



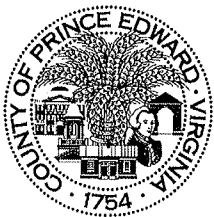
PRINCE EDWARD COUNTY  
BOARD OF SUPERVISORS  
July 9, 2013

**AGENDA**

7:00 p.m.	1.	The Chairman will call the <u>July</u> meeting to order.	1
	2.	Invocation	1
	3.	<b><u>PUBLIC PARTICIPATION:</u></b> <i>Citizens wishing to address the Board are asked to please sign the Public Participation Register prior to the beginning of the meeting.</i>	3
	4.	Board of Supervisors Comments	5
	5.	<b><u>Consent Agenda:</u></b>	
	a.	Treasurer's Report	7
	b.	Approval of Minutes: June 11, 2013	9
	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.	83
	e.	Appropriations	85
	6.	Highway Matters	87
7:30 p.m.	7.	<b><u>PUBLIC HEARING – AMENDMENT TO SECTION 74-3 OF COUNTY CODE</u></b> – <i>The Board of Supervisors will gather citizen input prior to considering an amendment to incorporate into the County Code Title 46.2 of the Code of Virginia, except those provisions and requirements the violation of which constitutes a felony, and except those provision and requirements which, by their very nature, can have no application to or within the County of Prince Edward.</i>	89
	8.	Appointments: Citizen Volunteer Position	93
	9.	Economic Development Report	97
	10.	Emergency Management Report	103
	11.	Planning & Community Development Report	107
	12.	Request from Commonwealth's Attorney	117
	13.	<b><u>County Administrator's Report:</u></b>	119
	a.	Piedmont Court Services Lease	121
	b.	Legislative Committee	
	c.	Local Government Challenge Grant	
	d.	Virginia Local Disability Program	
	e.	Virginia Aqua-Farmers Network Contract	
	f.	LEMPG Grant	
	14.	<b><u>Upcoming:</u></b>	123
	a.	<i>Virginia Department of Health Public Hearing –CSCH Cert. of Public Need</i> July 11, 2013, 2:00 p.m. @ Farmville-Prince Edward Community Library	124
	b.	<i>Virginia Resources Authority Community Investment Workshop</i> July 17, 2013, 9:00 a.m. – 2:30 p.m. @ SVCC Workforce Center	126
	c.	<i>Poverty Today: Challenges and Opportunities</i> July 19, 2013, 8:30 a.m. – 4:30 p.m. @ Roanoke Higher Education Center	127

	d. <i>Virginia Rural Center Education &amp; Workforce Skill Development Presentation</i>	130
	August 1, 2013, 12:00 Noon @ Charley's Waterfront Cafe	
15.	<u>Correspondence/Informational</u>	131
	a. DHCD Letter, RE: HOPE Community Services, Inc.	132
	b. DSS E-mail/Letters, RE: HOPE Community Services, Inc.	134
	c. 2013 Heart of Virginia Buy Fresh/Buy Local Food Guide	140
16.	<u>Monthly Reports:</u>	141
	a. Animal Control	142
	b. Building Official	143
	c. Cannery	144
	d. Prince Edward County Public Schools	145
	e. PERT	149
	f. Tourism	150

(NOTE: Additional agenda items may be added to the Table Pack is available for review after 4:30 p.m. on Tuesday, July 9, 2013.)



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

**Meeting Date:** July 9, 2013  
**Item No.:** 1 & 2  
**Department:** Board of Supervisors  
**Staff Contact:** W.W. Bartlett  
**Issue:** Call to Order and Invocation

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

**Attachments:** None.

**Recommendation:** None.

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

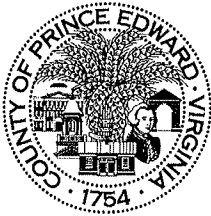
Campbell \_\_\_\_\_  
Gantt \_\_\_\_\_  
Simpson \_\_\_\_\_

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

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







County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** July 9, 2013  
**Item No.:** 3  
**Department:** Board of Supervisors  
**Staff Contact:**  
**Issue:** Public Participation

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**Summary:**

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

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

**Attachments:** Public Participation Tracking Form

**Recommendation:** None.

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

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

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

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

# 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:** July 9, 2013  
**Item No.:** 4  
**Department:** Board of Supervisors  
**Staff Contact:**  
**Issue:** Board of Supervisors Comments

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

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

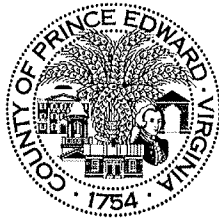
**Recommendation:** None.

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

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

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

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



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

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

### **PROTOCOL FOR BOARD OF SUPERVISORS COMMENTS**

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

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



County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: July 9, 2013  
Item No.: 5-a  
Department: Treasurer  
Staff Contact: Donna Bowman Nunnally  
Issue: Consent Agenda - Treasurer's Report

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**Summary:** The Treasurer's Report will be presented in the Table Pack.

**Attachments:**

**Recommendation:**

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

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

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

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





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

**Meeting Date:** July 9, 2013  
**Item No.:** 5-b  
**Department:** County Administration  
**Staff Contact:** Karin Everhart  
**Issue:** Consent Agenda - Approval of Minutes

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

**Attachments:** Minutes of June 11, 2013

**Recommendation:** Approval.

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

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

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

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

June 11, 2013

At the regular meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 11<sup>th</sup> day of June, 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; Jim Ennis, County Attorney; Sharon Lee Carney, Economic Development Director; and Alecia Daves-Johnson, Planner.

Chairman Fore called the meeting to order. Reverend Earl Wallace, Pisgah Baptist Church, offered the invocation.

In Re: Public Participation

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

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



**Frank Earley**, Hampden District, expressed concerns regarding the administration of the survey sent out by the School Board and questioned why some citizens didn't receive the survey.

**Dr. Wilkie Chaffin**, Buffalo District, reported several unsafe areas on Five Forks Road and east of Stockton Lake Estates.

**Geri Morton**, Coordinator for the 100+ Mile Yard Sale, reported the third annual 100+ Mile Yard Sale will take place on Saturday, July 6 and requested the support from the Board of Supervisors, the Sheriff's Department and VDOT as there will be increased traffic. She stated vendors are coming from all over the United States.

**Cornell Walker**, Prospect District, requested the Board give serious consideration to the request from the Robert Russa Moton Museum. He stated it would provide intangible benefits and the museum is the only of its kind in the nation.

In Re: Board of Supervisors Comments

Supervisor Campbell announced that Gerry Spates, Farmville Town Manager, and Town Councilman Mr. "Chuck" Reid, were in attendance.

Supervisor Cooper-Jones expressed her appreciation for the number of citizens that were in attendance and stated that this shouldn't be the only time they attend.

Supervisor Gantt stated the Meherrin Volunteer Fire Department is holding a Fourth of July party; all are welcome to attend.

In Re: Consent Agenda

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 Board accepted the Treasurer's Report for April 2013; the minutes of the meetings held April 22, 2013 and May 14, 2013; Accounts and Claims; Salaries; and appropriations as follows:

FY 2013 Budget Amendment

		<u>Debit</u>	<u>Credit</u>
3-100-18990-0099	Miscellaneous Revenue		\$ 5,662
4-100-12410-5410	Treasurer / Lease-Rent Equipment	\$ 5,662	
3-100-24040-0140	Regional Stormwater Grant		\$100,000
4-100-82300-5460	Stormwater Grant	\$100,000	

**Prince Edward Treasurer's Report - April 2013**

<u>Name of Bank</u>	<u>Bank Balance</u>	<u>Deposit in Transit / Adj.</u>	<u>Outstanding Checks</u>	<u>Available Balance</u>
Benchmark Pooled Fund Account	11,611,932.05	15,269.35	339,180.99	11,288,020.41
Wachovia Social Services	32,438.33	374.15	44,613.12	(11,800.64)
Bank of America School Fund	931,495.14	3,000.06	624,013.84	310,481.36
Bank of America Food Service	135,277.58	149.29	10,688.32	124,738.55
Benchmark Food Service	331,406.19	0.00	0.00	331,406.19
<b>TOTAL</b>				<u>12,042,845.87</u>
Certificates of Deposit				
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				162,435.12
<b>TOTAL</b>				<u>916,483.78</u>
<b>GRAND TOTAL</b>				<u><u>12,959,329.65</u></u>

BOARD OF SUPERVISORS

VEPGA	Energy negotiations	166.00
Farmville Herald	Advertising	3,349.20
Howard F. Simpson	Mileage	283.63
Business Card	Meals	205.24

COUNTY ADMINISTRATOR

Business Card	Postage	1,150.00
	Envelopes	251.50
Pitney Bowes	Postage meter lease	1,401.50
		29.00

US Cellular	Phone		137.73
Virginia Emergency Management Association	13-14 Dues		75.00
Business Data of Virginia, Inc.	Norton		29.95
Diamond Springs	Water & equipment rental	21.90	
	Equipment rental / water	15.90	37.80
Key Office Supply	Calculator ribbon	5.98	
	Laser cartridges	352.96	
	Color cartridges	263.96	
	Toner	309.98	
	HP cartridge	79.99	
	Envelopes	15.99	
	Pencils / binder clips	13.94	
	Certificate covers	47.15	1,089.95
Walmart Community / GEGRB	Scissors		17.20

COMMISSIONER OF REVENUE

Treasurer of Virginia	Online service		78.77
Key Office Supply	CDs	8.99	
	Toner	74.99	
	Pens	143.28	227.26
Compro Computers	Printer		194.95

TREASURER

Treasurer of Virginia	Online service		157.56
Virginia Employment Commission	Online access agreement		931.00
Pitney Bowes	Equipment lease settlement		5,328.00
Donna Nunnally	Lodging reimbursement		445.50
Key Office Supply	Envelopes	7.29	
	Greenbar paper	317.94	
	Ledger sheets	20.99	
	Stamp pad	3.99	
	Printer ribbon	82.74	
	Copy paper	73.98	
	Backup tapes	321.90	

INFORMATION TECHNOLOGY

Business Data of Virginia, Inc.	Travel expenses	750.00	
	Contract agreement	3,700.00	4,450.00
BAI Municipal Software	Network software maintenance		2,520.00
ComputerPlus Sales / Service	Printer maintenance contract		79.00

ELECTORAL BOARD AND OFFICIALS

Battery Barn of Virginia, Inc.	Batteries		131.80
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REGISTRAR

U. S. Postal Service	Stamps		250.00
Dale L. Bolt	Mileage		73.45
VRAV	Meeting registration		165.00
Key Office Supply	Copy paper / ribbon		63.57

CIRCUIT COURT

Matthew Bender & Company, Inc.	Law of Evidence	292.01
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GENERAL DISTRICT COURT

Key Office Supply	Copier maintenance contract	695.00	
	Toner / cartridge	224.00	919.00
US Cellular	Phone		23.42
DMV	Online access agreement		65.00

SPECIAL MAGISTRATES

Virginia Magistrates Association	Dues	75.00
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CLERK OF THE CIRCUIT COURT

Manatron, Inc.	APC backup battery	155.71
AT&T	Phone	43.04
CenturyLink	Phone	84.95
Virginia Court Clerk's Association	Dues	445.00
Wanda B. Adams	Juror	30.00
Shelby Atkins	Juror	30.00
George F. Bagby, Jr.	Juror	30.00
Victoria B. Bailey	Juror	30.00
Lucy B. Brightwell	Juror	30.00
Guy E. Brochard	Juror	30.00
Caroline P. Bryant	Juror	30.00
Doris A. Bryant	Juror	30.00
Megan L. Buchanan	Juror	30.00
Gale E. Carter	Juror	30.00
Charles A. Carwile	Juror	30.00
Sean C. Chapman	Juror	30.00
Lucinda S. Davis	Juror	30.00
Peter O. Davis	Juror	30.00
Jessica N. Dedmond	Juror	30.00
Sheila W. Eanes	Juror	30.00
Larry Eppes	Juror	30.00
Jonathan C Folz	Juror	30.00
Stuart D. Ford	Juror	30.00
Billy A. Franklin, Jr.	Juror	30.00
Diane T. Garlick	Juror	30.00
Harold M. Garrett	Juror	30.00
Ruth E. Gowin	Juror	30.00
Alicia D. Graham	Juror	30.00
Iyesha M. Haskins	Juror	30.00
Shirley T. Huskey	Juror	30.00
Margaret M. Jackson	Juror	30.00
Deborah H. Lacks	Juror	30.00
Mary C. Lambert	Juror	30.00
Cheryl A. Lee	Juror	30.00
Larry Lovelace	Juror	30.00
Deborah Timberlake Lundeen	Juror	30.00

Robert S. Metcalf	Juror		30.00
Miriam Miller	Juror		30.00
Andrea L. O'York	Juror		30.00
Pravinbhai G. Patel	Juror		30.00
Marcus H. Pendergrass	Juror		30.00
Jerry W. Roach	Juror		30.00
Susan A. Robinson	Juror		30.00
Calvin E. Scott	Juror		30.00
Jane M. Sileo	Juror		30.00
Harlan D. Sisler	Juror		30.00
Joanne M. Starnes	Juror		30.00
Shirley M. Watson	Juror		30.00
Joshua A. Whirley	Juror		30.00
Jane W. Wright	Juror		30.00
Kinex Networking Solutions	DSL		74.95
Key Office Supply	Stamp	14.50	
	Copy paper	73.98	
	Legal copy paper	55.99	
	Pens	23.88	
	Pencil leads	14.16	
	Hole punch	28.99	211.50
Manatron, Inc.	Plat scanning	60.00	
	Microfilm packaging	10.00	70.00
	<u>LAW LIBRARY</u>		
AT&T	Phone		36.58
CenturyLink	Phone		39.57
LexisNexis	Online service		239.00
Matthew Bender & Company, Inc.	Legislative summary	79.89	
	Code Rules 2013 RV11	53.39	133.28
	<u>COMMONWEALTH'S ATTORNEY</u>		
Patricia D. Scales	Mileage		20.34
DMV	Special ID		10.00
STEPS, Inc.	Shredding service		35.00
	<u>SHERIFF</u>		
East End Motor Company, Inc.	Coil & plugs	797.68	
	Tire rotation	40.00	
	Brake rotor / pads	359.90	
	Flat repair	20.00	
	Mount / balance tire	24.30	
	Inspection	16.00	1,257.88
Farmville Auto Parts	Oil / filter change		81.80
Kenbridge Tire & Auto	Calibration		25.00
Business Card	Postal service	15.39	
	Meals & lodging	333.46	348.85
Treasurer of Virginia	VCIN		54.05
Kinex Networking Solutions	Remote data backup		19.95
CenturyLink	Phone	10.36	

	VCIN	7.97	18.33
US Cellular	Phone		707.83
Universal Licensing Service	FCC license fee		60.00
Brandon Cummings	Tolls		6.00
CVCJA	Meals		35.00
Robby Franklin	Meals		25.47
Robert Goldman	Meals		13.60
Walmart Community / GEGRB	Meeting materials	42.85	
	Office supplies	49.20	
	Jump starter	108.94	485.30
David Wilmoth	Meals		7.13
Brandon Yoder	Academy meal allowance		182.00
Central Virginia Criminal Justice Academy	Training		225.00
Esitech, Inc.	Secure camera monitor		360.20
Key Office Supply	Frames	119.56	
	Thumb drive	29.99	
	Ink / color cartridges	139.96	
	CDs	18.38	
	DVD	21.79	
	Krazy Glue	3.99	
	Copy paper	149.75	
	Color cartridge	65.99	
	Copy machine	349.00	898.41
Pairet's, Inc.	Brass plates / engraving		20.80
Business Card	Federal law poster	38.22	
	Gas	75.01	113.23
Business Data of Virginia, Inc.	Norton		29.95
Diamond Springs	Water & equipment rental		66.40
Farmville Printing	Envelopes		585.42
Staples Advantage	Batteries / pens / forks		61.69
Southside Electric Cooperative	Electric service		9.33
Farmville Auto Parts	Halogen sealed beam	11.95	
	Wiper blades	50.97	
	Battery	143.99	206.91
DMV	Special IDs		20.00
Fire & Safety Equipment Company	Fire extinguishers		281.70
Galls, LLC	Safety vest		29.78
Moore Medical, LLC	First aid kits		113.64
Sirchie Finger Print Labs	Fingerprint supplies		670.15
Southern Police Equipment Company	Radio case	20.69	
	Badge case	12.99	
	Insignia	6.50	40.18
Town Police Supply - Richmond	Ammunition		292.32
Matthew Bender & Company, Inc.	2013 Session Summary		79.89

FARMVILLE VOLUNTEER FIRE DEPARTMENT

East End Motor Company, Inc.	Mount / balance tires		80.99
Elecom, Inc.	Pager repair		53.95
Key Office Supply	Toner	139.09	

	Copy paper	29.95	
	Folders	27.00	196.04
NAPA of Farmville	Cable		26.38
Fire.com	Pager repair		120.00

RICE VOLUNTEER FIRE DEPARTMENT

Atlantic Emergency	Gloves		421.00
Dominion Virginia Power	Electric service		215.64
Zurich	Workers comp		3126

PROSPECT VOLUNTEER FIRE DEPARTMENT

Atlantic Emergency	Calibration kit	875.00	
	Coupling	359.00	
	Hose / clamp	42.28	1,276.28
Ferguson Enterprises, Inc.	Tie straps		25.14
Fire & Safety Equipment Company	Recharge fire extinguisher		40.95
Town of Farmville	Fuel		166.13
Dominion Virginia Power	Electric service		264.26

DARLINGTON HEIGHTS VOLUNTEER FIRE DEPARTMENT

East End Motor Company, Inc.	Inspections		32.00
Farmville Wholesale Electric	Exterior light		18.24
Long's Termite/Pest Control	Annual inspection		300.00
Southside Training Association	2013 Dues		200.00
Verizon Wireless	Internet service		60.07

HAMPDEN-SYDNEY VOLUNTEER FIRE DEPARTMENT

Arcet Equipment Company	Cylinder rental		121.52
C. W. Williams	Pump test engine 2-2	441.00	
	Pump test - ladder truck	200.00	
	Pump test engine 2-1	200.00	841.00
East End Motor Company, Inc.	Inspection / repair signal		31.58
Foster Fuels, Inc.	Propane	341.24	
	Fuel filters	1,220.03	1,561.27
Hampden-Sydney College	Gas	31.04	
	Diesel	394.02	
	Postage	464.60	889.66
Key Office Supply	Envelopes		15.78
Southside Training Association	Dues		200.00
Dominion Virginia Power	Electric service		132.27

PAMPLIN VOLUNTEER FIRE DEPARTMENT

AT&T	Phone		130.42
J.E. Jamerson Building Supply	Entry lever / bit set		214.33
Dominion Virginia Power	Electric service		376.71
Your First Due, Inc.	Internet		24.95

MEHERRIN VOLUNTEER FIRE DEPARTMENT

Parker Oil Company, Inc.	Diesel	926.59	
	Gas	421.67	

	Propane	320.14	
Verizon	Phone		164.01
Dominion Virginia Power	Electric service		291.09

AMBULANCE AND RESCUE SERVICES

Meherrin Fire & Rescue	LUCAS		13,200.00
Pamplin Volunteer Fire Department EMS	LUCAS		13,200.00
Prince Edward Volunteer Rescue Squad	LUCAS		13,200.00

REGIONAL JAIL & DETENTION

Irongate Boundary Management	Electronic monitoring		742.50
Piedmont Regional Juvenile Detention Center	4th Quarter estimate		187,175.14

BUILDING OFFICIAL

East End Chevron	Oil change		33.40
Farmville Auto Parts	Battery terminal		5.98
US Cellular	Phone		23.42
Coy Leatherwood	Meal	7.60	
	Meeting registration	15.00	22.60

ANIMAL CONTROL

Sherwin Williams Company	Block filler / paint	895.88	
	Paint pail / tape	32.30	
	Tax credit	-44.20	883.98
Dominion Virginia Power	Electric service		51.89
CenturyLink	Phone		130.45
US Cellular	Phone		46.84
Prince Edward Health Department	Rabies shots		450.56

MEDICAL EXAMINER

Treasurer of Virginia	Coroner		20.00
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BIOSOLIDS MONITORING

US Cellular	Phone		23.42
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REFUSE DISPOSAL

Department of Environmental Quality	Amend liner design		3,260.00
Resource International	Misc work tasks	10,745.29	
	Storm water compliance	116.00	
	Groundwater monitoring	3,857.98	14,719.27
Apple Valley Scale Company	Service call		817.00
Commonwealth Engineering	Leachate level sensor		1,530.00
Lowe's	Ant spray	11.28	
	Quik-Crete / washers	6.17	17.45
SWANA	Dues		195.00
East End Motor Company, Inc.	Oil / filter change	519.91	
	Flat tire repair	35.10	
	Tires / inspection	1,729.38	2,284.39
Southern States	Rubber straps		14.95



Arena Trucking Company	Trash collection		563.00
Wright's Excavating, LLC	Landfill operation		48,093.75
Emanuel Tire of Virginia	Tire recycling		3,737.10
STEPS, Inc.	Recycling fee		3,400.70
Synergy Recycling, LLC	Electronic recycling		1,306.20
Southside Electric Cooperative	Darlington Heights site	60.25	
	Virso site	120.92	181.17
Dominion Virginia Power	Leachate pump	144.83	
	Scalehouse	79.65	
	Rice site	65.40	
	Cell C pump station	13.33	
	Green Bay site	43.70	
	Worsham site	59.54	
	Prospect site	74.58	
	Landfill site	28.94	509.97
AT&T	Phone		274.33
CenturyLink	Phone		271.58
US Cellular	Phone		23.42
Verizon	Phone		123.53
O. O. Stiff, Inc.	Monthly service		662.50
Prince Edward County Public Schools	Diesel		1,193.60
Farmville Auto Parts	Hydraulic fluid / wipers	69.97	
	Fuel cap	5.39	
	Hydraulic fluid	51.99	127.35

LITTER CONTROL

SWANA	Dues		0.00
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GENERAL PROPERTIES

Engineers Plus PC	Specs - generator / dock		2,332.12
Hudson-Payne Electronics	Alarm monitor contract		360.00
OK Termite & Pest Control	Exterminating service		150.00
Davis GMC Truck, Inc.	Inspection / alignment		182.23
Southside Electric Cooperative	SRR Lights		30.48
Dominion Virginia Power	Roy Clark monument	11.32	
	Courthouse	11,757.89	
	Shop	21.14	
	SCOPE building	178.37	
	Sheriff Department shed	5.66	
	Worsham Clerk's office	18.53	
	Lights at Rice	111.26	
	Ag building	937.22	13,041.39
Town of Farmville	Water & sewer		136.49
CenturyLink	Phone		129.85
US Cellular	Phone		129.21
O. O. Stiff, Inc.	Monthly service		100.00
East End Chevron	Ice	4.00	
	Oil & oil mix	22.15	26.15
Aramark Uniform Services	Janitorial supplies		321.96
Ayers Building & Supply Company	Broom / dust pan	14.38	

	Key blanks / rings	10.29	24.67
Diamond Paper Company	Towels / toilet tissue		718.30
Walmart Community / GEGRB	Cleaning supplies		45.57
Diamond Springs	Water & equipment rental		37.80
Grainger	AHU belts	37.78	
	Restroom sign	66.51	
	Fence post / chain tie	97.92	202.21
Lowe's	Sheetrock / screws	156.82	
	Insulation / sheetrock	90.92	
	Coaxial compression tool	74.85	
	Hand sander / vac. cart	105.67	
	Gloves	18.97	
	Air filter / clipboard	39.94	
	Padlock / nuts / bolts	20.71	
	Bits / air tool oil	24.46	
	Wire / couplings / cable	42.65	
	Gloves / wasp spray	17.03	592.02
Phelps Locksmith Service	Lock cylinder & keys		121.00
Cintas Corporation #524	Uniform rental		286.63
Taylor-Forbes Equipment Company	Primer bulb	11.39	
	Weed eater line / oil	16.20	27.59
Prince Edward County Public Schools	Diesel		83.97
Farmville Auto Parts	Brake pads / oil / filter	106.65	
	Oil	11.98	118.63
	<u>CANNERY</u>		
Virginia Food Works	Contract payment		2,916.67
C & L Machine & Welding	Potato peeler bolts		5.00
Grainger	Valve		164.48
Lowe's	Floor paint / rollers	163.44	
	Muriatic acid / mop	56.70	220.14
Southside Electric Cooperative	Electric service		186.32
CenturyLink	Phone		176.40
Key Office Supply	Ink cartridge		32.99
Town of Farmville	Water sample kits		80.00

HEALTH DEPARTMENT

Prince Edward Health Department	4th Quarter support		28,708.50
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COMPREHENSIVE SERVICES ACT

Bear Creek Academy	Professional service		7,440.00
Braley & Thompson, Inc.	Professional service		6,638.30
Centra Health	Professional service		18,159.34
Crossroads Services Board	Professional service		2,350.00
Elk Hill	Professional service		2,465.00
Family Preservation Services	Professional service		1,951.25
Grafton School, Inc.	Professional service		20,430.00
Intercept Youth Services	Professional service		5,921.10
Crystal E. Jones	Foster care		644.00
Liberty Point Behavioral	Professional service		5,104.00

North Spring Behavioral	Professional service		2,790.00
Park School	Professional service		233.40
Shannon Redmond	Foster care		651.15
The Hughes Center	Professional service		4,598.00
United Methodist Family Services	Professional service		2,782.80
Youth Quest	Foster care		644.00
Business Card	Lodging		216.96
Sheila Martin	Mileage	103.96	
	Parking	12.00	115.96

OTHER WELFARE / SOCIAL SERVICES

Longwood Center for the Visual Arts	Arts challenge grant		2,494.00
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PLANNING

Samuel Coleman	Commission meeting	100.00	
	Mileage	13.56	113.59
Donald B. Gilliam	Commission meeting	100.00	
	Mileage	22.60	122.60
Preston Hunt	Commission meeting	100.00	
	Mileage	22.60	122.20
Robert M. Jones	Commission meeting	100.00	
	Mileage	5.65	105.65
Clifford Jack Leatherwood	Commission meeting		100.00
Robert Christopher Mason	Commission meeting	100.00	
	Mileage	10.17	110.17
John F. Townsend, III	Commission meeting	100.00	
	Mileage	8.48	108.48
Brett Von Cannon Watson	Commission meeting		100.00
Plan Virginia	Seminar registration		140.00
Business Card	Postage		124.30
US Cellular	Phone		46.84
Key Office Supply	Dictating cassettes		47.80
Office Max	Projector		433.26
Duncan Parnell, Inc.	GIS equipment / software		998.42

ECONOMIC DEVELOPMENT

Business Data of Virginia, Inc.	Norton		29.95
Key Office Supply	Envelopes returned	-16.00	
	Envelopes	29.59	13.59

TOURISM

Town of Appomattox	Postage		1,015.04
Chocklett Press	Best Part brochures		3,463.36
Key Office Supply	Paper		30.59
McMurry, Inc.	Magazine insert		2,500.00
Dominion Virginia Power	Electric service		299.87
Town of Farmville	Water & sewer		48.42
Business Card	UPS		73.33
CenturyLink	Phone		289.41

Magi Van Eps	Meal	12.80	
	Felt material	16.59	29.39
Paul Jackson	Helicopter filming		250.00
Key Office Supply	Carbonless book	10.82	
	HP cartridges	76.96	
	Color copier	3,937.00	
	Fax machine	159.00	4,183.78
			302.02
	<u>FLOOD &amp; EROSION CONTROL</u>		
Richmond Times Dispatch	Stormwater ad		214.00
	<u>COOPERATIVE EXTENSION OFFICE</u>		
CenturyLink	Phone		102.28
	<u>GENERAL EXPENSE</u>		
Lumos Networks	Phone		2,777.73
Southern States Cooperative, Inc.	Gas		12,447.62
	<u>CAPITAL PROJECTS</u>		
Business Data of Virginia, Inc.	Scanner / printer		224.44
Compro Computers	Monitor	150.90	
	Laptop	1,483.90	1,634.80
	<u>DEBT SERVICE</u>		
SCOPE / Meals on Wheels	Building payment		12,000.00
	<u>WATER FUND</u>		
Town of Farmville	Water		42.39
	<u>SEWER FUND</u>		
Dominion Virginia Power	Sewer pump		36.80
	<u>RETIREMENT BENEFIT FUND</u>		
Vicki K. Johns	Retiree benefit		1,018.07
	<u>PIEDMONT COURT SERVICES</u>		
STEPS, Inc.	Shredding service		120.00
Farmville Printing	Business cards		14.79
Dominion Virginia Power	Electric service		151.06
Renee T. Maxey	Postage	4.50	
	Mileage	43.50	
	Office supplies	269.44	317.44
CenturyLink	Fax line		69.99
Lumos Networks	Phone		312.62
Julianna Ferrell	Mileage		201.68
Sandy Fox	Mileage		42.36
Sheena Franklin	Mileage		154.24
Connie Stimpson	Mileage	91.59	
	Copy paper / binders	294.93	386.52
Ashley Nash	Mileage		30.51

Compucom Systems, Inc.	G-Link / VCIN		45.00
Key Office Supply	Rubber stamps / nameplate		47.49
Quill Corporation	Copy paper	60.00	
	Toner cartridges	77.67	137.67
HR Specialist	Subscription		109.00
Office Technology Today	Subscription		48.00
Kinex Networking Solutions	Remote data backup		10.00

PCS SUPERVISION FEES EXPENDITURES

SRP Corporation, LLC	Rent		2,383.00
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PIEDMONT COURT SERVICES FUND

Page Hardy	Cleaning service		105.00
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PCS DRUG TESTING FEES

Alere Toxicology Service, Inc.	Drug testing		19.48
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In Re: FY14 County Budget

Mr. Bartlett, County Administrator, stated that at its April 30, 2013 meeting, the Board of Supervisors approved the County Ordinance setting the 2013 tax rates and the FY14 County Budget. These set forth the appropriations for the County of Prince Edward for the fiscal year ending June 30, 2014 and the funds to be specifically appropriated by the Board of Supervisors by department or fund.

Mr. Bartlett said that last year, the Board of Supervisors voted to allow the School Fund to maintain a fund balance if expenditures in the FY13 budget are less than revenues actually received. To allow a fund balance to accumulate in the School Fund will require the transfer of all funds from the General Fund as budgeted regardless of actual expenditures. In that way, any savings would then accrue to the School Fund. To allow proper cash flow management, a transfer schedule must be developed. If the Board of Supervisors allows the creation of a fund balance in the School Fund, Mr. Bartlett recommended that only the amounts required to balance expenditures in the School Fund be transferred from the General Fund for the first six months of the Fiscal Year (July-December). Then the remaining balance can be transferred in equal amounts monthly from January through June or as agreed upon by the Superintendent and the County Administrator.

Supervisor McKay made a motion to approve the annual budget resolution and the appropriations by department or fund, as submitted totaling \$53,656,838; the motion carried:

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

Nay: Pattie Cooper-Jones

**ANNUAL RESOLUTION OF THE APPROPRIATION OF THE COUNTY OF PRINCE  
EDWARD FOR THE FISCAL YEAR ENDING JUNE 30, 2014**

A resolution to appropriate designated funds and accounts from specified estimated revenues for FY 2014 for the operating budget and the Capital Improvements Program for the County of Prince Edward and to authorize and empower County officers to expend funds and manage cash assets; and to establish policies under which funds will be expended and managed.

