



**PRINCE EDWARD COUNTY  
BOARD OF SUPERVISORS**

**December 9, 2014**

**A G E N D A**

<b>5:00 p.m.</b>	<u>WORK SESSION:</u> Longwood University Master Plan	1
<b>7:00 p.m.</b>	1. The Chairman will call to order the <u>December</u> meeting of the Board of Supervisors.	3
	2. Invocation	3
	3. Pledge of Allegiance	3
	4. <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>	5
	5. Board of Supervisors Comments	7
	6. <u>Consent Agenda:</u>	
	a. Treasurer's Report	9
	b. Approval of Minutes: November 18, 2014	13
	c. Review of Accounts & Claims	39
	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.	61
	e. Appropriations	63
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	a. Finance Committee	
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	f. Tourism	130

(NOTE: Additional agenda items may be added to the Table Pack, available for review after 4:30 p.m. on Tuesday, December 9, 2014.)



**BOARD OF SUPERVISORS WORK SESSION**

*(Provided by Longwood University)*

**LONGWOOD UNIVERSITY MASTER PLAN**

**Prince Edward County Board of Supervisors**

**Tuesday, December 9, 2014**

Longwood University commenced work on the University Master Plan in the fall of 2013 with planning consultant Cooper, Robertson, and Partners. The primary purpose is to guide the development of Longwood's campus to support 6,000 students by year 2025 with a vision as far as 2039. The new plan will retain the successful aspects of the current Master Plan while enhancing Longwood's sense of community and livability, the beauty of the campus, and the institution's economic, social, and environmental sustainability. The new University Master plan is expected to be in place by late 2015.

Longwood University's Department of Campus Planning and Development would like to thank the Prince Edward County Board of Supervisors for participating in our planning efforts. Any board member unable to attend Tuesday's meeting, is welcome to submit comments via email to [masterplan@longwood.edu](mailto:masterplan@longwood.edu).

Guiding principles to advance the university to its third century:

Keep Longwood "the same but better,"  
Strong residential community  
Longwood should be a "key node" and an "engine of prosperity" for the community  
Sustainable  
A campus community that draws professionals and families  
A destination  
Alumni affection and attraction to the campus  
A beautiful place with strong claims to peoples' spirits that will survive in the long term  
Aspiring to athletic excellence

With Longwood's physical campus in mind and the guiding principles listed above, share with us your ideas, suggestions, or concerns about the following topics:

- The adequacy of the physical campus (most favorite and least favorite locations and features)
- Desired concepts for improving the Longwood campus, and its community connectivity
- Wishes for type, size, and features of future facilities (both indoor and outdoor)
- Other ideas about the physical aspects of Longwood

Please feel free to email additional thoughts to [masterplan@longwood.edu](mailto:masterplan@longwood.edu). Again, we thank you for your time and guidance.





County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: December 9, 2014  
Item No.: 1 & 2 & 3  
Department: Board of Supervisors  
Staff Contact: W.W. Bartlett  
Issue: Call To Order & Invocation & Pledge of Allegiance

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**Summary:** The Chairman will call to order the **December** meeting of the Prince Edward Board of Supervisors. The invocation and Pledge of Allegiance will follow.

**Attachments:**

**Recommendation:**

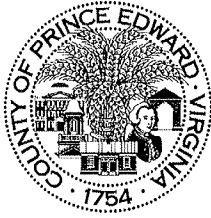
Motion \_\_\_\_\_  
Second \_\_\_\_\_

Cooper-Jones \_\_\_\_\_  
Gray \_\_\_\_\_  
Jones \_\_\_\_\_

McKay \_\_\_\_\_  
Simpson \_\_\_\_\_  
Timmons \_\_\_\_\_

Townsend \_\_\_\_\_  
Wilck \_\_\_\_\_





County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: December 9, 2014  
Item No.: 4  
Department: Board of Supervisors  
Staff Contact: W.W. Bartlett  
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 \_\_\_\_\_

Cooper-Jones \_\_\_\_\_  
Gray \_\_\_\_\_  
Jones \_\_\_\_\_

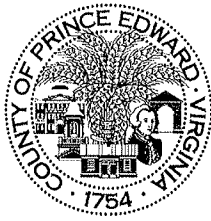
McKay \_\_\_\_\_  
Simpson \_\_\_\_\_  
Timmons \_\_\_\_\_

Townsend \_\_\_\_\_  
Wilck \_\_\_\_\_

PUBLIC INPUT TRACKING LOG

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





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

**Meeting Date:** December 9, 2014  
**Item No.:** 5  
**Department:** Board of Supervisors  
**Staff Contact:** W.W. Bartlett  
**Issue:** Board of Supervisor 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

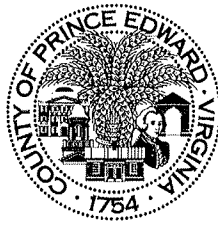
**Recommendation:** None.

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

Cooper-Jones \_\_\_\_\_  
Gray \_\_\_\_\_  
Jones \_\_\_\_\_

McKay \_\_\_\_\_  
Simpson \_\_\_\_\_  
Timmons \_\_\_\_\_

Townsend \_\_\_\_\_  
Wilck \_\_\_\_\_



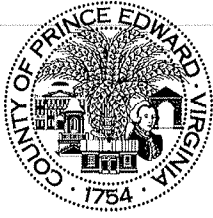
*Mission Statement of the Board of Supervisors of the County of Prince Edward*

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

**PROTOCOL FOR BOARD OF SUPERVISORS COMMENTS**

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

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



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

**Meeting Date:** December 9, 2014  
**Item No.:** 6-a  
**Department:** Treasurer  
**Staff Contact:** Donna Bowman Nunnally  
**Issue:** Treasurer's Report

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**Summary:** The October 2014 Treasurer's Report is attached.

**Attachments:** Treasurer's Report

**Recommendation:** Acceptance.

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

Cooper-Jones \_\_\_\_\_  
Gray \_\_\_\_\_  
Jones \_\_\_\_\_

McKay \_\_\_\_\_  
Simpson \_\_\_\_\_  
Timmons \_\_\_\_\_

Townsend \_\_\_\_\_  
Wilck \_\_\_\_\_

**Prince Edward Board of Supervisors Treasurers Report - October 2014**

<b>Name of Bank</b>	<b>Bank Balance</b>	<b>Deposit in Transit/Adj.</b>	<b>Outstanding Checks</b>	<b>Available Balance</b>
Benchmark Pooled Fund Account	\$ 5,674,957.42	\$ 4,295.21	\$ 939,082.50	\$ 4,740,170.13
Wells Fargo Social Services	\$ 460,633.71		\$ 67,410.95	\$ 393,222.76
Bank of America School Fund	\$ 1,344,404.37	\$ 0.33	\$ 504,701.18	\$ 839,703.52
Bank of America Food Service	\$ 45,360.97	\$ 309.94	\$ 11,817.76	\$ 33,853.15
Benchmark Food Service	\$ 149,231.09			\$ 149,231.09
<b>TOTAL</b>				<b>\$ 6,156,180.65</b>
<b>Certificate of Deposits</b>				
Benchmark				\$ 519,048.66
Citizens Bank Recreation				\$ 15,000.00
Citizens Bank Underground Storage				\$ 20,260.84
Farmers Bank				\$ 204,819.58
Wells Fargo Advantage Fund				\$ 162,455.59
<b>TOTAL</b>				<b>\$ 921,584.67</b>
<b>GRAND TOTAL</b>				<b>\$ 7,077,765.32</b>

Prince Edward Board of Supervisors Report - October 2013 Treasurer's Report				
Name of Bank	Bank Balance	Deposit in Transit/Adj.	Outstanding Checks	Available Balance
Benchmark Pooled Fund Account	\$ 5,280,616.80	\$ 40,125.00	\$ 371,306.71	\$ 4,949,435.09
Wachovia Social Services	\$ 372,000.64		\$ 77,969.91	\$ 294,030.73
Bank of America School Fund	\$ 393,195.44	\$ 0.43	\$ 502,165.48	\$ (108,969.61)
Bank of America Food Service	\$ 111,022.62	\$ 149.26	\$ 13,212.97	\$ 97,958.91
Benchmark Food Service	\$ 245,827.78	\$ 918.90		\$ 246,746.68
<b>TOTAL</b>				<b>\$ 5,479,201.80</b>
<b>Certificate of Deposits</b>				
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				\$ 162,442.82
<b>TOTAL</b>				<b>\$ 916,491.48</b>
<b>GRAND TOTAL</b>				<b>\$ 6,395,693.28</b>





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

**Meeting Date:** December 9, 2014  
**Item No.:** 6-b  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett/Sarah Elam Puckett  
**Issue:** Minutes

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**Summary:** The November Board meeting draft minutes are attached.

**Attachments:** November 18, 2014 Draft Minutes

**Recommendation:** Acceptance.

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

Cooper-Jones \_\_\_\_\_  
Gray \_\_\_\_\_  
Jones \_\_\_\_\_

McKay \_\_\_\_\_  
Simpson \_\_\_\_\_  
Timmons \_\_\_\_\_

Townsend \_\_\_\_\_  
Wilck \_\_\_\_\_

November 18, 2014

At the regular meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 18<sup>th</sup> day of November, 2014; at 7:00 p.m., there were present:

Pattie Cooper-Jones

Calvin L. Gray

Robert M. Jones

Charles W. McKay

Howard F. Simpson

C. Robert Timmons, Jr.

Jerry R. Townsend

Jim R. Wilck

Also present: Wade Bartlett, County Administrator; Sarah Elam Puckett, Assistant County Administrator; Sharon Lee Carney, Economic Development Director; and Jim Ennis, County Attorney.

Chairman Simpson called the November meeting to order. Supervisor Gray offered the invocation and led the Pledge of Allegiance.

In Re: Public Participation

Mrs. Donna Nunnally, Prince Edward County Treasurer, stated that her office has researched the twice yearly billing practice and found that there are both benefits and drawbacks to this practice. She stated drawbacks include doubled costs for the printing and mailing of the personal property and real estate tax bills; most recently the cost was \$13,243.60 and of that, \$6,313.76 was just for the real estate bills. She said it also requires additional staff and twice the staff time to collect the same amount of tax revenue. Mrs. Nunnally added the land books may need to be run earlier, and the Board may need to set the budget and tax rates earlier, dependent up on when the first tax payment is due. She said the benefits are the even cash flow to the County. Dependent upon when the first payment is due, the land book could be run for the first billing, leaving only the personal property book to be run for the second billing. The Board of Supervisors must make this decision. Mrs. Nunnally stated the Treasurer's Office



does offer pre-payment plans to the taxpayers, and payments can be made each month, each six months, dependent upon the tax preparer preference.

Supervisor Timmons thanked Mrs. Nunnally for announcing the tax payment plans, and asked that it be advertised or in a Letter to the Editor.

Chairman Simpson stated the payment plans have been announced over the years, adding there are several ways to make payments: in the office, via the box in the parking lot, and they may be mailed. He added he saw no need to bill twice.

#### In Re: Board of Supervisors Comments

Supervisor Gray expressed his appreciation to the citizens of Prospect for their support and that he has a strong desire to serve with distinction. He said he looks forward to working with the Board members and is excited to be on the Board of Supervisors.

Supervisor McKay congratulated and welcomed Supervisor Gray to the Board.

Supervisor Timmons thanked the audience for attending and welcomed Supervisor Gray.

Chairman Simpson congratulated Supervisor Gray.

Supervisor Cooper-Jones thanked the audience for attending the meeting, congratulated Supervisor Gray, and thanked Dr. Theresa Clark for bringing her class to observe the meeting.

Supervisor Townsend welcomed the audience and stated he looks forward to working with Supervisor Gray.

Supervisor Wilck stated he looks forward to working with Supervisor Gray.

Supervisor Jones congratulated Supervisor Gray.

#### In Re: Consent Agenda

On motion of Supervisor Gray, seconded by Supervisor Townsend, and carried:

Aye: Pattie Cooper-Jones  
Calvin L. Gray  
Robert M. Jones  
Charles W. McKay  
Howard F. Simpson  
C. Robert Timmons, Jr.  
Jerry R. Townsend  
Jim R. Wilck

Nay: None

the Board accepted the Treasurer's Report for September 2014; the minutes of the meetings held October 14, 2014 and October 23, 2014; Accounts and Claims; Salaries; and appropriations as follows:

FY 2015 Budget Amendment

		<u>Debit</u>	<u>Credit</u>
3-100-24040-0044	DMV Grant – Speed		\$ 4,020
3-100-24040-0045	DMV Grant – Alcohol		\$ 12,990
3-100-33010-0013	Byrne JAG Grant		\$ 1,218
4-100-31200-1200	Sheriff – O/T – Speed	\$ 3,735	
4-100-31200-2100	Sheriff – FICA	\$ 285	
4-100-31200-1203	Sheriff – O/T – Alcohol	\$ 9,196	
4-100-31200-2100	Sheriff – FICA	\$ 704	
4-100-31200-5541	Sheriff -- Travel-Alcohol	\$ 500	
4-100-31200-6023	Sheriff – Equip-Alcohol	\$ 2,590	
4-100-31200-6017	Sheriff / Byrne JAG Grant	\$ 1,218	

**Prince Edward Treasurer's Report - September 2014**

<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	5,252,232.40	738.00	323,829.76	4,929,140.64
Wachovia Social Services	281,021.57		72,254.90	208,766.67
Bank of America School Fund	827,011.25	0.33	590,975.54	236,036.04
Bank of America Food Service	19,478.06	309.94	12,044.08	7,743.92
Benchmark Food Service	242,359.22			242,359.22
<b>TOTAL</b>				<b>5,624,046.49</b>

**Certificates of Deposit**

Benchmark	519,048.66
Citizens Bank Recreation	15,000.00
Citizens Bank Underground Storage	20,260.84
Farmers Bank	204,819.58
Wells Fargo Advantage Fund	162,454.30
<b>TOTAL</b>	<b>921,583.38</b>

<b>GRAND TOTAL</b>	<b>6,545,629.87</b>
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REVENUE FROM USE OF PROPERTY

Yolanda Gladden	SCOPE Building user fee	100.00
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BOARD OF SUPERVISORS

VACORP	Liability insurance	1,551.00
Robert M. Jones	Mileage	28.00
Charles W. McKay	Mileage	89.60
Howard F. Simpson	Mileage	472.08
C. Robert Timmons, Jr.	Mileage	490.00
Jerry R. Townsend	Mileage	221.20
Business Card	Reservations	863.19
Hampden Sydney College	Legislative luncheon	1,075.15

COUNTY ADMINISTRATOR

Business Card	Postage	162.00
US Cellular	Phone	273.78
Diamond Springs Water, Inc.	Water & equipment rental	15.90
Farmville Printing	Invitations / envelopes	54.00
STEPS, Inc.	Shredding service	22.50
Matthew Bender & Company, Inc.	Code R Vols 1,6 & 7	198.31

COMMISSIONER OF REVENUE

Key Office Supply	Copier maintenance contract	568.00
	Office supplies	13.80
	Toner	265.96
	Hanging folders	20.07
	Online service	867.83
Treasurer of Virginia		154.10

TREASURER

Treasurer of Virginia	Online service	154.10
Barbara Lee	Mileage	77.28
	Training registration	20.00
University of Virginia	Dist. Meeting registration	97.28
M&W Printers	Processing property bills	210.00
	Processing real estate bills	2,099.84
STEPS, Inc.	Shredding service	3,159.76
		5,259.60
		35.00

INFORMATION TECHNOLOGY

Business Data of Virginia, Inc.	Travel expenses	875.00
ComputerPlus Sales & Service	Printer service contract	79.00

REGISTRAR

Dale L. Bolt	Postage	14.70
STEPS, Inc.	Shredding service	33.00

GENERAL DISTRICT COURT

US Cellular	Phone	46.83
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SPECIAL MAGISTRATES

Key Office Supply	Ink cartridges	112.99
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CLERK OF THE CIRCUIT COURT

CenturyLink	Phone		47.86
Machelle J. Eppes	Mileage	166.22	
	Lodging	340.98	
	Conference registration	250.00	757.20
Carolyn B. Ailsworth	Juror		30.00
Kathy R. Bailey	Juror		30.00
Ella H. Brown	Juror		30.00
Jasmen N. Brown	Juror		30.00
Talmadge V. Burks	Juror		30.00
Alvin L. Chalkley, Jr.	Juror		30.00
Cynthia C. Chavis-Bernard	Juror		30.00
Robert W. Eiban	Juror		30.00
Cecil B. Elliott	Juror		30.00
Michelle L. Genton	Juror		30.00
John T. Grant	Juror		30.00
Melanie D. Green	Juror		30.00
Deborah H. Jamerson	Juror		30.00
Mitchell B. Newton, Jr.	Juror		30.00
Linda C. Owen	Juror		30.00
Penny M. Parran	Juror		30.00
Lorraine S. Pohl	Juror		30.00
Mark S. Queensberry	Juror		30.00
Amanda J. Redd	Juror		30.00
John I. Redd	Juror		30.00
John D. Sawyer, Jr.	Juror		30.00
Gary W. Smith	Juror		30.00
Rosa C. Thomas	Juror		30.00
Barbara J. Tydings	Juror		30.00
Alfred M. Washington, Jr.	Juror		30.00
Shelby J. Wiley	Juror		30.00
Key Office Supply	Copy paper	204.95	
	Ink cartridges	452.97	657.92
T&N Printing	Plats		10.50

LAW LIBRARY

AT&T	Phone		42.01
CenturyLink	Phone		40.42
LexisNexis	Online charge		254.00
Matthew Bender & Company, Inc.	Code R Vols 1,6 & 7	198.31	
	Jury Inst Crim #15	261.10	459.41

COMMONWEALTH'S ATTORNEY

U. S. Postal Service	Box rent		140.00
Treasurer of Virginia	IPad service		131.22
STEPS, Inc.	Shredding service		35.00
Cavalier Reporting & Videography	Trial transcript		71.55
Key Office Supply	Folders	123.96	
	Signature stamps	107.50	

	Dater / stamp	16.99	248.45
<u>VICTIM WITNESS ASSISTANCE PROGRAM</u>			
Key Office Supply	Office supplies		57.95
<u>SHERIFF</u>			
Commtronics of Virginia	Mobile radio repair		100.22
East End Motor Company, Inc.	Fuel filler neck	357.98	
	Flat repair	23.00	
	Brake pads	126.99	
	Alignment	59.89	
	Tires	1,744.88	2,312.74
Express Care	Oil changes		314.97
Travis Harris, III	Rotors / brake pads		502.50
Kenbridge Tire & Auto	Calibrations		375.00
Taylor-Forbes Equipment Company	Inspection		16.00
Third Street Wrecker Service	Towing		35.00
Watts Industrial Equipment	Filter & fluids	181.50	
	Axle / wheel seal	830.45	
	Calibrate	20.00	
	Oil change / strobe light	62.95	
	Replace strobe light	58.00	
	Replace fan assembly	707.40	
	Oil change	57.30	1,917.60
Farmville Herald	Advertising		292.14
Business Card	Postage	7.61	
	Meals	54.88	
	Training	490.00	
	Gas	53.00	
	Uniforms	409.96	1,015.45
UPS	Shipping		9.69
Treasurer of Virginia	VCIN		52.87
Kinex Networking Solutions	Remote data backup		19.95
CenturyLink	VCIN	21.20	
	Phone	7.97	29.17
US Cellular	Phone		792.75
CVCJA	Meals		38.50
Sarah Coen	Meals	34.73	
	Wipers	35.74	70.47
VA Sheriffs Association	Dues		1,476.00
Diamond Springs Water, Inc.	Water & equipment rental		66.40
Farmville Printing	Envelopes		413.50
Key Office Supply	Ink cartridge	67.99	
	Copy paper	149.75	217.74
Staples Advantage	Office supplies		215.68
Walmart Community / FRCSLLC	Office supplies	95.74	
	Motor oil	20.13	115.87
Fisher Auto Parts, Inc.	Turn-signal bulb	1.04	
	Credit	-28.12	-27.08
NAPA of Farmville	Mirror adhesive		10.98

Rod & Staff, LLC	Tires		650.65
Commtronics of Virginia	Handheld mic	104.50	
	Batteries	143.72	248.22
Evident Crime Scene Products	Coveralls / fingerprint kit	474.25	
	Coveralls	46.25	520.50
Galls, LLC	Badge case	14.40	
	Mag charger / car unlock	156.72	
	Boots & belt	301.92	
	Boots	158.13	631.17
Intoximeters, Inc.	Intoximeter mouthpiece		375.00
Southern Police Equipment Company	Key holder	12.25	
	Taser	855.95	868.20
Town Police Supply-Richmond	Ammunition		691.44
Matthew Bender & Company, Inc.	Code Vols 1, 6 & 7		198.31
Center for Education & Employment Law	Public employment law		249.90

#### FARMVILLE VOLUNTEER FIRE DEPARTMENT

Farmville Volunteer Fire Department	Insurance reimbursement		4,510.00
Fire Protection Equipment Company	HUD transmitter		475.49
Key Office Supply	Columnar pad		3.99
Municipal Emergency Services	Windshield cutter tool		673.92

#### RICE VOLUNTEER FIRE DEPARTMENT

C W Williams	Leather shield	61.49	
	Hood / gloves	119.66	
	Turnout gear	3,418.63	
	Helmet shield	61.49	3,661.27
Elecom, Inc.	Pager / radio repair		559.27
Mid-Atlantic Irrigation	Discharge clamp		18.15
Taylor-Forbes Equipment Company	Saw bar nuts		5.37
Dominion Virginia Power	Electric service		303.54

#### PROSPECT VOLUNTEER FIRE DEPARTMENT

Benchmark Community Bank	Truck payment		3,500.00
Goodman Truck & Tractor	Truck inspection / maintenance		433.33
Pamplin Exxon	Fuel	71.00	
	Tire stem	28.17	99.17
Price Supply Company, Inc.	Ice machine circuit		308.63
Prince Edward County Public Schools	Diesel		78.52
Prince Edward County Treasurer	Gas		166.93
Dominion Virginia Power	Electric service		356.69

#### DARLINGTON HEIGHTS VOLUNTEER FIRE DEPARTMENT

Amelia Overhead Doors	Door repairs		977.75
Cyrus Pest Control Company	Exterminating service		90.00
Darlington Heights Volunteer Fire Dept.	Wax / buff floors		275.00
Ellington Energy Service	Propane	790.52	
	Gas	683.91	
	Diesel	559.05	2,033.48
Southside Electric Cooperative	Electric service		873.14

Verizon Wireless	Phone		60.07
Verizon	Phone		319.66
Watkins Insurance Agency	Package insurance	3,554.00	
	Auto insurance	5,053.00	
	Umbrella insurance	750.00	9,357.00

#### HAMPDEN-SYDNEY VOLUNTEER FIRE DEPARTMENT

Arcet Equipment Company	Cylinder rental		239.12
Foster Fuels, Inc.	Propane		204.58
Goodman Specialized Vehicles	Truck repairs		1,256.24
Hampden-Sydney Volunteer Fire Dept.	Reimburse truck payment		14,178.46
CenturyLink	Phone		102.62
Mid-Atlantic Irrigation	Repair valve		168.00
Prince Edward Overhead Doors	Install cable / adjust		75.00
Southside Fire Training	Annual dues 2014		200.00
Trumbull Software Association	Rover subscription		300.00
Dominion Virginia Power	Electric service		506.56

#### PAMPLIN VOLUNTEER FIRE DEPARTMENT

AT&T	Phone		106.44
Battery Barn of Virginia, Inc.	Radio batteries		379.53
Commtronics of Virginia	Radio repairs	120.30	
	Radios	4,194.54	4,314.84
Emergency Apparatus	Truck repair		275.95
Farmville Wholesale Electric	Electrical parts		177.61
Foster Fuels, Inc.	Propane		592.70

#### MEHERRIN VOLUNTEER FIRE DEPARTMENT

Parker Oil Company, Inc.	Diesel		1,170.45
Verizon	Phone		177.31
Dominion Virginia Power	Electric service		857.51
Virginia Maryland Rescue	Rescue tools	798.00	
	Repair gas power unit	300.39	1,098.39

#### EMERGENCY SERVICES

Timmons Group	GIS Annual maintenance		1,500.00
Korman Signs	Signs & hardware		371.69

#### REGIONAL JAIL & DETENTION

Irongate Boundary Management	Electronic monitoring		945.00
Piedmont Regional Juvenile Detention Center	Juvenile detention		3,225.00
Piedmont Regional Jail	Inmate days - 2nd quarter		240,234.05

