



PRINCE EDWARD COUNTY  
BOARD OF SUPERVISORS

SUPERVISORS  
BOARD MEETING

December 11, 2012  
7:00 P.M.

AGENDA

7:00 p.m.	1.	The Chairman will call the <b>December</b> meeting to order.	1
	2.	Invocation	1
	3.	<b><u>PUBLIC PARTICIPATION</u></b> : <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	7
	5.	<u>Consent Agenda</u> :	
	a.	Treasurer's Report: September 2012	9
	b.	Approval of Minutes: November 15, 2012	17
	c.	Review of Accounts & Claims	53
	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.	69
	e.	Appropriations	71
	6.	Highway Matters: Kevin Wright, VDOT	73
	7.	Award Presentation: Deanna Fehrer, Piedmont Soil & Water Conservation District	75
7:30 p.m.	8.	<b>PUBLIC HEARING: Amendment to FY 13 County Budget</b> – <i>The Board will hold a Public Hearing prior to considering an FY 13 Budget amendment, related to the Rt. 786 project.</i>	77
	9.	Dance Hall Permit: New Fevers	79
	10.	Appointments: Citizen Volunteer Positions	83
	11.	TROF Performance Agreement: Tri-Boro Shelving & Partition Corporation	97
	12.	Granite Falls Inn & Conference Center: Economic Development Agreement	109
	13.	<u>County Administrator's Report</u> :	117
	a.	Holiday Schedule	
	b.	County Budget Schedule	
	c.	Rt. 786 Update	
	d.	Financial Impact of Piedmont Regional Jail	
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	b.	Letter from Shentel, RE: Price Changes	123
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15.	<u>Monthly Reports:</u>	135
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	b. Building Official	137
	c. Cannery	138
	d. Prince Edward County Public Schools	139
	e. Tourism	143

(NOTE: *Additional agenda items may be added to the Table Pack, which will be available for review after 4:30 p.m. on Tuesday, December 11, 2012.)*



County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: December 11, 2012  
Item No.: 1 & 2  
Department: Board of Supervisors  
Staff Contact: W.W. Bartlett  
Issue: Call to Order and Invocation

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

**Attachments:** None.

**Recommendation:** None.

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

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

Cooper-Jones \_\_\_\_\_  
Jones \_\_\_\_\_  
Wilck \_\_\_\_\_

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





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

**Meeting Date:** December 11, 2012  
**Item No.:** 3  
**Department:** Board of Supervisors  
**Staff Contact:**  
**Issue:** Public Participation

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**Summary:**

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

The Board's adopted *Protocol for Public Participation* sets aside 20 minutes for citizen comments. The time allotted for each speaker will be determined by the total number of citizens who have signed up to speak, but will not exceed five minutes.

**I have also attached a memo responding to comments made at the November Board meeting regarding the Board of Equalization.**

**Attachments:** Response to Public Participation Comments  
 Public Participation Tracking Form

**Recommendation:** None.

Motion _____	Campbell _____	Cooper-Jones _____	Fore _____
Second _____	Gantt _____	Jones _____	McKay _____
	Simpson _____	Wilck _____	



December 5, 2012

TO: Prince Edward County Board of Supervisors  
FROM: W.W. Bartlett, County Administrator  
SUBJECT: Response to Public Participation Comments

During the Public Participation at the November 15, 2012 meeting of the Board of Supervisors, a member of the public voiced a concern that the County's past Board of Equalization composition did not meet the requirement of state law. Specifically, the statement was made that the State Code required the ratio of real estate professionals to be no more than 40% of the membership of the Board of Equalization.

To facilitate the best possible public information, the Board has asked the County Administrator, County Attorney or county staff to immediately correct any factual error that might occur. In response to this assertion, it needs to be clear to the citizens of Prince Edward County that the Board of Supervisors does not appoint the members of the Board of Equalization. Those appointments are made by the Circuit Court Judge. The Board can only make recommendations to the Judge of individuals who meet the qualifications and who have expressed a willingness to serve.

Additionally, for 2009 which was the year that the County's Board of Equalization was in office, Section 58.1-3374 of the *Code of Virginia*, stated: "Thirty percent of the members of the board shall be commercial or residential real estate appraisers, other real estate professionals, builders, developers, or legal or financial professionals ...." There is not a maximum limit on the percentage of real estate professionals who may serve on the Board of Equalization, only a minimum. Therefore, the Prince Edward County Board of Equalization met all requirements set forth in the Code of Virginia.

cc: Henry Shelton

# 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:** December 11, 2012  
**Item No.:** 4  
**Department:** Board of Supervisors  
**Staff Contact:**  
**Issue:** Board of Supervisors Comments

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

**Attachments:** Protocol for Board of Supervisors Comments

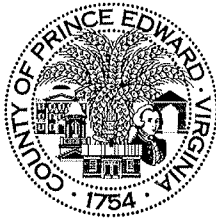
**Recommendation:** None.

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

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

Cooper-Jones \_\_\_\_\_  
Jones \_\_\_\_\_  
Wilck \_\_\_\_\_

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



*Mission Statement of the Board of Supervisors of the County of Prince Edward*

*To represent all citizens, provide leadership, create vision and set policy to accomplish effective change, planned growth and provide essential service, while maintaining and enhancing the quality of life in Prince Edward County.*

### **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 member(s) 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.

Adopted: May 12, 2009  
Re-Adopted: January 10, 2012



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

**Meeting Date:** December 11, 2012  
**Item No.:** 5-a  
**Department:** Treasurer  
**Staff Contact:** Mable Shanaberger  
**Issue:** Consent Agenda - Treasurer's Report

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**Summary:** The September 2012 Treasurer's Report is attached for Board review and approval.

**Attachments:** September 2012 Treasurer's Report

**Recommendation:**

Motion _____	Campbell _____	Cooper-Jones _____	Fore _____
Second _____	Gantt _____	Jones _____	McKay _____
	Simpson _____	Wilck _____	





**Prince Edward Co. Board of Supervisors  
Depository Balances**

***Checking Accounts:***

Benchmark Community Bank	\$	289,577.81
Wachovia Bank	\$	185,292.09
BB&T	\$	-
Bank of America	\$	1,252,648.82

***Total:***     **\$ 1,727,518.72**

**Investment Accounts:**

Benchmark Community Bank	\$	5,170,162.35
Wachovia Bank	\$	131,400.17
Citizens Bank & Trust Company	\$	35,000.00
BB&T	\$	1,494.25
Planters Bank & Trust	\$	200,000.00
Mentor Investments	\$	162,425.68
SNAP (State Non-Arbitrage Plan)	\$	-
Bank of America	\$	-

**Total:**     **\$ 5,700,482.45**

**Mable H. Shanaberger, Treasurer**



**Prince Edward County Board of Supervisors**

*Of this \$5,718,391.56 in the General Fund, \$8,034,013.25 is encumbered for:			
Transfers In:			
	School Fund		6,878,512.24
	VPA Fund		490,343.68
	Water Fund		0.00
	Sewer Fund		0.00
	IDA Fund		23,528.98
	Retirement Benefits Fd		25,176.00
			7,417,560.90
	Debt Obligations		616,452.35
	Total		8,034,013.25
This leaves an unencumbered balance of \$(2,315,621.69) in the General Fund.			



**Prince Edward Co. Board of Supervisors  
Depository Balances**

***Checking Accounts:***

Benchmark Community Bank	\$	208,328.54
Wachovia Bank	\$	300,203.37
BB&T	\$	71,245.64
Bank of America	\$	2,645,808.67

***Total:***     **\$ 3,225,586.22**

***Investment Accounts:***

Benchmark Community Bank	\$	5,203,950.55
Wachovia Bank	\$	118,222.32
Citizens Bank & Trust Company	\$	235,000.00
BB&T	\$	1,491.38
Planters Bank & Trust	\$	200,000.00
Mentor Investments	\$	162,406.64
SNAP (State Non-Arbitrage Plan)	\$	-
Bank of America	\$	-

***Total:***     **\$ 5,921,070.89**

***Mable H. Shanaberger, Treasurer***





County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: December 11, 2012  
Item No.: 5-b  
Department: County Administration  
Staff Contact: Karin Everhart  
Issue: Consent Agenda - Approval of Minutes

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

**Attachments:** Minutes of the November 14, 2012

**Recommendation:** Approval.

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

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

Cooper-Jones \_\_\_\_\_  
Jones \_\_\_\_\_  
Wilck \_\_\_\_\_

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

November 15, 2012

At the regular meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Thursday, the 15<sup>th</sup> day of November, 2012; at 7:00 p.m., there were present:

Howard M. Campbell

Pattie Cooper-Jones

William G. Fore, Jr.

Don C. Gantt, Jr.

Robert M. Jones

Charles W. McKay

Howard F. Simpson

Jim R. Wilck

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

Chairman Fore called the 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 upcoming real estate reassessment and the instructions that will be given to the assessors. Mr. Shelton also said he took issue with the previous Board of Equalization, stating he felt the Board didn't do its job properly.

In Re: Board of Supervisors Comments

Supervisor Campbell stated there will be a Community meeting at the Prospect Fire Hall on December 3 (2012); the five candidates for Treasurer were asked to attend. He added that all citizens are welcome.

In Re: Consent Agenda

On motion of Supervisor McKay and carried:

<p>Aye: Howard M. Campbell          Pattie Cooper-Jones          William G. Fore, Jr.          Don C. Gantt, Jr.          Robert M. Jones          Charles W. McKay          Howard F. Simpson          Jim R. Wilck</p>	<p>Nay: None</p>
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the Board accepted the Treasurer's Reports for July 2012 and August 2012; the minutes of the meetings held October 9, 2012 and October 23, 2012; Accounts and Claims; Salaries; an erroneous assessment for Patrick Henry Boys & Girls Plantation, Inc. in the amount of \$6,338.88; and appropriations as follows:

		<u>Debit</u>	<u>Credit</u>
3-100-18990-0050	Sale of Property		\$ 100,260
4-100-81500-5899	Economic Development / Special Projects	\$ 22,500	
4-100-93000-0100	To General Fund Balance	\$ 77,760	
3-737-18990-0019	Sale of Property		\$ 52,140
4-737-81500-5601	Econ. Development Fund/Economic Incentives	\$ 52,140	
3-100-41050-0100	General Fund Balance		\$ 2,038
4-100-31200-6004	Sheriff / Virso Crime Prevention	\$ 2,038	

**July 2012**

Fund balances were as follows:

General Fund	121,568.32	
General Fund Reserved for Investments	5,748,735.69	
		5,870,304.01
PPEA Fund		(1,529.57)
Industrial Development Authority Fund		152,851.58
Recreation Fund Reserved for Investments		27,126.15
Forfeited Assets Fund Reserved for Investments		84,674.07
School Capital Projects Fund - VPSA		(49,800.43)
Undistributed Local Sales Tax Fund		0.00
Underground Storage Tank Fund		20,000.00
Economic Development Fund		743,464.42
Board of Public Welfare Special Account		3,970.41
Piedmont ASAP Fund		331,163.34
QZAB Debt Services Fund		408,068.97
Landfill Construction Fund		1,223,671.02
PCS Fund		306,534.00
Revenue Sharing Fund		134,034.31
Retirement Benefits Fund		3,307.94
Granite Falls CDA Fund		(3,030.00)
Dare Donations Fund		2,952.15
School Cafeteria Fund		374,791.01
Prince Edward Community Development Fund		46,793.50
Water Fund		788,363.31
Sewer Fund		(94,380.32)
School Fund		143,372.17
		10,516,702.04

Cash accounts were as follows:

Cash in Office	1,000.00	
Cash in Banks	3,283,273.34	
Warrants Payable (School Fund)	0.00	
General Fund Investments	5,748,735.69	
VPSA Investments	0.00	
QZAB01 Investments	0.00	
Underground Storage Tank Fund	20,000.00	
Recreation Fund Investments	27,126.15	
QZAB02 Investments	0.00	
Landfill Construction Fund for Investment	1,199,041.21	
Forfeited Asset Fund for Investment	84,674.07	
Industrial Development Authority for Investment	152,851.58	
		10,516,702.04

\*Of this \$5,870,304.01 in the General Fund, \$9,489,493.73 is encumbered for:

Transfers in:

School Fund	8,106,652.00
VPA Fund	534,434.03
Water Fund	0.00
Sewer Fund	0.00
IDA Fund	0.00
Retirement Benefits Fund	25,720.00
Debt Obligations	822,687.70

Total 9,489,493.73

This leaves an unencumbered balance of \$(3,619,189.72) in the General Fund.

### STATEMENT OF DEPOSITORY BALANCES

**Balances as of July 2012:**

**Checking Accounts:**

Benchmark Community Bank	292,156.07
Wachovia Bank	147,382.41
BB&T	0.00
Bank of America	2,646,328.96

**3,085,867.44**

**Investment Accounts:**

Benchmark Community Bank	6,916,321.68
Wachovia Bank	114,599.63
Citizens Bank & Trust Company	35,000.00
BB&T	1,492.94
Planters Bank & Trust	200,000.00
Mentor Investments	162,420.35
SNAP (State Non-Arbitrage Plan)	0.00
Bank of America	0.00

**7,429,834.60**

**August 2012**

**Fund balances were as follows:**

General Fund	120,548.36
General Fund Reserved for Investments	4,606,227.92

**4,726,776.28**

PPEA Fund	(1,529.57)
Industrial Development Authority Fund	164,745.42
Recreation Fund Reserved for Investments	27,138.24
Forfeited Assets Fund Reserved for Investments	84,771.61
School Capital Projects Fund - VPSA	(49,800.43)
Undistributed Local Sales Tax Fund	0.00
Underground Storage Tank Fund	20,000.00
Economic Development Fund	743,464.42
Board of Public Welfare Special Account	4,607.53
Piedmont ASAP Fund	330,802.39
QZAB Debt Services Fund	408,068.97
Landfill Construction Fund	1,226,481.90
PCS Fund	379,154.38
Revenue Sharing Fund	(107,776.00)
Retirement Benefits Fund	1,136.65
Granite Falls CDA Fund	(3,030.00)
Dare Donations Fund	2,953.40
School Cafeteria Fund	364,199.29
Prince Edward Community Development Fund	46,793.50
Water Fund	617,540.65
Sewer Fund	(156,845.71)
School Fund	0.00
	<b>8,829,652.92</b>

**Cash accounts were as follows:**

Cash in Office	1,000.00
Cash in Banks	2,699,287.83
Warrants Payable (School Fund)	0.00
General Fund Investments	4,606,227.92
VPSA Investments	0.00
QZAB01 Investments	0.00
Underground Storage Tank Fund	20,000.00
Recreation Fund Investments	27,138.24
QZAB02 Investments	0.00
Landfill Construction Fund for Investment	1,226,481.90
Forfeited Asset Fund for Investment	84,771.61
Industrial Development Authority for Investment	164,745.42
	<b>8,829,652.92</b>



\*Of this \$4,726,776.28 in the General Fund, \$8,469,654.33 is encumbered for:

Transfers in:

School Fund	7,538,790.37
VPA Fund	512,476.74
Water Fund	0.00
Sewer Fund	0.00
IDA Fund	0.00
Retirement Benefits Fund	25,720.00
Debt Obligations	392,667.22

**Total 8,469,654.33**

This leaves an unencumbered balance of \$(3,472,878.05) in the General Fund.

### STATEMENT OF DEPOSITORY BALANCES

**Balances as of July 2012:**

**Checking Accounts:**

Benchmark Community Bank	313,680.11
Wachovia Bank	124,699.92
BB&T	0.00
Bank of America	1,884,586.68

**2,322,966.71**

**Investment Accounts:**

Benchmark Community Bank	5,980,278.33
Wachovia Bank	126,493.31
Citizens Bank & Trust Company	35,000.00
BB&T	1,492.94
Planters Bank & Trust	200,000.00
Mentor Investments	162,421.63
SNAP (State Non-Arbitrage Plan)	0.00
Bank of America	0.00

**6,505,686.21**



Melinda R. Fisher	Juror	60.00
Angela Foster	Juror	30.00
Sally Gilfillan	Juror	30.00
Matthew L. Grissom	Juror	30.00
Crawleigh B. Hall, Jr.	Juror	60.00
Frances W. Hallinene	Juror	60.00
Susan R. Harwood	Juror	60.00
Kristen L. Huber	Juror	30.00
Frances T. Huddleston	Juror	60.00
Alice S. Hulett	Juror	60.00
Mark T. Jacobs	Juror	30.00
heather F. Jamerson	Juror	30.00
Paul R. Jenkins	Juror	30.00
Shirley Jennings	Juror	30.00
Dempsey Jones	Juror	30.00
Carolyn A. Knight-Swann	Juror	30.00
Peggy B. Lawson	Juror	30.00
Andrea R. Lee	Juror	30.00
Kadeem J. Logan	Juror	60.00
Shelia M. Mabey	Juror	60.00
Jane T. McGlocklin	Juror	60.00
Brenda M. Meshejian	Juror	30.00
Carol A. Moultrie	Juror	30.00
Antwone J. Nance	Juror	30.00
Jessica L. Napier	Juror	30.00
Curtis L. Newman	Juror	30.00
Stephen M. Pinelli	Juror	30.00
Charles D. Puckett	Juror	30.00
Howard E. Pyle, Jr.	Juror	30.00
Gene R. Redd	Juror	30.00
William E. Reeves	Juror	30.00
Christopher M. Register	Juror	30.00
Alice S. Rucker	Juror	30.00
Amesia H. Stokes	Juror	30.00
Vivian W. Swain	Juror	30.00
Lynette Wright	Juror	30.00
M&W Printers, Inc.	Binding landbook	607.73
	<u>LAW LIBRARY</u>	
AT&T	Phone	37.14
CenturyLink	Phone	39.66
LexisNexis	Online charges	239.00
Matthew Bender & Company, Inc.	Code 2012 Vol 8 & 9A	123.73
	<u>COMMONWEALTH'S ATTORNEY</u>	
U. S. Postal Service	Box rent	110.00
LGA of VA, Inc.	Dues	350.00
	<u>VICTIM WITNESS ASSISTANCE PROGRAM</u>	
Farmville Printing	Business cards / brochures	149.15

SHERIFF

East End Motor Company, Inc.	Wrecker service	55.00	
	Door actuator	1,004.23	
	Steering shafts	645.85	
	Inspection	32.00	
	Oil change	37.25	
	Inspection / rotate tires	36.00	
	Inspection / brake lights	213.81	
	Inspection / oil change	57.00	
	Tires	1,099.84	3,180.98
Express Care	Oil changes (6)		325.74
Kenbridge Tire & Auto	Calibrations		311.00
Business Card	Postage	25.95	
	Meals & lodging	780.64	
	Business cards	27.08	
	Plaque	73.76	
	Gas	64.61	
	Tags	10.00	982.04
Treasurer of Virginia	VCIN		54.05
Kinex Networking Solutions	Web host / data backup		39.90
CenturyLink	VCIN		18.33
Cindy Eldridge	Academy meal allowance		210.00
Robert Goldman	Meals		9.66
Brandon Cummings	Meals		8.75
Brandon Yoder	Meals		9.89
Central Virginia Criminal Justice Academy	Firearms training		250.00
Virginia Sheriff's Association	Dues		1,434.00
Farmville Printing	Envelopes / business cards		339.74
Key Office Supply	Pen refills	3.98	
	Copy paper	149.75	
	Executive chair	370.00	523.73
Staples Advantage	Office supplies	511.51	
	Batteries	89.99	601.50
National Neighborhood Watch	Neighborhood watch signs		140.00
RDJ Specialties, Inc.	Glow in dark wristband		416.00
Southside Electric Cooperative	Electric service		9.35
O. O. Stiff, Inc.	Porta-john rental		50.00
Farmville Auto Parts	Alternator / battery		771.98
Galls, LLC	Seat organizer	68.48	
	Consoles	680.00	
	Gloves	34.00	782.48
DMV	Special IDs		30.00
Fire & Safety Equipment Company	Fire extinguisher yearly inspection		100.95
Moore Medical, LLC	First aid kits		175.85
Southern Police Equipment Company	Handcuffs	26.99	
	Leg irons / handcuffs	67.98	
	Targets for range	145.00	
	Baton / handcuff / mag light	300.00	
	Insignia	6.99	

	Shoes & duty belt	98.80	645.76
Creative Monogramming	Hats w/logo		300.00
Premium Marketing & Sales	Badges		178.95
Quality Uniform Company, Inc.	Jacket		92.50
Matthew Bender & Company, Inc.	Code 2012 Vol 8 & 9A		123.73

PROSPECT VOLUNTEER FIRE DEPARTMENT

Benchmark Community Bank	Truck payment		3,500.00
Ferguson Enterprises, Inc.	Caution tape		46.29
Goodman Truck & Tractor	Inspection & service		649.83
Town of Farmville	Fuel		801.60
Dominion Virginia Power	Electric service		343.28

DARLINGTON HEIGHTS VOLUNTEER FIRE DEPARTMENT

C. W. Williams	Amp & breaker		79.75
Ellington Energy Service	LP cylinder	111.60	
	Gas	875.95	
	Diesel	896.72	1,884.27
Farmville Auto Parts	Marine Sta-Bil		41.96
NAPA of Farmville	Wire	60.00	
	Oil	116.91	176.91
Verizon Wireless	Phone		60.07
Watkins Insurance Agency	Package insurance	3,364.00	
	Auto insurance	5,034.00	
	Umbrella insurance	750.00	9,148.00

HAMPDEN-SYDNEY VOLUNTEER FIRE DEPARTMENT

Arcet Equipment Company	Compressed air / oxygen		112.84
Concord Rescue Squad, Inc.	2002 Ambulance body		14,000.00
Hampden Sydney College	Fuel		246.79
CenturyLink	Phone		50.23
Dominion Virginia Power	Electric service		277.53
Volunteer Mail Service	Mailings		5,286.08

PAMPLIN VOLUNTEER FIRE DEPARTMENT

Battery Barn of Virginia, Inc.	Batteries		389.03
C. W. Williams	Truck repairs		1,201.72
Fire & Safety Equipment Company	Road flares		159.90
Patriot Safety Supply	Truck repairs		37.45
Verizon	Phone		121.52
Dominion Virginia Power	Electric service		442.31

EMERGENCY SERVICES

Timmons Group	GIS annual maintenance		1,500.00
Korman Signs	Signs & hardware		549.63

REGIONAL JAIL & DETENTION

Irongate Boundary Management	Electronic monitoring		1,417.50
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	<u>BUILDING OFFICIAL</u>		
US Cellular	Phone		25.37
	<u>ANIMAL CONTROL</u>		
Jennifer Kingsley, DVM	Vet service	50.00	
	Euthanasia recertify	100.00	150.00
Dominion Virginia Power	Electric service		57.58
CenturyLink	Phone		130.83
US Cellular	Phone		50.74
Arcet Equipment Company	Gloves		10.80
Walmart	Dog food	75.92	
	Cleaning supplies	32.98	108.90
	<u>BIOSOLIDS MONITORING</u>		
Tri-County Ford-Mercury	Repaired heater		944.13
US Cellular	Phone		25.37
	<u>REFUSE DISPOSAL</u>		
Resource International	Miscellaneous work tasks	375.50	
	Storm water compliance	784.30	
	Groundwater monitoring	7,784.92	8,944.72
Emanuel Tire of Virginia	Tire recycling		1,875.60
Southside Electric Cooperative	Darlington Heights site	63.45	
	Virso site	75.72	139.17
Dominion Virginia Power	Leachate pump	154.46	
	Scalehouse	51.95	
	Cell C pump station	13.05	
	Green Bay site	47.56	
	Worsham site	59.41	
	Prospect site	74.89	
	Landfill site	28.26	410.07
AT&T	Phone		211.51
CenturyLink	Phone		139.20
US Cellular	Phone		25.37
Verizon	Phone		118.61
Prince Edward County Public Schools	Diesel		1,198.47
	<u>GENERAL PROPERTIES</u>		
OK Termite & Pest Control	Exterminating service		150.00
Thyssenkrupp Elevator	Service contract - Oct/Dec		2,374.13
Southside Electric Cooperative	SRR lights		30.60
Dominion Virginia Power	Roy Clark monument	15.57	
	Courthouse	12,015.02	
	Shop	24.20	
	SCOPE building	142.46	
	Sheriff Department Shed	5.66	
	Worsham Clerk's Office	13.32	
	Ag building	901.05	13,117.28
AT&T	Phone		37.12
CenturyLink	Phone		52.85

US Cellular	Phone	80.66	
Business Data of Virginia, Inc.	Norton Anti-virus	29.95	
Aramark Uniform Services	Janitorial supplies	268.28	
Diamond Paper Company	Hand soap	338.31	
Handi-Clean Products, Inc.	Janitorial supplies	141.95	
Lowe's	Vacuum belt	6.64	
	Roof tar / hitch / pins	36.24	
	Door lock kit	29.81	
	Earplugs / screwdriver	17.50	
	Deadbolt	28.47	
	Keypad door knob	109.00	
	Return	109.00	336.66
Prince Edward County Public Schools	Diesel		287.13
Fisher Auto Parts, Inc.	Brake system battery		39.39

CANNERY

Southside Electric Cooperative	Electric service	132.79	
CenturyLink	Phone	176.98	
US Cellular	Phone	25.37	
Alecia Daves-Johnson	2nd Saturday - apples	75.00	

CHAPTER X BOARD

Crossroad Services Board	1st Quarter support	15,660.75	
	2nd Quarter support	15,660.75	31,321.50

COMPREHENSIVE SERVICES ACT

Business Card	Foster care	115.19	
Family Preservation Services	Professional services	1,907.50	
Grafton School, Inc.	Professional services	16,980.00	
Letricia R. Logan	Foster care	666.00	
North Springs Behavioral	Professional services	2,945.00	
The Hughes Center	Professional services	4,840.00	
Christina Velez	Foster care	69.00	
Williamson's Pharmacy	Foster care	11.19	

SUPERVISION OF PARKS & RECREATION

Prince Edward-Farmville Youth Association	12-13 Support	24,000.00	
Southside Virginia Family YMCA	12-13 Support	25,000.00	

PLANNING

Samuel R. Coleman	Commission meeting	100.00	
	Mileage	13.32	113.32
Sally W. Gilfillan	Commission meeting		100.00
Donald B. Gilliam	Commission meeting	100.00	
	Mileage	22.20	122.20
Preston Hunt	Commission meeting	100.00	
	Mileage	22.20	122.20
Clifford Jack Leatherwood	Commission meeting		100.00
Robert Christopher Mason	Commission meeting	100.00	

	Mileage	9.99	109.99
John F. Townsend, III	Commission meeting	100.00	
	Mileage	8.32	108.32
Alecia Daves-Johnson	Mileage - June/Oct	203.02	
	Meal	27.30	230.32

ECONOMIC DEVELOPMENT

US Cellular	Phone		25.37
Business Card	Meals	97.18	
	Expo show supplies	150.59	
	Calendar	9.96	257.73