The Prince Edward County Board of Supervisors does hereby resolve on this 11<sup>th</sup> day of June 2013 that, for the fiscal year beginning on July 1, 2013, and ending on June 30, 2014, the following sections are hereby adopted:

- Section 1. The cost centers shown on the attached letter labeled FY2013-2014 Appropriations are hereby appropriated from the designated estimated revenues as approved by the Board of Supervisors on April 30, 2013 for FY 2013-2014.
- Section 2. Appropriations, in addition to those contained in this general Appropriations Resolution, may be made by the Board of Supervisors only if deemed appropriate and there is available in the fund unencumbered or unappropriated sums sufficient to meet such appropriations.
- Section 3. All appropriations herein authorized shall be on the basis of cost centers for all departments and agencies and by Lump Sum for the Schools.
- Section 4. The Social Services Board is separately granted authority for implementation of the appropriated funds for their respective operations. By this resolution the Social Services Board is authorized to approve the transfer of any unencumbered balance of portion thereof from one classification of expenditure to another within its respective funds in any amount.
- Section 5. The School Board is separately granted authority for implementation of the appropriated funds for their respective operations. Appropriations for the School Board are by Lump Sum. By this resolution the School Board is authorized to approve the transfer of any unencumbered balance or portion thereof from one classification of expenditure to another within or between a category.
- Section 6. The County Administrator is expressly authorized to approve transfers of any unencumbered balance or portion thereof from one classification of expenditure to another within the same Fund with the exception of Constitutional Officers for the efficient operation of government. Transfers into or out of a department of a Constitutional Officer requires prior approval of the Board of Supervisors.
- Section 7. All outstanding encumbrances, both operating and capital, at June 30, 2013 shall be re-appropriated to the FY2014 fiscal year to the same cost center and account for which they are encumbered in the previous year.

- Section 8. At the close of the fiscal year, all unencumbered appropriations lapse for budget items other than those involving ongoing operational projects, or programs supported by grants or County funds, which must be preapproved by the County Administrator or his designee and submitted to the Board of Supervisors for final approval. Such funds must be applied to the purpose for which they were originally approved.
- Section 9. Appropriations previously designated for capital projects will not lapse at the end of the fiscal year but shall remain appropriated until the completion of the project if funding is available from all planned sources, or until the Board of Supervisors, by appropriate ordinance, resolution or other action changes or eliminates the appropriation. Upon completion of a capital project, the County Administrator is hereby authorized to close out the project and return to the funding source any remaining balances. This section applies to all existing appropriations for capital projects at June 30, 2013 and appropriations as they are made in the FY 2014 Budget. The County Administrator is hereby authorized to approve construction change orders to contracts up to an increase of \$10,000.00 as long as funds are available from the funding sources and approve all change orders for reduction of contracts.
- Section 10. The approval of the Board of Supervisors of any grant of funds to the County shall constitute the appropriation of both the revenue to be received from the grant and the County's expenditure required by the terms of the grant, if any. The appropriation of grant funds will not lapse at the end of the fiscal year but shall remain appropriated until completion of the project or until the Board of Supervisors, by appropriate action, changes or eliminates the appropriation. The County Administrator may increase or reduce any grant appropriation to the level approved by the granting agency during the fiscal year. The County Administrator may approve necessary accounting transfers between departments and funds to enable the grant to be accounted for in the correct manner. Upon completion of a grant project, the County Administrator is authorized to close out the grant and return to the funding source any remaining balance. This section applies to appropriations for grants outstanding at June 30, 2013 and appropriations in the FY 2014 Budget.
- Section 11. The County Administrator may reduce revenue and expenditure appropriations related to programs funded all or in part by the Commonwealth of Virginia and/or the Federal Government to the level approved by the responsible state or federal agency.
- Section 12. The County Administrator is authorized to make transfers to the various funds for which there are transfers budgeted. The County Administrator shall transfer funds as deemed necessary up to amounts budgeted or in accordance with any existing bond resolutions that specify the matter in which transfers are made.
- Section 13. The Treasurer may advance monies to and from the various funds of the County to allow maximum cash flow efficiency. The advances must not violate County bond covenants or other legal restrictions that would prohibit an advance. The Treasurer is authorized and directed to credit all interest received from the investment of all County funds to the General fund, with the exception of the School Fund (which will be allowed to maintain a fund balance). School Construction Fund, Economic Development Fund, Recreation Fund, Forfeited Assets Fund, Landfill Fund, D.A.R.E. Fund, VDOT Revenue Sharing Fund (non-local money only) and the Piedmont Court Services Fund, wherein all interest earned will be credited to the respective funds.
- Section 14. All procurement activities with funds appropriated herein shall be made in accordance with the County purchasing policy and applicable state statutes.

- Section 15. It is the intent of this resolution that funds be expended for the purpose indicated in the budget; therefore, budgeted funds may not be transferred from operating expenditures to capital projects or from capital projects to operating expenses without the prior approval from the Board of Supervisors. Also, funds may not be transferred from one capital project to another without the prior approval of the Board of Supervisors.
- Section 16. The County Administrator is authorized, pursuant to State statute, to issue orders and checks for payments where funds have been budgeted, appropriated, and where sufficient funds are available. A listing of vendor payments shall be presented to the Board of Supervisors for information not less frequently than monthly.
- Section 17. Subject to the qualifications in this resolution contained, all appropriations are declared to be maximum, conditional and proportionate appropriations – the purpose being to make the appropriations payable in full in the amount named herein if necessary and then only in the event the aggregate revenues collected and available during the fiscal year for which the appropriations are made are sufficient to pay all the appropriations in full. Otherwise, the said appropriations shall be deemed to be payable in such proportions as the total sum of all realized revenue of the respective funds is to the total amount of revenue estimated to be available in the said fiscal year by the Board of Supervisors.
- Section 18. All revenues received by an agency under the financial control of the Board of Supervisors or by the School Board or by the Social Services Board not included in its estimate of revenue for the financing of the fund budget as submitted to the Board of Supervisors may not be expended by said agency under the financial control of the Board of Supervisors or by the School Board or by the Social Services Board without the consent of the Board of Supervisors being first obtained, and those sums appropriated to the budget. Any grant approved by the Board for application shall not be expended until the grant is approved by the funding agency for drawdown. Nor may any of these agencies or boards make expenditures which will exceed a specific item of an appropriation.
- Section 19. Allowances out of any of the appropriations made in this ordinance by any or all County departments, commissions, bureaus, or agencies under the financial control of the Board of Supervisors to any of their officers and employees for expense on account of the use of such officers and employees of their personal automobiles in the discharge of their official duties shall be paid at the same rate as that established by the internal revenue service and shall be subject to change by the County Administrator from time to time to maintain like rates.
- Section 20. All previous appropriation ordinances or resolutions to the extent that they are inconsistent with the provisions of this ordinance shall be and the same are hereby repealed.
- Section 21. This ordinance shall become effective on July 1, 2013.

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

	<b><u>FUND AND FUNCTION</u></b>		<b><u>AMOUNT</u></b>
	<b><u>General Fund</u></b>		
11010	Board of Supervisors	\$	125,580
12110	County Administrator		527,681
12210	Legal Services		49,018
12240	Independent Auditor		43,500



12310	Commissioner of Revenue	288,583
12320	Assessor	213,000
12410	Treasurer	349,323
12510	Information Technology	85,000
13100	Electoral Board & Officials	29,655
13200	Registrar	98,666
21100	Circuit Court	53,827
21200	General District Court	9,500
21300	Magistrates	3,650
21600	Clerk of Circuit Court	495,091
21800	Law Library	6,300
22100	Commonwealth's Attorney	623,609
22200	Victim Witness Assistance Program	60,295
31200	Sheriff	1,730,444
31201	Sheriff – Courts	372,519
32200	Volunteer Fire Departments	447,294
32300	Ambulance & Rescue Squad	76,000
32400	Forest Fire Prevention	12,040
32500	Emergency Services	36,000
33200	Regional Jail/Juvenile Detention	795,000
34100	Building Official	98,187
35100	Animal Control	136,519
35300	Medical Examiner	500
36100	Biosolids Monitor	69,364
42300	Refuse Disposal	1,476,018
42600	Litter Control	3,300
42610	Sandy River Reservoir	17,500
43200	General Properties	696,229
43400	Cannery	79,692
51100	Health Department	169,643
52500	Crossroads Services Board	62,643
53500	Comprehensive Services Act	851,000
53501	Other Welfare/Donations	63,670
68100	Contributions to Colleges	20,014
71100	Parks & Recreation	97,350
72200	Museums	11,000
73500	Public Library	204,663
81100	Planning	202,977
81200	Community Development	60,850
81500	Economic Development	95,727
81600	Tourism	88,407
82400	Soil & Water Conservation	13,943
83500	Cooperative Extension Office	61,177
91000	General Expense	305,200
93000	Transfers Out	8,938,325
94000	Capital Projects	62,000
95000	Debt Service	912,868

**TOTAL GENERAL FUND** \$ **21,330,341**

**Forfeited Assets Fund** \$ **74,543**

(To be expended only on order of the Board of Supervisors)

**Recreation Fund** \$ **100**

(To be expended only on order of the Board of Supervisors)

<b><u>CDA Special Levy Fund</u></b>	<b>\$</b>	<b>0.00</b>
(To be expended only on request of the Poplar Hill CDA)		
<b><u>Granite Falls CDA</u></b>	<b>\$</b>	<b>1,545</b>
(To be expended only on order of the Granite Falls CDA)		
<b><u>D.A.R.E. Fund</u></b>	<b>\$</b>	<b>40</b>
(To be expended only on order of the Board of Supervisors)		
<b><u>Welfare Fund</u></b>	<b>\$</b>	<b>2,761,176</b>
(To be expended only on order of the Social Services Board)		
<b><u>School Fund</u></b>		
(To be expended only on order of the School Board)		
61000 – Instruction	\$18,943,400	
62000 – Administration, Health, Attendance	1,714,393	
63000 – Pupil Transportation	1,989,091	
64000 – Operation & Maintenance	1,726,855	
65000 – School Food Service	12,048	
66000 – Facilities	150,000	
97000 – Debt Service	561,348	
<b>Total</b>	<b>\$</b>	<b>25,097,135</b>
<b><u>School Cafeteria Fund</u></b>	<b>\$</b>	<b>1,181,676</b>
(To be expended only on order of the School Board)		
<b><u>Landfill Construction Fund</u></b>	<b>\$</b>	<b>1,150,500</b>
(To be expended only on order of the Board of Supervisors)		
<b><u>Water Fund</u></b>	<b>\$</b>	<b>265,560</b>
<b><u>Sewer Fund</u></b>	<b>\$</b>	<b>117,757</b>
<b><u>Retiree Benefits Fund</u></b>	<b>\$</b>	<b>12,582</b>
(To be expended only on order of the Board of Supervisors)		
<b><u>Economic Development Fund</u></b>	<b>\$</b>	<b>0.00</b>
(To be expended only on order of the Board of Supervisors)		
<b><u>Revenue Sharing Fund – VDOT</u></b>	<b>\$</b>	<b>1,100,000</b>
(To be expended only on order of the Board of Supervisors)		
<b><u>Piedmont Court Services Fund</u></b>	<b>\$</b>	<b>563,883</b>
(To be expended only on order of the Board of Supervisors)		
<b>TOTAL APPROPRIATIONS</b>	<b>\$</b>	<b>53,656,838</b>

*The Treasurer is authorized and directed to transfer from the General Fund to the Welfare Fund, School Fund, and Retiree Benefits Fund such sums as may be needed to meet the foregoing appropriations. The Treasurer is authorized and directed to credit all interest received from the investment of all county funds to the General Fund, with the*

*exception of the School Fund (which will be allowed to maintain a fund balance), School Construction Fund, Economic Development Fund, Recreation Fund, Forfeited Assets Fund, Landfill Fund, D.A.R.E. Fund, VDOT Revenue Sharing Fund (non-local money only) and the Piedmont Court Services Fund, wherein all interest earned will be credited to the respective funds.*

In Re: Highway Matters

Mr. Kevin Wright, VDOT, reviewed updates to the ongoing road projects and stated mowing is complete on the primary roadways and has begun on the secondary roads.

Mr. Wright reviewed the Rural Rustic Road Resolution for Route 725; he stated it has been added to the Six-Year Plan as “Rural Rustic” and the resolution is a formality. The funding will be available in a few years.

Supervisor Wilck made a motion to approve the Resolution for the Rural Rustic Road, Route 725 (Watson Boulevard); 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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**RURAL RUSTIC ROAD RESOLUTION  
ROUTE 725 (WATSON BOULEVARD)**

**WHEREAS**, Section 33.1-70.1 of the Code of Virginia, permits the hard surfacing of certain unpaved roads deemed to qualify for designation as a Rural Rustic Road; and

**WHEREAS**, any such road must be located in a low-density development area and have no more than 1,500 vehicles per day; and

**WHEREAS**, the Board of Supervisors of Prince Edward County, Virginia desires to consider whether Route 725, Watson Boulevard, from Route 15 to Dead End, should be designated a Rural Rustic Road; and

**WHEREAS**, the Board is unaware of pending development that will significantly affect the existing traffic on this road; and

**WHEREAS**, the Board believes that this road should be so designated due to its qualifying characteristics; and

**WHEREAS**, this road is in the Board's six-year plan for improvements to the secondary system of state highways.

**NOW, THEREFORE, BE IT RESOLVED**, the Board hereby designates this road a Rural Rustic Road, and requests that the Residency Administrator for the Virginia Department of Transportation concur in this designation.

**BE IT FURTHER RESOLVED**, the Board requests that this road be hard surfaced and, to the fullest extent prudent, be improved within the existing right-of-way and ditch-lines to preserve as much as possible the adjacent trees, vegetation, side slopes, and rural rustic character along the road in their current state.

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

Supervisor Jones asked about the work to be done on Route 633; Mr. Wright stated there will be a complete bridge replacement.

Supervisor Gantt stated there is a stand of trees along Route 630 that are in bad shape due to pine bark beetles; Mr. Wright said that has been passed on to the proper department. He said that there are a lot of trees in bad shape; anyone that sees a tree that could fall across the road can report it directly to VDOT at 1-800-367-ROAD (7623), which is the Customer Service Hotline and they will report it directly to the Roadside Department.

Supervisor Simpson questioned the project on the Twin Bridges in Green Bay. Mr. Wright stated both bridges are to be replaced in 2014.

Supervisor Campbell stated there are poor drainage issues on Dry Bridge Road; he thanked the VDOT crew for the pot-hole repairs.

In Re: Request for Use of County Land

Mr. Bartlett stated a request was received from Branscome, Inc. in Richmond, the contractor who will be working on the widening of Route 15, to use county land for staging and placement of an office trailer on the parcel containing the water tower. He said he contacted Mr. Gerry Spates who stated he has no issue with this but asks that they coordinate with the Town of Farmville on the location.

Discussion followed regarding the use of potential sites.

Supervisor Wilck made a motion to authorize the County Administrator to negotiate locations and compensation with Branscome, Inc., for the temporary use of County/IDA land; and for the County

Administrator and County Attorney to prepare a Release of Liability and that the contractor be required, in writing, to restore the property, as nearly as is practicable, to its original condition; 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: Public Hearing – Six-Year Plan

Chairman Fore announced that this was the date and time scheduled for a public hearing on the Six-Year Plan for Secondary Highways. Notice of this hearing was advertised according to law in the Friday, May 31, 2013 and Friday, June 7, 2013 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Chairman Fore opened the Public Hearing.

Mr. Wright reviewed the proposed Six-Year Plan for Secondary Highways. He stated the allocation of \$49,000 must go to projects already in the Plan; by 2017, the Governor's Transportation Bill will include formula funds for Secondary unpaved roads. Mr. Wright stated once the cost is figured for the existing projects, there may be funds left and revenues may increase to allow the addition of projects.

**Supervisor Simpson** asked if Green Town Road may be included on the Plan; Mr. Wright stated there is no funding this year but it is a good candidate for next year.

**Joseph Nutter**, Hampden District, presented a petition to pave Lakeside Road. The road is approximately 1.5 miles long; 19 of the residents along the road signed the petition. One refused to sign and the remaining five could not be reached.

A citizen questioned the meaning of Rural Rustic; Mr. Wright stated Rural Rustic is a classification of an existing road that will have as little improvement as possible, which is basically surface treatment the existing road, with minimal land disturbance or widening. The road must have only local traffic, there must be no anticipated growth in the area and must meet the low-volume traffic requirement. It will have no curves or hills. He added that this is for existing state roads and only tar and gravel will be used.

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

Supervisor Cooper-Jones made a motion to approve the Resolution for the Six-Year Road Plan and Construction Priority List; 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	

**A RESOLUTION OF THE  
BOARD OF SUPERVISORS OF THE COUNTY OF PRINCE EDWARD, VIRGINIA  
SIX-YEAR ROAD PLAN AND CONSTRUCTION PRIORITY LIST**

At a regular meeting of the Board of Supervisors of the County of Prince Edward, Virginia, held at the Prince Edward County Courthouse, Board of Supervisors Room, Tuesday, June 11, 2013 at 7:00 p.m.

**WHEREAS**, Sections 33.1-23.1 and 33.1-23.4 of the Code of Virginia, 1950, as amended, provide the opportunity for each county to work with the Virginia Department of Transportation in developing a Secondary Six-Year Road Plan and budget; and

**WHEREAS**, this Board had previously agreed to assist in the preparation of this Plan, in accordance with the Virginia Department of Transportation policies and procedures, and participated in a public hearing on the proposed Plan (2014 through 2019) as well as the Construction Priority List (2014) on June 11, 2013, after being duly advertised so that all citizens of the County had the opportunity to participate in said hearing and to make comments and recommendations concerning the proposed Plan and Priority List; and

**WHEREAS**, Kevin Wright, Residency Administrator, Virginia Department of Transportation, appeared before the Board and recommended approval of the Six-Year Plan for Secondary Roads (2014 through 2019) and the Construction Priority List (2014) for Prince Edward County;

**NOW, THEREFORE, BE IT RESOLVED** that since said Plan appears to be in the best interests of the Secondary Road System in Prince Edward County and of the citizens residing on the Secondary System, said Secondary Six-Year Plan (2014 through 2019) and Construction Priority List (2014) are hereby approved as presented at the public hearing.

In Re: Public Hearing – Tharpe Rezoning Request

Chairman Fore announced that this was the date and time scheduled for a public hearing on a request of J.R. Tharpe Trucking Company to rezone from A-1, Agricultural Conservation, to C-1, General

Commercial, a 10.99 acre parcel located at 401 Pisgah Church Road, and further described as Tax Map parcel #41-A-59 A. The purpose of the request is to permit a Truck Yard (by Special Use Permit) and Construction Sales & Services uses to locate on the property. Notice of this hearing was advertised according to law in the Friday, May 29, 2013 and Friday, June 5, 2013 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Bartlett stated the Planning Commission conducted a Public Hearing at the May 21, 2013 Planning Commission meeting to consider a request from J.R. Tharpe Trucking Company to operate a Truck Yard Use and Construction Sales & Services Use. The Truck Yard Use necessitates the consideration of a Request for Rezoning the proposed site from A-1 to C-1.

Mr. Bartlett stated that at the May 21<sup>st</sup> meeting, the Planning Commission unanimously recommended that the Board of Supervisors favorably consider the request by J. R. Tharpe Trucking Company. The Planning Commission further defined the purpose of the request for rezoning as to permit a Truck Yard (by Special Use Permit) and Construction Sales & Services uses to locate on the property. On the basis of the Public Hearing held by the Planning Commission on May 21, 2013, the Planning Commission recommended the Board of Supervisors, if the Board chooses to conditionally rezone the property, then approve the Special Use Permit for the Truck Yard which is the use for which the rezoning is envisioned.

Mr. Bartlett added that the approval of the Conditional Rezoning Request would negate the need for a Special Use Permit for the truck yard use.

Chairman Fore opened the public hearing.

**Andy Ellington, Jimmy Garnett, Reverend Earl Wallace, Pastor Whit Mayton, and Butch Jones/Johns** expressed their support for the approval of the rezoning request and stated Mr. Tharpe is a good neighbor and is willing to work to alleviate any problems that may arise. They stated Mr. Tharpe also runs a professional, safe truck company and keeps the operation clean with state of the art equipment.

**Mr. Tim Tharpe**, Vice President and Manager of the Burkeville branch of Tharpe Trucking, stated that in 2011, Tharpe Trucking had been approved to operate the truck yard on 15 acres in Rice. The Evergreen Seed property had not been available for purchase at that time and it is a much better location; he stated there are no issues with the entrance but will make any alterations necessary. He stated the traffic

threshold is well below the VDOT limit. Mr. Tharpe assured the Board that unless there was a delivery to be made in the town of Rice, the trucks would not enter the town.

Chairman Fore read a letter from Eugene and Stephanie Hall regarding their concerns regarding safety, lighting and noise from the proposed Tharpe Trucking business.

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

Supervisor Wilck made a motion, seconded by Supervisor Simpson, to approve the rezoning request of J.R. Tharpe Trucking Company to rezone the parcel located at 401 Pisgah Church Road from A-1, Agricultural Conservation, to C-1, General Commercial, for the purpose of permitting a Truck Yard (by Special Use Permit) and Construction Sales & Services uses to locate on the property; 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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Supervisor Jones made a motion, seconded by Supervisor Wilck, to approve the Conditional Use Permit as the Special Use Permit for the Truck Yard which is the use for which the rezoning was envisioned, with the following conditions:

- The sign will be similar to the size and monument style of the existing sign on site
- Any additional lighting added to the site or improvements to existing lighting will provide downward, shielded lighting to reduce any light pollution and mitigate any light spillover onto other properties
- The gravel parking lot can remain gravel; applicant has agreed to make improvements to install a concrete entrance apron
- Dust Control will be the responsibility of the operator and shall be conducted to prevent dust pollution to neighbors, SR 735 and Hwy 460

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: Public Hearing – Greenland (US Cellular) Special Use Permit Request

Chairman Fore announced that this was the date and time scheduled for a public hearing on the request of Greenland Development Group for US Cellular to construct a 195-foot Wireless Communication Monopole (Cellular Tower) on a 5.04 acre parcel at 412 Holiday Hills, Pamplin, Virginia, and further described as Tax Map Parcel # 45-5-10. A 4-foot lightning rod will bring the total height to 199-feet. A pre-fabricated concrete building will house the radio equipment at the base of the tower. Notice of this hearing was advertised according to law in the Friday, May 29, 2013 and Friday, June 5, 2013 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Chairman Fore opened the public hearing.

Supervisor Jones stated that several speakers were in favor of this project; none spoke against it.

Mr. Bartlett stated an inquiry was made by another cellular service that wishes to co-locate on the tower.

Supervisor Jones made a motion to approve the Special Use Permit application from Greenland Development Group to construct a 195-foot Wireless Communication Monopole (Cellular Tower) on a 5.04 acre parcel at 412 Holiday Hills, Pamplin, Virginia, and further described as Tax Map Parcel # 45-5-10, to include a 4-foot lightning rod which will bring the total height to 199-feet.

Supervisor Campbell asked if emergency services will have use of the tower.

Tom Scorotto, US Cellular representative, stated some emergency services use other US Cellular towers; a structural analysis must be completed. Each tower can hold four carriers; Mr. Scorotto wasn't aware of the cost to install an antenna on the tower, and stated this tower is to offload a tower three miles away to improve signal and increase speed of signal.

After some discussion, Supervisor Campbell suggested tabling the issue until this can be determined. Discussion followed.

Supervisor Gantt made a motion to approve the Special Permit application; he then withdrew the motion as the public hearing was not yet closed.

Supervisor Jones withdrew his motion.

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

Supervisor Gantt made a motion, seconded by Supervisor Wilck, to approve the Special Use Permit application with the condition that a continuous agreement from US Cellular or future owner to allow collocation of antennae and equipment from other providers during the life of the tower; the motion carried:

<p>Aye: 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>	<p>Abstain: Howard M. Campbell</p>
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In Re: Appointments – Prince Edward County School Board

A vote was taken on the candidates for the four-year term of School Board representative for District 401.

<u>Candidate</u>	<u>Vote</u>
<p>Beulah M. Womack</p>	<p>Howard M. Campbell Pattie Cooper-Jones William G. Fore, Jr. Don C. Gantt Robert M. Jones Charles W. McKay Howard R. Simpson Jim R. Wilck</p>

Beulah M. Womack will serve a four-year term as the School Board representative for District 401, commencing July 1, 2013.

A vote was taken on the candidates for the four-year term of School Board representative for District 701.

<u>Candidate</u>	<u>Vote</u>
<p>James C. Dumminger, Ed.D</p>	<p>(none)</p>
<p>Sherry Honeycutt</p>	<p>William G. Fore, Jr. Robert M. Jones Don C. Gantt Howard R. Simpson</p>

Ellery Sedgwick, PhD.

Howard M. Campbell  
Pattie Cooper-Jones  
Charles W. McKay  
Jim R. Wilck

Due to a tie vote, a second vote was taken as follows:

<u>Candidate</u>	<u>Vote</u>
Sherry Honeycutt	William G. Fore, Jr. Robert M. Jones Don C. Gantt Howard R. Simpson
Ellery Sedgwick, PhD.	Howard M. Campbell Pattie Cooper-Jones Charles W. McKay Jim R. Wilck

As there was a second tie vote, Supervisor McKay made a motion to use a coin toss for selection of a candidate; 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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Supervisor Simpson declared “heads” would represent Sherry Honeycutt and “tails” would represent Ellery Sedgwick. Reverend Earl Wallace announced “heads”; Ms. Sherry Honeycutt will serve a four-year term as the School Board representative for District 701, commencing July 1, 2013.

In Re: Appointments – Boards and Commissions

Prince Edward County Planning Commission

A vote was taken on the candidate to fill the unexpired vacancy until December 31, 2013 on the Prince Edward County Planning Commission.

<u>Candidate</u>	<u>Vote</u>
W. Parker Terry, Jr.	Howard M. Campbell Pattie Cooper-Jones William G. Fore, Jr. Don C. Gantt Robert M. Jones Charles W. McKay Howard R. Simpson Jim R. Wilck

W. Parker Terry, Jr. will be appointed to the Prince Edward County Planning Commission to fill the unexpired term ending December 31, 2013.

Board of Appeals for Building Code

A vote was taken on the candidate for the five year term for the Board of Appeals for Building Code.

<u>Candidate</u>	<u>Vote</u>
W. Parker Terry, Jr.	Howard M. Campbell Pattie Cooper-Jones William G. Fore, Jr. Don C. Gantt Robert M. Jones Charles W. McKay Howard R. Simpson Jim R. Wilck

W. Parker Terry, Jr. will be appointed to the Board of Appeals for Building Code for a term of five years beginning July 1, 2013 and ending June 30, 2018.

Poplar Hill Community Development Authority

A vote was taken on the candidate for the five year term for the Board of Appeals for Building Code.

<u>Candidate</u>	<u>Vote</u>
Karen Schinabeck	Howard M. Campbell Pattie Cooper-Jones William G. Fore, Jr. Don C. Gantt Robert M. Jones Charles W. McKay Howard R. Simpson Jim R. Wilck

Mattie P. Wiley

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

Karen Schinabeck and Mattie P. Wiley will be appointed to the Poplar Hill Community Development Authority for a term of one year beginning July 1, 2013 and ending June 30, 2014.

Prince Edward County Industrial Development Authority

A vote was taken on the candidates for the four-year terms for the Prince Edward County Industrial Development Authority; the Board was instructed to choose two.

<u>Candidate</u>	<u>Vote</u>
Virginia Price	Pattie Cooper-Jones William G. Fore, Jr. Charles W. McKay Howard R. Simpson Jim R. Wilck
Timothy R. Tharpe	Howard M. Campbell Pattie Cooper-Jones William G. Fore, Jr. Don C. Gantt Robert M. Jones Charles W. McKay Howard R. Simpson Jim R. Wilck
Bradley Watson	Don C. Gantt
Tony Williams	Howard M. Campbell Robert M. Jones

Virginia Price and Timothy R. Tharpe will be appointed to the Prince Edward County Industrial Development Authority for a term of four years beginning July 1, 2013 and ending June 30, 2017.

Social Services Board

A vote was taken on the candidate for the four-year term for the Prince Edward Social Services Board.

<u>Candidate</u>	<u>Vote</u>
Raymond E. Dowdy	Howard M. Campbell Pattie Cooper-Jones William G. Fore, Jr. Don C. Gantt Robert M. Jones Charles W. McKay Howard R. Simpson Jim R. Wilck

Raymond E. Dowdy will be appointed to the Social Services Board for a term of four years beginning July 1, 2013 and ending June 30, 2017.

Southside Virginia Community College Board

A vote was taken on the candidate for the four-year term for the Southside Virginia Community College Board.

<u>Candidate</u>	<u>Vote</u>
Lisa F. Tharpe	Howard M. Campbell Pattie Cooper-Jones William G. Fore, Jr. Don C. Gantt Robert M. Jones Charles W. McKay Howard R. Simpson Jim R. Wilck

Lisa F. Tharpe will be appointed to the Southside Virginia Community College Board for a term of four years beginning July 1, 2013 and ending June 30, 2017.

Piedmont Senior Resources Area Agency on Aging

A vote was taken on the candidate for the three-year term for the Piedmont Senior Resources Area Agency on Aging.

<u>Candidate</u>	<u>Vote</u>
Steven R. Kerns	Howard M. Campbell Pattie Cooper-Jones William G. Fore, Jr. Don C. Gantt Robert M. Jones Charles W. McKay Howard R. Simpson Jim R. Wilck

Steven R. Kerns will be appointed to the Piedmont Senior Resources Area Agency on Aging for a term of three years beginning July 1, 2013 and ending June 30, 2016.

Poplar Hill Community Development Authority – Board Position

A vote was taken on the candidate for the two-year term for the Poplar Hill Community Development Authority – Board Position.

<u>Candidate</u>	<u>Vote</u>
Howard F. Simpson	Howard M. Campbell Pattie Cooper-Jones William G. Fore, Jr. Don C. Gantt Robert M. Jones Charles W. McKay Howard R. Simpson Jim R. Wilck

Howard F. Simpson will be appointed to the Poplar Hill Community Development Authority – Board Position for a term of two years beginning July 1, 2013 and ending June 30, 2015.

In Re: Appointment of County Attorney and Deputy County Attorneys

On motion of Supervisor McKay 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
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the Prince Edward County Board of Supervisors approved the reappointment of James R. Ennis as County Attorney and the reappointment of Brian Butler, Morgan Greer and Bill Turner as Deputy County Attorneys, effective July 1, 2013 to June 30, 2014.

In Re: Budget Request – Robert Russa Moton Museum

Mr. Bartlett stated a letter was received from Lacy Ward, Jr. requesting an annual appropriation of \$102,000 for five years to fund the *Children of the “Lock Out” Generation Docent Program* at the Robert Russa Moton Museum.

Mr. Ward and Ms. Dorothy Holcomb reviewed the purpose and specifics of the program.

Chairman Fore stated that the request has merit, but due to the economic times and the difficulty with the tight, fixed budget, it would be hard to consider at this time.

Supervisor Jones concurred with Chairman Fore, stating that the schools were denied \$1 million and the fire departments’ request for further funding was put on hold until December. He suggested putting it to the Board next budget year.