#### BUILDING OFFICIAL

US Cellular	Phone		46.83
Coy Leatherwood	Meal	7.18	
	Meeting registration	15.00	22.18
Treasurer of Virginia	Permit levy - 1st quarter		256.71

<u>ANIMAL CONTROL</u>			
Dominion Virginia Power	Electric service	71.63	
CenturyLink	Phone	167.76	
US Cellular	Phone	93.66	
Walmart Community / RFCSLLC	Printer cartridge	43.97	
	Cat litter	7.74	
	Bleach / soap	36.20	
	Boots	42.97	130.88
Lowe's	Scrub brushes	10.42	
	Sink stopper	2.37	
	Weed killer	27.49	40.28
<u>MEDICAL EXAMINER</u>			
Treasurer of Virginia	Coroner	20.00	
<u>BIOSOLIDS MONITORING</u>			
Third Street Wrecker Service	Windshield	205.57	
	Tax exempt	-6.57	199.00
US Cellular	Phone		46.83
<u>REFUSE DISPOSAL</u>			
Resource International	Groundwater / gas monitoring	3,699.00	
	Storm water compliance	406.00	4,105.00
Farmville Wholesale Electric	Light bulbs		28.06
Lowe's	Toilet repair kit		18.99
James P. Childress, Jr.	Trash truck mirror		168.43
Allied Waste Services 974	Trash collection		431.25
Wright's Excavating, LLC	Landfill operation		48,093.75
Emanuel Tire of Virginia	Tire recycling		2,023.20
STEPS, Inc.	Recycling fee		2,217.72
Southside Electric Cooperative	DH Site	63.78	
	Virso site	80.41	144.19
Dominion Virginia Power	Leachate pump	130.60	
	Scalehouse	37.47	
	Rice site	40.07	
	Cell C pump station	12.40	
	Green Bay site	46.75	
	Worsham site	35.20	
	Prospect site	66.10	
	Landfill site	27.25	395.84
AT&T	Phone		53.68
CenturyLink	Phone		254.57
Verizon	Phone		46.83
O. O. Stiff, Inc.	Monthly service	662.50	
	Monthly contract	662.50	1,325.00
Prince Edward County Public Schools	Diesel		1,591.54
<u>GENERAL PROPERTIES</u>			
Dodson Brothers Exterminating	Pest control - Cannery	38.00	
	Pest control - Worsham	38.00	



	Pest control - SCOPE	38.00	
	Pest control - Courthouse	85.00	
	Pest control - Visitor Center	38.00	237.00
Dodson Pest Control	Exterminating service		1,085.00
ThyssenKrupp Elevator	Service contract - Oct/Dec		2,524.82
Southside Electric Cooperative	SRR lights		30.70
Dominion Virginia Power	Roy Clark monument	6.59	
	Courthouse	12,311.14	
	Shop	21.30	
	SCOPE building	117.83	
	Sheriff Dept. shed	6.59	
	Worsham Clerk office	16.82	
	Lights at Rice	110.09	
	Ag building	789.05	13,379.41
Town of Farmville	Water & sewer		134.18
AT&T	Phone		42.00
CenturyLink	Phone		189.57
US Cellular	Phone		237.93
O. O. Stiff, Inc.	Monthly service		200.00
Aramark Uniform Services	Janitorial supplies		410.43
Diamond Paper Company	Paper towels	329.00	
	Janitorial supplies	1,630.49	1,959.49
Lowe's	Brooms	38.91	
	Sump pump / shovel	209.87	
	Anchors / carpet trimmer	26.2	
	Plumbing supplies	28.42	
	Aerators	18.98	
	Return	-9.48	
	Round-Up / mulch / soil	48.51	361.41
Diamond Springs Water, Inc.	Equipment rental		8.95
Farmville Wholesale Electric	Safety glasses		25.58
Grainger	Air filters		16.80
Cintas Corporation #524	Uniform rental		323.08
Prince Edward County Public Schools	Diesel		223.48
Fisher Auto Parts, Inc.	Wheel bearing / shocks		558.77
	<u>CANNERY</u>		
Virginia Food Works	Contract payment		2,916.67
Arctic Refrigeration Service	Motor for walk in freezer		331.13
Farmville Wholesale Electric	Pipe straps		14.35
Flameless Specialties	PVC / Anchor kit / primer		83.93
Lowe's	Water filters	36.10	
	Chlorine	29.22	
	Bleach	12.32	
	Trash can	23.73	101.37
Mid-Atlantic Irrigation	Safety cap		15.65
Southside Electric Cooperative	Electric service		397.98
Ellington Energy Service	Fuel oil		1,156.00
Parker Oil Company, Inc.	Fuel oil		1,182.29
CenturyLink	Phone		203.77

Diamond Paper Company	Tape / sanitizer	38.64
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COMPREHENSIVE SERVICES ACT

Bear Creek Academy	Professional service	7,755.00
Rescare/Braley & Thompson	Professional service	6,026.50
Centra Health	Professional service	13,083.00
Childhelp, Inc.	Professional service	2,900.00
Family Preservation Services	Professional service	1,306.25
Grafton School, Inc.	Professional service	19,331.00
Ashley Long	Foster care	4,077.00
Northstar Academy, Inc.	Professional service	3,620.00
Virginia Family Services	Professional service	960.00
Virginia Home for Boys & Girls	Professional service	2,578.20

OTHER WELFARE / SOCIAL SERVICES

Heart of Virginia Free Clinic	14-15 Support	3,750.00
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PLANNING

Donald B. Gilliam	Commission meeting	100.00	
	Mileage	22.40	122.40
Preston Hunt	Commission meeting	100.00	
	Mileage	22.40	122.40
Timothy Mark Jenkins	Commission meeting	100.00	
	Mileage	12.32	112.32
Robert M. Jones	Commission meeting	100.00	
	Mileage	5.60	105.60
Clifford Jack Leatherwood	Commission meeting		100.00
Robert Christopher Mason	Commission meeting	100.00	
	Mileage	10.08	110.08
W. Parker Terry, Jr.	Commission meeting		100.00
John F. Townsend, III	Commission meeting	100.00	
	Mileage	8.40	108.40
Brett Von Cannon Watson	Commission meeting		100.00
Farmville Herald	Advertising		287.00
Business Card	Postage		12.00
US Cellular	Phone		93.66

ECONOMIC DEVELOPMENT

Business Card	Meals	220.03	
	Printing site plans	12.65	232.68
Farmville Printing	Copies		42.48

TOURISM

Business Card	Renew domain names	59.52	
	UPS	47.26	106.78
Dominion Virginia Power	Electric service		259.31
Town of Farmville	Water & sewer		50.73
CenturyLink	Phone		339.73
Key Office Supply	Ink cartridges		643.78

<u>COOPERATIVE EXTENSION OFFICE</u>		
Treasurer, Virginia Tech	Local support	14,374.36
CenturyLink	Phone	105.02
<u>GENERAL EXPENSE</u>		
Lumos Networks	Phone	2,631.48
Southern States Cooperative	Gas	14,495.44
<u>CAPITAL PROJECTS</u>		
Business Data of Virginia, Inc.	Network switch & cable	340.28
<u>FORFEITED DRUG ASSETS</u>		
Atlantic Tactical	Guns & holsters	7,771.00
Piedmont Regional Task Force	Dues	2,500.00
<u>WATER FUND</u>		
Town of Farmville	Water testing	40.00
	Water	34.54
		74.54
<u>SEWER FUND</u>		
Dominion Virginia Power	Sewer pump	30.94
<u>RETIREMENT BENEFIT FUND</u>		
Vicki K. Johns	Retiree benefit	1,094.00
<u>PIEDMONT COURT SERVICES</u>		
Dominion Virginia Power	Electric service	128.42
Mail Finance	Postage meter lease	190.68
CenturyLink	Phone	65.43
Lumos Networks	Phone	302.51
Jessica Carrion	Mileage	64.96
Sheila Edmonds	Mileage	59.36
Julianna Ferrell	Mileage	123.76
	Meal	10.50
	Newspaper	1.00
Sheena Franklin	Mileage	92.96
Connie Stimpson	Mileage	126.62
Renee T. Maxey	Mileage	111.98
	Meal	11.59
Andy Mays	Mileage	123.57
Ashley Nash	Mileage	64.96
	Meal	25.76
		10.50
Sam's Club	Membership fee	36.26
		45.00
<u>PCS SUPERVISION FEES EXPENDITURES</u>		
SRP Corporation, LLC	Rent	2,500.00
<u>PCS DRUG TESTING FEES</u>		
Alere Toxicology Services, Inc.	Drug testing	19.48

In Re: Highway Matters

Mr. Kevin Wright, Residency Administrator, VDOT, stated VDOT is well prepared for the snow and ice; the equipment is ready, salt and sand are well-stocked, and contract crews have been hired where needed.

Mr. Wright presented an update on various projects:

- Route 633 (Virso Road) – completed and on-time
- Route 665 (Darlington Heights Road) – smaller bridge repair is complete
- Route 623 (Twin Bridges Road) – proceeding on schedule, expected completion by June 30, 2015

Mr. Wright stated normal maintenance (mowing, pothole repair) will continue and asked the Board members to bring any concerns to his attention.

Supervisor McKay stated work appears to be going well on Route 643, Back Hampden-Sydney Road. Mr. Wright stated the right of way is being cleared; the road will be straightened a bit.

Supervisor Gray asked if there is a priority list to clearing the roads of snow. Mr. Wright stated primary routes (#599 and below) are first to be cleared, while the snow is still falling. Secondary routes (#600 and above) are cleared after the snow stops and work begins on those after all primary roads are cleared. Following that, local and subdivision roads are cleared. He stated the goal is to have everything clear 48 hours after the snowfall stops.

Supervisor Timmons stated no one has mowed Route 669; the ditches along Route 658 have large drop-offs and are not finished; Route 665, approximately one-tenth of a mile east of the intersection with Route 700, there is a tree leaning over the roadway. He added pavement is missing along the south end of Route 670 at County Line Road; and requested thanks be delivered to the contractor for early completion of the job on Route 665.

Chairman Simpson asked that thanks be passed along for the work done at the dumpster site at Rice and said there are potholes on Germantown Road, approximately 100 yards after leaving the town limits.

Supervisor Jones inquired about results from the guardrail study done on Route 307. Mr. Wright stated there are areas that qualify for guardrail but that there have been no accidents there. The addresses where there are accidents must be addressed first. He said they are aware of the concern and other options are being considered, such as widening of the shoulder and rumble strips. He said more focus has been in Amelia and Nottoway Counties as far as safety improvements.

Supervisor Jones stated some of the shoulders on secondary roads have steep drop offs. Mr. Wright stated VDOT crews typically look for and repair low shoulders over the next few months.

Chairman Simpson mentioned a grant being worked on which, if approved, would provide guard rails on Route 15 South.

Supervisor Wilck asked when the construction of the new headquarters will begin. Mr. Wright stated the building design is being finalized and construction should begin by late summer, 2015.

In Re: Public Hearing – Rezoning Request, High Bridge Realty, LLC

Chairman Simpson announced that this was the date and time scheduled for a Public Hearing to gather citizen input prior to the Board of Supervisors considering the request by High Bridge Realty, LLC to rezone from A-1, Agricultural Conservation, to A-2 Agricultural Residential, a 50-acre parcel currently part of Tax Map #21-A-83B which totals 156.57 acres owned by Leon G. Hudson and Lynette H. Pope. Notice of this hearing was advertised according to law in the Friday, November 7, 2014, Wednesday, November 12, 2014 and Friday, November 14, 2014 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Bartlett stated the County has received a request from High Bridge Realty, LLC to rezone a portion of Tax Map Parcel 21-A-83B from Agricultural Conservation, A-1, to Agricultural Residential, A-2. Approximately 50 acres of the 156.57 acre tract is proposed to be divided from the existing Tax Map and be rezoned. The purpose is to allow an existing business to relocate and allow the siting of a new business, an asphalt plant, to the county. In addition, High Bridge Realty's site plans for the property include the construction of two smaller pads (4.3 and 2.32 acres) both with no proposed uses at this time, but would allow the location of additional businesses in the future. Any future uses not allowed by right in the proposed zone of A-2 would require a Special Use Permit (SUP) with the corresponding advertising and public hearings.

The land requested to be rezoned is well delineated and is bordered on the west and south by adjoining property which has established property lines. It is bordered on the north by U.S. 460 which also has an existing property line. It is bordered on the east by a high voltage power line; the western-most easement of the power line will serve as the eastern boundary of the property.

The proposed rezoning would allow an existing business, a concrete plant, to relocate from a location that is poorly suited to house such an activity. The current location is predominantly residential / commercial and is adjacent to the High Bridge Trail State Park and the Historic Farmville Train Station. The operation of the plant is not conducive to the character of the surrounding properties and does not represent the highest and best use of the site. Traffic entering and exiting the plant must cross over the High Bridge Trail and sight distances are poor for the concrete trucks to enter onto Third Street. Both items are safety hazards that would be resolved with the relocation.

The location requested to be rezoned is adjacent to U.S. 460 East immediately to the east of the Appomattox-Prince Edward Presbyterian Church. The site is within two miles of the intersection of Highway 460 and U.S. 15. Intersections of major transportation arteries are desirable locations for the placement of businesses. The location of several commercial and manufacturing operations to include intensive agricultural activities in the vicinity of this location attest to that desirability. The location will be in close proximity of the proposed Luck Stone Quarry.

The Staff Report, site plan and grading plan provide additional information about the project. The request is consistent with the County's Comprehensive Plan which states the U.S. 460 corridor west of Farmville is a commercial corridor. The Comprehensive Plan states "the retention and growth of existing County businesses and the location of new business in the County" is a primary objective to help achieve the goal of stabilizing, balancing and strengthening the economy of Prince Edward County. Another objective to help achieve that goal is to "develop a diversified economic base in the County." This rezoning and the proposed SUP will assist the County in achieving that goal.

Chairman Simpson opened the Public Hearing.

Robert Atkinson presented a brief overview of his current business and his process in locating the proposed site for the business. He stated the site was chosen for its proximity to Route 460, the Luck Stone quarry, minimal environmental challenges, and because there are not many close neighbors.

Supervisor Timmons asked who the adjoining landowners are; Mr. Atkinson stated it is the Appomattox-Prince Edward Presbyterian Church and the landowner from which he is purchasing his land.

Mr. Bartlett stated all adjacent landowners were sent a letter regarding the public hearing. During the public hearing held at the Planning Commission meeting, five or six citizens spoke, but they are not adjoining landowners. The landowners had no objections and did not attend.

Discussion followed regarding the site plan and the distance from the church and buffer types which will be used. Mr. Rob Maxey, Maxey & Associates, stated there will be no improvement within 60' of the church. Mr. Atkinson stated average water usage would be equivalent to two to three households.

Mr. Rick James, Adams Construction Company, reviewed the company history and the process for making asphalt. He stated Adams Construction has businesses in Lynchburg and Petersburg. Mr. James stated there will be local employment opportunities for 3-5 jobs at the plant and 10-13 jobs for the paving crew. He stated the Clean Air Act and Clean Water Act regulate the business practices; he added after this approval process, the plant still has to go through a host of permitting processes. Discussion followed.

Mr. Maxey described the process and property site plan; he said the property is bordered by 3,000' road frontage along Route 460; Tuggle Road is nearby but not adjacent. A high voltage power line runs along the property; there is an existing cross-over and there is adequate sight distance. Two site pads will be completed for the cement plant and asphalt plant and two site pads will be prepared for future use. He explained the layout of the site plan, stating the church is higher than all of the proposed sites. Discussion followed.

Dr. Theresa Clark questioned the noise levels that will be heard on Tuggle Road. Mr. James explained the decibel level at the border of a 17-acre site ranged from 62 – 74 decibels. The existing noise along Southgate is at 48 decibels with no other sounds, not even cars. At the intersection of Tuggle and Church Roads, a bush hog was at 61 decibels; a car raised it to 74 decibels; a leaf blower was at 82 decibels. He said that as a general reference, normal conversation is about 65- 70 decibels. Mr. James stated that with the design of the site and the buffers designed by Mr. Maxey, it should be much less.

Rebecca Breckenridge questioned environmental effects around the plant. Mr. Atkinson stated there are no appreciable waste products from his plant and there are stringent requirements in place by the DEQ. He said the water and sand are recycled; there is no smoke, as it is heated the same as a home would be heated.

Mr. James stated the waste at the asphalt plant would be consumed and run back into the mix. The rock is dried and what is seen escaping is steam. They are heavily regulated by OSHA, EPA and DEQ.

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

Supervisor Wilck made a motion, seconded by Supervisor Gray, to approve the rezoning request by High Bridge Realty, LLC to rezone from A-1, Agricultural Conservation, to A-2 Agricultural Residential, a 50-acre parcel currently part of Tax Map #21-A-83B; the motion carried:

Aye: Pattie Cooper-Jones  
Calvin L. Gray  
Robert M. Jones  
Charles W. McKay  
Howard F. Simpson  
C. Robert Timmons, Jr.  
Jerry R. Townsend  
Jim R. Wilck

Nay: None

In Re: Public Hearing – Special Use Permit, High Bridge Realty, LLC

Chairman Simpson announced that this was the date and time scheduled for a Public Hearing to gather citizen input prior to the Board of Supervisors considering the request by High Bridge Realty, LLC for a Special Use Permit to construct and operate a concrete plant and an asphalt plant on a 50-acre parcel currently part of Tax Map #21-A-83B which totals 156.57 acres owned by Leon G. Hudson and Lynette H. Pope. Notice of this hearing was advertised according to law in the Friday, November 7, 2014, Wednesday, November 12, 2014 and Friday, November 14, 2014 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Bartlett stated the County has received an application for a Special Use Permit (SUP) from High Bridge Realty, LLC for a portion of Tax Map Parcel 21-A-83B. Approximately 50 acres of the 156.57 acre tract is proposed to be divided from the existing Tax Map and be rezoned. The purpose is to allow an existing business to relocate and allow the siting of a new business, an asphalt plant, to the county. In addition, High Bridge Realty's site plans for the property include the construction of two smaller pads (4.3 and 2.32 acres) both with no proposed uses at this time, but would allow the location of additional businesses in the future. Any future uses not allowed by right in the proposed zone of A-2 would require a Special Use Permit (SUP) with the corresponding advertising and public hearings.

The SUP would allow an existing business, a concrete plant, to relocate from a location that is poorly suited to house such an activity. The current location is predominantly residential / commercial and is adjacent to the High Bridge Trail State Park and the Historic Farmville Train Station. The operation of the plant is not conducive to the character of the surrounding properties and does not represent the highest and best use of the site. Traffic entering and exiting the plant must cross over the High Bridge Trail and sight distances are poor for the concrete trucks to enter onto Third Street. Both items are safety hazards that would be resolved with the relocation.



The location requested For an SUP is adjacent to U.S. 460 East immediately to the east of the Appomattox-Prince Edward Presbyterian Church. The site is within two miles of the intersection of Highway 460 and U.S. 15. Intersections of major transportation arteries are desirable locations for the placement of businesses. The location of several commercial and manufacturing operations to include intensive agricultural activities in the vicinity of this location attest to that desirability. The location will be in close proximity of the proposed Luck Stone Quarry.

The Staff Report, site plan and grading plan provide additional information about the project. The 1,000 foot property line offset shown on the grading plan displays the 1,000 foot offset from the property lines of the land after the division of the property. The Zoning Ordinance only requires special consideration of an area 1,000 feet from the asphalt plant, not the entire property. Applying a 1,000 foot area from the boundaries of the building pad where the asphalt plant will be located reveals only one residential structure within that 1,000 foot area.

The request is consistent with the County's Comprehensive Plan which states the U.S. 460 corridor west of Farmville is a commercial corridor. The Comprehensive Plan states "the retention and growth of existing County businesses and the location of new business in the County" is a primary objective to help achieve the goal of stabilizing, balancing and strengthening the economy of Prince Edward County. Another objective to help achieve that goal is to "develop a diversified economic base in the County." This SUP will assist the County in achieving that goal.

Chairman Simpson opened the Public Hearing.

Mr. Bartlett stated the pads that are being developed in addition to the ones for the concrete and asphalt plants would have to be built with what is already approved in that zoning, such as a gas station, auto repair shop; any other use would need to apply for a Special Use Permit.

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

Supervisor Jones made a motion, seconded by Supervisor Townsend, to approve the Special Use Permit to construct and operate a concrete plant and an asphalt plant on a 50-acre parcel currently part of Tax Map #21-A-83B, with the following conditions: to include buffers maintained to the greatest possible extent by the existing mature trees, with Leland cypress added if necessary; and any necessary lighting to be shielded downward; the motion carried:

Aye: Pattie Cooper-Jones  
Calvin L. Gray  
Robert M. Jones  
Charles W. McKay  
Howard F. Simpson  
C. Robert Timmons, Jr.  
Jerry R. Townsend  
Jim R. Wilck

Nay: None

In Re: Request from Town of Farmville – Burn Building

Mr. Bartlett stated a letter has been received from the Town of Farmville requesting assistance with matching funds for the construction of a burn building that will be used by the volunteer fire departments for training. Mr. Bartlett said the building's total budget required about \$80,000 over the \$450,000 grant; the low bid was \$530,000. Adding in the engineering and architecture leaves about \$80,000. The Town has not requested a specified amount but requested that the County share in the cost. Mr. Bartlett recommended referring this issue to the Finance Committee to ensure a contract or Memorandum of Understanding is prepared to allow county fire departments to use this facility.

Supervisor Timmons requested staff gather information regarding the computer necessary for the control of the building, the maintenance and inspection costs and fees, propane costs, certified inspection fees, and the like; he said he would like to have that information prior to meeting with the Finance Committee.

Supervisor Cooper-Jones made a motion to name Supervisor Timmons temporary chair of the Finance Committee due to medical reasons; the motion carried:

Aye: Pattie Cooper-Jones  
Calvin L. Gray  
Robert M. Jones  
Charles W. McKay  
Howard F. Simpson  
C. Robert Timmons, Jr.  
Jerry R. Townsend  
Jim R. Wilck

Nay: None

In Re: Request from Town of Farmville – Boundary Adjustment

Mr. Bartlett reviewed a letter received from the Town of Farmville asking the Board of Supervisors to consider a Boundary Adjustment that will encompass three tracts of land totaling about 280 acres as follows:

1. Robert J. Martin III is requesting that 48.9 acres off Scott Drive and Milnwood Road be brought into the Town. (101 Farmville District)
2. Russell Harper is requesting that approximately 225 acres fronting on Germantown Road (a portion of the old Smith Farm) be brought into the Town. (701 Farmville District)
3. The Town of Farmville is requesting that six acres owned by the Town (former location of West End Lagoons) and located off Industrial Park Road be brought into the Town. (Buffalo District)

Chairman Simpson recommended this issue to the Boundary Committee, comprised of Supervisor Jones, Supervisor Wilck and himself, Chairman Simpson. A meeting date will be selected and confirmed with the members. Supervisor Timmons requested to be notified.

In Re: Resolution: Cost Recovery for Volunteer Fire Departments

Mrs. Sarah Puckett, Assistant County Administrator, reported that for the past few months, the County's volunteer fire departments have been researching cost recovery options that could assist them with annual budget shortfalls they face for training, equipment maintenance or replacement, and operational costs. She presented a draft resolution which provides an endorsement from the Board of Supervisors for the volunteer fire departments to pursue these cost recovery opportunities.

Supervisor McKay questioned if homeowners insurance picks up some of that cost; Mrs. Puckett said it is her understanding that there is a provision in some insurance policies that covers it, and a section in the *Code of Virginia* states that allows fire departments to bill up to \$250 for structure fires.

Supervisor Wilck asked if this would be soft billing; Mrs. Puckett said that is her understanding based on the conversation at the Fire Association meetings.

Al Mason, Chief of the Prospect Volunteer Fire Department, said the amount stated in the *Code of Virginia* is up to \$500 for the first fire company that arrives on scene.

Dallas Tinsley, Chief of the Darlington Heights Volunteer Fire Department, stated this resolution would assist fire departments without creating additional expense for the County. He said if the insurance doesn't pay, the homeowner is not required to pay.

