



**PRINCE EDWARD COUNTY
BOARD OF SUPERVISORS**

SUPERVISORS
BOARD MEETING

February 12, 2013
7:00 P.M.

AGENDA

7:00 p.m.	1.	The Chairman will call the February meeting to order.	1
	2.	Invocation	1
	3.	<u>PUBLIC PARTICIPATION:</u> <i>Citizens wishing to address the Board are asked to please sign the Public Participation Register prior to the beginning of the meeting.</i>	3
	4.	Board of Supervisors Comments	5
	5.	<u>Consent Agenda:</u>	
		a. Treasurer's Report:	7
		b. Approval of Minutes: January 8, 2013	9
		January 29, 2013	50
		February 1, 2013	53
		c. Review of Accounts & Claims	57
		d. The County Administrator reported that checks have been issued pursuant to the order of the Board of Supervisors as to salaries, etc., the amount of which salaries have been heretofore approved.	75
		e. Appropriations	77
	6.	Highway Matters: Kevin Wright, VDOT	79
	7.	CRC Update: Mary S. Hickman, Acting President & CEO	81
	8.	School Board Appointments: District 401 – Hampden (Supervisor Charles McKay) District 701 – Farmville (Supervisor Jim Wilck)	83
	9.	Request from Town of Farmville: Use of Mottley Lake as Emergency Water Supply	85
	10.	Agreement with School Board: Access to Diesel Fuel by Fire and EMS	89
	11.	Request from CRC: Resolution Regarding Industrial Hemp Farming Act	93
	12.	Appointments: Old Dominion RC&D Council	97
	13.	Historic Prospect Depot	99
	14.	<u>Planning & Community Development Report</u>	101
	15.	<u>County Administrator's Report</u>	109
	16.	<u>Committee Reports:</u>	
		a. By-Laws Committee	117
		b. Personnel Committee	119
	17.	<u>Upcoming Events:</u>	121
		a. Meeting with Library Board February 13, 2013 @ 12:00 noon Farmville-Prince Edward Community Library	

18.	<u>Correspondence/Informational</u>	123
	a. Letter from Governor, RE: Legislative Initiatives Impacting Localities	124
	b. CRC Meeting Agenda and Minutes	125
19.	<u>Monthly Reports:</u>	131
	a. Animal Control	132
	b. Building Official	133
	c. Cannery	134
	d. Prince Edward County Public Schools	135
	e. Tourism	139

(NOTE: Additional agenda items may be added to the Table Pack is available for review after 4:30 p.m. on Tuesday, February 12, 2013.)



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: February 12, 2013
Item No.: 1 & 2
Department: Board of Supervisors
Staff Contact: W.W. Bartlett
Issue: Call to Order and Invocation

Summary: The Chairman will call to order the **February** meeting of the Prince Edward Board of Supervisors and ask for an invocation.

Attachments: None.

Recommendation: None.

Motion _____
Second _____

Campbell _____
Gantt _____
Simpson _____

Cooper-Jones _____
Jones _____
Wilck _____

Fore _____
McKay _____



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: February 12, 2013
Item No.: 3
Department: Board of Supervisors
Staff Contact:
Issue: Public Participation

Summary:

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

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.

Attachments: Public Participation Tracking Form

Recommendation: None.

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

PUBLIC INPUT TRACKING LOG

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



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: February 12, 2013
Item No.: 4
Department: Board of Supervisors
Staff Contact:
Issue: Board of Supervisors Comments

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

Attachments: Protocol for Board of Supervisors Comments

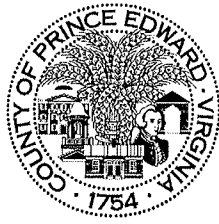
Recommendation: None.

Motion _____
Second _____

Campbell _____
Gantt _____
Simpson _____ 5

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: February 12, 2013
Item No.: 5-a
Department: Treasurer
Staff Contact: Donna Bowman Nunnally
Issue: Consent Agenda - Treasurer's Report

Summary:

Attachments:

Recommendation: Acceptance

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

Prince Edward Board of Supervisors Report - December 2012

Name of Bank	Bank Balance	Deposit in Transit/Adj.	Outstanding Checks	Available Balance
Benchmark Pooled Fund Account	\$ 13,946,950.85	\$ 15,321.70	\$ 398,678.53	\$ 13,563,594.02
Wachovia Social Services	\$ 351,671.20		\$ 74,412.32	\$ 277,258.88
Bank of America School Fund	\$ 1,030,976.21	\$ 3,273.01	\$ 680,665.29	\$ 353,583.93
Bank of America Food Service	\$ 109,975.43	\$ 149.68	\$ 13,749.19	\$ 96,375.92
Benchmark Food Service	\$ 305,486.71			\$ 305,486.71
TOTAL				\$ 14,596,299.46
Certificate of Deposits				
Benchmark				\$ 519,048.66
Citizens Bank Recreation				\$ 15,000.00
Citizens Bank Underground Storage				\$ 20,000.00
Planners Bank				\$ 200,000.00
Wells Fargo Advantage Fund				\$ 162,427.66
TOTAL				\$ 916,476.32
GRAND TOTAL				\$ 15,512,775.78



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: February 12, 2013
Item No.: 5-b
Department: County Administration
Staff Contact: Katin Everhart
Issue: Consent Agenda - Approval of Minutes

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

Attachments: Minutes of the January 8, 2013
Minutes of the January 29, 2013
Minutes of the February 1, 2013

Recommendation: Approval.

Motion _____
Second _____

Campbell _____
Gantt _____
Simpson _____

Cooper-Jones _____
Jones _____
Wilck _____

Fore _____
McKay _____

January 8, 2013

At the regular meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 8th day of January, 2013; 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; Sharon Lee Carney, Director of Economic Development; Jim Ennis, County Attorney; Beverly Booth, Commissioner of Revenue; Donna Nunnally, Treasurer; and Eric Hougland, High Bridge Trail State Park Manager.

Chairman Fore called the meeting to order. Supervisor McKay led the Pledge of Allegiance and offered the invocation.

In Re: Date, Time, and Place of Board Meetings

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

Aye:	Howard M. Campbell	Nay: None
	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: Adoption of Board By-Laws

After some discussion, Supervisor Gantt moved that the Prince Edward County Rules of the Board of Supervisors be tabled until the February meeting to allow a Committee to study the issue of adding a Code of Conduct and if all motions should require a second; the motion carried:

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

Chairman Fore stated Supervisor Gantt will Chair the Board By-Laws Review Committee; Supervisor Wilck, Supervisor Jones, and Supervisor Simpson will also be on the committee.

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

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

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

Supervisor Wilck moved that the Board operate as a committee of the whole, but with one standing committee. 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: Appointments: Personnel Committee

Chairman Fore stated the Personnel Committee comprises Supervisor Campbell, Supervisor Wilck, and Supervisor Simpson to act as Chair of the Personnel Committee.

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

On motion of Supervisor Jones and 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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the Prince Edward County Board of Supervisors readopted the following procedures to govern public hearings:

BOARD OF SUPERVISORS PUBLIC HEARINGS
RULES OF PROCEDURE

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

The order of speakers will be:

- 1) Those in support of the matter,
 - 2) Those with questions or concerns,
 - 3) Those opposed,
 - 4) Rebuttals (limited by the Chair as to number and time-see below),
 - 5) Questions by the Board members of speakers.
- d. Additional rules:
 - The Chair can permit speaking out of the order in #c above as deemed necessary to enable the public to fully participate.
 - Speakers must stand at the podium and address the Board.
 - All comments shall be directed to the members of the Board of Supervisors. Debate is prohibited. This includes debate among speakers or speakers/Board members/staff.
 - Presentation by the applicant and other speakers shall be limited to a time set by the Chairman.
 - Additional time, for any portion, may be granted at the discretion of the Chairman.

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

In Re: Adoption of Board By-Laws - Revisited

Mr. Jim Ennis, County Attorney, advised the Board that the amendments to the By-Laws are not yet specific, and that without adopting the By-Laws, the Board would be operating with no By-Laws.

Supervisor McKay moved that the Prince Edward County Rules of the Board of Supervisors be adopted as presented with possible amendments to follow at a later date; the motion 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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PRINCE EDWARD COUNTY
RULES OF
THE BOARD OF SUPERVISORS

(As amended January 2008)

I. ATTENDANCE AND ADJOURNMENT

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

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

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

II. CHAIRMAN AND VICE-CHAIRMAN

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

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

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

III. CLERK

The County Administrator shall serve as Clerk to the Board.

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

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

IV. ORDER OF BUSINESS

After the call to order the Board shall proceed to the agenda. The normal order of the agenda shall be as below, except at the January organizational meeting and as subject to rearrangement by the Chairman, absent objection by the Board. At the

organizational meeting in January, the first order of business shall be the election of the Chairman and Vice-Chairman and approval of the Board's operating procedures.

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

V. PREPARATION OF AGENDA

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

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

VI. CONSENT AGENDA

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

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

VII. CONDUCT OF BUSINESS

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

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

VIII. TAKING THE VOTE

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

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

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

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

IX. RECONSIDERATION

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

X. WITHDRAWAL OF EXHIBITS

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

XI. MANUAL AND RULES

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

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

XII. APPOINTMENTS

All appointments of Board representatives to commissions, authorities, committees, etc. shall be made once the individual leaves the position or on expiration of

his term, and not later than two meetings after the individual has left. The Board shall attempt to honor appointments from representative districts and shall not discriminate based on sex, age, handicap, race, or origin.

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

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

XIII. PUBLIC HEARINGS

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

XIV. CLOSED SESSIONS

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

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

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

ROBERT'S RULES OF ORDER, NEWLY REVISED

PROCEDURE IN SMALL BOARDS

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

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

--Motions need not be seconded.

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

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

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

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

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

EFFECT OF PERIODIC PARTIAL CHANGE IN BOARD MEMBERSHIP

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

In Re: Adoption of Board Protocol for Public Participation

On motion of Supervisor Simpson and 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	

the Prince Edward County Board of Supervisors readopted the following Protocol for Public Participation:

Protocol for Public Participation

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

In Re: Adoption of Protocol for Board of Supervisors Comments

On motion of Supervisor McKay and carried:

Aye:	Howard M. Campbell 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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the Prince Edward County Board of Supervisors readopted the Protocol for Board of Supervisors

Comments:

Protocol for Board of Supervisors Comments

- The Board of Supervisors sets aside ten (10) minutes near the beginning of each regular board meeting for each member of the Board of Supervisors to respond to comments made by citizens during “Public Participation,” if he/she so desires.
- This is an opportunity for each individual member of the Board to express his/her own personal opinion in response to a citizen’s concerns on matters of public interest.
- “*Board of Supervisors Comments*” is not designed to allow debate between Board members and citizens.
- The Chairman of the Board will establish the order of speakers and will maintain decorum.
- Each Board member shall be allotted an opportunity to speak for a maximum of one (1) minute; unless additional time is yielded by another member of the Board. In the event a Board member or members shall be absent, unallocated time shall not be allocated to Board members in attendance.
- Following each Board member’s comment period, the remaining two (2) minutes shall be set aside for appropriate response, and shall be divided equally between those members of the Board wishing to respond, and as directed by the Chairman.

In Re: Adoption of Board of Supervisors Conflict of Interest Policy

On motion of Supervisor Jones and 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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the Prince Edward County Board of Supervisors readopted the Conflicts of Interest Policy:

Conflicts of Interest Policy

I. Introduction

Our system of government is dependent in large part on its citizens maintaining the highest trust in their public officials. *1995 Va. Op. Atty. Gen. 2*. The conduct and character of public officials is of particular concern to state and local governments, because it is chiefly through that conduct and character that the government's reputation is derived. *1995 Va. Op. Atty. Gen. 2*.

The purpose of the Conflict of Interests Act (*Virginia Code § 2.2-3100 et seq.*) is to assure the citizens of the Commonwealth that the judgment of public officers and employees will not be compromised or affected by inappropriate conflicts. *Virginia Code § 2.2-3100*. To this end, the Act defines certain standards or types of conduct that clearly are improper.

The Act does not address all appearances of conflict and, in those cases; the public official must determine whether participation in a matter presents an unacceptable appearance of impropriety that will affect the confidence of the public in the official's ability to perform his or her duties impartially.

A knowing violation of the Act has serious consequences. A knowing violation is a misdemeanor (*Virginia Code § 2.2-3120*) and constitutes malfeasance in office (*Virginia Code § 2.2-3122*). In addition to criminal fines and penalties, a knowing violation may result in forfeiture of the office or employment (*Virginia Code § 2.2-3122*), the forfeiture of the value derived from the violation, and civil penalties in the amount of the value derived from the violation (*Virginia Code § 2.2-3124*).

Although the Conflict of Interests Act also covers conflicts arising in the contracting process, this policy pertains only to conflicts arising from a public official's personal interest in matters coming before a public body and other generally prohibited conduct. This policy also covers conflicts of interest not specifically covered by the Act.

Except as expressly stated otherwise, the term *public official* includes members of the County's public bodies, advisory agencies, committees and employees (collectively referred to as a *public body*).

II. Procedure if a conflict of interest in a transaction may exist

A public official should review pending matters and agenda materials for possible conflicts of interest and then do the following:

A. Notify the County Attorney's Office

If the public official believes that a conflict of interest may exist, the official should contact the County Attorney's Office immediately so that it is aware of the possible conflict, provide advice and, if necessary, assist the public official with the preparation of the required disclosure statement before the matter is considered.

After a full disclosure of the facts, the County Attorney's Office will advise the public official to seek an advisory opinion from the Commonwealth's Attorney.

B. Request an advisory opinion from the Commonwealth's Attorney

The Commonwealth's Attorney is charged to render advisory opinions as to whether the facts in a particular case would constitute a violation of the provisions of the Conflict of Interests Act to the County's public officials. *Virginia Code § 2.2-3126(B)*. If the public official believes that a conflict of interest may exist, he or she should make a full disclosure of the facts to the Commonwealth's Attorney and request a written opinion from that office. If the official relies in good faith on the opinion of the Commonwealth's Attorney, the official is immunized from prosecution for a knowing violation of the Act. *Virginia Code § 2.2-3121(B)*.

In order for this immunity to be effective, it is critical that the public official is certain that all of the facts are disclosed to the Commonwealth's Attorney. It is also important that the opinion request be made in sufficient advance of the public body's consideration of the matter so that the Commonwealth's Attorney has adequate time to prepare the written opinion. Finally, if the public official will participate in the matter based on the Commonwealth's Attorney's opinion, the official should have the written opinion prior to his or her participation.

C. Request Attorney General to review Commonwealth's Attorney opinion, and judicial review

If the opinion given by the Commonwealth's Attorney indicates that the facts would constitute a violation of the Conflict of Interests Act, the public official affected by the opinion may request that the Attorney General review the opinion. *Virginia Code § 2.2-3126(B)*. A conflicting opinion by the Attorney General acts to revoke the opinion of the Commonwealth's Attorney. *Virginia Code § 2.2-3126(B)*.

Regardless of whether an opinion of the Commonwealth's Attorney or the Attorney General has been requested and rendered, any person has the right to seek a declaratory judgment or other judicial relief as provided by law. *Virginia Code § 2.2-3126(B)*.

III. Determining whether a personal interest in a transaction exists

A conflict of interest exists if the public official has a *personal interest in the transaction*. The italicized words are defined by statute.

A. Personal interest.

A *personal interest* is a financial benefit or liability accruing to a public official or to a member of his or her immediate family. *Virginia Code § 2.2-3101*. A member of the *immediate family* is either a spouse or any other person residing in the same household as the officer or employee, who is a dependent of the officer or employee, or of whom the officer or employee is a dependent. *Virginia Code § 2.2-3101*.

A *dependent* is a son, daughter, father, mother, brother, sister or other person, whether or not related by blood or marriage, if the person receives from the officer or employee, or provides to the officer or employee, more than one-half of his financial support. *Virginia Code § 2.2-3101*.

A personal interest exists in any of the following situations:

1. *Ownership in a business*: Ownership in a business if the ownership interest exceeds three percent of the total equity of the business.
2. *Income from property or business*: Annual income that exceeds, or may reasonably be anticipated to exceed, \$10,000 from ownership in real or personal property or a business.
3. *Salary, compensation, benefits paid or provided by business*: Salary, other compensation, fringe benefits, or benefits from the use of property, or any combination thereof, paid or provided by a business that exceeds, or may reasonably be anticipated to exceed, \$10,000 annually.
4. *Ownership of property*: Ownership of real or personal property if the interest exceeds \$10,000 in value and excluding ownership in a business, income, salary, other compensation, fringe benefits or benefits from the use of property.
5. *Personal liability on behalf of business*: Personal liability incurred or assumed on behalf of a business if the liability exceeds three percent of the asset value of the business. A *business* is a corporation, partnership, sole proprietorship, firm, enterprise, franchise, association, trust or foundation, or any other individual or entity carrying on a business or profession, whether or not for profit. *Virginia Code § 2.2-3101*.

B. Transaction

A *transaction* is any matter considered by the board or commission, whether in a committee, subcommittee, or other entity or department of the County, on which official action is taken or contemplated. *Virginia Code § 2.2-3101*.

C. Personal interest in a transaction

A *personal interest in a transaction* is a personal interest of an officer or employee in any matter considered by his agency. *Virginia Code § 2.2-3101*. A personal interest exists when an officer or employee or a member of his immediate family has a personal interest in property or a business, or represents any individual or business and the property, business or represented individual or business: (1) is the subject of the transaction; or (2) may realize a reasonably foreseeable direct or indirect benefit or detriment as a result of the action of the agency considering the transaction. *Virginia Code § 2.2-3101*.

Notwithstanding the above, a personal interest in a transaction is not deemed to exist where a member of the Board of Supervisors serves without remuneration as a member of

the board of trustees of a not-for-profit entity and the Board member or member of his immediate family has no personal interest related to the not-for-profit entity. *Virginia Code § 2.2-3101.*

IV. What to do if a public official has a personal interest in a transaction

If a public official has a personal interest in a transaction, he/she must respond in one of the following ways:

A. When disclosure and disqualification required

A public official must disqualify himself or herself from participating if the transaction applies *solely* to the property or business in which he or she has a personal interest. *Virginia Code § 2.2-3112(A)(1).* However, a public official is not disqualified merely because the official is a party in a legal proceeding of a civil nature concerning the transaction. *Virginia Code § 2.2-3112(D).*

Once the public official is disqualified, he or she may not vote or in any other manner act on the matter. *Virginia Code § 2.2-3112(A)(1).* However, an employee (not a board member or commissioner) who is disqualified may represent himself or a member of his immediate family in the transaction provided he does not receive compensation for the representation and makes a proper disclosure of the conflict. *Virginia Code § 2.2-3112(B).*

A public official who is disqualified, or otherwise elects to disqualify himself, must promptly disclose the existence of his interest. *Virginia Code § 2.2-3115(E).* The disclosure is typically announced by members of a public body during the meeting when the particular matter is called, and is set forth in writing in a form prepared by the County Attorney's Office and signed by the public official. The disclosure is reflected in the public records for five years in the office of the administrative head of the public body. *Virginia Code § 2.2-3115(E).*

B. When disclosure required, participation allowed

A public official may participate in a transaction if he or she is a member of a business, profession, occupation, or group, the members of which are affected by the transaction. *Virginia Code § 2.2-3112(A)(2).* This means that if the transaction affects not only the property or business in which he or she has a personal interest, but also other properties or businesses, the public official may participate in the transaction. For example, the Attorney General has determined that a member of an airport commission was not required to disqualify himself from participating in a commission's vote on an application for funding to acquire the member's property if the transaction included property owned by others as well. *1995 VA. Op. Atty. Gen. 2.* In that case, the commissioner was merely a member of the group of landowners whose property the commission was considering acquiring.

A public official who has a conflict of interest because of his membership in a business, profession, occupation or group is required to declare his interest. *Virginia Code § 2.2-3115(G).* The declaration must state: (1) the transaction involved; (2) the nature of the official's personal interest affected by the transaction; (3) that he is a member of a business, profession, occupation, or group the members of which are affected by the transaction; and (4) that he is able to participate in the transaction fairly, objectively, and in the public interest. *Virginia Code § 2.2-3115(G).* The disclosure is typically announced by members of the public body during the meeting when the particular matter is called, and is set forth in writing in a form prepared by the County Attorney's Office and signed by the public official.

The disclosure is reflected in the public records for five years in the office of the administrative head of the public body. *Virginia Code § 2.2-3115(G)*. If reasonable time is not available to comply with these disclosure provisions prior to participating in the transaction, the public official must prepare and file the required declaration by the end of the next business day. *Virginia Code § 2.2-3115(G)*.

If a public official is unable to make the statements in the declaration of the interest without reservation, he or she should not participate in the matter and disqualify himself or herself from participating in the transaction.

C. When neither disclosure nor disqualification required

A public official may participate in a transaction if it affects the public generally, even though his or her personal interest, as a member of the public, may also be affected by the transaction. *Virginia Code § 2.2-3112(A)(3)*.

V. What it means to participate in a transaction

A transaction includes any matter considered by the public body on which official action is taken or contemplated. *Virginia Code § 2.2-3101*. Thus, the *transaction* begins when some future action is contemplated, e.g., when a complete application for a special use permit is filed with the County, and continues until a final decision is made by a County public body.

Participation is not included in the Act. However, it is clear that during the decision making process, *participation* includes not only voting on the transaction, but also engaging in any discussion related to it. The practice of some public bodies is for a disqualified official not to sit with the public body while the transaction is being considered so there is no question as to whether the disqualified official participated. Some public officials may even choose to leave the hearing room so that there is no question that the official tried to influence the public body through hand gestures and body language. Such an extreme measure, of course, is not required.

Participating in a transaction extends beyond the hearing room. Because a *transaction* includes any matter on which official action is contemplated, *participation* reasonably includes any activity that may influence the matter for which official action is contemplated, including talking to the applicant, other citizens, County staff and members of the County's public bodies. This broad application is consistent with the liberal interpretation to be given to the Act to effectuate its purposes.

VI. Avoiding the appearance of impropriety even though statutory conflict of interest does not exist

The Conflict of Interests Act does not address all conflicts of interest. There may be circumstances when a public official's interest in a transaction may not be a conflict within the meaning of the Act, but which may lend itself to an appearance of impropriety. In those cases, it is incumbent upon the public official to determine whether participating in the transaction presents an appearance of impropriety. *1995 Va. Op. Atty. Gen. 2*.

In determining whether an appearance of impropriety exists, the public official should consider: (1) whether the appearance of a conflict is unacceptable; and (2) whether the appearance of a conflict will affect the confidence of the public in the public official's ability to perform his or her duties impartially. *1995 Va. Op. Atty. Gen. 2*. If either of these elements is present, the public official should seriously consider disqualifying himself or herself from participating in the matter.

VII. The effect of disqualification on a public body's ability to transact business

If a disqualification leaves less than the number of members required by law to act, the remaining member or members have authority to act for the public body by majority vote. *Virginia Code § 2.2-3112(C)*.