Supervisor Jones made a motion to table the request until the next budget year.

After further discussion, the motion carried:

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

In Re: Historic Register – Pleasant Shade

Mrs. Sarah E. Puckett stated a request was received from the Virginia Department of Historic Resources (DHR) regarding the nomination of Pleasant Shade (Robert R. Moton’s Boyhood Home) to the Virginia Landmarks Register and for recommendation to the National Register of Historic Places.

Supervisor Cooper-Jones made a motion to authorize the County Administrator to transmit to the Department of Historic Resources the favorable consideration of the Board of Supervisors for the nomination; 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: Tourism Marketing Grant Application

Mr. Bartlett stated that the Virginia Tourism Corporation offers an annual Marketing Grant opportunity that enables localities to leverage local dollars used for tourism development marketing. The County is partnering with the Town of Farmville, the Farmville Downtown Partnership and the Farmville Area Chamber of Commerce on a marketing program entitled “Adventures Start Here!”

He said the partners are coming together for a joint application to be filed by the Town of Farmville and providing a total of \$5,000 to match a \$5,000 grant from VTC; the County’s portion of the match will be \$2,000. These funds will be used for three key items:

- The development of new brochures promoting all the amenities in the Farmville/Prince Edward community;
- A LOVE Works permanent display – the word LOVE in large letters and promoted on the Virginia.org website;
- Joint fulfillment bags to be used for conference attendees and reunions in our region; and
- A travelling table top display promoting Adventures Start Here!

Supervisor Jones made a motion, seconded by Supervisor Wilck, to authorize the County’s participation in a VTC Marketing Grant project with the Town of Farmville, the Farmville Area Chamber of Commerce and Farmville Downtown Partnership; 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: Cannery

Mr. Bartlett stated an advertisement was placed in *The Farmville Herald* to notify the public of the Prince Edward Cannery and Commercial Kitchen hours for the 2013 season. The cannery opened Monday, June 3 to “Home Users.” There has been a continuous stream of commercial users with increased interest since the distribution of an informational flyer about the Cannery & Commercial Kitchen.

Mr. Bartlett stated there have been 20 inquiries; six potential clients and two new clients booked just this week. A participating Virginia producer who prepares 2,000 cases of 12 units each, per week, that is now outsourcing outside of Virginia has contacted the County; it would stretch our capacity to do that

volume. This producer would like our co-packer to source all their ingredients, which would be a large potential for our area farmers to grow. It is uncertain as to whether our facility can handle that type of demand. This would, however, support our existing grant application to the Tobacco Commission which was tabled. This would produce approximately 24,000 quarts per week. Mr. Bartlett stated the reason this project was started was to provide a market to the local growers and the land that has been out of production for various reasons.

In Re: County Administrator's Report

Route 786 – Mr. Bartlett stated that after an inspection by VDOT officials on May 21, 2013 the County was informed on May 29, 2013 that all aspects of construction was deemed acceptable and the project was ready for acceptance into the State system. As discussed during the April 9, 2013 Board of Supervisors meeting a decision must be made regarding ownership of all the stormwater ponds. VDOT recommends the County maintain ownership of the storm water ponds if there is the possibility the ponds could be moved in the future. Once ownership of the ponds is transferred to VDOT it can take as much as a year to have the ownership reversed – if VDOT even agrees to such a request. The County's engineers state there is little expense in the upkeep of the ponds once they are stabilized and there is minimum risk of a failure of the ponds. Currently the County owns the storm water pond located on Dominion Drive. To date, experience has shown that there is little cost to the County in maintaining the ponds. The advantage to owning the ponds would be it would allow greater flexibility for the County when dealing with any future developer and moving such ponds to the rear of any development would increase the developable property adjacent to the road. The risk of ownership is the annual maintenance (mowing) and the need to make any repairs.

After some discussion, Supervisor Simpson made a motion to maintain Board control of the two stormwater ponds on the south side of Route 15 and request VDOT to take control of the three ponds on the north side of Route 15. Discussion followed.

Supervisor Wilck stated that with consideration of the cost of maintenance on the ponds, he suggested VDOT take control of all five ponds. Discussion followed.

Supervisor McKay called for the motion.

Chairman Fore restated Supervisor Simpson's motion, to retain Board control of the two ponds on the south side of Route 15 and request VDOT take control of the three ponds on the north side of Route 15; the motion failed:

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

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

Discussion followed.

Supervisor Wilck made a motion that control of all five stormwater ponds be given to VDOT; the motion failed:

Aye: Howard M. Campbell  
Jim R. Wilck

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

Supervisor Jones made a motion to request VDOT maintain the three stormwater ponds on the north side of Route 15 and the County retain control of the two stormwater ponds on the south side of Route 15.

Supervisor Gantt made a substitute motion to request VDOT maintain stormwater ponds #4 and #5 and for the County to maintain stormwater ponds #1, #2, and #3, which are described as the southern ponds and the pond adjoining the Glad Hill property.

Chairman Fore called for a vote to see which motion is the main motion.

Supervisor Wilck requested the following be inserted verbatim into the minutes:

Supervisor Wilck: In order for us to sell property out in that area, according to the engineers I've talked to, there's going to have to be a second lane added to the lanes that are already out there. That guarantees that there will be a restudy of the water problem out there, and that guarantees there will probably be a rebuild and possible relocation of those stormwater things there, so there is going to be cost and that's almost 100% guarantee. But I'd like to have that in the record.

Chairman Fore restated the motion to see which motion is the main motion; he restated the substitute motion, to request VDOT maintain stormwater ponds #4 and #5 and for the County to maintain

stormwater ponds #1, #2, and #3, which are described as the southern ponds and the pond adjoining the Glad Hill property; the motion carried:

Aye:	William G. Fore, Jr. Don C. Gantt, Jr. Robert M. Jones Charles W. McKay Howard F. Simpson Jim R. Wilck	Nay:	Howard M. Campbell Pattie Cooper-Jones
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Chairman Fore stated that is the main motion. He then called for a vote on that motion, to request VDOT maintain stormwater ponds #4 and #5 and for the County to maintain stormwater ponds #1, #2, and #3, which are described as the southern ponds and the pond adjoining the Glad Hill property; the motion carried:

Aye:	William G. Fore, Jr. Don C. Gantt, Jr. Robert M. Jones Charles W. McKay Howard F. Simpson	Nay:	Howard M. Campbell Pattie Cooper-Jones Jim R. Wilck
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In Re: Supervision Fees charged by Piedmont Court Services

Mr. Bartlett stated that over the past six years, the amount of the DCJS grant to operate this program has remained the same. During that same time, costs, especially insurance and retirement have increased significantly and other operating expenses have increased at a slower rate. Even with these cost increases the revenues generated from the grant and the supervision fees have provided enough funds to operate the program with no contribution from Prince Edward County or any of the Counties in which the program operates. For FY14, that will no longer be true. The FY14 budget could only be balanced with a budgeted withdrawal of \$18,431 from the fund balance. It is projected this shortfall will continue to grow in the future due to increases in normal operating costs and increases in personnel costs. Due to the shortfall the Director of Piedmont Court Services is requesting an increase in the amount of the Supervision Fees charged to offenders from \$100 to \$125 (the maximum allowed by the state is \$150) and from \$30 to \$37.50 for cases involving indigents (receiving SNAP/Welfare or on disability). This represents an increase of 25% and will raise approximately \$18,000 annually.

Supervisor Jones made a motion to increase the Piedmont Court Services Supervision Fees to offenders from \$100 to \$125 and from \$30 to \$37.50 for cases involving indigents; 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: Personnel Committee Report

Mr. Bartlett stated the Personnel Committee met on May 21, 2013; the committee is comprised of Supervisor Simpson – Chair, Supervisor Campbell and Supervisor Wilck. Also present was Sheriff Wesley Reed, Commonwealth Attorney Jim Ennis, Chief Deputy David Eppes, Sgt. Richard Raybold and County Administrator Wade Bartlett.

Mr. Bartlett stated the Committee reviewed a request by the Sheriff requesting “At Will – Traffic Enforcement Overtime Program,” which would allow Sheriff Deputies to work traffic enforcement “at will” for overtime. The program will be an enforcement need-based program. The two current grant programs that fund overtime – Alcohol and DMV Speed Enforcement – are restricted as to the time the deputies can work. High traffic volume times such as morning commuting times and weekend morning hours are not covered. Mr. Bartlett added that often when staff is working under the grant funding, they become involved in situations that are not traffic-related such as handling calls for service, and traffic enforcement does not occur. The “At Will” program will provide additional staff on duty during the busiest periods of enforcement, thus allowing faster response to calls for service.

Mr. Bartlett stated increased enforcement will increase safety in the County, provide badly needed additional manpower while the additional cost will be covered by the additional enforcement; Amelia, Charlotte and Cumberland are successfully using this program.

The Sheriff is requesting that the entire state traffic code be incorporated into the County code, that the Board allow the Sheriff to institute the “at-will” enforcement program, and that part-time

employees be paid an overtime rate equal to the lowest amount paid to full-time deputies (\$28.38/hour) if they participate in the program.

Sgt. Raybold stated calls for service take precedence over traffic stops; he stated revenues from fines cover the costs.

Supervisor Simpson questioned the number of hours the officers will be permitted to work. Sgt. Raybold said during the trial period approximately 20-25 hours will be allotted to each member taking part in the program. He said this is restricted to road officers; not all road officers are interested in participating.

Sheriff Reed stated some of the investigators are certified to also work traffic division. He stated it would benefit the County because while crime rates are up, traffic stops would also get drugs off the street and would allow apprehension of felons; this program would also permit more County coverage. He stated routine patrol generated over \$80,000.

Supervisor Gantt made a motion to approve a six-month trial of the "At Will" Traffic Enforcement Overtime Program to begin immediately, to permit participating road officers to work a maximum of 25 hours per month, per road deputy, with the stipulation that if it is not beneficial to the County it will be discontinued after that time; 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: Amendment to Section 74-3 of the County Code

County Attorney James R. Ennis stated an amendment to Section 74-3, which is the local ordinance that incorporates the provisions of Title 46.2 Code of Virginia, which is the traffic provisions as well as 18.2-266 of the Code of Virginia, which is the Driving Under the Influence statute. He said the previous Section 74-3 excluded not only offenses which constituted a felony but they also excluded Class I and Class II misdemeanors that are contained in the traffic code. This amendment would still exclude offenses that are felonies, but would now include offenses which are Class I and Class II misdemeanors. The inclusion of these offenses will entitle defendants charged with Class I and II misdemeanors to court-

appointed lawyers, and it will be the County's responsibility to compensate those court-appointed lawyers. The cost is \$122 per offense; if found guilty, the cost is covered by the offender. If there is no request for jail time and only a fine is sentenced, it removes the need for a court appointed attorney.

Supervisor McKay made a motion to authorize a public hearing for the July 2013 Board of Supervisors meeting on the proposed amendment of the County Code; 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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**Proposed Amended Section 74-3 of the Code of Prince Edward County**

Section 74-3. Adoption of State Law

- (a) That pursuant to the authority of *Code of Virginia*, 1950, as amended, Section 46.2-1313, all of the provisions and the requirements of the laws of the state contained in Title 46.2 of the *Code of Virginia* as in force and effect on July 1, 2013, except those provisions and requirements the violation of which constitutes a felony, and except those provisions and requirements which, by their very nature, can have no application to or within the county, are hereby adopted and incorporated in this article by reference and made applicable within the county. References to highways of the state contained in the provisions and requirements adopted in this section shall be deemed to refer to the streets, highways and other public ways within the county. Such provisions and requirements are hereby adopted, mutatis mutandis, and made a part of this article as fully as though set forth at length herein, and it shall be unlawful for any person within the county to violate or fail, neglect or refuse to comply with any provision of Title 46.2 or of Article 2 (Section 18.20266 et seq.) of Chapter 7 of Title 18.2 of the *Code of Virginia*. Amendments to such state law hereafter adopted shall be incorporated herein on their respective dates unless specifically rejected by the governing body of the county.
- (b) All definitions or words and phrases contained in the state law adopted to this section shall apply to such words and phrases when used in this article unless clearly indicated to the contrary.
- (c) The penalties imposed for the violation of any provision or requirement adopted by this article are:
  - (1) As provided by general law for similar reference under Title 46.2 or under Article 2 (Section 18.2-266 et seq.) of Chapter 7 of Title 18.2 of the *Code of Virginia*; or Title 19.2 Criminal Procedure Chap. 20 Taxation and Allowance of Costs, Sections 19.2-328-19.2-338

In Re: Back-Up Generator and Transfer Switch Grants

Mr. Bartlett stated that late last fall, the County was awarded a \$50,000 Supplemental Local Emergency Management Grant (SLEMPG) through the Virginia Department of Emergency Management (VDEM). The grant was a 50/50 matching grant (\$50,000 state funds and \$50,000 local funds) for the purpose of providing back-up power for the facility that will be used as the County's emergency operation center – the County Ag Building. This spring the County issued two Invitations for Bid: one for the purchase of the generator and one for the purchase and installation of the transfer switch.

Mr. Bartlett reported that one bid was received for a 100kW, trailer-mounted generator from Carter Machinery Company for \$66,782. For the Invitation for Bid for the Transfer Switch and Installation, the County received two bids: from Creative Electric - \$15,745 and from Avis Electric - \$16,800. Mr. Bartlett recommended acceptance of the bids from Carter Machinery Company and Creative Electric.

Supervisor Wilck suggested the acceptance of bids be tabled for 30 days to contact other vendors for additional prices. Discussion followed.

Supervisor McKay made a motion to accept the bid from Carter Machinery Company for the generator, and the bid from Creative Electric for the purchase and installation of the transfer switch; the motion carried:

Aye: Howard M. Campbell  
William G. Fore, Jr.  
Don C. Gantt, Jr.  
Robert M. Jones  
Charles W. McKay  
Howard F. Simpson

Nay: Pattie Cooper-Jones  
Jim R. Wilck

In Re: Stormwater Management Program

Mr. Bartlett stated that at the December 11, 2012 meeting, the Board of Supervisors authorized the advertisement of a Request for Proposals for Professional Consulting Stormwater Services for a regional partnership consisting of the Counties of Planning District 14. This proposal is to select a consultant to provide the deliverables of a 2012 Virginia Locality Stormwater Program Development grant awarded through the Virginia Department of Conservation and Recreation.



Mr. Bartlett said seven proposals were received; a review panel consisting of representatives from each county reviewed the proposals and three firms were selected for further review. The interviews were completed on Friday, June 7, 2013 by the same panel of representatives of each of the partnership counties.

Mr. Bartlett reported the panel recommends Joyce Engineering be hired for the project; Joyce Engineering is willing to sign a fixed fee contract that will not exceed the amount of grant funds provided by the state.

Supervisor Jones made a motion, seconded by Supervisor Wilck, to authorize the County Administrator to execute a contract with Joyce Engineering for regional stormwater services in an amount not to exceed \$100,000, with the understanding that if a contract acceptable to all regional partners cannot be developed with Joyce Engineering, the County Administrator is authorized to negotiate and execute a contract with the second highest rated firm; 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: In The Line of Duty Memorial Committee Report

Mr. Bartlett stated that the *In the Line of Duty Memorial Committee* met on June 4, 2013; the Committee is comprised of Supervisor Simpson – Chair, and Supervisor Campbell. Also present were Wade Bartlett, Sarah Puckett, Magi Van Eps and Ron Van Eps.

Mr. Bartlett stated the Committee met to review the death of Thomas Harrison Dickinson, former Sheriff of Prince Edward County, who was killed by a train on September 30, 1915 in Pamplin, Virginia.

The Committee made the following recommendations to the Board of Supervisors:

1. Add Sheriff Thomas Harrison Dickinson to the County's *In the Line of Duty Memorial*.
2. Authorize the scheduling of an event to be held on Wednesday, September 11, 2013 to add Sheriff Dickinson's plaque to the Memorial.
3. Approve a project budget of \$3,500. The County will have to open a new memorial wall, which will require a bronze county seal and lettering.
4. Rearrangement of the memorial plaques by leaving the law enforcement officers on the existing wall (left-hand side) and placing the fire fighters on the right-hand wall, facing the Commonwealth Attorney's office.

5. Amend the Criteria for Inclusion by having the date of death of the individuals who are qualified as commencing on January 1, 1900.

Supervisor Simpson made a motion to approve the recommendations by the In the Line of Duty 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: Health Care Reform Act

Mr. Bartlett reported Congress will be making changes to the Health Care Reform Act and recommended a work session be scheduled to meet with consultants regarding the changes. Discussion followed.

Chairman Fore declared a five-minute recess.

Chairman Fore called the meeting back to order.

In Re: Closed Session

Supervisor Wilck made a motion that the Board convene in Closed Session to consult with legal counsel regarding legal matters concerning the library and the courthouse roof and which require the provision of legal advice by such 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 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 Board returned to regular session by motion of Supervisor McKay 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

On motion of Supervisor Jones, seconded by Supervisor Gantt 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

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.

Supervisor McKay made a motion to accept the offer by GAF, shingle manufacturer, for a cash settlement of \$2,940.30, and to authorize the County Administrator to procure bids for the Courthouse Roof replacement with either shingle roofing or metal, in the next 30 days, and to authorize the County Administrator to sign all necessary forms and documents; the motion carried:

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

Nay: None

In Re: Animal Warden's Report

Mr. Ray Foster, Animal Warden, submitted a report for the month of May 2013, 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 May 2013, which was reviewed and ordered to be filed with the Board papers.

In Re: PERT Ridership Report

The Board reviewed the May 2013 ridership report from PERT and ordered it 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 May, 2013, 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 May 2013, which was reviewed and ordered to be filed with the Board papers.

On motion of Supervisor McKay 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 11:08 p.m.

DRAFT





County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: July 9, 2013  
Item No.: 5-c  
Department: County Administration  
Staff Contact: Barbara Poulston  
Issue: Consent Agenda - Review of Accounts & Claims

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

**Attachments:** June 2013 Bill List

**Recommendation:** None.

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

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

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

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

6/28/2013

FROM DATE- 6/01/2013  
TO DATE- 6/30/2013

ACCOUNTS PAYABLE CHECKS  
PRINCE EDWARD

FUND NO.	DESCRIPTION	\$\$\$ PAY \$\$\$
100	GENERAL FUND	\$436,325.38
501	WATER FUND	\$88.29
502	SEWER FUND	\$37.99
732	RETIREMENT BENEFIT FUND	\$1,018.07
740	REVENUE SHARING-VDOT FUND	\$215,585.53
741	PIEDMONT COURT SERVICES FUND	\$5,978.13
	TOTAL	659,033.39



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6/28/2013  
FUND # - 100

PRINCE EDWARD  
LISTING OF INVOICES FOR 6/01/2013 -- 6/30/2013

AFTER CHECKS  
PAGE 1

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
2013	29332	Motor Vehicle Licenses-20 TOWN OF FARMVILLE	DECALS 613	DECAL REIMBURSEMENT	64,413.39 *
				ACCOUNT TOTAL	64,413.39 *
				MAJOR TOTAL	64,413.39 **
011010		BOARD OF SUPERVISORS			
3160	15240	Professional Services FARMVILLE HERALD	COMM ATTY	ADVERTISING	273.00
	25942	PUCKETT FUNERAL HOME INC	SCOTT ROBERT	CREMATION	1,380.00
				ACCOUNT TOTAL	1,653.00 *
3600	15240	Advertising FARMVILLE HERALD	CO ADM 613	ADVERTISING	1,222.34
				ACCOUNT TOTAL	1,222.34 *
5530	15170	Travel-Subsistence & Lodg FARMVILLE CHAMBER OF	3499	LUNCHEON	30.00
	32138	WAL-MART COMMUNITY/GEGRB	2238 CO ADM 613	SOFT DRINKS	43.78
				ACCOUNT TOTAL	73.78 *
				MAJOR TOTAL	2,949.12 **
012110		COUNTY ADMINISTRATOR			
3311	14300	Repairs & Maint-Auto & Eq EAST END MOTOR CO INC	99837	INSPECTION	16.00
				ACCOUNT TOTAL	16.00 *
5210	11894	Postal Services BUSINESS CARD	0460 PUCKETT613	POSTAGE	34.60
	25483	FITNEY BOWES	6804124 JUL13	POSTAGE METER LEASE	29.00
	30500	U S POSTAL SERVICE	2013 BOX RENT	BOX RENT	78.00
				ACCOUNT TOTAL	141.60 *
5230	30439	Telecommunications US CELLULAR	816442183 613	PHONE	128.88
				ACCOUNT TOTAL	128.88 *
5510	14440	Travel-Mileage PUCKETT SARAH E	MILEAGE 613	MILEAGE	193.79
				ACCOUNT TOTAL	193.79 *
5540	11894	Travel-Convention & Educa BUSINESS CARD	0460 PUCKETT613	SEMINAR	25.00
				ACCOUNT TOTAL	25.00 *
5810	31423	Dues & Association Member VA ASSOC OF COUNTIES*	IVC0603722	13-14 DUES	5,144.00
				ACCOUNT TOTAL	5,144.00 *
6001	11902	Office Supplies BUSINESS DATA OF VA, INC.	20130188	NORTON UPDATE	59.90
	13369	DIAMOND SPRINGS WATER INC	11393100 613	EQUIPMENT RENTAL	8.95
	15380	FARMVILLE PRINTING	CO ADM 613	LETTERHEAD/TICKETS	412.10
				ACCOUNT TOTAL	480.95 *

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6/28/2013  
FUND # - 100 GENERAL FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 6/01/2013 -- 6/30/2013

AFTER CHECKS  
PAGE 2

MAJOR# ACCT# 6012	VENDOR NUMBER 22210 22950	VENDOR NAME Books and Subscriptions MATTHEW BENDER & CO INC MUNICIPAL CODE CORP	INV# 45673950 230096	DESCRIPTION CODE RULES RV11 CODE ON INTERNET FEE	AMOUNT 53.39 700.00 753.39 * 6,883.61 **
012240	INDEPENDENT AUDITOR				
3120	27715	Accountings & Auditing Se ROBINSON FARMER COX ASSOC	42809	TREAS TURNOVER AUDIT	7,500.00 7,500.00 * 7,500.00 **
012310	COMMISSIONER OF REVENUE				
5210	11353 30520	Postal Services BMS DIRECT U S POSTAL SERVICE	POSTAGE 613 2013 BOX.RENT	PREPAY PPTY FORMS BOX RENT	4,776.40 130.00 4,906.40 *
6001	11902 20600 20600	Office Supplies BUSINESS DATA OF VA, INC. KEY OFFICE SUPPLY KEY OFFICE SUPPLY	20130188 431206 431228	NORTON UPDATE TONER LEXMARK RIBBON	59.90 89.99 15.29 165.18 * 5,071.58 **
012410	TREASURER				
3320	12762	Maintenance Service Contr COMPUTERPLUS SALES/SERVIC	MC0000169952	MAINTENANCE CONTRACT	1,075.35 1,075.35 *
5210	30540	Postal Services U S POSTAL SERVICE	2013 BOX RENT	BOX RENT	78.00 78.00 *
5410	22079	Lease/Rent Equipment MAIL FINANCE	H7007608	POSTAGE EQUIP LEASE	1,592.55 1,592.55 *
5540	30378	Travel-Convention & Educa UNIVERSITY OF VIRGINIA	15533	DELINQ COLLECT COURSE	175.00 175.00 *
5810	11015	Dues & Association Member BAI TREASURERS USER GROUP	FY2014 FEES	ANNUAL DEVELOP FEES	400.00 400.00 * 3,320.90 **
012510	INFORMATION TECHNOLOGY				
3160	11902	Professional Services BUSINESS DATA OF VA, INC.	20101664	CONTRACT AGREEMENT	3,700.00

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PRINCE EDWARD  
LISTING OF INVOICES FOR 6/01/2013 -- 6/30/2013

AFTER CHECKS  
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MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
3320	11902	BUSINESS DATA OF VA, INC.	20130179	TRAVEL EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	20130181	TRAVEL EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	20130184	TRAVEL EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	20130188	TRAVEL EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	20130189	TRAVEL EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	20130194	TRAVEL EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	20130197	TRAVEL EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	20130200	TRAVEL EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	20130203	TRAVEL EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	20130205	TRAVEL EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	20130209	TRAVEL EXPENSE	125.00
				ACCOUNT TOTAL	5,075.00 *
	12762	Maintenance Service COMPUTERPLUS SALES/SERVIC	MC0000169869	PRINTR MAINT CONTRACT	79.00
				ACCOUNT TOTAL	79.00 *
				MAJOR TOTAL	5,154.00 **
013100	1100	ELECTORAL BOARD AND OFFICIALS			
		Salaries & Wages			
	16180	GIBBS BETTY A	MARCH-JUNE 2013	SALARY	1,002.32
	22152	MARTIN SAMUEL A JR	MARCH-JUNE 2013	SALARY	501.16
	28445	SMITH GORDON V	MARCH-JUNE 2013	SALARY	501.16
				ACCOUNT TOTAL	2,004.64 *
3161	10636	AMOS RUBY F	ELECTION 613	OFFICIAL	100.00
	10636	AMOS RUBY F	ELECTION 613	TRAINING	25.00
	11171	BARNES BARBARA	ELECTION 613	OFFICIAL	100.00
	11171	BARNES BARBARA	ELECTION 613	TRAINING	25.00
	11186	BARNES ROBERT L	ELECTION 613	OFFICIAL	90.00
	11186	BARNES ROBERT L	ELECTION 613A	TRAINING	25.00
	11199	BAYLIS MARY L	ELECTION 613	OFFICIAL	100.00
	11199	BAYLIS MARY L	ELECTION 613	TRAINING	25.00
	11499	BRANDT WILLIAM E SR	ELECTION 613	OFFICIAL	90.00
	11648	BROWN WENDELL	ELECTION 613	OFFICIAL	90.00
	13766	DOVE RACHAEL E	ELECTION 613	OFFICIAL	100.00
	13766	DOVE RACHAEL E	ELECTION 613	TRAINING	25.00
	14127	EAMES SHELLA	ELECTION 613	OFFICIAL	90.00
	14324	EAST LYNN H	ELECTION 613	OFFICIAL	100.00
	14324	EAST LYNN H	ELECTION 613	TRAINING	25.00
	14365	EDMONDSON SARAH	ELECTION 613	OFFICIAL	90.00
	14990	EMANES VINCENT	ELECTION 613	OFFICIAL	90.00
	15574	FAWCETT NANCY D	ELECTION 613	OFFICIAL	100.00
	15574	FAWCETT NANCY D	ELECTION 613	TRAINING	25.00
	15652	FINCH LINDA	ELECTION 613	OFFICIAL	90.00
	15652	FINCH LINDA	ELECTION 613	MILEAGE	50.00
	15870	FORD MOSES	ELECTION 613	OFFICIAL	90.00
	15880	FORE BETH M	ELECTION 613	OFFICIAL	115.00
	15880	FORE BETH M	ELECTION 613	TRAINING	25.00

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PRINCE EDWARD  
LISTING OF INVOICES FOR 6/01/2013 -- 6/30/2013

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MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INVT#	DESCRIPTION	AMOUNT
	15880	FORE BETH M	ELECTION 613	PHONE	10.00
	15880	FORE BETH M	ELECTION 613	BALLOTS	20.00
	15880	FORE BETH M	ELECTION 613	MILEAGE	5.00
	15925	FOWLKES JEAN G	ELECTION 613	OFFICIAL	100.00
	15925	FOWLKES JEAN G	ELECTION 613	TRAINING	25.00
	16228	GLADDEN YOLANDA	ELECTION 613	OFFICIAL	115.00
	16228	GLADDEN YOLANDA	ELECTION 613	TRAINING	25.00
	16228	GLADDEN YOLANDA	ELECTION 613	PHONE	10.00
	16228	GLADDEN YOLANDA	ELECTION 613	MILEAGE	5.00
	17062	HALLADAY JENNIFER J	ELECTION 613	OFFICIAL	90.00
	17549	HELTON EDWARD LEE JR	ELECTION 613	OFFICIAL	115.00
	17549	HELTON EDWARD LEE JR	ELECTION 613	TRAINING	25.00
	17549	HELTON EDWARD LEE JR	ELECTION 613	PHONE	10.00
	17549	HELTON EDWARD LEE JR	ELECTION 613	BALLOTS	20.00
	17549	HELTON EDWARD LEE JR	ELECTION 613	MILEAGE	5.00
	17559	HELTON MICHAEL L	ELECTION 613	OFFICIAL	100.00
	17559	HELTON MICHAEL L	ELECTION 613	TRAINING	25.00
	17693	HINES JANE NEWMAN	ELECTION 613	OFFICIAL	90.00
	17746	HOLLINGSWORTH ESTHER W	ELECTION 613	OFFICIAL	115.00
	17746	HOLLINGSWORTH ESTHER W	ELECTION 613	TRAINING	25.00
	17746	HOLLINGSWORTH ESTHER W	ELECTION 613	PHONE	10.00
	17746	HOLLINGSWORTH ESTHER W	ELECTION 613	BALLOTS	20.00
	17746	HOLLINGSWORTH ESTHER W	ELECTION 613	MILEAGE	5.00
	17876	HULSIZER BRIAN N	ELECTION 613	OFFICIAL	115.00
	17876	HULSIZER BRIAN N	ELECTION 613	TRAINING	25.00
	17876	HULSIZER BRIAN N	ELECTION 613	PHONE	10.00
	17876	HULSIZER BRIAN N	ELECTION 613	BALLOTS	20.00
	17876	HULSIZER BRIAN N	ELECTION 613	MILEAGE	15.00
	19250	JASPER FRANCES D	ELECTION 613	OFFICIAL	115.00
	19250	JASPER FRANCES D	ELECTION 613	TRAINING	25.00
	19250	JASPER FRANCES D	ELECTION 613	PHONE	10.00
	19250	JASPER FRANCES D	ELECTION 613	BALLOTS	20.00
	19250	JASPER FRANCES D	ELECTION 613	MILEAGE	15.00
	19579	JENNINGS JOHN	ELECTION 613	OFFICIAL	90.00
	20207	KELLUM DONALD B JR	ELECTION 613	OFFICIAL	90.00
	20214	UNILECT CORPORATION	13 1429	TRAINING	85.90
	20279	KELSEY PEGGY	ELECTION 613	OFFICIAL	90.00
	21632	LEE JAMES JUNIOR	ELECTION 613	OFFICIAL	90.00
	21664	LEE JEAN W	ELECTION 613	OFFICIAL	115.00
	21664	LEE JEAN W	ELECTION 613	TRAINING	25.00
	21664	LEE JEAN W	ELECTION 613	PHONE	10.00
	21664	LEE JEAN W	ELECTION 613	BALLOTS	20.00
	21664	LEE JEAN W	ELECTION 613	MILEAGE	15.00
	22274	MCELHENIE LORA P	ELECTION 613	OFFICIAL	90.00
	22691	MORGAN TOLA	ELECTION 613	OFFICIAL	115.00
	22691	MORGAN TOLA	ELECTION 613	TRAINING	25.00
	22691	MORGAN TOLA	ELECTION 613	PHONE	10.00
	22691	MORGAN TOLA	ELECTION 613	BALLOTS	20.00
	22691	MORGAN TOLA	ELECTION 613	MILEAGE	10.00