TOURISM

Dominion Virginia Power	Electric service		266.36
Business Card	UPS		58.35
Walmart	Refund		-9.47

GENERAL EXPENSE

Southern States Cooperative, Inc.	Gas		14,407.70
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CAPITAL PROJECTS

Business Data of Virginia, Inc.	Laptop		1,092.85
Arctic Refrigeration Service	Walk-in freezer		1,200.00

SEWER FUND

Dominion Virginia Power	Sewer pump		29.98
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REVENUE SHARING FUND - VDOT

Hurt & Proffitt, Inc.	Engineering - Rt 786		22,256.15
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PIEDMONT COURT SERVICES

W. A. Watson & Sons Insurance	Flood insurance - balance due		17.00
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PCS COGNITIVE BEHAVIOR EXPENDITURES

National Curriculum & Training Institute, Inc.	Class workbooks		753.31
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ADDENDUM BILL LIST

BOARD OF SUPERVISORS

Walkers Diner	Chamber breakfast		224.00
WFLO-FM	Public service ads		55.00
Farmville Herald	Advertising		184.50
Howard F. Simpson	Mileage		249.75
Hampden Sydney College	Legislative luncheon		977.50



COUNTY ADMINISTRATOR

Sarah E. Puckett	Mileage		309.69
Virginia Emergency Management Association	12-13 Dues		75.00
Creative Business Solutions	Payroll checks		772.42
Diamond Springs	Water & equipment rental		29.80

COMMISSIONER OF REVENUE

Farmville Herald	Advertising		230.65
Treasurer of Virginia	Online service		78.77

TREASURER

Key Office Supply	Printer service contract	199.00	
	Typewriter service contracts (2)	260.00	
	Post-it notes	5.99	
	Batteries	5.20	
	Ink cartridges	37.98	
	Pens	35.82	
	Expanding envelopes	5.96	
	Labels	9.89	
	Greenbar paper	317.94	877.78
Treasurer of Virginia	Online service		78.78
LexisNexis Matthew Bender	Repl Vol 7 12 Supp	45.49	
	Credit	-38.30	7.19

INFORMATION TECHNOLOGY

Business Data of Virginia, Inc.	Travel expenses	500.00	
	Contract agreement	3,700.00	4,200.00

ELECTORAL BOARD AND OFFICIALS

Betty A. Gibbss	Salary	1,002.32	
	Copies	11.40	
	Stamps	25.65	1,039.37
Samuel A. Martin, Jr.	Salary		501.16
Gordon V. Smith	Salary		501.16
Ruby F. Amos	Official	100.00	
	Training	25.00	125.00
Barbara Barnes	Official	100.00	
	Training	25.00	125.00
Robert L. Barnes	Official		90.00
Mary L. Baylis	Official		90.00
Patricia A. Brandt	Official		90.00
William E. Brandt, Sr.	Official		90.00
Wendell Brown	Official		90.00
Ralph A. Crawley	Set up polls		50.00
James H. Davis	Official	100.00	
	Training	25.00	125.00
Rachael E. Dove	Official		90.00
Sheila Eames	Official	115.00	
	Training	25.00	

	Phone	10.00	
	Ballots	20.00	
	Mileage	5.00	175.00
Lynn H. East	Official	100.00	
	Training	25.00	125.00
Sarah Edmondson	Official		90.00
Vincent Eanes	Official		90.00
Dean Farmer, Jr.	Set up polls		50.00
Farmville Volunteer Fire Department	Rent		200.00
Cindy Favret	Official		90.00
Nancy D. Fawcett	Official	100.00	
	Training	25.00	125.00
Emmett L. Ferguson	Official		90.00
Linda Finch	Official	90.00	
	Mileage	50.00	140.00
Moses Ford	Official		90.00
Jean G. Gowlkes	Official		90.00
Karen Fulcher	Official		90.00
Yolanda Gladden	Official	115.00	
	Training	25.00	
	Phone	10.00	
	Mileage	5.00	155.00
Jennifer J. Halladay	Official		90.00
Edward Lee Helton, Jr.	Official	100.00	
	Training	25.00	125.00
Michael L. Helton	Official		90.00
Jane Newman Hines	Official		90.00
Esther W. Hollingsworth	Official	115.00	
	Training	25.00	
	Phone	10.00	
	Ballots	20.00	
	Mileage	5.00	175.00
Brian N. Hulsizer	Official	115.00	
	Training	25.00	
	Phone	10.00	
	Ballots	20.00	
	Mileage	15.00	185.00
Frances D. Jasper	Official	100.00	
	Training	25.00	125.00
John Jennings	Official		90.00
Donald B. Kellum, Jr.	Official		90.00
Peggy Kelsey	Official		90.00
Cindy H. Koether	Official		90.00
Ronald Lane	Official		90.00
James Junior Lee	Official		90.00
Jean W. Lee	Official	115.00	
	Training	25.00	
	Phone	10.00	
	Ballots	20.00	
	Mileage	15.00	185.00

April McBride	Official		90.00
Lora P. McElhenie	Official		90.00
Tola Morgan	Official	115.00	
	Training	25.00	
	Phone	10.00	
	Ballots	20.00	
	Mileage	10.00	180.00
Nancy Phaup	Official	100.00	
	Training	25.00	125.00
Rebecca L. Randolph	Official	100.00	
	Training	25.00	125.00
Mary G. Reed	Official		90.00
Rosalie B. Robertson	Official	100.00	
	Training	25.00	125.00
Harold (Brock) Robinson, Jr.	Official		90.00
Henry O. Shelton	Official		90.00
Bertha E. Shepperson	Official		90.00
Claudia Somers	Official	115.00	
	Training	25.00	
	Phone	10.00	
	Ballots	20.00	
	Mileage	10.00	180.00
J. Scott Simms	Official	115.00	
	Training	25.00	
	Phone	10.00	
	Ballots	20.00	
	Mileage	15.00	185.00
Phillip Somers	Official	115.00	
	Training	25.00	
	Phone	10.00	
	Ballots	20.00	
	Mileage	15.00	185.00
Lynn Skakum	Official		90.00
Margaret Stockton	Official	100.00	
	Training	25.00	125.00
Mt. Pleasant Church	Rent		200.00
Linda Timmons	Official	90.00	
	Training	25.00	115.00
James B. Towler	Official		90.00
Crystal Glenn Townsend	Official		90.00
Michael Scott Warner	Official		90.00
William Eugene Watson	Official	115.00	
	Training	25.00	
	Phone	10.00	
	Ballots	20.00	
	Mileage	5.00	175.00
Virginia H. Wilson	Official		90.00
Lucie Zehner	Official	115.00	
	Training	25.00	
	Phone	10.00	

	Ballots	20.00	
	Mileage	15.00	185.00
Farmville Printing	Ballots		356.50
Darlington Heights Volunteer Fire Dept.	Rent		200.00
Elks Lodge	Rent		200.00
Hampden Sydney Volunteer Fire Dept.	Rent		200.00
Mt. Zion Second Baptist Church	Rent		200.00
Prospect Volunteer Fire Department	Rent		200.00
Rice Volunteer Fire Department	Rent		200.00

REGISTRAR

Dale L. Bolt	Stamps		135.00
Key Office Supply	Ink cartridges / misc.	107.34	
	Ink cartridges	148.00	
	Rubber stamp	10.99	
	Faxphone	200.99	467.32

CIRCUIT COURT

Farmville Printing	Letterhead / business cards		124.95
Key Office Supply	Office supplies		60.15

SPECIAL MAGISTRATES

Key Office Supply	Surge protector / stapler		75.89
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CLERK OF THE CIRCUIT COURT

AT&T	Phone		43.70
CenturyLink	Phone		85.21
Kinex Networking Solutions	DSL		74.95
Manatron, Inc.	Plat scanning		140.00

LAW LIBRARY

AT&T	Phone		37.14
Matthew Bender & Company, Inc.	Model Jury Inst. Crim.		237.73

COMMONWEALTH'S ATTORNEY

Computer Projects of Illinois, Inc.	VCIN License maintenance		156.00
Treasurer of Virginia	Ipad service		135.15
National District Attorney Association	2013 Dues		95.00
Tenth Circuit Bar Association	Dues		360.00
Commonwealth Solutions	Shredding service		15.00
Key Office Supply	Laser cartridges	299.98	
	Post-it notes	6.99	306.97

VICTIM WITNESS ASSISTANCE PROGRAM

Cindy Sams	Mileage	132.09	
	Meals	32.85	164.94
Holiday Inn Express	Lodging		170.94

SHERIFF

East End Motor Company, Inc.	Inspection / cable	103.02	
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	Oil change / maintenance	117.67	
	Oil seal	101.16	
	Wiper arms / trans. kit	1,130.48	
	Door actuator	457.56	
	Hub kit / oil / wiper blades	675.33	
	Plug tire	20.00	
	Tires	784.88	3,390.10
Travis Harris, III	Mount / balance tires		164.54
CPI	License maintenance		156.00
Business Card	Postage	2.97	
	Parking	7.00	
	Meals & lodging	139.43	
	Training	790.00	
	Gas	30.00	
	Supplies for range	142.34	
	Flares & batteries	1,481.23	2,592.97
UPS	Shipping		18.68
Treasurer of Virginia	VCIN License maintenance		54.05
Kinex Networking Solutions	Backup data insurance		19.95
CenturyLink	Phone		7.97
US Cellular	Phone		653.85
Robert Goldman	Meals		77.28
Key Office Supply	Adhesive notes	104.00	
	Letter pads	6.99	
	Folders	22.99	
	Hanging file folders	13.98	147.96
Business Data of Virginia, Inc.	Norton Anti-virus		29.95
Diamond Springs	Water & equipment rental		93.40
Staples Advantage	Ink cartridge / labels	314.82	
	Ink cartridges	580.93	
	Office supplies	128.19	1,023.94
Walmart	Office supplies		19.40
Galls, LLC	Strobes for light bar		144.98
Commtronics of Virginia	Radio battery		77.35
Fire & Safety Equipment Company	Inspect extinguisher		4.95
Southern Police Equipment Company	Mag charger / batteries	156.50	
	Magazine / handcuff case	109.47	
	Shoes / belt / insignia	103.80	
	Shoes	130.10	
	Duty gear / nameplate	215.50	715.37
Town Police Supply - Richmond	Tactical holster		99.00
Quality Uniform Company, Inc.	Uniforms		1,190.00
TGIF	Alterations		188.00

FARMVILLE VOLUNTEER FIRE DEPARTMENT

Affiliated Computer Services	Software	965.00
Farmville Volunteer Fire Department	Insurance	7,886.50
Fire & Safety Equipment Company	Suspenders	187.00

RICE VOLUNTEER FIRE DEPARTMENT

John Deere Financial	Gas	233.18
Dominion Virginia Power	Electric service	677.67

PROSPECT VOLUNTEER FIRE DEPARTMENT

Treasurer of Virginia	Pulley & straps	75.00
Cyrus Pest Control Company	Exterminating service	45.00
Ellington Energy Service	Propane	635.52
Southside Electric Cooperative	Electric service	341.83
Southside Virginia Volunteer Firefighters Association	Dues	35.00
Verizon Wireless	Phone	65.30
Verizon	Phone	138.01

PAMPLIN VOLUNTEER FIRE DEPARTMENT

AT&T	Phone	92.74	
Carquest Appomattox	Oil filter / spark plugs	17.47	
Foster Fuels, Inc.	Propane	68.72	
	Generator hook up	555.13	623.85
J.E. Jamerson Building Supply	Battery charger	59.99	
	Door frame	221.00	
	Threshold / weatherstripping	40.35	321.34
Pamplin Exxon	Battery & parts	133.95	
	Fuel	215.90	
Verizon	Phone	123.02	
Dominion Virginia Power	Electric service	283.10	

MEHERRIN VOLUNTEER FIRE DEPARTMENT

Parker Oil Company, Inc.	Propane	459.18	
	Diesel	1,067.28	1,526.46
Verizon	Phone	167.37	
Dominion Virginia Power	Electric service	354.40	

EMERGENCY SERVICES

Korman Signs	Mile posts	672.66
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REGIONAL JAIL & DETENTION

Irongate Boundary Management	Electronic monitoring	810.00
Piedmont Regional Juvenile Detention Center	Juvenile detention	825.00
Piedmont Regional Jail	Inmate per diem	3,807.10

BUILDING OFFICIAL

Coy Leatherwood	Meal	7.26	
	Meeting registration	15.00	22.26

ANIMAL CONTROL

Lowe's	Staples / WD40 / squeegee	33.39
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REFUSE DISPOSAL

Resource International	Misc. work tasks	2,889.94	
	Storm water compliance	227.50	3,117.44
American Electric Motors	Pump motor		1,280.00
Farmville Wholesale Electric	Thermostat		20.72
Mid-Atlantic Irrigation	Pump seal & gasket		124.75
Moore Scale Service - Western Virginia	Serviced scales	313.00	
	Repaired scales	1,010.00	
	Install new keypad	473.44	
	Installed seal	802.50	2,598.94
Southern States	Hex net fence	164.97	
	Rubber straps	16.74	181.71
NAPA of Farmville	Oil & anti-freeze		36.74
Virginia Truck Center	Truck repairs		1,185.15
Arena Trucking Company	Trash collection		420.00
Wright's Excavating, LLC	Landfill operation		48,083.75
STEPS, Inc.	Recycling fee		1,514.82
Synergy Recycling, LLC	Electronic recycling		1,020.80
Southside Electric Cooperative	Virso site		80.68
Dominion Virginia Power	Rice site		62.69
AT&T	Phone		275.78
CenturyLink	Phone		131.56
O. O. Stiff, Inc.	Monthly service		662.50
East End Motor Company, Inc.	Flat repair	29.00	
	Tires	660.52	689.52

GENERAL PROPERTIES

Dominion Virginia Power	Courthouse	10,529.80	
	Scope building	147.37	
	Lights at Rice	111.20	
	Ag building	1,032.80	11,821.17
Town of Farmville	Water & sewer		130.15
CenturyLink	Phone		77.18
O. O. Stiff, Inc.	Monthly service		100.00
Aramark Uniform Services	Janitorial supplies		269.54
Diamond Paper Company	Paper towels / tissue		1,030.02
Lowe's	Cleaning supplies	75.66	
	Flush lever / valve	21.05	
	Locks / entry knob	91.11	
	Screws	12.50	
	Pneumatic access kit	30.02	
	Lightbulbs	26.56	
	Saw & blades	30.48	287.38
Wilco, Inc.	Trash bags / gloves		304.60
Diamond Springs	Water & equipment rental		29.80
Grainger	Hour meter / batteries		187.18
Price Supply Company, Inc.	Tank lever / flush valve		7.27
Cintas Corporation #524	Uniform rental		464.29
Ronald Van Eps	Gas		34.01
Davis GMC Truck, Inc.	Battery / reprogram PCM		192.40

East End Motor Company, Inc.	Tires / idler arm		1,011.67
	<u>CANNERY</u>		
Lowe's	Door threshold	31.40	
	Door closer / screen	95.63	
	PVC board / screen	80.16	
	Hasp lock / flap valve	21.76	
	Silicone / brads / screws	21.55	250.50
Ellington Energy Service	Heating oil		1,371.60
Hubert Company	Dicer parts		191.22
Virginia Food Works	Glass jars & lids		65.70
	<u>HEALTH DEPARTMENT</u>		
Prince Edward Health Department	1st Quarter support		44,441.00
	<u>COMPREHENSIVE SERVICES ACT</u>		
Bear Creek Academy	Professional services		8,525.00
Centra Health	Professional services		11,968.00
Crossroads Services Board	Professional services		460.00
North Spring Behavioral	Professional services		7,130.00
Treasurer of Bedford	Professional services		6,138.00
Don Wilhelm, L.C.S.W.	Professional services		800.00
	<u>PLANNING</u>		
Wendy Phelps	Corridor overlay		175.00
Business Data of Virginia, Inc.	Norton Anti-virus		29.95
	<u>ECONOMIC DEVELOPMENT</u>		
Sharon Lee Carney	Community outreach		500.00
Key Office Supply	Document holder	5.59	
	Glue	2.56	
	Ink cartridge / notepad	89.19	
	Ink cartridges	29.97	127.31
	<u>TOURISM</u>		
Ellington Energy Service	Propane		447.60
Town of Farmville	Water & sewer		50.73
CenturyLink	Phone		276.28
Magi Van Eps	Mileage & parking	106.15	
	Meals	71.90	
	Lodging	168.37	
	Ribbon	7.35	353.77
Key Office Supply	Ink cartridge	14.99	
	Letter pads	6.99	21.98
	<u>COOPERATIVE EXTENSION OFFICE</u>		
Treasurer, Virginia Tech	1st Quarter support		12,005.56
CenturyLink	Phone		102.54



	<u>GENERAL EXPENSE</u>	
Lumos Networks	Phone	2,751.30
Anthem BCBS	Cobra insurance	560.00
	<u>CAPITAL PROJECTS</u>	
Commworld	Reinstall phone software	765.00
Farmville Wholesale Electric	Breakers / panels / PVC	182.03
	Cable / fixture / breaker	266.56
	Wire / breaker / connector	167.18
		615.77
	<u>FORFEITED ASSETS FUND</u>	
Brian Butler	Software	206.97
	<u>SEWER FUND</u>	
Dominion Virginia Power	Sewer pump	28.83
	<u>RETIREMENT BENEFIT FUND</u>	
Vicki K. Johns	Retiree benefit	1,018.07
	<u>REVENUE SHARING FUND - VDOT</u>	
Haymes Brothers, Inc.	Rt. 786 road construction	394,602.98
Hurt & Proffitt, Inc.	Engineering - Rt. 786	33,951.18
	<u>PIEDMONT COURT SERVICES</u>	
Dominion Virginia Power	Electric service	193.81
CenturyLink	Phone	65.82
Lumos Networks	Phone	308.31
Julianna Ferrell	Mileage	218.09
Sandy Fox	Mileage	31.29
Sheena Franklin	Mileage	212.02
Sharon Gray	Mileage	241.39
Connie Stimpson	Mileage	140.55
	Office supplies	111.95
Renee T. Maxey	Mileage	35.52
Andy Mays	Mileage	48.84
Ashley Nash	Mileage	33.30
Dayna Stanley	Mileage	95.46
	Meeting refreshments	17.70
	Poster frame	10.47
Quill Corporation	Fax / copier cartridge	123.63
		166.97
	<u>PCS SUPERVISION FEES EXPENDITURES</u>	
SRP Corporation, LLC	Rent	2,383.00
Page Hardy	Cleaning service	210.00
	<u>PCS DRUG TESTING FEES</u>	
Alere Toxicology Services, Inc.	Drug testing	19.48

In Re: Highway Matters

Chairman Fore stated that Mr. Kevin Wright, VDOT Residency Administrator, was unable to attend.

Supervisor Campbell reported speeding on Route 693 (Campbell Hill Road) and requested a speed study for a lower speed limit or a speed bump to be installed.

Supervisor Gantt stated the dirt portion of Route 628 has been “torn up” by the logging trucks and requested work to even out the road.

Chairman Fore requested the status of the speed reduction study on Business 460 through Pamplin.

In Re: Appointments: Old Dominion Resource Conservation & Development

Chairman Fore stated that currently, Mildred B. Hampton is the Council Member representing Prince Edward County on the Old Dominion Resource Conservation & Development Council, and Mrs. Sarah Elam Puckett is the Alternate. Both terms expire December 31, 2012.

Mrs. Hampton has indicated that she is not interested in continuing to serve as the County’s representative on the RC&D. Mrs. Puckett serves at the pleasure of the Board.

Supervisor Cooper-Jones made a motion to authorize advertisement of the position of RC&D representative and alternate positions as Citizen Volunteer Positions for appointment at the December Board meeting; the motion carried:

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

.In Re: Local Emergency Management Performance Grant (LEMPG)

Mr. Wade Bartlett, County Administrator, stated the County was awarded an LEMPG grant from the Virginia Department of Emergency Management in the amount of \$9,436. This grant requires a local

match of \$9,436. The grant provides for \$750 to purchase equipment and \$8,686 for salary expenses. The county historically used these funds as part of Mr. Pickett's salary for the work he performed regarding his emergency management duties. Both the grant funds and the match were charged to Mr. Pickett's salary. A non-supplanting certification form is part of the grant application. This forbids localities from using grant funds to supplant / replace local funds. The receipt of the grant does not increase the County's local costs.

Mr. Bartlett recommended the Board appoint Mrs. Puckett as Acting Emergency Services Coordinator and Acting Hazardous Materials Coordinator; the salary adjustment and "acting" titles will be temporary until Mr. Pickett returns to duty. Mr. Bartlett added that a member of the staff must be NIMS Certified for the county to continue being eligible for any federal grants.

Discussion followed on the amount of the increase in salary and the cost to the County. Supervisor Gantt suggested the County hire someone to do the extra duties that have been taken on by the various staff members in Mr. Pickett's absence.

Supervisor Jones made a motion to appoint Mrs. Sarah Elam Puckett as Acting Emergency Services Coordinator and Acting Hazardous Materials Coordinator and increase Mrs. Puckett's salary by \$7,170 effective July 1, 2012 and approve the budget amendment and appropriate as follows:

		<u>Debit</u>	<u>Credit</u>
3-100-24040-0002	Emergency Services Grant		\$9,436
4-100-12110-1100	Salary & Wages	\$7,170	
4-100-12110-2100	FICA	\$ 548	
4-100-12110-2210	VRS	\$ 877	
4-100-12110-2400	Group Life Insurance	\$ 85	
4-100-12110-2700	Workers Compensation	\$ 6	
4-100-32500-5022	Comm. Em. Response	\$ 750	

The motion carried:

<p>Aye: Howard M. Campbell Pattie Cooper-Jones William G. Fore, Jr. Robert M. Jones Charles W. McKay Howard F. Simpson Jim R. Wilck</p>	<p>Nay: None</p>	<p>Abstain: Don C. Gantt, Jr.</p>
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In Re: Annual Contracts for Engineering Services

Mr. Bartlett stated the County issued an RFP for annual engineering services and received responses from eight firms:

1. Morton Thomas and Associates, Inc. (AMT)
2. Draper Aden Associates
3. Hurt & Profitt Incorporated
4. Maxey & Associates
5. Resource International, LTD
6. Timmons Group
7. WW Associates
8. Wiley/Wilson

Mr. Bartlett said he reviewed all proposals for the following criteria:

- (a) Project Team qualifications and experience
- (b) Offeror's project management approach
- (c) Representative projects
- (d) Knowledge of Prince Edward County, and
- (e) References

The County last awarded annual contracts to Draper Aden, Resource International and Wiley/Wilson.

Mr. Bartlett recommended the Board authorize entering into annual contracts with Draper Aden, Hurt & Profitt, Resource International, Maxey & Associates, and WW Associates. Mr. Bartlett reviewed qualifications of each named company and the service each has performed in the past for the County, if any.

After some discussion, Supervisor Wilck made a motion to remove Draper Aden from the recommendations and replace them with Timmons Group; the motion carried:

Aye: Howard M. Campbell  
Pattie Cooper-Jones  
Don C. Gantt, Jr.  
Howard F. Simpson  
Jim R. Wilck

Nay: William G. Fore, Jr.  
Robert M. Jones  
Charles W. McKay

Supervisor Gantt made a motion to authorize entering into annual contracts with Hurt & Profitt, Resource International, Maxey & Associates, Timmons Group, and WW Associates; the motion carried:

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

Nay: None

In Re: County Administrator's Report

Route 786 Update – Mr. Bartlett stated the scheduled meeting with representatives from VDOT on Friday, November 16, 2012, regarding the inspection of Route 786, has been changed to November 26, 2012. Mr. Bartlett stated the top coat of the road is on and the marking and striping of the road is being completed. The final inspection will be done on November 28. Mr. Bartlett said the County will want to ask VDOT to accept the road into the state system, which will require a resolution.

Supervisor Simpson made a motion, seconded by Supervisor McKay, to approve the Resolution requesting the Virginia Department of Transportation to add Route 786, Granite Falls Boulevard, to the secondary system of state highways, pursuant to Section 33.1-229, Code of Virginia; and to authorize the Board Chairman and County Administrator to sign all necessary documents; 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

Nay: Pattie Cooper-Jones

Supervisor Simpson made a motion to formally open Route 786, Granite Falls Boulevard, on Saturday, December 1, 2012; the motion carried:

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

Nay: None

## RESOLUTION

**WHEREAS**, the street described in the attached Additions Form AM-4.3, fully incorporated herein by reference, is shown on plats recorded in the office of the Clerk of Circuit Court of Prince Edward County; and

**WHEREAS**, the representative for the Virginia Department of Transportation has advised this Board that State Route 786 (Granite Falls Boulevard) meets the secondary road requirements established by the Virginia Department of Transportation; and

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Supervisors of the County of Prince Edward requests the Virginia Department of Transportation to add the road described on the attached Additions Form AM-4.3 to the secondary system of state highways, pursuant to Section 33.1-229, Code of Virginia; and

**BE IT FURTHER RESOLVED**, this Board guarantees a clear and unrestricted right-of-way, as described, and any necessary easements for cuts, fills and drainage; and

**BE IT FURTHER RESOLVED**, that a certified copy of this resolution be forwarded to the Residency Administrator for the Virginia Department of Transportation.

Court House Roof – Mr. Bartlett stated repeated attempts to stop all leaks in the roof of the Court House have not been successful. Various leaks have been located and repaired only to see new leaks develop quickly. The volume of the leak in the Atrium has been reduced, but not completely stopped as its exact location cannot be pinpointed. The County has had two contractors inspect the roof to determine if a fix could be made. Both contractors stated the problem is the existing shingles are cracking and any fix would only be temporary. Both recommended replacement of the shingles. Currently, all known leaks have been stopped with the exception of the one in the Atrium. Mr. Bartlett said the Board can choose to replace the roof now or wait until the next budget year.

Discussion followed regarding the original construction contract and if damage is from a product defect or an installation defect.

Chairman Fore suggested that staff contact the original construction company to inspect the roof. The Board concurred.

Jail Update – Mr. Bartlett advised the Board that the Jail is still losing money and at the current rate, localities will have to start subsidizing the Jail operation by December. This week the Jail Board met with Robert Huff, the jail's auditor. He was instructed to conduct a complete review of various options

regarding revenues and expenses and report back to the Jail Board by the end of November. Mr. Bartlett stated the County may need to begin to subsidize jail operations in December and the Board will have to amend the County budget to account for this unbudgeted expense.

Mr. Bartlett stated that Mr. Ernest Toney visited a large community in the state which is interested in sending more than 100 prisoners to the jail. There is the possibility of another small federal contract with the potential of 11 inmates housed at the jail. Mr. Bartlett added the Piedmont Regional Jail has sent out for an RFP for medical services for the jail.

Discussion followed.