VIII. Generally prohibited conduct

In addition to those situations when a public official may have a personal interest in a transaction, the Conflict of Interests Act prohibits certain interests in contracts and other general conduct. Conflicts of interests arising in contracts are addressed in Virginia Code § 2.2-3105 *et seq.* This section addresses other conduct prohibited by Virginia Code § 2.2-3103, which provides that the following conduct by County officers and employees is declared to be unlawful:

1. *Solicit or accept money or other thing of value for services:* Except for special benefits authorized by law, an officer or employee may not solicit or accept money or other thing of value for services performed within the scope of his official duties, except the compensation, expenses or other remuneration paid by the County.
2. *Offer or accept money or other thing of value for employment, appointment or promotion:* An officer or employee may not offer or accept money or any other thing of value in consideration of obtaining employment, appointment, or promotion of any person with any governmental or advisory agency.
3. *Offer or accept money or other thing of value to use position for contract purposes:* An officer or employee may not offer or accept any money or other thing of value for or in consideration of the use of his public position to obtain a contract for any person or business with any governmental or advisory agency.
4. *Use confidential information for personal or another's gain:* An officer or employee may not use for his own economic benefit, or that of another party, confidential information which he has acquired by reason of his public position and which is not available to the public.
5. *Accept money or other benefit that may influence performance:* An officer or employee may not accept any money, loan, gift, favor, service, or business or professional opportunity that reasonably tends to influence him in the performance of his official duties. This rule does not apply to any political contribution actually used for political campaign or constituent service purposes and reported as required by Virginia Code § 24.2-900 *et seq.*
6. *Accept opportunity that may influence performance:* An officer or employee may not accept any business or professional opportunity when he knows that there is a reasonable likelihood that the opportunity is being afforded him to influence him in the performance of his official duties.
7. *Accept honoraria:* An officer or employee may not accept any honoraria for any appearance, speech, or article in which the officer or employee provides expertise or opinions related to the performance of his official duties. The term *honoraria* does not include any payment for or reimbursement to a person for his actual travel, lodging, or subsistence expenses incurred in connection with the appearance, speech, or article or, in the alternative a payment of money or anything of value not in excess of the per diem deduction allowable under Section 162 of the Internal Revenue Code.

8. *Accept a gift where its timing and nature questions impartiality:* An officer or employee may not accept a gift from a person who has interests that may be substantially affected by the performance of the officer's or employee's official duties under circumstances where the timing and nature of the gift would cause a reasonable person to question the officer's or employee's impartiality in the matter affecting the donor.
9. *Accept gifts frequently so as to raise appearance of impropriety:* An officer or employee may not accept gifts from sources on a basis so frequent as to raise an appearance of the use of his public office for private gain.

Each of these prohibitions will be liberally construed to apply as broadly as reasonable under the circumstances.

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.

Donna Nunnally, Treasurer, stated she looks forward to working with the Board and the citizens of Prince Edward County. She added she will work to make improvements to the collection processes for current and delinquent taxes, and to make payment options more modern and convenient to citizens.

Wilkie Chaffin, Buffalo District, gave a brief history of Madeline's House and encouraged the Board to support the organization, stating that he would match the \$3,000 donation to be made by the Board.

In Re: Board of Supervisors Comments

Supervisor McKay stated he agrees with Dr. Chaffin in his support of Madeline's House.

Supervisor Cooper-Jones also expressed support of Madeline's House and thanked Dr. Chaffin for his donation. All Board members were in agreement.

Supervisor Wilck made a motion to contribute \$3,000 to Madeline's House; the motion carried unanimously:

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

Supervisor Cooper-Jones made a motion to approve the budget amendment and make the appropriations as follows:

		<u>Debit</u>	<u>Credit</u>
3-100-41050-0100	From General Fund Balance		\$ 3,000
4-100-53501-5651	Southside Center Violence Prevention	\$ 3,000	

The motion carried unanimously:

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: Consent Agenda

On motion of Supervisor McKay and carried:

Aye: 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

Abstain: Howard M. Campbell

the Board accepted the Treasurer's Reports for October 2012 and November 2012; the minutes of the meeting held December 11, 2012; Accounts and Claims; Salaries; and appropriations as follows:

FY 2013 Budget Amendment

		<u>Debit</u>	<u>Credit</u>
3-100-41050-0100	From General Fund Balance		\$ 7,500
4-100-12240-3120	Accounting & Auditing Services	\$ 7,500	

October 2012

Fund balances were as follows:

General Fund	120,533.81	
General Fund Reserved for Investments	4,150,638.09	
		4,271,171.90
PPEA Fund		(1,529.57)
Industrial Development Authority Fund		181,753.89
Recreation Fund Reserved for Investments		27,161.26
Forfeited Assets Fund Reserved for Investments		85,105.03
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		3,167.36
Piedmont ASAP Fund		322,772.12
QZAB Debt Services Fund		408,068.97
Landfill Construction Fund		1,302,401.73
PCS Fund		301,077.79
Revenue Sharing Fund		(74,783.03)
Retirement Benefits Fund		9,100.51
Granite Falls CDA Fund		(3,030.00)
Dare Donations Fund		2,959.67
School Cafeteria Fund		368,637.01
Prince Edward Community Development Fund		46,793.50
Water Fund		617,505.65
Sewer Fund		(156,640.52)
School Fund		0.00
		8,425,357.26

Cash accounts were as follows:

Cash in Office	1,000.00
Cash in Banks	2,657,297.26
Warrants Payable (School Fund)	0.00
General Fund Investments	4,150,638.09
VPSA Investments	0.00
QZAB01 Investments	0.00
Underground Storage Tank Fund	20,000.00
Recreation Fund Investments	27,161.26
QZAB02 Investments	0.00
Landfill Construction Fund for Investment	1,302,401.73
Forfeited Asset Fund for Investment	85,105.03
Industrial Development Authority for Investment	181,753.89
	8,425,357.26

*Of this \$4,271,171.90 in the General Fund, \$6,927,272.85 is encumbered for:

Transfers in:

School Fund	6,258,160.85
VPA Fund	442,839.06
Water Fund	0.00
Sewer Fund	0.00
IDA Fund	0.00
Retirement Benefits Fund	15,720.00
Debt Obligations	210,552.94
Total	6,927,272.85

This leaves an unencumbered balance of \$(2,656,100.95) in the General Fund.

STATEMENT OF DEPOSITORY BALANCES

Balances as of October 2012:

Checking Accounts:

Benchmark Community Bank	291,075.08
Wachovia Bank	150,212.43
BB&T	0.00
Bank of America	1,621,230.90

2,062,518.41

Investment Accounts:

Benchmark Community Bank	5,819,419.02
Wachovia Bank	140,001.50
Citizens Bank & Trust Company	35,000.00
BB&T	4,993.38

Planters Bank & Trust	200,000.00
Mentor Investments	162,424.95
SNAP (State Non-Arbitrage Plan)	0.00
Bank of America	0.00

6,361,838.85

November 2012

Fund balances were as follows:

General Fund	120,962.35	
General Fund Reserved for Investments	8,331,320.57	
		8,452,282.92
PPEA Fund		(1,529.57)
Industrial Development Authority Fund		178,671.99
Recreation Fund Reserved for Investments		27,174.51
Forfeited Assets Fund Reserved for Investments		85,202.94
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		2,865.36
Piedmont ASAP Fund		326,657.70
QZAB Debt Services Fund		408,068.97
Landfill Construction Fund		1,329,751.13
PCS Fund		371,946.81
Revenue Sharing Fund		1,077,705.94
Retirement Benefits Fund		8,082.44
Granite Falls CDA Fund		(3,030.00)
Dare Donations Fund		3,560.95
School Cafeteria Fund		373,707.02
Prince Edward Community Development Fund		46,793.50
Water Fund		617,505.65
Sewer Fund		(156,640.52)
School Fund		0.00
		13,862,441.73

Cash accounts were as follows:

Cash in Office	1,000.00
Cash in Banks	3,889,320.59
Warrants Payable (School Fund)	0.00
General Fund Investments	8,331,320.57

VPSA Investments	0.00
QZAB01 Investments	0.00
Underground Storage Tank Fund	20,000.00
Recreation Fund Investments	27,174.51
QZAB02 Investments	0.00
Landfill Construction Fund for Investment	1,329,751.13
Forfeited Asset Fund for Investment	85,202.94
Industrial Development Authority for Investment	178,671.99
	13,862,441.73

*Of this \$8,452,282.92 in the General Fund, \$6010453.22 is encumbered for:

Transfers in:

School Fund	5,356,993.35
VPA Fund	427,186.93
Water Fund	0.00
Sewer Fund	0.00
IDA Fund	0.00
Retirement Benefits Fund	15,720.00
Debt Obligations	210,552.94
Total	6,010,453.22

This leaves an unencumbered balance of \$2,441,829.70 in the General Fund.

STATEMENT OF DEPOSITORY BALANCES

Balances as of November 2012:

Checking Accounts:

Benchmark Community Bank	307,117.85
Wachovia Bank	123,138.52
BB&T	0.00
Bank of America	1,658,736.88

2,088,993.25

Investment Accounts:

Benchmark Community Bank	11,233,109.15
Wachovia Bank	127,574.62
Citizens Bank & Trust Company	35,000.00
BB&T	14,338.36
Planters Bank & Trust	200,000.00
Mentor Investments	162,426.35
SNAP (State Non-Arbitrage Plan)	0.00
Bank of America	0.00

11,772,448.48

	<u>BOARD OF SUPERVISORS</u>		
Business Card	Lodging		2,780.27

COUNTY ADMINISTRATOR

Business Card	Postage	37.65	
	Lodging	174.66	212.31
Pitney Bowes Financial Services	Postage meter lease		29.00
Business Data of Virginia, Inc.	Norton Anti-virus		29.95
Matthew Bender & Company, Inc.	Admin Law Appendix 2012		36.99

COMMISSIONER OF REVENUE

Beverly M. Booth	Mileage	93.80	
	Meals	34.00	127.80

TREASURER

Farmville Herald	Advertising		142.50
Pitney Bowes Financial Services	Postage equipment lease		1,002.00
Key Office Supply	Rubber bands	6.19	
	Paper clips	1.89	8.08

INFORMATION TECHNOLOGY

Business Data of Virginia, Inc.	Travel expenses	250.00	
	Professional service	125.00	
	Contract agreement	3,700.00	4,075.00

ELECTORAL BOARD AND OFFICIALS

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	100.00	
	Training	25.00	125.00
William E. Brandt, Sr.	Official		90.00
Wendell Brown	Official		90.00
Peggy S. Cave	Official	115.00	
	Training	25.00	
	Phone	10.00	
	Ballots	20.00	
	Mileage	5.00	175.00
Ralph A. Crawley	Set up polls		50.00
Rachael E. Dove	Official		90.00
Esheila Eames	Official	115.00	
	Training	25.00	
	Phone	10.00	
	Ballots	20.00	

	Mileage	5.00	175.00
Sarah Edmondson	Official		90.00
Vincent Eanes	Official		90.00
Dean Farmver, Jr.	Set up polls		50.00
Nancy D. Fawcett	Official	100.00	
	Training	25.00	125.00
Linda Finch	Official	90.00	
	Mileage	50.00	140.00
Moses Ford	Official		90.00
Beth M. Fore	Official	115.00	
	Training	25.00	
	Phone	10.00	
	Ballots	20.00	
	Mileage	5.00	175.00
Jean G. Fowlkes	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
Jane Newman Hines	Official		90.00
Esther W. Hollingsworth	Official	100.00	
	Training	25.00	125.00
Frances D. Jasper	Official	115.00	
	Training	25.00	
	Phone	10.00	
	Ballots	20.00	
	Mileage	15.00	185.00
John Jennings	Official		90.00
Donald B. Kellum, Jr.	Official		90.00
Peggy Kelsey	Official		90.00
Cindy H. Koether	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
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
Linda Timmons	Official		90.00
James B. Towler	Official		90.00
Crystal Glenn Townsend	Official		90.00
Michael Scott Warner	Official		90.00
Virginia H. Wilson	Official		90.00
Kasie R. Wright	Official	100.00	
	Training	25.00	125.00
Lucie Zehner	Official	115.00	
	Training	25.00	
	Phone	10.00	
	Ballots	20.00	
	Mileage	15.00	185.00
Farmville Printing	Voter info envelopes		113.00
Darlington Heights Volunteer Fire Dept.	Rent		200.00
Elks Lodge #269	Rent		200.00
Farmville Volunteer Fire Department	Rent		200.00
Hampden-Sydney Fire Department	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
Mt. Pleasant Church	Rent		200.00
Key Office Supply	Ribbons	71.88	
	Copy paper	54.95	
	Labels	32.49	
	Batteries / letter pads	32.87	192.19

	<u>REGISTRAR</u>		
Farmville Herald	Advertising		117.88
Dale L. Bolt	Mileage		56.06
Key Office Supply	Copy paper / hi-liters	34.76	
	Copy paper	59.90	
	Calendars	27.58	122.24
	<u>GENERAL DISTRICT COURT</u>		
US Cellular	Phone		25.38
	<u>SPECIAL MAGISTRATES</u>		
Key Office Supply	Ink cartridge		92.19
	<u>LAW LIBRARY</u>		
AT&T	Phone		37.14
CenturyLink	Phone		39.66
LexisNexis	Online charges		239.00
Matthew Bender & Company, Inc.	Admin Law Appendix 2012	36.99	
	VA Advance Code Serv	70.30	107.29
	<u>COMMONWEALTH'S ATTORNEY</u>		
Brian Butler	Mileage		79.92
James R. Ennis	Mileage	114.33	
	Lodging	239.95	
	Meals	69.71	423.99
William B. Turner	Mileage		185.37
	<u>VICTIM WITNESS ASSISTANCE PROGRAM</u>		
Virginia Victim Assistance	Dues		50.00
	<u>SHERIFF</u>		
CenturyLink	VCIN		7.97
	<u>PROSPECT VOLUNTEER FIRE DEPARTMENT</u>		
Prince Edward County Public Schools	Diesel		149.95
	<u>DARLINGTON HEIGHTS VOLUNTEER FIRE DEPARTMENT</u>		
C. W. Williams	Gloves		77.23
Cyrus Pest Control Company	Exterminating service		45.00
Ellington Energy Service	Propane		532.66
NAPA of Farmville	Liftgate lift support		65.98
Verizon Wireless	Phone		60.07
	<u>HAMPDEN-SYDNEY VOLUNTEER FIRE DEPARTMENT</u>		
BB&T Governmental Finance	Truck payment		14,178.46
Arcet Equipment Company	Air bottles	222.04	
	Service charge	1.64	223.68
Fire & Safety Equipment Company	Turnout gear		81.60
Fire Programs	Web support		1,380.00
Foster Fuels, Inc.	Propane		180.95

Hampden-Sydney College	Fuel	1,139.53
CenturyLink	Phone	50.23
Travelers - RMD	Workers comp	6,038.00
Dominion Virginia Power	Electric service	325.19
Watkins Insurance Agency	Package/auto/umbrella insurance	11,822.00

EMERGENCY SERVICES

Korman Signs	Road sign	56.95
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REGIONAL JAIL & DETENTION

Piedmont Regional Juvenile Detention Center	Juvenile detention	4,575.00
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BUILDING OFFICIAL

US Cellular	Phone	25.38
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ANIMAL CONTROL

Treasurer of Virginia	Necropsy	178.00
CenturyLink	Phone	130.83
US Cellular	Phone	50.76

BIOSOLIDS MONITORING

Manuel H. Toombs, Jr.	Internet (1 year)	182.09
US Cellular	Phone	25.38

REFUSE DISPOSAL

Resource International	Misc work tasks	1,160.00
	Storm water compliance	2,241.40
	Groundwater monitoring	9,297.88
		12,699.28
Business Card	Credit	-53.26
C&L Machine & Welding	Repair container	781.25
Grainger	Pushbutton switch	146.34
	Contact block	55.20
		201.54
Lowe's	Broom	11.39
Arcet Equipment Company	Gloves	13.25
Virginia Truck Center	Truck repairs	3,795.95
AT&T	Phone	37.11
CenturyLink	Phone	88.43
US Cellular	Phone	25.38
Prince Edward County Public Schools	Diesel	1,490.51

GENERAL PROPERTIES

Dominion Virginia Power	Courthouse	11,817.17
	Scope building	258.36
	Ag building	2,202.54
		14,278.07
AT&T	Phone	37.12
CenturyLink	Phone	52.85
US Cellular	Phone	80.77
Grainger	Floor pads	84.70
Handi-Clean Products, Inc.	Disinfectant	254.65

Lowe's	Lysol	7.58	
	Plunger	17.04	
	Socket wrench	5.67	
	Wiring box / staples	24.88	
	Valve / clamp / tubing	24.10	79.27
Cintas Corporation #524	Uniform rental		511.18
Prince Edward County Public Schools	Diesel		167.94

CANNERY

Ellington Energy Service	Fuel oil		1,212.04
CenturyLink	Phone		178.81
US Cellular	Phone		25.38

COMPREHENSIVE SERVICES ACT

Braley & Thompson, Inc.	Professional services		3,131.50
Crossroads Services Board	Professional services		260.00
Family Preservation Services	Professional services		1,653.75
Letricia R. Logan	Foster care		666.00
The Hughes Center	Professional services		4,840.00
Treasurer of Bedford	Professional services		5,940.00
United Methodist Family Services	Professional services		2,226.23
Safe Harbor Counseling	Foster care		30.00
Andrea Vershaeve	Foster care		666.00

PLANNING

Sanuel 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
Robert M. Jones	Commission meeting	100.00	
	Mileage	5.55	
Robert Christopher Mason	Commission meeting	100.00	
	Mileage	9.99	109.99
John F. Townsend, III	Commission meeting	100.00	
	Mileage	8.32	108.32
Brett Von Cannon Watson	Commission meeting		100.00
Business Card	Postage		15.90
US Cellular	Phone		67.28

ECONOMIC DEVELOPMENT

Business Card	Postage		84.55
US Cellular	Phone		25.38

TOURISM

Business Card	Shipping		6.42
McMurray, Inc.	Magazine insert		2,500.00

	<u>GENERAL EXPENSE</u>		
Southern States Cooperative, Inc.	Gas		16,746.88
	<u>CAPITAL PROJECTS</u>		
Compro Computers	Laptop	999.9	
	Laser printer	299.94	
	Monitor / hard drive	479.75	1779.59
Dixie Canner Company	Programmable controller		773.86
	<u>SEWER FUND</u>		
Dominion Virginia Power	Sewer pump		35.16
	<u>PIEDMONT COURT SERVICES</u>		
Quill Corporation	Copy paper / toner		14.89
Kinex Networking Solutions	Remote backup		20.00
	<u>PCS SUPERVISION FEES EXPENDITURES</u>		
SRP Corporation, LLC	Rent		2,383.00
Page Hardy	Cleaning service		210.00
	<u>ADDENDUM BILL LIST</u>		
	<u>BOARD OF SUPERVISORS</u>		
Farmville Herald	Advertising		133.25
Howard M. Campbell	Mileage		285.83
Don C. Gantt, Jr.	Mileage	315.80	
	Registration	700.00	1,015.80
Howard F. Simpson	Mileage	483.41	
	Meals / tips	56.11	539.52
	<u>COUNTY ADMINISTRATOR</u>		
Diamond Springs	Equipment rental		8.95
Key Office Supply	Copy paper	229.95	
	Office supplies	386.80	
	Green bar paper	264.95	
	Tapes / paper clips	28.25	
	Calendar	14.94	924.89
Reliable	Time cards / printer ink		111.42
Rochette's Florist	Ribbon		31.75
	<u>COMMISSIONER OF REVENUE</u>		
Treasurer of Virginia	Online service		78.77
NADA Used Car Guide	Used car guide		99.00
NADA Appraisal Guides	Subscriptions		110.00
	<u>TREASURER</u>		
Treasurer of Virginia	Online service		78.78
Business Data of Virginia, Inc.	Norton Anti-virus		107.84

Key Office Supply	Ink cartridge / ribbon	246.47	
	Ink cartridges	201.98	
	Rubber bands	4.29	
	Markers / ink cartridge	46.26	499.00
<u>INFORMATION TECHNOLOGY</u>			
Business Data of Virginia, Inc.	Travel expenses	875.00	
	Norton Anti-virus	125.00	
	Lodging	74.96	
	Contract agreement	3,700.00	4,774.96
<u>REGISTRAR</u>			
Business Data of Virginia, Inc.	Norton Anti-virus		80.88
<u>CIRCUIT COURT</u>			
Matthew Bender & Company, Inc.	Criminal Law 12 Supp.		135.39
<u>GENERAL DISTRICT COURT</u>			
Joyce K. Sexton	Mediation		855.00
<u>CLERK OF THE CIRCUIT COURT</u>			
Key Office Supply	Copier service contracts	1,404.00	
	Correction tape	41.20	
	Calendars	39.36	1,484.56
AT&T	Phone		43.70
CenturyLink	Phone		85.13
Kinex Networking Solutions	DSL		74.95
Matthew Bender & Company, Inc.	Wills/Admin Rel #6		236.73
<u>LAW LIBRARY</u>			
Matthew Bender & Company, Inc.	Forms Supp/Set Index		454.31
<u>COMMONWEALTH'S ATTORNEY</u>			
Purchase Power	Fees		47.63
William B. Turner	Postage		5.75
Treasurer of Virginia	Meeting registrations (3)		150.00
STEPS, Inc.	Shredding service		35.00
Key Office Supply	Planner		12.99
<u>SHERIFF</u>			
East End Motor Company, Inc.	Inspections (3)	48.00	
	Tire rotation	50.00	
	Rotors / pads / battery	528.47	
	Plugs / oil / filters	362.70	
	Tires / inspection	625.82	1,614.99
Express Care	Oil changes (3)	131.88	
	Oil change / wiper	68.93	200.81
CenturyLink	VCIN		18.49
US Cellular	Phone		696.78
Lowe's	Keypad entry		122.55

Business Data of Virginia, Inc.	Norton Anti-virus		26.96
Arlene C. Layden	Photos		200.00
Proforma	Cups & pencils		1,098.70
Southside Electric Cooperative	Electric service		9.15
DMV	Sheriff plates	25.00	
	Special IDs	20.00	45.00
Fire & Safety Equipment Company	Recharge extinguisher		17.95
Southern Police Equipment Company	Holster		37.99
Town Police Supply - Richmond	Holster	99.00	
	Agent case	36.00	135.00
Galls, LLC	Boots		35.00
Premium Marketing & Sales	Badges		278.00
Quality Uniform Company, Inc.	Jackets (2)		245.00

FARMVILLE VOLUNTEER FIRE DEPARTMENT

Blue Ridge Rescue Suppliers	Boots		1,268.28
Davis GMC Truck, Inc.	Towing / rekey Tahoe		277.25
Fire & Safety Equipment Company	Straps		637.60
Jack L. Slagle Fire Equipment	Hose repair		211.00
Ashby's, Inc. / Crenshaw Corp.	Light		255.35

RICE VOLUNTEER FIRE DEPARTMENT

John Deere Financial	Diesel		457.66
Dominion Virginia Power	Electric service		303.98

PROSPECT VOLUNTEER FIRE DEPARTMENT

Benchmark Community Bank	Truck payment		3,500.00
Farmville Auto Parts	Fuel filters	80.99	
	Injector cleaner	23.96	
	Oil Dry	29.96	
	Fuel conditioner	31.99	
	Oil / tire foam / wash	33.93	
	Bulb	4.75	205.58
Pamplin Exxon	Fuel	422.59	
	Inspect / repair	56.85	479.44
Town of Farmville	Fuel		345.32
Dominion Virginia Power	Electric service		269.29

DARLINGTON HEIGHTS VOLUNTEER FIRE DEPARTMENT

Davis GMC Truck, Inc.	Mirror		85.00
Ellington Energy Service	Propane		221.14
Foster Fuels, Inc.	Propane		196.04
Southside Electric Cooperative	Electric service		266.39
Verizon Wireless	Phone		65.30
Verizon	Phone		138.06

PAMPLIN VOLUNTEER FIRE DEPARTMENT

AT&T	Phone		118.98
Carquest Appomattox	Fuel pump		32.49
J.E. Jamerson Building Supply	Dust mop		28.38

Benjamin H. Johnson, CPA	Accounting service		1,500.00
Pamplin Exxon	Truck repairs	516.57	
	Fuel	228.50	745.07
Verizon	Phone		63.78

MEHERRIN VOLUNTEER FIRE DEPARTMENT

Parker Oil Company, Inc.	Diesel		904.98
US Cellular	Phone		129.83
Verizon	Phone		164.10
Dominion Virginia Power	Electric service		340.93

BUILDING OFFICIAL

Coy Leatherwood	Meeting registration	15.00	
	Meal	7.59	22.59
VBCOA	Dues		35.00

ANIMAL CONTROL

East End Motor Company, Inc.	Inspect / align / rotate		108.01
Dominion Virginia Power	Electric service		415.12
Walmart	Ink cartridges	28.97	
	Dog food	166.47	
	Cleaning supplies	17.84	213.28