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
	27131	RANDOLPH REBECCA L	ELECTION 613	OFFICIAL	115.00
	27131	RANDOLPH REBECCA L	ELECTION 613	TRAINING	25.00
	27131	RANDOLPH REBECCA L	ELECTION 613	PHONE	10.00
	27131	RANDOLPH REBECCA L	ELECTION 613	BALLOTS	20.00
	27131	RANDOLPH REBECCA L	ELECTION 613	MILEAGE	15.00
	27160	REED MARY G	ELECTION 613	OFFICIAL	90.00
	27660	ROBERTSON ROSALIE B	ELECTION 613	OFFICIAL	100.00
	27660	ROBERTSON ROSALIE B	ELECTION 613	TRAINING	25.00
	28310	SHELTON HENRY O	ELECTION 613	OFFICIAL	90.00
	28339	SHEPPERSON BERTHA E	ELECTION 613	OFFICIAL	90.00
	28434	SOMERS CLAUDIA	ELECTION 613	OFFICIAL	115.00
	28434	SOMERS CLAUDIA	ELECTION 613	TRAINING	25.00
	28434	SOMERS CLAUDIA	ELECTION 613	PHONE	10.00
	28434	SOMERS CLAUDIA	ELECTION 613	BALLOTS	20.00
	28434	SOMERS CLAUDIA	ELECTION 613	MILEAGE	10.00
	28438	SOMERS PHILLIP	ELECTION 613	OFFICIAL	115.00
	28438	SOMERS PHILLIP	ELECTION 613	TRAINING	25.00
	28438	SOMERS PHILLIP	ELECTION 613	PHONE	10.00
	28438	SOMERS PHILLIP	ELECTION 613	BALLOTS	20.00
	28438	SOMERS PHILLIP	ELECTION 613	MILEAGE	15.00
	28439	SKAKUM LYNN	ELECTION 613	OFFICIAL	90.00
	28882	STOCKTON MARGARET	ELECTION 613	OFFICIAL	100.00
	28882	STOCKTON MARGARET	ELECTION 613	TRAINING	25.00
	29283	TIMMONS LINDA	ELECTION 613	OFFICIAL	90.00
	29329	TOWLER JAMES B	ELECTION 613	OFFICIAL	90.00
	32128	WARNER MICHAEL SCOTT	ELECTION 613	OFFICIAL	90.00
	32715	WILSON VIRGINIA H	ELECTION 613	OFFICIAL	90.00
	32915	WRIGHT KASIE R	ELECTION 613	OFFICIAL	100.00
	32915	WRIGHT KASIE R	ELECTION 613	TRAINING	25.00
3500		Printing			5,570.90 *
	16180	GIBBS BETTY A	EXPENSES 613	PRINTING	10.60
	20214	UNILECT CORPORATION	12 1353	BALLOT ARTWORK	570.00
				ACCOUNT TOTAL	580.60 *
5210		Postal Services			
	16180	GIBBS BETTY A	EXPENSES 613	POSTAGE	23.85
				ACCOUNT TOTAL	23.85 *
5420		Lease/Rental of Buildings			
	13083	DARLINGTON HGT FIRE DEPT	ELECTION 613	RENT	200.00
	14600	ELKS LODGE #269	ELECTION 613	RENT	200.00
	15520	FARMVILLE VOL FIRE DEPT	ELECTION 613	RENT	200.00
	17208	HAMPDEN-SYDNEY FIRE DEPT	ELECTION 613	RENT	200.00
	22899	MT ZION SECOND BAPTIST CH	ELECTION 613	RENT	200.00
	25920	PROSPECT VOL FIRE DEPT	ELECTION 613	RENT	200.00
	27330	RICE VOL FIRE DEPT	ELECTION 613	RENT	200.00
	28897	MT PLEASANT CHURCH	ELECTION 613	RENT	200.00
				ACCOUNT TOTAL	1,600.00 *
5510		Mileage			
	22152	MARTIN SAMUEL A JR	MILEAGE 613	MILEAGE	50.85
				ACCOUNT TOTAL	50.85 *

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MAJOR# ACCT# 6001	VENDOR NUMBER 20214	VENDOR NAME Office Supplies UNILECT CORPORATION	INV# 12 1353	DESCRIPTION ABSENTEE BALLOT CRDS	AMOUNT 265.04 * 265.04 * 10,095.88 **
013200	REGISTRAR				
3600	15240	Advertising FARMVILLE HERALD	REGISTRAR 613	ADVERTISING	92.25 92.25 * 92.25 **
021100	CIRCUIT COURT				
5540	17750 17750	Travel-Convention & Educa HOMESTEAD HOMESTEAD	ASSOC MTG 613 BAR ASSOC 613	LODGING BAR ASSOCIATION MTG	181.75 1,000.00 1,181.75 * 1,181.75 **
021200	GENERAL DISTRICT COURT				
5230	30439	Telecommunications US CELLULAR	816442183 613	PHONE	24.61 24.61 *
6001	30560	Office Supplies U S POSTAL SERVICE	2013 BOX RENT	BOX RENT	54.00 54.00 *
6095	30672	Office Supplies - Juv Pro U S POSTAL SERVICE	2013 BOX RENT	BOX RENT	54.00 54.00 * 132.61 **
021300	SPECIAL MAGISTRATES				
6001	20600 20600 20600 20600	Office Supplies KEY OFFICE SUPPLY KEY OFFICE SUPPLY KEY OFFICE SUPPLY KEY OFFICE SUPPLY	431787 432425 433605 433999	BATTERIES/SUPPLIES LASER CARTRIDGE CANNON CARTRIDGES CARTRIDGES/DRWR FILE	66.69 99.89 252.67 110.75 530.00 * 530.00 **
021600	CLERK OF THE CIRCUIT COURT				
5210	30610	Postal Services U S POSTAL SERVICE	2013 BOX RENT	BOX RENT	78.00 78.00 *
5230	10105	Telecommunications AT&T	392 5145 613	PHONE	43.04

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MAJOR# ACCT#	VENDOR NUMBER NAME	INV#	DESCRIPTION	AMOUNT
5850	21319 CENTURYLINK Jurors/Witnesses FITZ SUE ANN	309863799 613	PHONE	84.95
		MILEAGE 613	WITNESS MILEAGE	127.99 *
5880	18663 MANATRON INC 18663 MANATRON INC 20904 KINEX NETWORKING SOLUTION	INVC047645 9045 130601 0030	ONLINE DATA HOST FEE CREDIT DSL	5,300.72 562.50- 74.95
6030	20600 KEY OFFICE SUPPLY Non-Capital Equipment	433820	FAX MACHINE	4,813.17 *
021800	LAW LIBRARY			699.00
5230	10105 AT&T 21319 CENTURYLINK	315 0208 613 309478607 613	PHONE PHONE	699.00 *
6012	21761 LEXISNEXIS Books and Subscriptions	1305060616	ONLINE SERVICE	5,766.56 **
022100	COMMONWEALTH'S ATTORNEY			36.58
5210	25483 PITNEY BOWES 25955 PURCHASE POWER	1679555 MY13 15434831887 613	LEASING CHARGE POSTAGE	39.57
5230	13325 TELECOMMUNICATIONS TREASURER OF VIRGINIA	T260162	IPAD SERVICE	76.15 *
5899	27497 RICHMOND TIMES DISPATCH 28866 STEPS, INC	3020045 613 10810	SOFTWARE RFP SHREDDING SERVICE	247.00 *
6001	20600 KEY OFFICE SUPPLY 20600 KEY OFFICE SUPPLY 20600 KEY OFFICE SUPPLY 20600 KEY OFFICE SUPPLY	431316 431458 431704 432038	ENVELOPES SIGNATURE STAMP SIGNATURE STAMP LASER CARTRIDGE	247.00 *
6012	16177 GERONIMO DEVELOPMENT CORP Books and Subscriptions	10996	CASE FINDER SUBSCRIP	323.15 **
			ACCOUNT TOTAL	102.00
			ACCOUNT TOTAL	419.99
			ACCOUNT TOTAL	521.99 *
			ACCOUNT TOTAL	135.15
			ACCOUNT TOTAL	135.15 *
			ACCOUNT TOTAL	154.60
			ACCOUNT TOTAL	35.00
			ACCOUNT TOTAL	189.60 *
			ACCOUNT TOTAL	105.66
			ACCOUNT TOTAL	18.50
			ACCOUNT TOTAL	18.50
			ACCOUNT TOTAL	154.99
			ACCOUNT TOTAL	297.65 *
			ACCOUNT TOTAL	619.00
			ACCOUNT TOTAL	619.00 *
			MAJOR TOTAL	1,763.39 **

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MAJOR# ACCT# 031200	VENDOR NUMBER SHERIFF	VENDOR NAME	IN#	DESCRIPTION	AMOUNT
3310	12742	Repairs/Maintenance COMMTRONICS OF VIRGINIA	208814	RADIO REPAIRS	70.00 *
3311	14300	Repairs & Maint-Auto & Eq EAST END MOTOR CO INC	98194	INSPECTION	16.00
	14300	EAST END MOTOR CO INC	98441	WIPER MOTOR	254.61
	14300	EAST END MOTOR CO INC	98560	AXLE/BEARING/SEAL	680.31
	14300	EAST END MOTOR CO INC	99177	INSPECTION	16.00
	14300	EAST END MOTOR CO INC	99207	INSPECT/OIL CHG	83.96
	15150	FARMVILLE AUTO PARTS	92288	BRAKE ROTORS/PADS	501.01
	23289	NAPIER TOWING	SHERIFF 513	TOWING	125.00
				ACCOUNT TOTAL	1,676.89 *
5210	11894	Postal Services BUSINESS CARD	0555 SHERIF 513	SHIPPING CHARGES	5.20
	30666	U S POSTAL SERVICE	2013 BOX RENT	BOX RENT	54.00
				ACCOUNT TOTAL	59.20 *
5230	11894	Telecommunications BUSINESS CARD	0555 SHERIF 513	FCC LICENSE/BATTERY	104.80
	13325	TREASURER OF VIRGINIA	T260126	VCIN	108.10
	20904	KINEX NETWORKING SOLUTION	130531 0001	VCIN SYSTEM UPGRADE	100.00
	20904	KINEX NETWORKING SOLUTION	130601 0011	REMOTE BACKUP	19.95
	21319	CENTURLINK	309468839 613	VCIN	10.36
	21319	CENTURLINK	309558628 613	VCIN	7.97
	30439	US CELLULAR	918210747 613	PHONE	705.84
	30439	US CELLULAR	918210747 613A	PHONE	750.90
				ACCOUNT TOTAL	1,807.92 *
5530	11894	Travel-Subsistence & Lodg BUSINESS CARD	0555 SHERIF 513	MEALS/LODGING	163.36
	28703	SPRAGUE JOSEPH	MEALS 613	MEALS	49.26
				ACCOUNT TOTAL	212.62 *
5540	11894	Travel-Convention and Edu BUSINESS CARD	0555 SHERIF 513	CREDIT	300.00-
5801	22705	Accreditation MORTON DEKEACE	367874	CATERING	289.50
	25120	PAIRET'S INC	14412	PLATE/ENGRAVING	5.70
				ACCOUNT TOTAL	295.20 *
5810	12318	Dues & Association Member CNTRL VA CRIMINAL JUSTICE	2026	DUES	11,040.00
				ACCOUNT TOTAL	11,040.00 *
6001	13369	Office Supplies DIAMOND SPRINGS	27961300 613	WATER & EQUIP RENTAL	79.90
	13369	DIAMOND SPRINGS WATER INC	27961300 613A	WATER & EQUIP RENTAL	90.10
	20600	KEY OFFICE SUPPLY	431375	OFFICE SUPPLIES	5.99
	20600	KEY OFFICE SUPPLY	431380	CANON CARTRIDGE	91.89
	20600	KEY OFFICE SUPPLY	431470	FRAME	29.89
	20600	KEY OFFICE SUPPLY	431719	INK CARTRIDGE/LABELS	65.97



MAJOR# ACCT#	VENDOR NUMBER NAME	INV#	DESCRIPTION	AMOUNT
6004	20600 KEY OFFICE SUPPLY	431941	HP CARTRIDGE	78.99
	20600 KEY OFFICE SUPPLY	432087	HP CARTRIDGE	51.98
	20600 KEY OFFICE SUPPLY	432274	AVERY TABS	236.70
	20600 KEY OFFICE SUPPLY	432386	BINDERS	16.18
	20600 KEY OFFICE SUPPLY	432572	AVERY TABS	23.67
	28757 STAPLES ADVANTAGE	8025581828	OFFICE SUPPLIES	675.59
	32138 WAL-MART COMMUNITY/GEGRB	2117 SHERIF 513	OFFICE SUPPLIES	56.60
	32138 WAL-MART COMMUNITY/GEGRB	2117 SHERIFF613	OFFICE SUPPLIES	8.54
			ACCOUNT TOTAL	1,511.99 *
6008	28640 Virso Comm Center Crime P	526776002 613	ELECTRIC SERVICE	9.08
	999999 SOUTHSIDE ELECTRIC COOP	SIGN POSTS 613	SIGN POSTS	188.69
			ACCOUNT TOTAL	197.77 *
6009	11894 Vehicle & Powered Equip F	0555 SHERIF 513	GAS	68.03
	14700 BUSINESS CARD	856489	GAS	36.00
			ACCOUNT TOTAL	104.03 *
6010	15150 Vehicle & Powered Equip S	92779	AA BATTERIES	16.94
	15150 FARMVILLE AUTO PARTS	93429	BULB	5.59
			ACCOUNT TOTAL	22.53 *
	11894 Police Supplies	0555 SHERIF 513	DIGITAL CAMERAS	524.95
	15656 BUSINESS CARD	42522	FIRE EXTINGUISHER	15.95
	16101 FIRE & SAFETY EQUIP CO	CREDIT 613	MERCHANDISE RETURNED	15.96-
	16101 GALLS LLC	216618 613	BALANCE DUE	.06
	16101 GALLS LLC	613815	SAFETY VESTS	101.86
	16101 GALLS LLC	620423	SAFETY VESTS	57.57
	16101 GALLS LLC	666222	MAGLITE TRAFFIC WAND	20.40
	17903 HURAK RICHARD	EXPENSES 613	BUNGEE/TARPS	27.05
	28592 SOUTHERN POLICE EQUIP CO	167203	LEG IRONS/HANDCUFFS	209.95
	28592 SOUTHERN POLICE EQUIP CO	167213	CREDIT	60.98-
	28592 SOUTHERN POLICE EQUIP CO	167655	RADIO HOLDR BELTLOOP	43.98
	28592 SOUTHERN POLICE EQUIP CO	167671	HOLSTER	71.99
	28592 SOUTHERN POLICE EQUIP CO	167807	HOLSTER	42.59
	32138 WAL-MART COMMUNITY/GEGRB	2117 SHERIF 513	STAPLERS/TOOL BOXES	116.64
	32138 WAL-MART COMMUNITY/GEGRB	2117 SHERIFF613	EVIDENCE BAGS	13.38
			ACCOUNT TOTAL	1,169.43 *
6011	26360 Uniforms & Wearing Appare	1268	UNIFORM PANTS	85.00
	26360 QUALITY UNIFORM CO INC	1337	PANTS	87.00
	26360 QUALITY UNIFORM CO INC	1380	RAINCOAT	260.00
	28592 SOUTHERN POLICE EQUIP CO	167655	BELT BUCKLE	5.39
			ACCOUNT TOTAL	437.39 *
			MAJOR TOTAL	18,304.97 **
032200	VOLUNTEER FIRE DEPARTMENT			
7001	13166 Payment to Farmville VFD	20422	INSPECT/REPAIR LIGHTS	150.48
	DAVIS GMC TRUCK INC			

MAJOR#	ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
7003		12745	Payment to Prospect VFD			
		13166	COMMONWEALTH REGIONAL	PROSPECT PD	GRANT ASSISTANCE	1,350.00
		15908	DAVIS GMC TRUCK INC	20427	INSPECT/CHANGE OIL	91.90
		25210	FOSTER FUELS INC	239441T	PROPANE	229.98
		25210	PAMPLIN EXXON	PROSPECT PD 613	FUEL	107.80
		25782	PAMPLIN EXXON	25512	INSPECTION/TIRES	717.83
		28676	PRINCE EDWARD CO PBLC SCH	DIESEL 613	DUES	25.79
		29332	SOUTHSIDE TRAINING ASSOC	PROSPECT PD 613	FUEL	200.00
		31844	TOWN OF FARMVILLE	6120897506 613	ELECTRIC SERVICE	594.64
		31844	DOMINION VA POWER	7600812502 613	ELECTRIC SERVICE	5.66
		31846	DOMINION VA POWER	7020850009 613	ELECTRIC SERVICE	189.47
		31846	DOMINION VA POWER	8898799252 613	ELECTRIC SERVICE	13.77
		31904	VA STATE FIREFGHTRS ASSOC	PROSPECT PD 613	13-14 DUES	160.00
					ACCOUNT TOTAL	3,692.50 *
7004			Payment to Darlington VFD			
		10160	ADVANCE AUTO PARTS	2060310236178	MOWER BATTERY & OIL	74.50
		10851	ATLANTIC EMERGENCY	EOS07175P	HOOKS/PIKE POLE	114.00
		12024	C W WILLIAMS	562287	UPGRADE CAMERA	5,032.50
		12024	C W WILLIAMS	562870	SCBA FLOW TEST	2,028.20
		12996	CYRUS PEST CONTROL CO	JUNE 2013	EXTERMINATING SERVIC	45.00
		12996	CYRUS PEST CONTROL CO	MAY 2013	EXTERMINATING SERVIC	45.00
		15560	FARMVILLE WHSALE ELECTRIC	504555	WIRING SUPPLIES	324.00
		15560	FARMVILLE WHSALE ELECTRIC	504566	WIRING SUPPLIES	383.29
		25720	PRINCE EDWARD AREA FIRE-	D HGHTS VFD 613	DUES	20.00
		28640	SOUTHSIDE ELECTRIC COOP	38156001 613	ELECTRIC SERVICE	276.16
		28640	SOUTHSIDE ELECTRIC COOP	38156001 613A	ELECTRIC SERVICE	328.07
		29083	TAYLOR-FORBES EQUIP CO	IN17971	FUEL LINE ASSEMBLY	39.90
		31333	VERIZON WIRELESS	9705335830 613	PHONE	60.07
		31335	VERIZON	248 6805 613	PHONE	147.22
		31335	VERIZON	248 6805 613A	PHONE	152.25
					ACCOUNT TOTAL	9,070.16 *
7005			Payment to Hampden-Sydney			
		12024	C W WILLIAMS	467708	REPAIR THERML CAMERA	5,040.00
		21319	CENTURYLINK	310187773 613	PHONE	56.60
		25720	PRINCE EDWARD AREA FIRE-	HSVFD 613	DUES	20.00
					ACCOUNT TOTAL	5,116.60 *
7006			Payment to Pamplin VFD			
		12742	COMMTRONICS OF VIRGINIA	208087	RADIO REPAIR	170.25
		15656	FIRE & SAFETY EQUIP CO	41956	SCBA HYDROTEST	50.00
		19139	JAMERSON JE BLDG SUPPLY	286238	MAINTENANCE SUPPLIES	193.33
		25210	PAMPLIN EXXON	PAMPLIN FD 613	VEHICLE MAINTENANCE	32.96
		25210	PAMPLIN EXXON	PAMPLIN FD 613	FUEL	591.42

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
7007	25720	PRINCE EDWARD AREA FIRE-	PAMPLIN VFD 613	DUES	20.00
	28676	SOUTHSIDE TRAINING ASSOC	PAMPLIN FD 613	DUES	200.00
	31335	VERIZON	248 6100 613	PHONE	61.40
	31335	VERIZON	248 6690 613	PHONE	55.97
	31335	VERIZON	248 6690 613	PHONE	56.74
	31846	DOMINION VA POWER	4743517221 613	ELECTRIC SERVICE	330.71
	31846	DOMINION VA POWER	6280980001 613	ELECTRIC SERVICE	52.20
		Payment to Meherrin VFD			1,814.98 *
	25246	PARKER OIL CO INC	857230	DIESEL	750.46
	31335	VERIZON	736 0633 613	PHONE	164.12
	31846	DOMINION VA POWER	0519881510 613	ELECTRIC SERVICE	388.00
	31846	DOMINION VA POWER	1913347348 613	ELECTRIC SERVICE	37.99
	31846	DOMINION VA POWER	2725824417 613	ELECTRIC SERVICE	13.76
	32146	WATKINS INSURANCE AGENCY	26571	AUTO/PKG/UMBRELLA	3,604.00
				ACCOUNT TOTAL	4,958.33 *
				MAJOR TOTAL	42,979.83 **
032500		EMERGENCY SERVICES			
3160	29280	Professional Service E-91 TIMMONS GROUP	153443	E911 ADDRESSING	2,185.00
				ACCOUNT TOTAL	2,185.00 *
5022	11894	Community Emergency Respo BUSINESS CARD	0460 PUCKETT613	IPAD	729.00
				ACCOUNT TOTAL	729.00 *
6014	21005	Other Operating Supplies KORMAN SIGNS	258825	SIGNS	203.91
				ACCOUNT TOTAL	203.91 *
				MAJOR TOTAL	3,117.91 **
033200		REGIONAL JAIL & DETENTION			
3196	25375	Purchase of Services - Ja PIEDMONT RGNL JUVENILE	1192	JUVENILE DETENTION	3,450.00
				ACCOUNT TOTAL	3,450.00 *
				MAJOR TOTAL	3,450.00 **
034100		BUILDING OFFICIAL			
3311	25911	Repairs & Maint-Auto PRO AUTO LLC	13108	INSPECTION	16.00
				ACCOUNT TOTAL	16.00 *
5230	30439	Telecommunications US CELLULAR	816442183 613	PHONE	24.61
				ACCOUNT TOTAL	24.61 *
5530	21498	Travel-Subsistence & Lodg LEATHERWOOD COY	EXPENSES 613	MEAL	6.37
				ACCOUNT TOTAL	6.37 *

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5540	21498	Travel-Convention & Educa LEATHERWOOD COY	EXPENSES 613	MTG REGISTRATION	15.00 *
6009	15150	Vehicle & Powered Equip S FARMVILLE AUTO PARTS	92647	DRAIN PLUG	15.00 *
				ACCOUNT TOTAL	4.19
				ACCOUNT TOTAL	4.19 *
				MAJOR TOTAL	66.17 **
035100		ANIMAL CONTROL			
3110	20919	Vet Care KINGSLEY JENNIFER DVM	JUNE 18 2013	VET SERVICE	40.00
	20919	KINGSLEY JENNIFER DVM	JUNE 23 2013	VET SERVICE	50.00
				ACCOUNT TOTAL	90.00 *
3310	21811	Repairs/Maintenance LOWE'S	901878	PAINT STRIPPER	56.94
	21811	LOWE'S	909115	LIGHT FIXTURE/BULBS	19.91
				ACCOUNT TOTAL	76.85 *
3311	14300	Repairs & Maint-Auto & Po EAST END MOTOR CO INC	99043	HYDRAULIC CNTRL/PADS	1,414.13
				ACCOUNT TOTAL	1,414.13 *
5110	31844	Electrical Services DOMINION VA POWER	0890745003 613	ELECTRIC SERVICE	88.40
				ACCOUNT TOTAL	88.40 *
5230	21319	Telecommunications CENTURYLINK	310119726 613	PHONE	131.53
	30439	US CELLULAR	816442183 613	PHONE	49.22
				ACCOUNT TOTAL	180.75 *
6002	21811	Supplies for Shelter LOWE'S	910170	ROUNDUP/INSECT SPRAY	35.09
	21811	LOWE'S	910558	TANK SPRAYER/NOZZLE	15.15
	32138	WAL-MART COMMUNITY/GECRB	2238 CO ADM 613	DOG FOOD	159.84
				ACCOUNT TOTAL	210.08 *
6005	32138	Janitorial Supplies WAL-MART COMMUNITY/GECRB	2238 CO ADM 613	CLEANING SUPPLIES	41.44
				ACCOUNT TOTAL	41.44 *
8202	31983	Equipment VORTECH PHARMACEUTICALS	103389	FATAL PLUS SOLUTION	232.59
				ACCOUNT TOTAL	232.59 *
				MAJOR TOTAL	2,334.24 **
036100		BIOSOLIDS MONITORING			
3311	29925	Repairs & Maint-Auto & Eq TRI-COUNTY FORD INC	97927	CHANGE OIL/CHECK AC	130.46
				ACCOUNT TOTAL	130.46 *
5230	30439	Telecommunications US CELLULAR	816442183 613	PHONE	24.61
				ACCOUNT TOTAL	24.61 *
				MAJOR TOTAL	155.07 **

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3160	27191	27191	Professional Services		39469	MISC WORK TASKS	2,951.75
	27191	RESOURCE INTERNATIONAL			39470	STORM WTR COMPLIANCE	87.00
						ACCOUNT TOTAL	3,038.75 *
3310	21811	21811	Repairs/Maintenance		901326	HALOGEN BULBS	13.26
			LOWE'S		909115	BULBS	26.52
						ACCOUNT TOTAL	39.78 *
3311	14300	14300	Repairs & Maint-Auto & Eq		98223	FLAT TIRE REPAIR	34.02
	28596	EAST END MOTOR CO INC			18785	STRAPS/GLOVES	25.23
		SOUTHERN STATES				ACCOUNT TOTAL	59.25 *
3840	10811	10811	Contract Landfill - POS		JUNE 2013	TRASH COLLECTION	368.00
	27191	ARENA TRUCKING COMPANY			39489	GROUNDWTR MONITORING	7,931.42
	32953	WRIGHT'S EXCAVATING LLC			JUNE 2013	LANDFILL OPERATION	48,093.75
						ACCOUNT TOTAL	56,393.17 *
3841	14723	14723	Purchase of Serv - Recycli		472843	TIRE RECYCLING	471.60
		EMANUEL TIRE OF VIRGINIA			472887	TIRE RECYCLING	682.80
		EMANUEL TIRE OF VIRGINIA			472888	TIRE RECYCLING	1,434.00
		EMANUEL TIRE OF VIRGINIA			472934	TIRE RECYCLING	484.80
		EMANUEL TIRE OF VIRGINIA			472935	TIRE RECYCLING	499.20
	28866	STEPS, INC			MAY 2013	RECYCLING FEE	1,516.74
	29029	SYNERGY RECYCLING LLC			1300538	ELECTRONIC RECYCLING	1,380.74
						ACCOUNT TOTAL	6,469.88 *
5110	28640	28640	Electrical Services		114379001 613	DH SITE	49.82
		SOUTHSIDE ELECTRIC COOP			114379003 613	VIRSO SITE	80.51
	31844	31844	DOMINION VA POWER		5181167213 613	LEACHATE PUMP	103.09
	31844	31844	DOMINION VA POWER		8970737501 613	SCALEHOUSE	87.09
	31846	31846	DOMINION VA POWER		0599507431 613	RICE SITE	55.77
	31846	31846	DOMINION VA POWER		0670040567 613	CELL C PUMP STATION	13.53
	31846	31846	DOMINION VA POWER		1144204110 613	GREEN BAY SITE	51.80
	31846	31846	DOMINION VA POWER		7471653571 613	WORSHAM SITE	51.47
	31846	31846	DOMINION VA POWER		8601161519 613	PROSPECT SITE	57.95
	31846	31846	DOMINION VA POWER		9176847250 613	LANDFILL SITE	28.22
						ACCOUNT TOTAL	579.25 *
5230	10105	10105	Telecommunications		223 1595 613	PHONE	42.02
		AT&T			248 5696 613	PHONE	36.58
		AT&T			392 3675 613	PHONE	43.85
		AT&T			392 9223 613	PHONE	36.58
		AT&T			574 4166 613	PHONE	36.58
		AT&T			767 2769 613	PHONE	36.58
	21319	21319	CENTURYLINK		309326764 613	PHONE	49.88
		CENTURYLINK			309480181 613	PHONE	52.11

MAJOR#	ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5440		21319	CENTURLINK	309553498 613	PHONE	40.00
		21319	CENTURLINK	309615846 613	PHONE	44.70
		21319	CENTURLINK	309714661 613	PHONE	50.17
		21319	CENTURLINK	310039285 613	PHONE	39.69
		30439	US CELLULAR	816442183 613	PHONE	24.61
		31335	VERIZON	248 5696 613	PHONE	47.39
		31335	VERIZON	736 2828 613	PHONE	74.87
					ACCOUNT TOTAL	655.61 *
5440		28869	Portable Toilet Rental STIFF O O INC	2199	MONTHLY SERVICE	662.50
					ACCOUNT TOTAL	662.50 *
6008		25782	Vehicle & Powered Equip F PRINCE EDWARD CO PBLC SCH	DIESEL 613	DIESEL	1,475.50
					ACCOUNT TOTAL	1,475.50 *
6009		14300	Vehicle & Powered Equip S EAST END MOTOR CO INC	97765	TIRE	726.95
		23248	NAPA OF FARMVILLE	106424	HYDRAULIC FLUID/FUNL	50.98
					ACCOUNT TOTAL	777.93 *
					MAJOR TOTAL	70,151.62 **
043200			GENERAL PROPERTIES			
3310		12982	Repairs/Maintenance CUMMINS ATLANTIC LLC	009 91618	GENERATR SERV CNTRCT	1,082.70
		15686	FIRE SPRINKLER LTD	1065	ANNUAL SERV CONTRACT	1,200.00
		17877	HUDSON-PAYNE ELECTRONICS	13052105	FIRE ALRM TEST CNTRT	650.00
		22322	MCQUAY INTERNATIONAL	72112	CHILLER MAINT CNTRCT	2,680.00
		24086	OK TERMITE & PEST CONTROL	JUNE 18 2013	EXTERMINATING SERVIC	150.00
					ACCOUNT TOTAL	5,762.70 *
3311		14300	Repairs & Maint-Auto & Eq EAST END MOTOR CO INC	99025	FLAT TIRE REPAIR	20.00
					ACCOUNT TOTAL	20.00 *
5110		28640	Electrical Services SOUTHSLIDE ELECTRIC COOP	114379002 613	SRR LIGHTS	29.72
		31844	DOMINION VA POWER	1230385005 613	ROY CLARK MONUMENT	11.73
		31844	DOMINION VA POWER	2786281903 613	COURTHOUSE	12,281.77
		31844	DOMINION VA POWER	9670710004 613	SHOP	30.95
		31846	DOMINION VA POWER	1545926683 613	SCOPE BLDG	210.50
		31846	DOMINION VA POWER	4951935099 613	SHERIFF DEPT SHED	5.66
		31846	DOMINION VA POWER	5856894620 613	WORSHAM CLERK OFFICE	16.64
		31846	DOMINION VA POWER	6669158583 613	LIGHTS AT RICE	111.26
		31846	DOMINION VA POWER	8105475944 613	AG BLDG	1,158.97
					ACCOUNT TOTAL	13,857.20 *
5130		29332	Water & Sewer TOWN OF FARMVILLE	AG BLDG 613	WATER/SEWER	87.47
		29332	TOWN OF FARMVILLE	CH IRRIG 613	WATER	10.75
		29332	TOWN OF FARMVILLE	SCOPE BLDG 613	WATER/SEWER	33.65
					ACCOUNT TOTAL	131.87 *
5230		10105	Telecommunications AT&T	223 8665 613	PHONE	36.57

