission of a competitive CDBG application is March 30, 2011.

The CRC agrees to complete the following activities related to its grant writing services per the County of Prince Edward CDBG Application for grant funds from VDHCD:

- Attending Virginia Community Development Block Grant (VCDBG) "How to Apply Workshop;"
- Assistance in conducting the one (1) required formal public hearing, including development of required documentation;
- Coordinate/meet with County staff and other parties relevant to the project, as needed, to receive information for inclusion in the application;
- Compile the required support documentation including, but not limited to, for inclusion in the application package:
 - maps
 - photos
 - support letters
 - resolution
 - budget
 - scope of work
- Coordinate with VDHCD staff, as needed for guidance on the application and application requirements;
- Write, type and print one (1) draft copy of the application, along with the required documentation and attachments, for review by the County.
- Adjust draft copy of the application according to the County's review,
- Write, type and print one (1) original copy of the final application, along with the required documentation and attachments, to be signed by the County.

- Print seven (7) copies of the signed final application, along with the required documentation and attachments.
- Submit the one (1) original and six (6) copies of the signed final application, along with the required documentation and attachments, to VDHCD for consideration
- Submit one (1) copy of the original signed application, along with the required documentation and attachments, to the County for its records.

Should these activities exceed the March 30, 2011 deadline, the County and the CRC may mutually renegotiate the contract based on the status of the application:

In consideration of the services rendered by the CRC, the County shall compensate the CRC a sum of four thousand dollars (\$4,000.00). The CRC may invoice for this amount once the application has been submitted and VDHCD has deemed the application complete.

The Commonwealth Regional Council (CRC)

Acting President & CEO

Date

The County of Prince Edward

County Administrator

Date



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: February 8, 2011
Item No.: 13
Department: Planning and Community Development
Staff Contact: W.W. Bartlett for Jonathan Pickett
Issue: Planning Department Report

Summary: It is our understanding that Richard Raymond, Jr. and Robert Raymond, Sr. are planning to amend their request to rezone from A-2, Agricultural Residential, to C-1, General Commercial, a 1.5 acre parcel located at 4644 Farmville Road (Tax Map # 50-A-71). The original request was to permit a truck rental and used automobile sales business to locate on the property. It is also our understanding the project plans may change. An amended application has not been received by the Planning Department. If it is received in time for the February 15 Planning Commission meeting, we anticipate that the Planning Commission may take action.

Attachments: None

Recommendation: Pending Planning Commission action, the Board will wish to authorize staff to advertise a public hearing on this rezoning request for the March 8, 2011 Board meeting.

Motion _____
Second _____

Campbell _____
Jones _____
Wilck _____

Fore _____
McKay _____
Wiley _____

Gantt _____
Simpson _____



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

Meeting Date: February 8, 2011
Item No.: 14
Department: County Administration
Staff Contact: W.W. Bartlett
Issue: County Administrator's Report

Summary: The County Administrator will discuss with the Board the following items:

1. Disposition of Surplus Equipment at the Cannery (see attached list).

Attachments: Surplus Equipment List

Recommendation: Authorize the County Administrator to dispose of the surplus equipment at the Cannery, appropriately.

Motion _____
Second _____

Campbell _____
Jones _____
Wilck _____

Fore _____
McKay _____
Wiley _____

Gantt _____
Simpson _____

02/01/2011

The following items have been removed from service and can be surplused from the Cannery:

- 1 working quart can sealer
- 1 working pint can sealer
- 7 non working quart and pint can sealers
- 1 non working gallon can sealer
- 2 non working retorts
- 1 steamer/blancher
- 1 pulper/finisher
- 2 two bay stainless steel sinks
- 6 old style retort baskets



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: February 8, 2011
Item No.: 15
Department: County Administration
Staff Contact: W.W. Bartlett/Sarah Puckett
Issue: Correspondence

Summary:

Attachments:

- a. E-mail from Del. Edmunds, RE: Reassessment Bill
- b. Virginia Cooperative Extension – Update on Restructuring Plan

Recommendation: None.

Motion _____
Second _____

Campbell _____
Jones _____
Wiick _____

Fore _____
McKay _____
Wiley _____

Gantt _____
Simpson _____

From: James Edmunds [james@friendsofjamesedmunds.com]
Sent: Tuesday, January 18, 2011 4:39 PM
To: board@co.prince-edward.va.us; R. B. Clark; George Nester
Subject: FW: "burden of proof" bill

Delegate Edmunds asked me to share his emailed response to Nancy Carwile, a member of the Charlotte County Board of Supervisors, regarding the assessment bill (HB1588) that is currently making its way through the General Assembly.

Shelia Bradley
Legislative Aide
Delegate James Edmunds
455 Short St., Suite 204
South Boston, VA 24592
434/575-0000
434/575-0077 fax
james@friendsofjamesedmunds.com

From: edmundsfarms@comcast.net [mailto:edmundsfarms@comcast.net]
Sent: Tuesday, January 18, 2011 3:49 PM
To: ncarwile@hotmail.com
Subject: "burden of proof" bill

Hi Nancy! I received your email regarding your opposition to HB 1588, known as the "burden of proof" bill. While I understand your concerns, I would have to respectfully disagree with you. During my 10 years on the Halifax County Board of Supervisors, one of the most frequent complaints by my constituents always seemed to deal with property values. As a property owner myself, I too felt that the appeals process places an undue and potentially expensive burden on the property owner. In my view, if a property is truly being assessed, then there has to be some information (comparable sales, location, timber values, etc.) used to value the property. This bill would simply require that when a property owner makes an appointment with the Board of Equalization to disagree with the value of their property, it would be the locality's responsibility to pull up whatever notes were used to value the property to justify how the value was determined. By no means would this bill automatically grant tax relief to "anybody who showed up to appeal". In contrast to your belief, I believe this "open door" policy making will bring about equality in valuation, not inequality. I also believe that once property owners understand how values are determined and an explanation is given, then, I believe there actually may be fewer appeals in the future.

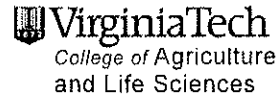
Additionally, I also believe that requiring a property owner to go to some potential considerable expense by having an appraisal done or hiring an attorney to represent them means that only those more affluent citizens can afford to appeal at all. Also, the argument that there will be "considerably more expense to localities" simply doesn't hold water with me either. All this bill does is require that, upon making an appointment with the Board of Equalization, the Board will have available to them notes as to how the values were arrived. Personally, I do not believe there will be a "flood" of appeals just because all of a sudden they are "free". The appeals process is supposed to be "free" now.

As you know, I have a bill myself that allows for the notification of assessments and encourages property owner participation prior to evaluations. I believe that this may eliminate much of the appeals to begin with. I do want to thank you for your service to your community on the Board of Supervisors and know that I am only trying to do what I believe is fair and equitable for all. Let me know if I can ever help you in any way.

James

Virginia Cooperative Extension

A partnership of Virginia Tech and Virginia State University



VCE-Central District Office
150B Slayton Ave., Suite 112D
Danville, VA 24540
434/766-6761 Fax: 434/766-6763
E-mail: dalego@vt.edu
www.ext.vt.edu

January 31, 2011

Dear Friends:

The purpose of this letter is to provide an update on circumstances surrounding the proposed Virginia Cooperative Extension (VCE) restructuring plan.

I have met with many of you over the past four months--and had telephone conversations with many more--to discuss the restructuring plan, the potential impact on your local Extension office, and what would be necessary to make the plan work for our employees while serving the needs and interests of the localities, clients, and volunteers. One common theme in my communications both internally and externally has also been that we would need to wait until the General Assembly took a position on Extension restructuring before engaging in discussions on the plan's logistics in each locality.

On Friday, January 28, Dr. Alan Grant, Dean of the Virginia Tech College of Agriculture and Life Sciences sent a communication to the system advising that work of the restructuring implementation teams has been suspended in order to "step back and begin a process in which internal and external stakeholders can be more engaged." I have included a copy of Dr. Grant's message along with this letter.

Despite stepping back to reevaluate the situation, restructuring Virginia Cooperative Extension remains an emotionally, politically, and financially charged topic. The General Assembly is still in session and legislators can take a variety of approaches with regard to Extension restructuring, such as requiring the development of a new process and plan, reinstating resources to retain the current structure, legislating a solution, and so on. For our part, each potential proposal will require a thoughtful and measured administrative response.

Once we know the outcome of the General Assembly session we will be able to respond administratively with more clarity. However, the overall question remains: how will Virginia Cooperative Extension strategically address the needs of our citizens in an era of declining resources? As indicated by Dean Grant, VCE will be more proactive in seeking stakeholder input moving forward and I hope you take an opportunity to engage in this discussion.

Thank you for your support of Virginia Cooperative Extension and your local Extension office. Please feel free to contact your Unit Coordinator, or myself, if we can be of service.

Respectfully,

A handwritten signature in black ink, appearing to read 'Daniel L. Goerlich'.

Daniel L. Goerlich
Central District Director

www.ext.vt.edu

Extension is a joint program of Virginia Tech, Virginia State University, the U.S. Department of Agriculture, and state and local governments.

Virginia Cooperative Extension programs and employment are open to all, regardless of race, color, national origin, sex, religion, age, disability, political beliefs, sexual orientation, or marital or family status. An equal opportunity/affirmative action employer.

Goerlich, Daniel

From: VCE-ALLSTAFF Public Distribution List [VCE-ALLSTAFF@listserv.vt.edu] on behalf of Grant, Alan [algrant@vt.edu]
Sent: Friday, January 28, 2011 11:10 AM
To: VCE-ALLSTAFF@LISTSERV.vt.edu
Subject: VCE restructuring update
Importance: High

Dear Colleagues,

As many of you know, the discussions involving Virginia Cooperative Extension restructuring are being met with significant opposition from various stakeholders. The restructuring process has been an attempt to develop an organizational structure that meets the needs of Extension clientele within an environment of diminishing resources. However, it is clear that various stakeholders want to be much more engaged in the planning process. In fact, this contentious situation is leading some stakeholders and employees to question Virginia Tech's commitment to Extension.

Therefore, in consultation with Dr. Steger, the decision has been made to immediately suspend the work of the VCE restructuring implementation teams, so that we can step back and begin a process in which internal and external stakeholders can be more engaged. We will be asking our partners to be further engaged in this process and assist us in our mandate from the General Assembly to restructure Extension.

I recognize and I am very appreciative of the efforts that many of you have devoted to this issue, and I am confident that your ideas and past efforts will be very useful in developing a process to move us forward. Our goal is to develop an Extension system that meets the present and future needs of all Virginians while recognizing the reality of reduced state support. We are committed to a collaborative process that engages our many stakeholder groups as we accomplish this task.

Sincerely,
Alan Grant

Alan L. Grant, Ph.D.
Dean of the College of Agriculture and Life Sciences
Virginia Polytechnic Institute and State University (Virginia Tech)
104 Hutcheson Hall (0402)
Blacksburg, VA 24061
ph 540-231-4152



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: February 8, 2011
Item No.: 16
Department: County Administration
Staff Contact: W.W. Bartlett/Sarah Puckett
Issue: Informational

Summary:

Attachments:

- a. Biosolids News

Recommendation: None.

Motion _____
Second _____

Campbell _____
Jones _____
Wilck _____

Fore _____
McKay _____
Wiley _____

Gantt _____
Simpson _____

BIO SOLIDS NEWS

News and Information from the Virginia Biosolids Council • December 2010

New Kent Supervisor promotes farm stewardship

Farmers, it's been said, are the best stewards of the land. W. R. 'Ray' Davis, a long-time farmer who calls New Kent County home, uses modern conservation practices to ensure the rivers and streams near his farmland are not impacted by his operations.

Actively farming for more than 35 years Davis grows corn, wheat and soy beans on 2,600 acres of farmland spread over four counties – New Kent, King William, King and Queen and James City counties. While it is an all-consuming operation, Davis also maintains a heart and passion for his native county and currently serves on New Kent's Board of Supervisors.

New Kent is one of 73 counties in Virginia that permits the agricultural application of biosolids, either through a Virginia Pollution Abatement (VPA) or Virginia Pollutant Discharge Elimination System (VPDES) permit. Biosolids are a nutrient rich organic by-product of the wastewater cleaning process. When wastewater arrives at a treatment plant, it goes through extensive physical, chemical and biological processes that clean the wastewater and remove solids.



Many central Virginia farmers use biosolids as a soil amendment for row crops.

The cleaned water is returned to local receiving waters. The remaining solids are further treated and processed into biosolids. Biosolids are then used to fertilize farms and, in some cases, used as an ingredient in compost.

Biosolids have been recycled on family farms in New Kent for decades—since the material was recognized as a valuable nutrient management tool for farmers in Central Virginia several decades ago. Davis has used biosolids previously and has found them beneficial. “I

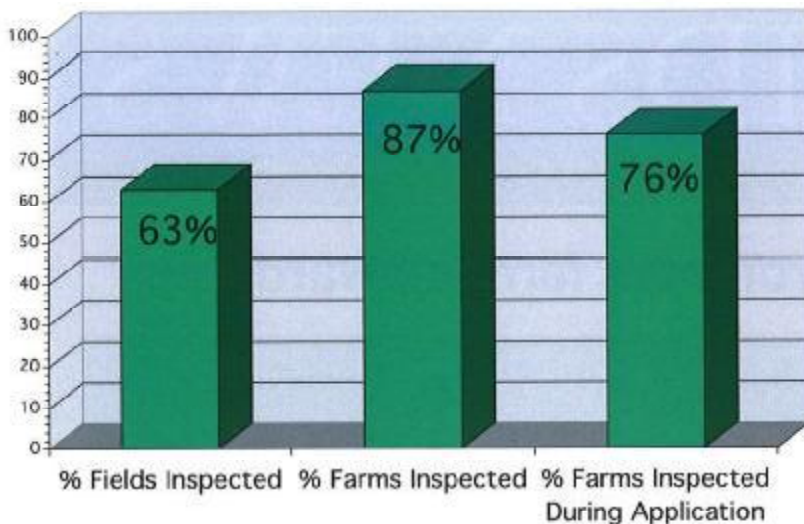
have used biosolids on some of my farms and they performed as advertised. I know plenty of farmers who have enhanced crop productivity through their use,” he said.

Davis practices intensive conservation practices where he can and believes that biosolids can provide important soil amendments to those farmers who choose to use the material. “I do believe that the beneficial use of biosolids – both Class A and Class B – should be allowed

...Continued on back page



The Virginia Biosolids Council supports the recycling of biosolids in Virginia through information and education on the beneficial use and safety of biosolids. The Council is supported by municipal wastewater treatment plants, land application and composting companies and biosolids users, and is available as a resource to those who need information about the recycling of biosolids.



This chart shows the number DEQ inspections through 9 months of 2010. 76% of all farms and 63% of fields were inspected by the DEQ biosolids program.

New Kent Supervisor and Farmer

...Continued from front page

know plenty of farmers who have enhanced crop productivity through their use," he said.

Davis practices intensive conservation practices where he can and believes that biosolids can provide important soil amendments to those farmers who choose to use the material. "I do believe that the beneficial use of biosolids – both Class A and Class B – should be allowed by farmers who choose to use this material," he said, "but I also believe that the generators should be constantly researching and looking for ways to produce a material that allows its use to be sustainable for farmers in the Chesapeake Bay watershed."

During a recent conversation at the Virginia Association of Counties meeting he acknowledged the benefit of migrating some of those practices to the application of biosolids. "I know that biosolids improves soil

Agriculture is the primary provider of working landscapes and open space in Virginia.

quality," he said, "and am glad to see that farmers now have the option of applying biosolids in a manner that minimizes soil compaction."

Agriculture is the primary provider of working landscapes and open space in Virginia. It is also Virginia's largest economic contributor. As both an elected official and a farmer, Davis believes that sustainable farming is among the best ways to ensure the preservation of open space. "Promoting stewardship within the farm community is essential," he said. The use of biosolids by farmers who choose to amend their soils with this product does not conflict with that objective, Davis said.

VBC Member Gets Technology Patent

The U.S. Patent and Trademark Office has awarded the District of Columbia Water and Sewer Authority (DC Water) a patent for a unique wastewater treatment process. DC Water is a member of the Virginia Biosolids Council. The treatment process achieves three specific benefits:

- It produces a low odor compost-like biosolids product
- It degrades microconstituents within biosolids
- It removes nitrogen from recycle streams

The innovation is a new aerobic digestion process that follows anaerobic digestion. "Our research is aimed not only at current regulations, but also emerging issues such as endocrine disruptors (estrogens), personal care products (PCPs) and flame retardants (PBDEs), along with process improvements," said General Manager George S. Hawkins.

The invention is titled, "Method for Treating Raw Sludge Including Simultaneous or Pulsed Aerobic/Anoxic Digestion" and is assigned to DC Water. Walter Bailey, Christopher Peot, PE, and Sudhir Murthy, PhD, PE, Research and Laboratory Manager, are named as inventors. The research was conducted with Virginia Tech.

Biosolids News is published by the Virginia Biosolids Council
1011 E. Main Street, Suite 400
Richmond, Virginia 23219
www.virginiabiosolids.com



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: February 8, 2011
 Item No.: 17
 Department: County Administration
 Staff Contact: W.W. Bartlett/Sarah Puckett
 Issue: Upcoming

Summary:

- a. *Board of Supervisors Work Session – Sandy River Water Project*
 Thursday, February 10, 2011
 Board of Supervisors Room, Prince Edward County Courthouse
 7:00 p.m. – Presentation by Crowder/Draper Aden

- b. *Board of Supervisors Work Session – 2011 Redistricting*
 Tuesday, February 15, 2011
 Board of Supervisors Room, Prince Edward County Courthouse
 5:30 p.m. – Meeting with Redistricting Committee

Attachments: None

Recommendation: None.

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



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: February 8, 2011
Item No.: 18
Department: County Administration
Staff Contact: W.W. Bartlett/Sarah Puckett
Issue: Monthly Reports

Summary:

Attachments:

- a. Animal Control
- b. Tourism

Recommendation: Acceptance.

Motion _____
Second _____

Campbell _____
Jones _____
Wilck _____

Fore _____
McKay _____
Wiley _____

Gantt _____
Simpson _____



Animal Control Monthly Report

"January 2011"

Dogs		Wildlife	
Picked Up	58	Handled	0
Claimed By Owner	15	Euthanized	0
Adopted	8		
Died in Kennel	1	Livestock	
Euthanized	16	Returned to Owner	0
Transferred to SPCA	18	Died in Kennel	0
Dead on Arrival	0		
		Other Companion Animals	
Fees Collected	\$720.00	Returned to Owner	0
Cats		Number of Calls to Shelter	126
Picked Up	14	Summons Issued	11
Claimed By Owner	0	Warrants Served	0
Adopted	1	Days in Court	0
Euthanized	7	Nuisance Dogs	37
Died in Kennel	0	Dangerous Dogs	0
Transferred to SPCA	6		
Dead on Arrival	0		
Fees Collected	\$25.00	Total Fees Collected	\$745.00

Bill the Town of Farmville

0 Cats housed (7 days each)

Total **\$0.00**

S. Ray Foster & Holly Morris, Animal Control

Tourism & Visitor Center Monthly Report for January 2011

VIRGINIA'S HEARTLAND REGIONAL VISITOR CENTER GUESTBOOK SIGNINGS:					
	Virginia Guests	Other States	Other Countries	Total Guests	Average Visitors per Month:
YTD 2011	52	26	7	85	85.0
2010	1126	636	68	1830	152.5
					Total / 1 Months
					Total / 2010

Requests for Information:

	Phone Inquiries	Mail Requests	Emailed Requests	Center Visits	Internet Sales	Monthly Totals:
January 2011	1	<u>703</u>	<u>26</u>	<u>85</u>	0	815
January 2010	2	55	4	58	4	123
% Difference	-50.00%	1178.18%	550.00%	46.55%	-100.00%	562.60%

	Phone Inquiries	Mail Requests	Emailed Requests	Center Visits	Internet Sales	Monthly Totals:
TOTAL YTD	1	703	26	85	0	814
2011 YTD	1	703	26	85	0	814
2010 YTD	2	55	4	58	4	123
% Difference	-50.00%	1178.18%	550.00%	46.55%	-100.00%	561.79%

Report to February Board of Supervisors

- **OFF TO A GREAT START!** The January numbers this year over last January are already increasing - visitors and requests for information about our area are up substantially.
- Rolled out new Visitor Guestbook which will tally answers from visitors about how they found out about our area - did they receive a brochure in the mail? Find us on our website?
- Three websites will direct visitors to Prince Edward County - these will be monitored this year.
- High Bridge continues to be number one reason visitors come (79,000 visitors in 2010)

Websites monitored:

Prince Edward County Tourism:

Tracking will be reported Feb 2011

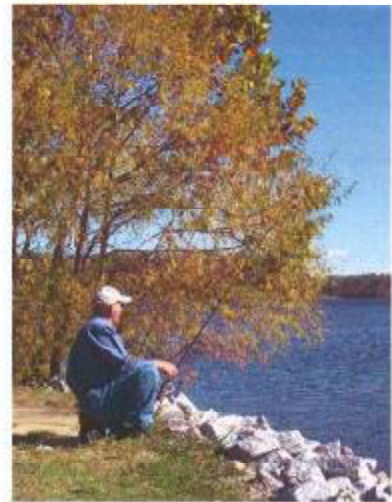
Best Part of the Civil War:

New website rolling out Feb 2011

Virginia's Retreat:

New website rolling out Feb 2011

VISITOR CENTER VOLUNTEER OPPORTUNITY



- In 2010, we greeted 1,830 visitors – 68 people came from other countries and 636 visitors came from other states.
- They came on motorcycles, in campers, pickups or mini-vans.
- They came for High Bridge, for our unique shopping, to discover our history - and sometimes to discover their own!
- 2011 is already a very exciting year at the Visitor Center!
- Would you like to join us?

THE HEARTLAND REGIONAL VISITOR CENTER is hosting a Volunteer Training Session!

THE HOURS ARE FLEXIBLE AND THE JOB IS FUN!

PLEASE PLAN TO ATTEND THE TRAINING SESSION:

When: THURSDAY, February 17th, at 10 A.M.
(3rd Thursday each month)

**Where: THE HEARTLAND REGIONAL VISITOR CENTER
121 EAST THIRD STREET IN FARMVILLE**
(THE OLD DR. MOORE BUILDING - ACROSS FROM MACADO'S RESTAURANT)

A 2-HOUR TRAINING PROGRAM WILL BE OFFERED TO INDIVIDUALS WHO ARE INTERESTED IN VOLUNTEERING TO GREET VISITORS AND TALK ABOUT OUR REGION.

CALL 434.392.1482 FOR MORE INFORMATION, AND TO RSVP – TRAINING WILL BE LIMITED TO TEN PEOPLE.