MEDICAL EXAMINER

Treasurer of Virginia	Coroner		20.00
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BIOSOLIDS MONITORING

East End Motor Company, Inc.	Tires		294.78
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REFUSE DISPOSAL

Farmville Wholesale Electric	Light bulbs / heater element		79.77
Moore Scale Service - Western Virginia	Scale repairs		1,084.00
Cavalier Equipment Corporation	Compactor tarps	54.29	
	Truck tarps	708.20	762.49
Grainger	Push button switch		340.20
Lowe's	Hitch lock		28.48
Arena Trucking Company	Trash collection		564.00
Wright's Excavating, LLC	Landfill operation		48,093.75
Emanuel Tire of Virginia	Tire recycling		1,401.90
STEPS, Inc.	Recycling fee		1,838.99
Synergy Recycling, LLC	Electronic recycling		2,804.58
Southside Electric Cooperative	DH site		108.13
Dominion Virginia Power	Virso site	156.99	
	Leachate pump	78.31	
	Scalehouse	159.70	
	Cell C Pump Station	13.32	
	Green Bay site	103.49	
	Worsham site	122.11	
	Prospect site	128.91	
	Landfill site	51.72	814.55

AT&T	Phone	267.34
CenturyLink	Phone	181.02
Verizon	Phone	122.56
O. O. Stiff, Inc.	Monthly service	662.50
Prince Edward County Public Schools	Diesel	1,409.54

GENERAL PROPERTIES

McQuay International	Chiller maintenance contract	2,680.00
OK Termite & Pest Control	Exterminating service	150.00
Thyssenkrupp Elevator	Service contract - Jan-Mar	2,445.35
East End Motor Company, Inc.	Inspection	16.00
	Trailer tire	82.84
		98.84
Southside Electric Cooperative	SRR lights	29.86
Dominion Virginia Power	Roy Clark monument	35.79
	Shop	38.26
	Sheriff Department shed	5.66
	Worsham Clerk Office	59.50
	Lights at Rice	111.21
		250.42
Ellington Energy Service	Fuel oil	11,480.00
Town of Farmville	Water & sewer	135.51
CenturyLink	Phone	77.10
O. O. Stiff, Inc.	Monthly service	100.00
Aramark Uniform Services	Janitorial supplies	483.70
Diamond Paper Company	Janitorial supplies	1,218.67
Lowe's	Cleaning supplies	43.35
	Data jacks / electric tst	24.61
	Switch cover	8.80
	Knife / batteries	18.91
	Yard stick	2.83
	Pipe elbow	12.24
		110.74
Wilco, Inc.	Trash bags	756.50
Diamond Springs	Equipment rental	8.95
Farmville Wholesale Electric	Switch / overload htr	24.75
	Light bulbs	185.24
		209.99
Price Supply Company, Inc.	Safety glasses / flapper	7.81
	Flapper valve	3.67
	Air filters	45.24
	Seal & bolts	5.85
		62.57
Cintas Corporation #524	Uniform rental	276.09
Prince Edward County Public Schools	Diesel	172.73

CANNERY

Lowe's	Damp-Rid	12.41
Price Supply Company, Inc.	PVC	23.43
Southside Electric Cooperative	Electronic recycling	219.61
Walmart	Office supplies	27.07
	Cleaning supplies	78.88
	Mixer	19.94
		125.89

<u>HEALTH DEPARTMENT</u>		
Prince Edward Health Department	2nd Quarter Support	44,441.00
<u>COMPREHENSIVE SERVICES ACT</u>		
Bear Creek Academy	Professional services	6,045.00
Grafton School, Inc.	Professional services	18,690.00
North Spring Behavioral	Professional services	2,325.00
The Hughes Center	Professional services	1,936.00
Treasurer of Bedford	Professional services	6,138.00
Don Wilhelm, L.C.S.W.	Professional services	520.00
<u>PLANNING</u>		
Key Office Supply	Office supplies	69.98
<u>ECONOMIC DEVELOPMENT</u>		
Key Office Supply	Copy paper / binder clips	36.25
	Ink cartridges	199.38
		235.63
<u>TOURISM</u>		
Dominion Virginia Power	Electric service	288.68
Town of Farmville	Water & sewer	50.73
CenturyLink	Phone	296.53
Business Data of Virginia, Inc.	Norton Anti-virus	26.96
Key Office Supply	Calendars	14.98
<u>COOPERATIVE EXTENSION OFFICE</u>		
CenturyLink	Phone	102.46
<u>GENERAL EXPENSE</u>		
Lumos Networks	Phone	2,754.42
Anthem BCBS	Cobra insurance	560.00
<u>CAPITAL PROJECTS</u>		
Business Data of Virginia, Inc.	Norton Anti-virus	26.91
<u>RETIREMENT BENEFIT FUND</u>		
Vicki K. Johns	Retiree benefit	1,018.07
<u>PIEDMONT COURT SERVICES</u>		
Dominion Virginia Power	Electric service	281.89
Pitney Bowes Financial Service	Postage meter lease	202.00
	Postal services	10.78
CenturyLink	Phone	62.68
Lumos Networks	Phone	315.04
Kinex Networking Solutions	Remote backup	10.00
<u>PCS SUPERVISION FEES EXPENDITURES</u>		
Julianna Ferrell	Mileage	88.79
Sandy Fox	Mileage	27.74
Sheena Franklin	Mileage	79.92

Sharon Gray	Mileage	85.45
Connie Stimpson	Mileage	11.97
Renee T. Maxey	Meals	146.55
Dayna Stanley	Mileage	88.80
<u>PCS DRUG TESTING FEES</u>		
Alere Toxicology Services, Inc.	Drug testing	38.96

In Re: Highway Matters

There were no new issues to be reported to VDOT.

In Re: High Bridge Trail State Park Update

Mr. Eric Houglund, Park Manager, High Bridge Trail State Park, reported on the happenings and tourist activity during 2012. He stated approximately 188,467 visitors attended the High Bridge Trail State Park in 2012; the Park saw approximately 86,000 visitors in 2011.

In Re: School Board Appointments

Chairman Fore stated the terms of the following School Board members expire June 30, 2013:

- District 401 – Osa Sue Dowdy (Supervisor Charles McKay)
- District 701 – Ellery Sedgwick (Supervisor Jim Wilck)

Supervisor McKay and Supervisor Wilck will appoint Citizen Committees to be announced at the February Board meeting.

In Re: Planning Commission – Corridor Overlay District

Mr. Bartlett stated that the Prince Edward County Planning Commission has advertised a Public Hearing for Tuesday, January 22, 2013 at 7:30 p.m. to gather citizen input prior to considering an amendment to the Zoning Ordinance. The amendment is the addition of a Corridor Overlay District which is intended to provide principles for well-planned commercial development along the primary entrance corridors of the County. The amendment includes standards to protect the County’s scenic beauty and viewsheds, enhance levels of transportation service along the major access roads and increase property

values; with specific attention given to access management, multimodal transportation, landscaping, and site design. For the purposes of this district, the proposed planning overlay applies to a width of 1,000 feet from the public right-of-way on both sides of the following highway segments designated as corridors:

- Route 15 from Farmville Town Limits north to the Appomattox River (as US 15 Business and US 15); and from Farmville Town Limits south to State Route 665 at Worsham;
- Route 460 Highway Corridor for a distance of one mile in each direction from the centers of the following villages: Pamplin (Hwy 460 Business from Prince Edward County line), Prospect, Tuggle (measured from intersection with State Route 695), Rice;
- Route 360 Corridor for a distance of one mile in each direction from the centers of the following villages: Green Bay, Meherrin;
- Route 786 “Granite Falls Boulevard” from intersection with Route 15 to the intersection with State Route 628 “Zion Hill Road”.

Buildings associated with permitted agricultural use types or residential use types are exempt.

Mr. Bartlett stated that action would be premature at this time, pending the receipt of a recommendation from the Planning Commission.

Discussion followed. Chairman Fore requested the Board members read and become familiar with this document.

In Re: County Administrator’s Report

Route 786 Update – Mr. Bartlett stated County staff, VDOT, Haymes Brothers, and Hurt & Proffitt met on January 4, 2013 to review the punchlist. Some of the items on the punchlist have already been resolved or will be soon. The contract with Haymes Brothers requires them to be complete by March 11, 2013. A meeting has been tentatively scheduled for January 25 for a walk-through. Once the punchlist is completed, VDOT will expedite acceptance of Route 786 into the VDOT System.

Supervisor Wilck questioned if the items on the punchlist are the responsibility of the contractor. Mr. Bartlett stated all items are in the contract; there is still several hundred thousand dollars in addition to the retainer which is about \$160,000. The County still has more than one-half million dollars that has not been paid to the contractor.

Discussion followed on specific items on the punchlist that need to be addressed.

In Re: Personnel Committee Report

Mr. Bartlett stated the Personnel Committee met on January 2, 2013. The Committee comprises Supervisor Simpson, Chair; Supervisor Campbell and Supervisor Wilck. Also present were Mrs. Beverly Booth, Commission of Revenue, and himself, the County Administrator.

Mr. Bartlett stated Donna Nunnally's election as Treasurer created an open position in the Commissioner's office, and Mrs. Booth requested to transfer an existing employee to the position vacated by Mrs. Nunnally, and increase that employee's salary to the level previously paid to Mrs. Nunnally. This would result in a salary increase of \$759 annually and a total increase to include benefits of \$920. There would be no impact on the County's current budget because the higher dollar amounts are contained in the existing budget.

Mrs. Booth also requested she be allowed to fill the position that will be vacated by the internal transfer of the employee and be allowed to offer the new employee the same salary as the existing employee (\$29,529). Once again there would be no impact on the County's current budget because that salary amount is contained in the existing budget.

The Committee voted 3-0 to approve the request from the Commissioner of Revenue.

After some discussion, Supervisor Cooper-Jones made a motion to approve the recommendations of the Personnel Committee; 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: Appropriations – Landfill Scale Replacement

Mr. Bartlett advised the Board that the undercarriage of the scale at the landfill has rusted to such an extent that the underpinnings holding the scale in place have broken. This is causing the scale to slide back and forth in the landing piers. This will cause the scale to lose its calibration and eventually break the scale. Current regulations require a 70-foot scale to replace the existing 35-foot scale. The cost to replace the current scale is estimated to be \$70,000.

Supervisor Simpson made a motion to approve the budget amendment and appropriate the funds as follows:

		<u>Debit</u>	<u>Credit</u>
4-331-93000-0331	To Landfill Fund Balance		\$70,000
4-331-94000-8001	Capital Projects / Equipment	\$70,000	

The motion carried unanimously:

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: Animal Warden's Report

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

In Re: PERT Ridership Report

The Board reviewed the December 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 December 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 December 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
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

the meeting was adjourned at 8:07 p.m.

DRAFT

January 29, 2013

At the special meeting of the Board of Supervisors of Prince Edward County, held at the Prince Edward County Career Technical Center, 1419 Zion Hill Road, Farmville, Virginia, on Tuesday the 29th day of January, 2013; at 5:30 p.m., there were present:

Board of Supervisors

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

School Board

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

Absent: Robert M. Jones

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

Chairman Fore called the special meeting to order as a joint meeting with the Prince Edward County School Board.

Chairman Dove called the School Board meeting to order.

Ms. Cindy Wahrman, Division Director of Finance, reviewed the Governor's Proposed Budget and summarized the anticipated FY14 budget challenges:

- Average Daily Membership (ADM) reduction
- State revenue decrease of \$219,173; Federal decrease of \$684,472 (sequestration & HS turnaround)
- Estimated health insurance costs increasing – expected 10% (\$152,390)
- Governor's proposed salary increase of 2% (\$333,190)
- Additional local-funded 2% salary increase (\$333,190)
- Requesting an increase in local funds of \$1,450,309 for the school system

Ms. Wahrman then reviewed the Federal Funding reductions.

Mr. Wade Bartlett, County Administrator, stated the reduction in state funding based on the ADM was approximately \$468,000; the overall decrease was approximately \$219,000, so the other items increased approximately \$249,000, which includes the salary supplement. He stated there has been a trend over the past five

years of the ADM decreasing. The expenses have not decreased, but state funding has decreased. He questioned if there have been mandates that have increased the expenses.

Dr. David Smith, Superintendent, stated there has been a big change in the composite index, which increased costs \$360,000; it is to be refigured next year. One of the big challenges is that the mandates are not slowing down. The state funding has decreased as they have shifted the responsibility to the localities. The long term trend from the federal government has been one of less funding. A \$90,000 decline is expected in Title I costs alone which is a significant part of the budget. As these revenues dwindle, services have to decline. Discussion followed on mandates passed down to the localities.

Dr. Smith reviewed a draft of a Capital Improvement Plan. Discussion followed.

Dr. Smith then discussed the Community Survey; a firm that specializes in Public Sector Surveys was contacted, and their proposal would develop a survey based on the needs of the School. Their specialists would meet with the representative group to target the needs of Prince Edward County, which goes back to the discussion in September 2012 regarding the assessment of the schools. The cost would be approximately \$35,000, which includes the development cost, the administration cost, mailing costs and all of the analysis and follow-up regarding how to deal with the concerns. Dr. Smith said if there is support for moving ahead with the development, a representative group from the Board of Supervisors and School Board, himself and Mr. Bartlett would meet with the specialist to ensure that the development of the survey aligns with the needs that were expressed in the fall. If the Board of Supervisors approves, the school board can move forward on that idea.

After some discussion, Supervisor Wilck made a motion to support development of a community survey by the School Board and to appropriate \$35,000 as set forth in the budget amendment as follows, seconded by Supervisor Cooper-Jones; the motion carried:

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

Nay: None

Absent: Robert M. Jones

In Re: Landfill Scale

Mr. Bartlett stated bids were received for the scale at the landfill; the lowest bid at \$60,000 is within the \$70,000 limit. In the budget amendment at the January – meeting, authorization to sign the contract was not approved.

Supervisor Campbell made a motion to authorize the Chairman and/or the County Administrator to sign the contract with the lowest bidder for the replacement of the scale at the County Landfill; the motion carried unanimously:

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

Nay: None

Absent: Robert M. Jones

School Board Chairman Dove adjourned their meeting at this time.

On motion of Supervisor Cooper-Jones and adopted by the following vote:

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

Nay: None

Absent: Robert M. Jones

the meeting was recessed at 7:50 p.m. until Friday, February 2, 2013 at 9:00 a.m.

February 1, 2013

At a special meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Friday, the 1st day of February 2013; at 9:00 a.m., there were present:

Howard M. Campbell

William G. Fore, Jr.

Don C. Gantt, Jr.

Robert M. Jones

Charles W. McKay

Howard F. Simpson

Jim R. Wilck

Absent: Pattie Cooper-Jones

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

Chairman Fore called the meeting to order, stating the purpose of the meeting is for a work session.

In Re: Closed Session

Supervisor Jones made a motion that the Board convene in Closed Session for consultation with legal counsel regarding a specific legal matter related to the Prince Edward County Sheriff's Office that requires the provision of legal advice by counsel, pursuant to the exemptions provided for in Section 2.2-3711(A)(7) of the *Code of Virginia*; 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	

Supervisor Cooper-Jones entered the meeting during the closed session.

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

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

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

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

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

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

In Re: FY 14 County Budget Guidance

Mr. Bartlett presented a FY14 General Fund Overview and stated there will be challenges in reducing funding in the existing budget due to the mandates in the core services. He stated some have limited control by the Board, as those departments are at least partially funded by the state or by a grant.

Discussion followed regarding the difference in revenues from last fiscal year. Mr. Bartlett stated the Treasurer has been implementing new strategies for the collection of delinquent taxes and has already

seen good results. He stated the Commissioner of Revenue will soon receive the Blue Book value changes for automobiles, and the assessor will be requested to place a fair-market value on non-profits.

Mr. Bartlett stated the other large budget item will be the Piedmont Regional Jail. Discussion followed.

Supervisor McKay left the meeting at this time.

Mr. Bartlett then said he is waiting to see what action the General Assembly will take, and nothing has yet been received regarding the costs of liability or health insurance. Discussion followed regarding the possibility of switching to self-insurance and review of the tax rate on aircraft.

Mr. Bartlett reviewed the proposed school capital improvements. Discussion followed on funding and the debt service. The school has requested an additional \$1,450,309 for operations and a total of \$10,752,139 for a five-year capital improvement program.

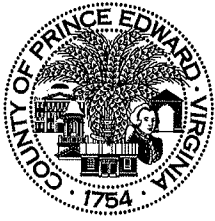
Mr. Bartlett said the fund balance, on a cash basis, increased \$1,312,554 during Fiscal Year 2012 to \$11,056,905. The General Fund increased \$240,343, the Water Fund increased \$621,823, the Landfill Construction Fund increased \$327,273, and the VDOT Revenue Sharing Fund increased \$128,215. Mr. Bartlett informed the Board that a new cell at the landfill will have to be built and funded in Fiscal Year 2014. This will cost well over \$1 million and will cause a large decrease in the fund balance if the County pays for this work in cash. He also stated the fund balance in the VDOT Revenue Sharing Fund will fall in Fiscal Year 2013 as a result of the completion of the Route 786 Project.

On motion of Supervisor Wilck 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	
	Howard F. Simpson	
	Jim R. Wilck	

Absent: Charles W. McKay

the meeting was adjourned at 10:22 a.m



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: February 12 2013
Item No.: 5-c
Department: County Administration
Staff Contact: Barbara Poulston
Issue: Consent Agenda - Review of Accounts & Claims

Summary: The bill list for January 2013 is attached for your review.

Attachments: January 2013 Bill List

Recommendation: None.

Motion _____
Second _____

Campbell _____
Gantt _____
Simpson _____

Cooper-Jones _____
Jones _____
Wilck _____

Fore _____
McKay _____

1/30/2013

FROM DATE- 1/09/2013
TO DATE- 1/29/2013

ACCOUNTS PAYABLE CHECKS
PRINCE EDWARD

PAGE 1

FUND NO.	DESCRIPTION	\$\$\$ PAY \$\$\$
100	GENERAL FUND	\$270,237.74
501	WATER FUND	\$673.91
502	SEWER FUND	\$36.01
740	REVENUE SHARING-VDOT FUND	\$360,420.84
741	PIEDMONT COURT SERVICES FUND	\$2,894.63
	TOTAL	634,263.13

MAJOR# ACCT# 011010	VENDOR NUMBER BOARD OF SUPERVISORS	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5510	12805	Travel-Mileage COOPER-JONES PATTIE	HOMESTEAD 2012	MILEAGE	191.48
	15897	FORE WILLIAM G JR	HOMESTEAD 2012	MILEAGE	178.16
	15897	FORE WILLIAM G JR	OCT-DEC 2012	MILEAGE	18.87
	19875	JONES ROBERT M	OCT-DEC 2012	MILEAGE	16.65
	22287	MCKAY CHARLES W	HOMESTEAD 2012	MILEAGE	195.36
	22287	MCKAY CHARLES W	OCT-DEC 2012	MILEAGE	123.21
	32539	WILCK JAMES ROBERT	HOMESTEAD 2012	MILEAGE	190.36
	32539	WILCK JAMES ROBERT	OCT-DEC 2012	MILEAGE	22.31
				ACCOUNT TOTAL	936.40 *
5530	15897	Travel-Subsistence & Lodg FORE WILLIAM G JR	HOMESTEAD 2012	MEALS & TIPS	17.86
	22287	MCKAY CHARLES W	HOMESTEAD 2012	TIPS	25.00
	32539	WILCK JAMES ROBERT	HOMESTEAD 2012	TIPS	45.00
				ACCOUNT TOTAL	87.86 *
				MAJOR TOTAL	1,024.26 **
012110		COUNTY ADMINISTRATOR			
5210	25483	Postal Services PITNEY BOWES FINANCL SERV	6804124 JA13	POSTAGE METER LEASE	29.00
				ACCOUNT TOTAL	29.00 *
5230	30439	Telecommunications US CELLULAR	816442183 113	PHONE	118.16
				ACCOUNT TOTAL	118.16 *
5510	22151	Travel-Mileage MARTIN SHEILA	MILEAGE 113	MILEAGE	18.08
				ACCOUNT TOTAL	18.08 *
6001	13369	Office Supplies DIAMOND SPRINGS	11393100 113	WATER & EQUIP RENTAL	15.90
	17005	HR DIRECT	940904	ATTENDANCE CALENDAR	69.49
				ACCOUNT TOTAL	85.39 *
				MAJOR TOTAL	250.63 **
012410		TREASURER			
3170	14691	Land Sale Expense ELLIOTT JAMES W ATTY	JAN 7 2013	COURT COSTS	45.00
	14691	ELLIOTT JAMES W ATTY	JAN 7 2013	BOND FEE	800.00
				ACCOUNT TOTAL	845.00 *
5510	21547	Travel-Mileage LEE BARBARA	MILEAGE 113	MILEAGE & TOLLS	85.81
	23965	NUNNALLY DONNA	MILEAGE 113	MILEAGE	39.83
	24909	OVERSTREET CAROL	MILEAGE 113	MILEAGE	18.65
	999999	BAPPERT STEPHANIE	MILEAGE 113	MILEAGE	14.69
	999999	CURTIS SHERIDAN	MILEAGE 113	MILEAGE	5.08
				ACCOUNT TOTAL	164.06 *

AP375H
1/30/2013
FUND # - 100 GENERAL FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 1/09/2013 -- 1/29/2013

AFTER CHECKS
PAGE 2

MAJOR# ACCT# 6001	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
	15380	Office Supplies FARMVILLE PRINTING	TREASURER 113 80649	LETTERHEAD	57.00
	22058	M&W PRINTERS INC		SIGNATURE PLATE	102.43
				ACCOUNT TOTAL	159.43 *
				MAJOR TOTAL	1,168.49 **
012510		INFORMATION TECHNOLOGY			
3160		Professional Services			
	11902	BUSINESS DATA OF VA, INC.	20101452	TRAVEL EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	20101455	TRAVEL EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	20101456	TRAVEL EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	20101459	TRAVEL EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	20101465	TRAVEL EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	20101466	TRAVEL EXPENSE	125.00
				ACCOUNT TOTAL	750.00 *
3320		Maintenance Service			
	11537	BAI MUNICIPAL SOFTWARE	WATS201352 2	TECH SUPPORT	8,476.00
				ACCOUNT TOTAL	8,476.00 *
				MAJOR TOTAL	9,226.00 **
013200		REGISTRAR			
5810		Dues & Association Member			
	31033	VRAV	2013 DUES	DUES	170.00
				ACCOUNT TOTAL	170.00 *
				MAJOR TOTAL	170.00 **
021100		CIRCUIT COURT			
6012		Books & Subscriptions			
	22210	MATTHEW BENDER & CO INC	42086841	CASE FINDER 7TH EDIT	174.37
				ACCOUNT TOTAL	174.37 *
				MAJOR TOTAL	174.37 **
021200		GENERAL DISTRICT COURT			
5230		Telecommunications			
	30439	US CELLULAR	816442183 113	PHONE	25.36
				ACCOUNT TOTAL	25.36 *
				MAJOR TOTAL	25.36 **
021300		SPECIAL MAGISTRATES			
6001		Office Supplies			
	20600	KEY OFFICE SUPPLY	424042	INK CARTRIDGES/TAPE	325.45
	20600	KEY OFFICE SUPPLY	424082	INK CARTRIDGES/HOOKS	76.27
				ACCOUNT TOTAL	401.72 *
				MAJOR TOTAL	401.72 **