In Re: Emergency Generator Grant

Mr. Bartlett stated that at the July Board meeting, a number of Board members expressed interest in the County pursuing grant funding for emergency generators. At the August Board meeting, County staff reported to the Board that a grant opportunity, which would help fund a back-up generator for the County's primary emergency operations center (EOC), was available through the Virginia Department of Emergency Management (VDEM). The Supplemental Emergency Management Performance Grant (SLEMPG) will provide up to \$50,000 in grant funding and has a 50/50 matching formula. The grant deadline was July 20, 2012; the County Administrator authorized staff to pursue the funding, with the proviso that the Board of Supervisors would have to approve the matching funds if the grant was awarded. The County has learned that the \$50,000 of grant funding has been awarded. The proposed grant request is for an 80 kW mobile generator, transfer switch, all accessory electrical requirements and the cost of installation. The total anticipated cost of the generator project is \$115,000 (which is approximately \$10,000 more than anticipated in August). As the grant will fund up to \$50,000, the required county match would be the remaining \$65,000. While more expensive than a fixed generator, the benefit of the mobile generator is that it can be moved to the location where it is most needed in the event of a power outage or an emergency.

Mr. Bartlett stated that after some discussion, it was determined the Ag building would be the best place for the back-up generator to be installed for use as the EOC as it is out of the flood plain. Discussion followed on the various sites considered and the costs associated with each.

Supervisor Gantt made a motion to approve acceptance of the \$50,000 of SLEMPG funding and authorize the County Administrator to sign all necessary documents, and approve the budget amendment and appropriation as follows:

<u>FY 2013 Budget Amendment</u>		<u>Debit</u>	<u>Credit</u>
3-100-24040-0130	SLEMPG		\$50,000
3-100-41050-0100	General Fund Balance		\$65,000
4-100-94000-0030	SLEMPG – Generator	\$115,000	

The motion carried:

Aye:	Howard M. Campbell Pattie Cooper-Jones William G. Fore, Jr. Don C. Gantt, Jr. Robert M. Jones Charles W. McKay Howard F. Simpson Jim R. Wilck	Nay:	None
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In Re: Access to Diesel at Schools

Mr. Bartlett stated a request has been received from the Volunteer Fire Departments to allow purchase of diesel from the Prince Edward County Schools. He explained the Superintendent asked for a formal request from the Board for the Volunteer Fire Departments and the Rescue Squad to purchase diesel from the school.

Supervisor Wilck made a motion to file a formal request with the Prince Edward County Schools to allow the Volunteer Fire Departments and the Rescue Squad to purchase diesel fuel from the schools; the motion carried:

Aye:	Howard M. Campbell Pattie Cooper-Jones William G. Fore, Jr. Don C. Gantt, Jr. Robert M. Jones Charles W. McKay Howard F. Simpson Jim R. Wilck	Nay:	None
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In Re: Buggs Island Update

Mr. Bartlett reported that he contacted the Tobacco Indemnification and Community Revitalization Commission for assistance in obtaining a status update regarding the Buggs Island wireless broadband project. Buggs Island experienced interference from another company serving western Virginia and parts of North Carolina, using the same newly licensed spectrum. Buggs Island had to turn their transmitters off, but anticipate having the issue corrected by the end of the year. Mr. Bartlett stated he will contact them at the end of this month for an update.

In Re: Reassessment Committee Report

Mr. Bartlett stated the Reassessment Committee met October 23, 2012. The Committee comprises Supervisor Gantt (Chair); Supervisor Simpson; Marshal Thackston (citizen appointee) and Beverly Booth, Commissioner of Revenue. Mr. Bartlett stated he was also in attendance.

Supervisor Gantt stated the Committee reviewed the letter sent to the Board of Supervisors from the Board of Equalization dated April 19, 2009. The main point of discussion centered on the practice of placing a “home site” on unimproved parcels. The committee was informed that approximately 1,085 parcels not located in Town limits or a subdivision had a home site placed on the parcel. The total taxable value of these home sites was \$61,204. After review of the letter and discussion the committee voted unanimously to recommend eliminating the practice of placing a “home site” on unimproved tax parcels that are not in a subdivision or located in the Town limits.

The Commissioner of Revenue updated the Committee on the current sales ratio which, for 2012, is 100% and for 2011, was 95.4%. The sales ratio is calculated by the state and compares the tax assessment to the actual sales price of property. A ratio of 100% means the sales price matches the tax assessment while a ratio of less than 100% means the tax assessment is less than the sales price.

Supervisor Gantt stated Committee members requested an RFP be issued for reassessment services. The committee was informed the Board of Supervisors had already approved the issuance of an RFP for these services. Supervisor Gantt reported the remainder of the conversation centered on specific valuation policies and the need of the County and the Board of Equalization to understand the policies used by the assessment firm. The Committee recommends that once the reassessment firm has been chosen, the

Board of Supervisors authorize the Committee to meet with the firm to discuss specific valuation policies and make recommendations to the Board of Supervisors.

Discussion followed on the instructions to be presented to the assessors and the Board of Equalization. Mrs. Sarah E. Puckett, Assistant County Administrator, stated that the assessors must follow the guidelines as set forth by the Department of Taxation.

Supervisor Gantt made a motion to only place “home sites” on unimproved parcels that are either located in the Town limits or in a subdivision; to allow the Committee to meet with the selected reassessment firm to discuss specific valuation policies and make recommendations to the Board of Supervisors; the motion carried:

Aye:	Howard M. Campbell Pattie Cooper-Jones William G. Fore, Jr. Don C. Gantt, Jr. Robert M. Jones Charles W. McKay Howard F. Simpson Jim R. Wilck	Nay:	None
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In Re: FY 13 Budget Amendment

Mr. Bartlett stated that on February 14, 2012, the Board of Supervisors held a public hearing to amend the FY12 budget after which the Board amended the budget of both the General and Revenue Sharing funds to fund the construction of Route 786. This project continued into the current budget year. The budget approved at the beginning of the current fiscal year did not contain funds associated with this project because the amount of work that would be completed and expensed and the amount of funds received from VDOT on June 30, 2012 was not known. The County received the full amount of the cash from the VRA 2011 financing in the last fiscal year. With the project nearing completion it is now time to amend the FY13 budget to reflect the expenditure of Funds in the current fiscal year.

Mr. Bartlett said that Section 15.2-2507 of the *Code of Virginia* requires a public hearing when the Board of Supervisors makes amendments to the County Budget when such amendment exceeds one percent of the total expenditures shown in the adopted budget. He said this amendment exceeds one percent; the County’s auditor is determining which expenditures will be charged to the last Fiscal Year and determining the exact budget adjustment required for the current fiscal year. The exact budget amendment will be

available prior to any required advertisement for the public hearing and any adjustments will reduce the amount of expenditures for the project.

Supervisor Wilck made a motion to authorize advertisement for a public hearing to be held at the December 11, 2012 meeting on the proposed FY 13 Budget Amendment as follows:

<u>FY 2013 Budget Amendment</u>		<u>Debit</u>	<u>Credit</u>
3-740-24040-0001	State Revenue Sharing		\$1,759,980
3-740-24040-0005	State VDOT Funds		\$ 500,000
3-740-41050-0740	From VDOT Revenue Sharing Fund Balance		\$ 65,376
4-740-94000-0786	Route 786 Project	\$2,325,356	

The motion carried:

Aye: Howard M. Campbell      Nay: None      Abstain: Pattie Cooper-Jones  
 William G. Fore, Jr.  
 Don C. Gantt, Jr.  
 Robert M. Jones  
 Charles W. McKay  
 Howard F. Simpson  
 Jim R. Wilck

In Re: First Baptist Church

Mr. Bartlett stated a letter has been received from the Virginia Department of Historic Resources concerning the proposed nomination of First Baptist Church to the Virginia Landmarks Register and for recommendation to the National Register for Historic Places.

After some discussion, Supervisor Jones made a motion to authorize the County Administrator to send a Letter of Endorsement for this proposed nomination to the National Register of Historic Places and for inclusion in the Virginia Landmarks Register; the motion carried:

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

In Re: Salary Adjustments

Mr. Bartlett stated that Vice Chairman Simpson and Chairman Fore requested that the discussion of adjusting the salaries by two steps of the three employees who are responsible for the cleaning of the AG building be revisited.

During the October Board meeting, the duties of these three employees were increased when the part-time employee who cleaned on-half of the building retired. That position will not be filled and the responsibility of the position was divided between the three full-time employees. Not filling the part-time position equates to an annual savings to the County of \$19,639.

Mr. Bartlett said with the increase in duties it is proposed to increase the three workers' salary by two steps. This equates to approximately a 4.5% increase for each employee. The total cost increase for all three including benefits of the proposal is \$4,460. After this proposed increase the County would realize a net savings of \$15,179 annually.

Discussion followed.

Supervisor Wilck made a motion to grant the proposed increase in salary to two maintenance staff.

Supervisor Gantt made a substitute motion to grant the proposed increase in salary to two maintenance staff members and to make a policy for handling of salary increases only at budget time.

After some discussion, Supervisor Wilck withdrew his motion.

Supervisor Gantt amended his motion, seconded by Supervisor Wilck, to grant the proposed increase in salary and to make a policy to not allow salary increases, bonuses, vacation days, benefits or any other monetary changes in pay except as set forth in the County's annual budget, effective November 1, 2012; the motion carried:

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

Nay: None

In Re: Animal Warden's Report

Mr. Ray Foster, Animal Warden, submitted a report for the month of October 2012, which was reviewed and ordered to be filed with the Board papers.

In Re: Building Official's Report

Mr. Coy Leatherwood, Building Inspector, submitted reports for the month of October 2012, which was reviewed and ordered to be filed with the Board papers.

In Re: PERT Ridership Report

The Board reviewed the October 2012 ridership report from PERT and ordered them to be filed with the Board papers.

In Re: Prince Edward County Public Schools

Mr. K. David Smith, School Superintendent, submitted a financial summary report for the month of October 2012, which was reviewed and ordered to be filed with the Board papers.

In Re: Tourism and Visitor Center Report

Mrs. Magi Van Eps, Tourism & Visitor Center Coordinator, submitted a report for the month of October 2012, which was reviewed and ordered to be filed with the Board papers.

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

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

the meeting was adjourned at 8:54 p.m.





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

**Meeting Date:** December 11, 2012  
**Item No.:** 5-c  
**Department:** County Administration  
**Staff Contact:** Barbara Poulston  
**Issue:** Consent Agenda - Review of Accounts & Claims

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**Summary:** The bill list for November 2012 is attached for your review.

**Attachments:** November 2012 Bill List

**Recommendation:** None.

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

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

Cooper-Jones \_\_\_\_\_  
Jones \_\_\_\_\_  
Wilck \_\_\_\_\_

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

FROM DATE- 11/19/2012  
TO DATE- 11/29/2012

ACCOUNTS PAYABLE CHECKS  
PRINCE EDWARD

FUND NO.	DESCRIPTION	\$\$\$ PAY	\$\$\$
100			\$261,648.74
741	PIEDMONT COURT SERVICES FUND		\$3,332.02
	TOTAL		264,980.76



MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
011010	BOARD OF SUPERVISORS				
5530	11894	Travel-Subsistence & Lodg BUSINESS CARD	0460PUCKETT1112	CREDIT	280.69 - 280.69 -*
5540	11894	Travel-Convention & Educa BUSINESS CARD	0460PUCKETT1112	VACO REGISTRATIONS	1,575.00 1,575.00 * 1,294.31 **
012110	COUNTY ADMINISTRATOR				
2700	31421	Worker's Compensation VACORP	6845 WK COMP3/4	WORKERS COMPENSATION	68.75 68.75 *
5210	25483	Postal Services PITNEY BOWES FINANCL SERV	6804124 NV12	POSTAGE METER LEASE	29.00 29.00 *
5230	30439	Telecommunications US CELLULAR	816442183 1112	PHONE	122.02 122.02 *
55540	11894	Travel-Convention & Educa BUSINESS CARD	0460PUCKETT1112	VACO REGISTRATION	225.00 225.00 *
6001	13369	Office Supplies DIAMOND SPRINGS	11393100 1112	WATER & EQUIP RENTAL	15.90
	32138	WAL-MART COMMUNITY/GEGRB	2238 CO ADM1112	HALLOWEEN CANDY	129.20
	32138	WAL-MART COMMUNITY/GEGRB	2238 CO ADM1112	HALLOWEEN CANDY	72.16
				ACCOUNT TOTAL	217.26 *
				MAJOR TOTAL	662.03 **
012210	LEGAL SERVICES				
2700	31421	Worker's Compensation VACORP	6845 WK COMP3/4	WORKERS COMPENSATION	10.00 10.00 * 10.00 **
012310	COMMISSIONER OF REVENUE				
2700	31421	Worker's Compensation VACORP	6845 WK COMP3/4	WORKERS COMPENSATION	42.00 42.00 *
6012	23161	Books & Subscriptions NADA USED CAR GUIDE	365278	SUBSCRIPTION	12.00 12.00 * 54.00 **
012410	TREASURER				
2700	31421	Worker's Compensation VACORP	6845 WK COMP3/4	WORKERS COMPENSATION	50.00 50.00 *

MAJOR# ACCT# 5410	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	ACCOUNT TOTAL	MAJOR TOTAL	AMOUNT
012510	25483	PITNEY BOWES FINANCL SERV	6924195 NV12	QTR LEASE-MAIL SYSTM	1,662.00	1,662.00 *	1,662.00
3160		INFORMATION TECHNOLOGY			1,662.00 *	1,712.00 **	
	11902	Professional Services	20101397	TRAVEL EXPENSE	125.00		125.00
	11902	BUSINESS DATA OF VA, INC.	20101402	TRAVEL EXPENSE	125.00		125.00
	11902	BUSINESS DATA OF VA, INC.	20101407	TRAVEL EXPENSE	375.00 *		375.00 *
					375.00 *	375.00 **	
013100		ELECTORAL BOARD AND OFFICIALS			469.50		469.50
3500	15380	Printing	REGISTRAR 1112	VOTER INFO ENVELOPES	469.50 *	469.50 **	
2700	31421	Worker's Compensation	6845 WK COMP3/4		17.00		17.00 *
3600	15240	Advertising	REGISTRAR 1112	ADVERTISING	112.75		112.75 *
5210	30550	Postal Services	POSTAGE 1112	POSTAGE	112.75 *		112.75 *
021100		CIRCUIT COURT			360.00		360.00 *
2700	31421	Worker's Compensation	6845 WK COMP3/4	WORKERS COMPENSATION	360.00 *	489.75 **	489.75 **
021200		GENERAL DISTRICT COURT			9.00		9.00 *
5230	30439	Telecommunications	816442183 1112	PHONE	9.00 *	9.00 **	9.00 **
021600		CLERK OF THE CIRCUIT COURT			25.38		25.38 *
2700	31421	Worker's Compensation	6845 WK COMP3/4	WORKERS COMPENSATION	25.38 *	25.38 **	25.38 **
					69.00		69.00 *

MAJOR#	ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
021800	6001	15380	FARMVILLE PRINTING	CLERK 1112	EXHIBIT LABELS	92.42 *
					ACCOUNT TOTAL	92.42 *
					MAJOR TOTAL	161.42 **
021800	5230	21319	Telecommunications CENTURYLINK	309478607	PHONE	39.66 *
					ACCOUNT TOTAL	39.66 *
6012		21761	Books and Subscriptions LEXISNEXIS	1210062068	ONLINE SERVICE	239.00
		22210	MATTHEW BENDER & CO INC	39097862	FORMS 2012 V3B & V4	332.01
					ACCOUNT TOTAL	571.01 *
					MAJOR TOTAL	610.67 **
022100			COMMONWEALTH'S ATTORNEY			
2700		31421	Worker's Compensation VACORP	6845 WK COMP3/4	WORKERS COMPENSATION	96.00 *
					ACCOUNT TOTAL	96.00 *
					MAJOR TOTAL	96.00 **
022200			VICTIM WITNESS ASSISTANCE PROGRAM			
2700		31421	Workmen's Compensation VACORP	6845 WK COMP3/4	WORKERS COMPENSATION	10.00 *
					ACCOUNT TOTAL	10.00 *
6001		20600	Office Supplies KEY OFFICE SUPPLY	421406	INK CARTRIDGE/APPTBK	185.88
		20600	KEY OFFICE SUPPLY	421665	FLASH DRIVE/PAPER	31.65
					ACCOUNT TOTAL	217.53 *
					MAJOR TOTAL	227.53 **
031200			SHERIFF			
2700		31421	Worker's Compensation VACORP	6845 WK COMP3/4	WORKERS COMPENSATION	3,257.00 *
					ACCOUNT TOTAL	3,257.00 *
3170		22345	Drug Testing MEDTOX DIAGNOSTICS INC	321173	DRUG TESTING KITS	486.41
		22347	MEDTOX LABORATORIES INC	10201294888	DRUG TESTING	50.00
					ACCOUNT TOTAL	536.41 *
3310		12742	Repairs/Maintenance COMMTRONICS OF VIRGINIA	205830	RADIO REPAIR	91.18
		12742	COMMTRONICS OF VIRGINIA	205831	RADIO REPAIR	82.00
					ACCOUNT TOTAL	173.18 *
3311		11775	Repairs & Maint-Auto & Eq BURKEVILLE BODY SHOP	27243	AUTO REPAIRS	1,632.88



MAJOR#	ACCT#	FUND #	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
7003	032200			VOLUNTEER FIRE DEPARTMENT			
			11240	Payment to Prospect VFD			
			15150	BENCHMARK COMMUNITY BANK	PROSPECT TRK#10	TRUCK PAYMENT	3,500.00
			29332	FARMVILLE AUTO PARTS	82957	GAS CAN/OIL	57.97
			31844	TOWN OF FARMVILLE	805 PROSPECT1112	FUEL	550.62
			31844	DOMINION VA POWER	6120897506 1112	ELECTRIC SERVICE	5.66
			31846	DOMINION VA POWER	7600812502 1112	ELECTRIC SERVICE	6.15
			31846	DOMINION VA POWER	7020850009 1112	ELECTRIC SERVICE	290.43
			31846	DOMINION VA POWER	8898799252 1112	ELECTRIC SERVICE	16.32
						ACCOUNT TOTAL	4,427.15 *
7004				Payment to Darlington VFD			
			10851	ATLANTIC EMERGENCY	EOS6118P	LADDER BRACKET	100.00
			12024	C W WILLIAMS	553653	HOOD	52.07
			12024	C W WILLIAMS	555435	FOOT SWITCH	144.99
			12024	C W WILLIAMS	555775	HOSE REWIND SWITCH	28.32
			12996	CYRUS PEST CONTROL CO	NOV 2012	EXTERMINATING SERVIC	45.00
			14300	EAST END MOTOR CO INC	92351	TIEROD/FOGLIGHT/BULB	313.91
			28640	SOUTHSIDE ELECTRIC COOP	38156001 1112	ELECTRIC SERVICE	264.61
			31335	VERIZON	248 6805 1112	PHONE	138.09
						ACCOUNT TOTAL	1,086.99 *
7007				Payment to Meherrin VFD			
			25246	PARKER OIL CO INC	654959	PROPANE	100.99
			30439	US CELLULAR	811808312 1112	PHONE	264.66
			31335	VERIZON	736 0633 1112	PHONE	166.89
			31846	DOMINION VA POWER	0519881510 1112	ELECTRIC SERVICE	272.99
			31846	DOMINION VA POWER	1913347348 1112	ELECTRIC SERVICE	33.40
			31846	DOMINION VA POWER	2725824417 1112	ELECTRIC SERVICE	13.76
			32146	WATKINS INSURANCE AGENCY	26127	PKG/AUTO/UMERLLA INS	3,551.00
						ACCOUNT TOTAL	4,403.69 *
7010			17776	First Responders	12-13 SUPPRT2/2	12-13 SUPPORT	2,500.00
				HAMPDEN-SYDNEY VOL FIRE			2,500.00 *
8010			25720	PE Firefighters Assoc	12-13 SUPPRT2/2	12-13 SUPPORT	3,000.00
				PRINCE EDWARD AREA FIRE-			3,000.00 *
						ACCOUNT TOTAL	15,417.83 **
032300				AMBULANCE AND RESCUE SERVICES			
7005			25880	Prince Edward Rescue Squa	12-13 SUPPRT3/4	12-13 SUPPORT	15,000.00
				PRINCE EDWARD VOL RESCUE			15,000.00 *
7006			25201	Pamplin Rescue Squad	12-13 SUPPRT2/2	12-13 SUPPORT	2,000.00
				PAMPLIN VOL FIRE DEPT EMS			2,000.00 *
7008			22349	Meherrin Rescue Squad	12-13 SUPPRT3/4	12-13 SUPPORT	2,500.00
				MEHERRIN FIRE & RESCUE			2,500.00 *
						ACCOUNT TOTAL	19,500.00 **

MAJOR#	ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
2700		31421	Worker's Compensation VACORP	6845 WK COMP3/4	WORKERS COMPENSATION	174.00
	5230	30439	Telecommunications US CELLULAR	816442183 1112	PHONE	174.00 *
	5880	29642	2% Blg Permit Surcharge TREASURER OF VIRGINIA	PERMIT LEVY1112	2% LEVY ON PERMITS	25.38
						25.38 *
035100			ANIMAL CONTROL			ACCOUNT TOTAL
	2700	31421	Worker's Compensation VACORP	6845 WK COMP3/4	WORKERS COMPENSATION	218.00
	3110	29458	Vet Care TREASURER OF VIRGINIA	B012632	NECROPSY	218.00 *
	5110	31844	Electrical Services DOMINION VA POWER	0890745003 1112	ELECTRIC SERVICE	ACCOUNT TOTAL
						223.00
	5230	21319	Telecommunications CENTURYLINK	310119726 1112	PHONE	223.00 *
		30439	US CELLULAR	816442183 1112	PHONE	ACCOUNT TOTAL
						130.83
						50.76
						181.59 *
						832.14 **
036100			BIOSOLIDS MONITORING			ACCOUNT TOTAL
	2700	31421	Worker's Compensation VACORP	6845 WK COMP3/4	WORKERS COMPENSATION	181.00
	5230	30439	Telecommunications US CELLULAR	816442183 1112	PHONE	181.00 *
						ACCOUNT TOTAL
						25.38
						25.38 *
						206.38 **
042300			REFUSE DISPOSAL			ACCOUNT TOTAL
	2700	31421	Worker's Compensation VACORP	6845 WK COMP3/4	WORKERS COMPENSATION	2,489.00
	3310	10331	Repairs/Maintenance AMERICAN ELECTRIC MOTORS	17517	ELECTRIC MOTOR	2,489.00 *
		11894	BUSINESS CARD	0460PUCKETT1112	COUPLING INSERTS	739.52
		11894	BUSINESS CARD	0460PUCKETT1112	MOTOR STARTER	122.45
						640.23
						1,502.20 *

MAJOR#	ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
3311	19033	28596	Repairs & Maint-Auto & Eq JIMMY'S SERVICECENTER SOUTHERN STATES	NOV 19 2012 24308	TRUCK MAINTENANCE STRAPS & GLOVES	497.45 26.73 524.18 *
					ACCOUNT TOTAL	
3840	10811	27191	Contract Landfill - POS ARENA TRUCKING COMPANY RESOURCE INTERNATIONAL	NOV 2012 38836	TRASH COLLECTION GROUNDWTR MONITORING	368.00 5,155.49 5,523.49 *
					ACCOUNT TOTAL	
3841	14723	14723	Purchase of Serv - Recycli EMANUEL TIRE OF VIRGINIA	471569	TIRE RECYCLING	562.80
	14723	29029	EMANUEL TIRE OF VIRGINIA	471599	TIRE RECYCLING	495.60
	29029		SYNERGY RECYCLING LLC	1200225	ELECTRONIC RECYCLING	1,385.82
					ACCOUNT TOTAL	2,444.22 *
5110	28640	31844	Electrical Services SOUTHSIDE ELECTRIC COOP	1143790001 1112	DH SITE	81.79
	31844	31844	DOMINION VA POWER	5181167213 1112	LEACHATE PUMP	48.12
	31844	31846	DOMINION VA POWER	8970737501 1112	SCALEHOUSE	100.92
	31846	31846	DOMINION VA POWER	0670040567 1112	CELL C PUMP STATION	11.52
	31846	31846	DOMINION VA POWER	1144204110 1112	GREEN BAY SITE	54.66
	31846	31846	DOMINION VA POWER	7471653571 1112	WORSHAM SITE	89.76
	31846	31846	DOMINION VA POWER	8601161519 1112	PROSPECT SITE	100.83
	31846		DOMINION VA POWER	9176847250 1112	LANDFILL SITE	36.23
					ACCOUNT TOTAL	523.83 *
5230	10105	10105	Telecommunications AT&T	223 1595 1112	PHONE	123.10
	10105	10105	AT&T	392 9223 1112	PHONE	37.14
	10105	21319	AT&T	574 4166 1112	PHONE	37.14
	21319	21319	CENTURYLINK	309326764 1112	PHONE	49.00
	21319	21319	CENTURYLINK	309480181 1112	PHONE	58.39
	21319	21319	CENTURYLINK	309553498 1112	PHONE	49.17
	21319	21319	CENTURYLINK	309615846 1112	PHONE	47.19
	21319	21319	CENTURYLINK	309714661 1112	PHONE	35.40
	30439	31335	CENTURYLINK	310039285 1112	PHONE	25.38
	31335		US CELLULAR	816442183 1112	PHONE	47.48
	31335		VERIZON	248 5696 1112	PHONE	73.53
				736 2828 1112	PHONE	633.18 *
					ACCOUNT TOTAL	
6008	25782		Vehicle & Powered Equip F PRINCE EDWARD CO PBLC SCH	DIESEL OCT 2012	DIESEL	1,733.42
					ACCOUNT TOTAL	1,733.42 *
					MAJOR TOTAL	15,373.52 **
043200	GENERAL	PROPERTIES				
2700	31421		Worker's Compensation VACORP	6845 WK COMP3/4	WORKERS COMPENSATION	1,267.00
					ACCOUNT TOTAL	1,267.00 *
3310	10172		Repairs/Maintenance AIR CONDITIONING EQUIPMNT	62869	HVAC ANNUAL CONTRACT	3,520.00