Supervisor Wilck made a motion, seconded by Supervisor Gray, to approve the Resolution in Support of Volunteer Fire Department Cost Recovery; the motion carried unanimously:

Aye: Pattie Cooper-Jones  
Calvin L. Gray  
Robert M. Jones  
Charles W. McKay  
Howard F. Simpson  
C. Robert Timmons, Jr.  
Jerry R. Townsend  
Jim R. Wilck

Nay: None

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

***In Support of Volunteer Fire Department Cost Recovery***

**WHEREAS,** the member fire departments of *Prince Edward Area Firefighters Association* – Darlington Heights, Farmville, Hampden-Sydney, Meherrin, Pamplin, Prospect and Rice were established to provide crucial fire protection and emergency services to the residents of Prince Edward County and the Town of Farmville; and

**WHEREAS,** the member fire departments of the *Prince Edward Area Firefighters Association* face growing demands for response, increasing costs for training, equipment and operational expenses and decreasing revenues from private sources; and

**WHEREAS,** the member fire departments of the *Prince Edward Area Firefighters Association* are vital partners in the growth and prosperity of Farmville and Prince Edward County; and

**WHEREAS,** the member fire departments of the *Prince Edward Area Firefighters Association* respond to almost 1,000 emergency calls each year; and

**WHEREAS,** in order to continue providing the highest level of fire protection and emergency services to the citizens of Prince Edward County and the surrounding region, the member fire departments of the *Prince Edward Area Firefighters Association* must recover certain costs through service billings;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Supervisors of the County of Prince Edward, Virginia wishes to express its sincere appreciation to the members of the volunteer fire departments of the Prince Edward Area Firefighters Association for their premier service to our community and our region; and

**BE IT RESOLVED FURTHER,** that the Board of Supervisors of the County of Prince Edward, Virginia supports the efforts of the Volunteer Fire Departments to recover the costs of providing emergency services at motor vehicle accidents and fire protection and suppression at structure fires through service billings, with all cost recoveries paid to the individual fire departments.

**In Re: Appointment – Crossroads Community Services Board**

Mr. Bartlett reported a letter was received from Shirley Pearmon, Chair of the Crossroads Community Services Board regarding the re-appointment of Howard F. Simpson. He currently serves as the Board of Supervisors representative for Prince Edward County to the Crossroads Board.

Supervisor Jones made a motion, seconded by Supervisor Townsend, to reappoint Supervisor Simpson to the Crossroads Board for a second three-year term from January 1, 2015 to December 31, 2017; the motion carried:

Aye:	Pattie Cooper-Jones	Nay:	None
	Calvin L. Gray		
	Robert M. Jones		
	Charles W. McKay		
	Howard F. Simpson		
	C. Robert Timmons, Jr.		
	Jerry R. Townsend		
	Jim R. Wilck		

Chairman Simpson requested staff add an item to the December agenda, regarding the permit for the Town of Farmville to use Mottley Lake as a temporary emergency water supply in the event of a drought in 2015.

In Re: Reassessment Update

Mr. Bartlett stated that the reassessment process is nearing completion; he reviewed the next steps in the process.

1. Reassessment notices were mailed Friday, November 14, 2014. Wampler-Eanes Appraisal Group has scheduled hearing dates, as follows:

<u>DATE</u>	<u>TIMES</u>	<u>DATE</u>	<u>TIMES</u>
Monday, December 1	9:00 a.m. – 4:00 p.m.	Monday, December 8	9:00 a.m. – 4:00 p.m.
Tuesday, December 2	9:00 a.m. – 4:00 p.m.	Tuesday, December 9	9:00 a.m. – 4:00 p.m.
Wednesday, December 3	9:00 a.m. – 4:00 p.m.	Wednesday, December 10	9:00 a.m. – 4:00 p.m.
Thursday, December 4	1:00 p.m. – 7:00 p.m.	Thursday, December 11	9:00 a.m. – 4:00 p.m.
Friday, December 5	9:00 a.m. – 12:00 p.m.	Friday, December 12	9:00 a.m. – 12:00 p.m.

2. All meetings will take place in the Ground Floor Conference Room of the Courthouse. If a citizen has a concern about their reassessment, please refer them to the Assessor's Office at 434-392-5167.
3. The Board of Supervisors has recommended five individuals to serve on the County's Board of Equalization. Staff is in the process of setting up the mandated training with the Virginia Department of Taxation.
4. Once the Department of Taxation has certified that the citizens recommended to the Board of Equalization have been trained, the Circuit Court Judge will make her appointments to the Board of Equalization.
5. The Board of Equalization will meet by appointment starting sometime after the first of the year. An initial schedule of hearing dates will be published, and the Board of Equalization will meet as many times as required to insure that all citizen concerns are heard.
6. A member of the County Administrator's staff provides the staff support to the Board of Equalization. We have historically provided an hourly supplement to this individual because of the additional work load and additional hours. Additionally, the County Attorney has historically provided legal assistance on a billable hour basis, as needed.

7. The Board will wish to consider setting the daily stipend paid to members of the Board of Equalization. In 2009, the County paid \$100 per day (no mileage).

Supervisor Wilck questioned the hours the Equalization Board would meet; Mr. Bartlett stated some meetings were held during the day but there were some evening hours. Citizens contact the Administrator's Office and once there is an idea of how many are requesting appointments, and after the Board sets the meeting dates, the schedule is set.

Supervisor Wilck questioned if the hourly supplement must go to the Finance Committee. Mr. Bartlett stated it could go before the Personnel Committee.

Supervisor Timmons stated that if the meetings were scheduled during normal working hours, there would be no need for overtime. Mr. Bartlett stated that the staff could be paid or given comp-time; with the number of vacancies currently in the Administration office, there would be no trouble covering the cost.

Supervisor McKay made a motion, seconded by Supervisor Cooper-Jones, to set the stipend rate for the Board of Equalization members at \$100 per day; the motion carried:

Aye:	Pattie Cooper-Jones Calvin L. Gray Robert M. Jones Charles W. McKay Howard F. Simpson C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck	Nay: None
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In Re: County Administrator's Report

Mr. Bartlett reported the School Board has presented three tentative dates for the joint meeting with the Board; December 4, December 11, or December 18. After some discussion, it was determined that none of those dates were suitable.

Supervisor Timmons made a suggestion of Tuesday, January 13, 2015, at 5:00 p.m., prior to that month's regular Board of Supervisors meeting.

Mr. Bartlett stated email has been received from staff from Longwood University to discuss their Master Plan. Supervisor Timmons recommended Tuesday, December 9, 2014 at 5:00 p.m. in the Third Floor Conference Room, prior to the Board of Supervisors regular December meeting.

Mr. Bartlett reported the new Circuit Court Judge is renovating the space and wishes to expand the office by six feet. The previous judge was a visiting judge and had only a table, small credenza and chair. The furniture and carpeting required for the new judge is approximately \$7,000. The renovation costs are being absorbed in the maintenance department budget, and other counties may share in the cost. The room is to be complete by December 1 [2014]. The computer is being provided by the State Supreme Court.

After some discussion, Supervisor Townsend made a motion, seconded by Supervisor Gray, to authorize the County Administrator to spend up to \$7,000 to renovate the Judge's chambers; the motion carried:

Aye: Pattie Cooper-Jones  
Calvin L. Gray  
Robert M. Jones  
Charles W. McKay  
Howard F. Simpson  
C. Robert Timmons, Jr.  
Jerry R. Townsend  
Jim R. Wilck

Nay: None

Mr. Bartlett then reported a State Aid Reduction to the County of approximately \$42,000; the total is \$75,000 but \$33,000 of that involves the Juvenile Detention Center, the Library, and Piedmont Court Services. Those are stand-alone entities and will have their revenues reduced appropriately. He recommended the Finance Committee meet to discuss how to respond to Planning and Budget regarding the \$42,000 prior to the deadline of December 31, 2014 or the State will take its own action.

#### In Re: Animal Warden's Report

Mr. Ray Foster, Animal Warden, submitted a report for the month of October 2014, which was reviewed and ordered to be filed with the Board papers.

#### In Re: Building Official's Report

Mr. Coy Leatherwood, Building Inspector, submitted a report for the month of October 2014, which was reviewed and ordered to be filed with the Board papers.

In Re: Cannery Report

Mrs. Lena Huddleston, Cannery Manager, submitted a report for the month of October 2014, which was reviewed and ordered to be filed with the Board papers.

In Re: Prince Edward County Public Schools

Mr. K. David Smith, School Superintendent, submitted a financial summary report for the month of October 2014, which was reviewed and ordered to be filed with the Board papers.

In Re: Tourism and Visitor Center Report

Mrs. Magi Van Eps, Tourism & Visitor Center Coordinator, submitted a report for the month of October 2014, which was reviewed and ordered to be filed with the Board papers.

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

Aye:	Pattie Cooper-Jones	Nay:	None
	Calvin L. Gray		
	Robert M. Jones		
	Charles W. McKay		
	Howard F. Simpson		
	C. Robert Timmons, Jr.		
	Jerry R. Townsend		
	Jim R. Wilck		

the meeting was adjourned at 8:42 p.m.





County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** December 9, 2014  
**Item No.:** 6-c  
**Department:** County Administration  
**Staff Contact:** Barbara N. Poulston  
**Issue:** Accounts & Claims

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**Summary:** The November bill list is attached for the Board's reviews.

**Attachments:** November 2014 Bill List

**Recommendation:**

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

Cooper-Jones \_\_\_\_\_  
Gray \_\_\_\_\_  
Jones \_\_\_\_\_

McKay \_\_\_\_\_  
Simpson \_\_\_\_\_  
Timmons \_\_\_\_\_

Townsend \_\_\_\_\_  
Wilck \_\_\_\_\_

11/21/2014

FROM DATE- 11/01/2014  
TO DATE- 11/21/2014

ACCOUNTS PAYABLE CHECKS  
PRINCE EDWARD

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FUND NO.	DESCRIPTION	\$\$\$ PAY \$\$\$
100	GENERAL FUND	\$336,490.47
501	WATER FUND	\$171.20
502	SEWER FUND	\$31.49
732	RETIREMENT BENEFIT FUND	\$1,094.00
737	ECONOMIC DEVELOPMENT FUND	\$23,368.00
741	PIEDMONT COURT SERVICES FUND	\$4,278.75
	TOTAL	365,433.91

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MAJOR# ACCT# 012050	VENDOR NUMBER MOTOR VEHICLE LICENSE TAXES	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
2015	29332	Motor Vehicle Licenses-20 TOWN OF FARMVILLE	DECALS 1114	DECAL REIMBURSEMENT	6,469.32 * 6,469.32 * 6,469.32 **
011010	BOARD OF SUPERVISORS				
3600	15240	Advertising FARMVILLE HERALD	CO ADM 1114	ADVERTISING	276.76 276.76 *
5510	16679	Travel-Mileage GRAY CALVIN	HOMESTEAD 2014	MILEAGE	200.55 200.55 *
5530	11894	Travel-Subsistence & Lodg BUSINESS CARD	0460 PUCKET1114	LODGING CANCELLATION	287.73- 287.73-*
5540	11894	Travel-Convention & Educa BUSINESS CARD	0460 PUCKET1114	VACO REGISTRATION	1,375.00 1,375.00 * 1,564.58 **
012110	COUNTY ADMINISTRATOR				
5230	30440	Telecommunications US CELLULAR	816442183 1114	PHONE	136.88 136.88 *
6001	11894 13369	Office Supplies BUSINESS CARD DIAMOND SPRINGS WATER INC	0460 PUCKET1114 11393100 1114	HALLOWEEN CANDY WATER & EQUIP RENTAL	197.02 15.90 212.92 * 349.80 **
012310	COMMISSIONER OF REVENUE				
3600	15240	Advertising FARMVILLE HERALD	COMR REV 1114	ADVERTISING	215.25 215.25 *
5210	22058	Postal Services M&W PRINTERS INC	92559P	POSTAGE FOR PP FORMS	2,150.00 2,150.00 *
6012	23161	Books & Subscriptions NADA USED CAR GUIDE	480743	USED CAR GUIDE	14.00 14.00 * 2,379.25 **
012410	TREASURER				
3320	20600	Maintenance Service Contr KEY OFFICE SUPPLY	456561	TYPEWRTR SERV CNTRCT	130.00 130.00 *

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MAJOR# ACCT# 6001	VENDOR NUMBER 20600 20600 20600	VENDOR NAME Office Supplies KEY OFFICE SUPPLY KEY OFFICE SUPPLY	INV# 456670 457085 457507	DESCRIPTION GREENBAR PAPER RIBBONS CART	AMOUNT 334.74 179.99 81.99
				ACCOUNT TOTAL	596.72 *
6014	28866	Other Operating Supplies STEPS, INC	11948	SHREDDING SERVICE	35.00 35.00 * 761.72 **
012510	INFORMATION TECHNOLOGY				
3160	Professional Services				
	11902	BUSINESS DATA OF VA, INC.	1321 2014	TRAVEL EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	1325 2014	TRAVEL EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	1326 2014	TRAVEL EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	1328 2014	TRAVEL EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	1332 2014	TRAVEL EXPENSE	125.00
				ACCOUNT TOTAL	625.00 *
3320	12762	Maintenance Service COMPUTERPLUS SALES/SERVIC	MC00000177180	PRINTER SERV CONTRCT	79.00 79.00 * 704.00 **
013100	ELECTORAL BOARD AND OFFICIALS				
1100	Salaries & Wages				
	16180	GIBBS BETTY A	JULY-OCT 2014	SALARY	1,032.32
	22152	MARTIN SAMUEL A JR	JULY-OCT 2014	SALARY	516.16
	28445	SMITH GORDON V	JULY-OCT 2014	SALARY	516.16
				ACCOUNT TOTAL	2,064.64 *
3161	Election Official				
	11171	BARNES BARBARA	ELECTION 1114	OFFICIAL	100.00
	11171	BARNES BARBARA	ELECTION 1114	TRAINING	25.00
	11186	BARNES ROBERT L	ELECTION 1114	OFFICIAL	90.00
	11186	BARNES ROBERT L	ELECTION 1114	TRAINING	25.00
	11199	BAYLIS MARY L	ELECTION 1114	OFFICIAL	100.00
	11199	BAYLIS MARY L	ELECTION 1114	TRAINING	25.00
	11498	BRANDT PATRICIA A	ELECTION 1114	OFFICIAL	90.00
	11499	BRANDT WILLIAM E SR	ELECTION 1114	OFFICIAL	90.00
	11648	BROWN WENDELL	ELECTION 1114	OFFICIAL	90.00
	13766	DOVE RACHAEL E	ELECTION 1114	OFFICIAL	90.00
	14127	EAMES SHEILA	ELECTION 1114	OFFICIAL	90.00
	14127	EAMES SHEILA	ELECTION 1114	TRAINING	115.00
	14127	EAMES SHEILA	ELECTION 1114	PHONE	25.00
	14127	EAMES SHEILA	ELECTION 1114	BALLOTS	10.00
	14127	EAMES SHEILA	ELECTION 1114	MILEAGE	20.00
	14324	EAST LYNN H	ELECTION 1114	OFFICIAL	5.00
	14324	EAST LYNN H	ELECTION 1114	TRAINING	100.00
					25.00

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MAJOR#	VENDOR	NUMBER	VENDOR	NAME	INV#	DESCRIPTION	AMOUNT
		14365	EDMENDSON SARAH		ELECTION 1114	OFFICIAL	100.00
		14365	EDMENDSON SARAH		ELECTION 1114	TRAINING	25.00
		14990	EANES VINCENT		ELECTION 1114	OFFICIAL	90.00
		15574	FAWCETT NANCY D		ELECTION 1114	OFFICIAL	100.00
		15574	FAWCETT NANCY D		ELECTION 1114	TRAINING	25.00
		15592	FERGUSON EMMETT L		ELECTION 1114	OFFICIAL	90.00
		15652	FINCH LINDA		ELECTION 1114	OFFICIAL	90.00
		15652	FINCH LINDA		ELECTION 1114	MILEAGE	50.00
		15870	FORD MOSES		ELECTION 1114	OFFICIAL	90.00
		15925	FOWLKES JEAN G		ELECTION 1114	OFFICIAL	90.00
		16228	GLADDEN YOLANDA		ELECTION 1114	OFFICIAL	115.00
		16228	GLADDEN YOLANDA		ELECTION 1114	TRAINING	25.00
		16228	GLADDEN YOLANDA		ELECTION 1114	PHONE	10.00
		17062	GLADDEN YOLANDA		ELECTION 1114	MILEAGE	5.00
		17062	HALLADAY JENNIFER J		ELECTION 1114	OFFICIAL	100.00
		17062	HALLADAY JENNIFER J		ELECTION 1114	TRAINING	25.00
		17549	HELTON EDWARD LEE JR		ELECTION 1114	OFFICIAL	100.00
		17549	HELTON EDWARD LEE JR		ELECTION 1114	TRAINING	25.00
		17559	HELTON MICHAEL L		ELECTION 1114	OFFICIAL	90.00
		17693	HINES JANE NEWMAN		ELECTION 1114	OFFICIAL	90.00
		17746	HOLLINGSWORTH ESTHER W		ELECTION 1114	OFFICIAL	115.00
		17746	HOLLINGSWORTH ESTHER W		ELECTION 1114	TRAINING	25.00
		17746	HOLLINGSWORTH ESTHER W		ELECTION 1114	PHONE	10.00
		17746	HOLLINGSWORTH ESTHER W		ELECTION 1114	BALLOTS	20.00
		17746	HOLLINGSWORTH ESTHER W		ELECTION 1114	MILEAGE	5.00
		17876	HULSIZER BRIAN N		ELECTION 1114	OFFICIAL	115.00
		17876	HULSIZER BRIAN N		ELECTION 1114	TRAINING	25.00
		17876	HULSIZER BRIAN N		ELECTION 1114	PHONE	10.00
		17876	HULSIZER BRIAN N		ELECTION 1114	BALLOTS	20.00
		17876	HULSIZER BRIAN N		ELECTION 1114	MILEAGE	5.00
		19250	JASPER FRANCES D		ELECTION 1114	OFFICIAL	115.00
		19250	JASPER FRANCES D		ELECTION 1114	TRAINING	25.00
		19250	JASPER FRANCES D		ELECTION 1114	PHONE	10.00
		19250	JASPER FRANCES D		ELECTION 1114	BALLOTS	20.00
		19250	JASPER FRANCES D		ELECTION 1114	MILEAGE	5.00
		19579	JENNINGS JOHN		ELECTION 1114	OFFICIAL	115.00
		20207	KELLUM DONALD B JR		ELECTION 1114	TRAINING	25.00
		20279	KELSEY PEGGY		ELECTION 1114	PHONE	10.00
		21001	KOETHER CINDY H		ELECTION 1114	BALLOTS	20.00
		21664	LEE JEAN W		ELECTION 1114	MILEAGE	15.00
		21664	LEE JEAN W		ELECTION 1114	OFFICIAL	90.00
		21664	LEE JEAN W		ELECTION 1114	OFFICIAL	90.00
		21664	LEE JEAN W		ELECTION 1114	OFFICIAL	90.00
		21664	LEE JEAN W		ELECTION 1114	OFFICIAL	115.00
		21664	LEE JEAN W		ELECTION 1114	TRAINING	25.00
		21664	LEE JEAN W		ELECTION 1114	PHONE	10.00
		22253	MCBRIDE APRIL		ELECTION 1114	BALLOTS	20.00
		22274	MCELHENIE LORA P		ELECTION 1114	MILEAGE	15.00
		22274	MCELHENIE LORA P		ELECTION 1114	OFFICIAL	90.00
		22274	MCELHENIE LORA P		ELECTION 1114	OFFICIAL	115.00
		22274	MCELHENIE LORA P		ELECTION 1114	TRAINING	25.00
		22274	MCELHENIE LORA P		ELECTION 1114	PHONE	10.00
		22274	MCELHENIE LORA P		ELECTION 1114	BALLOTS	20.00

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MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
	22274	MCELHENIE LORA P	ELECTION 1114	MILEAGE	15.00
	22396	MESSERSCHMIDT NADINE	ELECTION 1114	OFFICIAL	90.00
	22691	MORGAN TOLA	ELECTION 1114	OFFICIAL	115.00
	22691	MORGAN TOLA	ELECTION 1114	TRAINING	25.00
	22691	MORGAN TOLA	ELECTION 1114	PHONE	10.00
	22691	MORGAN TOLA	ELECTION 1114	BALLOTS	20.00
	22691	MORGAN TOLA	ELECTION 1114	MILEAGE	10.00
	24989	OWENS LEE J	ELECTION 1114	OFFICIAL	90.00
	27131	RANDOLPH REBECCA L	ELECTION 1114	OFFICIAL	100.00
	27131	RANDOLPH REBECCA L	ELECTION 1114	TRAINING	25.00
	27160	REED MARY G	ELECTION 1114	OFFICIAL	90.00
	27660	ROBERTSON ROSALIE B	ELECTION 1114	OFFICIAL	100.00
	27660	ROBERTSON ROSALIE B	ELECTION 1114	TRAINING	25.00
	28310	SHELTON HENRY O	ELECTION 1114	OFFICIAL	90.00
	28434	SOMERS CLAUDIA	ELECTION 1114	OFFICIAL	115.00
	28434	SOMERS CLAUDIA	ELECTION 1114	TRAINING	25.00
	28434	SOMERS CLAUDIA	ELECTION 1114	PHONE	10.00
	28434	SOMERS CLAUDIA	ELECTION 1114	BALLOTS	20.00
	28434	SOMERS CLAUDIA	ELECTION 1114	MILEAGE	10.00
	28435	SIMMS J SCOTT	ELECTION 1114	OFFICIAL	115.00
	28435	SIMMS J SCOTT	ELECTION 1114	TRAINING	25.00
	28435	SIMMS J SCOTT	ELECTION 1114	PHONE	10.00
	28435	SIMMS J SCOTT	ELECTION 1114	BALLOTS	20.00
	28435	SIMMS J SCOTT	ELECTION 1114	MILEAGE	15.00
	28439	SKAKUM LYNN	ELECTION 1114	OFFICIAL	90.00
	28882	STOCKTON MARGARET	ELECTION 1114	OFFICIAL	100.00
	28882	STOCKTON MARGARET	ELECTION 1114	TRAINING	25.00
	29283	TIMMONS LINDA	ELECTION 1114	OFFICIAL	90.00
	29348	TOWNSEND CRYSTAL GLENN	ELECTION 1114	OFFICIAL	90.00
	32128	WARNER MICHAEL SCOTT	ELECTION 1114	OFFICIAL	90.00
	32715	WILSON VIRGINIA H	ELECTION 1114	OFFICIAL	100.00
	32915	WRIGHT KASIE R	ELECTION 1114	OFFICIAL	25.00
	32915	WRIGHT KASIE R	ELECTION 1114	TRAINING	25.00
	36140	ZEHNER LUCIE	ELECTION 1114	OFFICIAL	115.00
	36140	ZEHNER LUCIE	ELECTION 1114	TRAINING	25.00
	36140	ZEHNER LUCIE	ELECTION 1114	PHONE	10.00
	36140	ZEHNER LUCIE	ELECTION 1114	BALLOTS	20.00
	36140	ZEHNER LUCIE	ELECTION 1114	MILEAGE	15.00
				ACCOUNT TOTAL	5,755.00 *
5420		Lease/Rental of Buildings			
	13083	DARLINGTON HGT FIRE DEPT	ELECTION 1114	RENT	200.00
	14600	ELKS LODGE #269	ELECTION 1114	RENT	200.00
	15520	FARMVILLE VOL FIRE DEPT	ELECTION 1114	RENT	200.00
	17208	HAMPDEN-SYDNEY FIRE DEPT	ELECTION 1114	RENT	200.00
	22899	MT ZION SECOND BAPTIST CH	ELECTION 1114	RENT	200.00
	25920	PROSPECT VOL FIRE DEPT	ELECTION 1114	RENT	200.00
	27330	RICE VOL FIRE DEPT	ELECTION 1114	RENT	200.00
	28897	MT PLEASANT CHURCH	ELECTION 1114	RENT	200.00
				ACCOUNT TOTAL	1,600.00 *
				MAJOR TOTAL	9,419.64 **