AP375H
1/30/2013
FUND # - 100 GENERAL FUND

LISTING OF INVOICES FOR 1/09/2013 -- 1/29/2013

AFTER CHECKS
PAGE 3

MAJOR#	ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5230	021600	10105	Telecommunications			
		21319	AT&T	392 5145 113A	PHONE	43.24
			CENTURYLINK	309863799 113	PHONE	84.91
					ACCOUNT TOTAL	128.15 *
5850			Jurors/Witnesses			
		999999	ANDREWS DIANE	JUROR 113	JUROR	30.00
		999999	BOHNS FAYE C	JUROR 113	JUROR	30.00
		999999	CLARK SHERRY SOUTHALL	JUROR 113	JUROR	30.00
		999999	COPELAND PAUL KENNETH JR	JUROR 113	JUROR	30.00
		999999	GATES JAMES B JR	JUROR 113	JUROR	30.00
		999999	HURT RAWLEIGH	JUROR 113	JUROR	30.00
		999999	SANDLIN JENNIFER	JUROR 113	JUROR	30.00
		999999	ALLEN DALE N	JUROR 113A	JUROR	30.00
		999999	APPERSON JENNIFER M	JUROR 113A	JUROR	30.00
		999999	ASHBROOK RUTH J	JUROR 113A	JUROR	30.00
		999999	BALDWIN KATHY L	JUROR 113A	JUROR	30.00
		999999	BROOKS REBECCA L	JUROR 113A	JUROR	30.00
		999999	BUCKNAM HOWARD M	JUROR 113A	JUROR	30.00
		999999	CARWILE PATRICK B	JUROR 113A	JUROR	30.00
		999999	CHAFFIN EDDIE JR	JUROR 113A	JUROR	30.00
		999999	CHAPMAN SEAN C	JUROR 113A	JUROR	30.00
		999999	CHASSEY ELIZABETH C	JUROR 113A	JUROR	30.00
		999999	CHERNAULT NANCY B	JUROR 113A	JUROR	30.00
		999999	CHRIST LORRAINE R	JUROR 113A	JUROR	30.00
		999999	CRONER SHELIA M	JUROR 113A	JUROR	30.00
		999999	CYRUS CHARLOTTE D	JUROR 113A	JUROR	30.00
		999999	DIELS BOBBE R	JUROR 113A	JUROR	30.00
		999999	EDMONSON RANDALL W	JUROR 113A	JUROR	30.00
		999999	ENNIS JONELLE S	JUROR 113A	JUROR	30.00
		999999	EPES LUCILLE	JUROR 113A	JUROR	30.00
		999999	EVANS LENNON	JUROR 113A	JUROR	30.00
		999999	GIURICEO SHELIA S	JUROR 113A	JUROR	30.00
		999999	GOOD BARBARA A	JUROR 113A	JUROR	30.00
		999999	GRIMSLEY DEBOARAH MICHELE	JUROR 113A	JUROR	30.00
		999999	HINES TAMMY M	JUROR 113A	JUROR	30.00
					ACCOUNT TOTAL	900.00 *
					MAJOR TOTAL	1,028.15 **
021800			LAW LIBRARY			
5230		10105	Telecommunications			
		21319	AT&T	315 0208 113	PHONE	36.76
			CENTURYLINK	309478607 113	PHONE	39.60
					ACCOUNT TOTAL	76.36 *
6012		21761	Books and Subscriptions			
		22210	LEXISNEXIS	1212061909	ONLINE SERVICE	239.00
			MATTHEW BENDER & CO INC	42039959	JURY INSTR CIVIL R13	253.73

AP375H
1/30/2013
FUND # - 100 GENERAL FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 1/09/2013 -- 1/29/2013

AFTER CHECKS
PAGE 4

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	ACCOUNT TOTAL	AMOUNT
022100	22210	MATTHEW BENDER & CO INC	42507049	RULES VOL 11/12 SUPP	509.70 *	509.70 *
		COMMONWEALTH'S ATTORNEY			586.06 **	586.06 **
5230	13325	Telecommunications TREASURER OF VIRGINIA	T254769	IPAD SERVICE	135.15	135.15 *
					135.15 **	135.15 **
022200		VICTIM WITNESS ASSISTANCE PROGRAM				
6001	20600	Office Supplies KEY OFFICE SUPPLY	424555	INK CARTRIDGES/NOTES	77.94	77.94 *
					77.94 **	77.94 **
031200		SHERIFF				
3160	25840	Professional Services PRINCE EDWARD HEALTH DPT		FLU/HEPATITIS SHOTS	182.31	182.31 *
3310	12742	Repairs/Maintenance COMMTRONICS OF VIRGINIA	206519	REPROGRAM RADIOS	924.00	924.00
	12742	COMMTRONICS OF VIRGINIA	206522	REPAIR HANDHLD RADIO	101.46	101.46
	12742	COMMTRONICS OF VIRGINIA	206551	HANDHLD RADIO BATTERY	141.91	141.91
					1,167.37 *	1,167.37 *
3311		Repairs & Maint-Auto & Eq				
14300	14300	EAST END MOTOR CO INC	93462	WRECKER SERV/TIRE CHG	75.00	75.00
14300	14300	EAST END MOTOR CO INC	93758	RADIATOR/INSPECTION	668.72	668.72
14300	14300	EAST END MOTOR CO INC	93890	FLAT REPAIR	21.60	21.60
14915	14915	EXPRESS CARE	51128	OIL CHANGE	42.96	42.96
14915	14915	EXPRESS CARE	51254	OIL CHANGE	49.95	49.95
14915	14915	EXPRESS CARE	51500	OIL CHANGE	63.95	63.95
14915	14915	EXPRESS CARE	51503	OIL CHANGE	75.97	75.97
14915	14915	EXPRESS CARE	51652	OIL CHANGE	41.97	41.97
14915	14915	EXPRESS CARE	51686	OIL CHANGE	57.97	57.97
14915	14915	EXPRESS CARE	51762	OIL CHANGE	46.95	46.95
15150	15150	FARMVILLE AUTO PARTS	85332	BATTERY	129.99	129.99
15150	15150	FARMVILLE AUTO PARTS	85456	CAPSULE	11.39	11.39
15150	15150	FARMVILLE AUTO PARTS	85630	BATTERY	129.99	129.99
15150	15150	FARMVILLE AUTO PARTS	85644	OIL CHANGE	57.98	57.98
15150	15150	FARMVILLE AUTO PARTS	85757	BULB	4.59	4.59
16674	16674	GRANT'S GLASS	64885	WINDSHIELD REPAIR	291.52	291.52
21038	21038	KUSTOM SIGNALS INC	474055	RADAR REPAIR	120.00	120.00
25911	25911	PRO AUTO LLC	11361	REPAIR BRAKE LIGHT	16.00	16.00
29199	29199	THIRD ST WRECKER SERVICE	10344	TOWING	125.00	125.00
31355	31355	VES AUTO BODY	JAN 9 2013	REPAIR/PAINT HOOD	642.60	642.60
					2,674.10 *	2,674.10 *

MAJOR# ACCT# 5210	VENDOR NUMBER 11894	VENDOR NAME Postal Services BUSINESS CARD	INV# 0555 SHERIFF113	DESCRIPTION POSTAGE	ACCOUNT TOTAL	AMOUNT 28.48 * 28.48 *
5230	12188	Telecommunications CARRINGTON'S CELLULAR	341 113	PHONE		99.99
	13325	TREASURER OF VIRGINIA	T254734	VCIN		54.05
	20904	KINEX NETWORKING SOLUTION	130101 0014	REMOTE DATA BACKUP		19.95
	21319	CENTURYLINK	309468839 113	VCIN		10.52
	30439	US CELLULAR	9182210747 113	PHONE		710.84
					ACCOUNT TOTAL	895.35 *
5530	11894	Travel-Subsistence & Lodg BUSINESS CARD	0555 SHERIFF113	MEALS		18.50
	15945	FRANKLIN ROBBY	EXPENSES 113	MEAL		7.84
	28703	SPRAGUE JOSEPH	MEALS 113	MEALS		26.48
	34410	YODER BRANDON	EXPENSES 113	MEAL		33.42
	34410	YODER BRANDON	FEBRUARY 2013	ACADEMY MEAL ALLOWNC		238.00
	34410	YODER BRANDON	JANUARY 2013	ACADEMY MEAL ALLOWNC		175.00
					ACCOUNT TOTAL	499.24 *
5540	12318	Travel-Convention and Edu CNTRL VA CRIMINAL JUSTICE	1817	TRAINING		225.00
					ACCOUNT TOTAL	225.00 *
6001	11894	Office Supplies BUSINESS CARD	0555 SHERIFF113	CHRISTMAS CARDS		54.65
	11902	BUSINESS DATA OF VA, INC.	20101456	NORTON ANTI-VIRUS		29.95
	13369	DIAMOND SPRINGS	27961300 113	WATER & EQUIP RENTAL		74.60
	20600	KEY OFFICE SUPPLY	423430	INK CARTRIDGES		59.98
	20600	KEY OFFICE SUPPLY	423669	FOLDERS		45.98
	20600	KEY OFFICE SUPPLY	424170	FILES		159.80
	20600	KEY OFFICE SUPPLY	424432	FOLDERS		16.04
	20600	KEY OFFICE SUPPLY	424490	FOLDERS		18.90
	20600	KEY OFFICE SUPPLY	424548	FOLDERS		25.19
	20600	KEY OFFICE SUPPLY	424646	OFFICE SUPPLIES		7.75
	20600	KEY OFFICE SUPPLY	424669	FILE FOLDERS		5.89
	20600	KEY OFFICE SUPPLY	424699	COPY PAPER		149.75
	20600	KEY OFFICE SUPPLY	424743	FOLDERS/LABELS		33.40
	20600	KEY OFFICE SUPPLY	424743	CREDIT		3.62-
	20600	KEY OFFICE SUPPLY	434456	FILES		22.90
	20600	KEY OFFICE SUPPLY	8024054437	TONER/BATTERIES/PENS		1,059.92
	32135	STAPLES ADVANTAGE	2117 SHERIFF113	OFFICE SUPPLIES		97.11
	32135	WAL-MART COMMUNITY	2117 SHERIFF113	KEY HOLDERS		3.94
	32138	WAL-MART COMMUNITY/GEGRB			ACCOUNT TOTAL	1,862.13 *
6003	23214	Public Education/Crime Pr NATL NEIGHBORHOOD WATCH	1212598	SIGNS		785.00
					ACCOUNT TOTAL	785.00 *
6004	28640	Virso Comm Center Crime P SOUTHSIDE ELECTRIC COOP	536776002 113	ELECTRIC SERVICE		9.08
					ACCOUNT TOTAL	9.08 *
6008	11894	Vehicle & Powered Equip F BUSINESS CARD	0555 SHERIFF113	GAS		31.00
					ACCOUNT TOTAL	31.00 *

AP375H
1/30/2013
FUND # - 100 GENERAL FUND

LISTING OF INVOICES FOR 1/09/2013 -- 1/29/2013

AFTER CHECKS
PAGE 6

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
6009	27767	Vehicle & Powered Equip S	1879	INSTALL LED LIGHTS	55.00
	27770	ROCKWELL AUDIO	39411	TIRES	742.00
	32138	ROD & STAFF WELDING	2117	AUTO DETAIL SUPPLIES	26.28
		WAL-MART COMMUNITY/GEGRB			823.28 *
6010		Police Supplies			
	11894	BUSINESS CARD	0555	TRAINING GEAR	205.11
	22590	MOORE MEDICAL LLC	97549411	GLOVES	456.75
	28432	SIRCHIE FINGER PRINT LABS	105015	TAPE/MEASURING WHEEL	506.84
	28592	SOUTHERN POLICE EQUIP CO	164381	BULLET-PROOF VEST	850.00
				ACCOUNT TOTAL	2,018.70 *
6011		Uniforms & Wearing Appare			
	11894	BUSINESS CARD	0555	UNIFORMS	242.44
	13012	DMV	12363432	SPECIAL ID	10.00
	26360	QUALITY UNIFORM CO INC	791	PANTS	100.00
	26360	QUALITY UNIFORM CO INC	845	PANTS	139.50
	28592	SOUTHERN POLICE EQUIP CO	164513	TIES	128.80
	28592	SOUTHERN POLICE EQUIP CO	164651	BOOTS	140.99
				ACCOUNT TOTAL	761.73 *
				MAJOR TOTAL	11,962.77 **
032200		VOLUNTEER FIRE DEPARTMENT			
7002		Payment to Rice VFD			
	19490	JOHN DEERE FINANCIAL	60345	LP FUEL	380.60
	19490	JOHN DEERE FINANCIAL	71462	DIESEL	194.50
	19490	JOHN DEERE FINANCIAL	71464	GAS	304.01
	31369	VFIS	98813102	PORTFOLIO INSURANCE	2,279.00
	31369	VFIS	98849102	UMBRELLA/EXCESS INS	188.00
	31844	DOMINION VA POWER	4500495009	ELECTRIC SERVICE	260.62
	31846	DOMINION VA POWER	5487358649	ELECTRIC SERVICE	9.08
				ACCOUNT TOTAL	3,615.81 *
7004		Payment to Darlington VFD			
	23248	NAPA OF FARMVILLE	980426	BULB	6.47
	23248	NAPA OF FARMVILLE	980426	SVC CHARGE	.50
				ACCOUNT TOTAL	6.97 *
7006		Payment to Pamplin VFD			
	10105	AT&T	248	PHONE	46.06
	10105	AT&T	248	PHONE	48.95
	12151	CARQUEST APPOMATTOX	91618	FUEL PUMP	90.48
	12151	CARQUEST APPOMATTOX	91619	BARRACADE HOSE	7.20
	15908	FOSTER FUELS INC	223296T	PROPANE	92.13
	15908	FOSTER FUELS INC	223297T	PROPANE	148.84
	25210	PAMPLIN EXXON	PAMPLIN VFD 113	FUEL	421.12
	25210	PAMPLIN EXXON	PAMPLIN VFD 113	PARTS	8.39
	31335	VERIZON	248	PHONE	61.67
	31335	VERIZON	248	PHONE	54.45
	31846	DOMINION VA POWER	4743517221	ELECTRIC SERVICE	297.65
	31846	DOMINION VA POWER	6280980001	ELECTRIC SERVICE	50.07

AP375H
1/30/2013
FUND # - 100 GENERAL FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 1/09/2013 -- 1/29/2013

AFTER CHECKS
PAGE 7

MAJOR# ACCT#	VENDOR NUMBER NAME	INVOICE#	DESCRIPTION	ACCOUNT TOTAL	AMOUNT
7007	999999 GWA FIRE	247	INSPECT EXTINGUISHERS	1,492.51 *	
	25246 Payment to Meherrin VFD				
	25246 PARKER OIL CO INC	690819	GAS	834.57	
	25246 PARKER OIL CO INC	691006	PROPANE	412.83	
	25246 PARKER OIL CO INC	705117	PROPANE	124.60	
	25246 PARKER OIL CO INC	719222	DIESEL	876.39	
	25246 PARKER OIL CO INC	725621	PROPANE	370.68	
	25246 PARKER OIL CO INC	725633	PROPANE	586.26	
	30439 US CELLULAR	811808312 113	PHONE	135.35	
	31335 VERIZON	736 0633 113	PHONE	164.54	
	31846 DOMINION VA POWER	0519891510 113	ELECTRIC SERVICE	285.31	
	31846 DOMINION VA POWER	1913347348 113	ELECTRIC SERVICE	44.65	
	31846 DOMINION VA POWER	2725824417 113	ELECTRIC SERVICE	13.77	
			ACCOUNT TOTAL	3,848.95 *	
			MAJOR TOTAL	8,964.24 **	
033200	REGIONAL JAIL & DETENTION				
3196	18743 Purchase of Services - Ja			1,046.25	
	25375 IRONGATE BOUNDARY MNGT	KW 1212	ELECTRONIC MONITORIN	3,525.00	
		1156	JUVENILE DETENTION	4,571.25 *	
			ACCOUNT TOTAL	23,917.42	
7001	25380 Piedmont Regional Jail-Pe	1930	INMATE DAYS-PAST DUE	52,184.94	
	25380 PIEDMONT REGIONAL JAIL	1942	INMATE DAYS-DEC 2012	76,102.36 *	
			ACCOUNT TOTAL	80,673.61 **	
			MAJOR TOTAL		
034100	BUILDING OFFICIAL				
5230	30439 Telecommunications	816442183 113	PHONE	25.36	
			ACCOUNT TOTAL	25.36 *	
5880	29642 2% Blg Permit Surcharge	PERMIT LEVY 113	2% LEVY ON PERMITS	112.22	
	TREASURER OF VIRGINIA			112.22 *	
			ACCOUNT TOTAL	137.58 **	
			MAJOR TOTAL		
035100	ANIMAL CONTROL				
5110	31844 Electrical Services	0890745003 113	ELECTRIC SERVICE	468.63	
	DOMINION VA POWER			468.63 *	
			ACCOUNT TOTAL	130.58	
5230	21319 Telecommunications	310119726 113	PHONE	50.97	
	CENTURYLINK	816442183 113	PHONE	181.55 *	
			ACCOUNT TOTAL	79.94	
6011	32138 Uniforms and Wearing Appa	2238 CO ADM 113	BOOTS	79.94 *	
	WAL-MART COMMUNITY/GEGR			730.12 **	
			ACCOUNT TOTAL		
			MAJOR TOTAL		

AP375H
1/30/2013
FUND # - 100 GENERAL FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 1/09/2013 -- 1/29/2013

AFTER CHECKS
PAGE 8

MAJOR# ACCT# 036100	VENDOR NUMBER BIOSOLIDS MONITORING	VENDOR NAME Telecommunications	INV#	DESCRIPTION	AMOUNT
5230	30439	US CELLULAR	816442183 113	PHONE	25.86 *
ACCOUNT TOTAL					25.86 *
MAJOR TOTAL					25.86 **
042300	REFUSE DISPOSAL				
3160	27191	Professional Services			
	27191	RESOURCE INTERNATIONAL	38987	MISC WORK TASKS	4,486.78
	27191	RESOURCE INTERNATIONAL	38990	STORM WTR COMPLIANCE	865.00
ACCOUNT TOTAL					5,351.78 *
3310	10900	Repairs/Maintenance	226132	KEY	1.64
	12032	AYERS BLDG. & SUPPLY CO	162714	REPAIRED DUMPSTER	1,243.00
		C & L MACHINE & WELDING			1,244.64 *
ACCOUNT TOTAL					1,244.64 *
3840	27191	Contract Landfill - POS	39039	GROUNDWTR MONITORING	36,695.79
		RESOURCE INTERNATIONAL			36,695.79 *
ACCOUNT TOTAL					36,695.79 *
3841	14723	Purchase of Serv - Recycli	471843	TIRE RECYCLING	447.60
	14723	EMANUEL TIRE OF VIRGINIA	471844	TIRE RECYCLING	1,245.00
	14723	EMANUEL TIRE OF VIRGINIA	471886	TIRE RECYCLING	494.40
ACCOUNT TOTAL					2,187.00 *
5110	28640	Electrical Services	114379001 113	DH SITE	122.61
	31844	SOUTHSIDE ELECTRIC COOP	5181167213 113	LEACHATE PUMP	144.70
	31844	DOMINION VA POWER	8970737501 113	SCALEHOUSE	154.19
	31846	DOMINION VA POWER	0599507431 113	RICE SITE	116.16
	31846	DOMINION VA POWER	0670040567 113	CELL C PUMP STATION	24.78
	31846	DOMINION VA POWER	1144204110 113	GREEN RAY SITE	107.85
	31846	DOMINION VA POWER	7471653571 113	WORSHAM SITE	129.36
	31846	DOMINION VA POWER	8601161519 113	PROSPECT SITE	132.94
	31846	DOMINION VA POWER	9176847250 113	LANDFILL SITE	60.45
ACCOUNT TOTAL					993.04 *
5230	10105	Telecommunications	223 1595 113	PHONE	41.11
	10105	AT&T	332 3675 113	PHONE	54.23
	10105	AT&T	332 9223 113	PHONE	36.76
	10105	AT&T	574 4166 113	PHONE	36.76
	21319	CENTURYLINK	309326764 113	PHONE	45.43
	21319	CENTURYLINK	309480181 113	PHONE	49.25
	21319	CENTURYLINK	309553498 113	PHONE	40.53
	21319	CENTURYLINK	309615846 113	PHONE	44.73
	21319	CENTURYLINK	309714661 113	PHONE	47.13
	21319	CENTURYLINK	310039285 113	PHONE	52.86
	27132	RAMSON'S INC	10245380	PHONES	39.98
	30439	US CELLULAR	816442183 113	PHONE	25.61

AP375H
1/30/2013
FUND # - 100 GENERAL FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 1/09/2013 -- 1/29/2013

AFTER CHECKS
PAGE 9

MAJOR# ACCT#	VENDOR NUMBER NAME	INVOICE NUMBER DATE	DESCRIPTION	ACCOUNT TOTAL	AMOUNT
043200	GENERAL PROPERTIES			47,109.10	**
3310	Repairs/Maintenance OK TERMITE & PEST CONTROL	JANUARY 2013	EXTERMINATING SERVIC	150.00	*
3311	Repairs & Maint-Auto & Eq BUSTER'S RADIATOR SERVICE	729882	RADIATOR REPAIR	95.00	*
5110	Electrical Services SOUTHSIDE ELECTRIC COOP	114379002 113	SRR LIGHTS	30.10	
		1230385005 113	ROY CLARK MONUMENT	43.44	
		2786281903 113	COURTHOUSE	11,130.36	
		9670710004 113	SHOP	46.81	
		1545926683 113	SCOPE	307.39	
		4951935099 113	SHERIFF DEPT SHED	5.66	
		5856894620 113	WORSHAM CLERK OFFICE	133.44	
		8105475944 113	AG BLDG	1,926.19	*
5120	Heating Services PARKER OIL COMPANY INC	741744	HEATING OIL	13,623.39	*
5230	Telecommunications AT&T	223 8665 113	PHONE	704.21	*
		310262069 113	PHONE	36.75	
		310441360 113	PHONE	52.96	
		816442183 113	PHONE	76.88	
6001	Office Supplies BUSINESS DATA OF VA, INC.	20101455	NORTON UPDATE	85.68	
6005	Janitorial Supplies GRAINGER	9041705097	FLOOR PADS	252.27	*
6007	Repairs and Maintenance S AYERS BLDG. & SUPPLY CO	234837	SALT-TREATED LUMBER	29.90	*
		235027	CONCRETE MIX	29.90	*
		11393100 113	EQUIPMENT RENTAL	251.30	*
		9040657984	BOLTS	175.28	
		10245380	BATTERIES	10.40	
043400	CANNERY			8.95	
3310	Repairs & Maintenance VALLEY BOILER INC	14160	WATER PUMP	26.82	
				19.99	
				241.44	*
				15,347.51	**
			ACCOUNT TOTAL	1,763.16	*
			MAJOR TOTAL	1,763.16	*

AP375H
1/30/2013
FUND # - 100 GENERAL FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 1/09/2013 -- 1/29/2013