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INVOICE NUMBER	DESCRIPTION	AMOUNT
5110	24086	OK TERMITES & PEST CONTROL	NOVEMBER 2012	EXTERMINATING SERVICE	150.00
				ACCOUNT TOTAL	3,670.00 *
	28640	Electrical Services	114379002	SRR LIGHTS	30.14
	31844	SOUTHSIDE ELECTRIC COOP	1230385005	ROY CLARK MONUMENT	15.49
	31844	DOMINION VA POWER	9670710004	SHOP	31.84
	31846	DOMINION VA POWER	4951935099	SHERIFF DEPT SHED	5.66
	31846	DOMINION VA POWER	5856894620	WORSHAM CLERK OFFICE	13.23
				ACCOUNT TOTAL	96.36 *
5230	10105	Telecommunications	223 8665	PHONE	37.12
	21319	AT&T	310262069	PHONE	52.85
	21319	CENTURYLINK	310441360	PHONE	77.10
	30439	CENTURYLINK	816442183	PHONE	77.53
		US CELLULAR			244.60 *
6007	13369	Repairs and Maintenance S	11393100	WATER & EQUIP RENTAL	15.90
		DIAMOND SPRINGS			15.90 *
6008	25782	Vehicle & Powered Equip F	DIESEL OCT 2012	DIESEL	152.95
		PRINCE EDWARD CO PBLIC SCH			152.95 *
6009	29083	Vehicle & Powered Equip S	IN13311	OIL	17.88
	29083	TAYLOR-FORBES EQUIP CO	IN13612	DUST CAP	10.80
	29083	TAYLOR-FORBES EQUIP CO	IN13700	HYDRAULIC FLUID/OIL	107.85
				ACCOUNT TOTAL	136.53 *
				MAJOR TOTAL	5,583.34 **
043400		CANNERY			
2700	31421	Worker's Compensation	6845 WK COMP3/4	WORKERS COMPENSATION	182.00
		VACORP			182.00 *
3310	13664	Repairs & Maintenance	1716	SOLID STATE RELAY	80.14
		DIXIE CANNER COMPANY			80.14 *
5110	28640	Electrical Services	44435001	ELECTRIC SERVICE	229.93
		SOUTHSIDE ELECTRIC COOP			229.93 *
5230	21319	Telecommunications	310248529	PHONE	176.96
	30439	CENTURYLINK	816442183	PHONE	25.38
		US CELLULAR			202.34 *
				ACCOUNT TOTAL	694.41 **
053500		COMPREHENSIVE SERVICES ACT			
3160	12929	CSA Programs	FAPT/CPMT 1112	PROFESSIONAL SERVICE	230.00
		CROSSROADS SERVICES BD			



MAJOR#	ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
		14933	FAMILY PRESERVATION SERV	BAKA071196	PROFESSIONAL SERVICE	525.00
		14933	FAMILY PRESERVATION SERV	BOOL061997	PROFESSIONAL SERVICE	630.00
		14933	FAMILY PRESERVATION SERV	CARD120101	PROFESSIONAL SERVICE	175.00
		14933	FAMILY PRESERVATION SERV	RUSM041800	PROFESSIONAL SERVICE	638.75
		16672	GRAFTON SCHOOL INC	1854	PROFESSIONAL SERVICE	5,670.00
		16672	GRAFTON SCHOOL INC	2068	PROFESSIONAL SERVICE	5,730.00
		16672	GRAFTON SCHOOL INC	3197	PROFESSIONAL SERVICE	5,250.00
		16672	GRAFTON SCHOOL INC	5145	PROFESSIONAL SERVICE	5,010.00
		21805	LOGAN LETRICIA R	NOVEMBER 2012	FOSTER CARE	666.00
		29152	THE HUGHES CENTER	6171	PROFESSIONAL SERVICE	5,566.00
					ACCOUNT TOTAL	30,090.75 *
					MAJOR TOTAL	30,090.75 **
053501			OTHER WELFARE/SOCIAL SERVICES			
5608		28097	SCOPE/Meals on Wheels	12-13 SUPPRT2/2	12-13 SUPPORT	2,500.00
			SCOPE/MEALS ON WHEELS			2,500.00 *
5637		15140	FACES	12-13 SUPPRT2/2	12-13 SUPPORT	2,137.50
			FACES, INC			2,137.50 *
5646		17759	HOPE	12-13 SUPPRT2/2	12-13 SUPPORT	4,750.00
			HOPE			4,750.00 *
5650		29931	Tri-County Life Learners	12-13 SUPPRT2/2	12-13 SUPPORT	1,662.50
			TRI-COUNTY LIFE LEARNERS			1,662.50 *
5651		28604	Southside Center for Viol	12-13 SUPPRT2/2	12-13 SUPPORT	3,750.00
			SOUTHSIDE CENTER FOR			3,750.00 *
5653		21808	Longwood Center for Visua	12-13 SUPPRT2/2	12-13 SUPPORT	1,247.00
			LONGWOOD CNTR FOR VISUAL			1,247.00 *
5654		17006	Habitat for Humanity	12-13 SUPPRT2/2	12-13 SUPPORT	2,375.00
			HABITAT FOR HUMANITY			2,375.00 *
			CONTRIBUTIONS TO COLLEGES			18,422.00 **
068100						
5643		21824	Longwood Small Bus Dev Ce	12-13 SUPPRT2/2	12-13 SUPPORT	3,537.00
			LONGWOOD SMALL BUSINESS			3,537.00 *
			SUPERVISION OF PARKS & RECREATION			3,537.00 **
071100						
5642		17480	Heart of Virginia Festiva	12-13 SUPPORT	12-13 SUPPORT	2,850.00
			HEART OF VA FESTIVAL			2,850.00 *

MAJOR# ACCT# 5644	VENDOR NUMBER 29332	VENDOR NAME Heart of VA Fireworks TOWN OF FARMVILLE	INV# 2013 FIREWORKS	DESCRIPTION 2013 HEART VA FIRWKS	AMOUNT 2,500.00 2,500.00 * 5,350.00 **
072200	MUSEUMS				ACCOUNT TOTAL MAJOR TOTAL
5641	27650	Robert R. Moton Museum ROBERT RUSSA MOTON MUSEUM	12-13 SUPPRT3/4	12-13 SUPPORT	2,500.00 2,500.00 * 2,500.00 **
073500	PUBLIC LIBRARY				ACCOUNT TOTAL MAJOR TOTAL
5640	15400	Contribution To Library FARMVILLE-PE COMM LIBRARY	12-13 SUPPRT3/4	12-13 SUPPORT	48,039.00 48,039.00 * 48,039.00 **
081100	PLANNING				ACCOUNT TOTAL MAJOR TOTAL
64 2700	31421	Worker's Compensation VACORP	6845 WK COMP3/4	WORKERS COMPENSATION	209.00 209.00 *
3161	16183 16195 17883 19875 21525 22170 29386	Planning Commission GILFILLAN SALLY W GILLIAM DONALD B HUNT PRESTON JONES ROBERT M LEATHERWOOD CLIFFORD JACK MASON ROBERT CHRISTOPHER TOWNSEND JOHN F III	NOV 13 2012 NOV 13 2012 NOV 13 2012 NOV 13 2012 NOV 13 2012 NOV 13 2012 NOV 13 2012	COMMISSION MTG COMMISSION MTG COMMISSION MTG COMMISSION MTG COMMISSION MTG COMMISSION MTG COMMISSION MTG	100.00 100.00 100.00 100.00 100.00 100.00 700.00 *
5230	30439	Telecommunications US CELLULAR	816442183 1112	PHONE	56.77 56.77 *
5510	16195 17883 19875 22170 29386	Travel-Mileage GILLIAM DONALD B HUNT PRESTON JONES ROBERT M MASON ROBERT CHRISTOPHER TOWNSEND JOHN F III	NOV 13 2012 NOV 13 2012 NOV 13 2012 NOV 13 2012 NOV 13 2012	MILEAGE MILEAGE MILEAGE MILEAGE MILEAGE	22.20 22.20 5.55 9.99 8.32 68.26 *
5540	11894	Travel-Convention & Educa BUSINESS CARD	0460PUCKETT1112	TRAINING	90.00 90.00 *
6001	11894	Office Supplies BUSINESS CARD	0460PUCKETT1112	CALENDARS	58.96 58.96 * 1,182.99 **

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
081200	5647	Chamber of Commerce FARMVILLE CHAMBER OF	12-13 SUPPRT2/2	12-13 SUPPORT	2,375.00 *
		Farmville Airport TOWN OF FARMVILLE	12-13 AIRPRT2/2	12-13 AIRPORT SUPPRT	2,375.00 *
		Piedmont Area Transit PIEDMONT AREA TRANSIT	12-13 SUPPRT3/4	12-13 SUPPORT	4,750.00 *
081500		ECONOMIC DEVELOPMENT			4,750.00 *
2700	31421	Worker's Compensation VACORP	6845 WK COMP3/4	WORKERS COMPENSATION	2,500.00 *
5210	11894	Postal Services BUSINESS CARD	2078 CARNEY1112	POSTAGE	2,500.00 *
65	30439	Telecommunications US CELLULAR	816442183 1112	PHONE	9,625.00 **
5530	11894	Travel-Subsistence & Lodg BUSINESS CARD	2078 CARNEY1112	MEALS	247.00 *
5899	11894	Special Projects BUSINESS CARD	2078 CARNEY1112	COOKIES (BUS TOUR)	92.54 *
	17333	HAYMES BROTHERS INC	12 0001 002	LAY SLOPE-DAVIS PRTY	25.38 *
081600		TOURISM			25.38 *
2700	31421	Worker's Compensation VACORP	6845 WK COMP3/4	WORKERS COMPENSATION	110.00 *
5110	31846	Electrical Services DOMINION VA POWER	0675198071 1112	ELECTRIC SERVICE	110.00 *
	31846	DOMINION VA POWER	1059387447 1112	ELECTRIC SERVICE	6.13
5210	11894	Postal Services BUSINESS CARD	0460PUCKETT1112	UPS	22,500.00 *
5230	21319	Telecommunications CENTURYLINK	310393238 1112	PHONE	22,506.13 *
6001	32138	Office Supplies WAL-MART COMMUNITY/GEGRB	2238 CO ADM1112	OFFICE SUPPLIES	22,981.05 **
					9.00 *
					9.00 *
					200.82
					50.22
					251.04 *
					22.88 *
					22.88 *
					288.59 *
					288.59 *
					28.30 *
					28.30 *
					599.81 **
					599.81 **

MAJOR#	ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5641	082400	25440	SOIL & WATER CONSERVATION DISTRICT	12-13 SUPPRT3/4	12-13 SUPPORT	2,960.00 *
			Donation - PS&WCD			2,960.00 *
			PIEDMONT SOIL & WATER			2,960.00 **
091000			GENERAL EXPENSE			
5230		23933	Internal Telecom Account	165866886	PHONE	2,758.07 *
			LUMOS NETWORKS			2,758.07 *
5803			Internal Fuel Account			
		28597	SOUTHERN STATES COOP INC	14753	GAS	3,494.53
		28597	SOUTHERN STATES COOP INC	19317	GAS	3,762.14
		28597	SOUTHERN STATES COOP INC	3945	GAS	3,553.01
		28597	SOUTHERN STATES COOP INC	9520	GAS	3,298.60
						14,108.28 *
5804		29937	COBRA Health Insurance	COBRA 1112	COBRA INSURANCE	560.00
			ANTHEM BCBS			560.00 *
						17,426.35 **
094000			CAPITAL PROJECTS			
0009		13006	Jackson Estate Driveway	DRIVEWAY 1112	DRIVEWAY-JACKSON EST	18,625.50
			D&A CONTRACTORS			18,625.50 *
0030		14743	SLEMPG (Generator)	5291	GENERATOR SIZING	1,775.50
			ENGINEERS PLUS PC			1,775.50 *
						20,401.00 **
					FUND TOTAL	261,648.74

MAJOR#	ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
021400	021400	PIEDMONT COURT SERVICES				
2700		31421	Worker's Compensation VACORP	6845 WK COMP3/4	WORKERS COMPENSATION	75.00 *
5230		21319	Telecommunications CENTURYLINK	310357807 1112	PHONE	64.30
		23933	LUMOS NETWORKS	174057257 1112	PHONE	311.27
6001		26525	Office Supplies QUILL CORPORATION	7223998	COPY PAPER	375.57 *
097001			PCS SUPERVISION FEES EXPENDITURES			89.80
5110		31846	PCS - Utilities DOMINION VA POWER	4324962309 1112	ELECTRIC SERVICE	58.36
		31846	DOMINION VA POWER	7218131923 1112	ELECTRIC SERVICE	140.29
5420		28724	PCS - Lease/Rent of Build SRP CORPORATION LLC	RENT 1112	RENT	198.65 *
6006		17346	PCS - Janitorial Services HARDY PAGE	NOV 2012	CLEANING SERVICE	2,383.00 *
						210.00
						210.00 *
						2,791.65 **
						3,332.02
						264,980.76

ACCOUNT TOTAL 75.00

ACCOUNT TOTAL 64.30

ACCOUNT TOTAL 311.27

ACCOUNT TOTAL 375.57 \*

ACCOUNT TOTAL 89.80

MAJOR TOTAL 540.37 \*\*

ACCOUNT TOTAL 58.36

ACCOUNT TOTAL 140.29

ACCOUNT TOTAL 198.65 \*

ACCOUNT TOTAL 2,383.00 \*

ACCOUNT TOTAL 210.00

MAJOR TOTAL 210.00 \*

FUND TOTAL 2,791.65 \*\*

TOTAL DUE 3,332.02

TOTAL DUE 264,980.76

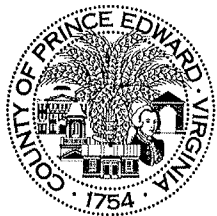
Approved at meeting of \_\_\_\_\_ on \_\_\_\_\_

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

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

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





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

**Meeting Date:** December 11, 2012  
**Item No.:** 5-d  
**Department:** County Administration  
**Staff Contact:** Sheila Martin/Barbara Poulston  
**Issue:** Consent Agenda - Salaries

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

Cooper-Jones \_\_\_\_\_  
Jones \_\_\_\_\_  
Wilck \_\_\_\_\_

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







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

**Meeting Date:** December 11, 2012  
**Item No.:** 5-e  
**Department:** County Administrator  
**Staff Contact:** W.W. Bartlett  
**Issue:** Appropriations

**Summary:**

1. The Board of Supervisors accepted the bid from D&A Contractors for an amount not to exceed \$21,250 at the June 12, 2012 meeting to build the driveway promised to the Jackson Estate in exchange for land needed to build the reservoir Bush 4B ( Mountain Creek Lake). The project has been completed with a final cost of \$20,645. The project was completed in the new Fiscal year and requires a budget amendment in the current year.
2. The Sheriff's department was informed at the annual user fall conference by the County's software provider for Incident Base Report (IBR) System that each module of the software will be updated. The sheriff's current server is approximately 8-10 years old and cannot support the new upgrades. This software supports all reporting and dispatch functions, and other computer operations throughout the Sheriff's office.

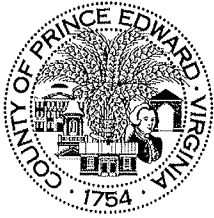
REV/EXP	FUND	DEPT	OBJECT	DESCRIPTION	DEBIT	CREDIT
FY 2013 Budget Amendment						
3(Rev)	100	41050	0100	From General Fund Balance		\$36,645
4(Exp)	100	94000	0009	Capital Projects/Jackson Estate	\$20,645	
4(Exp)	100	94000	0100	Capital Projects/Sheriff-IBR	\$16,000	

**Recommendation:**

Approve the above budget amendment and appropriate the same funds.

Motion _____	Campbell _____	Cooper-Jones _____	Fore _____
Second _____	Gantt _____	Jones _____	McKay _____
	Simpson _____	Wilck _____	





County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: December 11, 2012  
Item No.: 6  
Department: VDOT  
Staff Contact: Sarah Elam Puckett  
Issue: Highway Matters

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**Summary:** Kevin Wright, VDOT Residency Administrator will be present at the November meeting.

**Attachments:**

**Recommendation:** None.

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

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

Cooper-Jones \_\_\_\_\_  
Jones \_\_\_\_\_  
Wilck \_\_\_\_\_

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





County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: December 11, 2012  
Item No.: 7  
Department: County Administration  
Staff Contact: W.W. Bartlett/Sarah Elam Puckett  
Issue: Award Presentation by Piedmont Soil & Water Conservation District

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**Summary:** The Piedmont SWCD has asked for the opportunity to present its Conservation Educator award to Jennifer Bowen at the December 11<sup>th</sup> Board meeting. The presentation will be made by Deanna Fehrer, District Manager.

**Attachments:**

**Recommendation:** None.

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

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

Cooper-Jones \_\_\_\_\_  
Jones \_\_\_\_\_  
Wilck \_\_\_\_\_

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





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

**Meeting Date:** December 11, 2012  
**Item No.:** 8  
**Department:** County Administrator  
**Staff Contact:** W.W. Bartlett  
**Issue:** FY 13 Budget Amendment

**Summary:**

At their meeting on November 15, 2012 the Board of Supervisors authorized a public hearing to amend the County budget as required by Section 15.2-2507 of the Code of Virginia. The public hearing was advertised in the Farmville Herald on November 30<sup>th</sup> and December 7, 2012.

The proposed amendment amends the VDOT Revenue Sharing Fund to reflect the receipt of \$1,759,980 in State revenue sharing funds, \$500,000 from the Virginia Department of Transportation, \$1,152,489 from Virginia Resource Authority Series 2011B bonds, and 255,671 from the Fund Balance of the Revenue Sharing Fund. These funds will be used to pay \$2,062,140 for construction costs, \$171,380 for engineering/inspection services and \$1,434,620 to be transferred to the General Fund to repay for an advance of funds to start the Route 786 project.

REV/EXP	FUND	DEPT	OBJECT	DESCRIPTION	DEBIT	CREDIT
Proposed FY 2013 Budget Amendment						
3(Rcv)	740	24040	0001	State Revenue Sharing		\$1,759,980
3(Rcv)	740	24040	0005	State VDOT Funds		\$ 500,000
3(Rcv)	740	40000	0003	VRA Series 2011B Bonds		\$1,152,489
3(Rcv)	740	41050	0740	From VDOT Rev Share Fund Bal		\$ 225,671
4(Exp)	740	94000	0788	Route 786 Construction	\$2,062,140	
4(Exp)	740	94000	0789	Route 786 Engineering	\$ 171,380	
4(Exp)	740	93000	0100	Transfer to General Fund	\$1,434,620	

**Attachments:** Public Hearing Notice

**Recommendation:** Following the public hearing, the Board will wish to approve the proposed FY 13 Budget Amendment and appropriate the same.

Motion _____	Campbell _____	Cooper-Jones _____	Fore _____
Second _____	Gantt _____	Jones _____	McKay _____
	Simpson _____	Wilck _____	



Please publish in the Friday, November 30, 2012 and Friday, December 7, 2012 editions of The Farmville Herald.

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**NOTICE OF PUBLIC HEARING  
December 11, 2012**

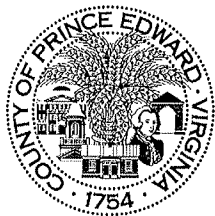
The Prince Edward County Board of Supervisors will hold a public hearing, as required by Section 15.2-2507 of the *Code of Virginia*, on Tuesday, December 11, 2012, at 7:30 p.m., in the Board of Supervisors Room located on the 3<sup>rd</sup> Floor of the Prince Edward County Courthouse, 111 South Street, Farmville, VA, to gather citizen input prior to considering the following proposed amendments to the FY 13 County Budget related to the Route 786 construction project:

*Amendment to the VDOT Revenue Sharing Fund to reflect the receipt of \$1,759,980 in State Revenue Sharing Funds, \$500,000 from the Virginia Department of Transportation, \$1,152,489 from Virginia Resource Authority Series 2011B bonds, and \$255,671 from the VDOT Revenue Sharing Fund balance. These funds will be used to pay \$2,062,140 for construction, \$171,380 for engineering/inspection services, and \$1,434,620 to be transferred to the General Fund, as a repayment for the advance of funds to start the Route 786 project.*

The purpose of the hearing is to consider comments from the public on this proposed action. All interested persons are invited to attend and present their views at the time and place above stated. For additional information, please contact W.W. Bartlett, County Administrator, at (434) 392-8837. It is the intent of the County to comply with the Americans with Disabilities Act. Should you require special accommodations, please contact W.W. Bartlett, County Administrator at 434-392-8837, by December 7, 2012.

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





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

**Meeting Date:** December 11, 2012  
**Item No.:** 9  
**Department:** Building Office  
**Staff Contact:** Coy W. Leatherwood  
**Issue:** Dance Hall Permit – New Fevers

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**Summary:** The County requires an annual Dance Hall Permit. Coy W. Leatherwood, Building Official, has inspected and recommends approval of a dance hall permit for New Fevers Restaurant and Lounge, located at 193 McLendon Drive, Farmville, Virginia.

**Attachments:** Dance Hall Permit Application

**Recommendation:** Approval of 2013 Dance Hall Permit for New Fever's

Motion _____	Campbell _____	Cooper-Jones _____	Fore _____
Second _____	Gantt _____	Jones _____	McKay _____
	Simpson _____	Wilck _____	



PRINCE EDWARD COUNTY  
APPLICATION FOR DANCE HALL LICENSE

DESIRED TERM OF OPERATION

<u>9-12 month</u>	9 - 12 months	\$100.00 fee
_____	6 - 9 months	\$ 75.00 fee
_____	3 - 6 months	\$ 50.00 fee
_____	1 - 3 months	\$ 25.00 fee

FOR PERIOD BEGINNING January 1, 20 13 and ending on  
December 31, 20 13.

NAME OF APPLICANT William R. Harding

ADDRESS P.O. Box 55  
Burkeville, Va. 23922

TELEPHONE NUMBER 434-767-4332 DAYTIME PHONE NUMBER 434-294-1104

SOCIAL SECURITY NO. 226-78-9225

NAME OF BUSINESS New Fevers Restaurant & Lounge

BUSINESS ADDRESS 193 McLendon Drive  
P.O. Box 293  
Farmville, Va. 23901

BUSINESS PHONE NO. 434-392-8719

HAVE YOU BEEN CONVICTED OF A FELONY IN THE STATE OF VIRGINIA OR ELSEWHERE?  
 Yes  No If yes; list dates, place, and conviction:

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Prior to conducting business, the owner or operator of a dance hall shall obtain a permit from the County Administrator before a license can be issued. A maximum period of thirty (30) days from application of permit is allowed for investigation of the dance hall and other proceedings. After such investigation, the Board of Supervisors will then act upon the approval of such permit of the applicant. Upon the approval of said permit the owner will be given a signed form from the County Administrator to be presented to the Commissioner of Revenue, whereupon the operator will be issued a license at a cost of one hundred dollars (\$100.00), or that proration thereof, to be paid to the County Treasurer.

No dance hall permit shall be issued to anyone having previously been convicted of a felony, nor shall any permits be issued unless the premises on which the dances shall be conducted comply with all fire and safety codes of the County of Prince Edward and Commonwealth of Virginia.

All dance halls and dance hall establishments shall discontinue dancing and close for business each night not later than 2:00 a.m.

It shall be unlawful for any dance hall establishment to allow any alcoholic beverages on its premises unless the establishment is licensed by the State Alcoholic Beverage Control Board for "on the premises" alcoholic beverage sales.

Any person within a dance hall who is found to be intoxicated or under the influence of alcohol, marijuana or any other drug or narcotic, shall upon the order of the proprietor or management personnel or police officer, leave such place forthwith and not return until sober; and failure to obey such order shall constitute a violation of the ordinance and shall be classified as a class three (3) misdemeanor.

The owner of a dance hall is responsible for maintaining control of his individual dance hall establishment patrons to the best of his ability. Lack of such effort to control the patrons or a continual request for police assistance may initiate action to review the permit and license of said establishment by the County of Prince Edward or the Circuit Court Judge.

The owner or operator shall, at his expense, provide security officers as follows:

- (1) At least one (1) security officer for the first one hundred (100) patrons, or portion thereof, shall be in attendance at any public dance hall. Thereafter, an additional security officer shall be provided for every additional one hundred (100) such patrons, or portion thereof; and
- (2) For purposes of this section, a "security officer" shall be a deputy, peace officer, or special police officer, if such an off-duty assignment is permitted by such appointee's department, or a private security officer procured by the public dance hall owner or operator, through a private security business licensed pursuant to the Code of Virginia, 1950, as amended.

Failure to comply with this requirement shall result in revocation of the dance hall permit issued to such owner or operator.

Violations of the county ordinance or any of its sections will be considered a class three (3) misdemeanor and be punishable thereof. Each day of violation of any section will be considered a separate offense.

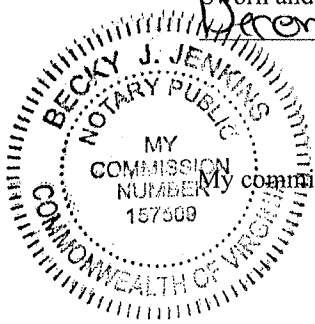
I, the undersigned applicant, do swear (or affirm) that the foregoing information is true and correct to the best of my knowledge and belief, and that I will comply with provisions set forth in the Dance Hall Ordinance adopted by the Prince Edward County Board of Supervisors on February 10, 1981 and amended October 10, 2006.

William R. Harding  
Signature of Applicant

12-3-12  
Date

Sworn and subscribed to before me in the County of Prince Edward, State of Virginia, this 3rd day of December, 2012

Becky J. Jenkins  
Notary Public



My commission expires March 31, 2014.

Based upon the application above, the Board of Supervisors of Prince Edward County, or through its duly authorized agent does hereby approve the issuance of a permit to \_\_\_\_\_ to hold dances during the period of \_\_\_\_\_ to \_\_\_\_\_, in the County of Prince Edward, upon the payment of \$ \_\_\_\_\_ fee to the Treasurer of Prince Edward County.

\_\_\_\_\_  
County Administrator

\_\_\_\_\_  
Date



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

**Meeting Date:** December 11, 2012  
**Item No.:** 10  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett/Sarah Elam Puckett  
**Issue:** Appointments: Citizen Volunteer Positions

**Summary:** The following terms expire December 31, 2012. These positions have been advertised in *The Farmville Herald*. Listed by each position are the terms of office and the name of the individual currently holding the position and the names, if any, of applicants filing a Citizen Volunteer Application. Appointments are effective January 1, 2013. Citizen Volunteer Applications for each applicant are attached.

Position	Term of Office	# of Terms Expiring or Vacancies	Individual Currently Holding the Office	Citizen Volunteer Applicants
Prince Edward County Planning Commission	4 Years January 1, 2013 – December 31, 2016	2 County Positions	Donald B. Gilliam Preston L. Hunt	Donald B. Gilliam Preston L. Hunt
Prince Edward County Board of Zoning Appeals*	5 Years January 1, 2013 – December 31, 2017	1 Position	William W. Porterfield	William W. Porterfield
Crossroads Community Services Board	3 Years January 1, 2013 – December 31, 2015	1 Position	Elizabeth Allen	Tonya M.-Smith Blanton Mattie P. Wiley
Old Dominion RC&D Council Member	2 Years January 1, 2013 – December 31, 2014	1 Position	Mildred B. Hampton	None were received.
Old Dominion RC&D Council Alternate	2 Years January 1, 2013 – December 31, 2014	1 Position	Sarah Elam Puckett	None were received.