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MAJOR# ACCT# 013200	VENDOR NUMBER REGISTRAR	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5210	30550	Postal Services U S POSTAL SERVICE	POSTAGE 1114	POSTAGE	ACCOUNT TOTAL 245.00 * MAJOR TOTAL 245.00 **
021100		CIRCUIT COURT			
6001	15240 20600	Office Supplies FARMVILLE HERALD KEY OFFICE SUPPLY	CO ADM 1114 456656	ADVERTISING CALENDAR	ACCOUNT TOTAL 143.50 MAJOR TOTAL 147.49 *
6030	16772	Non-Capital Equipment GREEN FRONT FURNITURE	287025	FURNITURE	ACCOUNT TOTAL 5,768.00 * MAJOR TOTAL 5,915.49 **
021200		GENERAL DISTRICT COURT			
3160	28228	Professional Services SEXTON JOYCE K	14 004	PROFESSIONAL SERVICE	ACCOUNT TOTAL 498.75 * MAJOR TOTAL 498.75 *
5230	30440	Telecommunications US CELLULAR	816442183 1114	PHONE	ACCOUNT TOTAL 23.41 * MAJOR TOTAL 23.41 *
6001	28866	Office Supplies STEPS, INC	11944	SHREDDING SERVICE	ACCOUNT TOTAL 35.00 * MAJOR TOTAL 35.00 *
6024	22343	Drug Kits MEDIMPEX UNITED INC	J110314 PE	DRUG TEST KITS	ACCOUNT TOTAL 2,325.00 * MAJOR TOTAL 2,325.00 *
6095	20600	Office Supplies - Juv Pro KEY OFFICE SUPPLY	456564	POST-ITS/CALENDARS	ACCOUNT TOTAL 39.19 * MAJOR TOTAL 39.19 *
021600		CLERK OF THE CIRCUIT COURT			
5230	21319	Telecommunications CENTURYLINK	309863799 1114	PHONE	ACCOUNT TOTAL 47.86 * MAJOR TOTAL 47.86 *
5850	999999	Jurors/Witnesses ARNOLD WILLARD CALHOUN DIXIE GREEN FAYE ROBINSON ANGELA TONEY PATRICIA WHITEHEAD DA'SHANNON MEEK	JUROR 1114 JUROR 1114 JUROR 1114 JUROR 1114 JUROR 1114 JUROR 1114	JUROR JUROR JUROR JUROR JUROR JUROR	ACCOUNT TOTAL 30.00 * MAJOR TOTAL 30.00 *

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MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
6001	999999	BAKER JOHN III	JUROR 1114A	JUROR	30.00
	999999	GANTT DONALD JR	JUROR 1114A	JUROR	30.00
	999999	HARRIS BRITTON	JUROR 1114A	JUROR	30.00
	999999	LEATHERWOOD LINDA	JUROR 1114A	JUROR	30.00
	999999	MCQUAIGE-HICKS GWENDOLYN	JUROR 1114A	JUROR	30.00
	999999	SOUTHAHL JANET	JUROR 1114A	JUROR	30.00
6012	999999	STREAT JANICE	JUROR 1114A	JUROR	30.00
		Office Supplies		ACCOUNT TOTAL	390.00 *
	12267	CASKIE GRAPHICS INC	22394	FILE FOLDERS	296.26
	20600	KEY OFFICE SUPPLY	456720	COPY PAPER	75.98
6012	20600	KEY OFFICE SUPPLY	456831	OFFICE SUPPLIES	739.46
		Books and Subscriptions		ACCOUNT TOTAL	1,111.70 *
	22058	M&W PRINTERS INC	92395	BINDING LAND BOOK	626.09
	22210	MATTHEW BENDER & CO INC	65262409	WILLS & ADMIN REL #8	288.31
021800		LAW LIBRARY		ACCOUNT TOTAL	914.40 *
				MAJOR TOTAL	2,463.96 **
5230	10105	Telecommunications	0542720100 1114	PHONE	41.74
				ACCOUNT TOTAL	41.74 *
6012	21761	Books and Subscriptions	1410059297	ONLINE CHARGES	254.00
	22210	MATTHEW BENDER & CO INC	64904199	VA FORMS V4A & V4B	390.31
022100		COMMONWEALTH'S ATTORNEY		ACCOUNT TOTAL	644.31 *
				MAJOR TOTAL	686.05 **
3320	12772	Maintenance Service Contr	14 10 207ME	VCIN LICENSE MAINT	173.40
		COMPUTER PROJECTS OF IL		ACCOUNT TOTAL	173.40 *
5230	13325	Telecommunications	T278645	IPAD SERVICE	131.22
		TREASURER OF VIRGINIA		ACCOUNT TOTAL	131.22 *
5899	15240	Miscellaneous	COMM ATTY 1114	ADVERTISING	150.00
	28866	FARMVILLE HERALD	11945	SHREDDING SERVICE	35.00
6001	20600	Office Supplies	456044	ADDRESS STAMPS	185.00 *
	20600	KEY OFFICE SUPPLY	456076	CALENDAR	58.00
031200		SHERIFF		ACCOUNT TOTAL	14.29
				MAJOR TOTAL	72.29 *
3170	22345	Drug Testing	416211	DRUG TESTING	561.91 **
		MEDTOX DIAGNOSTICS INC		ACCOUNT TOTAL	487.79
					487.79 *



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3311	11775	Repairs & Maint-Auto & Eq			
	14300	BURKEVILLE BODY SHOP	29432	BUMPER	598.00
	14300	EAST END MOTOR CO INC	115648	FUEL PUMP	451.00
	14300	EAST END MOTOR CO INC	115811	INSPECTION	16.00
	14300	EAST END MOTOR CO INC	115876	INSPECTION	16.00
	14300	EAST END MOTOR CO INC	116429	REPAIR FLAT TIRE	23.00
	14300	EAST END MOTOR CO INC	116578	INSPECTION	16.00
	14300	EAST END MOTOR CO INC	116588	INSPECTION	16.00
	29925	TRI-COUNTY FORD INC	104465	HEATER HOSE/REAR HUB	1,475.58
	32270	WATTS INDUSTRIAL EQUIPMNT	27355	WINDSHIELD NOZZLES	53.20
	32270	WATTS INDUSTRIAL EQUIPMNT	27362	OIL CHANGE	62.45
	32270	WATTS INDUSTRIAL EQUIPMNT	27363	REPLACE HUB ASSEMBLY	706.57
	32270	WATTS INDUSTRIAL EQUIPMNT	669847	PADS & ROTORS	1,273.20
				ACCOUNT TOTAL	4,707.00 *
3320		Maintenance Service Contr			
	12772	COMPUTER PROJECTS OF IL	14 10 208ME	MESSENGR LICENSE MNT	173.40
				ACCOUNT TOTAL	173.40 *
5230		Telecommunications			
	13325	TREASURER OF VIRGINIA	T278606	VCIN	52.87
	20904	KINEX NETWORKING SOLUTION	141101 0014	REMOTE DATA BACKUP	19.95
	21319	CENTURYLINK	309558628 1114	VCIN	7.97
	30440	US CELLULAR	850361128 1114	PHONE	40.81
	30440	US CELLULAR	918210747 1114	PHONE	1,066.37
				ACCOUNT TOTAL	1,187.97 *
5510		Travel-Mileage			
	11894	BUSINESS CARD	0555 SHERIF1114	CAB FARE	16.50
				ACCOUNT TOTAL	16.50 *
5530		Travel-Subsistence & Lodg			
	11894	BUSINESS CARD	0555 SHERIF1114	MEALS & LODGING	960.11
	15944	FRANKLIN LARRY	MEALS 1114	MEALS	13.63
	16653	GOLDMAN ROBERT	MEALS 1114	MEALS	91.41
				ACCOUNT TOTAL	1,065.15 *
5540		Travel-Convention and Edu			
	11894	BUSINESS CARD	0555 SHERIF1114	CREDIT	50.00-
	12318	CNTRL VA CRIMINAL JUSTICE	2568	TRAINING	225.00
				ACCOUNT TOTAL	175.00 *
6001		Office Supplies			
	13369	DIAMOND SPRINGS WATER INC	27961300 1114	WATER/EQUIP/SUPPLIES	130.60
	15380	FARMVILLE PRINTING	SHERIFF 1114	LETTERHEAD/FORMS	216.90
	20600	KEY OFFICE SUPPLY	456228	INK CARTRIDGES	103.95
	20600	KEY OFFICE SUPPLY	456678	LASER CARTRIDGE	94.59
	20600	KEY OFFICE SUPPLY	457219	INK CARTRIDGE	92.99
	20600	KEY OFFICE SUPPLY	457407	GLUE	3.99
	32138	WALMART COMMUNITY/RFCSLLC	2117 SHERIF1114	COFFEE & SUPPLIES	81.50
				ACCOUNT TOTAL	724.52 *
6003		Public Education/Crime Pr			
	23214	NATL NEIGHBORHOOD WATCH	1410667	SIGNS	721.00
	27141	RDJ SPECIALTIES INC	79073	PENS	487.97
	27141	RDJ SPECIALTIES INC	79114	PENCILS	472.80
				ACCOUNT TOTAL	1,681.77 *

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MAJOR# ACCT# 6004	VENDOR NUMBER 28869	VENDOR NAME Virso Comm Center Crime P STIFF O O INC	INV# 384	DESCRIPTION COMMUNITY DAY SERVIC	AMOUNT 89.51 89.51 *
6008	11894	Vehicle & Powered Equip F BUSINESS CARD	0555 SHERIF1114	GAS	26.00 26.00 *
6010	11894	Police Supplies BUSINESS CARD	0555 SHERIF1114	AMMUNITION	28.19
	15656	FIRE & SAFETY EQUIP CO	69240	INSPECT FIRE EXTING	158.80
	28432	SIRCHIE FINGER PRINT LABS	182618	BOX SEALING TAPE	124.84
6011	11894	Uniforms & Wearing Appare BUSINESS CARD	0555 SHERIF1114	UNIFORMS	311.83 *
	26360	QUALITY UNIFORM CO INC	2954	UNIFORMS	218.22
	26360	QUALITY UNIFORM CO INC	2955	UNIFORMS	400.15
				ACCOUNT TOTAL	258.90
				ACCOUNT TOTAL	877.27 *
				MAJOR TOTAL	11,523.71 **
032200	VOLUNTEER FIRE DEPARTMENT				
7001	Payment to Farmville VFD				
	14527	ELECOM INC	34545	SPEAKER/ANTENNA	183.48
	14527	ELECOM INC	34547	BELT CLIPS	19.60
	15656	FIRE & SAFETY EQUIP CO	69003	GAS DETECTOR SENSOR	296.00
	15656	FIRE & SAFETY EQUIP CO	69232	CALIBRATE GAS DETCTR	80.00
	15692	XEROX BUSINESS SERVICES	1090199	SUPPORT CONTRCT RENW	1,185.00
	22166	CREATIVE MONOGRAMMING	ML4197	EMBROIDERY	56.00
	22397	MUNICIPAL EMERGENCY SERV	557762	DIAMOND CUT BLADES	784.03
	999999	S&W HOSE & NOZZLE REPAIR	SEPT 25 2014	SWIVEL ASSEMBLY	131.40
7002	Payment to Rice VFD				
	12024	C W WILLIAMS	578049	TURNOUT GEAR	2,735.51 *
	12024	C W WILLIAMS	578478	HELMET/HOODS	1,821.18
	19490	JOHN DEERE FINANCIAL	65606	LP FUEL	284.98
	31844	DOMINION VA POWER	4500495009 1114	ELECTRIC SERVICE	126.93
				ACCOUNT TOTAL	311.38
				ACCOUNT TOTAL	2,544.47 *
7003	Payment to Prospect VFD				
	11209	BATTERY BARN OF VA INC	247737	BATTERIES	69.05
	11240	BENCHMARK COMMUNITY BANK	PROSPECT TRK#34	TRUCK PAYMENT	3,500.00
	25210	PAMPLIN EXXON	PROSPECT FD1114	FUEL	294.44
	25782	PRINCE EDWARD CO PBLC SCH	DIESEL-OCT 14	DIESEL	238.58
	25920	PROSPECT VOL FIRE DEPT	REIMB INSURANCE	WORKERS COMP INSURAN	10,354.00
	29440	PRINCE EDWARD CO TREAS	GAS-OCT 14	GAS	152.56
	31844	DOMINION VA POWER	7600812502 1114	ELECTRIC SERVICE	7.07
	31846	DOMINION VA POWER	7020850009 1114	ELECTRIC SERVICE	335.39
	31846	DOMINION VA POWER	8898799252 1114	ELECTRIC SERVICE	30.24
7007	Payment to Meherrin VFD				
	11153	BANK OF CHARLOTTE COUNTY	LOAN 23599 1114	TRUCK LOAN	14,981.33 *
				ACCOUNT TOTAL	15,000.00

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MAJOR#	ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
		25246	PARKER OIL CO INC	25246	PROPANE	219.60
		32146	WATKINS INSURANCE AGENCY	27862	PKG/AUTO/UMBRELLA	3,814.00
					ACCOUNT TOTAL	19,033.60 *
					MAJOR TOTAL	39,294.91 **
032500			EMERGENCY SERVICES			
6014			Other Operating Supplies			
		21005	KORMAN SIGNS	274951	ROAD SIGNS & MARKERS	255.08
		21005	KORMAN SIGNS	275018	ROAD SIGNS	106.89
					ACCOUNT TOTAL	361.97 *
					MAJOR TOTAL	361.97 **
033200			REGIONAL JAIL & DETENTION			
3196			Purchase of Services - Ja			
		18743	IRONGATE BOUNDARY MNGT	FB 1114	ELECTRONIC MONITORIN	1,012.50
		25375	PIEDMONT RGNL JUVENILE	1322	JUVENILE DETENTION	6,300.00
					ACCOUNT TOTAL	7,312.50 *
					MAJOR TOTAL	7,312.50 **
034100			BUILDING OFFICIAL			
3311			Repairs & Maint-Auto			
		14287	EAST END CHEVRON	OCTOBER 2014	OIL CHANGE	37.69
		25911	PRO AUTO LLC	18895	INSPECTION	16.00
					ACCOUNT TOTAL	53.69 *
5230			Telecommunications			
		30440	US CELLULAR	816442183 1114	PHONE	23.41
					ACCOUNT TOTAL	23.41 *
5530			Travel-Subsistence & Lodg			
		21498	LEATHERWOOD COY	EXPENSES 1114	MEAL	7.61
					ACCOUNT TOTAL	7.61 *
5540			Travel-Convention & Educa			
		21498	LEATHERWOOD COY	EXPENSES 1114	MTG REGISTRATION	15.00
					ACCOUNT TOTAL	15.00 *
					MAJOR TOTAL	99.71 **
035100			ANIMAL CONTROL			
5110			Electrical Services			
		31844	DOMINION VA POWER	0890745003 1114	ELECTRIC SERVICE	154.97
					ACCOUNT TOTAL	154.97 *
5230			Telecommunications			
		21319	CENTURYLINK	310119726 1114	PHONE	169.88
		30440	US CELLULAR	816442183 1114	PHONE	47.07
					ACCOUNT TOTAL	216.95 *
					MAJOR TOTAL	371.92 **

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MAJOR# ACCT# 036100	VENDOR NUMBER BIOSOLIDS MONITORING	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5230	30440	Telecommunications US CELLULAR	816442183 1114	PHONE	23.41 23.41 * 23.41 **
042300	REFUSE DISPOSAL				
3160		Professional Services			
	27191	RESOURCE INTERNATIONAL	41107	GROUNDWTR MONITORING	1,837.50
	27191	RESOURCE INTERNATIONAL	41119	MISC WORK TASKS	990.00
	27191	RESOURCE INTERNATIONAL	41120	STORM WTR COMPLIANCE	754.00
				ACCOUNT TOTAL	3,581.50 *
3310		Repairs/Maintenance			
	15560	FARMVILLE WHSALE ELECTRIC	543037	LIGHTBULBS	33.18
	15560	FARMVILLE WHSALE ELECTRIC	543139	LIGHT FIXTURE	83.69
	15560	FARMVILLE WHSALE ELECTRIC	543175	RETURN	11.27-
	21811	LOWE'S	909924	NUTS/BOLTS/WASHERS	4.90
				ACCOUNT TOTAL	110.50 *
3311		Repairs & Maint-Auto & Eq			
	19030	JIMMY WHIRLEY/POWERWASH	1320	WASHED ROLLOFF	75.00
	19033	CHILDRESS JAMES P JR	NOV 11 2014	OIL/FILTER CHANGE	493.05
	19033	CHILDRESS JAMES P JR	NOV 18 2014	TRUCK MAINTENANCE	450.35
				ACCOUNT TOTAL	1,018.40 *
3840		Contract Landfill - POS			
	10254	ALLIED WASTE SERVICES 974	974 000444214	TRASH COLLECTION	191.56
	10254	ALLIED WASTE SERVICES 974	974 000444215	TRASH COLLECTION	126.85
	10254	ALLIED WASTE SERVICES 974	974 000444216	TRASH COLLECTION	126.85
	32953	WRIGHT'S EXCAVATING LLC	NOVEMBER 2014	LANDFILL OPERATION	48,093.75
				ACCOUNT TOTAL	48,539.01 *
3841		Purchase of Serv - Recylin			
	14723	EMANUEL TIRE OF VIRGINIA	476598	TIRE RECYCLING	360.00
	14723	EMANUEL TIRE OF VIRGINIA	476619	TIRE RECYCLING	446.40
	14723	EMANUEL TIRE OF VIRGINIA	476620	TIRE RECYCLING	432.00
	14723	EMANUEL TIRE OF VIRGINIA	476665	TIRE RECYCLING	408.00
	28866	STEPS, INC	OCTOBER 2014	RECYCLING FEE	2,244.76
				ACCOUNT TOTAL	3,891.16 *
5110		Electrical Services			
	28640	SOUTHSIDE ELECTRIC COOP	114379003 1114	VIRSO SITE	87.39
	31846	DOMINION VA POWER	0599507431 1114	RICE SITE	65.63
	31846	DOMINION VA POWER	1144204110 1114	GREEN BAY SITE	63.44
	31846	DOMINION VA POWER	7471653571 1114	WORSHAM SITE	81.33
				ACCOUNT TOTAL	297.79 *
5230		Telecommunications			
	10105	AT&T	0206193130 1114	PHONE	41.77
	21319	CENTURYLINK	309326764 1114	PHONE	49.01
	21319	CENTURYLINK	309553498 1114	PHONE	41.99
	21319	CENTURYLINK	309615846 1114	PHONE	47.91

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6008	25782	Vehicle & Powered Equip F PRINCE EDWARD CO PBLC SCH	309714661 1114	PHONE	50.07
			310039285 1114	PHONE	37.58
			816442183 1114	PHONE	26.41
			248 5696 1114	PHONE	48.23
			736 2828 1114	PHONE	83.78
				ACCOUNT TOTAL	426.75 *
6009	14300	Vehicle & Powered Equip S EAST END MOTOR CO INC	DIESEL-OCT 14	DIESEL	1,911.66
	23248	NAPA OF FARMVILLE			1,911.66 *
			116017	TIRES	444.00
			129847	HYDRAULIC FLUID	59.98
				ACCOUNT TOTAL	503.98 *
				MAJOR TOTAL	60,280.75 **
042610		SANDY RIVER RESERVOIR			
3160	29597	Professional Services TREASURER OF VIRGINIA	DAM 12 PERMIT14	PERMIT FEE	50.00
				ACCOUNT TOTAL	50.00 *
				MAJOR TOTAL	50.00 **
043200		GENERAL PROPERTIES			
3310		Repairs/Maintenance			
	10172	AIR CONDITIONING EQUIPMNT	73190	HVAC ANNUAL CONTRACT	3,520.00
	13730	DODSON BROS EXTERMINATING	158003 1114	PEST CONTROL-CANNERY	38.00
	13730	DODSON BROS EXTERMINATING	158005 1114	PEST CONTROL-WORSHAM	38.00
	13730	DODSON BROS EXTERMINATING	158006 1114	PEST CONTROL-SCOPE	38.00
	13730	DODSON BROS EXTERMINATING	158007 1114	PEST CONTROL-CH BLDG	85.00
	13730	DODSON BROS EXTERMINATING	158010 1114	PEST CONTROL-VIS CTR	38.00
	15686	FIRE SPRINKLER LTD	2291	5-YR INTERNAL INSPCT	2,175.00
	21811	LOWE'S	901794	PIPE/VALVE/COUPLINGS	43.21
	21811	LOWE'S	902321	WATER HEATER	362.29
				ACCOUNT TOTAL	6,337.50 *
3311		Repairs & Maint-Auto & Eq			
	25911	PRO AUTO LLC	19008	INSPECTION/BRAKEPADS	197.58
	25911	PRO AUTO LLC	19008	TAX DEDUCTED	3.60-
				ACCOUNT TOTAL	193.98 *
5110		Electrical Services			
	31844	DONIMION VA POWER	1230385005 1114	ROY CLARK MONUMENT	6.59
	31844	DONIMION VA POWER	2786281903 1114	COURTHOUSE	11,401.78
	31844	DONIMION VA POWER	9670710004 1114	SHOP	29.42
	31846	DONIMION VA POWER	1545926683 1114	SCOPE BLDG	118.53
	31846	DONIMION VA POWER	4951935099 1114	SHERIFF DEPT SHED	6.59
	31846	DONIMION VA POWER	5856894620 1114	WORSHAM CLERK OFFICE	116.30
	31846	DONIMION VA POWER	6669158583 1114	LIGHTS AT RICE	110.09
	31846	DONIMION VA POWER	8105475944 1114	AG BLDG	882.42
				ACCOUNT TOTAL	12,671.72 *

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5120	25247	Heating Services			
	25247	PARKER OIL COMPANY INC	394828	HEATING OIL	1,289.00
		PARKER OIL COMPANY INC	395693	HEATING OIL	6,733.55
				ACCOUNT TOTAL	8,022.55 *
5130	29332	Water & Sewer			
	29332	TOWN OF FARMVILLE	AG BLDG 1114	WATER/SEWER	123.29
	29332	TOWN OF FARMVILLE	CH IRRIG 1114	WATER	10.75
	29332	TOWN OF FARMVILLE	SCOPE BLDG 1114	WATER/SEWER	33.65
				ACCOUNT TOTAL	167.69 *
5230	10105	Telecommunications			
	10105	AT&T	7305055660 1114	PHONE	41.74
	21319	CENTURYLINK	310262069 1114	PHONE	53.74
	21319	CENTURYLINK	310441360 1114	PHONE	79.66
	30440	US CELLULAR	816442183 1114	PHONE	115.53
				ACCOUNT TOTAL	290.67 *
6005	10719	Janitorial Supplies			
	10719	ARAMARK UNIFORM SERVICES	792482070 1114	JANITORIAL SUPPLIES	428.95
	13367	DIAMOND PAPER COMPANY	131997	TRSHBAG/TOWEL/TISSUE	1,650.59
				ACCOUNT TOTAL	2,079.54 *
6007	11492	Repairs and Maintenance S			
	11492	ARCET EQUIPMENT CO	2484530	CYLINDER RENTAL	250.00
	13369	DIAMOND SPRINGS WATER INC	11393100 1114	WATER & EQUIP RENTAL	15.90
	15560	FARMVILLE WHSALE ELECTRIC	544206	BALLAST	48.40
	15560	FARMVILLE WHSALE ELECTRIC	544300	LIGHTBULBS/BALLASTS	115.36
	15721	FISHER AUTO PARTS, INC.	109223	SHOP TOWELS	11.98
	16671	GRAINGER	9587167413 1114	CABLE	729.06
	16671	GRAINGER	9588891151 1114	BATTERIES	11.04
	21811	LOWE'S	901378	AC CLAMP METER	37.98
	21811	LOWE'S	901388 1114	GRASS SEED	50.05
	21811	LOWE'S	901749 1114	DRILL BIT/HITCH BALL	26.59
	21811	LOWE'S	524 09428 1114	UNIFORM RENTAL	409.75
	27922	CINTAS CORPORATION #524			
				ACCOUNT TOTAL	1,706.11 *
6008	25782	Vehicle & Powered Equip F			
	25782	PRINCE EDWARD CO PBLIC SCH	DIESEL-OCT 14	DIESEL	247.64
				ACCOUNT TOTAL	247.64 *
6009	15721	Vehicle & Powered Equip S			
	15721	FISHER AUTO PARTS, INC.	109223	OIL & FILTER	48.10
	15721	FISHER AUTO PARTS, INC.	110792	BATTERY	169.95
	29083	TAYLOR-FORBES EQUIP CO	IN30908	HITCH PINS	18.78
				ACCOUNT TOTAL	236.83 *
				MAJOR TOTAL	31,954.23 **
043400	CANNERY				
3161	31653	Professional Services-Can			
	31653	VIRGINIA FOOD WORKS	PEC 11/14	CONTRACT PAYMENT	2,916.67
				ACCOUNT TOTAL	2,916.67 *
3310	15597	Repairs & Maintenance			
	15597	FERGUSON ENTERPRISES INC	2544654	VALVE	74.04
				ACCOUNT TOTAL	74.04 *