AFTER CHECKS
PAGE 10

MAJOR# ACCT# 5110	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5230	28640	Electrical Services SOUTHSIDE ELECTRIC COOP	44435001 113	ELECTRIC SERVICE	202.76 *
		Telecommunications			202.76 *
	21319	CENTURYLINK	310248529 113	PHONE	176.55
	30439	US CELLULAR	816442183 113	PHONE	25.36
				ACCOUNT TOTAL	201.91 *
				MAJOR TOTAL	2,167.83 **
053500		COMPREHENSIVE SERVICES ACT			
3160		CSA Programs			
	11490	BRALEY & THOMPSON INC	121023003	PROFESSIONAL SERVICE	3,225.00
	11490	BRALEY & THOMPSON INC	2012978	PROFESSIONAL SERVICE	3,131.50
	11490	BRALEY & THOMPSON INC	231212C	PROFESSIONAL SERVICE	4,710.00
	12280	CENTRA HEALTH	7912 113	PROFESSIONAL SERVICE	2,040.00
	12280	CENTRA HEALTH	8209 113	PROFESSIONAL SERVICE	2,040.00
	12280	CENTRA HEALTH	8360 113	PROFESSIONAL SERVICE	2,040.00
	12280	CENTRA HEALTH	8370 113	PROFESSIONAL SERVICE	2,040.00
	12280	CENTRA HEALTH	8422 113	PROFESSIONAL SERVICE	1,224.00
	12929	CROSSROADS SERVICES BD	FAPT/CPMT 113	PROFESSIONAL SERVICE	160.00
	14933	FAMILY PRESERVATION SERV	BAKA071196 113	PROFESSIONAL SERVICE	350.00
	14933	FAMILY PRESERVATION SERV	BOOL061997 113	PROFESSIONAL SERVICE	385.00
	14933	FAMILY PRESERVATION SERV	RUSM041800 113	PROFESSIONAL SERVICE	568.75
	16672	GRAFTON SCHOOL INC	1854 113	PROFESSIONAL SERVICE	3,915.00
	16672	GRAFTON SCHOOL INC	2068 113	PROFESSIONAL SERVICE	3,915.00
	16672	GRAFTON SCHOOL INC	3197 113	PROFESSIONAL SERVICE	3,705.00
	16672	GRAFTON SCHOOL INC	5145 113	PROFESSIONAL SERVICE	3,435.00
	30415	UNITED METHODIST FAMILY	5973 113	PROFESSIONAL SERVICE	2,875.56
				ACCOUNT TOTAL	39,759.81 *
				MAJOR TOTAL	39,759.81 **
053501		OTHER WELFARE/SOCIAL SERVICES			
5651		Southside Center for VioI			
	28604	SOUTHSIDE CENTER FOR		1X CONTRIBUTION	3,000.00 *
				SPECIAL 1X GIFT	3,000.00 **
081100		PLANNING			
3161		Planning Commission			
	12628	COLEMAN R SAMUEL	JAN 22 2013	COMMISSION MTG	100.00
	17883	HUNT PRESTON	JAN 22 2013	COMMISSION MTG	100.00
	19875	JONES ROBERT M	JAN 22 2013	COMMISSION MTG	100.00
	21525	LEATHERWOOD CLIFFORD JACK	JAN 22 2013	COMMISSION MTG	100.00
	22170	MASON ROBERT CHRISTOPHER	JAN 22 2013	COMMISSION MTG	100.00
	29386	TOWNSEND JOHN F III	JAN 22 2013	COMMISSION MTG	100.00
	32150	WATSON BRETT VON CANNON	JAN 22 2013	COMMISSION MTG	100.00
				ACCOUNT TOTAL	700.00 *

AP375H
1/30/2013
FUND # - 100 GENERAL FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 1/09/2013 -- 1/29/2013

AFTER CHECKS
PAGE 11

MAJOR# ACCT# 5230	VENDOR NUMBER 30439	VENDOR NAME Telecommunications US CELLULAR	INV# 816442183 113	DESCRIPTION PHONE	AMOUNT 56.48 *
5510	12628	Travel-Mileage COLEMAN R SAMUEL	JAN 22 2013	MILEAGE	13.56
	17883	HUNT PRESTON	JAN 22 2013	MILEAGE	22.60
	19875	JONES ROBERT M	JAN 22 2013	MILEAGE	5.65
	22170	MASON ROBERT CHRISTOPHER	JAN 22 2013	MILEAGE	10.17
	29386	TOWNSEND JOHN F III	JAN 22 2013	MILEAGE	8.48
				ACCOUNT TOTAL	60.46 *
				MAJOR TOTAL	816.94 **
081500		ECONOMIC DEVELOPMENT			
5230	30439	Telecommunications US CELLULAR	816442183 113	PHONE	25.36
5510	11894	Travel-Mileage BUSINESS CARD	2078 CARNEY 113	PARKING	25.36 *
5530	11894	Travel-Subsistence & Lodg BUSINESS CARD	2078 CARNEY 113	MEALS	8.00
				ACCOUNT TOTAL	8.00 *
				ACCOUNT TOTAL	180.07
				MAJOR TOTAL	180.07 *
081600		TOURISM			213.43 **
5110	31846	Electrical Services DOMINION VA POWER	0675198071 113	ELECTRIC SERVICE	246.42
	31846	DOMINION VA POWER	1059387447 113	ELECTRIC SERVICE	34.63
				ACCOUNT TOTAL	281.05 *
5898	17673	VTC Best Part Grant HIGHWAY INFORMATION MEDIA	2038	WELCOME CENTER BLITZ	3,000.00
	25045	PAGE ONE INC	42324	ADVERTISING	1,500.00
				ACCOUNT TOTAL	4,500.00 *
				MAJOR TOTAL	4,781.05 **
091000		GENERAL EXPENSE			
5230	23933	Internal Telecom Account LUMOS NETWORKS	165866886 113	PHONE	2,716.32 *
5803	28597	Internal Fuel Account SOUTHERN STATES COOP INC	51767	GAS	3,558.13
	28597	SOUTHERN STATES COOP INC	56393	GAS	3,817.12
	28597	SOUTHERN STATES COOP INC	62210	GAS	3,254.40
	28597	SOUTHERN STATES COOP INC	66546	GAS	2,025.75
				ACCOUNT TOTAL	12,655.40 *
5804	29937	COBRA Health Insurance ANTHEM BCES	COBRA 113	COBRA INSURANCE	560.00
				ACCOUNT TOTAL	560.00 *
				MAJOR TOTAL	15,931.72 **

AP375H
1/30/2013
FUND # - 100 GENERAL FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 1/09/2013 -- 1/29/2013

AFTER CHECKS
PAGE 12

MAJOR# ACCT# 094000	VENDOR NUMBER NAME CAPITAL PROJECTS	INV#	DESCRIPTION	AMOUNT
0002	Computer System 11537 BAI MUNICIPAL SOFTWARE	20130110005	SOFTWARE UPGRADE	1,500.00 *
0028	Prospect Depot VDOT Grant 25840 PRINCE EDWARD HEALTH DPT	WELL/SEPTIC	WELL/SEPTIC PERMIT	725.00 *
095000	DEBT SERVICE			2,225.00 **
0006	Interest Expense (YMCA) 12360 CENTRAL VIRGINIA BANK	24743759 113	YMCA LOAN-INTEREST	22,123.04 *
			ACCOUNT TOTAL	22,123.04 *
			MAJOR TOTAL	22,123.04 **
			FUND TOTAL	270,237.74

AP375H
 1/30/2013
 FUND # - 501 WATER FUND

PRINCE EDWARD
 LISTING OF INVOICES FOR 1/09/2013 -- 1/29/2013

AFTER CHECKS
 PAGE 13

MAJOR# ACCT# 030000	VENDOR NUMBER CONTRACTUAL SERVICES	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
3810	29332	Repairs & Maintenance TOWN OF FARMVILLE	14043	WATER ANALYSIS	40.00
				ACCOUNT TOTAL	40.00 *
				MAJOR TOTAL	40.00 **
043200		GENERAL PROPERTIES			
5130	29332	Water Service TOWN OF FARMVILLE		WATER TANK 113 WATER	633.91
				ACCOUNT TOTAL	633.91 *
				MAJOR TOTAL	633.91 **
				FUND TOTAL	673.91

AP375H
1/30/2013
FUND # - 502 SEWER FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 1/09/2013 -- 1/29/2013

AFTER CHECKS
PAGE 14

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5110	31846	Electrical Services DOMINION VA POWER	4148700281	SEWER PUMP	36.01
				ACCOUNT TOTAL	36.01 *
				MAJOR TOTAL	36.01 **
				FUND TOTAL	36.01

AP375H
1/30/2013
FUND # - 740

REVENUE SHARING-VDOT FUND
REVENUE SHARING FUND - VDOT

PRINCE EDWARD
LISTING OF INVOICES FOR 1/09/2013 -- 1/29/2013

AFTER CHECKS
PAGE 15

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	ACCOUNT TOTAL	AMOUNT
0788	17333	Rt 786 Construction HAYMES BROTHERS INC	9	RT 786 CONSTRUCTION	327,488.17	327,488.17 *
0789	17925	Rt 786-Engineering HURT & PROFFITT, INC	30978	ENGINEERING-RT 786	32,932.67	32,932.67 *
				MAJOR TOTAL	360,420.84	360,420.84 **
				FUND TOTAL	360,420.84	

MAJOR#	VENDOR	INVOICE#	DESCRIPTION	AMOUNT
021400	PIEDMONT COURT SERVICES			
5210	Postal Services	EXPENSES 113	POSTAGE	7.80 *
5510	Travel - Mileage			
15649	FERRILL JULIANNA	MILEAGE 113	MILEAGE	136.20
15936	FOX SANDY	MILEAGE 113	MILEAGE	16.38
15954	FRANKLIN SHEENA	MILEAGE 113	MILEAGE	111.53
16682	GRAY SHARON	MILEAGE 113	MILEAGE	69.47
16944	STIMPSON CONNIE	EXPENSES 113	MILEAGE	16.96
22217	MAXEY RENEE T	MILEAGE 113	MILEAGE	25.99
23340	NASH ASHLEY	MILEAGE 113	MILEAGE	22.30
			ACCOUNT TOTAL	398.83 *
			MAJOR TOTAL	406.63 **
027001	PCS SUPERVISION FEES EXPENDITURES			
5420	PCS - Lease/Rent of Build	RENT 113	RENT	2,383.00 *
28724	SRP CORPORATION LLC			2,383.00 *
6006	PCS - Janitorial Services	JAN 2013	CLEANING SERVICE	105.00
17346	HARDY PAGE			105.00 *
			ACCOUNT TOTAL	2,488.00 **
			FUND TOTAL	2,894.63
			TOTAL DUE	634,263.13

Approved at meeting of _____ on _____

Signed _____ Title _____ Date _____

_____ Title _____ Date _____

_____ Title _____ Date _____



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: February 12, 2013
Item No.: 5-d
Department: County Administration
Staff Contact: Sheila Martin/Barbara Poulston
Issue: Consent Agenda - Salaries

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

Attachments: None.

Recommendation: None.

Motion _____
Second _____

Campbell _____
Gantt _____
Simpson _____

Cooper-Jones _____
Jones _____
Wilck _____

Fore _____
McKay _____



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

Meeting Date: February 12, 2013
Item No.: 5-e
Department: County Administrator
Staff Contact: W.W. Bartlett
Issue: Appropriations

Summary:

The County received a grant from DCJS in the amount of \$2,100. These funds are mandated for use by Piedmont Court Services for training. No local match is required.

The Clerk of Circuit Court received a Grant from the Library of Virginia in the amount of \$19,814 to be used for the preservation of records. No local match is required.

REV/EXP	FUND	DEPT	OBJECT	DESCRIPTION	DEBIT	CREDIT
FY 2013 Budget Amendment						
3(Rev)	741	24040	0022	CCCA/PSA Training Fund		\$ 2,100
4(Exp)	741	97004	5510	CCCA/PSA Training	\$ 2,100	
3(Rev)	100	24040	0080	Library of Virginia Records Grant		\$19,814
4(Exp)	100	21600	3161	Clerk of Court/Preservation Grant	\$19,814	

Recommendation:

Approve the budget amendment displayed above and appropriate the same funds. Authorize the County Administrator to sign all necessary documents to accept the two grants.

Motion _____
 Second _____

Campbell _____
 Gantt _____
 Simpson _____

Cooper-Jones _____
 Jones _____
 Wilck _____

Fore _____
 McKay _____



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: February 12, 2013
Item No.: 6
Department: VDOT
Staff Contact: Sarah Elam Puckett
Issue: Highway Matters

Summary: Kevin Wright, VDOT, is planning to attend the February Board meeting.

Also, attached for your information is a list showing the projects in Prince Edward County that are included Governor's Transportation Plan. The County is making a legislative effort through VACo and with Delegate Edmunds to have the vehicles per day threshold for the unpaved roads funding lowered from 400 to 50 or 100. We may have more to report on this issue at the Board meeting.

Attachments: Excerpt from Governor's Transportation Plan

Recommendation: None.

Motion _____
Second _____

Campbell _____
Gantt _____
Simpson _____

Cooper-Jones _____
Jones _____
Wilck _____

Fore _____
McKay _____

Proposed Projects for the Governor's 2013 Transportation Funding Proposal

UPC	District	System	Route	Locality	Proposed Funding	Description	Phase Funded
64773	Lynchburg	Primary	0460 RICHMOND HIGHWAY		\$ 4,334,680	RTE 460 AND RTE 29	CN
77308	Lynchburg	Secondary	0623 TWIN BRIDGES ROAD	Prince Edward County	\$ 431,606	RTE 623 - BRIDGE & APPROACHES OVER NS RAILWAY (STR #6019)	CN
82510	Lynchburg	Secondary	0711 TARDY MOUNTAIN ROAD	Campbell County	\$ 2,612,023	RTE. 711 - BRIDGE REPL. & APPR. OVER CN NS RAILWAY	CN
87145	Lynchburg	Urban	U000 GREENVIEW DRIVE		\$ 13,790,509	WIDEN GREENVIEW DRIVE FROM 2 TO 4 LANES	PE, RW, CN
87900	Lynchburg	Secondary	0619 LOCKETT ROAD	Prince Edward County	\$ 586,721	RTE. 619 - REPLACE BRIDGE AND APPROACHES OVER SAYLERS CREEK	CN
101042	Lynchburg	Secondary	0778 LOWESVILLE ROAD	Amherst County	\$ 310,583	BRIDGE REPLACEMENT RTE 778 LOWESVILLE RD (VA STR 6091)	CN
N/A	Lynchburg	Primary	Rt 29	Town of Hurt/Altavista	\$ 26,805,082	REPLACE FRACTURE CRITICAL BRIDGE - POSTED	PE, RW, CN
N/A	Lynchburg	Primary	Route 501	Lynchburg	\$ 10,800,000	RECONSTRUCT RD & BUILD ROUNDABOUT AT INTERSECTION OF MAYFLOWER DRIVE	PE, RW, CN
N/A	Lynchburg	Secondary		Nelson County	\$ 889,200	Unpaved miles 400-1500 per day	PE, RW, CN
N/A	Lynchburg	Secondary		Buckingham County	\$ 646,380	Unpaved miles 400-1500 per day	PE, RW, CN
N/A	Lynchburg	Secondary		Amherst County	\$ 588,240	Unpaved miles 400-1500 per day	PE, RW, CN
N/A	Lynchburg	Secondary		Pittsylvania County	\$ 330,600	Unpaved miles 400-1500 per day	PE, RW, CN
N/A	Lynchburg	Secondary		Prince Edward County	\$ 204,060	Unpaved miles 400-1500 per day	PE, RW, CN
N/A	Lynchburg	Secondary		Campbell County	\$ 156,180	Unpaved miles 400-1500 per day	PE, RW, CN
52838	Northern Virginia	Primary	Rt 28	Prince William County	\$ 13,398,836	RT 28 WIDENING TO 6 LANES	PE, CN



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

Meeting Date: February 12, 2013
Item No.: 7
Department: County Administration
Staff Contact: W.W. Bartlett
Issue: Update from Commonwealth Regional Council (CRC)

Summary: Interim-President and CEO Mary Hickman will be present to provide the Board an update on the programs and activities of the Commonwealth Regional Council.

Attachments: None.

Recommendation: None.

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



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

Meeting Date: February 12, 2013
Item No.: 8
Department: County Administration
Staff Contact: Sarah Elam Puckett
Issue: School Board Appointments

Summary: The terms of the following School Board members expire on June 30, 2013:

- District 401 – Osa Sue Dowdy (Supervisor Charles McKay)
- District 701 – Ellery Sedgwick (Supervisor Jim Wilck)

The current members of the Prince Edward County School Board are:

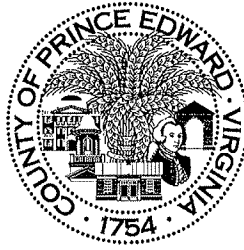
District	School Board Member	Term Expiration
401 (Hampden)	Osa Sue Dowdy	6/30/13
701 (Farmville)	Ellery Sedgwick	6/30/13
101 (Farmville)	Linda Leatherwood	6/30/14
801 (Farmville)	Lawrence C. Varner, MD	6/30/14
201 (Lockett)	Susan Southall Lawman	6/30/15
601 (Prospect)	Darin Edward Thomas	6/30/15
301 (Leigh)	Timothy W. Corbett, Sr., MD	6/30/16
501 (Buffalo)	Russell L. Dove	6/30/16

Attachments: Criteria for Selection of School Board Members

Recommendations:

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

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

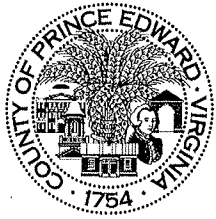


Adopted: November 13, 1984
Revised: August 10, 2004
Revised: January 13, 2009

CRITERIA FOR SELECTION OF SCHOOL BOARD MEMBERS

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

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County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: February 12, 2013
Item No.: 9
Department: County Administration
Staff Contact: W.W. Bartlett
Issue: Request from Town of Farmville

Summary: Attached for your consideration is a letter of request from the Town of Farmville. Also, attached is a copy of the letter the County sent to the Town in August 2012.

Attachments: Letter from Town of Farmville (January 10, 2013)
Letter to Town of Farmville (August 1, 2012)

Recommendation: Board consideration of the Town's request.

Motion _____ Campbell _____ Cooper-Jones _____ Fore _____
Second _____ Gantt _____ Jones _____ McKay _____
Simpson _____ **85** Wilck _____

TOWN OF FARMVILLE
Post Office Drawer 368
Farmville, Virginia 23901

Gerald J. Spates, Town Manager
Carol Anne Seal, Town Treasurer

434.392.5686
Fax 434.392.3160



COUNCIL
Sydnor C. Newman, Jr., Mayor
A. D. "Chuckie" Reid, Vice Mayor
David E. Whitus
Sally Thompson
Tommy Pairet
Donald L. Hunter
J.J. "Jamie" Davis
Edward I. Gordon, MD
Lisa Hricko, Clerk of Council

January 10, 2013

Chairman William Fore
Prince Edward County Board of Supervisors
PO Box 382
Farmville, VA 23901

Dear Mr. Fore,

I am writing in regards to your letter of August 1, 2012 whereby the Town of Farmville was granted approval to use Mottley Lake as a temporary emergency water supply until December 31, 2012.

The purpose of this letter is to request that Prince Edward County grant a two (2) year extension until December 31, 2014.

Thanking you in advance for your consideration.

Sincerely,

Gerald J. Spates
Town Manager

GJS/lmh

BOARD OF SUPERVISORS

WILLIAM G. FORE, JR.
CHAIRMAN

HOWARD F. SIMPSON
VICE-CHAIRMAN

HOWARD M. CAMPBELL
PATHE COOPER-JONES
DON C. GANTT, JR.
ROBERT M. JONES
CHARLES W. MCKAY
JAMES R. WILCK



COUNTY ADMINISTRATOR
W.W. BARTLETT

POST OFFICE BOX 382
FARMVILLE, VA 23901

(434) 392-8837 VOICE
(434) 392-6683 FAX

WBARTLETT@CO.PRINCE-EDWARD.VA.US
WWW.CO.PRINCE-EDWARD.VA.US

COUNTY OF PRINCE EDWARD, VIRGINIA

August 1, 2012

The Honorable Sydnor C. Newman, Jr., Mayor
And Members of the Farmville Town Council
Post Office Drawer 368
Farmville, Virginia 23901

Dear Mayor Newman and Council Members:

On August 1, 2012, in accordance with Section 15.2-5122 of the *Code of Virginia* and in consultation with the Virginia Department of Environmental Quality (DEQ), the Prince Edward County Board of Supervisors approved the use of Motley Lake as a temporary emergency water supply for the Town of Farmville from August 1, 2012 until December 31, 2012.

Such action is being taken to ensure an adequate water supply exists to allow the Town to meet water supply demands at a time of extremely low flow in the Appomattox River. The Board of Supervisors is acting now to allow adequate time for the Town to obtain all necessary permits prior to the opening of the Prince Edward Public Schools, Fuqua School, and Longwood University which will increase the water demands on the Appomattox River.

This action should in no way be construed as a permanent approval of the use of Motley Lake as a water supply impoundment. As stated in the water supply plan, the Sandy River Reservoir has been identified as the source of water for the long-term needs of the community. Given the limitations on all other water resources in the area, the Board of Supervisors stands ready to work with the Town of Farmville to develop the Sandy River Reservoir as a drought proof water resource for the entire community.

Sincerely,

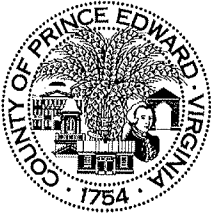
William G. Fore, Jr.
Chairman

cc: Scott W. Kudlas, Director, Office of Water Supply, VDEQ

PRINCE EDWARD COUNTY BOARD OF SUPERVISORS

MISSION STATEMENT

TO REPRESENT ALL CITIZENS, PROVIDE LEADERSHIP, CREATE VISION AND SET POLICY TO ACCOMPLISH EFFECTIVE CHANGE, PLANNED GROWTH AND PROVIDE ESSENTIAL SERVICES WHILE MAINTAINING AND ENHANCING THE QUALITY OF LIFE IN PRINCE EDWARD COUNTY.



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: February 12, 2013
Item No.: 10
Department: County Administration
Staff Contact: W.W. Bartlett
Issue: Agreement with School Board

Summary: Attached for your consideration is a Letter of Agreement drafted by the School Board in response to the County's request for access to diesel fuel for the fire and EMS departments.

Attachments: Letter from Prince Edward County School Board

Recommendation: Approve the Letter of Agreement and authorize the Chairman to sign on behalf of the Board of Supervisors.

Motion _____
Second _____

Campbell _____
Gantt _____
Simpson _____

Cooper-Jones _____
Jones _____
Wilck _____

Fore _____
McKay _____



Prince Edward County Public Schools

35 Eagle Drive
Farmville, Virginia 23901

School Board

January 10, 2013

Telephone
434-315-2150
Fax
434-392-1911

Mr. William G. Fore
Chairman
Prince Edward County
Board of Supervisors
P. O. Box 382
Farmville, VA 23901

Dear Mr. Fore:

At its January 9, 2013 meeting, the Prince Edward County School Board approved the request to provide the Prince Edward County fire departments and emergency medical services access to the PECPS diesel pumps.

The enclosed Letter of Agreement provides the details and requirements in providing diesel fuel to these community organizations. Please sign and return a copy of the agreement at your earliest convenience.

Thank you.

Sincerely,

Russell L. Dove
Chairman

pc: School Board Members
Dr. K. David Smith, Division Superintendent
Mr. Richard Goode, Director of Support Services



Prince Edward County Public Schools

35 Eagle Drive
Farmville, Virginia 23901

School Board

Telephone
434-315-2150
Fax
434-392-1911

**LETTER OF AGREEMENT
FUEL PURCHASE**

This letter of agreement dated January 10, 2013 is between the Prince Edward County School Board and the Prince Edward County Board of Supervisors.

The Prince Edward County School Board will provide the Prince Edward County fire departments and emergency medical services access to the Prince Edward County Public Schools diesel pumps.

Both parties agree to the following:

- The diesel pumps will be available during normal operational days for the school division.
- The diesel pumps will be available between the hours of 9:00 a.m. - 2:00 p.m.
- Invoices will be submitted monthly to the Prince Edward County Board of Supervisors.
- Payment will be provided within 30 days of receipt of invoice.
- The Prince Edward County School Board is responsible for the procurement process in securing the fuel purchase.
- Any requests to revise this agreement must be provided in writing from the Prince Edward County Board of Supervisors.
- This agreement is in effect until written notification is provided by either party. A thirty day notification is required to cease this agreement.
- The Prince Edward County School Board must approve any revisions or changes to this agreement.

Letter of Agreement accepted by:

Prince Edward County School Board

Prince Edward County Board of Supervisors

Date _____

Date _____



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

Meeting Date: February 12, 2013
Item No.: 11
Department: County Administration
Staff Contact: W.W. Bartlett
Issue: Resolution Regarding Industrial Hemp Farming Act

Summary: Attached for your consideration is a letter from the CRC asking the Board to consider the adoption of a resolution asking Congress to adopt the Industrial Hemp Farming Act.

Attachments: Letter from CRC w/ attachment.

Recommendation: Board consideration is requested.