MAJOR#	ACCT#	VENDOR NUMBER	VENDOR NAME	INVOICE#	DESCRIPTION	AMOUNT
5303		15583	Flood Insurance FEMA FLOOD PAYMENTS	3001822673 613	FLOOD INSURANCE	754.00 *
5440		28869	Portable Toilet Rental STIFF O O INC	2199	MONTHLY SERVICE	100.00 *
6005		10719	Janitorial Supplies ARAMARK UNIFORM SERVICES	792482070 613	JANITORIAL SUPPLIES	321.96
		13367	DIAMOND PAPER COMPANY	410097858	PAPER TOWELS	640.00
		21811	LOWE'S	901740	CLEANING SUPPLIES	86.80
		32550	WILCO INC.	1256607 01	JANITORIAL SUPPLIES	655.20
					ACCOUNT TOTAL	1,703.96 *
6007		11492	Repairs and Maintenance S ARCET EQUIPMENT CO	2007179	ARGON/GLOVES/GLASSES	78.95
		11894	BUSINESS CARD	0460 PUCKETT613	FILTRS/THROTTLE HNDL	97.58
		13369	DIAMOND SPRINGS WATER INC	11393100 613	EQUIPMENT RENTAL	8.95
		15560	FARMVILLE WHSALE ELECTRIC	504371	BALLAST	137.16
		15560	FARMVILLE WHSALE ELECTRIC	505327	BULES/BALLAST	103.12
		16671	GRAINGER	9148114987	RESTROOM SIGN	66.51
		16671	GRAINGER	9167888107	V-BELTS	109.24
		21811	LOWE'S	9168561935	DOOR SIGN	2.39
		21811	LOWE'S	901566 613	ELECT BOX/SPOTLIGHT	34.07
		21811	LOWE'S	901727 613	TERMINAL KIT	15.70
		21811	LOWE'S	901740	CONCRETE	9.94
		21811	LOWE'S	901785	WEATHERSTRIP	4.55
		21811	LOWE'S	901878	EARPLUGS	14.19
		21811	LOWE'S	906138	SOLDERING KIT/BATTRY	56.04
		21811	LOWE'S	906765	THREADLOCKER	5.67
		21811	LOWE'S	909115	WRENCH SET	5.68
		21811	LOWE'S	909551	RAKE/HOE/FORK	90.17
		21811	LOWE'S	910381	NUTS/BOLTS	6.42
		22453	MIDTOWN MAILBOXES	172254	BLUEPRINT DRAWINGS	17.97
		27922	CINTAS CORPORATION #524	524 09428 613	UNIFORM RENTAL	363.50
					ACCOUNT TOTAL	1,227.80 *
6008		25782	Vehicle & Powered Equip F PRINCE EDWARD CO PBLC SCH	DIESEL 613	DIESEL	191.94
6009		15150	Vehicle & Powered Equip S FARMVILLE AUTO PARTS	93005	WIPER BLADES/BULBS	21.97
		15150	FARMVILLE AUTO PARTS	93479	FUEL STABILIZER/WD40	38.77
		29083	TAYLOR-FORBES EQUIP CO	INI17017	2 CYCLE OIL/TREATMNT	35.38
		29083	TAYLOR-FORBES EQUIP CO	INI17329	SAW CHAIN/OIL	49.09
					ACCOUNT TOTAL	145.21 *
					MAJOR TOTAL	24,178.06 **

MAJOR# ACCT# 043400	VENDOR NUMBER NAME	INVOICE#	DESCRIPTION	AMOUNT
3160	Professional Service B & B CONSULTANTS INC	13 05	WATER SAMPLE/TEST	133.00
			ACCOUNT TOTAL	133.00 *
3161	Professional Services-Can VIRGINIA FOOD WORKS	PEC 6/13	CONTRACT PAYMENT	2,916.67
			ACCOUNT TOTAL	2,916.67 *
3310	Repairs & Maintenance LOWE'S	901785	DOOR SWEEP/ADAPTERS	74.44
		906138	COUPLING/ELBOWS	2.87
		908280	PAINT/ROLLER/TAPE	41.30
			ACCOUNT TOTAL	118.61 *
5110	Electrical Services SOUTHSIDE ELECTRIC COOP	44435001 613	ELECTRIC SERVICE	199.88
			ACCOUNT TOTAL	199.88 *
5230	Telecommunications CENTURYLINK	310248529 613	PHONE	176.40
			ACCOUNT TOTAL	176.40 *
6001	Office Supplies BUSINESS DATA OF VA, INC.	20130200	NORTON UPDATE	29.95
		2238 CO ADM 613	OFFICE SUPPLIES	71.03
		498008179	FIRST AID SUPPLIES	113.89
			ACCOUNT TOTAL	214.87 *
6005	Janitorial Supplies GRAINGER	9157667321	BUFFER SOLUTION	14.15
		2238 CO ADM 613	CLEANING SUPPLIES	213.56
			ACCOUNT TOTAL	227.71 *
6014	Other Operating Supplies BUSINESS CARD	0460 PUCKETT613	KNIVES/BRUSHES/APRON	560.76
		90921196	CANS	5,506.46
		410097874	CLEANING SUPPLIES	736.17
		9154542998	BRUSHES/DISPENSER	166.87
		SALE USE TAX613	SALE USE TAX ON CANS	275.31
			ACCOUNT TOTAL	7,245.57 *
			MAJOR TOTAL	11,232.71 **
053500	COMPREHENSIVE SERVICES ACT			
3160	CSA Programs			
	BEAR CREEK ACADEMY	371	PROFESSIONAL SERVICE	10,230.00
	BEAR CREEK ACADEMY	380	PROFESSIONAL SERVICE	1,395.00
	BRALEY & THOMPSON INC	231305C	PROFESSIONAL SERVICE	2,898.50
	BRALEY & THOMPSON INC	841305B	PROFESSIONAL SERVICE	4,767.50
	BUSINESS CARD	JUNE 2013	FOSTER CARE	253.87
	CENTRA HEALTH	6172 613	PROFESSIONAL SERVICE	2,244.00
	CENTRA HEALTH	6173 613	PROFESSIONAL SERVICE	2,244.00
	CENTRA HEALTH	7912 613	PROFESSIONAL SERVICE	3,128.00
	CENTRA HEALTH	8209 613	PROFESSIONAL SERVICE	3,128.00



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PRINCE EDWARD  
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MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
	12280	CENTRA HEALTH	8360 613	PROFESSIONAL SERVICE	3,128.00
	12280	CENTRA HEALTH	8370 613	PROFESSIONAL SERVICE	3,128.00
	12280	CENTRA HEALTH	8422 613	PROFESSIONAL SERVICE	3,128.00
	12929	CROSSROADS SERVICES BD	FAPT/CPMT 613	PROFESSIONAL SERVICE	1,520.00
	14575	ELK HILL	27818	PROFESSIONAL SERVICE	3,190.00
	14933	FAMILY PRESERVATION SERV	BOWM071801	PROFESSIONAL SERVICE	542.50
	14933	FAMILY PRESERVATION SERV	IRVA081900 613	PROFESSIONAL SERVICE	280.00
	14933	FAMILY PRESERVATION SERV	LONT080503 613	PROFESSIONAL SERVICE	612.50
	14933	FAMILY PRESERVATION SERV	LONT111299 613	PROFESSIONAL SERVICE	647.50
	14933	FAMILY PRESERVATION SERV	RUSM041800 613	PROFESSIONAL SERVICE	350.00
	14933	FAMILY PRESERVATION SERV	WILD090906	PROFESSIONAL SERVICE	525.00
	16672	GRAFTON SCHOOL INC	1854 613	PROFESSIONAL SERVICE	5,325.00
	16672	GRAFTON SCHOOL INC	2068 613	PROFESSIONAL SERVICE	5,565.00
	16672	GRAFTON SCHOOL INC	3197 613	PROFESSIONAL SERVICE	5,295.00
	16672	GRAFTON SCHOOL INC	5145 613	PROFESSIONAL SERVICE	5,175.00
	18816	INTERCEPT YOUTH SERVICES	156024 YQ 0513	PROFESSIONAL SERVICE	6,118.47
	19806	JONES CRYSTAL E	JUNE 2013	FOSTER CARE	644.00
	21778	LIBERTY POINT BEHAVIORAL	7936	PROFESSIONAL SERVICE	5,336.00
	25235	PARK SCHOOL	RG 613	PROFESSIONAL SERVICE	2,684.10
	25235	PARK SCHOOL	RG 613A	PROFESSIONAL SERVICE	933.60
	29152	THE HUGHES CENTER	9012	PROFESSIONAL SERVICE	5,324.00
	30415	UNITED METHODIST FAMILY	5973 613	PROFESSIONAL SERVICE	2,875.56
	30415	UNITED METHODIST FAMILY	5973 613A	PROFESSIONAL SERVICE	542.50
	35750	YOUTH QUEST	JUNE 2013	FOSTER CARE	644.00
				ACCOUNT TOTAL	93,802.60 *
				MAJOR TOTAL	93,802.60 **
081100	PLANNING				
3161		Planning Commission			
	12628	COLEMAN R SAMUEL	JUNE 25 2013	COMMISSION MTG	100.00
	16195	GILLIAM DONALD B	JUNE 25 2013	COMMISSION MTG	100.00
	17883	HUNT PRESTON	JUNE 25 2013	COMMISSION MTG	100.00
	21525	LEATHERWOOD CLIFFORD JACK	JUNE 25 2013	COMMISSION MTG	100.00
	22170	MASON ROBERT CHRISTOPHER	JUNE 25 2013	COMMISSION MTG	100.00
	29386	TOWNSEND JOHN F III	JUNE 25 2013	COMMISSION MTG	100.00
	32150	WATSON BRETT VON CANNON	JUNE 25 2013	COMMISSION MTG	100.00
				ACCOUNT TOTAL	700.00 *
3600	Advertising				
	15240	FARMVILLE HERALD	CO ADM 613	ADVERTISING	435.63
				ACCOUNT TOTAL	435.63 *
5210	Postal Services				
	11894	BUSINESS CARD	0460 PUCKETT613	POSTAGE	5.85
				ACCOUNT TOTAL	5.85 *
5230	Telecommunications				
	30439	US CELLULAR	816442183 613	PHONE	49.22
				ACCOUNT TOTAL	49.22 *
5510	Travel-Mileage				
	12628	COLEMAN R SAMUEL	JUNE 25 2013	MILEAGE	13.56

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MAJOR#	ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
081500			ECONOMIC DEVELOPMENT			
5510		11894	Travel-Mileage BUSINESS CARD	2078 CARNEY 613	GAS	12.01 12.01 *
5530		11894	Travel-Subsistence & Lodg BUSINESS CARD	2078 CARNEY 613	MEALS	47.08
		11894	BUSINESS CARD	2078 CARNEY 613	LODGING	164.05
		15170	FARMVILLE CHAMBER OF	3500	LUNCHEON	15.00
6001		11902	Office Supplies BUSINESS DATA OF VA, INC.	20130194	NORTON UPDATE	226.13 *
					ACCOUNT TOTAL	29.95
					MAJOR TOTAL	29.95 *
081600			TOURISM			
3600		27143	Advertising RECREATION NEWS	23862	RECREATION NEWS AD	1,699.00
		32969	WLSL TV	ADVERTISING	BEST PART ADS	942.01
					ACCOUNT TOTAL	2,641.01 *
5110		31846	Electrical Services DOMINION VA POWER	0675198071 613	ELECTRIC SERVICE	311.39
		31846	DOMINION VA POWER	1059387447 613	ELECTRIC SERVICE	123.84
5130		29332	Water & Sewer TOWN OF FARMVILLE	MOORE BLDG 613	WATER/SEWER	435.23 *
					ACCOUNT TOTAL	49.96
					ACCOUNT TOTAL	49.96 *
5210		11894	Postal Services BUSINESS CARD	0460 PUCKETT613	UPS	163.12
5230		21319	Telecommunications CENTURYLINK	310393238 613	PHONE	163.12 *
					ACCOUNT TOTAL	292.13
					ACCOUNT TOTAL	292.13 *
5898		27143	VTC Best Part Grant RECREATION NEWS	24023	BEST PART AD	1,699.00
		27923	RUSSELL JOHNS ASSOC LLC	410008	GETTYSBERG MAGAZNE AD	4,000.00
		28987	STRICKLER SELENA	7662	AD RESIZING	60.00
		32969	WLSL TV	ADVERTISING	BEST PART ADS	2,057.99
6001		11894	Office Supplies BUSINESS CARD	0460 PUCKETT613	FRAMES/MATS	7,816.99 *
					ACCOUNT TOTAL	52.96

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MAJOR#	ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
083500			COOPERATIVE EXTENSION OFFICE			
3199		29913	Purchase of Service - Oth TREASURER VA TECH	0460 PUCKETT613	LEAFLET DISPLAYS	101.86
5210		30671	Postal Services U S POSTAL SERVICE	TOURISM 613	BUSINESS CARDS	49.00
5230		21319	Telecommunications CENTURYLINK	EXPENSES 613	MEETING SUPPLIES	95.32
091000			GENERAL EXPENSE			299.14 *
					ACCOUNT TOTAL	11,697.58 **
					MAJOR TOTAL	
5230		29913	Purchase of Service - Oth TREASURER VA TECH	4TH QTR 613	4TH QTR SUPPORT	10,804.79
					ACCOUNT TOTAL	10,804.79 *
5210		30671	Postal Services U S POSTAL SERVICE	2013 BOX RENT	BOX RENT	78.00
					ACCOUNT TOTAL	78.00 *
5230		21319	Telecommunications CENTURYLINK	309520098 613	PHONE	102.28
					ACCOUNT TOTAL	102.28 *
091000			GENERAL EXPENSE			10,985.07 **
					ACCOUNT TOTAL	10,985.07 **
					MAJOR TOTAL	
5230		23933	Internal Telecom Account LUMOS NETWORKS	165866886 613	PHONE	2,777.46
					ACCOUNT TOTAL	2,777.46 *
5803		28597	Internal Fuel Account SOUTHERN STATES COOP INC	66471	GAS	3,435.51
		28597	SOUTHERN STATES COOP INC	72506	GAS	3,347.11
		28597	SOUTHERN STATES COOP INC	78081	GAS	3,568.91
		28597	SOUTHERN STATES COOP INC	83622	GAS	3,772.65
		28597	SOUTHERN STATES COOP INC	88706	GAS	3,491.56
					ACCOUNT TOTAL	17,615.74 *
					MAJOR TOTAL	20,393.20 **
094000			CAPITAL PROJECTS			
0024		24073	Cannery ODEN CORPORATION	OD 8042	FILLER-PARTIAL PAYMT	6,614.42
		31202	VANEPS RONALD	FREIGHT REIMB	FREIGHT ON FILLER	147.54
					ACCOUNT TOTAL	6,761.96 *
					MAJOR TOTAL	6,761.96 **
					FUND TOTAL	436,325.38

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FUND # - 501 WATER FUND

PRINCE EDWARD  
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MAJOR#	VENDOR NUMBER	VENDOR NAME	INVOICE#	DESCRIPTION	AMOUNT
030000	29332	Repairs & Maintenance TOWN OF FARMVILLE	WATER TEST 613	WATER ANALYSIS	40.00 *
				ACCOUNT TOTAL	40.00 *
				MAJOR TOTAL	40.00 **
043200	29332	GENERAL PROPERTIES	WATER TANK 613	WATER	48.29
				ACCOUNT TOTAL	48.29 *
				MAJOR TOTAL	48.29 **
				FUND TOTAL	88.29

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FUND # - 502 SEWER FUND

PRINCE EDWARD  
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MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
043200	31846	Electrical Services DOMINION VA POWER	4148700281	SEWER PUMP	37.99
				ACCOUNT TOTAL	37.99 *
				MAJOR TOTAL	37.99 **
				FUND TOTAL	37.99

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FUND # - 732 RETIREMENT BENEFIT FUND

PRINCE EDWARD  
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MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
002230	25257	LEOS Disbursements JOHNS VICKI K	JUNE 2013		
				ACCOUNT TOTAL	1,018.07 *
				MAJOR TOTAL	1,018.07 **
				FUND TOTAL	1,018.07

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FUND # - 740

REVENUE SHARING-VDOT FUND  
PRINCE EDWARD  
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MAJOR#	ACCT#	VENDOR NUMBER	VENDOR NAME	INVOICE#	DESCRIPTION	AMOUNT
0788	094000	17333	Rt 786 Construction HAYMES BROTHERS INC	10	RT 786 CONSTRUCTION	48,190.48
		17333	HAYMES BROTHERS INC	11	RT 786 CONSTRUCTION	128,294.43
					ACCOUNT TOTAL	176,484.91 *
0789		17925	Rt 786-Engineering HURT & PROFFITT, INC	31418	ENGINEERING - RT 786	32,350.62
		17925	HURT & PROFFITT, INC	31856	ENGINEERING - RT 786	6,750.00
					ACCOUNT TOTAL	39,100.62 *
					MAJOR TOTAL	215,585.53 **
					FUND TOTAL	215,585.53

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
021400	PIEDMONT COURT SERVICES				
5210	22079	Postal Services MAIL FINANCE	N4008946	POSTAGE METER LEASE	190.68
	25483	PITNEY BOWES	6947601 JN13	POSTAGE METER LEASE	202.00
				ACCOUNT TOTAL	392.68 *
5510	15649	Travel - Mileage FERRELL JULIANNA	EXPENSES 613	MILEAGE/CAB/FLIGHT	924.98
				ACCOUNT TOTAL	924.98 *
5530	15649	Travel - Subsistence & Lo FERRELL JULIANNA	EXPENSES 613	MEALS/LODGING	447.94
				ACCOUNT TOTAL	447.94 *
6001	20600	Office Supplies KEY OFFICE SUPPLY	PCS 613	LASER CARTRIDGES	154.97
	20904	KINEX NETWORKING SOLUTION	130612 0041	REMOTE BACKUP	120.00
	999999	BAUDVILLE	1662536	SHINING STAR TROPHY	68.45
				ACCOUNT TOTAL	343.42 *
6040	20904	ADP Equipment KINEX NETWORKING SOLUTION	130605 0009	REMOTE BACKUP	10.00
				ACCOUNT TOTAL	10.00 *
				MAJOR TOTAL	2,119.02 **
097001	PCS SUPERVISION FEES EXPENDITURES				
5420	28724	PCS - Lease/Rent of Build SRP CORPORATION LLC	RENT 613	RENT	2,383.00
				ACCOUNT TOTAL	2,383.00 *
5530	15649	PCS - Travel-Subsistence FERRELL JULIANNA	EXPENSES 613	LODGING	66.88
				ACCOUNT TOTAL	66.88 *
6006	17346	PCS - Janitorial Services HARDY PAGE	JUNE 2013	CLEANING SERVICE	105.00
				ACCOUNT TOTAL	105.00 *
6040	12747	PCS - ADP Equipment COMMORLD	3701	UPGRADE FOR VCIN	975.00
				ACCOUNT TOTAL	975.00 *
				MAJOR TOTAL	3,529.88 **
097002	PCS DRUG TESTING FEES				
0001	28095	PCS Drug Testing Fees ALERE TOXICOLOGY SERV INC	254072	DRUG TESTING	58.44
				ACCOUNT TOTAL	58.44 *
				MAJOR TOTAL	58.44 **
097004	CCA/PSA GRANT				
5510	15649	CCA/PSA Grant FERRELL JULIANNA	EXPENSES 613	LODGING	270.79
				ACCOUNT TOTAL	270.79 *
				MAJOR TOTAL	270.79 **
				FUND TOTAL	5,978.13
				TOTAL DUE	659,033.39





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

**Meeting Date:** July 9, 2013  
**Item No.:** 5-d  
**Department:** County Administration  
**Staff Contact:** Sheila Martin/Barbara Poulston  
**Issue:** Consent Agenda - Salaries

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

**Attachments:** None.

**Recommendation:** None.

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





County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: July 9, 2013  
 Item No.: 5-e  
 Department: County Administrator  
 Staff Contact: W. W. Bartlett  
 Issue: Appropriations

**Summary:**

1. On June 30, 2013 the following fire departments had unexpended funds to be carried forward into the FY 14 budget. The amounts by department are reflected below.
2. The second appropriation is a budget amendment reflecting action taken by the Board of Supervisors at the June meeting of the Board to add Sheriff Dickinson to the In The Line of Duty Memorial.
3. The third appropriation reflects action required to budget funds received from the Technology Trust Fund on June 28, 2013.

REV/EXP	FUND	DEPT	OBJECT	DESCRIPTION	DEBIT	CREDIT
<u>FY 2014 Budget Amendment</u>						
3(Rev)	100	41050	0100	From General Fund Balance		\$39,316
4(Exp)	100	32200	7001	Farmville Volunteer Fire Dept.	\$ 0	
4(Exp)	100	32200	7002	Rice Volunteer Fire Dept.	58	
4(Exp)	100	32200	7003	Prospect Volunteer Fire Dept.	319	
4(Exp)	100	32200	7004	Darlington Heights Vol. Fire Dept.	5,019	
4(Exp)	100	32200	7005	Hampden-Sydney Vol. Fire Dept.	5,975	
4(Exp)	100	32200	7006	Pamplin Volunteer Fire Dept.	21,952	
4(Exp)	100	32200	7007	Meherrin Volunteer Fire Dept.	5,993	
3(Rev)	100	41050	0100	General Fund Balance		\$ 3,500
4(Exp)	100	11010	3132	In the Line of Duty Memorial	3,500	
<u>FY 2013 Budget Amendment</u>						
3(Rev)	100	23000	0080	Technology Trust Fund		\$ 4,739
4(Exp)	100	21600	5880	Clerk Circuit Court/ TTF	4,739	

**Recommendation:** Approve the budget amendments above and appropriate the same funds.

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





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

**Meeting Date:** July 9, 2013  
**Item No.:** 6  
**Department:** VDOT  
**Staff Contact:** Sarah Elam Puckett  
**Issue:** Highway Matters

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**Summary:** Kevin Wright with VDOT will not be attending the July Board meeting. Staff will report to VDOT any highway matters that require their attention.

**Attachments:**

**Recommendation:**

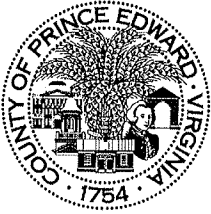
Motion \_\_\_\_\_  
Second \_\_\_\_\_

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

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

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





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

**Meeting Date:** July 9, 2013  
**Item No.:** 7  
**Department:** County Attorney  
**Staff Contact:** James R. Ennis  
**Issue:** PUBLIC HEARING – Amendment to Section 74-3 of County Code

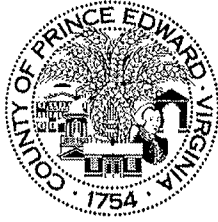
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**Summary:** At its June meeting, the Board authorized advertising the attached amendment to Section 74-3 of the County Code. The proposed amendment expands the County’s Code to incorporate Title 46.2 of the Code of Virginia, except those provisions and requirements the violation of which constitutes a felony, and except those provisions and requirements which, by their very nature, can have no application to or within the County of Prince Edward.

**Attachments:** Public Hearing Notice  
Proposed Amendment to *County Code*.

**Recommendations:** Following the Public Hearing, the Board will wish to consider the proposed amendment to the County Code.

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



Please publish the following Notice of Public Hearing in the **Friday, June 28, 2013 and Friday, July 5, 2013** editions of *The Farmville Herald*. Please provide a Certificate of Publication to the Prince Edward County Administrator's Office.



### NOTICE OF PUBLIC HEARING

**PUBLIC HEARING** – The Prince Edward County Board of Supervisors will hold a public hearing on Tuesday, July 9, 2013 at 7:30 p.m. in the Board of Supervisors Room of the Prince Edward County Courthouse, 111 South Street, Farmville, Virginia to gather citizen input on a proposed amendment to Section 74-3 of the *Code of Prince Edward County*. The proposed amendment will incorporate into the *County Code* Title 46.2 of the *Code of Virginia*, except those provisions and requirements the violation of which constitutes a felony, and except those provisions and requirements which, by their very nature, can have no application to or within the County of Prince Edward. A copy of the proposed amendment is available for public review on the County's web site at [www.co.prince-edward.va.us](http://www.co.prince-edward.va.us) or in the Prince Edward County Administrator's Office, TEL: 434-392-8837. It is the County's intent to comply with the requirements of the Americans with Disabilities Act. Should you need special accommodations, please contact the Prince County Administrator's Office prior to July 5, 2013.

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



## Proposed Amended Section 74-3 of the Code of Prince Edward County

### Sec. 74-3. Adoption of State Law

(a) That pursuant to the authority of Code of Virginia, 1950, as amended, Section 46.2-1313, all of the provisions and the requirements of the laws of the state contained in Title 46.2 of the Code of Virginia as in force and effect on July 1, 2013, except those provisions and requirements the violation of which constitutes a felony, and except those provisions and requirements which, by their very nature, can have no application to or within the county, are hereby adopted and incorporated in this article by reference and made applicable within the county. References to highways of the state contained in the provisions and requirements adopted in this section shall be deemed to refer to the streets, highways and other public ways within the county. Such provisions and requirements are hereby adopted, mutatis mutandis, and made a part of this article as fully as though set forth at length herein, and it shall be unlawful for any person within the county to violate or fail, neglect or refuse to comply with any provision of Title 46.2 or of Article 2 (Section 18.2-266 et seq.) of Chapter 7 of Title 18.2 of the Code of Virginia. Amendments to such state law hereafter adopted shall be incorporated herein on their respective dates unless specifically rejected by the governing body of the county.

(b) All definitions or words and phrases contained in the state law adopted to this section shall apply to such words and phrases when used in this article unless clearly indicated to the contrary.

(c) The penalties imposed for the violation of any provision or requirement adopted by this article are:

(1) As provided by general law for similar reference under Title 46.2 or under Article 2 (Section 18.2-266 et seq.) of Chapter 7 of Title 18.2 of the Code of Virginia; or  
Title 19.2 Criminal Procedure  
Chap. 20 Taxation and Allowance of Costs, Sections 19.2-328-19.2-338





County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** July 9, 2013  
**Item No.:** 8  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett  
**Issue:** Appointments: Citizen Volunteer Position

**Summary:** In March, the County was contacted by Ms. Justine Young, Executive Director of Piedmont Senior Resources Area Agency on Aging (PSR) regarding the appointment of a second representative by the Board of Supervisors to serve on this agency Board. At that time Ms. Young indicated that the term of the County’s current representative, Mr. Earl Townsend, would expire in November. (See attached letter dated March 8, 2013.)

As the Board will recall, the citizen volunteer position for the second representative was advertised and at its June meeting, the Board of Supervisors appointed Mr. Steve Kerns, whose three-year term commenced July 1, 2013.

I have again been contacted by Ms. Young who has indicated that new information has been discovered regarding the terms of office of current PSR Board members. She indicates that Mr. Townsend’s term of office expired May 31, 2013 (see attached letter dated January 29, 2010) and that Prince Edward County again has a vacancy on this agency Board.

It is my understanding that this agency is experiencing a period of new management and transition, which may help explain the confusion regarding the appointments and terms of Board members.

**Attachments:** Piedmont Senior Resources Letter – March 8, 2013  
Piedmont Senior Resources Letter – January 29, 2010

**Recommendation:** Authorize the advertisement of the citizen volunteer vacancy on the Board of Piedmont Senior Resources Area Agency on Aging.

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

# PIEDMONT SENIOR RESOURCES AREA AGENCY ON AGING

P. O. BOX 398

March 8, 2013

BURKEVILLE, VA 23922

TEL: (434) 767-5588

FAX: (434) 767-2529

TOLL: 800-995-6918

Mr. Wade Bartlett  
County Administrator  
P.O. Box 382  
Farmville, VA 23901

Dear Mr. Bartlett,

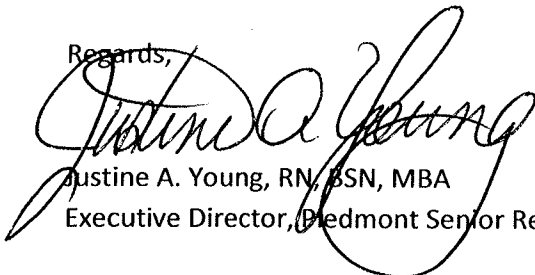
Thank you for your prompt response to the March 4th letter requesting assistance on Piedmont Senior Resources Board appointments. This letter and the attachments should answer your questions.

The staggering of the Board was to address the monitoring report and move existing Board members off over the next three years. Newly appointed Board members have a term of three years and may serve no more than two consecutive three-year terms. Per Commissioner Rothrock it is acceptable to have two appointees from each county. The plan is to put the additional Board members on from each county and let the existing roll off as their terms expire. Three of them go off in November of this year, including Mr. Townsend from Prince Edward County. Therefore, please consider an additional candidate for his replacement in November.

Enclosed you will find a copy of Mr. Dunn's letter outlining the services provided to Prince Edward County residents dated Jan 15<sup>th</sup>, 2013 and the additional information on citizens served dated Feb 5, 2013. I have also included year to date information on the Home Delivered Meals, Disease Prevention/Health Promotion, Congregate Nutrition, and Transportation Programs from 10-1-2012 through 2-28-2013. Legal Aid is subcontracted to provide legal support to our seniors on an as needed basis. They appear to be averaging six new clients a month from all the counties combined. Two month's statements are included to give you an idea of the services. The by-laws are included for your review. There are no amendments to the by-laws re-written after the last monitoring report.

Please notify me if you need further information. I hope to improve the visibility and activity of this agency. However sequestration may prevent expansion of services at this time.

Regards,



Justine A. Young, RN, BSN, MBA  
Executive Director, Piedmont Senior Resources

**PIEDMONT SENIOR RESOURCES AREA AGENCY ON AGING**

P. O. BOX 398

BURKEVILLE, VA 23922

TEL: (434) 767-558

FAX: (434) 767-252

TOLL: 800-995-691

January 29, 2010

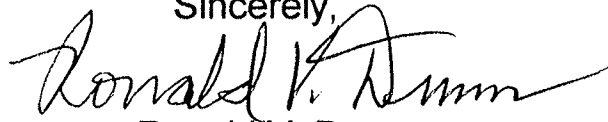
Mr. Earl Townsend  
246 Pisgah Church Road  
Rice, VA 23966

Dear Mr. Townsend:

At our last Board of Directors meeting, Mrs. Betty Seay, Chairman of the PSF. Board, indicated that she had spoken with you recently and that you would like to serve on the Piedmont Senior Resources Board of Directors as a representative of Prince Edward County. As you know the Prince Edward Board appointed you on March 12, 1998, but you never attended any meetings. Your second term is set to expire on May 31, 2013. I am glad to hear of your renewed interest in serving on the PSR Board. You will be mailed a Board agenda packet approximately one week before the next regularly scheduled meeting of March 16, 2010.

If you have any questions, please let me know and I hope to see you on March 16.

Sincerely,



Ronald V. Dunn  
Executive Director

RVD/aha

Cc: Betty Seay





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

**Meeting Date:** July 9, 2013  
**Item No.:** 9  
**Department:** Economic Development Office  
**Staff Contact:** Sharon Lee Carney, Director  
**Issue:** Helton House, Inc.

**Summary:**

Helton House, Inc. plans to expand their Rice, VA facility over the next 36 months. The expansion will enable Helton House to enhance their assisted living and day programs, while also improving the training facilities for the area’s mentally challenged individuals. This expansion shall replace services lost upon the closing of the Central Virginia Training Center to disabled persons.

The expansion will consist of 5 elements:

- Expansion of Helton House’s psycho-social day program within a 5,000 sf. addition to the existing facility in Rice. The Board of Supervisors at their July 10, 2012 meeting approved the construction of a new building up to 5,000sf.
- The area previously occupied by the day program will be renovated to accommodate offices for mental health supporters.
- Two homes purchased in 2013 will be appropriately renovated to accommodate challenged individuals.
- A residential four-bedroom home in the Pamplin/Prospect area of Prince Edward County for use as a group home.
- Two new homes are scheduled to be built as the needs of individuals increase.

Helton House, Inc. began as a small business venture between Michael and Edward Helton in hopes of using their combined 23 years of human service knowledge to support persons with disabilities to live in a community setting. The acceptance of this proposal will continue the Board of Supervisors trend for creating a strong pro-business environment within Prince Edward County through creating new jobs and contributing to the prosperity of existing industries.

**Attachments:** Incentives Chart  
Helton House, Inc. Overview

**Recommendation:**

- Approve the proposed Local Incentives for Helton House, Inc.
- Authorize the County Administrator and/or Board of Supervisors Chairman to sign any and all documents associated with implementing the proposed incentives.

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

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

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

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

**HELTON HOUSE  
LOCAL INCENTIVE SUMMARY  
County of Prince Edward, Virginia**

July 9, 2013

Project Assumptions-Helton House:

- Estimate Real Estate Investment = \$2,307,000 consisting of (purchase land, renovate existing structures and construct new buildings) 5 phases.
- Estimate Tangible Personal Property = \$250,000 new transportation vans for 8 vehicles
- 40 new full-time equivalent (FTE) permanent jobs to be created within 36 months with wages ranging from \$9.07 an hr. to \$14.23 an hr. Currently employs 66-70 permanent FTE
- County nominal Real Estate Tax Rate=\$0.42/\$100 (FY 2013)
- County nominal Tangible Personal Property = \$4.50/100 (FY 2013)

County of Prince Edward Incentives		
Incentive	Value to Helton House	Value to County
<b>1. Local Real Estate Reinvestment Grant:</b> County IDA will provide a 5 year reinvestment grant equal to 50% of real estate taxes paid to the County above the current R/E Taxes. Estimated real estate investment of \$2,307,000/100X\$.42/2=\$484.47 yr. (not including any increases due to reassessments)	Year 1= \$4,844.70 Year 2= \$4,844.70 Year 3= \$4,844.70  <div style="text-align: right;">\$14,534.10</div>	Year 1= \$4,844.70 Year 2= \$4,844.70 Year 3= \$4,844.70  <div style="text-align: right;">\$14,534.10</div>
<b>2. Tangible Personal Property Investment Grant:</b> County IDA will provide a 5 yr. reinvestment grant equal to 50% of the tangible personal property paid on 8 transportation vehicles at \$250,000.	Year 1 = \$5,625.00 Year 2 = \$5,625.00 Year 3 = \$5,625.00  <div style="text-align: right;">\$16,875.00</div>	Year 1 = \$5,625.00 Year 2 = \$5,625.00 Year 3 = \$5,625.00  <div style="text-align: right;">\$16,875.00</div>
<b>3 Waiver of Building Permit Fees:</b> Co. Prince Edward will waive the cost of the building permit fees for each property within the Enterprise Zone.	\$TBD	\$TBD
<b>4. Grant Assistance:</b> Co. Prince Edward will assist Helton House in obtaining all potential financial assistance and grant funding available.	(i.e. TROF)  <div style="text-align: right;">\$-0-</div>	<div style="text-align: right;">\$-0-</div>
<b>Total of All County Incentives</b>	<b>\$31,409.10</b>	<b>\$31,409.10</b>
STATE INCENTIVES		
1. <b>Enterprise Zone:</b> Real Property Improvement Grant		\$100,000
2. <b>Tobacco Revitalization Opportunity Funds (TROF)</b> as per Performance Agreement		\$TBD
<b>Total of All State Incentives</b>		<b>\$100,000</b>
<b>Total All Incentives</b>		<b>\$131,409.10</b>

*\*These values are estimates and for discussion purposes only.*



## Helton House, Inc.

### General Planned Expansion

#### Background:

Helton House, Inc. began as a small business venture between Michael and Edward Helton in hopes of using their combined 23 years of human service knowledge to support persons with disabilities in living in a community setting. The company began with one small unlicensed assisted living facility (ALF) with one resident with hopes of maybe getting one or two more clients to serve. As demand for their services increased over the years, they have expanded to three assisted living homes and four Intellectual Deficit (ID) Waiver group homes. These homes function to support individuals 24 hours per day with basic living skills in the areas of general hygiene (including bathing and toileting), food preparations, increasing their understanding of health and safety, and supervision when there are severe behavioral concerns.

In addition to expanding in providing residential services, Helton House expanded to provide day programs. Currently, Helton House is licensed for one ID Waiver day support, and one community outreach oriented mental health support services program. Both the ID Waiver day support, and the mental health support services program meets the needs of clients who live in Helton House residential homes and those living in the community.

As the Commonwealth of Virginia has implemented a plan for closing large training centers, demand has increased for ID Waiver group homes. These closing are a result of the Department of Justice (DOJ) settlement agreement with the Commonwealth of Virginia. An excerpt from the Department of Behavioral Health and Developmental Services website explains this in detail:

“In August 2008, DOJ initiated an investigation of Central Virginia Training Center (CVTC) pursuant to the Civil Rights of Institutionalized Persons Act (CRIPA). In April 2010, DOJ notified the Commonwealth that it was expanding its investigation to focus on Virginia’s compliance with the Americans with Disabilities Act (ADA) and the U.S. Supreme Court Olmstead ruling. The Olmstead decision requires that individuals be served in the most integrated settings appropriate to meet their needs consistent with their choice. In February 2011, DOJ submitted a findings letter to Virginia, concluding that the Commonwealth fails to provide services to individuals with intellectual and developmental disabilities in the most integrated setting appropriate to their needs.”

As a result of these closings, Helton House is working to place many of the upcoming discharges in our facilities by working with each training center’s discharge coordinator and the local Community Services Boards. Currently, Helton House partners with several Community Service Boards (also known as a CSB) and Departments of Social Services (DSS) for case management of the clients they currently serve and as a basis for referrals for new clients. Several of these partners have requested that Helton House accept

their clients, but limited bed space has prevented this. As a response, Helton House plans to expand services to meet the growing demand.

To prepare for the expansion in residential services, the current day support building will be renovated to accommodate the new clients for day time activities. In addition to renovating to increase the amount of usable space, our renovations will accommodate the needs of individuals with high medical needs.

Assisted living facilities are licensed by the Department of Social Services with the residential director being licensed by Board of Long Term Care Administrators. The ID Waiver day support, mental health support services, and the ID Waiver residential homes are regulated by the Virginia Department of Behavioral Health and Developmental Services.

Each home is staffed by one house manager, and a variety of full time and part time Direct Support Professionals. The minimum requirement by regulations is a high school diploma and a criminal record free of barrier crimes. For the ALF homes a CNA certificate is desired. Entry level direct support professionals are hired at \$9.07/hour. Entry level mental health professionals with the minimal degree and experience begin at \$11.08/hour, but those with degrees earn about \$14.23/hour.

For professionals working in the mental health areas of the planned expansion, there are requirements for years of experience for some positions a bachelor's degree in a human services field is required.

#### Expansion:

- 1.) One residential, four bed, ID Waiver home is planned for Prince Edward county in the Pamplin/Prospect area. This home will provide 6 new jobs. A minimum capital investment of one vehicle to transport residents of the home is estimated at \$30,000. Total estimated cost of purchasing a home is \$325,000. We will require a home with 4 bedrooms and two baths (minimum).
- 2.) Plans to apply for a license to operate a Psycho-social day program in Prince Edward County to accommodate supporting 15-30 individuals and adding approximately 7 jobs. Building a new psycho-social program at 5000 to 8000 square feet that will also add additional office space and potential for additional programs and additional hiring (\$775,000.00). Excavating costs and parking lot installation are estimated at \$147,000. Renovations may be needed to the desired site. Demand for the service is high in the surrounding counties. We currently have referrals for 13 individuals for this program pending its licensing. This program requires three vans for transport into the community for those who use the program. The estimated cost for three vans is \$90,000.00. With the demand for these programs increasing, we anticipate this could add an additional 10 jobs from year 2-5 after completion.
- 3.) The current day support program building will be renovated to make office space for the mental health supports program that is currently in a temporary location. The renovation will double the amount of usable space in the current location. The renovations will also accommodate

addition of potentially 16 more clients and 4 to 5 more direct support professionals. This renovation project has been priced at \$285,000 for phase 1 (by end of 2013) and \$50,000 for phase 2 for outdoor space for client use (by end of 2014). With the addition of the new clients, two additional vans will be needed for an estimated cost at \$60,000.

- 4.) Two of our current ALF homes with 8 residents total will be moved to a new home purchased in 2013. Those two homes will be converted to two ID waiver homes with 8 residents. This will require the addition of 12 more staff for those homes. Renovations and upgrades to the three homes (including the home purchased in 2013) are estimated at \$75,000.
- 5.) The purchase of two new construction homes on land currently owned by Helton House (ID Waiver home 3) is \$650,000. These homes will be built with the needs of individuals with increased medical needs and will include special lifts for bathing and toileting. These homes will be four bedrooms and two specially constructed baths. Living spaces will be larger than average to accommodate the use of motorized chairs, or standard wheelchairs. Equipment purchase of 2 wheelchair lift vans \$70,000.00.

The use of the vehicles is for the resident's use only. Staff members drive the resident's to the locations in the community where they may shop, attend physician appointments, attend psychiatric appointments, and for recreational purposes (going to the park, visiting relatives, etc.). These vehicles will be used for aiding in residents accessing community resources such as the department of social services, the social security administration, the library, and their community services board.

Total Expansion Capital Investment:

Project 1 Pamplin/Prospect area of Prince Edward County home \$325,000.00 for the home and \$30,000 for the vehicle= \$355,000.00

Project 2 Prince Edward County Psychosocial \$775,000.00, \$147,000 excavating/driveway costs and \$90,000 for the three vehicles = \$1,012,000

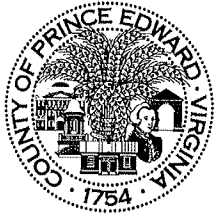
Project 3 Current Day Support Renovations \$335,000 and \$60,000 for two vehicles=\$395,000.00

Project 4 Renovations to current homes \$75,000.00

Project 5 New Construction Homes in Prince Edward \$650,000.00 and \$70,000 for 2 wheelchair vehicles=\$720,000.00

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Total Investments \$2,557,000



County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** July 9, 2013  
**Item No.:** 10  
**Department:** Emergency Services  
**Staff Contact:** Sarah Elam Puckett  
**Issue:** Emergency Management Report

**Summary:** At its November 15, 2012 meeting, the Board of Supervisors appointed me to the positions of Acting Emergency Service Coordinator and Acting Hazardous Materials Coordinator. Provided below is an FY 13 Summary and a proposed FY 14 Work Plan for the County’s emergency management program.

**FY 13 Summary:**

- Monitor/Assess/Respond/Report – multiple weather events in Prince Edward County.
- FEMA required training in NIMS (National Incident Management System) – listed below.
- Professional Development Series Certification coursework through the Emergency Management Institute, as required by VDEM – listed below.
- Provide emergency management updates to Prince Edward Firefighters Association.
- Homeland Security Exercise and Evaluation Program (HSEEP).
- Piedmont Soil & Water Conservation District Dam Safety TTX on Buffalo Structure #4.
- Training for the state’s online crisis management system (WebEOC) and filing of Situation Reports from Storm/Weather events, as required.
- County’s Local Capability Assessment for Readiness, as required by § 44-146.19 of the Code of Virginia.
- VDEM Coordinator’s Briefing, as required by the State.
- County EOC generator grant.
- VDOT Highway Incident Response Quarterly Meetings.
- Coordination of Colonial Pipeline Safety Training for First Responders.
- Dominion Power/Southside Electric Coop Critical Infrastructure Updates
- Participation in Virginia Organizations Active in Disaster (VOAD).
- 2012 NIMSCAST Rollup.

**Proposed FY 14 Work Plan:**

- Update of County Emergency Operations Plan (March 2014 deadline).
- Continued coordination with county first responders.
- Activation of Local Emergency Planning Committee (LEPC).
- Participation in the National Weather Service Storm Ready Community Program.
- Additional FEMA/VDEM Training and ISC 400.

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

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

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

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



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

- Coordination with Hampden-Sydney College.
- Shelter Strategy for Prince Edward County.
- WebEOC Training for County Staff.
- Emergency Operations Center Staffing Plan.
- 2013 NIMSCAST Rollup.
- Participation in the State's HSEEP Program.
- Additional Grant Program Funding, if available.

**Training Summary**

Course	Title	FEMA Training Hours
IS 5	Introduction to Hazardous Materials	10
IS 100	Introduction to Incident Command System	3
IS 120	An Introduction to Exercises	5
IS 200	ICS for Single Resources and Initial Action Incident	3
IS 230	Fundamentals of Emergency Management	6
IS 235	Emergency Planning	10
IS 240	Leadership and Influence	9
IS 241	Decision Making and Problem Solving	8
IS 242	Effective Communication	8
IS 244	Developing and Managing Volunteers	4
IS 247	Integrated Public Alert and Warning System	2
IS 300	Intermediate ICS for Expanding Incidents	18
IS 700	An Introduction to NIMS	3
IS 701	NIMS Multiagency Coordination Systems	5
IS 702	NIMS Public Information Systems	3
IS 703	NIMS Resource Management	3.5
IS 704	NIMS Communication and Information Management	2
IS 706	NIMS Intrastate Mutual Aid	2.5
IS 800	National Response Framework	3

**Attachments:**

**Recommendation:** None.

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

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

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

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

# Emergency Management Institute



# FEMA

SARAH E PUCKETT

has reaffirmed through completion of the Emergency Management Institute's Professional Development Series a commitment to Standards of Excellence in Emergency Management.

## Certificate of Achievement

On this Day, 10 June 2013

Superintendent  
Emergency Management Institute







County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: July 9, 2013  
 Item No.: 11  
 Department: Planning & Community Development  
 Staff Contact: Alecia Daves-Johnson  
 Issue: Agriculture & Forestry Industries Development Planning Grant (AFID)

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**Summary:**

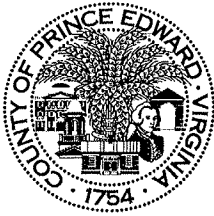
On May 8, 2013, Governor McDonnell announced that our grant application titled, "Southside Food Enterprise Center for Production, Marketing, and Education of Value-Added Food Processing Serving Virginia Farm-Based Producers," was awarded a \$20,000 **Planning Grant** through the **Agriculture and Forestry Industries Development Fund**.

I. In June, VDACS provided a draft Memorandum of Agreement (MOA) and asked the grant recipients to sign this agreement to begin the use of the grant funds. The MOA outlines the period of performance, reimbursement process, project budget, and a scope of work or "work plan". The key document in the MOA is the "approved work plan" submitted as Appendix A to the MOA. VDACS allows an opportunity to revise the work plan which was included in the grant application prior to submitting it with the MOA (VDACS must agree to any suggested changes). It is suggested to change to work plan to focus project design on the potential users of the facility, instead of seeking first to find a location and then attract users to that location.

On May 24, County Administrator Bartlett sent a request to all adjoining counties to inquire about their interest in this endeavor. Our neighboring counties were afforded two options to become involved; (1) Identify any buildings or building lots suitable for consideration and the county's willingness to share in the in-kind or cash match. (2) If not interested in contributing to the match requirement, then provide a letter of support. (The grant requires a 50 / 50 match to the \$20,000 award. You will recall the discussion at the February 12<sup>th</sup> Board meeting, that the grant project would identify other localities that would commit to being regional partners and investigate potential locations for the food processing facility in these other localities, however Prince Edward County was the only county that had committed match funding to the grant.)

There has been mixed responses to this inquiry, more counties have offered a letter of support for the facility being constructed in Prince Edward County, and Lunenburg County

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



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

has offered in-kind match (staff hours) with a possible \$2,000 cash match. Therefore, it is suggested that the work-plan be revised to develop the facility plan based on the potential users *then* conduct a search for the appropriate facility based on the construction design specifications. Lastly, offer the adjoining counties another opportunity to support the project when sources of capital support are being identified based on a completed development and operations plan. [The original work plan approached the project by finding a location first, then fitting the users to that location.] This change in the work-plan would also expedite the completion of the Planning Grant deliverables, which might help meet the next approaching Tobacco Commission grant application deadline in October.

The Board is asked to authorize the County Administrator and Planning Department staff to modify the Work Plan and submit it to VDACS for approval. Upon approval of the work-plan, the Board is asked to authorize the County Administrator to execute the Memorandum of Agreement with VDACS.

II. Upon executing the MOA, the first project activity is to advertise for a consultant to coordinate the deliverables of the grant. The Board is asked to authorize the County Administrator to advertise for a consultant; the Agriculture Enterprise Development Work Group appointed by the Board at the February 12 meeting will assist with interviews and selection of a consultant that can perform the Planning Grant deliverables at a cost not to exceed the project budget. The Board is asked to authorize the County Administrator to execute a working contract with selected consultant.

**Attachments:**

- Governor McDonnell's Announcement of Grant Recipients**
- Draft Memorandum of Agreement (MOA)**
- Draft Work Plan for submission with MOA**
- Memo dated May 24, 2013 to neighboring counties**

**Recommendation:**

- Authorize suggested changes to the work-plan.
- Authorize the County to enter into the MOA with VDACS, thereby accepting the grant. Authorize the County Administrator to sign the MOA and execute the grant deliverables.
- Authorize the advertisement of an RFP and execution of contractual agreements with a consultant per the Scope of Work and budget of the grant.

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

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

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

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

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## News

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Our Commonwealth

*Jul. 2*

The Governor does not have any public events scheduled for today.

[View the Governor's Full Calendar](#)

For Immediate Release

Contact

May 8, 2013

Recommend

10 people recommend this.

Tweet 1

Jeff Caldwell  
Press Secretary  
(804) 786-2211

## Governor McDonnell Announces Agriculture and Forestry Industries Development Fund Planning Grant Recipients

– \$249,000 Awarded to Eleven Projects Covering Thirty-one Localities to Strengthen Local, Regional Agribusiness Planning and Development –

Initiative Part of Governor McDonnell's Jobs-Creation and Economic Development Agenda During 2012 General Assembly Session

**RICHMOND** - Governor Bob McDonnell announced today the recipients of fiscal year 2013 planning grants from the Governor's Agriculture & Forestry Industries Development Fund (AFID). Eleven projects covering more than thirty localities have been awarded a total of \$249,000 to support the growth of agricultural and forestry projects in the Commonwealth. The AFID planning grants program was developed to encourage local governments and regional organizations to analyze and plan strategically about how they can support and integrate agriculture and forestry-based industries into their communities' overall economic development efforts.

A listing and brief summary of the qualifying projects and their locations is included below.

Speaking about the AFID planning grants awards, Governor McDonnell said, "We've had great success incorporating two of the Commonwealth's largest industries, agriculture and forestry, and their significant overall impact on our economy into our economic development agenda. That strategic decision has been justified many times over. Exports have reached new record highs during the last three years and we've successfully utilized AFID economic development grants to attract new agribusinesses to Virginia and to help existing operations expand. Creating a program that incentivizes communities to plan for how they can best grow and support agricultural and forestry industries in their business community is a natural continuation of a strategy that is proven to benefit Virginians and create jobs."

Governor McDonnell continued, "Creating opportunities and the right environment for businesses to succeed is the approach we've taken over the course of my administration to keep the economic recovery going in Virginia. During my time as governor, unemployment has dropped from 7.2% to 5.3% because of our commitment to conservative principles and smart, targeted investments that lead to job creation. The AFID is just one more example of our efforts at work. Our General Assembly partners in this initiative, leaders such as Delegates Steve Landes, Kirk Cox, and Ed Scott and Senators Bill Stanley, John Watkins and Emmett Hanger, deserve many thanks for their work to make funds available for important local economic development efforts such as the AFID planning grant program."

The communities and regions receiving AFID planning grants will match each dollar awarded with a dollar of local funds, including certain types of allowed in-kind contributions. The program also requires the active participation of a board, committee, or working group representing the relevant agriculture and forestry interests in the locality.

"Flexibility was given to applicants to pursue the type of project that made the most sense for their region or locality, whether it was something as broad as creating a strategic plan for agriculture and forestry development, or as specific as construction of a commercial kitchen facility," said Secretary of Agriculture and Forestry Todd Haymore. "It was extremely important that projects demonstrate involvement from the local agriculture and forestry community, giving an indication that it was the producers themselves who helped identify and support economic development opportunities that were of true benefit to their industries. I am hopeful that the successful implementation of these planning grants will lead to future awards of some of our larger AFID facility grants to these same localities that will have benefitted from their dedication to planning for agriculture and forestry."

AFID planning grant program guidelines were announced on November 27, 2012, with applications for FY 2013 due March 1, 2013. Applicants demonstrating a clear need, a solution to be undertaken, and strong support from local government and the agriculture and forestry community received the highest marks during the review process. The next round of AFID Planning Grants will be fall 2013. Localities interested in applying may visit <http://vdacs.virginia.gov/agribusiness/planning.shtml> for more information.

Agriculture and forestry are Virginia's largest industries, with a combined economic impact of \$79 billion annually: \$55 billion from agriculture and \$24 billion from forestry. The industries also provide approximately 500,000 jobs in the Commonwealth according to the Weldon Cooper for Public Service at the University of Virginia.

### Governor's Agricultural and Forestry Industries' Fiscal Year 2013

#### Planning Grant Recipients and Projects

**Project Title: New Markets for Agriculture Producers in Southwest Virginia through Online Marketing and a Local Food Campaign**

**Applicant: Town of Abingdon**

**Award: \$20,000**

**Summary:** Abingdon Convention and Visitors Bureau and Appalachian Sustainable Development will work together to develop new, year-round markets for locally produced agricultural products by creating and marketing an online order system to facilitate the sales of local foods to restaurants and other institutions. The effort will also further develop *Rooted in Appalachia* website and mobile app to promote local foods and restaurants serving them.

**Project Title: Fields of Gold - The Next Season of Agritourism in the Shenandoah Valley**

**Applicant: Central Shenandoah PDC (CSPDC)**

**Award: \$35,000**

**Summary:** Fields of Gold is a regional agritourism marketing initiative led by the CSPDC in the Shenandoah Valley. They recently completed a year-long planning process, funded by the Department of Housing and Community Development (DHCD), and have received significant support and buy-in from their member localities, as well as awards for the effort. This grant is to develop and market a robust website that will include an interactive map of agritourism sites, an events calendar and farm-to-restaurant guide. The marketing and build-out of the website were identified as key deliverables in their strategic marketing plan.

**Project Title: Fauquier County Impact of Agriculture Study****Applicant: Fauquier County****Award: \$6,000**

**Summary:** Funds will be used to conduct a study of the needs of the farming community in Fauquier and to off-set the costs of having UVA's Weldon Cooper Center conduct an "Impact of Agriculture" study to document the overall economic contribution of agriculture to Fauquier. As part of the study, a working group of county farmers, representing all segments of the local farming community, will work with the County's Agricultural Advisory Committee and the Fauquier County Farm Bureau to conduct, review and analyze results of a farmer survey. Studies will help the County determine what changes to the zoning ordinance might be necessary to assist the agricultural community.

**Project Title: Planning for Agritourism and Agribusiness Benefits in Giles, Montgomery and Pulaski Counties****Applicant: Giles County - lead applicant, Montgomery and Pulaski Counties****Award: \$35,000**

**Summary:** Project will develop a strategic plan for agricultural economic development in the tri-county region. It will include interviews/surveys of agritourism operations and agribusinesses, an inventory of these businesses, policy recommendations, and an economic impact study.

**Project Title: Meat Processing Facility for Southside Virginia****Applicant: Halifax County****Award: \$12,500**

**Summary:** Grant funds will help pay for a professional, third-party feasibility study of a USDA inspected meat processing facility in Halifax county to serve Southside Virginia.

**Project Title: The Highland Center Local Food Incubator****Applicant: Highland County****Award: \$20,000**

**Summary:** Grant funds will help pay for the renovation and upgrading of a commercial kitchen at the Highland Center in Monterey. Specifically, they will be used to create a temperature-controlled meat processing area in the kitchen that will allow for the production of value-added meat products under USDA inspection. This project is the culmination of years of effort to grow Highland County's economy by building on its agricultural assets, primarily livestock. It will complement the County's recently completed USDA inspected slaughter facility, by giving producers the opportunity to add further value to their meat.

**Project Title: James City County Rural Economic Development Strategic Plan****Applicant: James City County****Award: \$20,000**

**Summary:** The county boasts many agricultural and forestry assets, and has undertaken a number of individual efforts to promote them, but never has the County taken a comprehensive look at how to protect, support and leverage these assets. The need is particularly important for the County, with development pressures coming from its east (Williamsburg/Hampton Roads) and west (exurban Richmond). This effort is just the type of project the AFID Planning Grants program was designed to engender. It is being led by their Rural Economic Development Committee, which includes key local government personnel, local business leaders and agricultural producers). This project could be used as a model for other jurisdictions under development pressure.

**Project Title: Feasibility Study for Barging Logs across the Chesapeake Bay****Applicant: Northern Neck Planning District****Award: \$35,000**

**Summary:** Funds are part of a proposed \$100,000 feasibility study to determine the economic efficiency of utilizing barge transport to bring logs timbered on the Eastern Shore for milling in Kinsale. Study will be conducted in two phases with Phase I determining the basic economic feasibility of the project, especially as compared to extending their current wood basket by truck. Phase II will develop a detailed proposal for moving forward with the project. The study seeks to address the timber availability problem faced by sawmills on the Northern Neck and lack of a robust transportation infrastructure to otherwise transport timber into the area.

**Project Title: Southside Food Enterprise Center for Production, Marketing, and Education of Value-Added Food Processing Serving Virginia Farm-Based Producers****Applicant: Prince Edward County****Award: \$20,000**

**Summary:** Since 2009, Prince Edward County has been working to provide local food processing options for area producers, primarily through its existing community cannery facility. They have completed a feasibility study on developing a new shared-use kitchen and food-business incubator. AFID Planning Grant funds will be used to develop an operational plan for this facility. A separate application to the Tobacco Commission for funding for facility construction is pending.

**Project Title: Vision for Agriculture and Forestry in Region 2000, 2013-14 Strategic Plan****Applicant: Virginia's Region 2000 Local Government Council; includes Amherst, Appomattox, Bedford and Campbell Counties and Lynchburg City****Award: \$35,000**

**Summary:** Funds will be used to bring in a consultant to work with the organization and local partners to develop a regional strategic plan for the agriculture and forestry components of the region's economy. The study will include an inventory of regional agriculture and silviculture assets, SWOT analysis and will seek to develop a plan endorsed by member jurisdictions.

**Project Title: Staunton Feasibility Study of a Commercial and Shared-Use Kitchen****Applicant: City of Staunton****Award: \$10,500**

**Summary:** Funds will be used to help analyze the feasibility of a certified, commercial, shared-use kitchen and to research and create a replicable business model. The development of a commercial kitchen was a recommendation from a recent Community Foods Planning Project. The Project's key partners, the City of Staunton and the Staunton Creative Community Fund, have successfully undertaken other local food development projects and are developing a suite of services to assist area food entrepreneurs from start-up through launch. This study will be useful to other communities considering a commercial kitchen as well.

**About the Agriculture and Forestry Industries Development Fund**

The creation of the AFID was part of Governor McDonnell's jobs-creation and economic development agenda during the 2012 session of the General Assembly. Funded at \$1 million in each year of the biennium, the AFID is broken into two categories with \$750,000 going to large grants to assist local efforts in expanding current or attracting new agriculture and forestry processing facilities using Virginia-grown products (<http://www.vdacs.virginia.gov/agribusiness/afid.shtml>) and \$250,000 dedicated to small grants to assist localities in improving local economic development efforts relating to agribusiness (<http://www.vdacs.virginia.gov/agribusiness/planning.shtml>).

# # #

## MEMORANDUM OF AGREEMENT

Agreement #

Project Title

This Agreement is hereby entered into this 1st day of July, 2013 by Prince Edward County, hereinafter referred to as Awardee, and the Virginia Department of Agriculture & Consumer Services, an agency of the Commonwealth of Virginia, hereinafter referred to as Agency.

**WITNESSETH** that Awardee and Agency, in consideration of the mutual covenants, promises, and agreements contained herein, agree as follows:

### **1. Scope of Services:**

Awardee shall be responsible for developing and delivering those actions and results included in the workplan proposed in its grant application (including any amendments/changes proposed by Agency), which is hereby made a part of this Agreement. The approved workplan is attached as Exhibit A.

### **2. Period of Performance:**

The agreement shall run from July 1, 2013 through August 31, 2015, unless a written request to extend the Agreement is submitted by Awardee and approved by Agency. Agency shall not provide reimbursement for any expenses incurred after June 30, 2015, unless agreed to in writing by Awardee and Agency.

### **3. Reimbursement:**

Agency will provide Awardee a total of up to \$20,000.00 in reimbursement expenses. Of this amount, 75 percent (\$15,000.00) will be reimbursed upon receipt of a valid invoice; the Awardee shall use the invoice template, which is attached as Exhibit B. Each invoice from Awardee must include a description as to how the expenditures submitted for reimbursement are related to the approved project workplan. The remaining 25 percent (\$5,000.00) will be reimbursed upon receipt and approval of the final report and invoice by Agency at the end of the project, unless an alternative reimbursement process is requested in writing by Awardee and agreed to by Agency. Payment by Agency will be made within 30 days of approval of the invoice. In addition, as required in the guidelines established for the Governor's Agriculture and Forestry Industries Development Fund Planning Grants program, which are incorporated by reference into this Agreement, Awardee shall repay to Agency all previously reimbursed funds should Agency determine that Awardee failed to

substantially complete those actions and results included in the approved workplan attached as Exhibit A.

**4. Budget for Approved Workplan:**

<b>Budget Items</b>	<b>AFID funds</b>	<b>Local Cash</b>	<b>Local In-Kind</b>	<b>TOTAL</b>
Consulting Contract	\$20,000	\$10,000		\$30,000
Local staff support (County Administrator)	-0-	-0-	\$3,210	\$3,210
Local staff support (Project Leader)	-0-	-0-	\$7,190	\$7,190
<b>Totals</b>				<b>\$40,000</b>

**5. Travel:**

All travel reimbursements requested by Awardee must adhere to Virginia Travel Regulations, which are attached as Exhibit C.

**6. Audit Requirements:**

Agency is required to conduct an audit of the expenditures of all grant funds no later than 60 days after completion of the grant period. Financial records, statistical records, supporting documents, and other records pertinent to this award shall be retained for a period of three years from submission of the final project report. Records that relate to audits, appeals, litigation, or settlement of claims arising out of the performance of the project shall be retained until such audits, appeals, litigation, or claims have been disposed of. Agency or any of its duly authorized representatives shall have access to any pertinent documents, books, papers, and records of the recipient organization to make audits, examinations, excerpts, and transcripts.

**7. Site Visits:**

Agency and/or its authorized representatives have the right, at all reasonable times, to make site visits to review project accomplishments and management control systems, and to provide such technical assistance as may be required.

**8. Withholding Payment:**

Agency reserves the right, upon written notice to Awardee, to withhold future payments after a specified date if Awardee fails to comply with any of the conditions of this Agreement. Agency also reserves the right, at Agency's discretion, to withhold payment until Awardee submits additional documentation evidencing how the expenditures submitted relate to the approved workplan.

**9. Cancellation of Agreement:**

Agency reserves the right, upon written notice to Awardee, to terminate the Agreement at any time if Agency determines that Awardee failed to comply with any of the conditions of this Agreement. Termination of the Agreement by Awardee may occur, but only upon submittal of a written request for termination by Awardee, and approval of such termination by Agency.

**10. Reporting Requirements:**

Awardee is required to submit an interim report by June 30, 2014. In addition, Awardee is required to submit a final report no later than August 31, 2015. The template for this final report is attached as Exhibit D.

**11. Revision of Scope or Objectives:**

Awardee must submit a written request for approval by Agency to modify the workplan attached as Exhibit A. Such written request shall include a justification for the workplan change, a description of the revisions proposed, and any budget revisions, if applicable.

**IN WITNESS WHEREOF**, the parties have caused this Agreement to be duly executed intending to be bound thereby.

**For Prince Edward County**

**For Virginia Department of  
Agriculture and Consumer Services**

By: \_\_\_\_\_  
(Signature in Ink)

\_\_\_\_\_ (Signature in Ink)

W.W. Bartlett  
County Administrator

Matthew J. Lohr, Commissioner

\_\_\_\_\_  
(Date Signed)

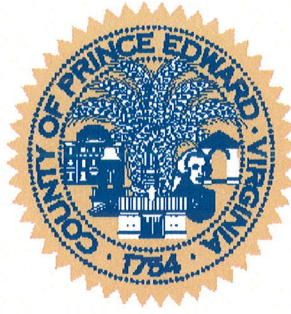
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(Date Signed)



**DRAFT REVISED Work Plan – 12 weeks or 425 hours**

<b>Project Activity</b>	<b>Who</b>	<b>Timeline (Month / Year)</b>
<b>Dedicate Match Funds to Grant</b>	<b>Prince Edward County Board of Supervisors</b>	<b>February 2013</b>
<b>Receive Award</b>		<b>May 2013</b>
<b>Advertise RFP Consultant to Coordinate Deliverables of Grant</b>	<b>Prince Edward Co Staff</b>	<b>JULY 2013</b>
<b>Assemble Working Group meeting to review applicants. Select / Contract</b>	<b>Prince Edward Co Staff: Working Group</b>	<b>August 2013</b>
<b>Coordinate Partnership Meeting with potential users to refine key services needed and proposed charges; determine partners &amp; level of commitment. Explore locations.</b>	<b>Consultant; Working Group; Prince Edward Co Staff</b>	<b>August 2013</b>
<b>Generate five year financial projections: Estimate benefits to farming community and area employment</b>	<b>Consultant</b>	
<b>Identify potential financing sources and uses of funds.</b>	<b>Consultant; Working Group</b>	
<b>Consultant to prepare comprehensive report to Prince Edward County stakeholders and any regional partners. Confirm concepts with potential customers, Working Group, and TICRC</b>	<b>Consultant; Working Group</b>	<b>September 2013</b>
<b>Design preliminary organization structure and Operations Plan, to include workforce.</b>	<b>Consultant</b>	
<b>Specify equipment configuration, refine facility selection estimates. Conduct search for appropriate facility/ refine construction design specifications.</b>	<b>Consultant; Working Group</b>	
<b>Refine business plan into viable business model with pricing schedule, operating expenses, overhead, marketing, capital investment requirements.</b>	<b>Consultant; Working Group, Longwood Small Business Development Center</b>	
<b>Explore potential commitment from other counties.</b>	<b>Prince Edward County Staff, Consultant</b>	
<b>Submit Final Operations Plan to Prince Edward County. Copy partners.</b>	<b>Consultant; Prince Edward Co Staff</b>	<b>October 2013</b>





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MEMORANDUM

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**TO:** AILEEN T. FERGUSON, APPOMATTOX COUNTY  
REBECCA S. CARTER, BUCKINGHAM COUNTY  
VIVIAN GILES, CUMBERLAND COUNTY  
A. TAYLOR HARVIE, III, AMELIA COUNTY  
RONALD E. ROARK, NOTTOWAY COUNTY  
TRACY M. GEE, LUNENBURG COUNTY  
R.B. CLARK, CHARLOTTE COUNTY

**FROM:** W.W. BARTLETT, PRINCE EDWARD COUNTY ADMINISTRATOR

**SUBJECT:** REGIONAL AGRICULTURE INDUSTRY DEVELOPMENT

**DATE:** MAY 24, 2013

**CC:** ALECIA M. DAVES-JOHNSON, COUNTY PLANNER, PRINCE EDWARD COUNTY

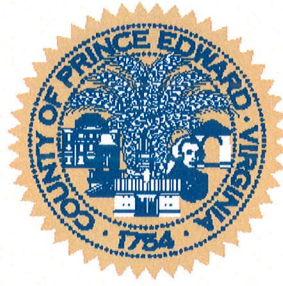
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The purpose of this memo is to invite you to participate in the development of a Food Enterprise Center which will be regionally beneficial to agricultural based businesses.

Prince Edward County has received a Planning Grant through the **Governor's Agriculture and Forestry Industries Development Fund (AFID)**. *The Governor's AFID Planning Grants program was developed to encourage local governments and regional organizations to plan strategically about how they can support and integrate agricultural and forestry-based industries into the community's overall economic development efforts.*

In 2011, Prince Edward County transitioned our cannery from a home user only facility to a joint use facility for both home users and commercial operations. The project immediately attracted use and interest from many potential food businesses and organizations. Realizing that the demand for commercial processing of Virginia agricultural products quickly outgrew the limitations of the existing cannery, Prince Edward County agreed to investigate the expansion of the facility's Food Enterprise Center into a new location. A feasibility study has been completed.

Prince Edward County was awarded the AFID Planning Grant to complete an operational plan/business plan for the proposed Food Enterprise Center facility. Prince Edward County's Board of Supervisors has indicated they will provide a building lot in the Prince Edward Business Park for the Food Enterprise Center. In this planning process, there has been much discussion of the importance of working regionally. Therefore, I am evaluating the potential commitment to this project that exists among our adjoining counties.



The Food Enterprise Center proposed in this region will be a model facility as it is likely to be the first food processing facility of this scale to offer commercial processing opportunities in Virginia. The volume of applications to the agriculture industries planning grant speaks to the demand for an agriculture processing facility, and locating it in a region with such a rich foundation in agriculture only makes sense. Currently, many Virginia producers travel to North Carolina to have their value-added food products manufactured. The creation of the Food Enterprise Center will bring existing jobs back to Virginia; benefiting all Virginia agriculture, but especially providing jobs and agribusiness opportunities for our Southside Virginia residents.

An Agriculture Enterprise Development Working Group has been established to create a center for production, marketing and education of Value-Added Food Processing which will serve Virginia farm-based producers. The work group is comprised of professionals representing private and public interests and each has expertise in relevant areas of the agriculture or food processing industry.

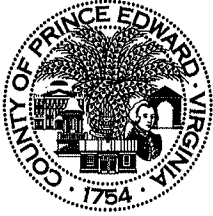
Each of your counties is invited to join this effort. The Planning Grant awards \$20,000 grant funds to the project and requires a 1:1 match from Prince Edward County and its partners. The match funds can be comprised of 50% in-kind (\$10,000 in-kind) and must include a 50% cash match (\$10,000 in cash match). Prince Edward County agreed to provide this match for a project to develop a Food Enterprise Center. The project funds will secure a consultant to prepare the organizational and operational plan documents necessary to construct, operate and maintain the Food Enterprise Center. The facility is proposed as a publicly owned, privately operated facility. Part of completing these operational plans is to determine the regional support and partnership commitments for the facility.

I would like to offer two ways which you can be involved:

Are there building lots or existing buildings in your County which would be suitable for consideration as a food processing facility (potential contaminants from prior uses are considered in this evaluation). If you have a prospective location for the facility and would like to be part of this planning process to have the locations evaluated, please advise me as to your County's willingness to share in the in-kind or cash match requirements of the grant.

OR, if your county is not interested in contributing to the match requirements at this time, but supports this project endeavor as a facility which will have significant, regionally beneficial results, then please provide a letter of support for the development of a Food Enterprise Center in Prince Edward County.

Your expression of intent in response to this invitation is respectfully requested by Friday, June 7 or as soon as practical if you do not have a Board meeting before that date. If you have any questions I can be reached by calling 434-392-8837, or electronically at [wbartlett@co.prince-edward.va.us](mailto:wbartlett@co.prince-edward.va.us) Thank you.



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

**Meeting Date:** July 9, 2013  
**Item No.:** 12  
**Department:** Commonwealth's Attorney  
**Staff Contact:** Jim Ennis  
**Issue:** Case Management System

**Summary:**

The Commonwealth's Attorney is requesting an appropriation of \$40,500. These funds are needed to purchase a new case management system. The current case management system is approximately 9 years old. It is based on a Lotus Notes platform; the system is obsolete and is no longer supported by IBM. Technical support is currently provided by an employee of Commonwealth's Attorney Services Council, a state agency. The sole employee of the Council who provides technical support for the program will retire this year. The Council has notified Commonwealth's Attorney that when this employee retires they will no longer be able to provide any support for the existing case management system to include migration to a new case management system. To ensure continuity of service the implementation of a new case management must occur before the retirement of the employee providing technical support. The Commonwealth's Attorney will be at the meeting to answer any questions.

REV/EXP	FUND	DEPT	OBJECT	DESCRIPTION	DEBIT	CREDIT
FY 2014 Budget Amendment						
3(Rev)	100	41050	0100	General Fund Balance		\$40,500
4(Exp)	100	21600	6040	ADP Equip	\$40,500	

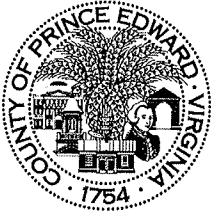
**Recommendation:**

Approve the budget amendment displayed above and appropriate the same funds.

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







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

**Meeting Date:** July 9, 2013  
**Item No.:** 13  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett  
**Issue:** County Administrator's Report

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**Summary:**

- a. **Piedmont Court Services (PCS) Lease** – The lease agreement between PCS and SRP Corporation expired on June 30, 2013. The lease contains an option to renew for 5 additional years. Both parties wish to renew the lease with minor changes. The lease is attached. The only change is a 4.9% increase in the lease payment, is the first increase in 10 years. Recommend the Board authorize the County Administrator to execute the proposed Lease Agreement.
- b. **Legislative Committee** - Annually, the Chairman appoints a Legislative Committee that is tasked with updating the County's Legislative Priorities for Board approval. These priorities will be communicated to legislators, VACo, and the CRC for consideration in regional and statewide legislative priorities. The 2012 Legislative Committee was comprised of Supervisors McKay, Gantt, and Wilck. Additionally, the Board may wish to consider hosting a Legislative meeting as it did last fall. Recommend the Chairman appoint a Legislative Committee.
- c. **Local Government Challenge Grant** - The Virginia Commission for the Arts notified Prince Edward County it was awarded a Local Government Challenge Grant in the amount of \$2,494 for FY14. Annually the County applies for and receives this grant which is provided to the Longwood Center for the Visual Arts. As required by the grant agreement the County must provide a matching amount. Both the grant and the County's match are contained in the approved budget, no action is required.
- d. **Virginia Aqua-Farmers Network Contract** - Using grant funds Prince Edward has obtained a walk-in freezer to store food products at the Cannery. The freezer is being used by various commercial vendors with the Virginia Aqua-Farmers Network, LLC. being the primary user. The Network is concerned with loss of inventory if the cannery loses power and his product unthaws. The Network has attempted to obtain insurance for the loss but cannot because it does not own the freezer. The County researched the possibility of obtaining insurance with the Network reimbursing the County for the cost of the insurance. The County cannot obtain insurance because if the product is lost the County does not suffer any actual loss. To break from this cycle VACORP recommended the County sign a contract with the Network, in which the County would be responsible for reimbursing the Network for any loss due to spoilage. The County would recoup the cost of the insurance policy (approximately \$75 for \$50,000 of coverage) from users of the freezer. Recommend the Board authorize the County Administrator to execute a contact with the Network whereby the County assumes liability for the loss of any food inventory stored in the

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



County of Prince Edward  
Board of Supervisors  
Agenda Summary

County's walk-in Freezer and obtain a liability insurance plan from VACORP to cover such a loss.

- e. **Virginia Local Disability Program** – A new local Disability Program offered through VRS is a mandatory part of the new hybrid retirement plan that will apply to most new employees hired on or after January 1, 2014. Local governments can opt out of the program but must provide a comparable employer-paid program. Local governments who wish not to have VRS provide administer this program have until September 1, 2013 to pass an opt-out resolution but can ask for an extension until November 1, 2013. A regional information session is being planned for the near future to provide attendees information about both the new Healthcare laws and an alternative Disability program developed by VACORP which local governments may choose instead of the VRS program. The time and date of this information session has not been established. Recommend the Board authorize the County Administrator to request an extension until November 1, 2013 to provide the opt-out resolution to VRS
- f. **LEMPG Grant** - Prince Edward received an e-mail on July 1, 2013 advising the County of the upcoming FY 14 Local Emergency Management Program Grant (LEMPG). This is an annual grant which has been \$9,436 for at least the last 8 years. The grant requires a dollar for dollar match which can be in-kind. The majority of the grant funds have been used to supplement the salary of the Local Emergency Service Coordinator to compensate the office holder for the additional work requirements, the 24 hour on-call duty status, and the ongoing educational requirements. Mrs. Puckett assumed the duties as the Acting Emergency Services Coordinator in November 2012. As was outlined earlier, she has completed all of the FEMA and VDEM required training (with exception of IS 400, which has a six-month required wait), has developed a strong working relationship with our Emergency First Responder namely the Volunteer Fire Departments, local law enforcement, the Prince Edward Volunteer Rescue Squad, Centra Southside Community Hospital, Hampden-Sydney College, VDEM, and our regional local government partners. Additionally, she has outlined an extensive list of priority items that need to be completed in FY14 like the EOP update, development of a COOP, activation of the LEPC, etc. The deadline for grant submissions is August 9, 2013. Recommend the Board appoint Ms. Puckett as County Emergency Services Coordinator, and authorize the County Administrator to submit all necessary documentation to VDEM to request the grant and use the funds to supplement the salary of this position for the required extra hours of work.

**Attachments:**

Proposed lease agreement between Piedmont Court Services and SRP Corporation, LLC.

**Recommendations:** See recommendations listed above.

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

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

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

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

**THIS AGREEMENT OF LEASE**, made and entered into this 1st day of July, 2013 by and between SRP, LLC, party of the first part, hereinafter referred to as “Landlord”, and **PIEDMONT COURT SERVICES**, parties of the second part, hereinafter referred to as “Tenants”.

WITNESSETH:

That for and in consideration of the provisions, stipulations and conditions hereinafter set forth, it is mutually agreed by and between the parties hereto, as follows:

1. Landlord doth hereby lease and demise unto Tenants, and Tenants do hereby lease from Landlord that certain unit, of approximately 4,174 square feet, located at 1012-G West Third Street, Farmville, VA 23901.,
2. The term of this lease shall commence July 1, 2013 and shall extend for a five-year period, with an option for five *additional* years. Should the Dept. of Criminal Justice Services fail to fund Piedmont Court Services or Piedmont Court Services’ funding be substantially decreased, or if the program is canceled, terminated or ceases to exist for any reason, this lease may be voided at option of tenant. Tenants agree to give a 30-day notice should the lease need to be voided.
3. Tenants agree to pay a cash rental, payable by the 20<sup>th</sup> day of each month following the month of occupancy, in the amount of \$2,500.00 for the term of this lease. If rent is more than ten (10) days late, a penalty of 5% will be added.
4. Landlord agrees to pay water and sewer. Tenants are to pay all other utilities.
5. Landlord will be responsible for normal repairs to the heating, plumbing, electrical systems, and basic structure unless due to negligence or misuse on the part of the Tenants.
6. Tenants are to replace all broken glass and light bulbs. Tenants are responsible for changing air filters for the HVAC system on routine basis.
7. The property is not to be Sublette.
8. Tenants accept the premises as they are without any representation as to its suitability or desirability for the purposes contemplated and Tenants shall maintain the premises in good repair and good order, normal wear and tear expected. Tenants shall not make any change in the structure of the said building without first obtaining the

written consent of the Landlord and Tenants agree that they will not store on the premises any articles which will endanger the building or increase hazards of fire.

9. Landlord is to carry insurance on the building. Tenants are to carry insurance on their possessions.

IN WITNESS WHEREOF, the parties have hereunto set their hands this  
\_\_\_\_\_ day of July, 2013.

**SRP, LLC**

\_\_\_\_\_(SEAL)  
Steve Rainey, Landlord

**Piedmont Court Services**

\_\_\_\_\_(SEAL)  
Renée Trent Maxey, Director

\_\_\_\_\_(SEAL)  
Wade Bartlett  
Prince Edward County Administrator





County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: July 9, 2013  
Item No.: 14  
Department: County Administration  
Staff Contact: W.W. Bartlett/Sarah Puckett  
Issue: Upcoming

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**Summary:**

- a. *Virginia Department of Health Public Hearing –CSCH Certificate of Public Need*  
July 11, 2013, 2:00 p.m. @ Farmville-Prince Edward Community Library
- b. *Virginia Resources Authority Community Investment Workshop*  
July 17, 2013, 9:00 a.m. – 2:30 p.m. @ SVCC Workforce Center
- c. *Poverty Today: Challenges and Opportunities*  
July 19, 2013, 8:30 a.m. – 4:30 p.m. @ Roanoke Higher Education Center
- d. *Virginia Rural Center Education & Workforce Skill Development Presentation*  
August 1, 2013, 12:00 Noon @ Charley's Waterfront Cafe

**Attachments:** Meeting Information

**Recommendation:** Please let Sarah know if you are interested in attending any of these meetings.

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

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

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

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

## Sarah Puckett

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**From:** Prince Edward Information <info@co.prince-edward.va.us>  
**Sent:** Monday, July 01, 2013 2:58 PM  
**To:** Sarah Puckett; Wade Bartlett  
**Subject:** FW: Notice of Public Hearing  
**Attachments:** Notice of Public Hearing.docx

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**From:** Bartley, Shirley (VDH) [<mailto:Shirley.Bartley@vdh.virginia.gov>]  
**Sent:** Monday, July 01, 2013 2:25 PM  
**To:** [atharvyIII@ameliacova.com](mailto:atharvyIII@ameliacova.com); [bcty@moonstar.com](mailto:bcty@moonstar.com); [rclark@charlotteva.com](mailto:rclark@charlotteva.com); [jownby@cumberlandcounty.virginia.gov](mailto:jownby@cumberlandcounty.virginia.gov); [b.jones@lunenburgva.net](mailto:b.jones@lunenburgva.net); [nottoway@nottoway.org](mailto:nottoway@nottoway.org); [Info@co.prince-edward.va.us](mailto:Info@co.prince-edward.va.us); [gspates@farmvilleva.com](mailto:gspates@farmvilleva.com)  
**Subject:** Notice of Public Hearing

The Code of Virginia at § 32.1-102.6 requires, in part, that our office notify the local governing bodies in a health planning district or region of a scheduled public hearing regarding one or more certificate of public need applications. Attached is a Notice of Public Hearing covering the addition of a second CT scanner at Centra Southside Community Hospital, which is located in Health Planning District 14.

## **Notice of Public Hearing**

Notice is hereby given that a public hearing for a certificate of public need request has been scheduled for July 11, 2013 beginning at 2:00 p.m. in the Meeting Room at the Farmville-Prince Edward Community Library, 1303 West 3<sup>rd</sup> Street, Farmville, Virginia 23901. The applicant will be given up to 15 minutes to present its project. Public comments will follow the presentation.

The project is COPN Request No. VA-8014 submitted by Centra Southside Community Hospital for the addition of a second CT scanner at the hospital. The project's anticipated total capital cost of \$1,320,989 would be funded from the accumulated reserves of Centra Health, Inc., the hospital's parent company.

Any interested party may appear at this hearing and present comments limited to three (3) minutes per speaker. For the public's convenience, sign-in sheets will be available at 1:30 p.m. and the public will start to be called after 2:15 p.m. Written comments not presented at this hearing should be sent to the Virginia Department of Health, Division of Certificate of Public Need, at 9960 Mayland Drive, Suite 401, Henrico, Virginia 23233.

June 3, 2013

Dear Public Servant:

The Virginia Resources Authority is pleased to announce and to invite your attendance to its **July 17, 2013 Community Investment Workshop (“the Workshop”) in Keysville, Virginia**. The *Workshop* will be held in the Workforce Development Center on the John H. Daniel Campus of Southside Virginia Community College located at 200 Daniel Road, Keysville, Virginia. The program and luncheon, both free to invited guests, will take place from 9:00 a.m. to 2:30 p.m. A continental breakfast will be available from 7:45 a.m. to 8:45 a.m.

Join Suzanne Long, Executive Director of the Virginia Resources Authority, along with financing professionals from the public and private sectors in discussing requirements for financing public improvement projects.

The *Workshop* is expected to attract local elected and appointed officials, government professionals, and public finance professionals from across the region and is directed at those communities interested in financing capital projects. Along with VRA, representatives from state agencies, including those from the Office of the Governor and the Tobacco Commission, will be available to share information on state grant and loan programs that support local capital improvement initiatives. Representatives will also be present from USDA Rural Development to provide information on programs available for local public projects.

Again, the *Workshop is free* to all elected and appointed officials and to local government practitioners. Breakfast and luncheon meals are being provided for all participants. To register by phone, please call VRA at (804) 644-3100 or online at [www.VirginiaResources.org](http://www.VirginiaResources.org).

Join us in Keysville on July 17<sup>th</sup> for this important program.

Sincerely,



Jean Bass

## Sarah Puckett

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**From:** PE Board <board@co.prince-edward.va.us>  
**Sent:** Tuesday, July 02, 2013 10:14 AM  
**To:** Sarah Puckett  
**Subject:** FW: Invitation to Attend - "Poverty Today: Challenges & Opportunities"

**From:** Risa Pesapane [<mailto:pesapane.risa@gmail.com>]  
**Sent:** Monday, July 01, 2013 11:27 PM  
**To:** [board@co.prince-edward.va.us](mailto:board@co.prince-edward.va.us); [Info@co.prince-edward.va.us](mailto:Info@co.prince-edward.va.us); [wbartlett@co.prince-edward.va.us](mailto:wbartlett@co.prince-edward.va.us); [karineverhart@co.prince-edward.va.us](mailto:karineverhart@co.prince-edward.va.us)  
**Subject:** Invitation to Attend - "Poverty Today: Challenges & Opportunities"

The Cabell Brand Center would like to cordially invite a representative of Prince Edward County government to attend the upcoming symposium "Poverty Today: Challenges and Opportunities" on July 19<sup>th</sup> at the Roanoke Center for Higher Education. The event intends to explore how we currently define poverty, how poverty is viewed in our society, and who can take action for those in need. By uniting leaders in government, business, academia, and community organizations in open conversation we hope to achieve a deeper understanding of the challenges we face as well as novel opportunities for progress.

The event will take place from 8:30am – 4:30pm and will include two nationally recognized speakers, oral presentations and roundtable discussions. The roundtable session is intended to facilitate communication and collaboration between participants from diverse backgrounds tackling major topics in the fight against poverty. An event program and directions can be found on our event page <http://www.cabellbrandcenter.org/Events.html>. We hope you will accept our invitation to attend and contribute your perspective to the discussion.

Space is limited so please register at the following link: <http://www.cabellbrandcenter.org/Registration2.html>. The event is free to attend however donations are appreciated and are tax deductible.

Please contact [risa@cabellbrandcenter.org](mailto:risa@cabellbrandcenter.org) or call [540-998-8353](tel:540-998-8353) with any additional questions.

Risa R. Pesapane  
Executive Director, The Cabell Brand Center [www.cabellbrandcenter.org](http://www.cabellbrandcenter.org)  
Cell: (540) 998-8353  
Personal Page <https://sites.google.com/site/risapesapane/>  
LinkedIn Page <http://www.linkedin.com/in/risapesapane>

# **Poverty Today: Challenges and Opportunities**

**Hosted by**

**The Cabell Brand Center for Global Poverty and Resource Sustainability Studies**

**and**

**Shepherd Program, Washington and Lee University**

**July 19, 2013**

**Roanoke Higher Education Center**

## **Purpose:**

The intention of the proposed symposium is to increase awareness about pervasive poverty issues in rural and urban environments and to explore innovative approaches in alleviating poverty. By uniting citizens, politicians, academics, aid workers, and major community organizations in open conversation, we hope to achieve a deeper understanding of the challenges we face as well as novel opportunities for progress. The symposium themes are as follows:

1. The status of poverty in the U.S.
2. Symptoms and causes of poverty
3. Ongoing programs to alleviate poverty
4. Current and proposed innovative approaches to alleviate poverty

## **Expected Participants:**

- Political leaders
- Business leaders (Chamber of Commerce, other)
- Governmental leaders (County administrators, city managers, other)
- Academia and students
- Major community organizations
- Southeast Rural Community Assistance Project (SERCAP)
- Virginia Tech Interdisciplinary Graduate Education Program
- Virginia Tech Institute for Policy and Governance
- Shepherd Program, Washington and Lee University
- Radford University
- Total Action for Progress (TAP)

**Tentative Schedule:**

<b>8:00</b>	<b>Check in + Coffee</b>
<b>8:30</b>	<b>Welcome Address</b>
<b>8:45</b>	<b>Special Guest Dr. Keith Kilty</b>
<b>9:45</b>	<b>Oral Presentations (3)</b>
<b>10:30</b>	<b>Special Guest Dr. Mimi Abramovitz</b>
<b>11:30</b>	<b>Lunch + Posters</b>
<b>12:30</b>	<b>Oral Presentations (4)</b>
<b>1:30</b>	<b>Roundtable instructions</b>
<b>1:35</b>	<b>Roundtable session</b>
<b>3:00</b>	<b>Presentation of ideas</b>
<b>3:30</b>	<b>Panel discussion</b>
<b>4:30</b>	<b>Closing Remarks + Adjourn</b>

**Special Guest Speakers**



**Dr. Mimi Abramovitz**

Mimi Abramovitz, DSW, Bertha Capen Reynolds Professor in Social Policy at Hunter School of Social Work, teaches in the Masters Program as well as the Ph.D. Program in Social Welfare at The Graduate Center, City University of New York. Dr. Abramovitz received her Master (MSW) and Doctorate (DSW) degrees from Columbia University School of Social Work. Dr. Abramovitz is widely recognized as a scholar and activist, She has written extensively about the issues of women, work, poverty, social welfare policy as well as the impact of public policy on the delivery of human services and the history of activism among low-income women. She is the author of four books and as well as numerous articles, book chapters, policy reports, and articles in the popular press. Dr. Abramovitz is currently writing book titled *Gendered Obligations: The History of Activism Among Poor and Working Class Women in the US Since 1900*. She is the recipient of seven prestigious awards from major professional associations for her overall contributions to social work and social policy Her research has appeared in major academic journals within and outside of social work as well as the in and the popular press including Women's ENEWS, New York Times, Washington Post, MS Magazine and Women's Review of Books. Dr. Abramovitz is regularly invited to present papers on social policy at national and international conferences; serves on numerous policy making, foundation and community organization boards; and is frequently interviewed by the print and broadcast media.

# COMMONWEALTH REGIONAL COUNCIL (CRC)

## *Virginia Rural Center* Education and Workforce Skill Development Presentation



*Thursday, August 1,  
2013  
12:00 NOON*

*Charley's Waterfront  
Cafe  
201 Mill Street  
Farmville, VA  
23901*

**DUTCH  
TREAT**

If you plan to attend, we ask  
that you respond to the  
CRC by  
**Monday, July 29, 2013**  
**RSVP to:**

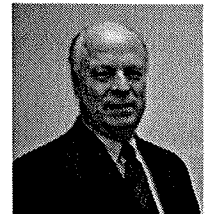
Melody Foster  
Regional Planner  
mfoster@virginiashartland.org  
434-392-6104

**VIRGINIA'S  
HEARTLAND**  
COMMONWEALTH REGIONAL COUNCIL

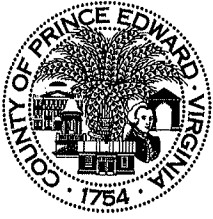
The **Virginia Rural Center** will be doing an education and workforce skill development presentation at the August 1, 2013 meeting of the Commonwealth Regional Council (CRC). The Virginia Rural Center is conducting this presentation throughout the regions of the State. The purpose of the **Virginia Rural Center's** presentation is to expand the regional conversation about education and workforce skill development in Rural Virginia.

The **Virginia Rural Center's** 2013 statewide policy position is to enhance the coordination of the education and skilled development system to grow the pipeline of a talented workforce for the Commonwealth. The Center has offered to give this presentation to this region to engage leaders to assist in searching for models and successful programs that are addressing the workforce needs of a changing global economy. Furthermore, the **Virginia Rural Center** hopes to incentivize leaders to address the education and training issues in new ways. Information received from the CRC region will be incorporated into the **Virginia Rural Center's** Statewide position.

Glen Sink, Executive Director, **Virginia Rural Center**, will be the presenter. This will include a PowerPoint presentation, along with time for questions/feedback from those in attendance from this region.







County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: July 9, 2013  
Item No.: 15  
Department: County Administration  
Staff Contact: W.W. Bartlett/Sarah Elam Puckett  
Issue: Correspondence/Informational

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**Summary:**

**Attachments:**

- a. DHCD Letter, RE: HOPE Community Services, Inc.
- b. DSS E-mail/Letters, RE: HOPE Community Services, Inc.
- c. 2013 Heart of Virginia Buy Fresh/Buy Local Food Guide (*Inserted in front pocket.*)

**Recommendation:** None.

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

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

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

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



Robert F. McDonnell  
Governor

James S. Cheng  
Secretary of  
Commerce and Trade

# COMMONWEALTH of VIRGINIA

William C. Shelton  
Director

## DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

June 26, 2013

Wade Bartlett  
County Administrator  
County Administration Office  
Post Office Box 382  
Farmville, Virginia 23901

Dear Mr. Bartlett:

This letter is to notify you of the decision by the Virginia Department of Housing and Community Development (DHCD) to terminate H.O.P.E. Community Services, Inc. as a local subgrantee for Weatherization Assistance Program (WAP). WAP funds are used to improve the energy efficiency of low-income homes. H.O.P.E.'s service area included the counties of Amelia, Buckingham, Charlotte, Cumberland, Lunenburg, Nottaway and Prince Edward.

Weatherization services are funded from two funding sources: 1) WAP funds from the U.S. Department of Energy (DOE), which is the primary funding source and regulatory authority; and 2) Low Income Home Energy Assistance Program (LIHEAP) funding from the U.S. Department of Health and Human Services which is passed-through the Virginia Department of Social Services and to DHCD.

The final decision to terminate the program at H.O.P.E. was based on a number of financial weaknesses shown by the agency that DHCD believed could put the WAP and LIHEAP funds at significant risk. These issues led to monitoring findings that H.O.P.E. has not resolved. We recognize that this termination leaves a gap in weatherization services in these areas.

The purpose of this communication is to share with you our plan for temporarily restoring those services until a permanent service provider is selected. The State has obtained from H.O.P.E. all applicant files which were in various approval stages. As required by DOE, a bidders list will be compiled and services will be contracted by the State to bidders based on criteria that ensures their ability to deliver quality services in a timely manner. All pending WAP applicants will be served in priority order as they normally would but the work will be performed by alternating agencies from the approved bidder's list.

Partners for Better Communities



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

DHCD had already announced plans for an open application process to occur this winter where all interested current WAP providers, as well as any new qualifying eligible non-profits organizations, can apply to serve as a WAP provider. This process currently is under development and should be finalized this fall. One of the key evaluative criteria that will be required as part of the application process, will be a letter of support from the local government in the proposed service area(s).

You may find that over the next few weeks and months a number of agencies may contact you for your support. I urge you to carefully consider your options before lending your written support to one agency over another. You may wish to consider factors such as administrative capacity, financial capacity and security, trained technical staff, appropriate licensing and start up time/resources.

We look forward to the continued provision of weatherization services in your county. It is undeniable the benefit that results from these energy conservation measures in saving low-income households money on their energy bills and creating a safer and healthier living environment.

We will be providing more information on the future of WAP in your county as this process progresses. If you have any questions about the Program or this process, please do not hesitate to contact me at (804) 371-7133 or at [willie.fobbs@dhcd.virginia.gov](mailto:willie.fobbs@dhcd.virginia.gov).

Sincerely,



Willie Fobbs III  
Associate Director

cc: Bill Shelton, Director  
Shea Hollifield, Deputy Director

## Wade Bartlett

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**From:** Inge, Fran (VDSS) <fran.inge@dss.virginia.gov>  
**Sent:** Monday, July 01, 2013 7:04 PM  
**To:** Wade Bartlett  
**Cc:** 'Tracey Gee'; 'A. Taylor Harvie III'; Becky Carter; Vivan Giles; Ronnie Roark  
**Subject:** RE: HOPE  
**Attachments:** Hope 6-21-2013.pdf; Hope 6-14-2013.pdf; IM -116.pdf

First, I want to say thank you to Mr. Bartlett for his attentiveness to the issues with HOPE Community Services. He felt that perhaps it would help to update County Administrators on the status of HOPE Community Services, which receives Community Services Block Grant (CSBG) funds that flow into your county. The purpose of these funds is to help alleviate poverty and increase self-sufficiency for low-income families. Communities across the Commonwealth use CSBG funds to support programs connected with:

- Child care
- Community and economic development
- Education
- Employment
- Head Start
- Health and nutrition
- Housing and related services
- Special populations (including the elderly, ex-offenders and the homeless)
- Transportation

As the Director of the Office on Volunteerism and Community Service at Virginia Department of Social Services (VDSS), I thought it would be helpful for you to know the recent actions we have taken with HOPE. On June 14<sup>th</sup> VDSS suspended all CSBG funds to HOPE Community Services. We recommended HOPE Board of Directors voluntarily rescind their designation as a community action agency. On June 21<sup>st</sup> a second letter was sent that announced that the Virginia Department of Social Services was formally beginning the process to recommend that the Governor rescind HOPE Community Services designation as a community action agency. This is a lengthy process that will delay citizens receiving needed services. Should the HOPE Board vote to voluntarily to rescind their designation, the formal process will stop and we will immediately begin addressing service delivery. Copies of both letters are attached to this email.

The HOPE Board of Directors has become divided. Like Mr. Bartlett, our office understands that on Thursday the Executive Committee of the Board of Directors voted to voluntarily rescind their designation; however, on Friday when the Executive Committee brought their recommendation before the full Board, the meeting became disruptive and disbanded prior to a vote. Today, the Board met and again the meeting got disruptive. More than ½ of the Board walked out of today's meeting which from multiple reports, resulted in a group without a quorum; therefore, no official action was taken on rescinding HOPE's designation as a community action agency.

We know there are multiple issues that HOPE's Board of Directors are trying to solve; however, VDSS remains focused on the CSBG funds and HOPE's designation as a community action agency. Below details the actions and concerns Mr. Bartlett raised:

1. All CSBG funds to HOPE Community Services will remain suspended---regardless of HOPE's leadership.
2. VDSS will not begin the process of identifying a new funding agency until either a) the Board of Directors of HOPE voluntarily votes to rescind its designation; or b) the formal process has been completed which is outlined in the attached Informational Memorandum in conjunction with all federal and state laws that rescinds the designation for cause. As far as I know, this has never been done in Virginia and as Mr. Bartlett explained could be a very long process.
3. Concerning the issue raised that HOPE will dissolve and reconstitute itself with the same leadership, if HOPE dissolves, VDSS will begin the process to recommend to the Governor another designated community action program. According to Administrative Code 22VAC40-901-60, "To be designated as a community action agency, a community organization's purpose shall include working for the reduction of poverty and the revitalization of low-income communities through the identification of local needs and the provision of a broad range of services to meet those needs. *The organization must have the recommendation of the governing body of the localities to be served, must be financially viable, and must meet administrative standards, financial management standards, and other requirements established by federal and state laws and regulations...*"

Bottom line, VDSS wants CSBG funds flowing into your county to help citizens. As stated above, the fastest way for that to happen is for HOPE's Board of Director's to voluntarily rescind their designation as a community action agency. I hope this update has been helpful and please feel free to contact me if I can be of any assistance. I appreciate the role you play in insuring citizens receive needed services that CSBG funds provide.

Fran Inge  
Director, Office on Volunteerism and Community Service  
Virginia Department of Social Service  
801 East Main Street, 15th Floor  
Richmond, VA 23219

Phone: (804) 726-7644  
Fax: (804) 726-7088  
E-Mail: [fran.inge@dss.virginia.gov](mailto:fran.inge@dss.virginia.gov)  
Web: [www.vaservice.org](http://www.vaservice.org)

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**From:** Wade Bartlett [mailto:[wbartlett@co.prince-edward.va.us](mailto:wbartlett@co.prince-edward.va.us)]  
**Sent:** Monday, July 01, 2013 4:45 PM  
**To:** Inge, Fran (VDSS)  
**Cc:** 'Tracey Gee'; 'A. Taylor Harvie III'; Becky Carter; Vivan Giles; Ronnie Roark  
**Subject:** HOPE

Mrs. Inge I am writing to inform you of the action/inaction of the Board of Directors of HOPE. Early last week the Executive Committee of the Hope Board meet and voted to approve the resolution to voluntarily rescind their designation as a Community Action Agency. The full Board met on Thursday June 27, 2013 to take action on the same resolution. At that meeting private citizens attended and at the urging of a small number of Hope Board members they became so disruptive the Board was unable to conduct any business and adjourned without taking any action. The Board met again this morning and the same events happened again which resulted in the HOPE Board once again not taking any action. At this point I am told several of the Board members left but those who stayed, which was not a quorum, actually voted to remove the Director and may have taken other action. If you receive notice that any action has been taken by the HOPE Board I would be highly skeptical. Several members of the HOPE Board are so frustrated it would not surprise me if many of them refuse to attend any more meetings.

The private citizens disrupting the meeting are doing so to prevent the rescinding of the designation of HOPE as a Community Action Agency. They are under the belief that HOPE can somehow resolve the issues they are facing and continue to receive funding from your organization and provide services to the region.

To add even more confusion there are some who are worried that HOPE will dissolve and merely reconstitute itself with the same leadership and continue to receive funding and just continue to operate with all the same issues. Is this a possibility?

As you can see there is much confusion on the part of both the HOPE Board and the public.

It is my understanding that your organization is going to recommend that HOPE's designation as a Community Action Agency be withdrawn and to cease all funding to HOPE. Additionally, I understand that if HOPE voluntarily rescinds its designation as a Community Action Agency your organization can move forward with finding an organization in the region to continue providing the services to the citizens of this region. But if HOPE does not voluntarily rescind its designation that the process the state will have to go through to pull the designation from HOPE could take as long as 2 years during which time no local agency could receive the designation meaning funding would not be available to assist citizens in our region.

I think it would be very helpful if you could provide an update detailing the action the state will take and answering the issues listed above.





**COMMONWEALTH OF VIRGINIA  
DEPARTMENT OF SOCIAL SERVICES**

June 14, 2013

Mr. Erenest E. Miller, Board President  
Hope Community Services, Inc.  
103 South Main Street  
Farmville, VA 23901

Dear Mr. Miller:

The Virginia Department of Social Services remains gravely concerned with the governance and financial viability of Hope Community Services. As a Board of Directors, I know that you share our desire to ensure the citizens of Farmville, Amelia, Buckingham, Cumberland, Lunenburg, Nottoway and Prince Edward receive the services that CSBG funds provide. Effectively immediately, no more CSBG invoices will be processed for Hope. Both the Hope Board of Directors and VDSS has a fiduciary responsibility to be good stewards of public funds; therefore, looking at multiple breaches of your contract, we are suspending all funds. Major issues which led to this decision include: an unacceptable A-133 audit, no proof of current liability insurance, allegations of fiscal mismanagement, Board minutes are not current, as required. Of most concern is our lack of confidence that services are being delivered to the residents of your community.

Last year, Dan Deane met with the Hope Board of Directors. Based on HOPE's financial stability, its ability to continue to adequately administer and deliver services, along with the ability to make certain that adequate financial controls and oversight are in place to ensure that the agency's finances are in order, he recommended that the agency voluntarily rescind their designation as a community action agency. The Virginia Department of Social Services still strongly recommends that the Board follow through on this action. This is a decision that must be made by the Hope Board of Directors. While we recognize this is a hard decision for the Board, it is a decision that will expeditiously get services back to the citizens of your community. The most critical part of this discussion needs to center around whether or not the citizens are getting the services they need.

While we remain confident that the Hope Board of Directors will make the right decision and voluntarily rescind their designation as a community action agency, please know that within the next week an official letter will come from the Virginia Department of Social Services that will formally start the process to rescind Hope's designation as a community action agency for cause. This will be a lengthy process delaying the provision of desperately need services to the citizens in your service area. Should the Board vote to voluntarily to rescind their designation, the formal process will stop and we can immediately begin addressing service delivery.

We recognize this is a difficult decision for Hope Board of Directors but we are sure you share our desire to look beyond the organization and see that the community needs you to step up and make the hard decision that will get services to the people in need. We eagerly await your decision.

Should you have any questions regarding process, or any other operational areas please do not hesitate to call.

Sincerely,

Fran Inge, Director  
Office of Volunteer and Community Services





**COMMONWEALTH OF VIRGINIA  
DEPARTMENT OF SOCIAL SERVICES**

June 21, 2013

Mr. Erenest E. Miller, Board President  
Hope Community Services, Inc.  
103 South Main Street  
Farmville, VA 23901

Dear Mr. Miller:

As a follow-up to the correspondence dated June 14, 2013, The Virginia Department of Social Services (VDSS) stated its concern with the governance and financial viability of Hope Community Services. We strongly recommended that the agency voluntarily rescind their designation as a community action agency. While VDSS still hopes this will be the case, in accordance with Section 678C of the Coats Human Services Reauthorization Act of 1998 (Public Law 105-285) and Section 2.2-5407D of the *Code of Virginia*, this letter will begin the process to recommend that the Governor rescind Hope Community Services designation as a community action agency.

Federal and State Law provide guidelines and requirements for administering the Community Services Block Grant (CSBG). These include criteria and processes used to terminate the designation and funding of existing community action agencies.

As stated previously, should the Board vote to voluntarily to rescind their designation, the formal process will stop and we can immediately begin addressing service delivery for the citizens of Farmville, Amelia, Buckingham, Cumberland, Lunenburg, Nottoway and Prince Edward.

Should you have any questions regarding process, or any other operational areas please do not hesitate to call.

Sincerely,

Fran Inge, Director  
Office of Volunteer and Community Services



Old Dominion Resource Conservation and Development Council, Inc.

PO Box 209  
600 David Bruce Avenue  
Charlotte Court House, VA 23923-0209  
Phone: (434) 547-0540

TO: Old Dominion RC&D Sponsors  
FROM: Joan C. Crenshaw, Program Assistant  
DATE: June 25, 2013  
SUBJECT: 2013 The Heart of Virginia Buy Fresh Buy Local (BFBL) Food Guide

The Old Dominion Resource Conservation and Development (RC&D) Council is pleased to be sending you the enclosed copies of the Spring 2013 "Heart of Virginia" Buy Fresh Buy Local Food Guide. Please distribute a copy of this letter along with the Food Guides to all of your Board of Supervisor members.

The Food Guide has been distributed regionally to various locations throughout all of our member counties, Amelia, Buckingham, Brunswick, Charlotte, Cumberland, Halifax, Lunenburg, Mecklenburg, Nottoway and Prince Edward including the County of Appomattox. Old Dominion RC&Ds goal for distribution of the food guides is to provide a "free marketing" opportunity supporting the agricultural communities. Anyone who produces, makes, sells, etc. locally grown products within our footprint is encouraged to provide us with advertising information to be included in the Food Guide. This information also encourages consumers to buy locally grown products and provides information where to find the products while boosting our local economy. We are currently printing a Spring and Fall Guide.

We would like to "thank you" for being a sponsor of the Old Dominion RC&D Council. Old Dominion RC&D Council is a 501 (c) (3) non-profit organization whose mission is to initiate and coordinate resource development and conservation programs that enhance the social, economic and environmental quality of the region. We feel strongly that the BFBL chapter is benefiting all the citizens of our region. Your continued support to Old Dominion RC&D is sincerely appreciated.

If you have any questions or need any additional Food Guides, please call (434)547-0540 or email [olddominionrcd@gmail.com](mailto:olddominionrcd@gmail.com).

(GUIDE IS INSERTED IN FRONT OF BOARD PACK.)



County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: July 9, 2013  
Item No.: 16  
Department: County Administration  
Staff Contact: W.W. Bartlett/Sarah Elam Puckett  
Issue: Monthly Reports

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**Summary:**

**Attachments:**

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

**Recommendation:** None.

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

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

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

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



## Animal Control Monthly Report

**"June 2013"**

<b>Dogs</b>		<b>Wildlife</b>	
Surrendered	3	Handled	1
Picked Up	35	Euthanized	1
Claimed By Owner	12	Rabies Case	1
Adopted	3		
Died in Kennel	1	<b>Livestock</b>	
Euthanized	3	Returned to Owner	0
Transferred to SPCA	18	Died in Kennel	0
Dead on Arrival	1	Adopted	0
Stolen	0	<b>Fees Collected</b>	\$0.00

<b>Fees Collected</b>	\$430.00	<b>Other Companion Animals</b>	
		Returned to Owner	0

<b>Cats</b>			
Surrendered	25	<b>Number of Calls to Shelter</b>	149
Picked Up	0	<b>Summons Issued</b>	1
Claimed By Owner	0	<b>Subpoenas Served</b>	0
Adopted	0	<b>Days in Court</b>	1
Euthanized	6	<b>Nuisance Dogs</b>	18
Died in Kennel	1	<b>Dangerous Dogs</b>	0
Transferred to SPCA	18		
Dead on Arrival	0		

<b>Fees Collected</b>	\$0.00	<b>Total Fees Collected</b>	\$430.00
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**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  
6/01/2013 Through 6/30/2013

BI411

ADDITIONS	- Issued	4
	- Value	\$143,500.00
	- Permit Fees	\$502.20
	- 2.00% STATE TAX	\$10.05
	- Fees Collected	\$ .00
COMMERCIAL	- Issued	1
	- Value	\$270,000.00
	- Permit Fees	\$ .00
	- 2.00% STATE TAX	\$ .00
	- Fees Collected	\$ .00
ONE & TWO FAMILY DWELLING	- Issued	3
	- Value	\$486,000.00
	- Permit Fees	\$1,702.60
	- 2.00% STATE TAX	\$34.05
	- Fees Collected	\$ .00
ELECTRICAL	- Issued	10
	- Value	\$7,800.00
	- Permit Fees	\$455.00
	- 2.00% STATE TAX	\$9.10
	- Fees Collected	\$ .00
MECHANICAL	- Issued	2
	- Value	\$ .00
	- Permit Fees	\$100.00
	- 2.00% STATE TAX	\$2.00
	- Fees Collected	\$ .00
MECHANICAL/GAS	- Issued	6
	- Value	\$16,600.00
	- Permit Fees	\$300.00
	- 2.00% STATE TAX	\$6.00
	- Fees Collected	\$ .00
PLUMBING	- Issued	5
	- Value	\$7,500.00
	- Permit Fees	\$250.00
	- 2.00% STATE TAX	\$5.00
	- Fees Collected	\$ .00
REMODELING	- Issued	2
	- Value	\$162,000.00
	- Permit Fees	\$225.00
	- 2.00% STATE TAX	\$4.50
	- Fees Collected	\$ .00
Total Permits - Issued		33
Total Permits - Value		\$1,093,400.00
Total Permits - Permit Fees		\$3,534.80
Total Permits - Fees Collected		\$ .00
2% Tax -		<u>\$ 70.69</u>
Total -		\$3,605.49

# PRINCE EDWARD COUNTY CANNERY

7916 Abilene Road  
Farmville, Virginia 23901

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

## June 2013 Cannery Report

The cannery report for the hot month of June:

429 (qt.)	@	.48 =	205.92
90 (gal)	@	1.25 =	112.50
12 Patrons usage	@	1.00 =	12.00
30 lbs of Meat	@	.25 =	7.50
30 % out of county			9.16
Virginia Aqua Fish			<u>46.00</u>
<b>TOTAL</b>			<b>\$393.08</b>

L. Huddleston

kef

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

**Month of June 2013**

<b>Receipts:</b>	<b>Fiscal 2012</b>			<b>Fiscal 2013</b>			<b>Diff.</b>
	<b>Budgeted</b>	<b>Rec. YTD</b>	<b>Percent</b>	<b>Budgeted</b>	<b>Rec. YTD</b>	<b>Percent</b>	
Sales Tax	2,757,852	2,760,625	100.10	2,777,205	2,768,320	99.68	-0.42
Basic Aid	6,851,452	6,415,645	93.64	6,337,921	5,939,042	93.71	0.07
Other State	<u>5,224,640</u>	<u>5,017,633</u>	96.04	<u>5,139,072</u>	<u>4,919,507</u>	95.73	-0.31
<b>Total State</b>	<b>14,833,944</b>	<b>14,193,903</b>	<b>95.69</b>	<b>14,254,198</b>	<b>13,626,869</b>	<b>95.60</b>	<b>-0.09</b>
Federal Funds	3,754,691	3,350,269	89.23	2,849,940	3,053,204	107.13	17.90
Local Funds	8,106,652	8,058,570	99.41	8,106,652	8,083,056	99.71	0.30
Other Funds	<u>455,290</u>	<u>558,576</u>	122.69	<u>455,290</u>	<u>441,079</u>	96.88	-25.81
<b>Total Revenue</b>	<b>\$27,150,577</b>	<b>\$26,161,318</b>	<b>96.36</b>	<b>\$25,666,080</b>	<b>\$25,204,208</b>	<b>98.20</b>	<b>1.84</b>
<b>Expenditures:</b>	<b>Budgeted</b>	<b>Expended YTD</b>	<b>Percent</b>	<b>Budgeted</b>	<b>Expended YTD</b>	<b>Percent</b>	<b>Diff.</b>
Instruction	20,602,749	19,826,567	96.23	19,413,030	19,379,245	99.83	3.59
Administration	1,704,215	1,584,251	92.96	1,686,308	1,527,454	90.58	-2.38
Transportation	1,874,756	1,782,095	95.06	1,882,451	1,657,020	88.02	-7.03
Maintenance	2,045,490	2,045,490	100.00	1,950,439	1,921,362	98.51	-1.49
Food Service	11,760	11,751	99.92	11,455	11,455	100.00	0.08
Facilities	150,000	149,984	99.99	150,000	137,274	91.52	-8.47
Debt Service	<u>761,607</u>	<u>761,181</u>	99.94	<u>572,397</u>	<u>570,396</u>	99.65	-0.29
<b>Total Expenditures</b>	<b>\$27,150,577</b>	<b>\$26,161,318</b>	<b>96.36</b>	<b>\$25,666,080</b>	<b>\$25,204,208</b>	<b>98.20</b>	<b>1.84</b>

Prince Edward County Public Schools  
**Summary Financial Report**  
**June 2013**

<b><u>Revenues</u></b>	<b>Current Month</b>	<b>Year to Date</b>	<b>Budget</b>	<b>Variance Actual Under (Over) Budget</b>	<b>YTD as a Percent of Budget</b>
From the State:					
State Sales Tax	\$ 248,933	\$ 2,768,320	\$ 2,777,205	\$ 8,885	99.68
Basic School Aid	\$ 444,027	\$ 5,939,042	\$ 6,337,921	\$ 398,879	93.71
All Other	\$ 689,603	\$ 4,919,507	\$ 5,139,072	\$ 219,565	95.73
<b>Total State</b>	<b>\$1,382,562</b>	<b>\$ 13,626,869</b>	<b>\$ 14,254,198</b>	<b>\$ 627,329</b>	<b>95.60</b>
From the Federal Gov't.	\$ 714,690	\$ 3,053,204	\$ 2,849,940	\$ (203,264)	107.13
General Fund (County)	\$2,145,648	\$ 8,083,056	\$ 8,106,652	\$ 23,596	99.71
Cash Book -Local	\$ 49,861	\$ 441,079	\$ 455,290	\$ 14,211	96.88
<b>Total Revenues</b>	<b>\$4,292,762</b>	<b>\$ 25,204,208</b>	<b>\$ 25,666,080</b>	<b>\$ 461,872</b>	<b>98.20</b>

<b><u>Expenditures</u></b>	<b>Current Month</b>	<b>Year to Date</b>	<b>Outstanding Encumbrances</b>	<b>Budget</b>	<b>Expended &amp; Encumbered (Over) Under Budget</b>	<b>Expen. &amp; Encumbrance as a % of Budget</b>
1000-Instruction	\$3,273,444	\$ 19,379,245	\$ (16,058)	\$ 19,413,030	\$ 49,842	99.74
2000-Admin.,Health/Atten.	\$ 249,168	\$ 1,527,454	\$ 2,545	\$ 1,686,308	\$ 156,308	90.73
3000-Transportation	\$ 281,220	\$ 1,657,020	\$ 11,258	\$ 1,882,451	\$ 214,173	88.62
4000-Operation/Maintenance	\$ 395,032	\$ 1,921,362	\$ 1	\$ 1,950,439	\$ 29,076	98.51
5000-Food Service	\$ -	\$ 11,455	\$ -	\$ 11,455	\$ -	100.00
6000-Facilities	\$ 93,398	\$ 137,274	\$ 3,000	\$ 150,000	\$ 9,726	93.52
7000-Debt. Service	\$ 500	\$ 570,396	\$ -	\$ 572,397	\$ 2,001	99.65
<b>Total Expenditures</b>	<b>\$4,292,762</b>	<b>\$ 25,204,208</b>	<b>\$ 747</b>	<b>\$ 25,666,080</b>	<b>\$461,125</b>	<b>98.20</b>



Prince Edward County Public Schools  
2012-2013

**Food Service Department  
Summary Financial Report  
June 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	\$ 2,336	\$ 21,195	\$ 23,898	\$ 2,703	88.69
Fresh Fruit & Vegetable	\$ 5,760	\$ 54,503	\$ 65,000	\$ 10,497	83.85
Total State Funds	\$ 8,096	\$ 75,698	\$ 88,898	\$ 13,200	85.15
Federal Reimbursement	\$ 86,326	\$ 808,606	\$ 750,000	\$ (58,606)	107.81
Cash Book - Local	\$ 4,893	\$ 276,162	\$ 248,172	\$ (27,990)	111.28
<b>Total Revenues</b>	<b>\$ 99,316</b>	<b>\$1,160,467</b>	<b>\$ 1,087,070</b>	<b>\$ (73,397)</b>	<b>106.75</b>

<u>Expenditures</u>	<u>Current Month</u>	<u>Year to Date</u>	<u>Outstanding Encumbrances</u>	<u>Budget</u>	<u>Expended &amp; (Over) Under Budget</u>	<u>Expen. &amp; Encumbrance as a % of Budget</u>
Salary	\$ 56,533	\$ 382,317	\$ -	\$ 382,317	\$ (0)	100.00
Fringe Benefits	\$ 19,587	\$ 130,485	\$ -	\$ 130,485	\$ -	100.00
Purchased Services	\$ 1,961	\$ 25,505	\$ -	\$ 25,505	\$ -	100.00
Refunds	\$ 38	\$ 113	\$ -	\$ 113	\$ -	100.00
Telephone	\$ 342	\$ 2,071	\$ -	\$ 2,071	\$ -	100.00
Travel	\$ -	\$ 1,132	\$ -	\$ 1,132	\$ -	100.00
Materials & Supplies	\$ 2,174	\$ 34,847	\$ -	\$ 34,847	\$ -	100.00
Food Supplies	\$ 40,591	\$ 481,499	\$ -	\$ 481,499	\$ -	100.00
Repairs & Maintenance	\$ 647	\$ 10,150	\$ -	\$ 10,150	\$ -	100.00
Uniforms	\$ -	\$ 1,193	\$ -	\$ 1,193	\$ -	100.00
Furniture/Equipment	\$ -	\$ 17,758	\$ -	\$ 17,758	\$ -	100.00
		\$ -	\$ -	\$ -	\$ -	-
<b>Total Expenditures</b>	<b>\$121,874</b>	<b>\$1,087,070</b>	<b>\$ -</b>	<b>\$ 1,087,070</b>	<b>\$0</b>	<b>100.00</b>

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 June 2013**

<b>Receipts:</b>	<b>Fiscal 2012</b>			<b>Fiscal 2013</b>			<b>Diff.</b>
	<b>Budgeted</b>	<b>Rec. YTD</b>	<b>Percent</b>	<b>Budgeted</b>	<b>Rec. YTD</b>	<b>Percent</b>	
State School Food	22,398	19,561	87.33	23,898	21,195	88.69	1.36
Fresh Fruit & Vegetable	70,000	57,434	0.00	65,000	54,503	0.00	0.00
<b>Total State</b>	<b>92,398</b>	<b>76,995</b>	<b>83.33</b>	<b>88,898</b>	<b>75,698</b>	<b>85.15</b>	<b>1.82</b>
Federal Reimbursement	750,000	824,984	110.00	750,000	808,606	107.81	-2.18
Cash Book - Local	244,672	246,955	100.93	248,172	276,162	111.28	10.35
<b>Total Revenue</b>	<b>\$1,087,070</b>	<b>\$1,148,934</b>	<b>105.69</b>	<b>\$1,087,070</b>	<b>\$1,160,467</b>	<b>106.75</b>	<b>1.06</b>
<b>Expenditures:</b>	<b>Budgeted</b>	<b>Expended YTD</b>	<b>Percent</b>	<b>Budgeted</b>	<b>Expended YTD</b>	<b>Percent</b>	<b>Diff.</b>
Salary	381,317	381,317	100.00	382,317	382,317	100.00	0.00
Fringe Benefits	132,251	132,251	100.00	130,485	130,485	100.00	0.00
Purchased Services	29,828	29,828	100.00	25,505	25,505	100.00	0.00
Refunds	628	628	100.00	113	113	100.00	0.00
Telephone	1,918	1,918	100.00	2,071	2,071	100.00	0.00
Travel	2,209	2,209	100.00	1,132	1,132	100.00	0.00
Materials & Supplies	69,375	68,119	98.19	34,847	34,847	100.00	1.81
Food Supplies	456,392	449,669	98.53	481,499	481,499	100.00	1.47
Repairs & Maintenance	6,081	6,081	100.00	10,150	10,150	100.00	0.00
Uniforms	375	375	99.89	1,193	1,193	100.00	0.00
Furniture/Equipment	6,695	6,695	99.99	17,758	17,758	100.00	0.01
<b>Total Expenditures</b>	<b>\$1,087,070</b>	<b>\$1,079,090</b>	<b>99.27</b>	<b>\$1,087,070</b>	<b>\$1,087,070</b>	<b>100.00</b>	<b>0.73</b>

**PERT RIDERSHIP  
MONTH OF JUNE 2013**

<b>WEEK</b>	<b>DATE</b>	<b>PASSENGER COUNT</b>	<b>BUS LINE</b>
Monday	3	12	GREEN
Tuesday	4	14	ORANGE
Wednesday	5	20	ORANGE
Thursday	6	11	GREEN
Friday	7	13	ORANGE
Monday	10	13	GREEN
Tuesday	11	18	ORANGE
Wednesday	12	15	ORANGE
Thursday	13	7	GREEN
Friday	14	21	ORANGE
Monday	17	5	GREEN
Tuesday	18	16	ORANGE
Wednesday	19	10	ORANGE
Thursday	20	7	GREEN
Friday	21	11	ORANGE
Monday	24	4	GREEN
Tuesday	25	8	ORANGE
Wednesday	26	19	ORANGE
Thursday	27	9	GREEN
Friday	28	12	ORANGE
<b>TOTAL</b>		<b>245</b>	

<u>BUS LINE</u>	<u>ROUTE</u>	<u>DAYS OF OPERATION</u>
GREEN	Prospect / Pamplin	Mondays & Thursdays
ORANGE	Meherrin / Green Bay	Tuesdays, Wednesdays, & Fridays

## Tourism & Visitor Center Monthly Report for June 2013

VIRGINIA'S HEARTLAND REGIONAL VISITOR CENTER GUESTBOOK SIGNINGS:						
	Virginia Guests	Other States	Other Countries	Total Guests	Average Visitors per Month:	
YTD 2013	1,509	334	32	1,875	<b>312.5</b>	Total / 6 Months
2012	2,965	852	100	3,917	<b>326.4</b>	Total / ALL of 2011
<b>Requests for Information:</b>						
Stacked Arms Pins: June: 143 YTD: 286	Virginia's Retreat Passport Program: Passports redeemed this month: 25 Passports redeemed YTD: 54					
	Phone Inquiries	Mail Requests	Emailed Requests	Center Visits	Internet Sales	Monthly Totals:
150 June 2013	10	1809	34	456		2,309
June 2012	15	2460	32	480	0	2,987
% Difference	-33.33%	-26.46%	6.25%	-5.00%		-22.70%
<b>TOTAL YTD</b>						
2013 YTD	139	5,937	180	1,875		Total YTD Inquiries: 7,992
2012 YTD	27	7,834	172	1,316	3	9,352
% Difference	414.81%	-24.21%	4.65%	42.48%	-100.00%	-14.54%

**Report to July Board of Supervisors:**

- Visitation numbers are starting to climb again. All over Virginia, visitation is down, largely due to the weather. But the visitation numbers at the Heartland Regional Visitor Center's Year To Date numbers are strong. The number one destination remains High Bridge Trail State Park; with Green Front a strong number two. However, requests for Civil War sites here and in the region, is growing.
- The Welcome Center Blitz campaigns are starting to show progress. We have a marketing table in two Welcome Centers each month over this spring and summer, giving away the replica \$100 Confederate bills with an invitation to come collect a Lapel Pin; and the Virginia's Retreat Passports are prominently displayed - and going out the door in the hands of travellers. We have seen the beginnings of increases to our region from partner locations giving away stamps on the passports, and Reward Centers giving away Virginia's Retreat patches. This is trackable visitor conversion!