\*Note: The Board makes a recommendation to the Circuit Court Judge for appointments to the BZA.

**Attachments:** Citizen Volunteer Applications

**Recommendation:** Make Appointments.

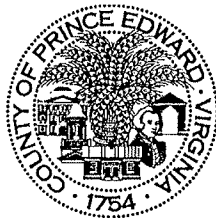
Motion \_\_\_\_\_  
 Second \_\_\_\_\_

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

Cooper-Jones \_\_\_\_\_  
 Jones \_\_\_\_\_  
 Wilck \_\_\_\_\_

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

Rec'd 10/22/12



### CITIZEN VOLUNTEER APPLICATION FOR COUNTY BOARDS, COMMITTEES & COMMISSIONS

Date 10-16-2012

Name Donald B. Gilliam

Home Address 4606 Heights School Road

City Pamplin State Virginia Zip Code 23958

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

Home Telephone Number 434-248-6353 FAX \_\_\_\_\_

E-Mail Address 1

Present Employer Kyanite Mining Coop.

Business Address Willis Mt Road

City Dillwyn State Virginia Zip Code 23936

Business Telephone Number 983-2085 FAX \_\_\_\_\_

Which Address is Preferred for Mailings? Home  Office

Optional Information Which May Prove Helpful:

Occupation Heavy Equipment operator (Foreman) + Farmer

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

Education: High School Prince Edward Academy Year 1968

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

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

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

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

Past Board, Commission, and Committee Assignments Farm Bureau

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

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

I have served on this board for many years and have enjoyed working with and helped planning our county.

Do you have a family member who is employed by the county office, organization or institution over which the Board/Commission for which you are seeking appointment will oversee/interact? If yes, please explain.

- NO -

Do you have a business relationship with the county office, organization or institution over which the Board/Commission for which you are seeking appointment will oversee/interact?

- NO -

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

**APPOINTED BY THE BOARD OF SUPERVISOR:**

- Board of Appeals for Building Code
- Southside Virginia Community College Board
- Crossroads Community Services Board
- Poplar Hill Community Development Authority
- Prince Edward County Industrial Development Authority
- Central Virginia Regional Library Board
- Prince Edward County Planning Commission
- Prince Edward County School Board
- Prince Edward County Social Services Board
- Commonwealth Regional Council Committees
- STEPS Board
- Piedmont Regional Jail Board
- Special Committee of the Board of Supervisors: \_\_\_\_\_
- Other(s) \_\_\_\_\_

**APPOINTED BY CIRCUIT COURT:**

- Electoral Board
- Board of Zoning Appeals

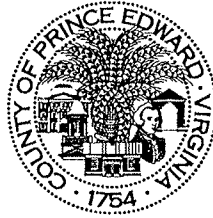
*By submitting this application to the County of Prince Edward, I hereby certify that all information contained herein is true and complete and I consent to the dissemination of this document to the general public.*

Donald B. Wilham  
Signature

10-16-2017  
Date

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

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



Received

OCT 1 2012

CITIZEN VOLUNTEER APPLICATION  
FOR COUNTY BOARDS, COMMITTEES & COMMISSIONS

Date Oct. 1, 2012

Name Preston L. Hunt

Home Address 193 RR E PAs Road

City Meherm State VA Zip Code 23954

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

Home Telephone Number 434-736-2132 FAX \_\_\_\_\_

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

Present Employer Retired after 35 yrs

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

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

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

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

Optional Information Which May Prove Helpful:

Occupation Manager of Printing Company

Former Occupation, If Retired Inventory Control etc.

Education: High School RR Meherm 12th Year 1959

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

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

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

Degrees/Other Rockland Comm. Management training

Past Board, Commission, and Committee Assignments Sight Review

Professional, Civic, or Other Activities Member of the Levi<sup>o</sup> Baptist Church. Serving as Trustee / Chairman of Finance Committee / Senior Choir

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

I would like to learn more about how the County operates and with my experience I think I could be of great service.



Do you have a family member who is employed by the county office, organization or institution over which the Board/Commission for which you are seeking appointment will oversee/interact? If yes, please explain.

NO

Do you have a business relationship with the county office, organization or institution over which the Board/Commission for which you are seeking appointment will oversee/interact?

NO

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

**APPOINTED BY THE BOARD OF SUPERVISOR:**

- Board of Appeals for Building Code
- Southside Virginia Community College Board
- Crossroads Community Services Board
- Poplar Hill Community Development Authority
- Prince Edward County Industrial Development Authority
- Central Virginia Regional Library Board
- Prince Edward County Planning Commission
- Prince Edward County School Board
- Prince Edward County Social Services Board
- Commonwealth Regional Council Committees
- STEPS Board
- Piedmont Regional Jail Board
- Special Committee of the Board of Supervisors: \_\_\_\_\_
- Other(s) \_\_\_\_\_

**APPOINTED BY CIRCUIT COURT:**

- Electoral Board
- Board of Zoning Appeals

**By submitting this application to the County of Prince Edward, I hereby certify that all information contained herein is true and complete and I consent to the dissemination of this document to the general public.**

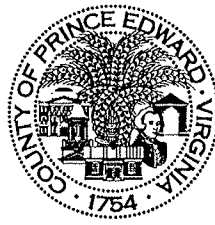
Robert L. Hunt                                  10-1-12  
Signature    Date

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

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

Received

2012 - 9 - 10



### CITIZEN VOLUNTEER APPLICATION FOR COUNTY BOARDS, COMMITTEES & COMMISSIONS

Date 10/08/2012

Name William W. Porterfield

Home Address 4 Venable Lane

City Farmville State VA Zip Code 23901

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

Home Telephone Number 223-8308 FAX \_\_\_\_\_

E-Mail Address wporterfield@hsc.edu

Present Employer retired

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

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

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

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

*Optional Information Which May Prove Helpful:*

Occupation retired

Former Occupation, If Retired college professor

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

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

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

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

Degrees/Other BS, MS, PhD

Past Board, Commission, and Committee Assignments PE Planning Commission,  
Board of Zoning Appeals

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

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

Committee experience

Do you have a family member who is employed by the county office, organization or institution over which the Board/Commission for which you are seeking appointment will oversee/interact? If yes, please explain.

no

Do you have a business relationship with the county office, organization or institution over which the Board/Commission for which you are seeking appointment will oversee/interact?

no

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

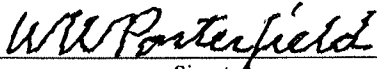
**APPOINTED BY THE BOARD OF SUPERVISOR:**

- Board of Appeals for Building Code
- Southside Virginia Community College Board
- Crossroads Community Services Board
- Poplar Hill Community Development Authority
- Prince Edward County Industrial Development Authority
- Central Virginia Regional Library Board
- Prince Edward County Planning Commission
- Prince Edward County School Board
- Prince Edward County Social Services Board
- Commonwealth Regional Council Committees
- STEPS Board
- Piedmont Regional Jail Board
- Special Committee of the Board of Supervisors: \_\_\_\_\_
- Other(s) \_\_\_\_\_

**APPOINTED BY CIRCUIT COURT:**

- Electoral Board
- Board of Zoning Appeals

*By submitting this application to the County of Prince Edward, I hereby certify that all information contained herein is true and complete and I consent to the dissemination of this document to the general public.*

  
 \_\_\_\_\_  
 Signature

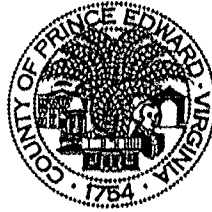
10/08/12  
 \_\_\_\_\_  
 Date

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

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

Received

OCT 12 2012



**CITIZEN VOLUNTEER APPLICATION**  
FOR COUNTY BOARDS, COMMITTEES & COMMISSIONS

Date 10/12/12

Name Tonya M.-Smith Blanton

Home Address 94 Southgate Drive

City Farmville State VA Zip Code 23901

Election District:	Buffalo	_____	Farmville 801	_____
	Hampden	_____	Leigh	_____
	Farmville 101	_____	Lockett	_____
	Farmville 701	_____	Prospect	<u>601</u>

Home Telephone Number (434) 392-8087 FAX \_\_\_\_\_

E-Mail Address tblanton19@embarqmail.com

Present Employer Piedmont Regional Jail

Business Address 801 Industrial Park Road - P.O. Box 388

City Farmville State VA Zip Code 23901

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

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

Optional Information Which May Prove Helpful:

Occupation Records Supervisor/Jail Officer

Former Occupation, If Retired N/A

Education: High School Cumberland County High School Year 1986

College/Technical School SVCC & Saint Paul's College Year 2011

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

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

Degrees/Other Associates Degree-Human Services & Bachelor of Science-Criminal Justice

Past Board, Commission, and Committee Assignments None

Professional, Civic, or Other Activities Former Crossroads Mentor, Presently Church Youth Leader

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

I have been a Prince Edward County resident for over 25 years, and desire to do my part to help the community/county in any way possible.

Do you have a family member who is employed by the county office, organization or institution over which the Board/Commission for which you are seeking appointment will oversee/interact? If yes, please explain.

No

Do you have a business relationship with the county office, organization or institution over which the Board/Commission for which you are seeking appointment will oversee/interact?

No

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

**APPOINTED BY THE BOARD OF SUPERVISOR:**

- Board of Appeals for Building Code
- Southside Virginia Community College Board
- Crossroads Community Services Board
- Poplar Hill Community Development Authority
- Prince Edward County Industrial Development Authority
- Central Virginia Regional Library Board
- Prince Edward County Planning Commission
- Prince Edward County School Board
- Prince Edward County Social Services Board
- Commonwealth Regional Council Committees
- STEPS Board
- Piedmont Regional Jail Board
- Special Committee of the Board of Supervisors: \_\_\_\_\_
- Other(s) \_\_\_\_\_

**APPOINTED BY CIRCUIT COURT:**

- Electoral Board
- Board of Zoning Appeals

*By submitting this application to the County of Prince Edward, I hereby certify that all information contained herein is true and complete and I consent to the dissemination of this document to the general public.*

*Tony M. Smith Blanta*  
Signature

*10/12/12*  
Date

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

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

Received

OCT - 9 2012



CITIZEN VOLUNTEER APPLICATION  
FOR COUNTY BOARDS, COMMITTEES & COMMISSIONS

Date Oct. 9, 2012

Name Mattie P. Wiley

Home Address 205 South Virginia St.

City Farmville State Virginia Zip Code 23901

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

Home Telephone Number (434) 392-4608 FAX N/A

E-Mail Address Mattiewiley@yahoo.com

Present Employer N/A

Business Address N/A

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

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

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

*Optional Information Which May Prove Helpful:*

Occupation Retired

Former Occupation, If Retired Child Care Provider

Education: High School See attachment Year \_\_\_\_\_

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

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

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

Degrees/Other Early Childhood Provider

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

Professional, Civic, or Other Activities Member Triumph Baptist Church,

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

my experience with numerous organizations <sup>gives me</sup> the knowledge of the needs of the clients that are connected with Crossroads. I feel that communication with the citizens here in Prince Ed. and surrounding counties will be helpful in the communication with Crossroads of their needs.

Do you have a family member who is employed by the county office, organization or institution over which the Board/Commission for which you are seeking appointment will oversee/interact? If yes, please explain.

No

Do you have a business relationship with the county office, organization or institution over which the Board/Commission for which you are seeking appointment will oversee/interact?

NO

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

**APPOINTED BY THE BOARD OF SUPERVISOR:**

- Board of Appeals for Building Code
- Southside Virginia Community College Board
- Crossroads Community Services Board
- Poplar Hill Community Development Authority
- Prince Edward County Industrial Development Authority
- Central Virginia Regional Library Board
- Prince Edward County Planning Commission
- Prince Edward County School Board
- Prince Edward County Social Services Board
- Commonwealth Regional Council Committees
- STEPS Board
- Piedmont Regional Jail Board
- Special Committee of the Board of Supervisors: \_\_\_\_\_
- Other(s) \_\_\_\_\_

**APPOINTED BY CIRCUIT COURT:**

- Electoral Board
- Board of Zoning Appeals

*By submitting this application to the County of Prince Edward, I hereby certify that all information contained herein is true and complete and I consent to the dissemination of this document to the general public.*

  
Signature

Oct 9, 2012  
Date

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

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

Mattie P. Wiley  
205 South Virginia St  
Farmville, Virginia 23901

I am asking to be re-appointed to the Crossroads Community Services Board a position that I held during my term on the Prince Edward County Board of Supervisor. I feel that my past experience and the knowledge of the needs of the clients of Crossroads will be beneficial in serving as a citizen to represent the county.

My employment has covered several areas:  
Teacher's Assistant at Prince Edward County Public Schools from 1990-1998  
I assisted in teaching children with special needs at all levels.

Sheltered Workshop Inc. (Steps) 1987-1989  
My job was to help build the confidents of the clients giving them an opportunity to retain working and social skills to become independence adults in the community.

Sunshine Day Care Center (Owner and Operator) 1999-2009  
I provided care to the children of working parents, in a nurturing, caring and safe environment.

I am presently retired, but I have served on several boards within the county that will be helpful in my ability to serve on the Crossroad Board.

Served on the Farmville Town Council  
Prince Edward County Planning Committee  
Board Member/Volunteer Eligibility Interviewer - Heart of Virginia Free Clinic

Some skills that I have include the ability to listen  
I am able to deal with situation in a mannerly order.

Education:

Prince Edward County Schools Elementary – 1<sup>st</sup>- 8<sup>th</sup> 1958  
Port Washington High School, Port Washington, L.I. New York 1973  
State University, Old Westbury, L.I. New York 1973-1974  
Southside Virginia Community College, Keysville, Virginia 1989

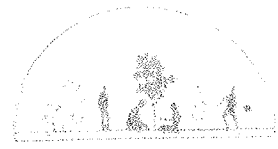
*I am presently enrolled in online classes at Saint Leo University in Business Administration Management. My anticipated date for graduation to receive my BA Degree is Nov of 2014.*

Your consideration to select me to fill this position on the Crossroad Board will be greatly appreciated.

Thank you,

Mattie P. Wiley





**Crossroads Community Services**

**Providing Services to those with Mental Illness, Intellectual Disabilities and Alcohol/Drug Abuse**

September 27, 2012

Ms. Mattie P. Wiley  
205 South Virginia Street  
Farmville, VA 23901

Dear Ms. Wiley:

I hope you are doing well and keeping up with grandchildren and great grandchildren (I have my 4 great grandchildren to my house on Saturday this week). It's nice having them around but I am glad to return them to their homes once the visit is over.

Liz Allen will complete her third and final three year term on the Crossroads Board at the end of December 2012. She is not eligible for re-appointment. So we are looking for a citizen member to replace her. Since you served on our board previously, we were hoping you would consider asking the county to appoint you to our Board for a term beginning January 1, 2013 through December 30, 2015.

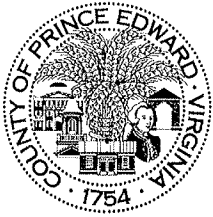
I have enclosed the county application as well as Crossroads' board information. Let me know if you are interested and I will contact Howard Simpson and the county. I am,

Respectfully Yours,

F. Will Rogers

cc. Board File





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

**Meeting Date:** December 11, 2012  
**Item No.:** 11  
**Department:** Economic Development Office  
**Staff Contact:** Sharon Lee Carney, Director  
**Issue:** Tri-Boro Rack and Storage Products TROF Grant

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**Summary:** Prince Edward County has recently been notified of the Tobacco Commission's award for a Tobacco Regional Opportunity Fund (TROF) grant on behalf of Tri-Boro Rack and Storage Products, LLC in the amount of \$95,000. Tri-Boro Rack was not eligible for Governor's Opportunity Funds (GOF).

The Tobacco Commission will hold Prince Edward County liable for the reimbursement of TROF funds in the event of a failure by Tri-Boro Rack to meet certain performance agreement provisions. To protect the County from any potential "claw-back" implications, Mr. DeMaio has agreed to provide a Letter of Credit or a Performance Bond, suitable to the County, with Prince Edward County as the beneficiary, in an amount equal to the amount of the grant awards. The Letter of Credit or Performance Bond will not be released until the County is released by the Tobacco Commission from any obligation for the TROF funds. All requirements must be met within 36 months, commencing September 30, 2012.

**Attachments:**

- Tobacco Commission Notification Letter
- Performance Agreement

**Recommendation:**

- Approve the acceptance of the Tobacco Commission's TROF grant proposal for Tri-Boro Rack.
- Authorize the County Administrator and/or Board of Supervisors Chairman to sign any and all documents associated with implementing the proposed incentives, contingent upon Tri-Boro meeting the requirement for a Letter of Credit/Performance Bond to the satisfaction of the County Attorney.

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

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

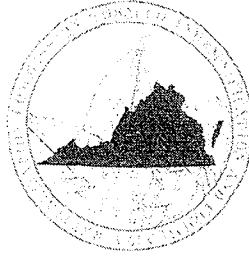
Cooper-Jones \_\_\_\_\_  
Jones \_\_\_\_\_  
Wilck \_\_\_\_\_

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

The Honorable Terry G. Kilgore  
Chairman

The Honorable Frank M. Ruff  
Vice Chairman

Neal E. Noyes  
Executive Director



701 E. Franklin Street, Suite 501  
Richmond, Virginia 23219

804-225-2027 [ Phone ]  
1-877-807-1086 [ Toll-Free ]  
804-786-3210 [ Fax ]

[www.tic.virginia.gov](http://www.tic.virginia.gov)

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THE VIRGINIA TOBACCO INDEMNIFICATION & COMMUNITY REVITALIZATION COMMISSION

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November 28, 2012

William Bartlett, County Administrator  
Prince Edward County  
111 South Street, 3<sup>rd</sup> Floor  
P. O. Box 382  
Farmville, VA 23901

Re: Tobacco Regional Opportunity Fund Performance Agreement  
dated 11/28/12 between the Virginia Tobacco Commission,  
Prince Edward County, and Tri-Boro Rack and Storage Products, LLC.  
(#2632)

Dear Mr. Bartlett:

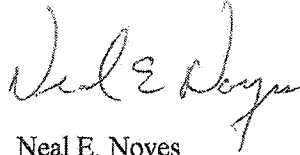
On behalf of the Virginia Tobacco Commission, I hereby confirm that your request for a grant under the Tobacco Region Opportunity Fund has been approved in the amount of \$95,000 to assist Tri-Boro Rack and Storage Products, LLC. in locating or expanding a facility in the Prince Edward County. This approval is based upon your request dated 10/31/12 indicating that Tri-Boro Rack and Storage Products, LLC. will create at least 25 new jobs and invest at least \$4,500,000 in Prince Edward County.

Enclosed please find a document entitled *Performance Agreement*. Read it carefully as it contains the terms under which the grant is approved. Please have it executed in triplicate and mail all originals to me. Thereafter, disbursement can be made upon your written request. Also enclosed is IRS Form W-9, which you must complete and return to me prior to disbursement.

Please be advised that this approval expires if an executed *Performance Agreement* is not delivered to the Commission within 90 days from the date of this letter. **The *Performance Agreement* calls for certain job and investment goals to be met within a certain time period. In the event that these goals are not met, the County will be liable to the Commission for a refund of part, if not all, of the Grant.**

In addition, the Commission requires that any announcement regarding this grant be made only with prior authorization from the Commission. Your contact for this is Stacey Richardson at [stacey.richardson@tic.virginia.gov](mailto:stacey.richardson@tic.virginia.gov) or 804-225-2027 and she requires at least 48 hours notice.

Sincerely,



Neal E. Noyes  
Executive Director

cc: The Honorable Daniel Marshall, VTICRC (emailed w/o enclosure)  
The Honorable Edward Owens, VTICRC (emailed w/o enclosure)  
The Honorable Kathy Byron, VTICRC (emailed w/o enclosure)  
Liz Povar, VEDP (emailed w/o enclosure)

encl: Performance Agreement  
Form IRS W-9

**PERFORMANCE AGREEMENT**

This Performance Agreement (the "Agreement") is made and entered into this 28<sup>th</sup> day of November, 2012, by and among the Virginia Tobacco Indemnification and Community Revitalization Commission (the "Commission"), a political subdivision of the Commonwealth, Prince Edward County, Virginia (the "Grantee"), a political subdivision of the Commonwealth, and Tri-Boro Rack and Storage Products, LLC. (the "Company"), a Virginia corporation whose Federal Employer Identification Number is \_\_\_\_\_.

**WITNESSETH:**

WHEREAS the Grantee has been selected to receive a grant in the amount of \$95,000 (the "Grant") from the Commission for its use in inducing the Company to make capital investments and employ persons in Prince Edward County (the "Locality");

WHEREAS the Grantee has indicated its desire to tender the Grant to the Company for its use and benefit, provided that the Company commits to the achievement of certain goals relating to employment and capital investment as described herein;

WHEREAS the Commission, the Grantee and the Company desire to set forth their understanding and agreement as to the use of the Grant, the obligations of each party hereto, the conditions under which the Grant must be repaid, and the obligations of each party hereto in the event of default;

WHEREAS the Commission finds that the Grant serves a valid public purpose and is consistent with the Commission's mission as outlined in Section 3.2-3100, et. seq. of the Code of Virginia.

NOW, THEREFORE, in consideration of the foregoing, the mutual benefits and promises of the parties to this Agreement, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto hereby covenant and agree as follows:

**Section 1. Disbursement of the Grant**

The Commission shall disburse the Grant to the Grantee within 30 days of the Commission's receipt of (i) this Agreement, executed by all parties thereto, and (ii) a written request for disbursement from the Grantee, PROVIDED that the Grantee is not in default on its obligations to the Commission as of the date first written above. In the event that the Grantee is in default on its obligations to the Commission as of the date first written above, disbursement of the Grant shall be withheld until such default is cured.

If disbursement to the Grantee has not occurred within one hundred twenty (120) days from the date of this Agreement, the Grant shall be automatically rescinded. Unless otherwise agreed in writing by the parties hereto, Grantee shall disburse the Grant to the Company, or for the Company's benefit, within 30 days of receipt of the Grant from the Commission or return the money to the Commission.

**Section 2. Use of the Grant**

Under this Agreement, the Commission places no restriction on the use of the Grant proceeds by the Company. Should there be any such restrictions imposed by the Grantee, the same shall be described in an Exhibit A and attached hereto, which shall be binding upon the Company only if signed thereon by an authorized Company representative, and not by reference herein. The Grantee shall be responsible for enforcement of any restrictions described in said Exhibit A.

**Section 3. Employment Obligation**

The Company shall employ at least 25 persons in the Locality with a quarterly aggregate payroll of at least \$152,881. Said employment and payroll will be in addition to those already employed in the Locality by the Company and paid during the calendar quarter ending on *September 30, 2012*, hereinafter called the "Base Period". Persons employed by the Company in the Locality shall be counted as employment hereunder only to the extent that they (a) exceed the aggregate number of employees at all Company locations within the Commonwealth of Virginia during the Base Period, and (b) are not counted as fulfillment of any other employment obligation made to the Commission by the Company under any other agreement.

**Section 4. Capital Investment Obligation**

The Company shall make capital investments in the Locality of at least \$4,500,000 in assets subject to local tax levy, notwithstanding the local taxing authority's election, if any, to waive or refund the taxes so levied. Said investments will be in addition to (a) those already made as of the end of Base Period, and (b) those counted in fulfillment of any other capital investment obligation made to the Commission by the Company under any other agreement. If the Company is exempt from the payment of property taxes on certain assets by state law, the Company shall not be entitled to receive or keep any portion of the Grant allocated to capital investment in those certain assets.

**Section 5. Determination of Performance - Employment**

To earn the Grant, the Company must meet its employment obligations hereunder not later than thirty six (36) months after the end of the Base Period. The Company's employment obligation will be deemed to have been fully met when it can document any three (3) consecutive calendar quarters after the Base Period in which (i) the total wages paid by the Company to employees in each quarter exceed the wages paid by the Company to employees in the Base Period by at least the amount promised in Section 3 above, AND (ii) the average number of

employees who received pay from the Company during each of those three (3) consecutive quarters\* exceeds the average number of employees who received pay in the Base Period by at least the number promised in Section 3 above, AND (iii) all such employees worked in the Locality. Employment gains by the Company in the Locality that are offset by employment losses elsewhere in Virginia shall not be counted as employment hereunder.

The foregoing shall be based upon payroll tax filings made by, or on behalf of, the Company to the Virginia Employment Commission (now/formerly made on Form VEC FC-20 or facsimile thereof). If such tax filings include Company employees who did not work in the Locality, it shall be the duty of the Company to provide additional information sufficient to identify those employees who did work in the Locality. Employees of subsidiary companies, related entities, entities under common ownership or control, or employees of independent contractors hired by the Company shall not be counted as employees of the Company in fulfillment of its promise hereunder UNLESS such entities and their relationship to the Company are disclosed to and approved by the Commission in writing, AND such entities supply the Commission with the same employment documentation as described herein. Employees of temporary employment agencies ("temps") who are assigned to work for the Company in the Locality shall not be counted UNLESS evidenced by letter from the temp agency setting forth the number of man hours so assigned within the 36 months immediately following the Base Period. Such man hours shall be credited to the Company's job-creation obligation at the rate of one job for one quarter for every 520 man hours evidenced by the letter.

*\* the number of persons who received pay in any given quarter is calculated by adding together the number of persons who received pay in each month of the quarter and dividing that sum by three (3).*

#### **Section 6. Determination of Performance – Capital Investment**

The Company shall meet its capital investment obligations hereunder not later than thirty six (36) months after the end of the Base Period. The Company's capital investment obligation shall be deemed to have been fully met when

(1) the Grantee submits to the Commission a letter from the Commissioner of Revenue for the Locality attesting to:

(a) the highest assessed value of all real property that was acquired or leased by the Company during the thirty six (36) months after the end of the Base Period and owned or leased without interruption from the date of said acquisition or lease until thirty six (36) months after the end of the Base Period, notwithstanding the Locality's election, if any, to waive or refund taxes levied on such property, and

(b) the original cost (not the depreciated value) of all personal property subject to taxation and acquired or leased by the Company during the 36 months after the end of the Base



Period and owned or leased without interruption from the date of said acquisition or lease until 36 months after the end of the Base Period, notwithstanding the Locality's election to waive or refund taxes levied on such property. In the event that the original cost is not known to the Commissioner of Revenue, the assessed value shall be reported in lieu thereof, and

(2) the sum of items 1(a) and (b) above equals or exceeds the amount promised in Section 4. For purposes of this Agreement, leased assets are defined as those for which the Company is contractually obligated to pay the property taxes thereon during the term of the lease, and evidence of the Company's obligation to pay such property taxes is presented to the Commission.

The Company hereby expressly grants its consent for (a) the Commissioner of Revenue for the Locality to release to the Tobacco Commission or the Grantee records necessary to disclose the information required in Section 6 hererof, and (b) the Virginia Employment Commission to release to the Tobacco Commission all Company employment records of any kind held by the Virginia Employment Commission.

Capital investments of subsidiary companies, related entities, entities under common ownership or control, shall not be counted as capital investments by the Company in fulfillment of its promise hereunder UNLESS such entities and their relationship to the Company are disclosed to and approved by the Commission in writing, AND such entities supply the Commission with the same capital investment documentation as described in this Section.

#### **Section 7. Repayment Obligation**

In the event that the Company does not meet its obligations hereunder within thirty six (36) months after the end of the Base Period, it shall repay to the Grantee the unearned portion of the Grant, which is calculated as follows:

- a. A minimum capital investment of \$1.0 million is required before any portion of the Grant is earned by the Company, hereinafter called the Minimum Investment Requirement.
- b. For purposes of repayment, fifty percent (50%) of the Grant is allocated for the Company's capital investment obligation and fifty percent (50%) for its employment obligation.
- c. After exceeding the Minimum Investment Requirement, the fraction of the Grant allocated to employment that is earned by the Company is determined by dividing the average number of employees receiving pay during the three consecutive quarters as determined in Section 5 above with the highest employee count by the number of jobs promised in Section 3 notwithstanding the total wages paid by the employer.
- d. After exceeding the Minimum Investment Requirement, the fraction of the Grant allocated to capital investment that is earned by the Company is determined by dividing the greatest value of assets attested to by the Commissioner of Revenue under Section 6 above by the capital investment promised in Section 4 above.

- e. All unearned portions of the Grant shall be repaid by the Company to the Grantee not later than thirty days after the date on which the Company is notified of the unearned amount. The Grantee agrees to remit the same to the Commission. Any refund owed by the Company to the Grantee hereunder shall immediately constitute an obligation of the Grantee to repay the Commission and such Grantee's obligation shall **not** be contingent upon successful collection of any amount from the Company. **The Grantee shall be liable for repayment to the Commission that portion of the Grant determined by the Commission to be due under the terms of this Section and hereby agrees to make such repayment without regard to whether Grantee has received repayment from the Company.**
- f. Interest shall accrue on unpaid balances at the rate of 3% per annum beginning on the 31<sup>st</sup> day after the Company is notified of the amount due.
- g. Any monies due to the Locality pursuant to this agreement shall be considered to be owed to the Treasurer for the Locality and subject to the Treasurer's statutory powers provided for in the Code of Virginia.
- h. If the Company does not meet its employment obligations or capital investment obligations hereunder by the date which is 36 months after the end of the Base Period because of an "Event of Force Majeure" (as defined herein), the date by which a requirement to meet such commitments shall be extended day-for-day for a period equal to the time elapsed during the Event of Force Majeure. "Event of Force Majeure" means without limitation any of the following: acts of God; strikes, lockouts or other industrial disturbances; acts of public enemies; orders or any kind of the government of the United States of America or of the Commonwealth of Virginia or any of their respective departments, agencies, political subdivisions or officials, or any civil or military authority; insurrections; riots; epidemics; landslides; lightning; earthquakes; fires; hurricanes; tornadoes; storms; floods; washouts; draughts; arrests; restraint of government and people; civil disturbances; explosions; breakage or accident to machinery, transmission pipes or canals not caused by the Company; partial or entire failure of utilities; or any other cause or event not reasonably within the control of the Company.

**Section 8. Events of Default**

If any of the following should occur within the thirty six (36) month period after the end of the Base Period, it shall constitute an event of default and the Commission may, at its election, accelerate the Company's obligation to repay the portion of the Grant that has not been earned as of the date of the event of default:

- a. the Company applies for or consents to the appointment of a receiver, trustee or liquidator of all or a substantial part of its assets, files a voluntary petition of bankruptcy, makes a general assignment for the benefit of creditors, files a petition or an answer seeking reorganization or arrangement with creditors, or if an order, judgment or decree shall be entered by any court of competent jurisdiction, on the application of a creditor, adjudicating the Company as bankrupt or insolvent or approving a petition seeking reorganization of the

Company or appointing a receiver, trustee or liquidator of the Company or of all or a substantial part of its assets which remains undismissed, undischarged or unstayed for a period of forty-five (45) days.

- b. the Company ceases to be of record and in good standing with the Virginia State Corporation Commission, and such failure is not cured within 60 days from notice thereof, unless Company obligations hereunder have been assumed by another entity and that assumption approved by the Commission and the Grantee.
- c. the Company fails, for reasons other than an Event of Force Majeure, to fulfill at least twenty five percent (25%) of either its employment obligation described in Section 3 above or its capital investment obligation described in Section 4 above within eighteen (18) months after the end of the Base Period.
- d. Failure to provide verification to the Commission as described in Section 9, below, within 60 days from a written request from the Commission.

#### **Section 9. Verification of Performance**

If the Commission is unable to verify the Company's progress towards meeting its capital investment and employment obligations herein using the information available pursuant to Sections 5 and 6, the Company shall provide, at the Company's expense, detailed verification to the Commission and the Grantee, of the Company's progress toward meeting its capital investment and employment obligations. Such verification shall be limited to the Company's payroll tax filings and property tax filings, together with such other supporting documentation about the payroll and property tax filings as the Commission may request, but any such request shall be no more often than annually

If any of the capital investments described in Section 4 have been made on behalf of the Company by a lessor, the Company shall be responsible for gathering and reporting to the Commission information regarding the capital investment made by the lessor on behalf of the Company.

#### **Section 10. Acknowledgment and Notice**

The Company and the Grantee each acknowledge and agree to its respective repayment obligation in accordance with Section 7 of this Agreement. Any notices required or permitted under this Agreement shall be given in writing, and shall be deemed to be received upon receipt or refusal after mailing of the same in the United States Mail by certified mail, postage fully pre-paid or by overnight courier (refusal shall mean return of certified mail, undelivered) and addressed as follows:

if to the Company, to:

NAME: Tri-Boro Rack and Storage Products, LLC.

ADDRESS: \_\_\_\_\_

Real Estate Manager \_\_\_\_\_

Attention: \_\_\_\_\_

if to the Grantee, to:

NAME: Prince Edward County

ADDRESS: 111 South Street, 3<sup>rd</sup> Floor  
Farmville, VA 23901

Attention: William Bartlett, County Administrator

if to the Commission, to:

NAME: Tobacco Indemnification and Community Revitalization Commission

ADDRESS: 701 East Franklin Street, Suite 501  
Richmond, Virginia 23219

Attention: Neal E. Noyes, Executive Director

This Agreement constitutes the entire agreement between the parties hereto and shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns. The Company may not assign its rights or obligations under this Agreement without the prior written consent of the Grantee and the Commission; provided that the Company shall have the right, without the consent of the Grantee or the Commission, to assign its rights (not its obligations) under this Agreement to any entity that controls, is controlled by, or is under common control with, the Company.

This Agreement is made, and intended to be performed, in the Commonwealth and shall be construed and enforced by the laws of that state. Jurisdiction and venue for any litigation arising out of or involving this Agreement shall lie in the Circuit Court located nearest to the Locality and such litigation shall be brought only in such court.

This Agreement may be executed in one or more counterparts, each of which shall be an original, and all of which together shall be one and the same instrument. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns. If any provision of this Agreement is determined to be unenforceable, then the remaining provisions of this Agreement shall, in the sole discretion of the Commission, be voidable by the Commission or interpreted as in effect as if such unenforceable provisions were not included therein.

The Company hereby warrants that from the date of this agreement until all obligations hereunder have been satisfied that it is, and will remain, registered and in good standing with the Virginia State Corporation Commission and that the Company is, and will remain, legally authorized to conduct business in the Commonwealth of Virginia.

The provisions of this Agreement are intended to and shall survive closing, the delivery of any deed or other instrument, and any other event.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement to become effective as of the date first written above.

TOBACCO INDEMNIFICATION AND  
COMMUNITY REVITALIZATION  
COMMISSION

By: \_\_\_\_\_  
Executive Director

Date: \_\_\_\_\_

PRINCE EDWARD COUNTY

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

TRI-BORO RACK AND STORAGE  
PRODUCTS, LLC.

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_





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

**Meeting Date:** December 11, 2012  
**Item No.:** 12  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett  
**Issue:** Granite Falls – Extension of Economic Development Grant Agreement

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**Summary:** The developer of the Granite Falls Hotel & Conference Center has obtained commitments from all necessary investors and the bank for all necessary financing. The only piece missing to allow the project to move forward is obtaining an allocation for the New Market Tax Credit Program. It is anticipated this issue will be resolved early in 2013. The developer, Bob Fowler, will attend the Board meeting to provide additional information concerning this issue.

To date, the County and the Economic Development office have received no contacts from any developers or other individuals expressing an interest in this property. We have received a few contacts regarding other properties available for development in the Business Park and the land the county recently acquired that borders Route 786. These properties are currently served by water, sewer and electricity, which make them less expensive and more attractive to developers. Staff sees little downside risk in approving the requested extension, but considerable upside potential if the project moves forward.

A Board of Supervisors decision not to extend the Agreement will result in the developer abandoning the project. This will effectively eliminate the possibility of the County experiencing an investment of approximately \$54 million, 140 new jobs and the accompanying tax revenues.

The changes contained in the proposed one-year renewal are:

1. A new paragraph in the recitals clarifying that all previous agreements are terminated.
2. In Section 2.04, an extension of the grant termination date from December 31, 3038 to December 31, 3039.
3. In Article V, an extension of the agreement termination from December 31, 2038 to December 31, 2039.

**Attachments:** Copy of Draft Grant Agreement Renewal

**Recommendation:**

- Approve a one year extension of the Granite Falls Grant Agreement.
- Authorize the Board Chairman to sign any and all documents associated with the one-year extension of the Granite Falls Grant Agreement.

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

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

Cooper-Jones \_\_\_\_\_  
Jones \_\_\_\_\_  
Wilck \_\_\_\_\_

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

**ECONOMIC DEVELOPMENT GRANT  
AND PERFORMANCE AGREEMENT**

This ECONOMIC GRANT AND PERFORMANCE AGREEMENT dated this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ (THIS "Agreement"), by and among PRINCE EDWARD DEVELOPMENT, LLC or an affiliate formed by it (the "Developer"), the COUNTY OF PRINCE EDWARD, VIRGINIA (the "County") and the INDUSTRIAL DEVELOPMENT AUTHORITY OF PRINCE EDWARD COUNTY, VIRGINIA, (the "Authority").

**RECITALS:**

The purpose of this Agreement is to describe certain obligations of the Developer and incentives to be provided by the County and the Authority to the Developer in connection with the development of hospitality and conference/training facilities in the County, to be known as Granite Falls Hotel & Conference Center (the "Project") and to utilize Section 58.1-3851.1 of the Code of Virginia, 1950, as amended to facilitate the use of certain tax revenues for the Project.

The County is authorized to execute and deliver this Agreement and to make the grant payments described herein to the Authority pursuant to Sections 15.2-935(B) and 58.1-3851.1 of the Code of Virginia, 1950, as amended (the "Virginia Code").

The Authority is authorized to execute and deliver this Agreement to fulfill its obligations hereunder pursuant to Sections 15.2-4905(12) and 15.2-4905(13) of the Virginia Code.

This Agreement terminates all rights, obligations and time limits imposed by a previous Economic Development Grant and Performance Agreement dated January 16, 2012, executed February 17<sup>th</sup>, 2012, and is executed for the purpose of revising and extending the time limits imposed by the prior agreement.

The County and the Authority anticipate numerous benefits to the County and its residents as a result of the development of the Project, including increased tax base for the County, additional employment and training opportunities, promotion of tourism, and enhanced economic strength of the County.

NOW, THEREFORE, for and in consideration of the mutual promises and covenants contained in this Agreement, the parties agree as follows:

**ARTICLE I  
DEVELOPER'S COMMITMENTS**

In consideration of the assistance being provided to the County and the Authority under the terms of this Agreement, the Developer agrees as follows, contingent on upon the Developer purchasing certain land in Prince Edward County, Virginia consisting of approximately 92 acres described in Exhibit A, attached hereto, (the "Land"). Should the Developer fail to purchase the Land within one year after the date of this Agreement or should the Developer notify the County and the Authority in writing of its intention to not acquire the Land, the obligations of the County and the Authority under this Agreement shall immediately cease and terminate.

1.01 Development of Project

The Developer agrees to acquire the Land, construct or cause to be constructed, develop or cause to be developed and operate or cause to be operated the Granite Falls Hotel & Conference Center consisting of approximately 176 guestrooms, an approximately 3400 square foot spa, an approximately 55,000 square foot conference and training center and all required public infrastructure in support thereof.



Any material changes to the Project components described above shall be made only with the prior written consent of the County. The facilities described in the paragraph above shall be substantially completed within 3 years from the date of this Agreement.

1.02 Financing of Project

The Developer shall provide financing for all components of the Project except for the conference/training center and certain infrastructure whose financing will be provided for by the Granite Falls Community Development Authority. The County shall not be responsible for issuing any bonds, notes, or other financing for the Project. All financings for the Project shall state clearly that such financing is not an obligation of the County and the County has no obligation for the payment of such financing. Any financings to be repaid from proceeds of the Grant (as defined below in Section 2.01) shall be referred to in this Agreement as the "TIF Financings". In the event the County enacts a food & beverage sales tax in the future, the outstanding debt issued by the Granite Falls Community Development Authority and secured by a food & beverage assessment shall be included in the definition of "TIF Financings". Notwithstanding the foregoing, the County will work with the Developer to facilitate the use of certain tax revenues and the Developer's access fee to finance no more than 20% of the Project (the "Gap financing Component").

1.03 Application of Grant Proceeds

The Developer shall use proceeds of the Grant, together with the Entitled Sales Taxes and Access Fees, to repay the TIF Financings and apply the proceeds of any TIF Financing to pay a portion of the costs of constructing, equipping, renovating or re-equipping the Project described in Section 1.01 above and shall not use any portion of the Grant or TIF Financings to pay any other costs.

1.04 Access Fee

Pursuant to Section 58.1-3851.1(D) of the Virginia Code, the Developer shall pay an access fee for a period of twenty (20) years equivalent to one percent of the sales tax revenues generated by transactions taking place on the premises of the authorized tourism project referenced herein (the "Access Fee"). The Access Fees shall be collected by the County and remitted to the Authority on a quarterly basis. The Access Fees shall be used solely to make payments of principal and interest on the qualified Gap Financing component of the TIF Financings.

1.05 Reporting

The Developer will provide to the County and the Authority such information as the County or the Authority may reasonably request with respect to the financing, acquisition and construction of the Project, including copies of documentation relating to the TIF Financings and debt service schedules for the various components of the TIF Financings. The Developer will provide the County with no less than annual reports setting forth the amount and purpose of expenditures of Grant proceeds and/or TIF Financing proceeds.

**ARTICLE II  
COUNTY'S AND AUTHORITY'S COMMITMENTS**

In consideration of the benefits to the County as a result of the Developer's performance under this Agreement, the County and the Authority agree as follows:

2.01 Grant

The County agrees to make payments to the Authority (the "Grant") of certain incremental tax revenue (the "Incremental Tax Revenues") as described below on the terms subject to the limitations set forth in this Agreement:

- (a) 80% of the incremental increase in real estate and personal property tax revenues collected with respect to the Project in any calendar year in excess of the amount of such taxes collected in the calendar year 2011; and
- (b) 80% of the transient occupancy taxes collected in any calendar year from the Project in excess of the amount of such taxes collected in calendar year 2011; and
- (c) 95% of food and beverage County sales tax or CDA assessments collected, if any, in any calendar year from the Project.

2.02 Subject to Appropriation

Payments by the County of the Grant to the Authority shall be subject to annual appropriations by the Board of Supervisors and shall not constitute a debt or general obligation of the County. The County Administrator, or other officer responsible for preparing the County's budget, will include each year in the County's budget an appropriation of the Grant to the Authority; however, payment of the Grant shall be subject to appropriation each year by the Board of Supervisors.

2.03 Limitation on Amount

The amount of Grant paid to the Authority each year shall not exceed the Incremental Tax Revenues. Payments of the Grant shall not exceed the amount of Incremental Tax Revenues actually collected by the County.

2.04 Expiration of Grant

Payment of the Grant shall terminate on the earlier to occur of (i) payment in full of the TIF Financings or (ii) December 31, 2039.

2.05 GAP Financing

A portion of the TIF Financing (the "Gap Financing Component") will be repaid from revenues derived pursuant to the Virginia Tourism Development Financing Program (the "TDFP"). Under the TDFP, the Commonwealth will remit an amount equal to one percent of that state sales tax revenues generated by transactions taking place on the premises of the Project (the "Entitled Sales Taxes"). The County shall collect an amount equivalent to the Entitled Sales Taxes from other local tax revenues generated by transactions taking place on the premises of the Project. The County shall also collect the Access Fee referenced in Section 1.04 herein. The County shall remit the amounts collected to the Authority on a quarterly basis. The Access Fees, along with Entitled Sales Taxes distributed pursuant to Section 58.1-3851.1(B)(1) of the Virginia Code, shall be used solely to make payments of principal and interest on the qualified Gap Financing Component and shall continue to be collected and paid until such Gap Financing Component is paid in full. The County shall notify the State Controller and the Department of Taxation when Entitled Sales Taxes are no longer subject to being remitted.

2.06 Authority's Obligations

The Authority will apply amounts received pursuant to this Agreement to the payment of the TIF Financings. The Authority agrees to assign its rights to payment of the Grant to the lender or trustee for the TIF Financings. The Authority's obligations hereunder shall be limited to amounts paid to it by the County under this Agreement.

**ARTICLE III  
INDEMNIFICATION; PAYMENT OF EXPENSES**

The Developer shall indemnify, protect and save the County, the Authority, and each of their respective officers, directors and employees harmless from all liability, obligations, losses, claims, damages, actions, suits, proceedings, costs, and expenses, including reasonable attorney's fees, arising or resulting directly from the issuance

of TIF Financing. The Developer agrees to pay the costs, fees and expenses of the County and the Authority, including reasonable attorney's fees, incurred by the County or the Authority in connection with this Agreement and the administration of the Grant. The indemnification arising under this Article III shall survive the termination of this Agreement.

**ARTICLE IV  
TERMINATION OF THE COUNTY'S AND THE AUTHORITY'S OBLIGATIONS**

Should any of the following circumstances occur or exist (each an "Event of Default"), the obligation of the County and the Authority to provide the Grant, as described herein, to the Developer shall cease and terminate:

- (a) The Developer fails to substantially complete construction of the Project components described in Section 1.01 within three years after the date of this Agreement;
- (b) The Developer assigns its rights without the consent of the County; or
- (c) The Developer ceases to operate or cause the Project to be operated as described herein for a period of 12 months.

The provisions of this Article IV are subject to the following limitation: if by reason of *force majeure* the Developer is unable in whole or in part to carry out this Agreement, the Developer shall not be deemed in default during the continuance of such inability. The term "*force majeure*" as used herein shall mean, without limitation, the following: acts of God; strikes, lockouts or other industrial disturbances; acts of public enemies; orders or restraints of any kind of the government of the United States of America or of the Commonwealth or any of their departments, agencies or official, or any civil or military authority; insurrections; riots; landslides; earthquakes; fires; storms; droughts; floods; explosions; breakage or accidents to machinery, transmission lines, pipes or canals; or any other cause or event not reasonably within the control of the Developer.

**ARTICLE V  
TERMINATION OF AGREEMENT**

This Agreement shall terminate upon the earlier of (i) payment in full of the TIF Financing or (ii) December 31, 2039.

**ARTICLE VI  
ASSIGNMENTS**

No party shall sell or assign any interest in or obligation under this Agreement without the prior written consent of all of the parties.

**ARTICLE VII  
LIMITED OBLIGATIONS OF THE COUNTY AND THE AUTHORITY**

NO PROVISION OF THIS AGREEMENT SHALL BE CONSTRUED OR INTERPRETED AS CREATING A PLEDGE OF THE FAITH AND CREDIT OF THE COUNTY OR THE AUTHORITY WITHIN THE MEANING OF ANY CONSTITUTIONAL DEBT LIMITATION. NO PROVISION OF THIS AGREEMENT SHALL BE CONSTRUED OR INTERPRETED AS A DONATION OR A LENDING OF THE CREDIT OF THE COUNTY OR THE AUTHORITY WITHIN THE MEANING OF THE VIRGINIA CONSTITUTION. THIS AGREEMENT SHALL NOT DIRECTLY OR INDIRECTLY OR CONTINGENTLY OBLIGATE THE COUNTY OR THE AUTHORITY TO MAKE ANY PAYMENTS BEYOND THOSE APPROPRIATED IN THE SOLE DISCRETION OF THE COUNTY FOR ANY FISCAL YEAR IN WHICH THIS AGREEMENT SHALL BE IN EFFECT. THE AUTHORITY SHALL BE UNDER NO OBLIGATION TO MAKE ANY PAYMENTS HEREUNDER EXCEPT FROM MONIES PROVIDED TO IT BY THE COUNTY PURSUANT TO THIS AGREEMENT. THE AUTHORITY SHALL BE UNDER NO OBLIGATION TO MAKE ANY INVESTIGATION OR DETERMINATION AS TO ANY MATTERS THAT WOULD CONSTITUTE AN

EVENT OF DEFAULT HEREUNDER AND THE AUTHORITY SHALL BE ENTITLED TO RELY ON INSTRUCTIONS PROVIDED BY THE COUNTY AS TO SUCH MATTERS.

**ARTICLE VIII  
MISCELLANEOUS**

8.01 Governing Law

This Agreement shall be governed in all respects by the laws of the Commonwealth of Virginia. Any litigation with respect thereto shall be filed solely in the Circuit Court of Prince Edward County, Virginia. The Developer hereby waives the right, if any, to remove any case to federal court.

8.02 Notices

- (a) All notices required or permitted to be given pursuant to this Agreement shall be effective only if the same shall be in writing and sent by first class mail with postage prepaid, return receipt requested, or by a nationally recognized next day courier service, addressed as follows:

**If to the Developer**

Prince Edward Development, LLC  
P.O. Box 385  
Farmville, Virginia 23901

**If to the County**

c/o County Administrator  
P.O. Box 382  
111 South Street, 3<sup>rd</sup> Floor  
Farmville, Virginia 23901  
Attention: County Administrator

**If to the Authority**

c/o Attorney to the IDA  
P.O. Box 382  
Farmville, Virginia 23901

Notice shall be deemed given when deposited with the United States Postal Service by first class mail, postage prepaid, or when received , if by next day courier delivery service.

- (b) Any addressee may designate additional or different addresses for communications by notice given under this Section to each other.

8.03 Severability

If any term, covenant, or condition of this Agreement or the application thereof to any person or circumstance shall to any extent be determined to be invalid or unenforceable by a Court of competent jurisdiction, the remainder of this Agreement, or the application of such term, covenant or condition to persons or circumstances other than those to which it is held invalid or unenforceable, shall not be affected thereby and in lieu of such term, covenant or condition that is found to be invalid or unenforceable, a provision may be added as a part of this Agreement that is mutually agreeable to County and the Developer and is as similar to the invalid or unenforceable term, covenant or condition as may be possible and be valid and enforceable.

8.04 Waiver

Any party to this Agreement may waive any right or remedy hereunder, if permitted by law, provided that no such waiver shall be deemed to exist unless such waiver is in writing. No such waiver shall be deemed to constitute a waiver of other rights and remedies provided pursuant to this Agreement. The failure to enforce any particular provision of this Agreement on any particular occasion shall not be deemed a waiver by either part of any of its rights hereunder, nor shall it be deemed to be a waiver of that party's rights for any subsequent or continuing breach of such provision.

8.05 Liability of Officers and Agents

No office, agent or employee of the County or the Authority shall be subject to any personal liability or accountability by reason of the execution of this Agreement or any other documents related to the transactions contemplated hereby. Such officers, agents, or employees shall be deemed to execute such documents in their official capacities only, and not in their individual capacities. This Section shall not relieve any such officer, agent, or employee from the performance of any official duty required by law.

8.06 Counterparts

This Agreement may be executed in several counterparts, including separate counterparts, and each shall constitute the same instrument.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly elected officers, all as of the date above written.

**PRINCE EDWARD DEVELOPMENT, LLC**

By: \_\_\_\_\_  
Robert D. Fowler, Managing Member

**COUNTY OF PRINCE EDWARD, VIRGINIA**

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

APPROVED AS TO FORM

\_\_\_\_\_  
James R. Ennis, County Attorney

**INDUSTRIAL DEVELOPMENT AUTHORITY  
OF PRINCE EDWARD COUNTY, VIRGINIA**

By: \_\_\_\_\_  
Robert M. Showalter, Chairman

APPROVED AS TO FORM

\_\_\_\_\_  
Eric A. Tinnell, IDA Attorney



County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: December 11, 2012  
Item No.: 13  
Department: County Administration  
Staff Contact: W.W. Bartlett  
Issue: County Administrator's Report

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Summary:

- a. **Holiday Schedule** – Since the adoption of the County's Holiday schedule the Governor has included two additional days of time off for state employees – December 26<sup>th</sup> and 31<sup>st</sup>. The County's Holiday schedule does not include either day but it does include Friday, December 21<sup>st</sup> which is not a state Holiday. I recommend the County holiday schedule be amended to eliminate December 21<sup>st</sup> as a County Holiday and add December 26<sup>th</sup> and 31<sup>st</sup> to correspond with action taken by the Governor. This action is in accordance with Section 8.4A of the County's personnel policy that states "The County observes the same holidays as the Commonwealth of Virginia."
- b. **County Budget Schedule** – The School Board has approved a proposed budget schedule, Attachment 1. Using this draft schedule as a guide, I developed a proposed County budget schedule. The proposed County budget schedule coincides with the Schools in regard to the two joint meetings of the Boards and the presentation of the School budget to the Board of Supervisors. However, I recommend the joint public hearing of the County/School budget be held April 23, 2012 versus April 16, 2012 as contained in the draft school budget schedule. This will allow one additional week for the Board of Supervisors to work on the budget and one additional week for the public to be informed.
- c. **Route 786 Update** – Representatives of VDOT and Department of Conservation and recreation (DCR) conducted an inspection of the new road on November 27, 2012. As of this date the VDOT punch list has not been received. The DCR punch list has been received with work concerning erosion and sediment control required that can be completed in approximately a week. A re-inspection is tentatively scheduled for December 10, 2012 by DCR.
- d. **Court House Roof** – Kenbridge construction has been contacted regarding this issue. The manufacturer of the shingles has been verified and documentation is being assembled to substantiate our claim of a product defect. Additionally, we are continuing to research if the installation was done properly and any remedies in case it was not.

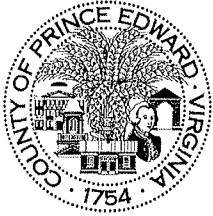
(continued)

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

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

Cooper-Jones \_\_\_\_\_  
Jones \_\_\_\_\_  
Wilck \_\_\_\_\_

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



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

- e. **Jail Update** – The Jail Board met on November 28<sup>th</sup> and provided direction to the Administrative staff of the Jail on actions to take to ensure the Jail has enough funds to operate. This will require a contribution from each County. The amount of this contribution is still being calculated at this date. It is anticipated the Jail will inform the member jurisdictions of the amount of the contribution prior to the Board’s meeting on December 11, 2012. The Jail staff is in negotiations with another locality in Virginia for housing a substantial number of prisoners. The negotiations have been very promising and if a successful conclusion is reached the additional funds will provide a sizeable revenue stream that will mitigate a considerable portion of any revenue shortfall.

**Attachments:** County FY 14 Budget Schedule  
School Board’s proposed budget development schedule

**Recommendations:**

- 1. Amend the County’s holiday schedule to remove December 21 as a holiday.
- 2. Approve the FY 14 County Budget Schedule.

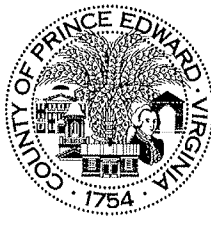
Motion \_\_\_\_\_  
Second \_\_\_\_\_

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

Cooper-Jones \_\_\_\_\_  
Jones \_\_\_\_\_  
Wilck \_\_\_\_\_

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





County of Prince Edward  
FY 14 Budget Schedule

DATE	ACTIVITY	TIME/LOCATION
January 22, 2013	Budget Preparation Guide distributed to County Departments and Constitutional Offices	
January 22, 2013	Donation Request forms distributed	
Jan. 28-Mar 15, 2013	Budget work sessions between Departments and County Administrator	
January 29, 2013	Joint meeting of Board of Supervisors and School Board	5:30 p.m. Career Technical Center
February 1, 2013	Board of Supervisors Budget Planning meeting	9:00 a.m. 3 <sup>rd</sup> Floor Conference Room
February 22, 2013	Budget worksheets submitted to County Administrator.	
March 5, 2013	Joint budget work session of Board of Supervisors and School Board	5:30 p.m. Career Technical Center
March 21, 2013	School Superintendent submits school budget to County Administrator	
March 26, 2013	Revenue estimated completed by County Administrator	
March 26, 2013	Presentation of County Administrator's proposed budget to Board of Supervisors	3:00 p.m. Board of Supervisors Room
April 2, 2013	Board of Supervisors budget work session – presentations by outside agencies	2:00 p.m. Board of Supervisors Room
April 9, 2013	Board of Supervisors budget work session – presentations of School Budget	5:00 p.m. Board of Supervisors Room
April 9, 2013	Board of Supervisors authorizes Public Hearing for April 23 (Ad dates – April 12 & 19)	
April 16, 2013	Board of Supervisors Budget Work Session	3:00 p.m. 3 <sup>rd</sup> Floor Conference Room
April 23, 2013	Board of Supervisors Budget Work Session	3:00 p.m. 3 <sup>rd</sup> Floor Conference Room
April 23, 2013	Joint Public Hearing on County & School Budgets & Tax Rates	7:00 p.m. Board of Supervisors Room
April 30, 2013	Budget Work Session, Adoption of County & School Budgets & Tax Rates	7:00 p.m. Board of Supervisors Room
June 11, 2013	Approval of Appropriations.	7:00 p.m. Board of Supervisors Room

(FROM SCHOOL BOARD)

**Requested Dates to Meet With the School Board on Budget  
Development for 2013-2014**

Originated September 26, 2012

Wednesday, January 9, 2013	Regular Board Meeting, review budget requests, salary increases, goals.
Wednesday, January 23, 2013	Initial Budget Work Session, 5:30 p.m.
Tuesday, January 29, 2013	Dinner meeting with the Board of Supervisors, 5:30 p.m., Career Tech. Center
Wednesday, February 6, 2013	Budget Work Session before Board Meeting 3:00 p.m.
Wednesday, February 6, 2013	Public Hearing at Regular Board Meeting
Wednesday, February 13, 2013	Budget Work Session to prepare proposed budget for the Board of Supervisors 5:30 p.m.
Tuesday, March 5, 2013 5:30 p.m. Career Technical Center	Dinner with the Board of Supervisors to discuss 2013-2014 budget
Wednesday, March 20, 2013 5:30 p.m. School Board Office	School Board approves final budget to present to the Board of Supervisors
Tuesday, April 9, 2013 5:00 p.m. Courthouse	Superintendent presents approved budget to the Board of Supervisors
Tuesday, April 16, 2013 7:00 p.m. Courthouse	Board of Supervisors Budget Public Hearing
Thursday, April 23, 2013 3:00 p.m. Courthouse	Board of Supervisors budget work session to approve budget.
Wednesday, May 15, 2013 5:30 p.m. School Board Office	School Board approves final revised budget.

Dates in March and April and May are subject to change based on the Board of Supervisors calendar and the final state funding process.



County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: December 11, 2012  
Item No.: 14  
Department: County Administration  
Staff Contact: W.W. Bartlett/Sarah Elam Puckett  
Issue: Correspondence/Informational

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Summary:

Attachments:

- a. Letter from APA, RE: Annual Audits of Constitutional Offices
- b. Letter from Shentel, RE: Price Changes
- c. CRC Agenda and Meeting Minutes
- d. Governor's Press Release, RE: Winter Preparedness Week

Recommendation: None.

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

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

Cooper-Jones \_\_\_\_\_  
Jones \_\_\_\_\_  
Wilck \_\_\_\_\_

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



# Commonwealth of Virginia

*Auditor of Public Accounts*

Walter J. Kucharski  
Auditor of Public Accounts

P.O. Box 1295  
Richmond, Virginia 23218

November 6, 2012

William G. Fore, Jr.  
Board Chairman  
2670 Back Hampden Sydney Road  
Farmville, VA 23901

County of Prince Edward

Dear Mr. Fore:

We have reviewed the Commonwealth collections and remittances of the Treasurer, Commissioner of the Revenue, and Sheriff of the locality indicated for the year ended June 30, 2012. Our primary objectives were to determine that the officials have maintained accountability over Commonwealth collections, established internal controls, and complied with state laws and regulations.

The results of our tests found the Treasurer, Commissioner of Revenue, and Sheriff complied, in all material respects, with state laws, regulations and other procedures relating to the receipt, disbursement, and custody of state funds, except as follows.

The Treasurer did not comply with state laws and regulations as described below.

#### Properly Remit Sheriff Fees

The Treasurer did not retain the correct locality portion of Sheriff's fees during the audit period as required by Section 15.2-1609.3 of the Code of Virginia. This resulted in a \$141 over-remittance to the State. The Treasurer should withhold the additional \$141 from Sheriff's fees collected during fiscal year 2013 before remitting the remainder to the State. Proper accounting for Sheriff's fees will ensure compliance with Code of Virginia requirements.

We discussed this comment with the Treasurer on November 6, 2012 and we acknowledge the cooperation extended to us during this review.

Sincerely,

A handwritten signature in black ink that reads "Walter J. Kucharski".

Auditor of Public Accounts

WJK:kwv

cc: Wade Bartlett, County Administrator  
Mable H. Shanaberger, Treasurer  
Beverly M. Booth, Commissioner of the Revenue  
Wesley W. Reed, Sheriff



November 15, 2012

Prince Edward County  
111 N South St  
Post Office Box 382  
Farmville, VA 23901

Re: Shenandoah Cable Television, LLC (“Shentel”); Pricing Changes

Dear Sir or Madam:

Please accept this letter as formal notice that Shentel will be making lineup and pricing changes in its Farmville, VA cable television system on or after December 16, 2012. These changes are outlined in the enclosed copy of the notice that is being distributed to customers affected by this change in accordance with FCC rules. You are receiving this notice as the franchise authority for one or more of the affected communities. A list of the affected communities is also enclosed.

If you have any questions or require additional information regarding this notice, please do not hesitate to contact me at (540) 984-5187.

Sincerely,

A handwritten signature in black ink that reads "Chris Kyle". The signature is fluid and cursive.

Chris Kyle  
Vice President – Industry Affairs & Regulatory

CK/sak



# 2012 Price Adjustment

Effective On or After December 16, 2012

	CURRENT PRICE	NEW PRICE
<b>TELEVISION (monthly)</b>		
Economy	\$25.95	\$23.95
Essentials	\$55.95	\$57.95
Digital Essentials** (First set-top box free)	\$68.95	\$70.95
HBO**+	\$16.95	\$17.95
Cinemax**+	\$13.95	\$14.95
Starz/Encore**+	\$14.95	\$13.95
Showtime/The Movie Channel**+	\$15.95	No Change
Additional SD Converter	\$6.95	\$5.95
First HD Converter	\$11.95	\$10.95
Additional HD Converter	\$9.95	\$5.95
Additional HD/DVR Converter	\$11.95	\$9.95

### MISCELLANEOUS CHARGES

Retrans Fee*	\$3.58	\$4.05
Copyright*	\$0.08	\$0.31

### LOCAL FRANCHISE AUTHORITY

Prince Edward County  
111 N South St., P.O. Box 382  
Farmville, VA 23901

Town of Farmville  
116 North Main St., P.O. Drawer 368  
Farmville, VA 23901

Cumberland County  
1 Courthouse Circle, P.O. Box 110  
Cumberland, VA 23040

\* Required with any level of television service.  
\*\* A digital set-top box is required for all digital services at an additional fee.  
+ A subscription to premium channel is required.

Restrictions apply. Not available in all areas. Limited to residential customers. Shentel © 2012. All rights reserved.

**PRINCE EDWARD  
AND CUMBERLAND  
COUNTIES**

# 2012 Price Adjustment and Channel Line-up Notification

November 10, 2012

Dear Shentel TV Customer:

This letter is to inform you about price adjustments associated with your Shentel Cable TV service that will go in effect on or after December 16, 2012.

Shentel strives to keep your prices as low as possible, and to that end we are a member of the National Cable Television Cooperative which allows us to purchase cable TV programming at more competitive pricing. Even though we work hard to minimize programming cost increases, when we are hit with consistent rate hikes from content providers we must adjust our rates. You will find the new prices in this notification.

In an effort to provide you with even greater choices and value we will be adding channels like Retirement Living TV (RLTV) and the NFL Network. You will find these new channels in the digital tier.

We are now offering our customers different ways to help save money such as reducing converter pricing that is outlined in the notification. You can also save \$1.50 per month by using the electronic bill payment bank draft option and an additional .50 cents by choosing to receive a paperless bill. Combine the two for a savings of \$2.00 per month!

Don't forget you always have the option to save 10% off your bill when you bundle, or save up to 15% when you bundle with a 2 year commitment.

This brochure provides you with the current list of channels and new pricing. You may call us at 1-800-SHENTEL or email us at [cable@shentel.net](mailto:cable@shentel.net) with any questions. We appreciate your business.

Sincerely,

Angela Washington  
Marketing Manager





# 2012 CHANNEL LINE-UP

Effective On or After December 16, 2012

## ECONOMY

- 2 Channel Guide
- 3 Local Access
- 4 C-SPAN
- 5 HSN
- 6 CBS – WTVR (Richmond)
- 7 FOX – WRLH (Richmond)
- 8 ABC – WRIC (Richmond)
- 9 PBS – WCVE (Roanoke)
- 10 QVC
- 11 PBS – WCWV (Richmond)
- 12 NBC – WWBT (Richmond)
- 13 ABC – WSET (Lynchburg)
- 14 The CW – WUPV (Richmond)
- 15 INSP
- 16 ION – WPXR (Lynchburg)
- 17 The Weather Channel
- 18 C-SPAN2
- 19 Alive TV
- 20 TBN

## ESSENTIALS

- 23 ESPN
- 24 ESPN2
- 25 ESPN Classic
- 26 CSN
- 27 SPEED
- 28 G4
- 29 Lifetime
- 30 FOX News Channel
- 31 CNN
- 32 HLN
- 33 CNBC
- 34 MSNBC
- 35 TNT
- 36 TBS
- 37 TCM
- 38 USA
- 39 FX

- 40 Spike
- 41 A&E
- 42 FOX Movie Channel
- 43 Hallmark Channel
- 44 ABC Family
- 45 Disney Channel
- 46 Disney XD
- 47 Nickelodeon
- 48 TV Land
- 49 Travel Channel
- 50 Oxygen
- 51 AMC
- 52 truTV
- 53 Comedy Central
- 54 TLC
- 55 HGTV
- 56 Discovery Channel
- 57 Bravo
- 58 Animal Planet
- 59 History
- 60 Food Network
- 61 National Geographic Channel
- 62 Syfy
- 63 BET
- 64 CMT
- 65 MTV
- 66 VH1
- 67 Cartoon Network
- 68 GAC
- 69 E!
- 70 Golf Channel

## DIGITAL ESSENTIALS\*

- 100 Nick Jr.
- 101 TeenNick
- 102 Nicktoons
- 103 Sprout
- 104 The Hub
- 105 Boomerang
- 106 Science
- 107 Destination America
- 108 Military Channel
- 109 BBC America
- 110 H2
- 111 OWN
- 112 Bio

- 113 RFD-TV
- 114 IFC
- 115 Chiller
- 116 LMN
- 117 WE tv
- 118 Reelz Channel
- 119 Hallmark Movie Channel
- 120 ESPNU
- 121 ESPNews
- 122 FOX Soccer
- 123 NBC Sports Network
- 124 FCS Atlantic
- 125 FCS Central
- 126 FCS Pacific
- 128 Discovery Fit & Health
- 129 RLTV
- 130 Fuel TV
- 131 Ovation
- 132 GMC
- 133 EWTN
- 134 JCTV
- 135 Smile of a Child
- 136 DIY Network
- 137 Style
- 138 Disney Junior
- 139 Cooking Channel
- 140 Investigation Discovery
- 141 Cloo
- 142 Current TV
- 143 FOX Business Network
- 145 Tr3s
- 146 MTV Jams
- 147 MTV2
- 148 MTV Hits
- 149 VH1 Classic
- 150 CMT Pure Country
- 151 VH1 Soul
- 152 GSN
- 154 Nat Geo Wild
- 156 Nick 2
- 162 WGN America
- 165 Outdoor Channel
- 167 NFL Network

## HD\*

- 206 CBS – WTVR HD
- 207 FOX – WRLH HD
- 208 ABC – WRIC HD
- 209 PBS – WCVE HD
- 210 QVC HD
- 212 NBC – WWBT HD
- 213 ABC – WSET HD
- 214 The CW – WUPV HD
- 216 ION – WPXR HD
- 218 Universal HD
- 219 ASX TV
- 220 HDNet Movies
- 221 Velocity HD
- 222 ESPNU HD
- 223 ESPN HD
- 224 ESPN2 HD
- 226 Golf Channel HD
- 227 SPEED HD
- 228 Outdoor Channel HD
- 229 Lifetime HD
- 230 FOX News Channel HD
- 231 CNN HD
- 232 FOX Business Network HD
- 233 CNBC HD
- 234 MSNBC HD
- 235 TNT HD
- 236 TBS HD
- 238 USA HD
- 239 FX HD
- 240 Spike HD
- 241 A&E HD
- 243 Bravo HD
- 244 ABC Family HD
- 245 Disney Channel HD
- 247 Nickelodeon HD
- 248 LMN HD
- 249 Oxygen HD
- 250 Travel Channel HD
- 253 Science HD
- 254 TLC HD
- 255 HGTV HD
- 256 Discovery Channel HD

- 257 Destination America HD
- 258 Animal Planet HD
- 259 History HD
- 260 Food Network HD
- 261 National Geographic Channel HD
- 262 Syfy HD
- 264 NBC Sports Network HD
- 265 MTV HD
- 266 VH1 HD
- 267 NFL Network HD
- 291 HBO HD†
- 292 Cinemax HD†
- 293 Starz HD†
- 294 Showtime HD†

## HBO\*\*

- 300 HBO
- 301 HBO Family
- 302 HBO2
- 303 HBO Signature
- 304 HBO Comedy
- 305 HBO Zone

## SHOWTIME & THE MOVIE CHANNEL\*\*

- 310 Showtime
- 311 SHO 2
- 312 Showtime Showcase
- 313 SHO Extreme
- 314 SHO Next
- 315 SHO Women
- 316 Showtime Family Zone
- 317 FLIX
- 318 The Movie Channel
- 319 The Movie Channel Xtra

## CINEMAX\*\*

- 320 Cinemax
- 321 MoreMAX
- 322 ActionMAX

- 323 ThrillerMAX
- 324 WMAX
- 325 @MAX
- 326 5StarMAX
- 327 OuterMAX

## ENCORE/STARZ\*\*

- 330 Encore
- 331 Encore Action
- 332 Encore Love
- 333 Encore Suspense
- 334 Encore Drama
- 335 Encore Westerns
- 336 Encore Family
- 337 Starz
- 338 Starz Edge
- 339 Starz Kids & Family
- 340 Starz In Black
- 341 Starz Cinema
- 342 Starz Comedy

## PAY-PER-VIEW\*

350-356

## MUSIC CHANNELS\*

901-946 Music Choice

\* A digital set-top box is required for all digital services at an additional fee.

† A subscription to premium channel is required.

The only channels removed from this line-up were: Bloomberg

Orange indicates new and repositioned channels.

**SHENTEL**  
1-800-SHENTEL  
www.shentel.com

Communities

System	Communities Served
Farmville	BLAKE VILLAGE
	FARMVILLE
	HAMPDEN SYDNEY
	KIMBERLY HILLS
	KINGSVILLE
	RAINES TAVERN
	TUGGLE
	WORSHAM





IN PARTNERSHIP WITH  
The counties of Amelia | Buckingham | Charlotte | Lunenburg | Prince Edward

MEETING AGENDA  
**Thursday, December 6, 2012, 12 Noon (Light Lunch will be provided)**  
Commonwealth Regional Council Office  
One Mill Street, Suite 101, Farmville, Virginia 23901

- I. Welcome & Call to Order .....Chairman Fore
- II. Invocation
- III. Approval of Minutes of November 1, 2012 Meeting .....Secretary Wingold
- IV. Treasurers’ Report –November Financial Statement, **Attachment 1** .....Treasurer Stish
- V. Report of Officers & Committees
  - A. Chairman’s Report .....Chairman Fore
    - 1) Appointment of FY 13-14 Budget Committee
    - 2) Executive Committee Report
      - a) Town of Kenbridge Request for CRC Services-Kenbridge Safe Routes to School Project (Plan Update) **Attachment 2**
    - 3) Report on Chief Administrative Officers Meeting, **Attachment 3**
- VI. Old Business .....Chairman Fore
  - A. President & Staff Reports
    - 1) Status CRC Charter Amendments-Attorney General Opinion, .....Chairman Fore
    - 2) VACO Update -Discussion, H.R. 1831 Industrial Hemp Farming Act of 2011 ...Cassandra Stish
    - 3) CRC Letter to DHCD – PDC Boundary Review/Membership, **Attachment 4**....Mary Hickman
    - 3) CRC Website Request for Proposals.....Melody Foster  
Cassandra Stish
    - 4) Council Member Comments
- VII. New Business.....Chairman Fore
  - A. President & Staff Reports
    - 1) Setting of FY 13-14 CRC Member Investment Fees (Dues) .....Mary Hickman
    - 2) FY 11-12 CRC Annual Report Brochure (Separate Insert) .....Mary Hickman
    - 3) VAPDC “Best Practices” Book (Separate Insert).....Mary Hickman
    - 4) CRC Office Holiday Schedule, **Attachment 5**.....Mary Hickman
    - 5) Weldon Cooper Center Final Virginia by Locality Population Projections (2020-2040), **Attachment 6** .....Mary Hickman
    - 6) Governor’s Agriculture & Forestry Industries Development Fund (AFID) Planning Grants Program, **Attachment 7**.....Mary Hickman
    - 7) Submission of CRC Grant Administration Proposal for Keysville CDBG Downtown Revitalization Project.....Mary Hickman
    - 8) Council Member Comments
- VIII. Commonwealth Intergovernmental Review Process, **(None)**
- IX. Council Member Comments
- X. Other Business
- XI. Adjourn – Next Meeting Date – January 3, 2013

\*A copy of the detailed financial expenditures report is available at the CRC offices for review.

COMMONWEALTH REGIONAL COUNCIL  
One Mill Street, Suite 101 | P.O. Box P  
Farmville, VA 23901 | 434.392.6104 PHONE

<http://www.virginiashheartland.org> ~ <http://tourism.virginiashheartland.org>



The possibilities...

**Commonwealth Regional Council  
Farmville, VA 23901  
November 1, 2012**

**Welcome & Call to Order**

The Chairman called the Meeting to order at 12:00 Noon at the Commonwealth Regional Council Office located at One Mill Street, Suite 101, Farmville, Virginia.

**Invocation**

Mr. Bennett gave the invocation.

**Approval Of Minutes Of October 4, 2012 Meeting**

Ms. Stish moved to approve the minutes as presented. Motion carried.

**ROLL CALL**

<u>MEMBERS</u>	<u>PRESENT</u>	<u>ABSENT</u>
Amelia:		
Mr. Ellsworth J. Bennett	Mr. Ellsworth J. Bennett	
*Mr. Ralph A. Whitaker, Jr.	(Vice-Chairman)	
Buckingham:		
Ms. Cassandra Stish	Ms. Cassandra Stish	
*Ms. Rebecca Carter	(Treasurer)	
Charlotte:		
Mr. Gary Walker	Mr. Gary Walker	
*Mr. Haywood J. Hamlet		
Lunenburg:		
Mr. David Wingold	Mr. David Wingold	
* Mr. T. Wayne Hoover	(Secretary)	
Prince Edward:		
Mr. William G. Fore, Jr.	Mr. William G. Fore, Jr.	
*Mr. Don C. Gantt	(Chairman)	

NOTE: \*Denotes Alternates

**STAFF**

Ms. Mary Hickman, Acting President/CEO  
Ms. Melody Foster, Regional Planner  
Mr. Todd Fortune, Community Development Planner  
Mr. Andre' Gilliam, Community Development Planner  
Ms. Barbara Terry, Part-Time Planner

**GUESTS**

Mr. Paul Hoffman, Congressman Hurt's Office

**Treasurer's Report**

**October Financial Statements:** The Chairman stated the October Financial Statement was enclosed in the Council packet for review.

Mr. Walker moved to accept the Financial Statement as presented. Motion carried.

**Report of Officers & Committees**

**Chairman's Report**

**Executive Committee Report**

**Buckingham County Grant Writing Services Request for the Buckingham County Library, Inc.:** Ms. Hickman stated the CRC received a time-sensitive request (dated October 17, 2012) from Buckingham County to provide Grant Writing Assistance to the Buckingham County Library to apply to the Charlottesville Area Community Foundation Fall Small Grant Program Community Endowment to fund its Phase 2 Campaign. The deadline for the e-application was October 25, 2012. Therefore, due to the time-sensitive nature, the Executive Committee reviewed and approved the request prior to submission. Ms. Hickman stated a copy of the Memorandum of Understanding between the CRC and Buckingham County was included in the Council packet. Ms. Hickman passed around a copy of the completed e-application for members to review. The Foundation is scheduled to make funding decisions on December 3, 2012.

**Report on Chief Administrative Officers Meeting (CAO):** The Chairman stated the CAO meeting was canceled due to scheduling conflicts.

**Old Business**

**President & Staff Reports:**

**Status Report – CRC Charter Amendments-Attorney General Opinion:** The Chairman stated he still has not received any notification from the Attorney General's office. The Chairman stated this issue will be kept on the Agenda until notification is received.

After discussion by members, the Chairman directed Ms. Hickman to send a letter to DHCD regarding the Comments on PDC Boundary Review to request that localities that are included in a boundary of a PDC/RC should be required to be dues paying members of the respective PDC/RC.

**Report on CRC Hosted Safe Routes to School Workshop:** Ms. Foster stated enclosed in the Council Members' packet were excerpts of the Safe Routes To School Presentation given at the CRC's Hosted Workshop that was held on October 17, 2012. Ms. Foster stated Mr. Robert Williams, Statewide Coordinator for Safe Routes to School and Ms. Danielle R. McCray, Central-Southern-Western Virginia Local Technical Assistance Coordinator were the presenters for the Workshop. Ms. Foster stated it was learned at the workshop that due to the new Federal Transportation Bill –MAP21, in the future, there will be a required 20% local match to Safe Routes to School Applications. Currently, there is no local match required when applying for assistance. Applications that are due in December 2012 (Non-Infrastructure) and January 2013 (Infrastructure) will still be under the old rule that does not require local match.

**Award Announcement of Planning District 14 VA Locality Stormwater Program**

**Development Project Proposal Submission:** Ms. Hickman stated the Virginia Department of Conservation and Recreation has announced proposed funding awards of the 2012 Local Stormwater Grant Program. Ms. Hickman stated 59 grant projects are proposed for award of funds including the submission by Prince Edward County for the seven PD 14 localities. The Prince Edward Application received a proposed award of \$100,000. Ms. Hickman stated the grant request was for \$180,000.

Competitive negotiation for grant funding requires the list of projects selected for grant awards be made available for public review and comment for at least 30 days prior to executing final grant agreements. Comment period for the proposal grant awards will end at midnight on November 8, 2012.

**Submission of Town of Victoria VDCR Recreational Trail Project-Phase II Application:** Mr. Fortune stated the CRC is under contract with the Town of Victoria to provide grant writing services for the submission of a the Recreational Trail Phase II Application to VDCR.

The first phase of the Town's Recreational Trail Project was within the Railroad Park to Twin Cemetery Road. The Second Phase of the Trail Project continued the Trail to just short of reaching the Airport. The application was submitted on October 23, 2012.

**Reminder-VDOT Fall Public Meeting Schedule FY 14-19 Six Year Improvement Program:**

Ms. Foster stated included in the Council members packet is a reminder of the scheduled Fall Multi-Modal Public Meetings. Ms. Foster stated she will be attending the meeting held on November 8, 2012 in Lynchburg, VA to present the CRC's adopted Projects of Regional Significance to VDOT.

**Council Member Comments:** Mr. Wingold asked what the status was regarding possible other locations for the CRC offices in Farmville (Mr. Wingold was out several months due to medical reasons). The Chairman stated no other location was found that would be a better economical deal than the current location of the CRC offices.

**New Business****President & Staff Reports**

**October Safe Routes to School Quick Mini-Grant Award Announcement:** Ms. Foster stated enclosed in the Council packet was a listing of the October awards for the VDOT \$1,000 QuickStart Mini-grants through the Safe Routes to School Program. Five projects were awarded funding, including the Phenix Elementary School located in Charlotte County. Ms. Foster stated the last round of QuickStart Mini-grants will be announced in November of 2012.

**Staff Report – 2012 VDOT Local Programs Workshop:** Ms. Foster passed out a handout that included a "CRC Staff Snap Shot" of the 2012 VDOT Local Programs Workshop held in Richmond, VA on October 24 & 25, 2012. Ms. Foster stated four CRC staff attended the Workshop. Ms. Foster stated 20 VDOT Programs areas were covered in multiple break-out sessions in the two-day workshop. Because multiple staff attended the workshop all 20 Program Area Break-out sessions were attended by CRC staff. The Workshop also provided updates on the new Federal Transportation Bill - MAP21 specifically in how it relates to the VDOT Transportation Enhancement Program. Ms. Foster stated

several activities have been eliminated from eligibility for the Enhancement Program and several eligible activities have been modified. Because of MAP21 and the changes to the Enhancement Program this year's grant competitive round has been delayed. It is anticipated that the next round of Enhancement Grants will be due in February, however, it is also anticipated that only existing projects will be eligible for funding. Ms. Foster did note however, that if a existing project now falls into one of the categories that is no longer eligible they will not be able to request additional funding for the project. Ms. Foster stated more information on MAP21 and how it affects the VDOT programs will be forthcoming in the coming months.

Ms. Foster also stated one of the main topics of discussion was programs that involved the localities utilizing their own funds (revenue sharing, etc.) to maintain and build roads. Ms. Hickman added that many of the VDOT road projects rely on federal funding which brings with it federal regulations which can be very labor intensive to fulfill. Mr. Walker noted to Mr. Hoffman that this is one issue that could be pointed out to Congressman Hurt that is hurting rural localities and could be addressed by Congress.

**Discussion-CRC Website Assessment:** Ms. Foster stated she had contacted Ms. Stish, who owns a Web Site Design business, to provide advice on updating the CRC's Website. Ms. Foster stated the CRC previously contracted a Consultant to design and upload the CRC's current website. The CRC's website went live in May of 2008. Ms. Foster stated at that time the CRC had a staff that was very experienced in web design. Ms. Foster stated after the staff left, the current staff has been left with the task of up keeping the website. However, there is the need to update the site to reflect the current Work Program of the CRC. Also, for some time VDOT has requested that the CRC's website be updated to provide a more direct presence by VDOT on the main CRC webpage due to the amount of funding provided by VDOT. The current structure of the website does not allow the staff to make this change. Ms. Foster also noted that on the main page of the CRC's website there is a portal to the CRC's Tourism webpage. Ms. Foster questioned with the focus of the CRC more directed on planning and less on economic development should this be reflected in changes made to the website? Ms. Foster stated the CRC would need to make a decision, first if they would like to update the website and if so what direction the website would take.

Ms. Stish stated there were several concerns with the website, one being that it was designed with the branding of the region in mind and also the main focus of the organization at that time was economic development and tourism. Ms. Stish stated she felt essentially the focus of the website needed to be flipped to focus on planning and have tourism/economic development be more in the background of the website. Ms. Stish stated design-wise the website it is not all that intuitive and is cumbersome for the staff to update. Ms. Stish stated her opinion was that the website did need to be redone and she felt the website was one of the single most important assets the CRC owned.

There was discussion on the estimated cost of redesigning the website and development of a RFP for web design services. The Chairman directed Ms. Foster to work with Ms. Stish to develop a RFP for Web Design Services. Ms. Foster was asked to bring back costs for the project to the CRC for review and approval.

**Discussion, H.R. 1831 Industrial Hemp Farming Act of 2011:** Ms. Stish stated enclosed in the Council members packet is information on the proposed H.R. 1831 Industrial Hemp Farming Act of 2011. Ms. Stish stated a Montgomery County official brought this issue before the VACO Environmental/Agricultural Committee which in turn supported the issue and VACO will vote on

whether to include this in their Legislative Package at their annual meeting held in mid-November. Ms. Stish stated supporting this Resolution would appeal to the General Assembly who would then appeal to the Federal Government to allow industrial hemp to be grown in Virginia. Ms. Stish stated the plant Cannabis (industrial hemp) was grown successfully and with financial benefits before it was outlawed in the mid 1950's in Virginia. Ms. Stish stated allowing industrial hemp to be grown in Virginia could not only provide farmers another crop to be grown but it also could potentially provide new manufacturing jobs for the State. Ms. Stish stated there is a concern in law enforcement for the other uses of hemp.

Ms. Stish stated she presented the Resolution for the Council's consideration. After discussion it was decided to wait and see what position VACO takes on the matter. Ms. Stish requested that the matter be brought back at the December CRC meeting.

**Council Member Comments:** None

**Commonwealth Intergovernmental Review Process:** Ms. Foster stated the CRC received one CIRP for review:

- DEQ/Buckingham County – VDPES Permit for Buckingham County Water System Potable Water Treatment Plant (permit to release of treated wastewater into Troublesome Creek)

Mr. Walker moved to give a Level One, no comment, on the listed CIRP.

**Council Member Comments:** None

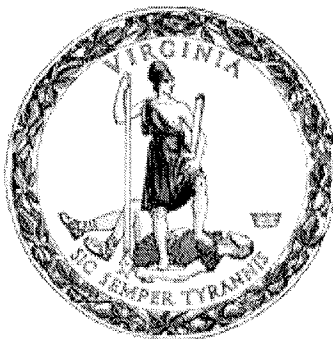
**Other Business:**

**Adjournment:** The meeting adjourned at 1:15 p.m.

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Mr. David Wingold, Secretary

**From:** Governors Update Mailing List [govupdate@governor.virginia.gov]  
**Sent:** Wednesday, November 28, 2012 2:31 PM  
**To:** GovernorsUpdate mailing list  
**Subject:** Governor McDonnell Proclaims December 2-8 Winter Preparedness Week in Commonwealth



*Commonwealth of Virginia*  
*Office of Governor Bob McDonnell*

**FOR IMMEDIATE RELEASE**

November 28, 2012

**Office of the Governor**

Contact: Jeff Caldwell

Phone: (804) 225-4260

Email: [Jeff.Caldwell@Governor.Virginia.Gov](mailto:Jeff.Caldwell@Governor.Virginia.Gov)

**Governor McDonnell Proclaims December 2-8 Winter  
Preparedness Week in Commonwealth**

*~Virginians Should Prepare for Winter Weather Now~*

**RICHMOND**—While Hurricane Sandy brought a surprise, early significant accumulating snowfall to portions of Virginia, meteorological winter doesn't officially begin in the Commonwealth until Saturday. With the upcoming winter season in mind, Governor Bob McDonnell has proclaimed December 2-8 as Winter Preparedness Week in the Commonwealth and is encouraging all Virginians to take this time to prepare to protect themselves and their families in the event of any major winter storms in the months ahead.

“Over the past 14 months, the Commonwealth has suffered through extended power outages resulting from warm weather systems like hurricanes and derechos. We hope all Virginians have taken note of these storms and will now take steps to be ready for the storms that winter could bring,” said Gov. Bob McDonnell. “As a Commonwealth, we are taking every prudent precaution to prepare and I hope that Virginians will do the same. To highlight the importance of being winter-ready, I am asking our citizens to observe December 2-8 as Winter Preparedness Week.”

Although last winter was less snowy than the previous two winters in Virginia, the National Weather Service notes that anything could happen this year. “It looks as though there will be a greater number of opportunities for low pressure systems to track nearby compared to last winter,” said Bill Sammler, NWS warning coordination meteorologist. “Temperatures are the wildcard in the pattern that is setting up. If we have cold temperatures with these southern low pressure systems, then we could have more snow or messy mixed precipitation events.”

What should Virginians do to prepare for winter weather? Here are several important safety tips:

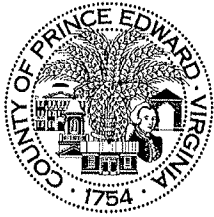
- Get fireplaces and wood stove chimneys inspected and cleaned. These often build up creosote, which is the residue left behind by burning wood. Creosote is flammable and must be professionally removed.
- Install smoke detectors in every bedroom and one on every level of your home. Check the batteries every month. If you already have smoke detectors and did not replace the batteries when the time changed recently, replace them now.
- If you use space heaters, plug them directly into wall sockets; don’t use extension cords. Keep space heaters at least three feet from other objects such as furniture, bedding and draperies. Do not leave space heaters unattended. Turn them off when you go to bed or leave the house.
- Gather emergency supplies. Start with these items: at least three days of food that does not need refrigeration or electricity to prepare, in case the power is out; at least three days of water, which is one gallon of water per day per family member; a battery-powered and/or hand-crank radio and extra batteries; flashlights and extra batteries; a first aid kit and an extra supply of medications in case you can’t get out to get prescriptions refilled. Get more details and a checklist at [www.ReadyVirginia.gov](http://www.ReadyVirginia.gov).
- Make an emergency plan. Decide on a meeting place to reunite if your family cannot return home. Choose an out-of-town friend or relative as a point-of-contact and be sure all family members have that person’s phone number – it is often easier to call long distance than to call locally during an emergency. Remember family members with special needs and your pets when making your emergency plan. Get a free worksheet at [http://www.vaemergency.gov/sites/default/files/Plan\\_0.pdf](http://www.vaemergency.gov/sites/default/files/Plan_0.pdf)
- Get where you need to go before the weather gets bad. Road condition information is available 24/7 by calling 511 or visiting [www.511Virginia.org](http://www.511Virginia.org). Even when roads have been treated with salt and/or sand, drivers should reduce speed and leave a safe driving distance from other vehicles on the road. Driving is most dangerous when the temperature is at or under 32° F. If the road is wet, ice is likely, especially on bridges, ramps and overpasses.

The Governor's proclamation can be found [here](#).

###







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

**Meeting Date:** December 11, 2012  
**Item No.:** 15  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett/Sarah Puckett  
**Issue:** Monthly Reports

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**Summary:**

**Attachments:**

- a. Animal Control
- b. Building Official
- c. Cannery
- d. Prince Edward County Public Schools
- e. Tourism

**Recommendation:** Acceptance.

Motion \_\_\_\_\_      Campbell \_\_\_\_\_      Cooper-Jones \_\_\_\_\_      Fore \_\_\_\_\_  
Second \_\_\_\_\_      Gantt \_\_\_\_\_      Jones \_\_\_\_\_      McKay \_\_\_\_\_  
Simpson \_\_\_\_\_      Wilck \_\_\_\_\_



## Animal Control Monthly Report

**"November 2012"**

<b>Dogs</b>		<b>Wildlife</b>	
Surrendered	30	Handled	0
Picked Up	15	Euthanized	0
Claimed By Owner	7	Rabies Case	0
Adopted	3		
Died in Kennel	0	<b>Livestock</b>	
Euthanized	6	Returned to Owner	0
Transferred to SPCA	29	Died in Kennel	0
Dead on Arrival	0	Adopted	0
Stolen	0	<b>Fees Collected</b>	\$0.00
<b>Fees Collected</b>	\$335.00	<b>Other Companion Animals</b>	
		Returned to Owner	0
<b>Cats</b>			
Surrendered	0	<b>Number of Calls to Shelter</b>	154
Picked Up	0	<b>Summons Issued</b>	6
Claimed By Owner	0	<b>Subpoenas Served</b>	3
Adopted	0	<b>Days in Court</b>	0
Euthanized	0	<b>Nuisance Dogs</b>	4
Died in Kennel	0	<b>Dangerous Dogs</b>	0
Transferred to SPCA	0		
Dead on Arrival	0		
<b>Fees Collected</b>	\$0.00	<b>Total Fees Collected</b>	\$335.00
<b>Bill the Town of Farmville</b>			
0 Cats housed (7 days each)			
<b>Total</b>	\$0.00		

*S. Ray Foster, Animal Control Officer*

# Building Official

Permits Issued Report  
11/01/2012 Through 11/30/2012

ADDITIONS	- Issued	2
	- Value	\$8,500.00
	- Permit Fees	\$150.00
	- 2.00% STATE TAX	\$3.00
	- Fees Collected	\$ .00
ONE & TWO FAMILY DWELLING	- Issued	1
	- Value	\$90,000.00
	- Permit Fees	\$262.40
	- 2.00% STATE TAX	\$5.25
	- Fees Collected	\$ .00
ELECTRICAL	- Issued	8
	- Value	\$1,535.00
	- Permit Fees	\$385.00
	- 2.00% STATE TAX	\$7.70
	- Fees Collected	\$ .00
MECHANICAL	- Issued	1
	- Value	\$ .00
	- Permit Fees	\$50.00
	- 2.00% STATE TAX	\$1.00
	- Fees Collected	\$ .00
MECHANICAL/GAS	- Issued	4
	- Value	\$20,850.00
	- Permit Fees	\$200.00
	- 2.00% STATE TAX	\$4.00
	- Fees Collected	\$ .00
PLUMBING	- Issued	1
	- Value	\$ .00
	- Permit Fees	\$50.00
	- 2.00% STATE TAX	\$1.00
	- Fees Collected	\$ .00
REMODELING	- Issued	1
	- Value	\$20,000.00
	- Permit Fees	\$75.00
	- 2.00% STATE TAX	\$1.50
	- Fees Collected	\$ .00
Total Permits - Issued		18
Total Permits - Value		\$140,885.00
Total Permits - Permit Fees		\$1,172.40
Total Permits - 2% Tax -		<u>\$ 23.45</u>
Total -		\$ 1,195.85

# PRINCE EDWARD COUNTY CANNERY

7916 Abilene Road  
Farmville, Virginia 23901

LENA HUDDLESTON  
Cannery Manager  
434-223-8664  
Home 434-392-4218

## November 2012 Cannery Report

The month of November the following numbers of cans were canned and meat processed:

1155 (qt.)	@	.48 =	554.40
77 (pt)	@	.40 =	30.80
2 (gal.)	@	1.25 =	2.50
160 (lbs) meat	@	.25 =	40.00
27 Patrons usage	@	1.00 =	27.00
30% Out of County			33.11
Virginia Aqua Farmers for the Month of October			
Thru November 14, 2012			<u>139.80</u>
<b>TOTAL</b>			<b>\$827.61</b>

L. Huddleston

kef

Prince Edward County Public Schools  
35 Eagle Drive  
Farmville, Virginia 23901

**2012-2013**  
**Comparative Receipts and Expenditures**  
**Food Service Department**  
**Year to Date**

**Month of November 2012**

<b>Receipts:</b>	<b>Fiscal 2012</b>			<b>Fiscal 2013</b>			<b>Diff.</b>
	<b>Budgeted</b>	<b>Rec. YTD</b>	<b>Percent</b>	<b>Budgeted</b>	<b>Rec. YTD</b>	<b>Percent</b>	
State School Food	22,398	0	0.00	23,898	0	0.00	0.00
Fresh Fruit & Vegetable	70,000	8,870	0.00	65,000	24,230	0.00	0.00
<b>Total State</b>	<b>92,398</b>	<b>8,870</b>	<b>9.60</b>	<b>88,898</b>	<b>24,230</b>	<b>27.26</b>	<b>17.66</b>
Federal Reimbursement	750,000	257,392	34.32	750,000	248,725	33.16	-1.16
Cash Book - Local	244,672	113,812	46.52	248,172	98,565	39.72	-6.80
<b>Total Revenue</b>	<b>\$1,087,070</b>	<b>\$380,074</b>	<b>34.96</b>	<b>\$1,087,070</b>	<b>\$371,519</b>	<b>34.18</b>	<b>-0.79</b>
<b>Expenditures:</b>	<b>Budgeted</b>	<b>Expended YTD</b>	<b>Percent</b>	<b>Budgeted</b>	<b>Expended YTD</b>	<b>Percent</b>	<b>Diff.</b>
Salary	392,490	144,787	36.89	381,144	140,021	36.74	-0.15
Fringe Benefits	147,000	46,627	31.72	171,306	46,401	27.09	-4.63
Purchased Services	31,375	15,140	48.25	20,200	15,153	75.01	26.76
Refunds	10	10	0.00	37	37	0.00	
Telephone	2,000	796	39.80	1,920	685	35.67	
Travel	500	41	8.20	2,500	389	15.54	
Materials & Supplies	54,000	24,509	45.39	54,769	17,307	31.60	-13.79
Food Supplies	440,200	162,578	36.93	436,200	160,414	36.78	-0.16
Repairs & Maintenance	8,000	3,412	42.65	8,000	3,532	44.15	
Uniforms	2,000	137	0.00	1,500	1,193	0.00	0.00
Furniture/Equipment	9,495	2,705	28.49	9,495	8,803	92.71	64.22
<b>Total Expenditures</b>	<b>\$1,087,070</b>	<b>\$400,741</b>	<b>36.86</b>	<b>\$1,087,070</b>	<b>\$393,933</b>	<b>36.24</b>	<b>-0.63</b>

Prince Edward County Public Schools  
**2012-2013**  
**Comparative Receipts and Expenditures**  
**Year to Date**

**Month of November 2012**

<b>Receipts:</b>	<b>Fiscal 2012</b>			<b>Fiscal 2013</b>			
	Budgeted	Rec. YTD	Percent	Budgeted	Rec. YTD	Percent	Diff.
Sales Tax	2,757,852	1,122,694	40.71	2,777,205	1,148,286	41.35	0.64
Basic Aid	6,851,452	2,854,772	41.67	6,337,921	2,504,748	39.52	-2.15
Other State	5,224,640	1,295,053	24.79	5,139,072	1,313,833	25.57	0.78
<b>Total State</b>	<b>14,833,944</b>	<b>5,272,518</b>	<b>35.54</b>	<b>14,254,198</b>	<b>4,966,867</b>	<b>34.84</b>	<b>-0.70</b>
Federal Funds	3,754,691	773,267	20.59	2,849,940	877,144	30.78	10.18
Local Funds	8,106,652	3,363,558	41.49	8,106,652	2,749,759	33.92	-7.57
Other Funds	455,290	132,430	29.09	455,290	129,641	28.47	-0.61
<b>Total Revenue</b>	<b>\$27,150,577</b>	<b>\$9,541,773</b>	<b>35.14</b>	<b>\$25,666,080</b>	<b>\$8,723,410</b>	<b>33.99</b>	<b>-1.16</b>
<b>Expenditures:</b>	Budgeted	Expended YTD	Percent	Budgeted	Expended YTD	Percent	Diff.
Instruction	20,602,749	7,091,071	34.42	19,413,030	6,533,722	33.66	-0.76
Administration	1,704,215	551,273	32.35	1,686,308	567,988	33.68	1.33
Transportation	1,874,756	535,324	28.55	1,882,451	544,935	28.95	0.39
Maintenance	2,045,490	758,041	37.06	1,950,439	660,363	33.86	-3.20
Food Service	11,760	5,823	49.52	11,455	5,850	51.07	1.55
Facilities	150,000	78,355	52.24	150,000	20,086	13.39	-38.85
Debt Service	761,607	521,887	68.52	572,397	390,467	68.22	-0.31
<b>Total Expenditures</b>	<b>\$27,150,577</b>	<b>\$9,541,773</b>	<b>35.14</b>	<b>\$25,666,080</b>	<b>\$8,723,410</b>	<b>33.99</b>	<b>-1.16</b>

Prince Edward County Public Schools  
2012-2013

**Food Service Department  
Summary Financial Report  
November 30, 2012**

<u>Revenues</u>	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>Variance Actual Under (Over) Budget</u>	<u>YTD as a Percent of Budget</u>
From the State:					
State School Food	\$ -	\$ -	\$ 23,898	\$ 23,898	0.00
Fresh Fruit & Vegetable	\$ 10,999	\$ 24,230	\$ 65,000	\$ 40,770	37.28
Total State Funds	\$ 10,999	\$ 24,230	\$ 88,898	\$ 64,668	27.26
Federal Reimbursement	\$ 87,266	\$ 248,725	\$ 750,000	\$ 501,275	33.16
Cash Book - Local	\$ 18,146	\$ 98,565	\$ 248,172	\$ 149,607	39.72
<b>Total Revenues</b>	<b>\$116,411</b>	<b>\$ 371,519</b>	<b>\$ 1,087,070</b>	<b>\$ 715,551</b>	<b>34.18</b>

<u>Expenditures</u>	<u>Current Month</u>	<u>Year to Date</u>	<u>Outstanding Encumbrances</u>	<u>Budget</u>	<u>Expended &amp; Encumbered (Over) Under Budget</u>	<u>Expen. &amp; Encumbrance as a % of Budget</u>
Salary	\$ 32,785	\$ 140,021	\$ 242,601	\$ 382,622	\$ -	100.00
Fringe Benefits	\$ 10,892	\$ 46,401	\$ 84,114	\$ 169,828	\$ 39,313	76.85
Purchased Services	\$ 1,347	\$ 15,153	\$ 1,442	\$ 20,200	\$ 3,605	82.15
Refunds	\$ -	\$ 37	\$ -	\$ 37	-	100.00
Telephone	\$ -	\$ 685	\$ 174	\$ 1,920	\$ 1,062	44.71
Travel	\$ 95	\$ 389	\$ -	\$ 2,500	\$ 2,111	15.54
Materials & Supplies	\$ 5,394	\$ 17,307	\$ 3,264	\$ 54,769	\$ 34,197	37.56
Food Supplies	\$ 53,732	\$ 160,414	\$ 40,348	\$ 436,200	\$ 235,439	46.03
Repairs & Maintenance	\$ -	\$ 3,532	\$ 2,615	\$ 8,000	\$ 1,853	76.84
Uniforms	\$ 1,193	\$ 1,193	\$ -	\$ 1,500	\$ 307	0.00
Furniture/Equipment	\$ 7,756	\$ 8,803	\$ -	\$ 9,495	\$ 692	92.71
		\$ -	\$ -	\$ -	\$ -	-
<b>Total Expenditures</b>	<b>\$113,193</b>	<b>\$ 393,933</b>	<b>\$ 374,558</b>	<b>\$ 1,087,070</b>	<b>\$318,579</b>	<b>70.69</b>

Prince Edward County Public Schools  
**Summary Financial Report**  
**November 2012**

<u>Revenues</u>	<u>Current</u> <u>Month</u>	<u>Year to</u> <u>Date</u>	<u>Budget</u>	Variance Actual Under (Over) <u>Budget</u>	YTD as a Percent of <u>Budget</u>
From the State:					
State Sales Tax	\$ 229,083	\$1,148,286	\$ 2,777,205	\$ 1,628,919	41.35
Basic School Aid	\$ 500,950	\$2,504,748	\$ 6,337,921	\$ 3,833,174	39.52
All Other	\$ 255,118	\$1,313,833	\$ 5,139,072	\$ 3,825,239	25.57
<b>Total State</b>	<b>\$ 985,151</b>	<b>\$4,966,867</b>	<b>\$ 14,254,198</b>	<b>\$ 9,287,331</b>	<b>34.84</b>
From the Federal Gov't.	\$ 112,575	\$ 877,144	\$ 2,849,940	\$ 1,972,796	30.78
General Fund (County)	\$ 898,013	\$2,749,759	\$ 8,106,652	\$ 5,356,893	33.92
Cash Book -Local	\$ 24,182	\$ 129,641	\$ 455,290	\$ 325,649	28.47
<b>Total Revenues</b>	<b>\$2,019,922</b>	<b>\$8,723,410</b>	<b>\$ 25,666,080</b>	<b>\$ 16,942,670</b>	<b>33.99</b>

<u>Expenditures</u>	<u>Current</u> <u>Month</u>	<u>Year to</u> <u>Date</u>	<u>Outstanding</u> <u>Encumbrances</u>	<u>Budget</u>	Expended & Encumbered (Over) Under <u>Budget</u>	Expen. & Encumbrance as a % of <u>Budget</u>
1000-Instruction	\$1,588,107	\$6,533,722	\$ 10,502,103	\$ 19,413,030	\$ 2,377,205	87.75
2000-Admin.,Health/Atten.	\$ 123,226	\$ 567,988	\$ 677,966	\$ 1,686,308	\$ 440,355	73.89
3000-Transportation	\$ 157,412	\$ 544,935	\$ 626,253	\$ 1,882,451	\$ 711,263	62.22
4000-Operation/Maintenance	\$ 143,915	\$ 660,363	\$ 523,364	\$ 1,950,439	\$ 766,712	60.69
5000-Food Service	\$ 962	\$ 5,850	\$ 962	\$ 11,455	\$ 4,643	59.47
6000-Facilities	\$ 6,300	\$ 20,086	\$ 4,500	\$ 150,000	\$ 125,414	16.39
7000-Debt. Service	\$ -	\$ 390,467	\$ 178,930	\$ 572,397	\$ 3,000	99.48
<b>Total Expenditures</b>	<b>\$2,019,922</b>	<b>\$8,723,410</b>	<b>\$ 12,514,078</b>	<b>\$ 25,666,080</b>	<b>\$4,428,592</b>	<b>82.75</b>



## Tourism & Visitor Center Monthly Report for November 2012

VIRGINIA'S HEARTLAND REGIONAL VISITOR CENTER GUESTBOOK SIGNINGS:					
	Virginia Guests	Other States	Other Countries	Total Guests	Average Visitors per Month:
YTD 2012	2,827	832	100	3,759	341.7
2011	1,192	648	68	2,172	181.0
					Total / 11 Months
					Total / ALL of 2011

Stacked Arms Pins:

November: 24

YTD: 427

### Requests for Information:

	Phone Inquiries	Mail Requests	Emailed Requests	Center Visits	Internet Sales	Monthly Totals:
November 2012	24	<u>476</u>	16	<u>276</u>	1	793
November 2011		342	15	129	1	487
% Difference		<u>39.18%</u>	6.67%	<u>113.95%</u>	0.00%	<u>62.83%</u>
<b>TOTAL YTD</b>						
2012 YTD	117	<u>17,063</u>	279	<u>3,759</u>		Total YTD Inquiries: 21,101
2011 YTD	36	10,254	185	1,744	9	12,192
% Difference	225.00%	<u>66.40%</u>	50.81%	<u>115.54%</u>	-100.00%	<u>73.07%</u>

### Report to December Board of Supervisors:

- This has been a banner year for tourism in 2012! With one month to go - visitation has more than doubled & requests for information is up more than 66%. The lapel pins redeemed are well over 400 year to date; only eligible to those who present an ad to one of the partners.
- Visitor numbers reflect 31 attendees for the Chamber Breakfast held on Nov 5th at the Heartland Regional Visitor Center.
- The Best Part of the Civil War .. The End was awarded \$14,500 in grant funding from Virginia Tourism Corporation again this year! Part of the new initiative will be filming our region and utilizing that video on our websites to promote all of our amenities. Secondly, we will invest in 6 Welcome Center Blitz' where our region will be predominantly displayed for one whole month each. Welcome Centers see more than 2,000,000 visitors annually. These visitors stop in asking for directions to destinations to visit. The limited edition lapel pin will also continue to be promoted in our marketing.
- Virginia's Retreat was awarded \$25,000 in grant funding from Virginia Tourism Corporation again this year, too! Part of that new initiative will be the a Passport Program. Visitors will receive a passport showcasing all 12 communities; then, as they visit specific locations in at least 3 different communities, they will receive a limited edition Virginia's Retreat patch. This will further document that our marketing efforts are attracting new visitors.