Motion _____
Second _____

Campbell _____
Gantt _____
Simpson _____

Cooper-Jones _____
Jones _____
Wilck _____

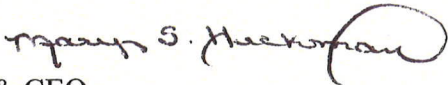
Fore _____
McKay _____



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

MEMORANDUM

TO: CRC Board Representatives

FROM: Mary S. Hickman 
Acting President & CEO

SUBJECT: Jim Politis – Industrial Hemp Information

DATE: January 7, 2013

As discussed at the January 3, 2013 Commonwealth Regional Council Meeting, the following is the contact information for Montgomery County per its adoption of a resolution urging the 112th Congress to adopt the Industrial Hemp Farming Act:

Mr. Jim Politis
Chair Montgomery County
Board of Supervisors
Phone – 540-381-2778
Email – politisd@montgomerycountyva.gov.

I have also included a copy of the Resolution passed by the Montgomery Board of Supervisors for your convenience.

Based on Council discussions at the January 3, 2013 meeting, it was the consensus of the Council that each respective CRC Board member addresses the adoption of a similar resolution with their respective County Board prior to the Council taking action. Furthermore, as reported during the meeting by Ms. Stish, Mr. Politis has stated that he would be willing to come and speak to each Board of Supervisors on the passage of their resolution.

If you should have any questions, please feel free to contact me at (434)392-6104.

Enclosure

AT A SPECIAL MEETING OF THE BOARD OF SUPERVISORS OF THE COUNTY OF MONTGOMERY, VIRGINIA HELD ON THE 3RD DAY OF OCTOBER, 2011 AT 5:30 P.M. IN THE COUNTY ADMINISTRATION CONFERENCE ROOM, MONTGOMERY COUNTY GOVERNMENT CENTER, 755 ROANOKE STREET, CHRISTIANSBURG, VIRGINIA:

**R-FY-12-31
A RESOLUTION URGING THE 112TH CONGRESS
TO ADOPT THE INDUSTRIAL HEMP FARMING ACT**

On a motion by Gary D. Creed, seconded by Doug Marrs and carried unanimously,

WHEREAS, The industrial hemp industry has recently experienced a revitalization with worldwide hemp sales continuing to increase; and

WHEREAS, Faltering agricultural economics in a number of states have created pressure to investigate alternative crops, including industrial hemp; and

WHEREAS, Industrial hemp's three raw materials – fiber, hurds and seeds, can be used in more than 25,000 products, including textiles, rope, cellulose plastics, resin, particle board, paper products, shampoo, vitamins and oil; and

WHEREAS, The histories of the United States and Virginia are replete with examples of the utility of and dependence on industrial hemp, which was legally cultivated in Virginia and many other states until the late 1930's; and

WHEREAS, Although industrial hemp is derived from the Cannabis Sativa plant, it is distinctive from its better known relative in that it contains less than one percent of the chemical responsible for its psychoactive properties; and

WHEREAS, Under the current United States drug policy, all Cannabis varieties, including hemp, are considered Schedule 1 controlled substances under the Controlled Substances Act and as such the growing of industrial hemp is controlled and strictly regulated by the U.S. Drug Enforcement Administration (DEA); and

WHEREAS, The growing of industrial hemp in the United States has been allowed only by a federal permit issued by the DEA, and the conditions of such a permit are so restrictive as to make the experimental cultivation of hemp essentially impossible; and

WHEREAS, The Virginia General Assembly has urged the federal government to revise the necessary regulations so as to permit the controlled experimental cultivation of industrial hemp in Virginia; and

Industrial Hemp Farming Act
Page 1 of 2

WHEREAS, The National Farmers Union (NFU) has urged the President, Attorney General and Congress to direct the U.S. DEA to differentiate between industrial hemp and marijuana and adopt a policy to allow American farmers to grow industrial hemp under state law without requiring DEA licenses; and

WHEREAS, The National Association of State Departments of Agriculture support revisions to the federal rules and regulations authorizing commercial production of industrial hemp and has urged the DEA to develop and adopt an official definition of industrial hemp that comports with definitions currently used by Countries producing hemp; and

WHEREAS, The Industrial Hemp Farming Act (House Resolution 1831), has been introduced in Congress with the intention of removing Industrial Hemp as a Schedule 1 controlled substance under the Controlled Substance Act and allowing the State Legislatures to license and regulate the commercial production of hemp as an industrial and agricultural commodity; and


WHEREAS, The Montgomery County Board of Supervisors hereby supports the adoption of the Industrial Hemp Farming Act by Congress in order to facilitate the commercial cultivation of industrial hemp by granting the states the necessary authority to license and regulate the production of hemp as an industrial and agricultural commodity.

NOW, THEREFORE, BE IT RESOLVED, By the Board of Supervisors of the County of Montgomery, Virginia that the Board of Supervisors hereby urges the 112th Congress to adopt the Industrial Hemp Farming Act and grant the States the authority to license and regulate the production of hemp as an industrial and agricultural commodity which in turn will open the market for farmers, businesses and entrepreneurs in the emerging and fast growing hemp industry.

The vote on the forgoing resolution was as follows:

<u>AYE</u>	<u>NAY</u>
Gary D. Creed	None
Annette S. Perkins	
William H. Brown	
Mary W. Biggs	
Doug Marrs	
John A. Muffo	
James D. Politis	

ATTEST:


F. Craig Meadows
County Administrator

Industrial Hemp Farming Act
Page 2 of 2



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: February 12, 2013
Item No.: 12
Department: County Administration
Staff Contact: W.W. Bartlett
Issue: Appointments: Old Dominion RC&D

Summary: At its December meeting the Board authorized the re-advertisement of the two citizen volunteer vacancies for the Old Dominion RC&D Council. Attached is a copy of the advertisement. No applications were received.

Position	Term of Office	# of Terms Expiring or Vacancies	Individual Formerly Holding the Office	Citizen Volunteer Applicants
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.

Attachments: Public Notice of Citizen Volunteer Vacancies.

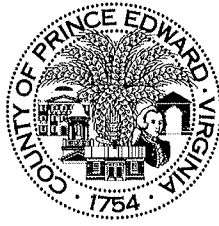
Recommendation: None.

Motion _____
 Second _____

Campbell _____
 Gantt _____
 Simpson _____

Cooper-Jones _____
 Jones _____
 Wilck _____

Fore _____
 McKay _____



Please publish the following Public Notice in the Friday, January 4, 2013 and Friday January 18, 2013 editions of *The Farmville Herald*. Please provide a Certificate of Publication to the Prince Edward County Administrator's Office.



NOTICE TO THE CITIZENS OF THE COUNTY OF PRINCE EDWARD

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

CURRENT VACANCIES

<u>Positions:</u>	<u>Term of Office</u>	<u># of Positions</u>
Old Dominion RC&D Council Member	4 Years	1
Old Dominion RC&D Council Alternate	4 Years	1

The Old Dominion RC&D is a 501(c)(3) not-for-profit organization serving 10 Southside Virginia counties. The mission of the RC&D is to initiate and coordinate resource development and conservation programs to enhance the social, economic and environmental quality of the region. The Council meets every other month in Keysville.

Persons interested in being considered for one of these appointments must submit a County Citizen Volunteer Application to the Prince Edward County Administrator's Office not later than Friday, February 1, 2013. These appointments will be made at the Tuesday, February 12, 2013 meeting. Applications are available on the County's web site at www.co.prince-edward.va.us or in the County Administrator's Office, 111 South Street, 3rd Floor, P.O. Box 382, Farmville, Virginia 23901. For additional information about these or other citizen volunteer opportunities, please contact the Prince Edward County Administrator's Office at (434) 392-8837.



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: February 12, 2013
 Item No.: 13
 Department: Economic Development
 Staff Contact: Sharon Lee Carney, Director
 Issue: Prospect Depot Appropriation of TEA-21 Funds

Summary:

Recently the Board of Supervisors was notified that the Prospect Depot Project was awarded \$99,019 in Southside Economic Development Funds from the Virginia Tobacco Indemnification & Community Revitalization Commission. The receipt of these funds will now meet the \$125,250 Enhancement Grant 20% match requirement. The Prospect Historical Society and DCR have already provided \$60,998 toward the project match and with the \$99,019 award the project total match so far is \$160,017.

As result of this good news, the project will be able to move immediately toward the bidding and construction phase once the review of plans by VDOT, BCOM and DHR is complete. Therefore, I respectfully request the Board to appropriate the remaining VDOT Enhance Grant balance of \$395659 and \$99,019 in Tobacco Commission Grants.

Prince Edward County is currently functioning as the physical agent for the funds and will request periodic reimbursements from VDOT and the Tobacco Commission for all project expenditures, and oversee the construction. To date the county has been fully reimbursed by VDOT and the Prospect Historical Society for all the work so far.

Attachments: Tobacco Commission Letter

Recommendation: Approve the budget amendment below and appropriate the same funds to cover the remaining costs to rehabilitate the Historic Prospect Depot.

REV/EXP	FUND	DEPT	OBJECT	DESCRIPTION	DEBIT	CREDIT
FY 2013 Budget Amendment						
3(Rev)	100	24040	0020	VDOT Trans Grant		\$ 395,659
3(Rev)	100	24040	0019	Tobacco Commission Grant		\$ 99,019
4(Exp)	100	9400	0028	Prospect Depot	\$494,678	

Motion _____
 Second _____

Campbell _____
 Gantt _____
 Simpson _____

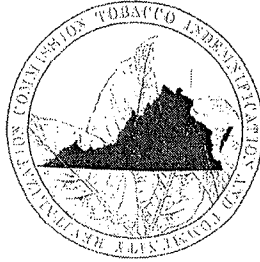
Cooper-Jones _____
 Jones _____
 Wilck _____

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

THE VIRGINIA TOBACCO INDEMNIFICATION & COMMUNITY REVITALIZATION COMMISSION

January 11, 2013

Mr. Wade W. Bartlett
County Administrator
Prince Edward County
111 South Street, 3rd Floor
PO Box 325
Farmville, VA 23901

Re: **Prospect Depot** (Grant# 2623)

Dear Mr. Bartlett:

On behalf of the Commission, I hereby confirm that your request for a grant to fund the subject project was approved on January 8, 2013 in the amount of \$99,019 subject to the terms described in the enclosed Letter of Agreement.

Please review the enclosed documents, beginning with the one entitled "Grant Management Issues and Information for Grantees," which will guide you through the process of using the grant funds. Your first step will be to complete and return the required documents to this office before funds can be released.

Pay particular attention to the document entitled "Letter of Agreement – Grant Funds". You must review the document, sign it, and return the same to me no later than February 15, 2013. **Documents received after that date will cause significant delays in the funding of this grant.**

The grant is also conditioned upon Commission participation in all press conferences or announcements related to this grant. Please contact our office to coordinate any press announcement that you may wish to make.

I look forward to working with you to ensure that the funds awarded by the Commission will bring new jobs and new opportunities to the citizens in your region.

Sincerely,

Neal E. Noyes
Executive Director

Enclosure

cc: Sharon Lee Carney



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

Meeting Date: February 12, 2013
Item No.: 14
Department: Planning & Community Development
Staff Contact: Alecia Daves-Johnson
Issue: Planning & Community Development Report

Summary:

Planning Commission

The Planning Commission met on January 22, 2013. At this meeting, an amendment was made to the By-Laws adding language to clarify the requirement of property owners consent to zoning applications. The approval of the Board is kindly requested. The 2012 Annual Report is attached. The Commission held a public hearing for the Corridor Overlay District and will revisit the proposed Zoning Amendment at the February 19th meeting, prior to any final recommendations for the Board's consideration.

Food Processing Facility Update

- Tobacco Commission Agribusiness Grant current application
- Tobacco Commission Agribusiness Grant current grant project

Governor's Agriculture and Forestry Industries Development Fund (AFID)

There is a request from Planning Department staff for the Board to consider a proposed application for these planning grant funds. Board approval would be needed at the March 12th meeting. There is a 50 / 50 match requirement, of which in-kind match can only be 50% of the total match funds. The planning grant is needed to fund the pre-development work for the regional Food Enterprise Center, identifying the structure for constructing the facility, the long-term operation, identifying the partners and their levels of commitment, and estimating the whole economic impact of this project and its significance and positive impact on the local agricultural sector. A grant award of \$20,000 is sought.

Attachments:

1. 2012 Annual Report of the Prince Edward Planning Commission
2. By-laws of Prince Edward Planning Commission – reflecting proposed amendment

Recommendation: The Board will wish to approve the By-laws of the Planning Commission.

Motion _____
Second _____

Campbell _____
Gantt _____
Simpson _____

Cooper-Jones _____
Jones _____
Wilck _____

Fore _____
McKay _____



PRINCE EDWARD COUNTY
PLANNING COMMISSION
2012 ANNUAL REPORT

LEADERSHIP

The following officers were elected by the members of the Planning Commission and served during the 2012 term:

Chairman - William Porterfield

Vice-Chairman - Christopher Mason

Secretary: Director of Planning and Community Development, fulfilled by Alecia Daves-Johnson

The By-Laws for the Planning Commission were reviewed. There were no changes from the 2011 version.

The regular meeting schedule was set to the Third Tuesday of the month at 7:30 p.m. in the Board Room on the Third Floor of the Prince Edward County Courthouse.

Commissioner Terms:

The terms of Donald B. Gilliam and Preston L. Hunt expired on December 31, 2012. At the December 11, 2012 Board Meeting, the Board of Supervisors appointed each of these Commissioners to serve a new four-year term beginning January 1, 2013 and expiring December 31, 2016.

MEETINGS

The Planning Commission held nine (9) regularly scheduled meetings. Starting with the June 26th meeting, Karin Everhart began assisting with drafting minutes for the meetings.

COMPREHENSIVE PLAN

At the April 17, 2012 meeting, the Planning Commission welcomed André V. Gilliam, Community Development Planner with Commonwealth Regional Council (CRC), and began the process of a thorough review and update of the 2005 Comprehensive Plan. Mr. Gilliam has led the Planning Commission in the update of the Introduction through the Specialty Policy Areas sections during 2012. The expected completion date is in early 2013.

RECOMMENDATIONS TO THE BOARD OF SUPERVISORS

Special Use Permit:

- A-1 District: Recommended approval of Commercial Outdoor Sports & Recreation Use at 147 Monroe Church Road (53-A-27C) by Mark S. Smith dba Sandy River Outdoor Adventures, LLC.
- A-2 District: Recommended approval of Commercial Kennel Use on property located at 2018 Persimmon Tree Fork Road (25-A-22A) by Amanda Wells, dba Four Paw Bed & Biscuit.
- A-1 District: Recommended approval of General Offices Use on property near 24478 Prince Edward Highway (41-19-5) by Greater Purpose, LLC [5,000 sf footprint, down-shielded lighting, monument sign, buffer planting].
- A-1 District: Recommended approval of Commercial Kennel Use at 1371 Simpson Road (10-A-6) by David Simpson.

Amendments to Site Plan:

- C-1 District: Recommended approval of an amendment to the Site Plan for Raymond Insurance to allow placement of an accessory building on the site at 4644 Farmville Road (50-A-71).

Amendments to Zoning Ordinance:

- Use and Design Standards for Commercial Outdoor Sports and Recreation Use amended to reflect guidelines related to signs and sign placement.

Zoning Enforcement:

- A-1 District: Automobile Dealership, Used, operating on Prince Edward Hwy in Prospect without permit.
- A-1 District: Junk yard operating on Hardtimes Road does not meet setback specifications of state code. County working in cooperation with Commissioner of Highways.
- C-1 District: General Office Use on Farmville Road has not complied with conditions of Conditional Rezoning permit [buffer].
- C-1 District: Convenience Store Use on Prince Edward Highway in Prospect has not complied with conditions of Conditional Rezoning permit [enclosing trash receptacles].

MISCELLANEOUS PROJECTS

Sign Ordinance-	Sign guidelines were added to the Commercial Outdoor Sports and Recreation restrictions. A general amendment to the Zoning Ordinance to regulate signs was drafted, reviewed.
Corridor Overlay District -	A draft corridor overlay district was presented at the August 21 meeting. Continuous work and revision followed. At the December 18 meeting, a draft was authorized for public hearing at the January 22, 2013 meeting.
Property Maintenance-	Draft Property Maintenance language was prepared, reviewed. Property Maintenance guidelines are an identified goal in the Comprehensive Plan and the lack of guidelines comprises the majority of complaints received from citizens.
Capital Improvement Plan-	Draft format prepared by staff and distributed. Needs specific data to complete.
Tax Map Parcel GIS Data -	Cooperative partnership with Dr. Walter Witschey, Longwood University, led to student internship. GIS Data assembled. County offices need ArcGIS to utilize data.
Zoning Use by District Tab-	Table continued to reflect mark-ups of proposed use changes. Convenient reference to evaluate the applicability of uses by district.

CHARGE FOR 2013

- Complete Comprehensive Plan updates
- Continue development of Capital Improvement Plan
- Sub-Division Ordinance Revision
- Complete Commercial Corridor Overlay District
- Complete Flood Plain Ordinance
- Complete Sign Ordinance amendment to Zoning Ordinance.

Expenses:

Planning Commission	\$ 7200
Advertising: Public Hearings	\$759
Postal Services	\$338
Mileage: Commissioners	\$ 691
Training / Travel: PLAN VA Certification	\$0
Association Membership: PLAN VIRGINIA	\$231
Total Expenditure	\$9,219

Income:

Zoning & Subdivision Permit Fees	\$1,200
Total Receipts	\$1,200

Bylaws of Prince Edward County Planning Commission

As Adopted by Prince Edward County Planning Commission January 22, 2013

- 1) Meetings shall be held on a monthly basis, normally on the third Tuesday of the month at 7:30 P.M. in the Board of Supervisor's room. The schedule may be altered at any regularly scheduled meeting. Meetings may be cancelled due to lack of business; but the Commission shall meet at least every two months.
- 2) Additional meetings may be held at any time upon the call of the chairman, or by a majority of the members of the commission, or upon request of the Board of Supervisors following at least twenty-four hours' notice to each member of the commission.
- 3) The commission at its regular meeting in January of each year shall elect a chairman and vice-chairman. The recording secretary shall be the Director of Planning and Community Development or a designated alternate, who shall make an audiotape of the proceedings of each meeting and prepare minutes for the permanent records of the commission.
- 4) The duties and powers of the officers of the planning commission shall be as follows:
 - A. Chairman
 - Preside at all meetings of the commission.
 - Call special meetings of the commission in accordance with the bylaws.
 - Sign documents of the commission.
 - See that all actions of the commission are properly taken.
 - B. Vice-Chairman
 - During the absence, disability, or disqualification of the chairman, the vice-chairman shall exercise or perform all duties and be subject to all the responsibilities of the chairman.
 - C. Recording Secretary
 - Prepare an audiotape of the proceedings of each meeting of the commission.
 - Prepare minutes from the audiotape of each meeting in detail sufficient to include the tenor of public comments and the commission's reasoning underlying each decision or recommendation.
 - Circulate a copy of the minutes to each member of the commission before the next meeting.
 - Prepare the agenda for all commission meetings.
 - Be custodian of commission records.

- Inform the commission of correspondence relating to business of the commission and attend to such correspondence.
 - Handle funds allocated to the commission in accordance with its directives, state law, and county ordinances.
 - Sign official documents of the commission.
- 5) All maps, plats, site plans, and other materials submitted to the commission shall be filed in the office of the Director of Planning and Community Development and maintained for public access until the project to which they relate has been completed or vacated. Minutes of the commission's meetings shall be permanently filed in the office of the planner and maintained for public access.
 - 6) Matters referred to the commission by the Board of Supervisors shall be placed on the calendar for consideration and possible action at the first meeting of the commission after the referral and appropriate public notification.
 - 7) *Matters coming to the commission shall be placed on the calendar for consideration only if the Director of Planning and Community Development certifies that the signature of all property owners directly involved have been affixed to the application or letter of request.*
 - 8) A majority of the members of the commission shall constitute a quorum for the transaction of business, but no quorum shall be required for informational meetings at which no action is to be taken.
 - 9) Reconsideration of any decision of the commission may be taken when the interested party for such reconsideration makes a showing satisfactory to the chairman that, without fault or deliberate omission on his/her own part, essential facts were not presented to the chairman.
 - 10) *Roberts Rules of Order for Committees* shall govern the commission's proceedings in all cases not specifically ordered by these bylaws.
 - 11) Order of consideration of agenda items in a public hearing:
 1. Director of Planning and Community Development or other staff member presents report including summary of all comments (written, electronic and verbal) received from interested parties and makes a recommendation.
 2. Commission members may question the staff member on the presentation.
 3. Proponent(s) of the agenda item make presentations as appropriate.
 4. Opponent(s) of the agenda item make presentations as appropriate.
 5. Applicant makes rebuttal of objections not previously covered.
 6. Commission members may question applicant, proponents, or opponents or may offer comments on the agenda item.

7. Commission may opt to gather additional information about the matter and take action at a future meeting, or vote on recommendation, whether approving or denying request, to Board of Supervisors.
- 12) Any member of the commission who has any personal or financial interest in any matter before the commission shall declare the nature of that interest and shall if the interest constitutes a legal conflict of interest by Virginia law recuse him/herself from the deliberations on that matter, including lobbying other members, participating in the discussions, or voting on the matter. In cases where the interests do not raise to the level of legal conflict of interest by Virginia law, a member may voluntarily recuse him/herself in the interest of avoiding the appearance of conflict. All commission members shall be sensitive to the importance of impartiality and shall endeavor to always avoid any actual or appearance of conflict of interest.
- 13) Each member of the commission who has knowledge that he/*she* will be unable to attend a scheduled meeting of the commission shall notify the County Administrator's office at the earliest opportunity. The Director of Planning and Community Development shall notify the chairman if projected absences will produce a lack of quorum. Members who are absent from three consecutive meetings, or who are absent from more than half of the commission's meetings during a calendar year, will be referred to the Prince Edward County Board of Supervisors for possible replacement.
- 14) The vice-chairman shall succeed the chairman if he vacates his office before his term is completed. A new vice-chairman shall be elected at the next regular meeting.
- 15) These bylaws may be recommended for amendment at any meeting having a quorum present by a majority vote, provided that notice of such proposed amendment has been given to each member in writing at least two weeks prior to its consideration. If recommended for approval, proposed amendments must then be adopted by the Board of Supervisors before becoming effective.
- 16) Planning Commission members are strongly encouraged to attend a Virginia Certified Planning Commissioner's Training Program within two years of their appointment to the Planning Commission. This certification course will provide a basic foundation of planning law, history, and technical expertise needed by planning commissioners to maximize their competency and ability to render legally defensible decisions and recommendations. Costs associated with the program will normally be paid by Prince Edward County.

Approved by the Prince Edward County Planning Commission at the January 22, 2013 meeting.

Approved by Prince Edward County Board of Supervisors_____.



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: February 12, 2013
Item No.: 15
Department: County Administration
Staff Contact: W.W. Bartlett
Issue: County Administrator's Report

Summary:

- a. **Route 786 Update** – Many of the punch list items have been resolved. For example, all traffic items have been addressed, most check dams have been removed from Route 786 and State Route 15, sediment from 3 of the 5 storm water ponds has been removed, and numerous other items have also been resolved and work is continuing. Most of the remaining items are associated with work on State Route 15. The wet weather has been the primary reason for the delay in finishing the punch list. The contract runs until March 11, 2013.
- b. **Court House Roof** – Samples of the shingles have been collected and mailed to the manufacturer. A determination will then be made if the problem was a product defect or installation.
- c. **Granite Falls** – The New Market Tax Credit program was extended by Congress. The U.S. Department of the Treasury is reviewing applications for allocations and plans to announce allocation awards in April. Once a CDE is provided an allocation it will take 4-6 weeks for the CDE and Treasury to enter into an agreement. The agreement will state by major category (housing, job creation, etc) how the CDE will use the funds. The CDEs will take another 4-6 weeks to select specific projects such as Granite Falls. The developer is working with several CDEs which traditionally receive allocations to provide partial financing for the project. Per the Engagement letter with McGuireWoods (which stated no billing would be due until legal fees exceeded \$75,000) they provided an invoice for \$76,290.66. McGuireWoods agreed to reduce the amount due to \$50,000 which was paid from the funds provided by the developer and held by the County. The developer has provided Prince Edward \$50,000 to replenish the account. Additionally, McGuireWoods has agreed to hold the remaining \$26,290.66 until such time as the closing of the financing for the project and if the closing does not occur they will write off the remaining balance.
- d. **Appomattox River Authority** - At the request of the Appomattox River Authority the Chairman and Vice-Chairman of the Board of Supervisors and the County Administrator met with the Executive Director of the Authority, Robert Wichser, and Roy Covington, Director of Utilities for Chesterfield County. The Authority is looking at all available sources of water which could be used as a supply during emergency situations. The

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



County of Prince Edward
Board of Supervisors
Agenda Summary

Page 2

Authority is interested in studying the release of water from Sandy River Reservoir and if such a release would be beneficial to the Authority. The Authority is interested in studying two test releases of between 30 – 50 million gallons of water per day to determine the impact on Lake Chesdin. The Board members informed the Authority representatives they would need to develop models estimating the impact on the Reservoir. Once these models were complete the Authority could then return and make a presentation to the Board of Supervisors, and the full Board would make a decision to allow the test releases or not.