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MAJOR# ACCT# 5230	VENDOR NUMBER 21319	VENDOR NAME Telecommunications CENTURYLINK	INV# 310248529 1114	DESCRIPTION PHONE	AMOUNT 203.77
6014	13367 17778	Other Operating Supplies DIAMOND PAPER COMPANY HUBERT CO	131997 989586	GLOVES/TAPE CAN OPENER	203.77 *
				ACCOUNT TOTAL	119.17
				ACCOUNT TOTAL	44.59
				MAJOR TOTAL	163.76 *
					3,358.24 **
053500		COMPREHENSIVE SERVICES ACT			
3160		CSA Programs			
	11191	BEAR CREEK ACADEMY	504	PROFESSIONAL SERVICE	7,260.00
	11306	BLUE RIDGE AUTISM & .	5784	PROFESSIONAL SERVICE	4,400.00
	11490	RESCARE/BRALEY & THOMPSON	103114DK	PROFESSIONAL SERVICE	3,054.50
	11490	RESCARE/BRALEY & THOMPSON	103114EK	PROFESSIONAL SERVICE	1,581.00
	11490	RESCARE/BRALEY & THOMPSON	103114FK	PROFESSIONAL SERVICE	1,581.00
	11894	BUSINESS CARD	NOVEMBER 2014	FOSTER CARE	434.60
	12280	CENTRA HEALTH	8360 1114 AG	PROFESSIONAL SERVICE	3,294.00
	12280	CENTRA HEALTH	8360 1114 AI	PROFESSIONAL SERVICE	4,840.00
	12280	CENTRA HEALTH	8422 1114	PROFESSIONAL SERVICE	4,840.00
	12452	CHILDHHELP INC	142092 102014	PROFESSIONAL SERVICE	3,190.00
	14933	FAMILY PRESERVATION SERV	BELS050603 1114	PROFESSIONAL SERVICE	703.75
	14933	FAMILY PRESERVATION SERV	DICH050901 1114	PROFESSIONAL SERVICE	560.00
	14933	FAMILY PRESERVATION SERV	DYEJ120898 1114	PROFESSIONAL SERVICE	691.25
	14933	FAMILY PRESERVATION SERV	JOHK101001	PROFESSIONAL SERVICE	230.00
	14933	FAMILY PRESERVATION SERV	WTIM042298	PROFESSIONAL SERVICE	673.75
	16672	GRAFTON SCHOOL INC	1854 1114	PROFESSIONAL SERVICE	6,126.00
	16672	GRAFTON SCHOOL INC	2068 1114	PROFESSIONAL SERVICE	6,571.00
	16672	GRAFTON SCHOOL INC	3197 1114	PROFESSIONAL SERVICE	6,471.00
	16672	GRAFTON SCHOOL INC	7041 1114	PROFESSIONAL SERVICE	5,466.00
	21807	LONG ASHLEY	NOVEMBER 2014	FOSTER CARE	4,077.00
	23918	NORTHSTAR ACADEMY INC	12636	PROFESSIONAL SERVICE	3,922.00
	30415	UNITED METHODIST FAMILY	NOVEMBER 2014	FOSTER CARE	425.81
	30415	UNITED METHODIST FAMILY	5973 1114	PROFESSIONAL SERVICE	2,891.30
	31648	VIRGINIA FAMILY SERVICES	1047	PROFESSIONAL SERVICE	150.00
	31648	VIRGINIA FAMILY SERVICES	1048	PROFESSIONAL SERVICE	360.00
	31648	VIRGINIA FAMILY SERVICES	1049	PROFESSIONAL SERVICE	600.00
	31648	VIRGINIA FAMILY SERVICES	1050	PROFESSIONAL SERVICE	30.00
	31648	VIRGINIA FAMILY SERVICES	1051	PROFESSIONAL SERVICE	41.50
	31664	VA HOME FOR BOYS & GIRLS	1588	PROFESSIONAL SERVICE	171.88
	999999	IMANCHINELLO IFETAYO	NOVEMBER 2014	FOSTER CARE	1,737.49
	999999	MOUNTAIN YOUTH	27565	PROFESSIONAL SERVICE	875.00
				ACCOUNT TOTAL	77,249.83 *
				MAJOR TOTAL	77,249.83 **
071100		SUPERVISION OF PARKS & RECREATION			
5640		PE/Farmville Youth Associ			
	25825	PRINCE ED-FARMVILLE YOUTH	14-15 SUPPORT	14-15 LOCAL SUPPORT	24,000.00
				ACCOUNT TOTAL	24,000.00 *

AP375H  
11/21/2014  
FUND # - 100 GENERAL FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 11/01/2014 -- 11/21/2014

AFTER CHECKS  
PAGE 14

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5643	28696	SOUTHSIDE VA Family YMCA SOUTHSIDE VA FAMILY YMCA	14-15 CO PROGRM	14-15 LOCAL SUPPORT	25,000.00 25,000.00 * 49,000.00 **
081100	PLANNING				
3600	15240	Advertising FARMVILLE HERALD	CO ADM 1114	ADVERTISING	276.76 276.76 *
5210	11894	Postal Services BUSINESS CARD	0460 PUCKET1114	POSTAGE	114.00 114.00 *
5230	30440	Telecommunications US CELLULAR	816442183 1114	PHONE	46.82 46.82 * 437.58 **
081500	ECONOMIC DEVELOPMENT				
6001	15380	Office Supplies FARMVILLE PRINTING	ECO DEV 1114	LETTERHEAD/ENVELOPES	439.00
	20600	KEY OFFICE SUPPLY	456580	PAPER	29.95
	20600	KEY OFFICE SUPPLY	456581	OFFICE SUPPLIES	295.85
	20600	KEY OFFICE SUPPLY	456744	INK CARTRIDGE	34.99
				ACCOUNT TOTAL	799.79 *
				MAJOR TOTAL	799.79 **
081600	TOURISM				
5110	31846	Electrical Services DOMINION VA POWER	0675198071 1114	ELECTRIC SERVICE	169.72 169.72 *
5130	29332	Water & Sewer TOWN OF FARMVILLE	MOORE BLDG 1114	WATER/SEWER	47.65 47.65 *
5210	11894	Postal Services BUSINESS CARD	0460 PUCKET1114	UPS	116.47 116.47 *
5230	21319	Telecommunications CENTURYLINK	310393238 1114	PHONE	337.77 337.77 *
5530	31199	Travel-Subsistence & Lodg VANEPS MAGI	EXPENSES 1114	MEALS	34.65 34.65 *
6001	21811	Office Supplies LOWE'S	910771	CANDLES/BATTERIES	63.50 63.50 * 769.76 **



AP375H  
11/21/2014  
FUND # - 100 GENERAL FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 11/01/2014 -- 11/21/2014

AFTER CHECKS  
PAGE 15

MAJOR# ACCT# 082300	VENDOR NUMBER FLOOD & EROSION CONTROL	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5470	28973	Stormwater Review Fees STORMWATER SOLUTIONS &	201404	STORMWTR PLAN REVIEW	1,545.00 1,545.00 * 1,545.00 **
083500		COOPERATIVE EXTENSION OFFICE			
5230	21319	Telecommunications CENTURYLINK	309520098 1114	PHONE	105.02 105.02 * 105.02 **
091000		GENERAL EXPENSE			
5803	28597	Internal Fuel Account SOUTHERN STATES COOP INC	72653	GAS	3,744.09
	28597	SOUTHERN STATES COOP INC	78124	GAS	3,653.31
	28597	SOUTHERN STATES COOP INC	82800	GAS	3,274.36
	28597	SOUTHERN STATES COOP INC	87983	GAS	3,417.72
	28597	SOUTHERN STATES COOP INC	92664	GAS	3,420.59
				ACCOUNT TOTAL	17,510.07 *
				MAJOR TOTAL	17,510.07 **
				FUND TOTAL	336,490.47

AP375H	PRINCE EDWARD		AFTER CHECKS	
11/21/2014	LISTING OF INVOICES FOR 11/01/2014 -- 11/21/2014		PAGE 16	
FUND # - 501	WATER FUND			
MAJOR#	VENDOR	INV#	DESCRIPTION	AMOUNT
ACCT#	NUMBER			
043200	GENERAL PROPERTIES			
5130	Water Service			
	29332 TOWN OF FARMVILLE	WATER TANK 1114	WATER	171.20
			ACCOUNT TOTAL	171.20 *
			MAJOR TOTAL	171.20 **
			FUND TOTAL	171.20

AP375H  
11/21/2014  
FUND # - 502 SEWER FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 11/01/2014 -- 11/21/2014

AFTER CHECKS  
PAGE 17

MAJOR#	VENDOR ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
043200		GENERAL PROPERTIES				
5110		Electrical Services				
	31846	Dominion VA Power		4148700281 1114	SEWER PUMP	31.49
					ACCOUNT TOTAL	31.49 *
					MAJOR TOTAL	31.49 **
					FUND TOTAL	31.49

AP375H 11/21/2014 FUND # - 732 RETIREMENT BENEFIT FUND		PRINCE EDWARD LISTING OF INVOICES FOR 11/01/2014 -- 11/21/2014		AFTER CHECKS PAGE 18	
MAJOR#	VENDOR	INV#	DESCRIPTION	AMOUNT	
ACCT#	NUMBER				
002230	RETIREMENT BENEFIT FUND				
1101	LEOS Disbursements				
	25257	NOVEMBER 2014	RETIREE BENEFIT		
				1,094.00	
				1,094.00 *	
				1,094.00 **	
				ACCOUNT TOTAL	
				MAJOR TOTAL	
				FUND TOTAL	
					1,094.00

AP375H		PRINCE EDWARD		AFTER CHECKS	
11/21/2014		LISTING OF INVOICES FOR 11/01/2014 -- 11/21/2014		PAGE 19	
FUND # - 737 ECONOMIC DEVELOPMENT FUND					
MAJOR#	VENDOR	VENDOR	INV#	DESCRIPTION	AMOUNT
ACCT#	NUMBER	NAME			
081500	ENTERPRISE ZONE				
5602	VA Growth Alliance Dues				
	22341 MECKLENBURG COUNTY		FY15 SUPPORT	FY15 CONTRIBUTION	
					23,368.00
				ACCOUNT TOTAL	23,368.00 *
				MAJOR TOTAL	23,368.00 **
				FUND TOTAL	23,368.00

AP375H

11/21/2014

FUND # - 741 PIEDMONT COURT SERVICES FUND

PRINCE EDWARD

LISTING OF INVOICES FOR 11/01/2014 -- 11/21/2014

AFTER CHECKS  
PAGE 20

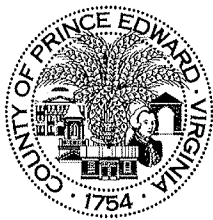
MAJOR#	VENDOR	VENDOR	NAME	IN#	DESCRIPTION	AMOUNT
ACCT#	NUMBER					
021400	PIEDMONT COURT SERVICES					
5230	Telecommunications					
	21319 CENTURYLINK	310357807	1114	PHONE	60.22	
	23933 LUMOS NETWORKS	174057257	1114	PHONE	288.83	
				ACCOUNT TOTAL	349.05	*
5510	Travel - Mileage					
	12190 CARRION JESSICA	MILEAGE	1114	MILEAGE	117.04	
	14357 EDMONDS SHEILA	MILEAGE	1114	MILEAGE	58.24	
	15649 FERRELL JULIANNA	EXPENSES	1114	MILEAGE	90.72	
	15954 FRANKLIN SHEENA	MILEAGE	1114	MILEAGE	76.16	
	16682 GRAY SHARON	MILEAGE	1114	MILEAGE	332.08	
	16944 STIMPSON CONNIE	MILEAGE	1114	MILEAGE	21.23	
	22217 MAXEY RENEE T	EXPENSES	1114	MILEAGE	152.54	
	22259 MAYS ANDY	EXPENSES	1114	MILEAGE	204.08	
	23340 NASH ASHLEY	MILEAGE	1114	MILEAGE	97.44	
				ACCOUNT TOTAL	1,149.53	*
5530	Travel - Subsistence & Lo					
	22217 MAXEY RENEE T	EXPENSES	1114	MEALS	35.28	
	22259 MAYS ANDY	EXPENSES	1114	MEALS	64.98	
				ACCOUNT TOTAL	100.26	*
6001	Office Supplies					
	16944 STIMPSON CONNIE	REIMB	1114	REIMBURSEMENT-PAPER	139.95	
				ACCOUNT TOTAL	139.95	*
6012	Books & Subscriptions					
	15649 FERRELL JULIANNA	EXPENSES	1114	NEWSPAPERS	1.00	
				ACCOUNT TOTAL	1.00	*
				MAJOR TOTAL	1,739.79	**
097001	PCS SUPERVISION FEES EXPENDITURES					
5420	PCS - Lease/Rent of Build					
	28724 SRP CORPORATION LLC	RENT	1114	RENT	2,500.00	
				ACCOUNT TOTAL	2,500.00	*
				MAJOR TOTAL	2,500.00	**
097002	PCS DRUG TESTING FEES					
0001	PCS Drug Testing Fees					
	28095 ALERE TOXICOLOGY SERV INC	265436		DRUG TESTING	38.96	*
				ACCOUNT TOTAL	38.96	*
				MAJOR TOTAL	38.96	**
				FUND TOTAL	4,278.75	
				TOTAL DUE	365,433.91	

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

Signed \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_



County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** December 9, 2014  
**Item No.:** 6-d  
**Department:** County Administration  
**Staff Contact:** Sheila Martin/Barbara N. Poulston  
**Issue:** Salaries

---

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

**Attachments:** None

**Recommendation:** None

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

Cooper-Jones \_\_\_\_\_  
Gray \_\_\_\_\_  
Jones \_\_\_\_\_

McKay \_\_\_\_\_  
Simpson \_\_\_\_\_  
Timmons \_\_\_\_\_

Townsend \_\_\_\_\_  
Wilck \_\_\_\_\_







County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: December 9, 2014  
Item No.: 6-e  
Department: County Administration  
Staff Contact: W.W. Bartlett  
Issue: Appropriations

**Summary:**

The following budget amendment reflects the adjustments required as a result of the transfer of the School Resource Officer's salary from the School Budget to the Sheriff's department in the General Fund.

REV/EXP	FUND	DEPT	OBJECT	DESCRIPTION	DEBIT	CREDIT
<u>FY 2015 Budget Amendment</u>						
4(Exp)	100	93000	0250	Transfer to School Fund		\$29,618
4(Exp)	100	31200	1100	Sheriff/Salary & Wages	\$24,242	
4(Exp)	100	31200	2100	Sheriff/FICA	\$ 1,855	
4(Exp)	100	31200	2210	Sheriff/VRS	\$ 2,764	
4(Exp)	100	31200	2400	Sheriff /Group Life Ins.	\$ 289	
4(Exp)	100	31200	2600	Sheriff/ Unemployment	\$ 70	
4(Exp)	100	31200	2700	Sheriff / Workers Comp	\$ 398	
3(Rev)	250	41050	0100	From General Fund	\$29,618	
4(Exp)	250	62000	0001	School/Admin,Health & Attend.		\$29,618

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

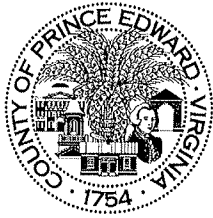
Motion \_\_\_\_\_  
Second \_\_\_\_\_

Cooper-Jones \_\_\_\_\_  
Gray \_\_\_\_\_  
Jones \_\_\_\_\_

McKay \_\_\_\_\_  
Simpson \_\_\_\_\_  
Timmons \_\_\_\_\_

Townsend \_\_\_\_\_  
Wilck \_\_\_\_\_





County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** December 9, 2014  
**Item No.:** 6-f  
**Department:** Building Office  
**Staff Contact:** Coy W. Leatherwood  
**Issue:** Dance Hall Permit – New Fevers & The Fishin’ Pig

---

**Summary:** The County requires an annual Dance Hall Permit. Coy W. Leatherwood, Building Official, has inspected and recommends approval of dance hall permits for:

New Fevers Restaurant and Lounge  
193 McLendon Drive  
Farmville, VA 23901

The Fishin’ Pig  
5169 Farmville Road  
Farmville, VA 23901

**Attachments:** Dance Hall Permit Applications

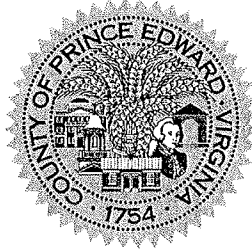
**Recommendation:** Approval

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

Cooper-Jones \_\_\_\_\_  
Gray \_\_\_\_\_  
Jones \_\_\_\_\_

McKay \_\_\_\_\_  
Simpson \_\_\_\_\_  
Timmons \_\_\_\_\_

Townsend \_\_\_\_\_  
Wilck \_\_\_\_\_



PRINCE EDWARD COUNTY  
APPLICATION FOR DANCE HALL LICENSE

DESIRED TERM OF OPERATION

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

FOR PERIOD BEGINNING December, 20 14 and ending on  
December, 20 15.

NAME OF APPLICANT William R. Harding

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

TELEPHONE NUMBER 434-767-4332 DAYTIME PHONE NUMBER 434-294-1184

SOCIAL SECURITY NO. 226-78-9225

NAME OF BUSINESS Fevers Inc.

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

BUSINESS PHONE NO. 434-392-8719

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

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

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

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

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

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

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

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

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

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

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

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

Will. Harding  
Signature of Applicant

11-21-14  
Date

Sworn and subscribed to before me in the County of Prince Edward, State of Virginia, this 21<sup>st</sup> day of November, 2014.

Kathy Elder Beadles  
Notary Public

My commission expires August 31, 2016.



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

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

\_\_\_\_\_  
Date



PRINCE EDWARD COUNTY  
APPLICATION FOR DANCE HALL LICENSE

DESIRED TERM OF OPERATION

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

FOR PERIOD BEGINNING JANUARY 1, 2015 and ending on  
DECEMBER 31, 2015.

NAME OF APPLICANT The Fishin' Pig

ADDRESS 5169 Farmville RP

Farmville, VA 23901

TELEPHONE NUMBER 223 3287 DAYTIME PHONE NUMBER SAME

SOCIAL SECURITY NO. \_\_\_\_\_

NAME OF BUSINESS MATT Hurley

BUSINESS ADDRESS 819 Longwood Ave

Farmville, VA 23901

BUSINESS PHONE NO. 434- 223- 3287

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

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

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

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

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



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

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

[Signature]  
Signature of Applicant

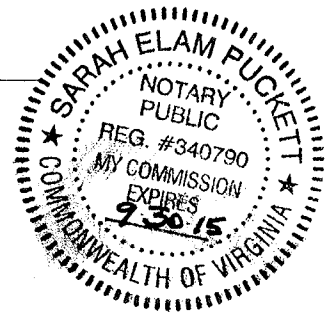
11-22-14  
Date

Sworn and subscribed to before me in the County of Prince Edward, State of Virginia, this 2<sup>nd</sup> day of DECEMBER, 2014.

[Signature]  
Notary Public

My commission expires

9.30.15



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

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

\_\_\_\_\_  
Date





County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: December 9, 2014  
Item No.: 7  
Department: County Administration  
Staff Contact: Sarah Elam Puckett  
Issue: Highway Matters

---

**Summary:** Kevin Wright, Residency Administrator, VDOT, will not be present at the Board meeting. Staff will record highway matters and relay them to VDOT.

**Attachments:**

**Recommendation:**

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

Cooper-Jones \_\_\_\_\_  
Gray \_\_\_\_\_  
Jones \_\_\_\_\_

McKay \_\_\_\_\_  
Simpson \_\_\_\_\_  
Timmons \_\_\_\_\_

Townsend \_\_\_\_\_  
Wilck \_\_\_\_\_





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

**Meeting Date:** December 9, 2014  
**Item No.:** 8  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett  
**Issue:** Citizen Volunteer Appointments

**Summary:** The following terms for the Prince Edward County Planning Commission and the Board of Zoning Appeals expire December 31, 2014. All of these positions have been advertised in *The Farmville Herald*. Listed by each position are the terms of office and the name of the individual currently holding the position and the names of all applicants filing a Citizen Volunteer Application.

Position	Term of Office	# of Terms Expiring or Vacancies	Individual Currently Holding the Office	Citizen Volunteer Applicants
Prince Edward County Planning Commission	4 Years January 1, 2015 – December 31, 2018	1 County Position	W.W. Porterfield	Glenn O. Fowlkes John Prengaman Warner R. Winborne
Prince Edward County Planning Commission	4 Years January 1, 2015 – December 31, 2018	3 In-Town Positions	Jack Leatherwood Parker Terry Cannon Watson	Jack Leatherwood Jack W. Perry, Jr. Cannon Watson
Prince Edward County Board of Zoning Appeals*	5 Years January 1, 2015 – December 31, 2019	1 Position	Charlotte R. Green	Jack Leatherwood John F. Townsend, III

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

**Attachments:** Citizen Volunteer Applications

**Recommendation:**

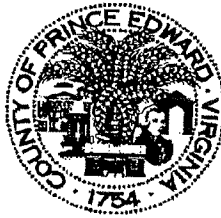
1. Make appointments to the Prince Edward County Planning Commission
2. Make a recommendation to the Circuit Court Judge for the appointment to the Board of Zoning Appeals.

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

Cooper-Jones \_\_\_\_\_  
Gray \_\_\_\_\_  
Jones \_\_\_\_\_

McKay \_\_\_\_\_  
Simpson \_\_\_\_\_  
Timmons \_\_\_\_\_

Townsend \_\_\_\_\_  
Wilck \_\_\_\_\_



## CITIZEN VOLUNTEER APPLICATION

### FOR COUNTY BOARDS, COMMITTEES & COMMISSIONS

Name Glenn O. Fowlkes Date 12-01-14

Home Address 2114 Orchard Rd

City Bucksville State VA Zip Code 23922

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

Home Telephone Number 434-298-7318 FAX \_\_\_\_\_

E-Mail Address gofowlkes@gmail.com

Present Employer Family & Community Support Systems

Business Address 1 Mill St #102

City Farmville State VA Zip Code 23901

Business Telephone Number 434-392-3482 FAX 392-6275

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

#### Optional Information Which May Prove Helpful:

Occupation Licensed Professional Counselor (LPC)

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

Education: High School Nottoway HS Year 1980

College/Technical School VA TECH Year 1984

Graduate School Radford Univ. Year 1986

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

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

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

Professional, Civic, or Other Activities Church deacon

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

As a lifelong resident of PE County, I  
am very interested in the future  
development of our area.

Page Two

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

NO

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

NO

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

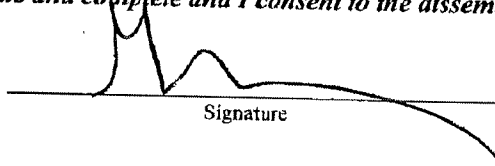
**APPOINTED BY THE BOARD OF SUPERVISOR:**

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

**APPOINTED BY CIRCUIT COURT:**

- ☐ Electoral Board
- ☐ Board of Zoning Appeals

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

  
Signature

12-01-14  
Date

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

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

September 2010



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

Date 11-24-14

Name Clifford J. Leatherwood

Home Address 517 Second Street

City Farmville State Va Zip Code 23901

Election District:

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

Home Telephone Number (434) 392-6252 FAX \_\_\_\_\_

E-Mail Address leather@comcast.net

Present Employer Retired

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

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

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

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

Optional Information Which May Prove Helpful:

Occupation \_\_\_\_\_

Former Occupation, If Retired Retired Banker local business owner

Education: High School ☒ Year 1962

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

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

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

Degrees/Other American Institute of Banking

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

Various church assignments Sec. + Treas.

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

Planning Com. 14 yrs, Jaycees, Exchange Club charter member

I.O.O.F. (54 yrs) F.V.F.P. (16 yrs), Moose, Salvation Army Board

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

Served as a Commissioner for Pr. Ed. Ct. for 14 yrs. and am looking forward to another term. Have been a resident of Pr. Ed. Ct. all my life.



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

NO

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

NO

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

**APPOINTED BY THE BOARD OF SUPERVISOR:**

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

**APPOINTED BY CIRCUIT COURT:**

- ☒ Electoral Board
- ☒ Board of Zoning Appeals

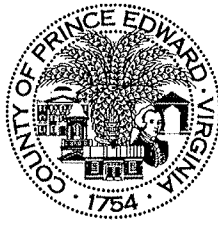
*By submitting this application to the County of Prince Edward, I hereby certify that all information contained herein is true and complete and I consent to the dissemination of this document to the general public.*

Clefford J. Lott  
Signature

11-24-14  
Date

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

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

Date 12/2/14

Name JOHN (JACK) W. PEERY JR

Home Address 611 THIRD AVE

City FARMVILLE State VA Zip Code 23901

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

Home Telephone Number 434-392-4922 FAX \_\_\_\_\_

E-Mail Address PEERY53@KINDX.NET

Present Employer CENTRAL VIRGINIA HEALTH SERVICES INC

Business Address P.O. BOX 220

City NEW CANTON State VA Zip Code 23123

Business Telephone Number 434-581-3271 FAX \_\_\_\_\_

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

Optional Information Which May Prove Helpful:

Occupation PHARMACIST

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

Education: High School PRINCE EDWARD ACADEMY Year 1971

College/Technical School UNIVERSITY OF RICHMOND - PRE-PHARMACY Year 1971-1973

Graduate School MCV SCHOOL OF PHARMACY - B.S. Year 1973-1977

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

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

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

Professional, Civic, or Other Activities PAST PRESIDENT OF FARMVILLE JAYCEES AND FARMVILLE ROTARY CLUB AND PAST MEMBER OF PRINCE EDWARD COUNSELLORS & PAST PRESIDENT - EAGLE SCOUT - BOY SCOUTS OF AMERICA, VOLUNTEER WITH FALES, PAST VESTRY MEMBER AND CURRENTLY AN USHER AND CHALICER WITH JOHN'S MEMORIAL EPISCOPAL CHURCH

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

MY FAMILY MOVED TO FARMVILLE IN 1958. I HAVE TRIED TO FOLLOW IN THE FOOTSTEPS OF MY FATHER AND MOTHER BY BEING ACTIVE IN COMMUNITY ORGANIZATIONS. I HAVE ALWAYS TAKEN AN INTEREST IN THE WELFARE OF THE PRINCE EDWARD AND FARMVILLE COMMUNITIES. IF APPOINTED, I WILL WORK HARD FOR THE BETTERMENT AND GROWTH OF OUR COUNTY BY WORKING WITH BUSINESSES AND INDUSTRY IN A THOUGHTFUL AND PLANNED MANNER TO LOCATE HERE.

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

*NO*

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

*NO*

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

***APPOINTED BY THE BOARD OF SUPERVISOR:***

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

***APPOINTED BY CIRCUIT COURT:***

- ☐ Electoral Board
- ☐ Board of Zoning Appeals

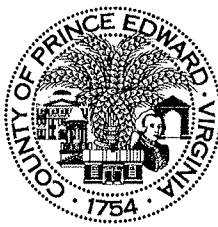
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Signature

*12/2/14*  
Date

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

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## CITIZEN VOLUNTEER APPLICATION

FOR COUNTY BOARDS, COMMITTEES & COMMISSIONS

12-1-14

Name JOHN PRENGAMAN Date 11-19-14  
Home Address 481 TIMBERCREEK RD  
City FARMVILLE State VA Zip Code 23901  
Election District: Buffalo ☒ Farmville 801 \_\_\_\_\_  
Hampden \_\_\_\_\_ Leigh \_\_\_\_\_  
Farmville 101 \_\_\_\_\_ Lockett \_\_\_\_\_  
Farmville 701 \_\_\_\_\_ Prospect \_\_\_\_\_  
Home Telephone Number 434-390-2576 FAX \_\_\_\_\_  
E-Mail Address JPRENGAMAN@HSC.EDU  
Present Employer HAMPDEN-SYDNEY COLLEGE  
Business Address 369 SOUTH BOUNDARY ROAD  
City HAMPDEN SYDNEY State VA Zip Code 23943  
Business Telephone Number 434-223-6161 FAX \_\_\_\_\_  
Which Address is Preferred for Mailings? Home ☒ Office \_\_\_\_\_

Optional Information Which May Prove Helpful:

Occupation DIRECTOR OF BUILDINGS & GROUNDS AND PHYSICAL PLANT

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

Education: High School \_\_\_\_\_ Year 1972

College/Technical School \_\_\_\_\_ Year 1976

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

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

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

Past Board, Commission, and Committee Assignments TOURISM BOARD OF DIRECTORS  
PENNSYLVANIA, HOA BOARD ARIZONA

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

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

I LIVE IN PRINCE EDWARD COUNTY AND AM VERY  
INTERESTED IN THE GROWTH OF THE COMMUNITY  
I AM INVOLVED IN ALL DEVELOPMENT AND CONSTRUCTION  
PROJECTS AT THE COLLEGE ALONG WITH PRIOR EXPERIENCE  
IN THESE AREAS.

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

NO

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

NO

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

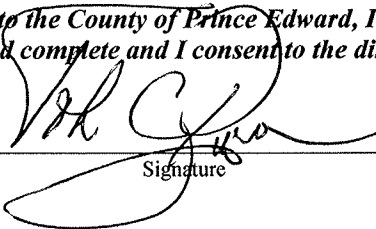
**APPOINTED BY THE BOARD OF SUPERVISOR:**

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

**APPOINTED BY CIRCUIT COURT:**

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

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

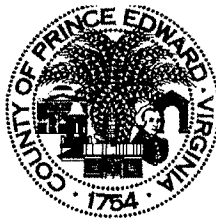
  
Signature

Date

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

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September 2010



## CITIZEN VOLUNTEER APPLICATION

FOR COUNTY BOARDS, COMMITTEES & COMMISSIONS

Date 11/19/14

Name JOHN F. TOWNSEND, III

Home Address 11234 FIVE FORKS ROAD

City Farmville State VA Zip Code 23901

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

Home Telephone Number 434-223-7582 FAX \_\_\_\_\_

E-Mail Address JTOWNSEN@EARTHTHINK.NET

Present Employer Poulston Appliance

Business Address 609 N. MAIN ST

City Farmville State VA Zip Code 23901

Business Telephone Number 434-392-4469 FAX 434-392-5348

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

### Optional Information Which May Prove Helpful:

Occupation MANAGER

Former Occupation, If Retired —

Education: High School YORK ACADEMY Year 1987

College/Technical School Hampden-Sydney College Year 1991 B.A.

Graduate School LYNCHBURG College Year 1999 M.B.A

Military Service — Years \_\_\_\_\_

Degrees/Other VIRGINIA CERTIFIED PLANNING COMMISSIONER COURSE-2010

Past Board, Commission, and Committee Assignments PRINCE EDWARD County  
PLANNING COMMISSION 1/2010 - PRESENT

Professional, Civic, or Other Activities FARMVILLE SAYCEES 1993-2010,  
LEADERSHIP FARMVILLE GRADUATE-1996, Heartland Productions, Inc.  
1999-2000

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

MY INTEREST IS IN PRINCE EDWARD County's CONTINUED  
ECONOMIC DEVELOPMENT. THE REASON FOR THIS APPOINTMENT  
IS TO SERVE AS THE PLANNING COMMISSION'S  
REPRESENTATIVE ON THE BOARD OF ZONING APPEALS.

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

*NO*

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

*NO*

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

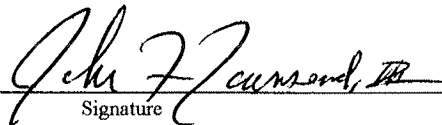
**APPOINTED BY THE BOARD OF SUPERVISOR:**

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

**APPOINTED BY CIRCUIT COURT:**

- ☐ Electoral Board
- ☒ Board of Zoning Appeals

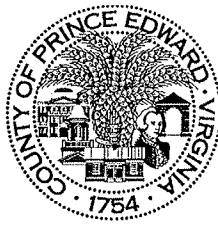
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Signature

*11/19/14*  
Date

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

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## CITIZEN VOLUNTEER APPLICATION

FOR COUNTY BOARDS, COMMITTEES & COMMISSIONS

Name Brett Van Gannon Watson Date Dec 2, 2014  
Home Address 713 2<sup>nd</sup> Ave  
City Farmville State VA Zip Code 23901  
Election District: Buffalo \_\_\_\_\_ Farmville 801 \_\_\_\_\_  
Hampden \_\_\_\_\_ Leigh \_\_\_\_\_  
Farmville 101 \_\_\_\_\_ Lockett \_\_\_\_\_  
Farmville 701 \_\_\_\_\_ Prospect \_\_\_\_\_  
Home Telephone Number 434-392-1046 FAX ~~866-933-6461~~  
E-Mail Address cannononradio@gmail.com  
Present Employer Davenport Company LLC  
Business Address 101 N. Main St  
City Farmville State VA Zip Code 23901  
Business Telephone Number 434-392-9813 FAX 866-933-6461  
Which Address is Preferred for Mailings? Home \_\_\_\_\_ Office \_\_\_\_\_

### Optional Information Which May Prove Helpful:

Occupation Financial Advisor  
Former Occupation, If Retired \_\_\_\_\_  
Education: High School Prince Edward Acad. Year 1986  
College/Technical School University of North Carolina Year 1990  
Graduate School \_\_\_\_\_ Year \_\_\_\_\_  
Military Service \_\_\_\_\_ Years \_\_\_\_\_  
Degrees/Other \_\_\_\_\_

Past Board, Commission, and Committee Assignments Planning Commissioner

Professional, Civic, or Other Activities Past President Farmville Rotary Club, Board member of Downtown Farmville

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

I feel I am a fairly effective member of the planning commission + I would like to continue in the role.



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

No

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

No

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

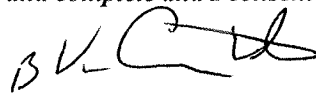
***APPOINTED BY THE BOARD OF SUPERVISOR:***

- ☐ Board of Appeals for Building Code
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- ☐ Commonwealth Regional Council Committees
- ☐ STEPS Board
- ☐ Piedmont Regional Jail Board
- ☐ Special Committee of the Board of Supervisors: \_\_\_\_\_
- ☐ Other(s) \_\_\_\_\_

***APPOINTED BY CIRCUIT COURT:***

- ☐ Electoral Board
- ☐ Board of Zoning Appeals

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



Signature

Dec 2, 2014

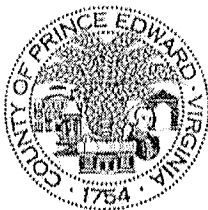
Date

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111 South Street, 3<sup>rd</sup> Floor  
Farmville, Virginia 23901  
Tel: 434-392-8837 -- FAX: 434-392-6683  
e-mail: [info@co.prince-edward.va.us](mailto:info@co.prince-edward.va.us)

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September 2010



## CITIZEN VOLUNTEER APPLICATION

FOR COUNTY BOARDS, COMMITTEES & COMMISSIONS

Date December 1, 2014

Name Warner R. Winborne

Home Address 498 Via Sacra

City Farmville State VA Zip Code 23901

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

Home Telephone Number (434) 223-7757 FAX \_\_\_\_\_

E-Mail Address wwinborne@hsc.edu

Present Employer Hampden-Sydney College

Business Address Box 173

City Hampden-Sydney State VA Zip Code 23943

Business Telephone Number (434) 223-6377 FAX \_\_\_\_\_

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

### *Optional Information Which May Prove Helpful:*

Occupation Associate Professor of Government and Foreign Affairs

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

Education: High School Lee-Davis, Mechanicsville, VA Year 1984

College/Technical School Hampden-Sydney Year 1988

Graduate School Northern Illinois Univ. Year 2001

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

Degrees/Other PhD in Political Science

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

Professional, Civic, or Other Activities H-SVFD (2003-2012); Director, Center for the Study of the Constitution (1999-2014); Fellow, Bill of Rights Institute (1999-2014); Adjunct Instructor, Virginia Department

of Fire Programs (2008-2014)

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

Though I am no longer active with my local fire department, I am still eager to be of service to my community. I have appeared before the Planning Commission in my capacity as Chief of the H-SVFD, and I am excited at the prospect of balancing property rights, neighborliness and responsible economic growth in the county.

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

No.

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

No.

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

**APPOINTED BY THE BOARD OF SUPERVISOR:**

- ☐ Board of Appeals for Building Code
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- ☐ Special Committee of the Board of Supervisors: \_\_\_\_\_
- ☐ Other(s): \_\_\_\_\_

**APPOINTED BY CIRCUIT COURT:**

- ☐ Electoral Board
- ☐ Board of Zoning Appeals

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Signature

12/1/2014

Date

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September 2010





County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** December 9, 2014  
**Item No.:** 9  
**Department:** County Administration  
**Staff Contact:** Sarah Elam Puckett  
**Issue:** Appointments – Filled by Board of Supervisor Members

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**Summary:** The following positions require appointment of a Board member to fill the vacancy:

Southside Virginia Family YMCA– Board Members – Two Positions

- o Term of Office: January 1, 2011 – December 31, 2013
- o Current Board members on YMCA Board: Supervisors Simpson and McKay

Historically, the County has received a letter from the YMCA notifying us of the expiration of terms. We did not receive one last year and staff overlooked the date of expiration for these appointments.

**Attachments:**

**Recommendation:** The Chairman will wish to make appointments to fill these positions.

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

Cooper-Jones \_\_\_\_\_  
Gray \_\_\_\_\_  
Jones \_\_\_\_\_

McKay \_\_\_\_\_  
Simpson \_\_\_\_\_  
Timmons \_\_\_\_\_

Townsend \_\_\_\_\_  
Wilck \_\_\_\_\_





County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: December 9, 2014  
Item No.: 10  
Department: County Administration  
Staff Contact: W.W. Bartlett  
Issue: Consortium Agreement: South Central Workforce Investment Act

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**Summary:**

The County has participated for many years in a Workforce Investment Consortium with nine neighboring counties. Regional Workforce Investment Areas were created by the Commonwealth and used as a vehicle for local input to and implementation of federal and state workforce investment goals and requirements. Through these workforce entities federal funds flow to educate and train dislocated, unemployed or underemployed residents. The governance body of the Consortium has found the existing organizational construction does not provide adequate liability protection to the board members and local jurisdictions. The Consortium contracted an attorney to create a new formalized agreement for the Workforce Investment Area. Attachment 1 is the section of the *Code of Virginia* authorizing localities to enter into a joint powers agreement. Attachment 2 is the proposed ordinance and Attachment 3 is the proposed consortium agreement.

This agreement has been reviewed by attorneys for several of the member counties and our County Attorney reviewed the proposed ordinance. All of the jurisdictions must approve this agreement if they desire to continue to participate in Workforce Investment activities and receive services for their citizens.

**Attachments:**

1. Section 15.2-1300, *Code of Virginia*
2. Draft Ordinance authorizing the formation of a joint entity
3. Draft South Central Workforce Investment Act Consortium Agreement

**Recommendation:** Authorize advertising a public hearing for the January 13, 2015 Board of Supervisors meeting for the purpose of receiving citizen input on the proposed ordinance and consortium agreement.

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

Cooper-Jones \_\_\_\_\_  
Gray \_\_\_\_\_  
Jones \_\_\_\_\_

McKay \_\_\_\_\_  
Simpson \_\_\_\_\_  
Timmons \_\_\_\_\_

Townsend \_\_\_\_\_  
Wilck \_\_\_\_\_

§ 15.2-1300. Joint exercise of powers by political subdivisions.

A. Any power, privilege or authority exercised or capable of exercise by any political subdivision of this Commonwealth may be exercised and enjoyed jointly with any other political subdivision of this Commonwealth having a similar power, privilege or authority except where an express statutory procedure is otherwise provided for the joint exercise.

B. Any two or more political subdivisions may enter into agreements with one another for joint action pursuant to the provisions of this section. The participating political subdivisions shall approve such agreement before the agreement may enter into force. Localities shall approve such agreements by ordinance. Other political subdivisions shall approve such agreements by resolution.

C. The agreement shall specify the following:

1. Its duration.
2. Its purpose or purposes.
3. The manner of financing the joint undertaking and of establishing and maintaining a budget therefor.
4. The permissible method or methods to be employed in accomplishing the partial or complete termination of the agreement and for disposing of property upon such partial or complete termination.
5. All other necessary and proper matters.

D. The agreement, in addition to the items enumerated in subsection C hereof, may contain the following:

1. Provision for an administrator or a joint board responsible for administering the undertaking. The precise organization, composition, term, powers and duties of any administrator or joint board shall be specified.
2. The manner of acquiring, holding (including how title to such property shall be held) and disposing of real and personal property used in the undertaking.
3. How issues of liability will be dealt with and the types, amounts and coverages of insurance.

E. No agreement made pursuant to this section shall relieve any political subdivision of any obligation or responsibility imposed upon it by law except that to the extent of actual and timely performance thereof by an administrator or joint board created by an agreement made hereunder, such performance may be offered in satisfaction of the obligation or responsibility.

F. Any political subdivision entering into an agreement pursuant to this section may appropriate funds and may sell, lease, give, or otherwise supply the administrator or joint board created to operate the undertaking with such property, personnel or services therefor as may be within its legal power to furnish.

G. Any power, privilege or authority exercised or capable of exercise by any political subdivision of this Commonwealth may be exercised and enjoyed jointly with any political subdivision of any other state or the District of Columbia subject to the provisions of subsections A, B, C, D, E and F above, which shall apply mutatis mutandis.

(Code 1950, § 15-13.2; 1958, c. 191; 1962, c. 623, § 15.1-21; 1976, c. 583; 1991, c. 28; 1992, c. 370; 1997, c. 587.)



AN ORDINANCE AUTHORIZING  
THE FORMATION OF A JOINT ENTITY,  
THE WORKFORCE INVESTMENT AREA CONSORTIUM,  
BETWEEN THE COUNTIES OF AMELIA, BRUNSWICK, BUCKINGHAM, CHARLOTTE,  
CUMBERLAND, HALIFAX, LUNENBURG, MECKLENBURG, NOTTOWAY AND PRINCE  
EDWARD, VIRGINIA TO BE CALLED AND BESTOWING ON SUCH ENTITY ALL POWERS  
NECESSARY AND PROPER FOR THE PERFORMANCE OF ITS DUTIES UNDER THE  
WORKFORCE INVESTMENT ACT AND REPEALING ALL PRIOR ORDINANCES CREATING AN  
ENTITY FOR SUCH PURPOSES

**WHEREAS**, the Workforce Investment Act of 1998, codified at 29 U.S.C S 2801 *et seq.* (hereinafter the “Act”), provides federal funding to states for the delivery of workforce training and other services; and

**WHEREAS**, 29 U.S.C. §2831 requires the Governor to designate local workforce investment areas to deliver workforce investment services within the state; and

**WHEREAS**, the Governor has designated the Counties of Amelia, Brunswick, Buckingham, Charlotte, Cumberland, Halifax, Lunenburg, Mecklenburg, Nottoway and Prince Edward, Virginia (the “Member Jurisdictions”) as the Area VIII Workforce Investment Act Area; and

**WHEREAS**, on February 17, 2012 the Member Jurisdictions entered into an agreement to jointly administer the Workforce Investment Act programs called the “CLEO-LWIB Agreement” for the South Central Workforce Investment Area 8 (the Charter Agreement”) and have operated continuously under this Charter Agreement; and

**WHEREAS**, the Member Jurisdictions wish to continue to jointly perform the responsibilities prescribed for them under the Act; and

**WHEREAS**, VA. Code §15.2-1300 provides that local governments may enter into agreements for joint or cooperative exercise of any power, privilege or authority which each is capable of exercising individually; and

**WHEREAS**, the Member Jurisdictions desire to form a joint entity under Va. Code § 15.2-1300 to be designated as the South Central Workforce Investment Area Consortium (the “Consortium”) and to be recognized as Virginia’s Area VIII Local Workforce Investment Area which will perform the duties incumbent on them individually under the Workforce Investment Act; and

**WHEREAS**, the creation of a joint entity will permit the delivery and oversight of workforce services in a manner that will ensure accountability to governing bodies of the Member Jurisdictions.

**NOW, WHEREFORE**, the Board of Supervisors of the County of Prince Edward, Virginia, hereby:

1. Rescinds the Charter Agreement and any other ordinance creating a local joint entity for the purpose of operating federally funded workforce training programs;
2. Approves entering into the South Central Workforce Investment Consortium Agreement (the "Agreement") which is attached hereto and made a part of this Ordinance; and
3. Authorizes the Chair of the Board of Supervisors of the County of Prince Edward to execute the Agreement on behalf of the Board of Supervisors.

This Ordinance shall be effective immediately.

Adopted this the \_\_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
Howard F. Simpson, Chairman

CERTIFIED TRUE COPY  
ATTEST:

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

## **SOUTH CENTRAL WORKFORCE INVESTMENT ACT CONSORTIUM AGREEMENT**

This agreement is executed by the duly authorized elected officials from the Counties of Amelia, Brunswick, Buckingham, Charlotte, Cumberland, Halifax, Lunenburg, Mecklenburg, Nottoway and Prince Edward (the “Member Jurisdictions”) and shall be effective on the latter of October 1, 2014, or on the day that the last Member Jurisdiction enters into this agreement.

**WHEREAS**, the Workforce Investment Act of 1998, codified at 29 U.S.C. § 2801 *et seq.*, (hereinafter the “Act”), provides federal funding to states for the delivery of workforce training and other services; and

**WHEREAS**, 29 U.S.C. § 2831 allows the Governor of the Commonwealth of Virginia to designate local workforce investment areas for the delivery of such services within the state; and

**WHEREAS**, the Act requires that the Governor consider and approve requests for Workforce Investment Act funds made by a combination of local government units; and

**WHEREAS**, the Member Jurisdictions wish to jointly perform the responsibilities prescribed under the Act; and

**WHEREAS**, Va. Code §15.2-1300 provides that local governments may enter into agreements for the joint or cooperative exercise of any power, privilege or authority which each is capable of exercising individually; and

**WHEREAS**, the Member Jurisdictions desire to form a joint entity under Va. Code §15.2-1300 to be designated as the South Central Workforce Investment Area Consortium (the “Consortium”) and to be recognized as Virginia’s Area VIII Local Workforce Investment Area; and

**WHEREAS**, each Member Jurisdiction by ordinance approved the establishment of the consortium as a joint entity empowered to exercise the responsibilities of the Chief Local Elected Official as set forth in this Agreement; and

**WHEREAS**, creation of the Consortium will permit the delivery and oversight of workforce services in a manner that will ensure accountability to local elected officials of the Member Jurisdictions.

**NOW, THEREFORE**, the parties do mutually covenant and agree as follows:

### **Article I – Entity**

**Section 1. Formation of Consortium.** The Member Jurisdictions acting pursuant to authority granted to them under Va. Code §15.2-1300 hereby create the South Central Workforce Investment Area Consortium as an entity to exercise the powers set forth in this Agreement.

Section 2. **Consortium Membership.** The Member Jurisdictions of the Consortium shall be the Counties of Amelia, Brunswick, Buckingham, Charlotte, Cumberland, Halifax, Lunenburg, Mecklenburg, Nottoway and Prince Edward.

Section 3. **Consortium as Workforce Investment Area.** Subject to the approval of the Governor of Virginia, the ten Member Jurisdictions shall also comprise the boundaries of Virginia's Area VIII Local the Workforce Investment Area (the "Area") required by the Act pursuant to 29 U.S.C. § 2831(a)(1).

## **Article II – Consortium Board Membership**

Section 1. **Consortium Board Membership.** The Member Jurisdictions shall establish a Consortium Board comprised of one Representative from each Member Jurisdiction (the "Representative"). The Consortium Board shall have in addition to the powers set forth herein all the powers, duties, and responsibilities of the Chief Local Elected Official as set forth in the Act.

Section 2. **Representative of Member Jurisdictions and Term.** The Representative to the Consortium Board shall be a member of the governing body of the Member Jurisdiction. A Member Jurisdiction may appoint the chief administrative officer to serve as an Alternate for the member of the governing body. Such Alternate shall only serve when the member of the governing body cannot attend a meeting. When the Alternate so serves, the Alternate shall have the same powers and responsibilities as those possessed by the member of the governing body including the right to vote on all matters and shall be counted when determining a quorum. No person shall serve as a Representative if such person is no longer a member of the governing body or its chief administrative officer. Each Member Jurisdiction shall determine the length of term for its Representative and be responsible for filling the vacancy of its Representative who is no longer qualified to serve.

Section 3. **Policy Making Authority.** Every Consortium Board Member shall have the authority to speak affirmatively for the Member Jurisdiction and, in conformity with this Agreement, to commit the Consortium to a course of action.

Section 4. **Removal of Representative.** Under the bylaws and governing rules of the Member Jurisdiction, the Member Jurisdiction may remove its Representative from office.

## **Article III – Consortium Powers (Chief Local Elected Official)**

Section 1. **Powers under the Act.** The Consortium Board shall engage in all activities necessary and proper for the execution of its responsibilities that are assigned or reserved by law to the Chief Local Elected Official, including:

A. Collectively perform the functions of the chief local elected officials of the Member Jurisdictions as permitted in 29 U.S.C. § 2832 (c)(1)(B). For purposes of the Act, the Member Jurisdictions shall act through the Consortium Board.

B. Apply to the Governor of Virginia for Area designation.

C. Appoint the members of the Local Workforce Investment Area Board as provided in Article VI of this Agreement.

D. Execute an agreement with the Local Workforce Investment Area Board for the operation and functions of the Local Workforce Investment Area Board set out in 29 U.S.C. §2832.

E. Continually establish the vision and priorities of the Consortium in conjunction with the Local Workforce Investment Area Board.

F. Develop the region's strategic plan as the Local Plan under the Act in partnership with the Local Workforce Investment Area Board. The plan shall be submitted to the Virginia Workforce Council (hereinafter, the "Workforce Council") in the manner prescribed by the Workforce Council.

G. Provide input into and approve the budget of the Local Workforce Investment Area Board and provide continuing fiscal oversight of all funds received and expended.

H. Work with the Local Workforce Investment Area Board and Governor of Virginia to establish local performance measures.

I. Approve the Local Workforce Investment Board's selection and designation of one-stop operator(s), its evaluation of the performance of one-stop operator(s), and its termination of their eligibility for cause as provided in 29 U.S.C. §2841(d)(2).

J. From among the Member Jurisdictions, identify annually the local government to serve as Grant Recipient of all funds received under the Workforce Investment Act.

**Section 2. General Powers.** The Consortium Board shall engage in all things necessary or convenient to carry out the business and affairs of the entity, including, without limitation, the authority to:

A. To sue, be sued, complain and defend in its name.

B. To adopt and amend bylaws, not inconsistent with this Agreement or with the laws of the Commonwealth, for managing the business and regulating the affairs of the Consortium.

C. To purchase, receive, lease, or otherwise acquire, and own, hold, improve, use and otherwise deal with in its own name, real or personal property, or any legal or equitable interest in property, wherever located.

D. To sell, convey, mortgage, pledge, lease, exchange, and otherwise dispose of all or any part of its property.

E. To make contracts, borrow, and secure any of its obligations by mortgage or pledge of any of its property, franchises, or income; provided that no such liability or obligation to be paid beyond the current fiscal year shall be binding on any Member Jurisdiction without the

specific approval of such Member Jurisdiction's governing body, and any such contract, liability or obligation undertaken that contemplates payment from funds received from any Member Jurisdiction(s) shall contain language expressly making it subject to annual appropriation of the required amount by each affected governing body.

F. To elect officers and define their duties.

G. To hire, discharge, establish the terms and conditions of employment, and pay salaries and benefits to employees who provide staffing services to the Consortium Board, the Local Workforce Investment Area Board, and Youth Council. Such benefits may include retirement and deferred compensation plans, health and life insurance, and other leave and pay benefits as the Consortium Board determines are consistent with the practices within the Member Jurisdictions. The Executive Director shall report directly to the Consortium Board.

H. To pay compensation, or to pay additional compensation, to any or all employees on account of services previously rendered to the Consortium, whether or not an agreement to pay such compensation was made before such services were rendered.

I. To obtain indemnity insurance for the Consortium, its Board, the Local Workforce Investment Area Board, and the Youth Council and any of its officers or employees for any cause of action or claim asserted against them for acts engaged in their official capacity.

J. To employ legal counsel, accountants, and other advisors as the Consortium Board deems necessary as may be permitted under the Act.

K. To have and exercise all powers necessary or convenient to effect any or all of the purposes for which the corporation is organized.

**Section 3. Consortium Board's Oversight and Control.** The Consortium Board shall perform the following functions:

A. Oversee the local workforce investment services in the Consortium Area.

B. Oversee the youth and other programs and fund sources which may from time to time fall under the purview of the Local Workforce Investment Area Board.

C. Consult on appointments to the Local Workforce Investment Area Board's Youth Council.

D. Assist in the development of the Local Plan and Plan modification review and approval for the Act's programs and other programs for which the Local Workforce Investment Area Board is given responsibility.

E. Adopt a budget for the Workforce Investment Area including the operating budget developed by the Local Workforce Investment Area Board.

F. To the extent feasible, align all investments in workforce development in the Area under the policy umbrella of the Consortium Board.

G. When applicable, ensure that the workforce development policies of the Local Workforce Investment Area Board become integrated into county overall policies for economic development, education and workforce investment.

H. Any and all powers necessary and proper to carry out the Consortium's oversight and financial control of the Act's funds and programs.

#### **Article IV – Governance**

**Section 1. Consortium Board Meetings and Officers.** The Consortium Board shall meet as determined by its members. The Consortium Board shall elect from its membership a chairperson, a vice-chairperson and other officers as provided in the bylaws to serve for a term of one year or until a successor is elected and qualified. The Consortium Board shall fill any vacancies in officer positions by election for the remainder of the unexpired term. The chairperson shall appoint a board clerk. Election shall be by a majority of the members of the Consortium Board.

**Section 2. Consortium Board ByLaws.** The Consortium Board may adopt operational and procedural bylaws consistent with this Agreement, applicable federal and state laws, and rules and regulations pursuant thereto. Such bylaws shall be adopted or amended by a majority of the members of the Consortium Board.

**Section 3. Procedural Rules.** Roberts Rules of Order (revised) or other procedural rules shall govern the proceedings of the Consortium Board insofar as they do not conflict with applicable law or or the bylaws duly adopted by the Consortium Board.

**Section 4. Quorum.** A simple majority of the Representatives of the Member Jurisdictions (six jurisdictions out of ten) shall constitute a quorum.

**Section 5. Voting.** Except as provided below or required by state or federal law, all votes shall be approved by a simple majority vote. An affirmative vote of at least six (6) Representatives is required to approve the following actions:

A. Issuance of long-term debt obligations (i.e., obligations with maturities exceeding one (1) year, such as lease purchase and borrowings).

B. Sale, conveyance, mortgage, pledge, lease, exchanges and otherwise disposing of all or any part of its real property.

C. Grants or other contractual obligations which require local matching funding from the Member Jurisdictions subject to the appropriation of matching funds by each Member Jurisdiction.

D. Hiring and discharging the Executive Director.

E. Designation of a Fiscal Agent.

Section 6. **Minutes.** Written minutes shall be kept on all meetings. Such minutes shall state the substance of the matters considered and all votes taken.

## **Article V – Operational Provisions**

### **Section 1. Allocation of Funds.**

A. Funds allocated under the Act shall be expended for the mutual benefit of the residents of the Member Jurisdictions without regard to place of residence or as required by applicable law, regulation or in the approved Local Plan.

B. The chief administrative officers or their designees may execute an Operational Agreement to specify the use of general funds that each Member Jurisdiction may provide for services and administration under the Act.

Section 2. **Designation of Fiscal Agent.** The Consortium Board shall select a local government to be the fiscal agent for all funds awarded by the federal government, the Commonwealth of Virginia, the local jurisdictions, or other funding sources for workforce development activities, including Title I funds provided by the Act. The Grant Recipient and the Fiscal Agent can be the same member jurisdiction.

Section 3. **Responsibility for Funds.** The Member Jurisdictions collectively and individually shall be financially responsible for the expenditure of funds.

Section 4. **Allocation of Financial Responsibility.** Disallowed costs shall be allocated to the Member Jurisdiction(s) on a pro-rata share for the services provided in their jurisdiction(s) in the prior fiscal year under the program(s) for which such costs were disallowed.

Section 5. **Return of Local Funds.** If Member Jurisdictions contribute funds, assets or resources to the programs of the Consortium other than funds obtained under the Act, each shall be entitled to the return of the pro rata portion of any remaining funds, assets and resources under the control of the Consortium Board in the event of the termination or expiration of this Agreement.

### **Section 6. Liability Insurance.**

A. The Consortium Board shall provide from eligible funds liability insurance policies for itself and its affiliate entities, the Local Workforce Investment Area Board and the Youth Council and their representatives and their officers, members, employees, volunteers, and Member Jurisdictions (“the covered persons”) as it deems appropriate and shall provide legal defense of claims in accordance with the terms of the policies of insurance.

B. The liability insurance should be in such amounts as are sufficient to cover any and all claims resulting from the performance of the official duties and responsibilities of the covered person. The Consortium Board, or its authorized representatives, shall retain legal counsel to represent the covered persons to the extent deemed necessary to supplement legal counsel provided under said liability insurance policies.



C. Nothing contained in this Agreement shall be construed to abrogate or waive any defense of governmental or sovereign immunity on behalf of the Representatives, Alternates, covered persons, boards or entities.

## **Article VI – Local Workforce Investment Area Board**

### **Section 1. Membership.**

A. The Consortium Board shall appoint the members of the Local Workforce Investment Area Board in accordance with the criteria in 29 U.S.C. § 2832(b). The Consortium Board shall make every effort to appoint creative and visionary individuals to the Local Workforce Investment Area Board. Each Member Jurisdiction shall recommend nominees to the Consortium Board. The Consortium Board shall coordinate with and consult with the Member Jurisdictions when necessary to ensure appropriate representation of the Member Jurisdictions, the regional labor market, the adult education providers, economic development leaders and the mandatory partner programs prescribed by the Act.

B. In making appointments, the Consortium Board shall ensure that resources and programs, although regional in nature, will address the critical workforce needs, present and future, of each Member Jurisdiction.

### **Section 2. Membership Composition**

A. The or more Local Workforce Investment Area Board shall comprise of at least:

1. Two representatives from each Member Jurisdiction who are owners of a private business or chief executive officers of private businesses, or other business executives. Business representatives shall at all times comprise at least 51% of the Local Workforce Investment Area Board's membership.

2. Two representatives of local educational entities, including representatives of local educational agencies, local school boards, entities providing adult education and literacy activities, and postsecondary educational institutions (including representatives of community colleges), selected from among individuals nominated by regional or local educational agencies, institutions, or organizations representing such local educational agencies.

3. Two representatives of labor organizations, nominated by local labor federations, or other representatives of employees in instances where no employees are represented by labor organizations.

4. Two representatives of community based organizations, including organizations representing individuals with disabilities and veterans.

5. Two representatives of economic development agencies, including private sector economic development entities.

6. One representative of each of the one-stop partners.

7. Other individuals or representatives of entities as the Consortium Board may determine to be appropriate to develop a comprehensive workforce policy within the region.

8. A member of the Consortium Board will be a member of the Local Workforce Investment Board and a member of its Policy/Oversight Committee.

B. Every member appointed to the Local Workforce Investment Area Board must be a person with “optimum policymaking authority” within their respective organization or entity as this term is defined in the Act.

C. The Chair and Vice-Chair of the Local Workforce Investment Area Board shall be from among the representatives appointed under Subsection A(1) above.

D. The Executive Director shall notify the Consortium Board at the beginning of each fiscal year the members serving on the Local Workforce Investment Board.

Section 3. **Duties under the Act.** The Local Workforce Investment Area Board shall do the following:

A. Execute an agreement with the Consortium Board for the operation and functions of the Local Workforce Investment Area Board set out in the Act.

B. Establish the vision and priorities of the Consortium in conjunction with the Consortium Board.

C. Develop the Local Plan for the Consortium in partnership with the Consortium Board for submission to the Virginia Workforce Council.

D. Develop a budget to meet its functions and responsibilities under the Act to present to the Consortium Board for its approval.

E. Work with the Consortium Board and Governor of Virginia to reach agreement on local performance measures.

F. Select and designate one-stop operators as described in 29 U.S.C. § 2841(d)(2)(A) with the agreement of the Consortium Board.

G. Evaluate and oversee the performance and operations of the one-stop operators, including termination of the eligibility of such operators for cause, with the agreement of the Consortium Board.

H. On the recommendations of the Local Youth Council, competitively procure the services of youth service providers and recommend the awarding of contract(s) to the successful providers.

I. Direct the disbursement of funds for workforce investment activities pursuant to 29 U.S.C. § 2832(d)(3)(B)(III).

J. Identify and competitively procure the services of intensive service providers for adults and dislocated workers and other training providers and recommend the awarding of contract(s) to the successful providers.

K. As requested, assist the Governor of Virginia in developing a statewide employment statistics system.

L. Coordinate workforce investment activities with local economic development strategies and develop employer linkages.

M. Promote participation of private sector employers in the statewide workforce system.

N. Conduct business in an open manner and make its activities and information known to the public on a regular and continuous basis.

Section 4. **Collaboration.** In partnership with the Consortium Board, the Local Workforce Investment Area Board shall perform the following functions to fulfill the requirements of the Act:

A. Develop a five (5) year strategic plan that connects all investments in workforce development.

B. Conduct strategic oversight to the workforce delivery system.

C. Oversee the One Stop Delivery System.

D. Develop and enter into a Memorandum of Understanding (MOU) with workforce development system partners for the implementation and operation of the service delivery system in the local area.

E. Certify one-stop operators and affiliate sites.

F. Promote quality in customer services.

G. Provide continuous accountability and evaluation through customer satisfaction surveys and other performance outcomes.

H. "In partnership" is defined as keeping the Consortium Board informed of how these responsibilities are exercised.

## **Article VII – Youth Council**

Section 1. **Local Youth Council Membership.** The Local Workforce Investment Area Board shall appoint the members of the Local Youth Council as described in 29 U.S.C. § 2832(h)(2) and notify the Consortium Board at the beginning of each fiscal year the members so serving. The Local Youth Council Members shall include:

A. Members of the Local Workforce Investment Area Board with special interest or experience in youth policy.

B. Representatives of youth service agencies, including juvenile justice and local law enforcement agencies.

C. Representatives of local public housing authorities.

D. Parents of eligible youth seeking assistance under the Act.

E. Individuals, including former participants, and representatives of organizations, that have experience relating to youth activities.

F. Representatives of Job Corps, as appropriate.

G. Other individuals as the Local Workforce Investment Area Board and the Consortium Board determine to be appropriate.

**Section 2. Duties of the Local Youth Council.** The Local Youth Council shall perform the duties and responsibilities described in 29 U.S.C. § 2832(H)(4) which shall be included in the by laws of the Local Workforce Investment Area Board.

#### **Article VIII – Conflict of Interest**

**Section 1. Certain Votes Prohibited.** No individual member of the Consortium Board, the Local Workforce Investment Area Board or the Youth Council may:

A. Vote on a matter under consideration by the respective Board

1. Regarding the provision of services by such member (or by an entity that such member represents); or

2. That would provide direct financial benefit to such member or the immediate family of such member.

B. Engage in any other activity determined by the Governor to constitute a conflict of interest as specified in the State plan.

**Section 2. Virginia Conflict of Interest Act.** The provisions of the Virginia Conflict of Interest Act, Virginia Code § 2.2-3100 *et seq.* shall apply to the officers, members and employees of the Consortium, the Local Workforce Investment Area Board and the Youth Council.

#### **Article IX – Withdrawal and Removal of Member Jurisdiction**

**Section 1. Without Long Term Indebtedness.**

A. Subject to the limits in this Section 1 any Member Jurisdiction may withdraw from participation in this Agreement, provided that it has given notice of its intent to withdraw at least 120 days in advance of the effective withdrawal date. Notice of the intent to withdraw shall be given in writing and delivered to all Member Jurisdictions.

B. Once notice of the notice of withdrawal is received, each Member Jurisdiction shall provide the public with notice that the Joint Powers Agreement will be amended to reflect the removal of the Member Jurisdiction from the Joint Powers Agreement. The vote of each Member Jurisdiction may be done by resolution recorded in the Minutes of the governing body.

C. Prior to any vote on the withdrawal of a Member Jurisdiction, the Member Jurisdiction so withdrawing must provide by written agreement how its share of the financial obligations (including the annual appropriation of funds) of the Consortium for the current fiscal year will be met; such agreement shall be signed by the Chair of the Consortium and the County Administrator or Board Chair of the withdrawing jurisdiction.

D. An affirmative vote of the majority of the Member Jurisdictions is required.

Section 2. **Long Term Indebtedness.** If the Consortium has incurred any outstanding indebtedness that obligates the Member Jurisdictions to payments beyond the present fiscal year, in addition to the steps in Section 1 of this Article, the following steps must be taken before a Member Jurisdiction can withdraw:

A. A written agreement must be entered into to which each Member Jurisdiction is a party setting forth how the withdrawing Member Jurisdiction's share of all existing short and long term financial obligations will be met.

B. An affirmative vote of sixty percent (60%) of the Member Jurisdictions is required for the withdrawal of the Member Jurisdiction.

C. If there are any bonds that have been issued in the name of the Consortium, the consent of the bondholders shall be obtained.

## **Article X – Dissolution**

Section 1. **Dissolution of Consortium.** This Agreement may be terminated and the Consortium dissolved upon the occurrence of any of the following events:

A. The Governor's re-designation of the Area that excludes any of the Member Jurisdictions, or includes any localities that are not Member Jurisdictions.

B. The cessation of funding under the Act and approval by ordinance of each Member Jurisdiction for the dissolution of the Consortium.

C. Approval by ordinance of each Member Jurisdiction of a Consortium Agreement which supersedes or rescinds this Agreement. If the new agreement alters the boundaries of the Area, it shall not become effective prior to approval by the Governor of Virginia.

## **Article XI – Miscellaneous**

Section 1. **Effective Date of Agreement.** This agreement shall be effective upon approval by ordinance by the governing bodies of all of the Member Jurisdictions and execution by the chief elected officials thereof.

Section 2. **Amendments.** The Member Jurisdictions may amend this Agreement by ordinance upon approval of a written amendment by the governing body of each Member Jurisdiction and execution by the chief elected officials thereof.

Section 3. **Repeal of Prior Agreements.** This agreement shall repeal and supersede any and all prior written or oral agreements including, but not limited to, the Charter Chief Local Elected Officials-Workforce Investment Board Agreement dated November 12, 2004, and agreements under P.L. 102-367 (the Job Training Partnership Act) and P. L. 105-220 (the Workforce Investment Act). On the effective date of this Agreement, all the duties and responsibilities of any Board or Council operating under such prior agreements shall immediately and simultaneously cease operating and the responsibilities under the Act shall vest in the Consortium Board created in this Agreement.

Section 4. **Implementation of Agreement.** This Agreement shall be implemented to ensure that the Consortium Board, Local Workforce Investment Area Board and Local Youth Council are in place and the designation of one-stop operators is complete as soon as possible but no later than two months following the effective date.

Section 5. **Severability.** Should any part of this Agreement be invalidated or otherwise rendered null and void, the remainder of this Agreement shall remain in full force and effect.

Section 6. **Amendments by Operation of Law.** References to all federal and state statutes and/or regulations shall include amendments thereto.

Section 7. **Duplicate Originals.** This Agreement may be entered into by each Member Jurisdiction as an original document. The signature on each Agreement shall bind the Member Organization.

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**IN WITNESS WHEREOF**, the Chief Elected Officials of the Member Jurisdictions execute this Agreement pursuant to an ordinance enacted by each of the Member Jurisdictions.

**AMELIA COUNTY**

\_\_\_\_\_  
Chair, Board of Supervisors

Printed Name: \_\_\_\_\_

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

**HALIFAX COUNTY**

\_\_\_\_\_  
Chair, Board of Supervisors

Printed Name: \_\_\_\_\_

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

**BRUNSWICK COUNTY**

\_\_\_\_\_  
Chair, Board of Supervisors

Printed Name: \_\_\_\_\_

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

**LUNENBURG COUNTY**

\_\_\_\_\_  
Chair, Board of Supervisors

Printed Name: \_\_\_\_\_

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

**BUCKINGHAM COUNTY**

\_\_\_\_\_  
Chair, Board of Supervisors

Printed Name: \_\_\_\_\_

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

**MECKLENBURG COUNTY**

\_\_\_\_\_  
Chair, Board of Supervisors

Printed Name: \_\_\_\_\_

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

**CHARLOTTE COUNTY**

\_\_\_\_\_  
Chair, Board of Supervisors

Printed Name: \_\_\_\_\_

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

**NOTTOWAY COUNTY**

\_\_\_\_\_  
Chair, Board of Supervisors

Printed Name: \_\_\_\_\_

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

**CUMBERLAND COUNTY**

\_\_\_\_\_  
Chair, Board of Supervisors

Printed Name: \_\_\_\_\_

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

**PRINCE EDWARD COUNTY**

\_\_\_\_\_  
Chair, Board of Supervisors

Printed Name: \_\_\_\_\_

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







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

**Meeting Date:** December 9, 2014  
**Item No.:** 11  
**Department:** County Administrator  
**Staff Contact:** W. W. Bartlett  
**Issue:** County Administrator's Report

---

**Summary:**

Attached is the proposed budget schedule for the development of the FY16 Prince Edward County Budget. I have coordinated the schedule with the School Superintendent.

**Attachments:** FY16 Budget Development Calendar

**Recommendations:** Approve the budget schedule

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

Cooper-Jones \_\_\_\_\_  
Gray \_\_\_\_\_  
Jones \_\_\_\_\_

McKay \_\_\_\_\_  
Simpson \_\_\_\_\_  
Timmons \_\_\_\_\_

Townsend \_\_\_\_\_  
Wilck \_\_\_\_\_



County of Prince Edward  
FY 16 Budget Schedule

DATE	ACTIVITY	TIME/LOCATION
January 23, 2015	Budget Preparation Guide distributed to County Departments and Constitutional Offices	
January 23, 2015	Donation Request forms distributed	
Jan. 30-Mar 10, 2015	Budget work sessions between Departments and County Administrator	
January 27, 2015	Joint meeting of Board of Supervisors and School Board	5:30 p.m. Career Technical Center
January 29, 2015	Board of Supervisors Budget Planning meeting	9:00 a.m. 3 <sup>rd</sup> Floor Conference Room
February 23, 2015	Budget worksheets submitted to County Administrator.	
March 17, 2015	Joint budget work session of Board of Supervisors and School Board	5:30 p.m. Career Technical Center
March 19, 2015	School Superintendent submits local funding request to County Administrator	
March 23, 2015	Revenue estimates completed by County Administrator	
March 24, 2015	Presentation of County Administrator's proposed budget to Board of Supervisors	3:00 p.m. Board of Supervisors Room
March 31, 2015	Board of Supervisors budget work session – presentation of School Budget	5:00 p.m. Board of Supervisors Room
April 7, 2015	Board of Supervisors budget work session – presentations by Outside Agencies	2:00 p.m. Board of Supervisors Room
April 7, 2015	Board of Supervisors authorizes Public Hearing for April 21 (Ad dates – April 10 & 17)	
April 14, 2015	Board of Supervisors Budget Work Session	3:00 p.m. 3 <sup>rd</sup> Floor Conference Room
April 21, 2015	Board of Supervisors Budget Work Session	3:00 p.m. 3 <sup>rd</sup> Floor Conference Room
April 21, 2015	Joint Public Hearing on County & School Budgets & Tax Rates	7:00 p.m. Board of Supervisors Room
April 28, 2015	Budget Work Session, Adoption of County & School Budgets & Tax Rates	7:00 p.m. Board of Supervisors Room
June 9, 2015	Approval of Appropriations.	7:00 p.m. Board of Supervisors Room

Approved:



County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: December 9, 2014  
Item No.: 12  
Department: County Administration  
Staff Contact: W.W. Bartlett  
Issue: Committee Reports

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**Summary:**

1. Courthouse Security Committee:

The Courthouse Security Committee met on December 2, 2014. The Committee is comprised of Supervisor Simpson, Chair, and Supervisors McKay and Townsend. Also in attendance at the meeting were Sheriff Reed, Chief Deputy David Wilmoth, County Administrator Wade Bartlett, and Director of Public Works Ron VanEps. The Sheriff conducted a tour of the entire Courthouse facility for the Committee. During the tour security concerns were discussed which included spaces not currently being observed by cameras and certain physical renovations of the complex required to increase safety and security for employees and citizens of the County. Mr. VanEps demonstrated how the existing cameras can be focused and adjusted to overcome some existing visual problems.

The Committee then discussed the need to limit access to the Courthouse to one entrance and how that could be achieved. The Committee directed the staff to collect additional information and develop cost estimates of all the upgrades required. The Committee realized it will take several months to finalize a plan and the cost could be significant. As such, the Committee decided to bring the issue to the full board during the development of the FY16 budget.

2. Finance Committee:

The Finance Committee will meet on Monday, December 8, 2014 to discuss several issues. These include: (1) EMS response in the western part of the county, (2) Final decision regarding a Garbage Truck, (3) Burn Building, and (4) State Aid Reduction of \$41,348. A report will be provided to the Board during the Tuesday meeting.

**Attachment:**

**Recommendation:**

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

Cooper-Jones \_\_\_\_\_  
Gray \_\_\_\_\_  
Jones \_\_\_\_\_

McKay \_\_\_\_\_  
Simpson \_\_\_\_\_  
Timmons \_\_\_\_\_

Townsend \_\_\_\_\_  
Wilck \_\_\_\_\_





County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: December 9, 2014  
Item No.: 13  
Department: County Administration  
Staff Contact: W.W. Bartlett  
Issue: Upcoming

---

**Summary:**

***Virginia's Retreat Strategic Plan Presentation***

When: Wednesday, December 10, 2014 at 6:00 p.m.

Where: Fort Pickett Officer's Club, Blackstone

***"LOVE Works" Dedication Ceremony***

When: Friday, December 19, 2014 at 12:00 noon

Where: Downtown Farmville on Main Street at the High Bridge Trail Crossing

**Attachments:** Virginia's Retreat Flyer

**Recommendation:**

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

Cooper-Jones \_\_\_\_\_  
Gray \_\_\_\_\_  
Jones \_\_\_\_\_

McKay \_\_\_\_\_  
Simpson \_\_\_\_\_  
Timmons \_\_\_\_\_

Townsend \_\_\_\_\_  
Wilck \_\_\_\_\_



A premier historic and recreational region

The Members of Virginia's Retreat  
formally request your presence at the

*Official Presentation  
of the Southeast Institute of Research  
Strategic Plan Report*

Wednesday, December 10<sup>th</sup> at 6:00pm

Fort Pickett Officer's Club

*Doors open and light refreshments will be served  
beginning at 5:00pm*

R.S.V.P. by Dec 5<sup>th</sup> to [justin@visitmeckva.com](mailto:justin@visitmeckva.com)

*In case of inclement weather contact (434) 738-3760  
for updates.*



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

**Meeting Date:** December 9, 2014  
**Item No.:** 14  
**Department:** County Administrator  
**Staff Contact:** W.W. Bartlett/Sarah Elam Puckett  
**Issue:** Correspondence/Informational

---

**Summary:**

**Attachments:**

- a. Town of Farmville Letter, RE: Burn Building
- b. Auditor of Public Accounts Letter, RE: Treasurer's Annual Audit

**Recommendation:**

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

Cooper-Jones \_\_\_\_\_  
Gray \_\_\_\_\_  
Jones \_\_\_\_\_

McKay \_\_\_\_\_  
Simpson \_\_\_\_\_  
Timmons \_\_\_\_\_

Townsend \_\_\_\_\_  
Wilck \_\_\_\_\_



**TOWN OF FARMVILLE**  
Post Office Drawer 368  
Farmville, Virginia 23901

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

434.392.5686  
Fax 434.392.3160



**COUNCIL**

David E. Whitus, Mayor  
A. D. "Chuckie" Reid  
Sally Thompson  
Tommy Pairet  
Donald L. Hunter  
J.J. "Jamie" Davis  
Greg Cole  
Daniel E. Dwyer  
Lisa Hricko, Clerk of Council

November 24, 2014

W. Wade Bartlett  
County Administrator  
Prince Edward County  
P.O. Box 382  
Farmville, VA 23901

Wade,

Thank you for your letter concerning the burn building that the Town of Farmville is in the process of building for all the fire departments in our area. The Town was very fortunate to acquire the grant.

Originally this grant would have been 100%, with the Town furnishing the land as a match. They have since decided that we needed to build a different category of building, which was more expensive. The Town has to furnish the land, which is located on Industrial Park Road next to the old landfill.

Also, the Town has to do all the site work including running electric, water, sewer road access and grading at a cost estimated at \$120,000. The low bid we received for the actual building was \$529,682 which is \$79,682 short of the \$450,000 grant for the building. The Town has approved the additional funding and it was suggested to ask Prince Edward County to share in the cost, since it will be used by all departments.

The Town will maintain the facility and we have not asked the County for any other financial support. If Prince Edward decides not to participate, it will not affect the outcome of the project.

All the fire departments are very important to us and we appreciate the service they provide our community. We feel we are insuring their safety and well-being by providing the necessary training at this facility.

Thank you in advance or any consideration.

Sincerely,

Gerald J. Spates  
Town Manager

GJS/lmh





Martha S. Mavredes, CPA  
Auditor of Public Accounts

# Commonwealth of Virginia

*Auditor of Public Accounts*

P.O. Box 1295  
Richmond, Virginia 23218

November 19, 2014

Howard F. Simpson  
Board Chairman  
P. O. Box 114  
Farmville, VA 23901

County of Prince Edward

Dear Mr. Simpson:

We have reviewed the Commonwealth collections and remittances of the Treasurer, Commissioner of the Revenue, and Sheriff of the locality indicated for the year ended June 30, 2014. Our primary objectives were to determine that the officials have maintained accountability over Commonwealth collections, established internal controls, and complied with state laws and regulations.

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

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

## **Remit Sheriff Fees Promptly**

The Treasurer delayed sending Sheriff's fees, totaling \$7,290, to the Commonwealth. Section 2.2-806(B) of the Code of Virginia requires fees be remitted weekly or twice each week when collections exceed \$5,000. The Treasurer should promptly remit Sheriff's fees as required by the Code of Virginia.

## **Perform Monthly Reconciliations**

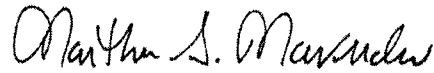
The Treasurer did not perform timely and adequate monthly reconciliations of the accounting records to the Commonwealth Accounting and Reporting System (CARS) reports provided by the Department of Accounts. Timely and complete monthly reconciliations are a significant internal control and are essential for determining the reliability of information.

Howard F. Simpson  
Board Chairman  
November 19, 2014  
Page Two

The Treasurer should reconcile assessments, collections (including Sheriff's fees), and uncollected balances to CARS on a monthly basis as required by Section 58.1-3168 of the Code of Virginia and submit correction requests timely. Proper procedures will ensure complete and accurate recording of tax assessments and collections.

We discussed this comment with the Treasurer on November 19, 2014 and we acknowledge the cooperation extended to us during this review.

Sincerely,

A handwritten signature in black ink, appearing to read "Nathan S. Nunnally".

Auditor of Public Accounts

MSM:alh

cc: Wade Bartlett, County Administrator  
Donna B. Nunnally, Treasurer  
Beverly M. Booth, Commissioner of the Revenue  
Wesley W. Reed, Sheriff



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

**Meeting Date:** December 9, 2014  
**Item No.:** 15  
**Department:** County Administrator  
**Staff Contact:** W.W. Bartlett/Sarah Elam Puckett  
**Issue:** Monthly Reports

---

**Summary:**

**Attachments:**

- a. Animal Control
- b. Building Official
- c. Cannery – Home Users
- d. Cannery – Commercial
- e. Prince Edward County Public Schools
- f. Tourism

**Recommendation:**

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

Cooper-Jones \_\_\_\_\_  
Gray \_\_\_\_\_  
Jones \_\_\_\_\_

McKay \_\_\_\_\_  
Simpson \_\_\_\_\_  
Timmons \_\_\_\_\_

Townsend \_\_\_\_\_  
Wilck \_\_\_\_\_



## Animal Control Monthly Report

**"November 2014"**

<b>Dogs</b>		<b>Wildlife</b>	
Surrendered	10	Handled	0
Picked Up	16	Euthanized	0
Claimed By Owner	4	Rabies Case	0
Adopted	5		
Died in Kennel	0	<b>Livestock</b>	
Euthanized	11	Returned to Owner	0
Transferred to SPCA	6	Died in Kennel	0
Dead on Arrival	0	Adopted	0
Escaped from Shelter	0	<b>Fees Collected</b>	\$0.00
Seized	0		
<b>Fees Collected</b>	\$225.00	<b>Other Companion Animals</b>	
		Returned to Owner	0
<b>Cats</b>			
Surrendered	3		
Picked Up	0	<b>Number of Calls to Shelter</b>	104
Claimed By Owner	0	<b>Summons Issued</b>	5
Adopted	0	<b>Warrants Served</b>	0
Euthanized	0	<b>Days in Court</b>	2
Died in Kennel	0	<b>Nuisance Dogs</b>	8
Transferred to SPCA	3	<b>Dangerous Dogs</b>	2
Dead on Arrival	0		
<b>Fees Collected</b>	\$25.00	<b>Total Fees Collected</b>	\$225.00

### Bill the Town of Farmville

0 cats housed

**Total** \$0.00

*S. Ray Foster, Animal Control Officer*

# BUILDING OFFICIAL

Permits Issued Report  
11/01/2014 Through 11/30/2014

BI411

ADDITIONS	- Issued	2
	- Value	\$127,000.00
	- Permit Fees	\$308.85
	- 2.00% STATE TAX	\$6.17
	- Fees Collected	\$.00
ONE & TWO FAMILY DWELLING	- Issued	1
	- Value	\$130,000.00
	- Permit Fees	\$260.40
	- 2.00% STATE TAX	\$5.21
	- Fees Collected	\$.00
ELECTRICAL	- Issued	9
	- Value	\$11,950.00
	- Permit Fees	\$470.00
	- 2.00% STATE TAX	\$9.40
	- Fees Collected	\$.00
FARM BUILDINGS	- Issued	1
	- Value	\$40,000.00
	- Permit Fees	\$.00
	- 2.00% STATE TAX	\$.00
	- Fees Collected	\$.00
MECHANICAL	- Issued	4
	- Value	\$1,500.00
	- Permit Fees	\$200.00
	- 2.00% STATE TAX	\$4.00
	- Fees Collected	\$.00
MANUFACTURED HOMES	- Issued	3
	- Value	\$198,000.00
	- Permit Fees	\$503.20
	- 2.00% STATE TAX	\$10.06
	- Fees Collected	\$.00
PLUMBING	- Issued	5
	- Value	\$2,000.00
	- Permit Fees	\$250.00
	- 2.00% STATE TAX	\$5.00
	- Fees Collected	\$.00
REMODELING	- Issued	1
	- Value	\$10,750.00
	- Permit Fees	\$75.00
	- 2.00% STATE TAX	\$1.50
	- Fees Collected	\$.00
IN LIEU OF SOIL & EROSION	- Issued	1
	- Value	\$.00
	- Permit Fees	\$.00
	- Fees Collected	\$.00
Total Permits	- Issued	27
Total Permits	- Value	\$521,200.00
Total Permits	- Permit Fees	\$2,067.45
Total Permits	- Sales Tax 2%	\$ 41.34
		\$ 2,108.79

INSPECTIONS FOR NOVEMBER 48

# PRINCE EDWARD COUNTY CANNERY

7916 Abilene Road  
Farmville, Virginia 23901

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

## November 2014 Cannery Report

The month of November the following numbers of cans were canned:

718 (qt.)	@	.48 =	344.64
131 (pt)	@	.40 =	52.40
20 (lbs) meat	@	.25 =	5.00
13 Patrons usage	@	1.00 =	<u>13.00</u>
<b>TOTAL</b>			<b><u>\$415.04</u></b>

L. Huddleston

kef



# Virginia Food Works

## *Commercial Management at Prince Edward County Cannery*

Emily Wells  
Commercial Manager  
(434) 547-4280

### ***September & October 2014 Summary***

Over the past two months VFW has assisted another new client with their inspection at the Cannery as well as supervised production of almost 9,000 units of foodstuffs. We were also hosted at three different speaking engagements to discuss the Prince Edward County Cannery and the logistics of commercial food production.

In addition, this Fall Virginia Food Works (VFW) was awarded a grant to develop shelf-stable recipes featuring local Virginia produce. Over the next two years VFW will develop ten recipes free for use at the Prince Edward County Cannery by farmers and entrepreneurs. Our recipe portfolio has already been a large draw for the Cannery and we hope to welcome new customers as we increase in variety.

September revenue: \$1,460.75

October revenue: \$1,121.50

Interested parties: 6

Interested parties: 10

Clients: 9

Clients: 5

Days used for commercial activity: 15

Days used for commercial activity: 10

Products created:

Products created:

- Blackberry, Blueberry, Cherry-Nectarine, Grape, Raspberry, Strawberry, and Plum Jam
- Blackberry, Blueberry, Peach, and Strawberry Syrup
- Marinara Sauce

- Peach Salsa
- Peach Vinaigrette
- Barbecue Sauce
- Bloody Mary Mix
- Marinara Sauce

Other services provided:

Other services provided:

- Supervision of independent processors
- Educational presentations

- Supervision of independent processors
- Facilitating & scheduling inspection of new clients

Prince Edward County Public Schools  
**2014-2015**  
**Comparative Receipts and Expenditures**  
**Year to Date**

**Month of November 2014**

	<b>Fiscal 2014</b>			<b>Fiscal 2015</b>			
<b>Receipts:</b>	Budgeted	Rec. YTD	Percent	Budgeted	Rec. YTD	Percent	Diff.
Sales Tax	2,812,502	1,119,008	39.79	2,851,560	1,194,980	41.91	2.12
Basic Aid	5,997,516	2,369,623	39.51	6,347,663	2,570,172	40.49	0.98
Other State	<u>5,249,510</u>	<u>1,417,717</u>	27.01	<u>5,098,964</u>	<u>1,312,904</u>	25.75	-1.26
Total State	14,059,528	4,906,348	34.90	14,298,187	5,078,056	35.52	0.62
Federal Funds	2,235,517	649,125	29.04	1,784,679	646,049	36.20	7.16
Local Funds	8,346,800	3,368,907	40.36	8,346,800	2,443,771	29.28	-11.08
Cash Book	<u>455,290</u>	<u>140,478</u>	30.85	<u>415,290</u>	<u>165,146</u>	39.77	8.91
<b>Total Revenue</b>	<b>\$25,097,135</b>	<b>\$9,064,859</b>	<b>36.12</b>	<b>\$24,844,956</b>	<b>\$8,333,023</b>	<b>33.54</b>	<b>-2.58</b>
<b>Expenditures:</b>	Budgeted	Expended YTD	Percent	Budgeted	Expended YTD	Percent	Diff.
Instruction	18,943,400	6,624,062	34.97	18,009,187	5,860,943	32.54	-2.42
Administration	1,714,393	662,779	38.66	1,490,026	543,926	36.50	-2.16
Transportation	1,989,091	580,991	29.21	2,005,291	561,103	27.98	-1.23
Maintenance	1,726,854	736,199	42.63	1,730,860	663,555	38.34	-4.30
Food Service	12,048	5,940	49.30	0	0	0.00	-49.30
Facilities	150,000	67,166	0.00	150,000	60,698	40.47	40.47
Debt Service	561,348	387,721	69.07	468,812	322,947	68.89	-0.18
Technology	<u>0</u>	<u>0</u>	0.00	<u>990,780</u>	<u>319,852</u>	32.28	32.28
<b>Total Expenditures</b>	<b>\$25,097,135</b>	<b>\$9,064,859</b>	<b>36.12</b>	<b>\$24,844,956</b>	<b>\$8,333,023</b>	<b>33.54</b>	<b>-2.58</b>

Saved as November 14-15 Expense Compare



Prince Edward County Public Schools  
**Summary Financial Report**  
**November 2014**

	Current	Year to		Variance Actual Under (Over)	YTD as a Percent of
<b><u>Revenues</u></b>	<b><u>Month</u></b>	<b><u>Date</u></b>	<b><u>Budget</u></b>	<b><u>Budget</u></b>	<b><u>Budget</u></b>
From the State:					
State Sales Tax	\$ 237,431	\$ 1,194,980	\$ 2,851,560	\$ 1,656,580	41.91
Basic School Aid	\$ 514,034	\$ 2,570,172	\$ 6,347,663	\$ 3,777,491	40.49
All Other	\$ 332,944	\$ 1,312,904	\$ 5,098,964	\$ 3,786,060	25.75
Total State	\$ 1,084,409	\$ 5,078,056	\$ 14,298,187	\$ 9,220,131	35.52
From the Federal Gov't.	\$ 142,369	\$ 646,049	\$ 1,784,679	\$ 1,138,630	36.20
General Fund (County)	\$ 566,871	\$ 2,443,771	\$ 8,346,800	\$ 5,903,029	29.28
Cash Book -Local	\$ 10,388	\$ 165,146	\$ 415,290	\$ 250,144	39.77
<b>Total Revenues</b>	<b>\$ 1,804,037</b>	<b>\$ 8,333,023</b>	<b>\$ 24,844,956</b>	<b>\$16,511,933</b>	<b>33.54</b>

	Current	Year to	Outstanding		Expended & Encumbered (Over) Under	Expen. & Encumbrance as a % of
<b><u>Expenditures</u></b>	<b><u>Month</u></b>	<b><u>Date</u></b>	<b><u>Encumbrances</u></b>	<b><u>Budget</u></b>	<b><u>Budget</u></b>	<b><u>Budget</u></b>
1000-Instruction	\$ 1,377,264	\$ 5,860,943	\$ 9,968,951	\$ 18,009,187	\$ 2,179,293	87.90
2000-Admin.,Health/Atten.	\$ 109,975	\$ 543,926	\$ 682,957	\$ 1,490,026	\$ 263,143	82.34
3000-Transportation	\$ 150,621	\$ 561,103	\$ 734,947	\$ 2,005,291	\$ 709,241	64.63
4000-Operation/Maintenance	\$ 111,097	\$ 663,555	\$ 245,003	\$ 1,730,860	\$ 822,301	52.49
6000-Facilities	\$ 3,264	\$ 60,698	\$ 37,980	\$ 150,000	\$ 51,322	65.79
7000 - Debt. Service	\$ -	\$ 322,947	\$ 142,915	\$ 468,812	\$ 2,950	99.37
8000 - Technology	\$ 51,815	\$ 319,852	\$ 376,730	\$ 990,780	\$ 294,198	70.31
<b>Total Expenditures</b>	<b>\$ 1,804,037</b>	<b>\$ 8,333,023</b>	<b>\$12,189,485</b>	<b>\$ 24,844,956</b>	<b>\$4,322,449</b>	<b>82.60</b>

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

**2014-2015**  
**Comparative Receipts and Expenditures**  
**Food Service Department**  
**Year to Date**

**Month of November 2014**

	<b>Fiscal 2014</b>			<b>Fiscal 2015</b>			
<b>Receipts:</b>	<b>Budgeted</b>	<b>Rec. YTD</b>	<b>Percent</b>	<b>Budgeted</b>	<b>Rec. YTD</b>	<b>Percent</b>	<b>Diff.</b>
State School Food	26,605	12,437	46.75	23,710	0	0.00	-46.75
Fresh Fruit & Vegetable	60,000	10,136	0.00	60,000	0	0.00	0.00
<b>Total State</b>	<b>86,605</b>	<b>22,573</b>	<b>26.06</b>	<b>83,710</b>	<b>0</b>	<b>0.00</b>	<b>-26.06</b>
Federal Reimbursement	700,000	246,037	35.15	750,000	240,048	32.01	-3.14
Cash Book - Local	395,071	110,423	27.95	241,324	88,900	36.84	8.89
<b>Total Revenue</b>	<b>\$1,181,676</b>	<b>\$379,033</b>	<b>32.08</b>	<b>\$1,075,034</b>	<b>\$328,947</b>	<b>30.60</b>	<b>-1.48</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	407,597	149,738	36.74	365,891	127,095	34.74	-2.00
Fringe Benefits	143,347	55,624	38.80	163,203	41,088	25.18	-13.63
Purchased Services	24,050	16,661	69.28	59,997	49,693	82.83	13.55
Refunds	100	69	69.00	112	112	100.00	31.00
Telephone	358	358	100.00	0	0	0.00	0.00
Travel	2,500	474	18.96	2,500	315	12.58	-6.38
Materials & Supplies	22,000	7,063	32.10	25,000	10,024	40.10	7.99
Food Supplies	498,000	175,004	35.14	420,000	157,739	37.56	2.42
Repairs & Maintenance	75,454	63,454	84.10	6,769	6,596	97.44	13.34
Uniforms	1,500	0	0.00	0	0	0.00	0.00
Furniture/Equipment	6,769	6,769	100.00	31,562	31,562	100.00	0.00
<b>Total Expenditures</b>	<b>\$1,181,676</b>	<b>\$475,214</b>	<b>40.22</b>	<b>\$1,075,034</b>	<b>\$424,223</b>	<b>39.46</b>	<b>-0.75</b>

Prince Edward County Public Schools

2014-2015

Food Service Department

Summary Financial Report

November 30, 2014

<u>Revenues</u>	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>Variance Actual Under (Over) Budget</u>	<u>YTD as a Percent of Budget</u>
From the State:					
State School Food	\$ -	\$ -	\$ 23,710	\$ 23,710	0.00
Fresh Fruit & Vegetable	\$ -	\$ -	\$ 60,000	\$ 60,000	0.00
Total State Funds	\$ -	\$ -	\$ 83,710	\$ 83,710	0.00
Federal Reimbursement	\$ 95,267	\$ 240,048	\$ 750,000	\$ 509,952	32.01
Cash Book - Local	\$ 15,382	\$ 88,900	\$ 241,324	\$ 152,424	36.84
<b>Total Revenues</b>	<b>\$110,649</b>	<b>\$ 328,947</b>	<b>\$ 1,075,034</b>	<b>\$ 746,087</b>	<b>30.60</b>

<u>Expenditures</u>	<u>Current Month</u>	<u>Year to Date</u>	<u>Outstanding Encumbrances</u>	<u>Budget</u>	<u>Expended &amp; Encumbered (Over) Under Budget</u>	<u>Expen. &amp; Encumbrance as a % of Budget</u>
Salary	\$ 28,986	\$ 127,095	\$ 225,082	\$ 365,891	\$ 13,714	96.25
Fringe Benefits	\$ 10,038	\$ 41,088	\$ 78,887	\$ 163,203	\$ 43,228	73.51
Purchased Services	\$ 2,906	\$ 49,693	\$ 2,467	\$ 59,997	\$ 7,837	86.94
Refunds	\$ -	\$ 112	\$ -	\$ 112	\$ -	100.00
Travel	\$ -	\$ 315	\$ -	\$ 2,500	\$ 2,185	12.58
Materials & Supplies	\$ 1,769	\$ 10,024	\$ 1,612	\$ 25,000	\$ 13,364	46.55
Food Supplies	\$ 45,595	\$ 157,739	\$ 72,154	\$ 420,000	\$ 190,107	54.74
Repairs & Maintenance	\$ 1,892	\$ 6,596	\$ -	\$ 6,769	\$ 173	97.44
Furniture/Equipment	\$ 25,417	\$ 31,562	\$ -	\$ 31,562	\$ -	100.00
	\$ -	\$ -	\$ -	\$ -	\$ -	-
<b>Total Expenditures</b>	<b>\$116,603</b>	<b>\$ 424,223</b>	<b>\$ 380,202</b>	<b>\$ 1,075,034</b>	<b>\$270,609</b>	<b>74.83</b>

# Tourism & Visitor Center Monthly Report for November 2014

## VIRGINIA'S HEARTLAND REGIONAL VISITOR CENTER GUESTBOOK SIGNINGS:

	Virginia Guests	Other States	Other Countries	Total Guests	Average Visitors per Month:
YTD 2014	3,888	605	165	4,658	423.5
2013	3,148	872	101	4,121	343.4

Total / 11 Months  
Total / ALL of 2013

Stacked Arms Pins: This Month: 199 YTD: 2,680	Requests for Information:				Virginia's Retreat Passport Program: Passports redeemed this month: 0 Passports redeemed YTD: 102
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	Phone Inquiries	Mail Requests	Email Requests	Center Visits	Tablet/Cell Web Hits	Monthly Totals:
November 2014	47	119	14	286	1649	2,115
November 2013	24	332	12	321	956	1,645
% Difference	95.83%	-64.16%	16.67%	-10.90%	72.49%	28.57%

TOTAL YTD	583	4,736	366	4,658	14,713	Total YTD Inquiries:
2014 YTD						24,473
2013 YTD	319	9,981	295	4,020	6,900	21,515
% Difference	82.76%	-52.55%	24.07%	15.87%	113.23%	13.75%

### Report to December Board of Supervisors:

- The YouTube videos uploaded showcasing the Farmville-Prince Edward County region have been viewed a total of 289 times since they were uploaded two months ago. We are excited about this no-cost opportunity to show off our region, enticing visitors to come see us for themselves.
- The LOVE Works sculpture is nearly complete in front of the old Terry Craddock building and on Town of Farmville property. It will be dedicated this month. From the reports we receive from other communities who have installed a LOVE Works, visitation increases year round for people who stage "selfies" and share via social media, pictures of each sculpture. Our goal is to increase overnight visitation, encouraging spending more money with each visit.
- Plans are fairly well in place for the final countdown to the Sesquicentennial in our region. Sailor's Creek will host up to 500 "campaigners" - living historians for whom accuracy is paramount, will be encamped there on Saturday, March 28th. On Sunday, March 29th (Palm Sunday) living historians will be placed in strategic locations along High Bridge Trail and in or around Riverside Park for visitors to meet and intermingle with. Because it is March and all events are outdoors, attendance by visitors will be weather dependent. The campaigners or living historians are planning to attend regardless. We will plan for the best while preparing for possible less pleasant weather conditions.
- As we get closer, more details of the plans will be shared in this report.