- e. **Edamame Processing Facility** – Virginia State University has had an ongoing research project, funded by the Tobacco Commission, regarding the production, processing and marketing of edamame in southside Virginia. It has been determined that production is feasible which could provide a new product for area farmers to produce. The next step is establishing a processing facility. Virginia State University’s project leader, Laban Rutto, PhD is requesting the County allow the location of a metal building (18’X41’) behind the cannery. Attached is a short synopsis of the project and drawings regarding the placement of the building and the list of equipment to be housed in the building. The drawings were developed for a 16’X40’ foot building and will be modified to reflect the new larger building.

County staff will be studying the impact of this request on the existing infrastructure and will provide additional information at the meeting on February 12, 2013.

Attachments: Edamame synopsis and sketches.

Recommendations:

Motion _____
Second _____

Campbell _____
Gantt _____
Simpson _____

Cooper-Jones _____
Jones _____
Wilck _____

Fore _____
McKay _____

EDAMAME PROCESSING AT FARMVILLE, VIRGINIA

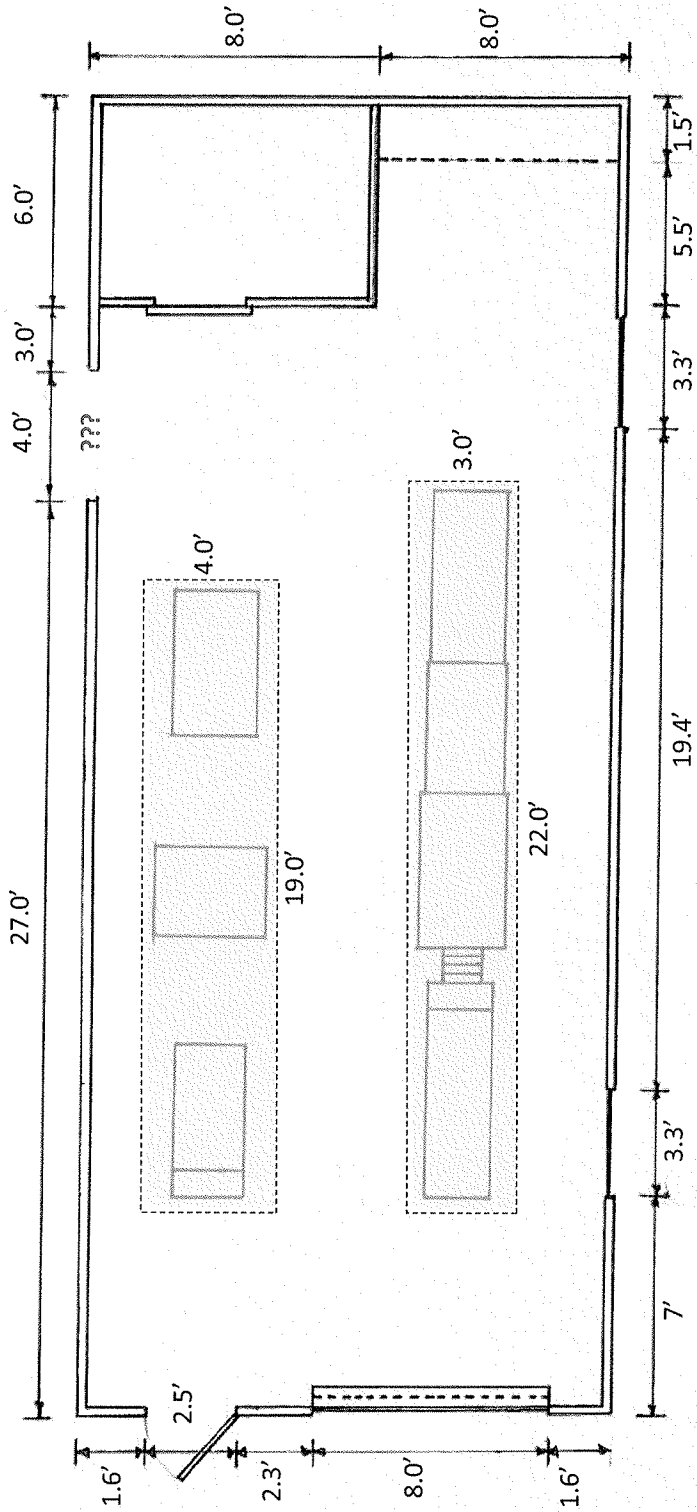
Below are drawings showing footprints (structure and equipment), suggested location at the cannery, and details of operating budgets for the edamame processing facility to be established at the Prince Edward Cannery in Farmville, VA. Funding for the project has been secured from the Virginia Tobacco Commission and Virginia State University proposes to implement the work in cooperation with Prince Edward County.

Guided by previous and ongoing discussions on expansion/relocation of the community cannery, the structure (metal shed) will be installed on a base of compacted gravel over which a temporary wooden floor will be laid. Power and water will be drawn from the main building. Within the shed, water will be used primarily for the edamame washer with minimal runoff and we plan to use the existing drain field. The highlighted sections in the budget narrative describe funds allocated for edamame work at the cannery to 2016. By then, we hope to have established a self-supporting edamame production, processing, and marketing enterprise operated by a Southside, VA grower's cooperative whose operations will be integrated with those of the Prince Edward community cannery.

For more information please contact:

L. Rutto (Project Leader)
246 M. T. Carter Ag. Research Center
School of Agriculture, Virginia State University
Petersburg, VA 23806
Tel: 804-524-6781; Fax: 804-524-5622; Email: lrutto@vsu.edu

Dimensions (feet/inches)

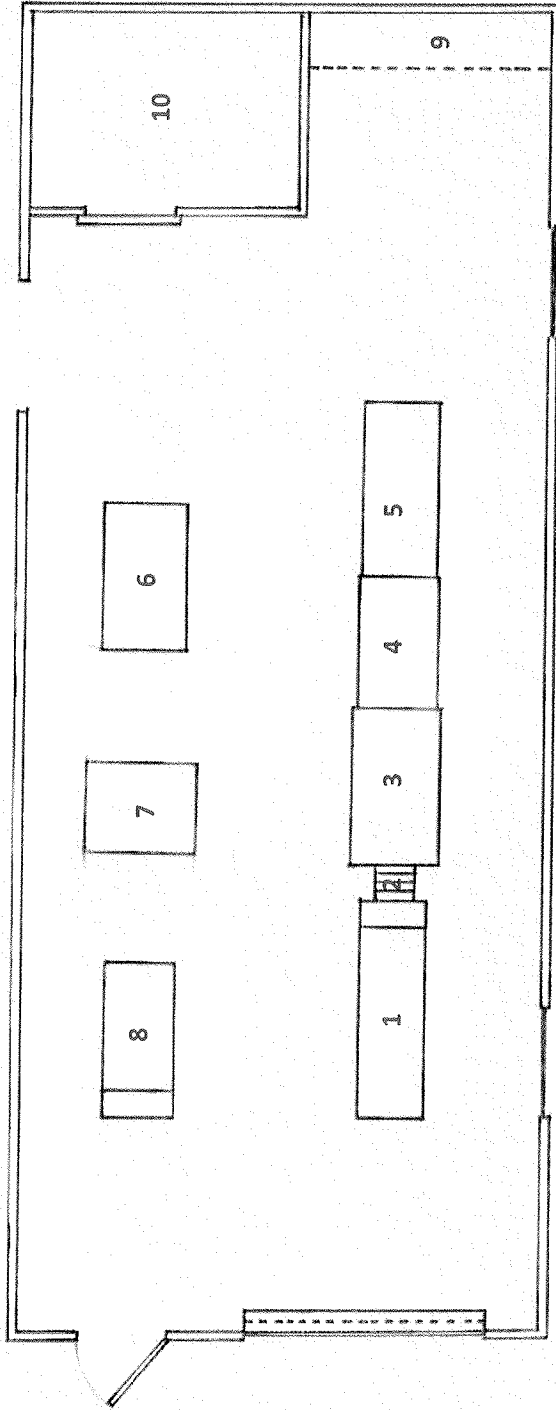


Equipment

??? - The opening will link the 40x16ft unit to the main building through a side opening that is currently a window. Dimensions will change based on the exact location of the window.

NAME: L. Rutto
 TITLE: Southside VA Edamame Processing Plant
 DATE: July 29, 2012

Equipment (Footprint)



Equipment

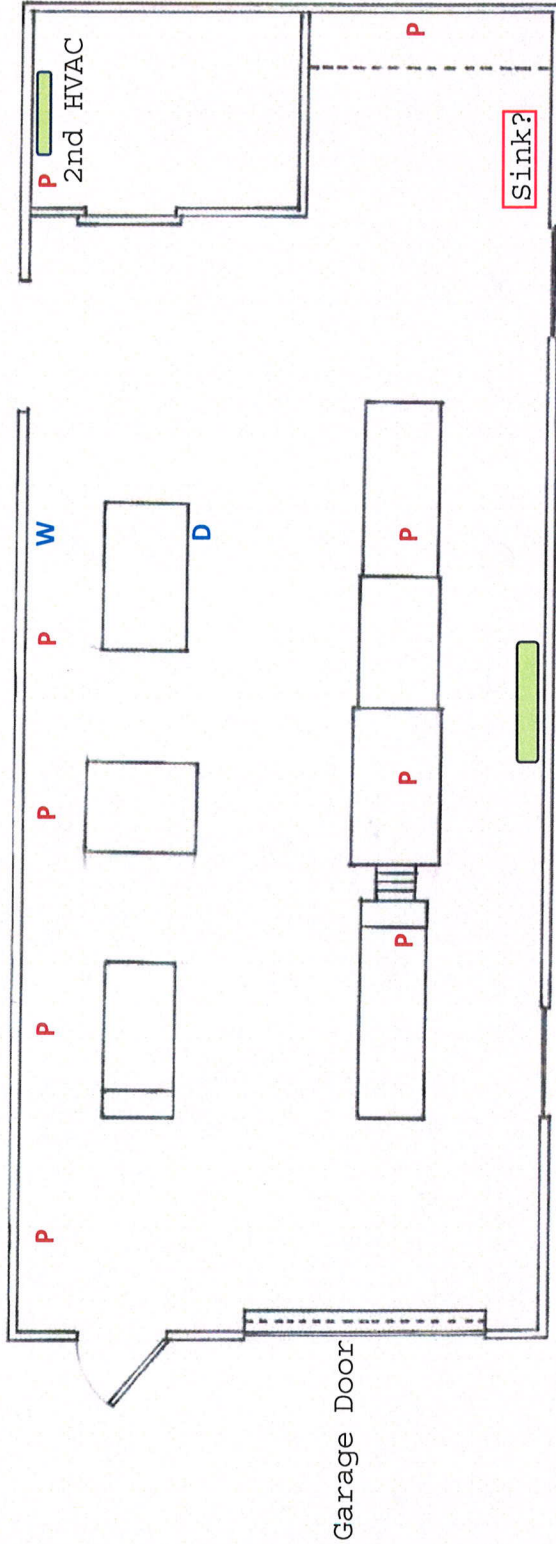
1. Edamame hopper (110vx1 outlet)
2. Conveyor belt
3. Shaker/sorter (110vx2 outlets)
4. Conveyor table 1
5. Conveyor table 2
6. Edamame washer (110vx1 outlet)
7. Edamame drier (110vx1 outlet)
8. Edamame weighing/dispersing machine (110vx1 outlet)
9. Shelving (from 3ft above the floor)
10. Insulated walk-in cooler (Coolbot)

NAME: L. Ruzito

TITLE: Southside VA Edamame Processing Plant

DATE: July 29, 2012

Power and Water Outlets



Power, Water and Drain Locations

P - power outlet (110v)

W - water tap

D - drain

■ - air conditioning unit

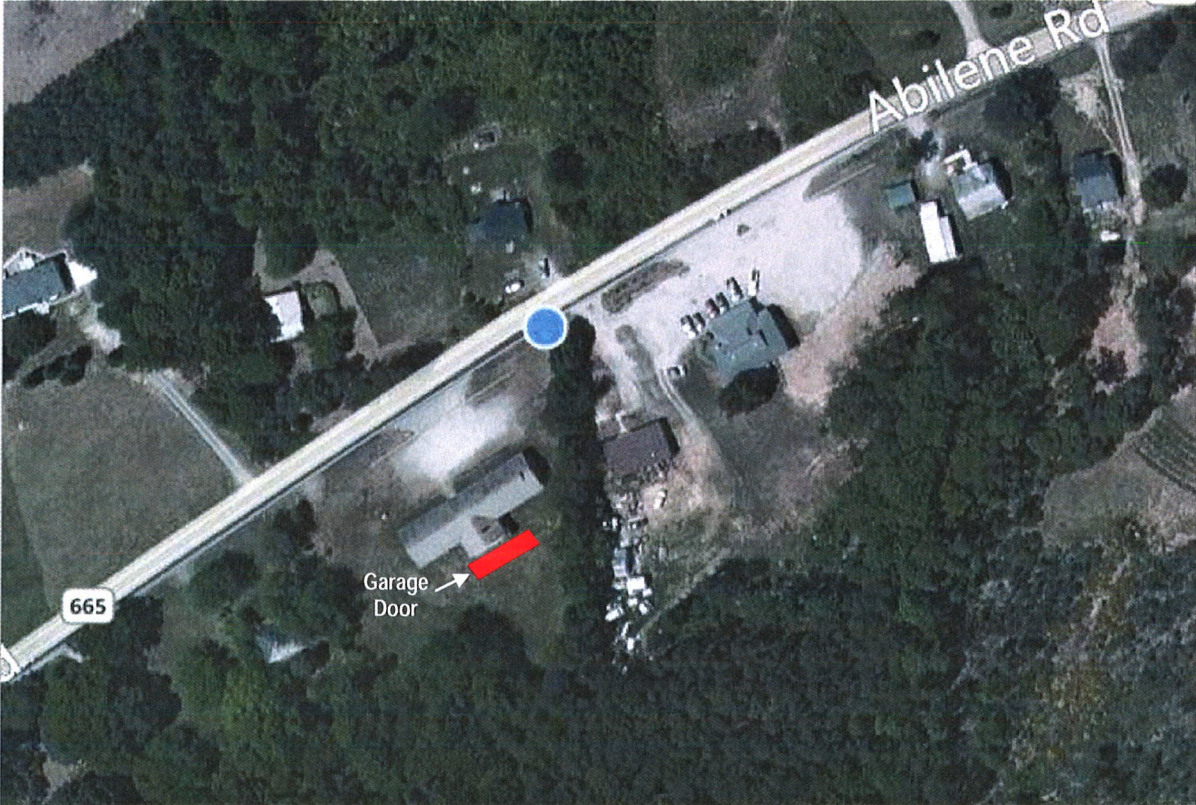
NAME: L. Rutto

TITLE: Southside VA Edamame Processing Plant

DATE: July 29, 2012

Proposed Site at the Prince Edward Cannery

(see red rectangle below)





County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: February 12, 2013
Item No.: 16-a
Department: County Administration
Staff Contact: W.W. Bartlett
Issue: Committee Reports: Board By-Laws Committee

Summary: The Board By-Laws Committee met January 22, 2013. The Committee comprises Supervisor Gantt – Chair, Supervisor Jones, Supervisor Simpson, and Supervisor Wilck.

The Committee recommends the following to the Board of Supervisors for consideration:

1. Requiring a second to any motion.

The Committee presents the following items to the board for further discussion:

2. The merits of rotating the offices of Chairman and Vice-Chairman.
3. Framing and displaying prominently in the courthouse the mission statement of the Prince Edward County Board of Supervisors.

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

The Committee’s discussion of a “Code of Ethics” for the Board of Supervisors is still a work in progress.

Attachments:

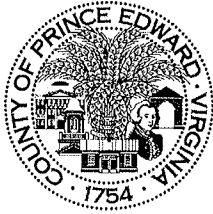
Recommendations: Consideration of the Committee’s recommendation and items for discussion.

Motion _____
Second _____

Campbell _____
Gantt _____
Simpson _____

Cooper-Jones _____
Jones _____
Wilck _____

Fore _____
McKay _____



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

Meeting Date: February 12, 2013
Item No.: 16-b
Department: County Administration
Staff Contact: W.W. Bartlett
Issue: Committee Reports: Personnel

Summary:

The Personnel Committee met on February 5, 2013. The Committee is comprised of Supervisor Simpson – Chair, Supervisor Campbell and Supervisor Wilck. Also present was County Administrator Wade Bartlett and the Commonwealth Attorney.

The Committee reviewed a request by the Commonwealth Attorney. The Chief Deputy has submitted a retirement letter with a retirement date of May 1, 2013. The deputy’s last day at work will be February 13, 2013 as he is going out on medical leave. This will leave the Commonwealth Attorney’s office short an attorney for 2.5 months.

The Commonwealth Attorney is requesting to hire a new attorney with a start date of April 1, 2013. This will result in an overlap of 1 month between the date of hire and the retirement of the existing attorney. This will cost the County \$6,625 in local funds.

The retirement will trigger other personnel actions that will result in a net savings to the County of \$1,640.50 during May and June of 2013 and an annual savings beginning July 1, 2013 of between \$13,469 to \$19,430. The attached spreadsheet displays the current salaries of the existing attorneys in the office and the proposed salaries after all personnel actions are completed and the net savings to the County. There are two alternatives possible regarding the Deputy II position depending on the final action taken by the General Assembly during this year’s legislative session

Attachments:

Spreadsheet detailing Commonwealth’s Attorney’s proposal

Recommendations:

The personnel committee unanimously recommends the Board of Supervisors approve the request from the commonwealth Attorney to be allowed to hire a new attorney with a start date of April 1, 2013 at a salary of \$60,000.

Motion _____
Second _____

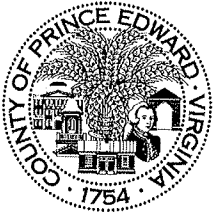
Campbell _____
Gantt _____
Simpson _____

Cooper-Jones _____
Jones _____
Wilck _____

Fore _____
McKay _____

COMMONWEALTH ATTORNEY'S PROPOSAL

	Salary	Total Cost	State Reimb		County Cost
Chief Deputy					
Current	82,978	107,346	66,805		40,541
Proposed	75,000	97,680	66,805		30,875
Annual Savings					9,666
Deputy II					
Current	68,058	89,268	59,573		29,695
Proposed	60,000	79,504	49,986	(May/June)	29,518
Proposed - Alt 1	60,000	79,504	53,612	July13 - June14	25,892
Proposed - Alt 2	60,000	79,504	59,573	July13 - June14	19,931
Savings May & June (29,695 - 29,518)					177
Annual Savings Alt 1 (29,695 - 25,892)					3,803
Annual Savings Alt 2 (29,692- 19,931)					9,764
Total Savings - May/June					1,640.50
Total Annual Savings - Alt 1					13,469
Total Annual Savings - Alt 2					19,430
New Attorney	60,000	79,504.00		1 month Cost	6,625.33



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: February 12, 2013
Item No.: 17
Department: County Administration
Staff Contact: W.W. Bartlett/Sarah Puckett
Issue: Upcoming

Summary:

Lunch Meeting with Library Board (*Town Council is also invited.*)
Wednesday, February 13, 2013 @ 12:00 noon.
Farmville-Prince Edward Community Library
An RSVP is needed for lunch.

Attachments:

Recommendation: Please let Sarah know if you are planning to attend.

Motion _____
Second _____

Campbell _____
Gantt _____
Simpson _____

Cooper-Jones _____
Jones _____
Wilck _____

Fore _____
McKay _____



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: February 12, 2013
Item No.: 18
Department: County Administration
Staff Contact: W.W. Bartlett/Sarah Elam Puckett
Issue: Correspondence/Informational

Summary:

Attachments:

- a. Letter from Governor, RE: Legislative Initiatives Impacting Localities
- b. CRC Meeting Agenda and Minutes

Recommendation: None.

Motion _____
Second _____

Campbell _____
Gantt _____
Simpson _____

Cooper-Jones _____
Jones _____
Wilck _____

Fore _____
McKay _____



COMMONWEALTH of VIRGINIA

Office of the Governor

Robert F. McDonnell
Governor

January 21, 2013

Dear Local Elected Official:

As you are aware, many initiatives currently being considered before the Virginia General Assembly have the potential to directly impact local governments, both financially and operationally. My administration has worked over the last three years to reduce burdens on localities. I worked with Senator Newman and Delegate Byron to create the Governor's Task Force on Local Mandate Review, which has worked to identify and eliminate mandates on local governments. Through legislation I put forward last year, numerous mandates have been repealed and I have multiple bills currently pending in the General Assembly to further eliminate burdensome mandates on local governments across Virginia.

In addition, this year I included in my Executive Budget an additional \$45 million to local governments across the Commonwealth to eliminate the current Local Government Reversion Account provision that has served as a financial burden on local governments for years. I want to take this opportunity to express to you that to the extent your locality has had to shoulder these cuts, or pay the state directly to avoid them, I believe this \$45 million will serve as additional funding that can be used for various priorities at the local level, including helping to offset the normal local share of the 2 percent proposed pay increase for teachers that I have proposed as part of my ALL STUDENTS education initiative to ensure all Virginia students have the opportunity to receive a world class education, regardless of zip code.

In addition to the Aid to Localities funding, I also put nearly \$59 million in my budget for the state's share of the teacher pay increase. While localities are not required to implement the pay increase, it is my hope that you will partner with the state in supporting our educators.

As you move forward in your budgeting process and balancing the priorities in your locality, I hope you will keep these thoughts in mind. Thank you for your service to the citizens of the Commonwealth.

Sincerely,

A handwritten signature in black ink that reads "Robert F. McDonnell".

Robert F. McDonnell



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

MEETING AGENDA
Thursday, February 7, 2013, 12 Noon (Light Lunch will be provided)
Commonwealth Regional Council Office
One Mill Street, Suite 101, Farmville, Virginia 23901

- I. Welcome & Call to OrderChairman Fore
- II. Invocation
- III. Approval of Minutes of January 3, 2013 MeetingSecretary Wingold
- IV. Treasurers’ Report –January Financial Statement, **Attachment 1**.....Treasurer Stish
- V. Report of Officers & Committees
 - A. Chairman’s ReportChairman Fore
 - 1) Report on Chief Administrative Officers Meeting, **Attachment 2**
- VI. Old BusinessChairman Fore
 - A. President & Staff Reports
 - 1) Status CRC Charter Amendments-Attorney General Opinion,Chairman Fore
 - 2) Submission of Kenbridge Safe Routes to School Infrastructure ApplicationTodd Fortune
 - 3) Submission of Town of Dillwyn & Buckingham County VDOT Enhancement Grant Applications.....Todd Fortune
 - 4) Update -CRC Website Request for Proposals.....Melody Foster
Cassandra Stish
 - 5) Update on CRC Rural Transportation Planning Program, **Attachment 3**.....Melody Foster
 - 6) VDHCD Planning District Boundary Review Update, **Attachment 4**.....Mary Hickman
 - 7) Council Member Comments
- VII. New Business.....Chairman Fore
 - A. President & Staff Reports
 - 1) CRC FY 11-12 Annual Report – Presentation Schedule, **Attachment 5**Mary Hickman
 - 2) Report on CRC Regional Census Training Workshop.....Melody Foster
 - 3) Status Report FY 13-14 CRC Budget Request (Membership).....Mary Hickman
 - 4) Report on VML/VACO/VAPDC Local Government Day at the Virginia General AssemblyMary Hickman
 - 5) Report on 2013 VAPDC Winter Conference.....Mary Hickman
 - 6) Status Report – CRC Projects (Grant Writing/Grant Administration Services), **Attachment 6**Mary Hickman
 - 7) Council Member Comments
- VIII. Commonwealth Intergovernmental Review Process, **Attachment 7**
- IX. Council Member Comments
- X. Other Business
- XI. Adjourn – Next Meeting Date – March 7, 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.virginiashartland.org> ~ <http://tourism.virginiashartland.org>



**Commonwealth Regional Council
Farmville, VA 23901
January 3, 2013**

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 December 6, 2012 Meeting

Mr. Bennett moved to approve the minutes as presented. Motion carried.

ROLL CALL

MEMBERS

PRESENT

ABSENT

Amelia:

Mr. Ellsworth J. Bennett
*Mr. Ralph A. Whitaker, Jr.

Mr. Ellsworth J. Bennett
(Vice-Chairman)

Buckingham:

Ms. Cassandra Stish
*Ms. Rebecca Carter

Ms. Cassandra Stish
(Treasurer)

Charlotte:

Mr. Gary Walker
*Mr. Haywood J. Hamlet

Mr. Gary Walker

Lunenburg:

Mr. David Wingold
* Ms. Beverley Hawthorne

Mr. David Wingold
(Secretary)

Prince Edward:

Mr. William G. Fore, Jr.
*Mr. Don C. Gantt

Mr. William G. Fore, Jr.
(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

None

Treasurer's Report

December Financial Statements: The Treasurer stated the December Financial Statement was enclosed in the Council packet for review.

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

Report of Officers & Committees**Chairman's Report****Executive Committee Report**

Letter of Support – Kenbrige Safe Routes to School Project (Travel Plan Update): Ms. Hickman stated at the December CRC Meeting the CRC approved the request from the Town of Kenbrige for the CRC's assistance in preparing an update of the Town's School Travel Plan for a Safe Routes to School Grant Application. After the December meeting the Town also requested a letter of support for the Update of the School Travel Plan from the CRC. Due to the time constraint (Update due by 12-14-12) the Executive Committee approved the request.

Report on Chief Administrative Officers Meeting: Meeting was canceled.

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.

VACO Update – Discussion, H.R. 1831 Industrial Hemp Farming Act of 2011: Ms. Stish stated several months ago she had brought this issue up to support the Congressional action to adopt the Industrial Hemp Farming Act and grant states the authority to license and regulate the productions of hemp as an industrial and agricultural commodity. Ms. Stish stated that at that time the CRC wanted to wait and see what position VACO would take on the matter. Ms. Stish stated since that time, VACO has included the support of the Congressional Action in their 2013 Legislative Program that was adopted on November 13, 2012.

There was discussion on the matter. It was the consensus of the CRC members to have Ms. Hickman provide the information to all of the CRC member representatives. The representatives will then take the matter before their County Board of Supervisors first before considering a regional approval of the matter.

Update – CRC Website Request for Proposals: Ms. Foster stated at the December CRC meeting the Council authorized the advertisement to receive Request for Proposals (RFP) for a Re-Design of the CRC's website. Ms. Foster stated Proposals were due by 4:30 p.m. on December 19, 2012. Ms. Foster stated the CRC received two proposals; one from Artsmith Media LLC, Norfolk, VA, for a total cost of

\$14,450 and the second from Convoy, Charlottesville, VA, for a total cost of \$12,500.

There was discussion on the matter. Mr. Walker moved that the CRC reject all RFP's received and re-advertise for RFP's. Any known website designers will be sent a direct mailing. Motion carried.

Submission of Kenbridge Safe Routes to School Travel Plan Update: Mr. Fortune reported that the CRC assisted the Town of Kenbridge in updating the Town's section of the School Travel Plan Update and submitting it to VDOT for review by the December 14th deadline. Mr. Fortune stated VDOT is still reviewing the Plan and has not provided any comments at this time. Mr. Fortune reiterated that a review of School Travel Plan by VDOT is a requirement before applying for a SRTS Infrastructure Grant. Mr. Fortune stated once Kenbridge receives approval of the Plan from VDOT the CRC can proceed to assisting the Town in applying for a SRTS Infrastructure Grant.

Update on CRC Rural Transportation Planning Program: Ms. Foster provided a handout that was a summary of the Transportation Alternatives Program (TAP). Ms. Foster stated as mentioned previously, MAP-21 the new federal transportation bill, has combined several programs including the Transportation Enhancement Program, Recreational Trails Program and the Safe Routes to School Program into TAP. Ms. Foster stated the summary provides information on the changes of the program, funding and also the current call for Enhancement Applications for existing projects only. Applications are due by February 1, 2103.

Ms. Foster emphasized that MAP-21 has significantly changed funding in that once funds are taken off the top to fund the Recreational Trails Program, the remaining TAP funds will be split, with 50 percent of these remaining funds being distributed based on population and 50 percent being distributed anywhere statewide. MAP-21 also provides that Metropolitan Planning Organizations (MPOs) in the four identified Transportation Management Areas will make project selections in their area with two of the MPO's seeking new projects in addition to the solicitation for existing project applications.

Council Member Comments: None.

New Business

President & Staff Reports

Grant Award – Buckingham County Public Library 2012 CACF Community Endowment: Ms. Hickman stated in October of 2012 the CRC, at the request of Buckingham County, assisted the Buckingham County Library in applying for 2012 CACF Community Endowment. Ms. Hickman stated she received word a library representative in early December that the application request of \$10,000 was funded. The total budget for the project is \$50,000 with the library providing the remaining funds. This funding will be used for schematic design and design development of a new library facility.

Grant Award – DHCD Local Innovation Grant, Town of Farmville, Robert Russa Moton Heritage Tourism Project: Mr. Gilliam stated the CRC assisted the Town of Farmville and the Robert Russa Moton Museum in applying to DHCD for a Local Innovation Grant. Mr. Gilliam stated the Governor announced on December 19th that the Grant was funded in the amount of \$200,000. The Total budget for the project is \$1,100,000. The project will feature traditional and interactive exhibits that document and reflect upon the transition from segregated to integrated public education. Mr.

Gilliam stated the Town, Museum and CRC will be meeting with DHCD in the coming days to discuss moving forward with the project. Mr. Gilliam stated the CRC will need to authorize Ms. Hickman to sign an agreement with the Moton Museum to administer the project.

Mr. Walker moved that Ms. Hickman be authorized to execute an agreement with the Moton Museum to administer the funded Local Innovation Grant. Motion carried.

Dillwyn Request for Grant Writing Assistance for the VDOT Enhancement Program & Administration of Grant if Awarded:

Mr. Fortune stated the Town of Dillwyn has requested the CRC to assist them in applying for an Enhancement Grant for Phase 5 of the Town's Transportation Project in downtown Dillwyn. This funded, if awarded, will complete the Town's project. The grant's are due February 1, 2013. The Town has also requested that the CRC administer the grant if funded.

Mr. Walker moved that the CRC assist the Town of Dillwyn in applying for an Enhancement Grant for the February 1, 2013 submission and to also authorize Ms. Hickman to execute a Grant Administration agreement if the grant is awarded. Motion carried.

CRC Regional Census Training Workshop Scheduled: Ms. Foster stated Ms. Ally Bureson-Gibson, Data Dissemination Specialist for Virginia was the guest speaker at the September CAO meeting. During the meeting there was discussion on the Census Website utilized for obtaining Census demographics. Ms. Foster stated as the result of discussion the CRC will be hosting a Hands-On Workshop on the American FactFinder Website on Friday, January 25, 2013 at SVCC in Keysville, Virginia from 9:00 a.m. – 12:00 Noon. Ms. Foster stated member localities have been invited to attend.

Status Report FY 13-14 CRC Budget Request (Membership): Ms. Hickman stated the CRC had received a budget request from Cumberland County. Ms. Hickman stated she has submitted a budget request packet to Cumberland County for a request of \$15,700 for membership fees along with supporting documentation.

2013 VAPDC Winter Conference: Ms. Hickman stated the VAPDC will be holding the Winter Conference, January 31st thru February 1st, 2013 at the Richmond Marriott. The VAPDC is also joining forces with VACO and VML to host Local Government Day on January 31st to encourage participants to visit their legislators at the State Capitol. Ms. Hickman stated Ms. Foster and herself would be attending the conference and would be visiting legislators on January 31st.

VACO Summary – 2013 Governor's Budget Amendments: Ms. Hickman stated a copy of VACO's Summary of the 2013 Governor Budget Amendments was provided for information.

Media Presentation – Town of Victoria Enhancement Project & Safe Routes to School

Project: Mr. Fortune gave a media presentation on the Town of Victoria's Enhancement and Safe Routes to School projects. The presentation provided an update on the CRC's assistance on the grant funded projects.

Council Member Comments: None

Commonwealth Intergovernmental Review Process: Mr. Bennett moved to provide a No Comment on the Environmental Impact Review: Virginia State Police Training Facility, Target Practice

Range CIRP. Motion carried.

Council Member Comments: None

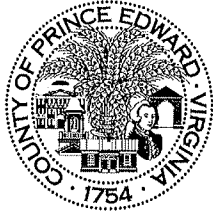
Other Business:

Ms. Hickman stated the Buckingham County Administrator has tentatively requested Grant Writing services from the CRC to assist the County in applying for a VDOT Enhancement Grant due February 1, 2013. This request is tentative upon approval by the Buckingham County Board of Supervisors at their January 14, 2013 Board meeting. Mr. Fortune stated this grant request would be a continuation of the County's current Enhancement Project.

Mr. Bennett moved that the Executive Director be authorized to execute a Grant Writing Agreement between the CRC and Buckingham to prepare a VDOT Enhancement Grant Application, pending approval by the Buckingham Board of Supervisors. Motion carried.

Adjournment: The meeting adjourned at 1:20 p.m.

Mr. David Wingold, Secretary



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: February 12, 2013
Item No.: 19
Department: County Administration
Staff Contact: W.W. Bartlett/Sarah Elam Puckett
Issue: Monthly Reports

Summary:

Attachments:

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

Recommendation: None.

Motion _____
Second _____

Campbell _____
Gantt _____
Simpson _____

Cooper-Jones _____
Jones _____
Wilck _____

Fore _____
McKay _____



Animal Control Monthly Report

"January 2013"

Dogs		Wildlife	
Surrendered	10	Handled	0
Picked Up	19	Euthanized	0
Claimed By Owner	5	Rabies Case	0
Adopted	1		
Died in Kennel	1	Livestock	
Euthanized	5	Returned to Owner	0
Transferred to SPCA	17	Died in Kennel	0
Dead on Arrival	0	Adopted	0
Stolen	0	Fees Collected	\$0.00
Fees Collected	\$405.00	Other Companion Animals	
		Returned to Owner	0
Cats			
Surrendered	2	Number of Calls to Shelter	138
Picked Up	0	Summons Issued	1
Claimed By Owner	0	Subpoenas Served	1
Adopted	0	Days in Court	2
Euthanized	1	Nuisance Dogs	12
Died in Kennel	0	Dangerous Dogs	1
Transferred to SPCA	1		
Dead on Arrival	0		
Fees Collected	\$0.00	Total Fees Collected	\$405.00
Bill the Town of Farmville			
0 Cats housed (7 days each)			
Total	\$0.00		

S. Ray Foster, Animal Control Officer

Building Official

Permits Issued Report
1/01/2013 Through 1/31/2013

ADDITIONS	- Issued	2
	- Value	\$19,800.00
	- Permit Fees	\$150.00
	- 2.00% STATE TAX	\$3.00
	- Fees Collected	\$.00
COMMERCIAL	- Issued	1
	- Value	\$4,500.00
	- Permit Fees	\$100.00
	- 2.00% STATE TAX	\$2.00
	- Fees Collected	\$.00
ONE & TWO FAMILY DWELLING	- Issued	5
	- Value	\$693,000.00
	- Permit Fees	\$1,698.40
	- 2.00% STATE TAX	\$33.29
	- Fees Collected	\$.00
ELECTRICAL	- Issued	12
	- Value	\$124,429.53
	- Permit Fees	\$650.00
	- 2.00% STATE TAX	\$13.00
	- Fees Collected	\$.00
MECHANICAL	- Issued	8
	- Value	\$500.00
	- Permit Fees	\$450.00
	- 2.00% STATE TAX	\$9.00
	- Fees Collected	\$.00
MECHANICAL/GAS	- Issued	7
	- Value	\$18,925.00
	- Permit Fees	\$400.00
	- 2.00% STATE TAX	\$8.00
	- Fees Collected	\$.00
MANUFACTURED HOMES	- Issued	1
	- Value	\$10,200.00
	- Permit Fees	\$106.00
	- 2.00% STATE TAX	\$2.12
	- Fees Collected	\$.00
PLUMBING	- Issued	8
	- Value	\$5,500.00
	- Permit Fees	\$400.00
	- 2.00% STATE TAX	\$8.00
	- Fees Collected	\$.00
Total Permits - Issued		44
Total Permits - Value		\$876,854.53
Total Permits - Permit Fees		\$3,954.40
Total Permits - 2% Tax -		<u>\$ 79.08</u>
Total -		\$ 4033.48

PRINCE EDWARD COUNTY CANNERY

7916 Abilene Road
Farmville, Virginia 23901

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

January 2013 Cannery Report

The following numbers of cans were canned and meat processed:

791 (qt.)	@	.48 =	379.68
147 (pt)	@	.40 =	58.80
4 (gal.)	@	1.25 =	5.00
108 (lbs) meat	@	.20 =	60.00
9 Patrons usage	@	1.00 =	9.00
Usage Fee		=	40.00
30% Out of County			<u>32.91</u>
TOTAL			\$552.39

L. Huddleston

kef

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

Month of January 2013

	Fiscal 2012			Fiscal 2013			
Receipts:	Budgeted	Rec. YTD	Percent	Budgeted	Rec. YTD	Percent	Diff.
Sales Tax	2,757,852	1,584,064	57.44	2,777,205	1,587,302	57.15	-0.28
Basic Aid	6,851,452	3,913,161	57.11	6,337,921	3,503,561	55.28	-1.83
Other State	<u>5,224,640</u>	<u>2,021,756</u>	38.70	<u>5,139,072</u>	<u>2,187,559</u>	42.57	3.87
Total State	14,833,944	7,518,981	50.69	14,254,198	7,278,422	51.06	0.37
Federal Funds	3,754,691	1,202,788	32.03	2,849,940	1,119,137	39.27	7.23
Local Funds	8,106,652	4,648,288	57.34	8,106,652	4,074,635	50.26	-7.08
Other Funds	<u>455,290</u>	<u>358,157</u>	78.67	<u>455,290</u>	<u>197,842</u>	43.45	-35.21
Total Revenue	\$27,150,577	\$13,728,214	50.56	\$25,666,080	\$12,670,036	49.36	-1.20
Expenditures:	Budgeted	Expended YTD	Percent	Budgeted	Expended YTD	Percent	Diff.
Instruction	20,602,749	10,227,784	49.64	19,413,030	9,568,035	49.29	-0.36
Administration	1,704,215	776,739	45.58	1,686,308	795,605	47.18	1.60
Transportation	1,874,756	806,557	43.02	1,882,451	777,115	41.28	-1.74
Maintenance	2,045,490	1,044,395	51.06	1,950,439	925,404	47.45	-3.61
Food Service	11,760	7,799	66.32	11,455	7,774	67.87	1.55
Facilities	150,000	104,759	69.84	150,000	26,206	17.47	-52.37
Debt Service	<u>761,607</u>	<u>760,181</u>	99.81	<u>572,397</u>	<u>569,896</u>	99.56	-0.25
Total Expenditures	\$27,150,577	\$13,728,214	50.56	\$25,666,080	\$12,670,036	49.36	-1.20

Prince Edward County Public Schools
Summary Financial Report
January 2013

<u>Revenues</u>	Current Month	Year to Date	Budget	Variance Actual Under (Over) Budget	YTD as a Percent of Budget
From the State:					
State Sales Tax	\$ 223,619	\$ 1,587,302	\$ 2,777,205	\$ 1,189,903	57.15
Basic School Aid	\$ 748,338	\$ 3,503,561	\$ 6,337,921	\$ 2,834,360	55.28
All Other	\$ 743,571	\$ 2,187,559	\$ 5,139,072	\$ 2,951,513	42.57
Total State	\$ 1,715,529	\$ 7,278,422	\$ 14,254,198	\$ 6,975,777	51.06
From the Federal Gov't.	\$ 241,813	\$ 1,119,137	\$ 2,849,940	\$ 1,730,803	39.27
General Fund (County)	\$ 49,650	\$ 4,074,635	\$ 8,106,652	\$ 4,032,017	50.26
Cash Book -Local	\$ 8,187	\$ 197,842	\$ 455,290	\$ 257,448	43.45
Total Revenues	\$ 2,015,178	\$ 12,670,036	\$ 25,666,080	\$12,996,044	49.36

<u>Expenditures</u>	Current Month	Year to Date	Outstanding Encumbrances	Budget	Expended & Encumbered (Over) Under Budget	Expen. & Encumbrance as a % of Budget
1000-Instruction	\$ 1,563,268	\$ 9,568,035	\$ 8,191,626	\$ 19,413,030	\$ 1,653,370	91.48
2000-Admin.,Health/Atten.	\$ 118,572	\$ 795,605	\$ 511,173	\$ 1,686,308	\$ 379,530	77.49
3000-Transportation	\$ 133,534	\$ 777,115	\$ 517,255	\$ 1,882,451	\$ 588,080	68.76
4000-Operation/Maintenance	\$ 145,945	\$ 925,404	\$ 410,590	\$ 1,950,439	\$ 614,445	68.50
5000-Food Service	\$ 962	\$ 7,774	\$ 962	\$ 11,455	\$ 2,719	76.26
6000-Facilities	\$ 4,620	\$ 26,206	\$ 57,686	\$ 150,000	\$ 66,108	55.93
7000-Debt. Service	\$ 48,277	\$ 569,896	\$ 500	\$ 572,397	\$ 2,001	99.65
Total Expenditures	\$ 2,015,178	\$ 12,670,036	\$ 9,689,792	\$ 25,666,080	\$3,306,253	87.12

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 January 2013

Receipts:	Fiscal 2012			Fiscal 2013			Diff.
	Budgeted	Rec. YTD	Percent	Budgeted	Rec. YTD	Percent	
State School Food	22,398	13,772	61.49	23,898	12,809	53.60	-7.89
Fresh Fruit & Vegetable	70,000	32,350	0.00	65,000	31,305	0.00	0.00
Total State	92,398	46,122	49.92	88,898	44,114	49.62	-0.29
Federal Reimbursement	750,000	410,624	54.75	750,000	396,119	52.82	-1.93
Cash Book - Local	244,672	154,328	63.08	248,172	142,844	57.56	-5.52
Total Revenue	\$1,087,070	\$611,074	56.21	\$1,087,070	\$583,077	53.64	-2.58
Expenditures:	Budgeted	Expended YTD	Percent	Budgeted	Expended YTD	Percent	Diff.
Salary	392,490	204,705	52.16	382,622	202,947	53.04	0.89
Fringe Benefits	147,000	68,426	46.55	161,565	67,979	42.08	-4.47
Purchased Services	31,375	20,691	65.95	20,200	17,621	87.23	21.28
Refunds	10	10	0.00	37	37	0.00	
Telephone	2,000	1,114	55.70	1,920	1,038	54.07	
Travel	500	69	13.80	2,500	389	15.54	
Materials & Supplies	54,000	29,422	54.49	54,769	21,601	39.44	-15.05
Food Supplies	440,200	242,908	55.18	436,200	248,872	57.05	1.87
Repairs & Maintenance	8,000	3,750	46.87	8,000	6,147	76.84	
Uniforms	2,000	137	0.00	1,500	1,193	0.00	0.00
Furniture/Equipment	9,495	2,705	28.48	17,758	8,803	49.57	21.09
Total Expenditures	\$1,087,070	\$573,935	52.80	\$1,087,070	\$576,625	53.04	0.25

Prince Edward County Public Schools
2012-2013

**Food Service Department
Summary Financial Report
January 31, 2013**

<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	\$ 12,809	\$ 12,809	\$ 23,898	\$ 11,089	53.60
Fresh Fruit & Vegetable	\$ 1,607	\$ 31,305	\$ 65,000	\$ 33,695	48.16
Total State Funds	\$ 14,416	\$ 44,114	\$ 88,898	\$ 44,784	49.62
Federal Reimbursement	\$ 67,602	\$ 396,119	\$ 750,000	\$ 353,881	52.82
Cash Book - Local	\$ 25,615	\$ 142,844	\$ 248,172	\$ 105,328	57.56
Total Revenues	\$107,633	\$ 583,077	\$1,087,070	\$ 503,993	53.64

<u>Expenditures</u>	<u>Current Month</u>	<u>Year to Date</u>	<u>Outstanding Encumbrances</u>	<u>Budget</u>	<u>Expended & Encumbered (Over) Under Budget</u>	<u>Expen. & Encumbrance as a % of Budget</u>
Salary	\$ 31,352	\$ 202,947	\$ 175,580	\$ 382,622	\$ 4,095	98.93
Fringe Benefits	\$ 10,779	\$ 67,979	\$ 62,204	\$ 161,565	\$ 31,382	80.58
Purchased Services	\$ 1,026	\$ 17,621	\$ 1,818	\$ 20,200	\$ 761	96.23
Refunds	\$ -	\$ 37	\$ -	\$ 37	-	100.00
Telephone	\$ 180	\$ 1,038	\$ 176	\$ 1,920	\$ 706	63.24
Travel	\$ -	\$ 389	\$ 145	\$ 2,500	\$ 1,966	21.34
Materials & Supplies	\$ 1,029	\$ 21,601	\$ 3,697	\$ 54,769	\$ 29,471	46.19
Food Supplies	\$ 48,110	\$ 248,872	\$ 51,672	\$ 436,200	\$ 135,657	68.90
Repairs & Maintenance	\$ -	\$ 6,147	\$ 221	\$ 8,000	\$ 1,632	79.60
Uniforms	\$ -	\$ 1,193	\$ -	\$ 1,500	\$ 307	0.00
Furniture/Equipment	\$ -	\$ 8,803	\$ 8,955	\$ 17,758	\$ -	100.00
		\$ -	\$ -	\$ -	\$ -	-
Total Expenditures	\$ 92,476	\$ 576,625	\$ 304,468	\$1,087,070	\$205,977	81.05

Tourism & Visitor Center Monthly Report for December 2013

VIRGINIA'S HEARTLAND REGIONAL VISITOR CENTER GUESTBOOK SIGNINGS:					
	Virginia Guests	Other States	Other Countries	Total Guests	Average Visitors per Month:
YTD 2013					0.0
2012	2,965	852	100	3,917	326.4
					Total / 12 Months
					Total / ALL of 2011

Stacked Arms Pins:
December: 6
YTD: 433

Requests for Information:

	Phone Inquiries	Mail Requests	Emailed Requests	Center Visits	Internet Sales	Monthly Totals:
December 2013	14	<u>251</u>	6	<u>158</u>		429
December 2012	1	447	18	75		541
% Difference	1300.00%	<u>-43.85%</u>	-66.67%	<u>110.67%</u>		<u>-20.70%</u>

	Phone Inquiries	Mail Requests	Emailed Requests	Center Visits	Internet Sales	Monthly Totals:
TOTAL YTD	127	<u>16,264</u>	274	<u>3,917</u>	0	Total YTD Inquiries: 20,455
2013 YTD	40	12,742	207	2,172	10	15,131
2012 YTD	217.50%	<u>27.64%</u>	32.37%	<u>80.34%</u>	-100.00%	<u>35.19%</u>

Report to January Board of Supervisors:

