



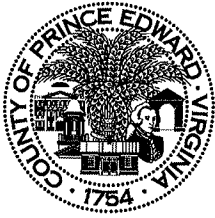
**PRINCE EDWARD COUNTY  
BOARD OF SUPERVISORS  
October 13, 2015**

**A G E N D A**

6:00 p.m.		<b><u>CLOSED SESSION:</u></b> Disposition of Real Property (Section 2.2-3711(A)(3), <i>Code of Virginia</i> )	1
7:00 p.m.	1.	The Chairman will call to order the <u>October</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.	<b><u>Consent Agenda:</u></b>	
		a. Treasurer's Report: August 2015	9
		b. Approval of Minutes: September 8, 2015	13
		c. Review of Accounts & Claims	69
		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.	99
		e. Appropriations	101
	7.	Highway Matters: Kevin Wright, VDOT	103
7:30 p.m.	8.	<b><u>PUBLIC HEARING: JOINT ENTITY ORDINANCE</u></b> -- <i>The Board will receive citizen input prior to considering amendments to the County's Ordinance which establishes the Workforce Investment Area Consortium.</i>	105
	9.	Commonwealth Regional Council Charter Amendment	123
	10.	Resolution: VDOT Revenue Sharing Application	131
	11.	<b><u>County Administrator's Report:</u></b>	
		a. Resolution Affirming Declaration of Local Emergency	137
		b. County Attorney RFP	141
		c. Voting Credentials for VACo Annual Meeting	141
		d. Date of November Board Meeting	141
	12.	<b><u>Informational:</u></b>	145
		a. Commonwealth Regional Council, Monthly Meeting Agenda and Minutes	146
	13.	<b><u>Monthly Reports:</u></b>	155
		a. Animal Control	156
		b. Building Official	157
		c. Cannery – Home Users	158
		d. Cannery – Commercial	159
		e. Prince Edward County Public Schools	160
		f. Tourism	164

(NOTE: Additional agenda items may be added to the Table Pack, available for review after 4:30 p.m. on Tuesday, October 13, 2015.)





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

**Meeting Date:**           **October 13, 2015**  
**Item No.:**               **Special Meeting – 6:00 p.m.**  
**Department:**         **County Administration**  
**Staff Contact:**       **W.W. Bartlett**  
**Issue:**                 **Closed Session**

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**Summary:**

I move that the Prince Edward County Board of Supervisors convene in Closed Session:

- For discussion of the disposition of publicly held real property in the Prince Edward County Industrial Park, where discussion in an open meeting would adversely affect the negotiating strategy of the County, pursuant to the exemption provided for in Section 2.2-3711(A)(3) of the *Code of Virginia*.

**Attachments:**

**Recommendation:**   Convene in Closed Session.

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

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

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

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







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

**Meeting Date:**            **October 13, 2015**  
**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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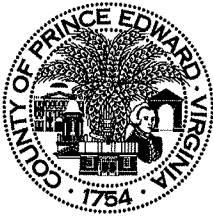
**Summary:**     The Chairman will call to order the **October** meeting of the Prince Edward County Board of Supervisors. The invocation and Pledge of Allegiance will follow.

**Attachments:**

**Recommendation:**

Motion _____	Cooper-Jones _____	McKay _____	Townsend _____
Second _____	Gray _____	Simpson _____	Wilck _____
	Jones _____	Timmons _____	





County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** October 13, 2015  
**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.

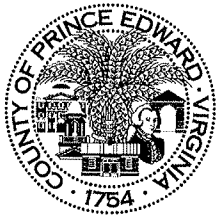
**Attachments:** Public Participation Tracking Form

**Recommendation:** None.

Motion _____	Cooper-Jones _____	McKay _____	Townsend _____
Second _____	Gray _____	Simpson _____	Wilck _____
	Jones _____	Timmons _____	

# 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:** October 13, 2015  
**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

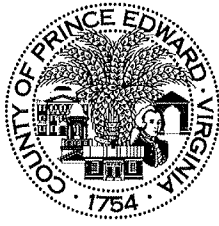
**Recommendation:** None.

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:**        **October 13, 2015**  
**Item No.:**            **6-a**  
**Department:**        **Treasurer**  
**Staff Contact:**      **Donna Bowman Nunnally**  
**Issue:**                **Treasurer's Report**

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

**Attachments:**        August Treasurer's Report

**Recommendation:**

Motion _____	Cooper-Jones _____	McKay _____	Townsend _____
Second _____	Gray _____	Simpson _____	Wilck _____
	Jones _____	Timmons _____	

**Prince Edward Board of Supervisors Treasurer's Report - August 2015**

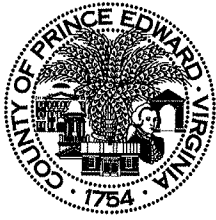
<b>Name of Bank</b>	<b>Bank Balance</b>		<b>Available Balance</b>
Benchmark Pooled Fund Account	\$ 7,037,469.81		\$ 7,037,469.81
Wells Fargo Social Services	\$ 63,850.16		\$ 63,850.16
Bank of America School Fund	\$ 70,056.28		\$ 70,056.28
Bank of America Food Service	\$ 4,425.06		\$ 4,425.06
Benchmark School Fund	\$ 1,231,809.47		\$ 1,231,809.47
Benchmark Food Service	\$ 338,477.82		\$ 338,477.82
<b>TOTAL</b>			<b>\$ 8,746,088.60</b>
<b>Certificate of Deposits</b>			
Benchmark			\$ 558,004.20
Citizens Bank Recreation			\$ 16,518.43
Citizens Bank Underground Storage			\$ 20,260.84
Farmers Bank			\$ 206,189.44
<b>TOTAL</b>			<b>\$ 800,972.91</b>
<b>GRAND TOTAL</b>			<b>\$ 9,547,061.51</b>



**Prince Edward Board of Supervisors Treasurers Report - August 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	\$ 7,261,432.60	\$ 738.00	\$ 323,829.76	\$ 6,938,340.84
Wells Fargo Social Services	\$ 327,454.70		\$ 83,979.53	\$ 243,475.17
Bank of America School Fund	\$ 474,336.49	\$ 0.33	\$ 551,062.53	\$ (76,725.71)
Bank of America Food Service	\$ 57,630.59	\$ 309.94	\$ 10,883.47	\$ 47,057.06
Benchmark Food Service	\$ 266,090.98			\$ 266,090.98
<b>TOTAL</b>				<b>\$ 7,418,238.34</b>
<b>Certificate of Deposits</b>				
Benchmark				\$ 519,048.66
Citizens Bank Recreation				\$ 15,000.00
Citizens Bank Underground Storage				\$ 20,000.00
Farmers Bank				\$ 200,000.00
Wells Fargo Advantage Fund				\$ 162,453.06
<b>TOTAL</b>				<b>\$ 916,501.72</b>
<b>GRAND TOTAL</b>				<b>\$ 8,334,740.06</b>





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

**Meeting Date:** October 13, 2015  
**Item No.:** 6-b  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett/Sarah Elam Puckett  
**Issue:** Minutes

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**Summary:** The draft minutes of the September Board meeting are attached.

**Attachments:** September 8, 2015

**Recommendation:** Acceptance.

Motion _____	Cooper-Jones _____	McKay _____	Townsend _____
Second _____	Gray _____	Simpson _____	Wilck _____
	Jones _____	Timmons _____	

September 8, 2015

At the regular meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 8<sup>th</sup> day of September, 2015; 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, Director of Economic Development; and Jim Ennis, County Attorney.

Chairman Simpson called the September meeting to order. Reverend Otis Johnson offered the invocation and led the Pledge of Allegiance.

In Re: Public Participation

**Students of Longwood:** a representative stated they are partnering with Taikein Cooper, with Cooper4Progress, and the Department of Sociology, Anthropology, and Criminology & Criminal Justice Studies at Longwood University and will hold a Prince Edward County Community Discussion on Law Enforcement on Tuesday, September 22, 2015 at the Moton Museum in Farmville, from 6:00 – 8:00 p.m. He said the intent is to bring together community leaders to discuss issues, problems and possible interventions related to law enforcement. Invitations have been sent to the Farmville Police Department, Hampden-Sydney College Police Department, Longwood University Police Department, and Prince Edward County Sheriff Department. The goals of this endeavor are to increase diversity, increase non-enforcement police community activities, changes in the way many law enforcement offices communicate

with the public, and creation of a community advisory board or citizen advisory committee, and to allow better use of technology and social media to connect with the community.

In Re: Board of Supervisors Comments

Supervisor Gray, Supervisor Timmons and Supervisor Townsend welcomed all in attendance.

Supervisor Cooper-Jones thanked the students for the invitation to the forum on Law Enforcement; she said she will attend. She also welcomed all in attendance.

In Re: Consent Agenda

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

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

the Board accepted the Treasurer’s Report for July 2015; the minutes of the meeting held August 11, 2015; Accounts and Claims; Salaries; and appropriations as follows:

<b>FY 2016 Budget Amendment</b>						
<b>REV/EXP</b>	<b>FUND</b>	<b>DEPT</b>	<b>OBJECT</b>	<b>DESCRIPTION</b>	<b>DEBIT</b>	<b>CREDIT</b>
3 (Rev)	100	41050	0100	General Fund Balance		\$ 2,410
4 (Exp)	100	31200	6004	Sheriff/Virso Crime Prevention	\$ 2,410	
3 (Rev)	115	41050	0115	CDA Special Levy Fund Balance		\$ 48,464
4 (Exp)	115	12110	0001	Special Levy Payment to CDA	\$ 48,464	
3 (Rev)	250	33020	0018	Title IV Part B 21 <sup>st</sup> CLCC		\$174,891
4 (Exp)	250	61000	0001	Instruction	\$159,769	
4 (Exp)	250	63000	0001	Pupil Transportation	\$ 15,122	

**Prince Edward Treasurer's Report - July 2015**

<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	7,739,384.68			7,739,384.68
Wells Fargo Social Services	109,011.05			109,011.05
Bank of America School Fund	71,382.56			71,382.56
Bank of America Food Service	4,425.06			4,425.06
Benchmark School Fund	1,235,674.85			1,235,674.85
Benchmark Food Service	373,962.9			373,962.90
<b>TOTAL</b>				<b>9,533,841.10</b>

**Certificates of Deposit**

Benchmark	519,048.66
Citizens Bank Recreation	16,518.43
Citizens Bank Underground Storage	20,260.84
Farmers Bank	204,819.58
	760,647.51
<b>GRAND TOTAL</b>	<b>10,294,488.61</b>

MISCELLANEOUS

Hazel Gallier	Refund	24.98
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BOARD OF SUPERVISORS

Farmville Herald	Advertising	128.13
Howard F. Simpson	Mileage	699.77

COUNTY ADMINISTRATOR

Key Office Supply	Typewriter maintenance contract	192.00	
	Office supplies	2,193.38	
	Sales order pads	11.36	
	Data binders	49.14	2,445.88
US Cellular	Phone		138.48
Sheila Martin	Mileage		342.70
Diamond Springs Water, Inc.	Water & equipment rental		15.90
Farmville Printing	Landfill tickets		484.30
HR Direct	Office forms		296.96

TREASURER

James W. Elliott, Attorney	Ad costs - delinquent tax	253.50
ComputerPlus Sales/Service	Service contract	87.00
Benchmark Community Bank	Payflow / Paypal	1.30

INFORMATION TECHNOLOGY

Business Data of Virginia, Inc.	Contract agreement	3,700.00	
	Travel expenses	1,500.00	5,200.00
BAI Municipal Software	Technical support		9,297.00
ComputerPlus Sales / Service	Printer service contract		79.00

ELECTORAL BOARD AND OFFICIALS

Farmville Herald	Advertising		33.40
Gwendolyn Akers-Booker	Meals	60.66	
	Mileage	80.50	141.16

REGISTRAR

Lynette Wright	Mileage	213.90	
	Tolls	5.15	
	Lodging	217.12	
	Meals	107.57	
	Book binding	42.07	585.81

GENERAL DISTRICT COURT

US Cellular	Phone		24.21
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SPECIAL MAGISTRATES

Key Office Supply	Ink cartridges	251.88	
	Fax machine	199.99	451.87

CLERK OF THE CIRCUIT COURT

CenturyLink	Phone		48.83
Wallace W. Bland, III	Juror		30.00
Amber M. Bowman	Juror		30.00
Adeline Brown	Juror		30.00
Jeremy R. Carter	Juror		30.00
Cassandra F. Cox	Juror		30.00
Jennifer Dempsey	Juror		30.00
James D. Dungsans	Juror		30.00
Laroya C. Eanes-Walton	Juror		30.00
Angela M. Evans	Juror		30.00
Michelle M. Farley	Juror		30.00
Bernice J. Ford	Juror		30.00
Caleb W. Gaines	Juror		30.00
Neal T. Guma	Juror		30.00
Jamaal A. Harris	Juror		30.00
Robert T. Herdegen, III	Juror		30.00
Kevin D. Jones, Jr.	Juror		30.00
Gordon A. Kennon, Jr.	Juror		30.00
Lori A. Keup	Juror		30.00
June C. Lindsay	Juror		30.00
Adam B. Luna	Juror		30.00
Michael S. Mucedola	Juror		30.00
James E. Pohl	Juror		30.00

Lawrence M. Simmons	Juror		30.00
Susan L. Sisler	Juror		30.00
Allison A. Travis	Juror		30.00
Russell Tucker, Jr.	Juror		30.00
Wilmore H. Walker	Juror		30.00
Betty A. White	Juror		30.00
John D. Wilbur	Juror		30.00
Lydia C. Williams	Juror		30.00
Patricia A. Williams	Juror		30.00
Reed F. Wilson	Juror		30.00
Lois M. Woolard	Juror		30.00
Steven T. Wright	Juror		30.00
Key Office Supply	Columnar pad	3.99	
	Copy paper	36.99	
	Legal pads	59.10	
	Laser cartridge	279.98	380.06
T&N Printing	Copies of plats		18.00

LAW LIBRARY

AT&T	Phone		42.08
CenturyLink	Phone		40.79
LexisNexis	Online service		254.00
Matthew Bender & Company, Inc.	Code 2015 RV10		72.93

COMMONWEALTH'S ATTORNEY

Cecelia Charlton	Postage		13.92
Robert Bauer	Mileage	146.05	
	Lodging	615.32	
	Meals	183.12	944.49
Brian Butler	Mileage	217.35	
	Lodging	1,029.48	
	Meals	44.26	1,291.09
James R. Ennis	Mileage	183.42	
	Lodging	1,230.64	
	Meals	121.56	1,535.62
Morgan Greer	Mileage	196.65	
	Lodging	922.98	
	Meals	205.31	1,324.94
STEPS, Inc.	Shredding service		70.00
Key Office Supply	Dry erase markers	2.53	
	Batteries	11.29	
	Canon cartridge	109.99	123.81

VICTIM WITNESS ASSISTANCE PROGRAM

Kingsmill Resort	Lodging		468.87
VVAN	Conference registration		180.00
Key Office Supply	Copy paper	110.97	
	Pens / folders / tape	52.42	
	Batteries / supplies	28.17	
	Ink cartridges	179.99	371.55



SHERIFF

Medtox Diagnostics, Inc.	Drug testing		50.00
Commtronics of Virginia	Radio repair		142.00
B & G Automotive	Wiper motor		278.79
East End Motor Company, Inc.	Auto maintenance		468.81
Express Care	Oil changes	740.99	
	Oil change / flush transmission	230.85	
	Oil change / filters	254.70	1,226.54
Rockwell Audio	Auto maintenance		207.00
Wohlford's Radar	Replace speaker		85.00
Southern Copier Sales & Service	Service contract		439.20
Business Card	Postage	9.30	
	Parking	20.00	
	Training	199.00	
	Vehicle registration	5.00	
	Battery - PRJ Lifesaver	135.33	368.63
Chris Joyner	Postage		20.48
Treasurer of Virginia	VCIN		52.74
Kinex Networking Solutions	Remote data backup		19.95
CenturyLink	Phone	10.35	
	VCIN	7.97	18.32
US Cellular	Phone		856.16
Charlene Lewis	Mileage		57.50
Business Data of Virginia, Inc.	Norton update		29.95
Diamond Springs Water, Inc.	Water & equipment rental		90.10
Farmville Printing	Flyers		14.85
Key Office Supply	Toner	347.97	
	USB adapter	24.99	
	Office supplies	36.99	
	Wireless mouse	19.99	
	Wireless mouse / clipboard	20.98	
	Key tags	6.99	457.91
Staples Advantage	Office supplies		408.08
Walmart Community / RFCSLLC	Phone	9.98	
	Creamer / plates / sugar	36.56	46.54
ProForma	Mints & lollipops		460.23
NAPA of Farmville	Cushion		17.99
Commtronics of Virginia	Batteries		616.67
Fire & Safety Equipment Company	Serviced extinguisher		51.95
Quality Uniform Company, Inc.	Pants		89.90
Matthew Bender & Company, Inc.	Code 2015 RV10		72.93
Intoximeters, Inc.	Alco-sensor		315.00
Kustom Signals, Inc.	Mounts		157.00

FARMVILLE VOLUNTEER FIRE DEPARTMENT

Elecom, Inc.	Radio charger		365.00
Farmville Volunteer Fire Department	Truck payment	34,604.77	
	Workers comp insurance	9,918.00	44,522.77
Heartsmart.com	Electrodes		462.00

Heroes Apparel	Ratchet / battery / rack	95.49
Municipal Emergency Services	Polo shirts	389.30
Nafeco, Inc.	Foam	881.20

RICE VOLUNTEER FIRE DEPARTMENT

Industrial Repair, Inc.	Truck inspection	183.00	
	Clutch assembly	2,147.77	2,330.77
John Deere Financial	Diesel	265.92	
	Gas	67.78	333.70
Dominion Virginia Power	Electric service		475.73

PROSPECT VOLUNTEER FIRE DEPARTMENT

434 Generator Service, LLC	Generator service		223.00
Benchmark Community Bank	Truck payment		3,500.00
Liberty Mutual Insurance	Workers comp		7,986.00
Price Supply Company, Inc.	Ice machine switches		105.80
Prince Edward County Public Schools	Diesel		179.52
Seton Identification	Spill kit		166.66
Prince Edward County Treasurer	Gas		201.11
Trumbull Software Association	Rover subscription		300.00
Dominion Virginia Power	Electric service		356.84

DARLINGTON HEIGHTS VOLUNTEER FIRE DEPARTMENT

BB&T	Internet		87.50
Cyrus Pest Control Company	Exterminating service		45.00
Ellington Energy Service	Serviced generator	239.00	
	Serviced A/C unit	152.91	391.91
Fisher Auto Parts, Inc.	Oil & fuel filters	164.00	
	Oil / grease	579.12	
	Air filter	15.19	758.31
Southside Electric Cooperative	Electric service		465.31
Prince Edward County Treasurer	Loan payment		25,826.60

HAMPDEN-SYDNEY VOLUNTEER FIRE DEPARTMENT

BB&T Governmental Finance	Truck payment		33,263.62
ARC3 Gases	Cylinder rental		247.66
Farmville Wholesale Electric	Fuse		10.45
Fisher Auto Parts, Inc.	Battery	788.93	
	Credit	-142.16	
	Windshield wiper motor	70.64	
	Wipers	6.78	724.19
Hampden-Sydney College	Gas	101.59	
	Diesel	530.44	
	Postage	4.02	
	Post office box rent	15.00	651.05
CenturyLink	Phone		108.01
Prince Edward Overhead Doors	Cable & roller		95.00
Southside VA Vol. Fire Association	Dues		35.00
Dominion Virginia Power	Electric service		623.51

PAMPLIN VOLUNTEER FIRE DEPARTMENT

AT&T	Phone		93.55
C. W. Williams	SCBA Flow tests		1,255.14
Hurtsville Heavy Duty, LLC	Oil change / filters	570.00	
	Oil change / shaft / repair	290.00	860.00
JE Jamerson Building Supply	Flapper	3.99	
	Faucets	185.91	189.90
Key Office Supply	Copy paper		58.98
Pamplin Exxon	Fuel		429.78
Verizon	Phone		205.75
Vest's Sales & Service, Inc.	Equipment repair		20.86
Dominion Virginia Power	Electric service		467.71

MEHERRIN VOLUNTEER FIRE DEPARTMENT

Parker Oil Company, Inc.	Diesel		338.34
Verizon	Phone		371.43
Dominion Virginia Power	Electric service		985.81

EMERGENCY SERVICES

Timmons Group	E-911 Addressing		90.00
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REGIONAL JAIL & DETENTION

Irongate Boundary Management	Electronic monitoring		1,687.50
Piedmont Regional Juvenile Detention Center	Juvenile detention		12,525.00

BUILDING OFFICIAL

US Cellular	Phone		24.21
Treasurer of Virginia	Permit Levy - 4th quarter		276.26

ANIMAL CONTROL

Jennifer Kingsley, DVM	Vet service		45.00
Lowe's	Fencing		6.77
Fisher Auto Parts, Inc.	Ignition coil		274.16
Dominion Virginia Power	Electric service		139.54
CenturyLink	Phone		98.11
US Cellular	Phone		48.42
Walmart Community / RFCSELLC	Dog food	112.38	
	Cleaning supplies	15.44	
	Boots	85.94	213.76

REFUSE DISPOSAL

Resource International	Groundwater monitoring	3,683.99	
	Misc work tasks	661.75	
	Storm water compliance	2,806.52	7,152.26
Farmville Wholesale Electric	Fittings / adapter		55.38
Lowe's	Studs / screws	51.55	
	Sand filter	238.00	289.55
Mid-Atlantic Irrigation	Seal / gasket / sleeve		238.00
East End Motor Company, Inc.	Truck inspection		51.00

James P. Childress, Jr.	Control Valve / oil change	806.00	
Republic Services #974	Trash collection	415.86	
Wright's Excavating, LLC	Landfill operation	48,093.75	
Emanuel Tire of Virginia	Tire recycling	2,005.20	
STEPS, Inc.	Recycling fee	2,513.56	
Synergy Recycling, LLC	Electronic recycling	2,780.85	
Southside Electric Cooperative	Darlington Heights site	64.14	
	Virso site	74.20	138.34
Dominion Virginia Power	Rice site	36.95	
	Cell C pump station	13.19	
	Green Bay site	59.63	
	Leachate pump	45.06	
	Worsham site	43.45	
	Prospect site	45.96	
	Scalehouse	60.41	
	Landfill site	34.47	339.12
AT&T	Phone	56.72	
CenturyLink	Phone	259.96	
US Cellular	Phone	24.71	
Verizon	Phone	135.88	
O. O. Stiff, Inc.	Monthly service	702.50	
Treasurer of Virginia	Annual fee	2,421.79	
Prince Edward County Public Schools	Diesel	1,956.97	
NAPA of Farmville	Def / funnel / coupler	42.65	

GENERAL PROPERTIES

Dodson Brothers Exterminating	Annual renewal	108.00	
	Pest control - Cannery	38.00	
	Pest control - Worsham	38.00	
	Pest control - SCOPE	38.00	
	Pest control - Courthouse	85.00	
	Pest control - Visitor's Center	38.00	345.00
Rohr Mechanical, LLC	Replaced capacitor	147.75	
Baldwin's Small Engine	Installed blades	12.00	
Fisher Auto Parts, Inc.	Trailer light kit	38.95	
Pro Auto, LLC	Inspection	16.00	
Southside Electric Cooperative	SRR lights	32.10	
Dominion Virginia Power	Roy Clark monument	6.59	
	Courthouse	13,465.72	
	Sheriff Department shed	6.59	
	Worsham Clerk Office	70.44	
	Lights at Rice	110.93	
	Ag building	1,091.38	
	Shop	19.31	14,770.96
Town of Farmville	Water & sewer	807.80	
AT&T	Phone	42.07	
CenturyLink	Phone	135.60	
US Cellular	Phone	123.88	
O. O. Stiff, Inc.	Monthly service	100.00	
Aramark	Janitorial supplies	559.94	

Diamond Paper Company	Towels / trash bags		1,806.41
Lowe's	Carpet cleaner	288.00	
	Electric wire / connector	54.19	
	Adapter / gloves	8.83	
	Wall board / adhesive	48.07	
	Phone case	12.80	411.89
Cintas Corporation #524	Uniform rental		452.40
Taylor-Forbes Equipment Company	Oil mix		11.10
Prince Edward County Public Schools	Diesel		167.92
NAPA of Farmville	Wipers / backup camera		98.98
Rod & Staff, LLC	Flat repair	10.00	
	Tire	64.50	74.50

CANNERY

Virginia Food Works	Contract payment		2,916.67
Grainger	Electric motor		219.96
Lowe's	Adapter / valve	28.76	
	Humidity meter / washer	9.92	
	Hose	14.23	
	Paper towels	13.28	66.19
Ronald Van Eps	Part for corn cutter		43.95
Southside Electric Cooperative	Electric service		489.79
Ellington Energy Service	Fuel		799.68
CenturyLink	Phone		237.38
Diamond Paper Company	Latex gloves		205.74

COMPREHENSIVE SERVICES ACT

Accurate Interpretation	Foster care		380.00
Blue Ridge Autism & Achievement Center	Professional service		6,380.00
Rescare / Braley & Thompson	Professional service		6,231.00
Center for Pediatric Dentistry	Professional service		560.00
Centra Health	Professional service		6,600.00
Elk Hill	Professional service		2,720.00
Family & Community Support	Professional service		1,215.00
Family Preservation Services	Professional service		327.50
Grafton School, Inc.	Professional service		26,783.50
Harbor Point Behavioral	Professional service		2,970.00
Ifetayo Imanchinello	Foster care		2,085.00
Keystone Newport News, LLC	Professional service		4,025.00
Ashley Long	Foster care		4,222.00
Amy Wynne	Foster care		970.65
Kimberley Allen	Foster care		10.00
King Clinical & Forensic Psychology, LLC	Foster care		3,000.00

SUPERVISION OF PARKS & RECREATION

Southside Virginia Family YMCA	15-16 Local support (summer program)		20,000.00
	15-16 Local support (summer camp 2015)		23,000.00

<u>PLANNING</u>			
Donald B. Gilliam	Commission meeting	100.00	
	Mileage	23.00	123.00
Preston Hunt	Commission meeting	100.00	
	Mileage	23.00	123.00
Timothy Mark Jenkins	Commission meeting	100.00	
	Mileage	12.65	112.65
Robert M. Jones	Commission meeting	100.00	
	Mileage	5.75	105.75
Clifford Jack Leatherwood	Commission meeting		100.00
Robert Christopher Mason	Commission meeting	100.00	
	Mileage	10.35	110.35
John W. Peery, Jr.	Commission meeting	100.00	
	Mileage	1.72	101.72
John C. Prengaman	Commission meeting	100.00	
	Mileage	5.75	105.75
John F. Townsend, III	Commission meeting	100.00	
	Mileage	8.62	108.62
Brett Von Cannon Watson	Commission meeting		100.00
Farmville Herald	Advertising		246.00
Business Card	Postage		72.18
US Cellular	Phone		52.21
Commonwealth Regional Council	15-16 Dues		15,700.00
<u>ECONOMIC DEVELOPMENT</u>			
Key Office Supply	Ink cartridges / pens	165.48	
	Data binders	42.32	207.80
<u>TOURISM</u>			
Dominion Virginia Power	Electric service		830.57
Business Card	UPS		30.41
CenturyLink	Phone		366.17
Virginia's Retreat	15-16 Support		4,500.00
Key Office Supply	Copier maintenance agreement		2,084.70
<u>COOPERATIVE EXTENSION OFFICE</u>			
CenturyLink	Phone		108.34
<u>GENERAL EXPENSE</u>			
Petroleum Traders Corporation	Gas		13,187.77
<u>FUND TRANSFERS OUT</u>			
Prince Edward County High School	Building naming ceremony		1,500.00
<u>CAPITAL PROJECTS</u>			
Business Data of Virginia, Inc.	Laptop & printers		2,920.00
Compro Computers	Computers / software		5,974.80
<u>PARKS &amp; RECREATION</u>			
Virso Recreation Center	15-16 Support		4,000.00

	<u>WATER FUND</u>	
Ferguson Enterprises, Inc.	Lifter / cover / ring	310.09
	<u>SEWER FUND</u>	
Dominion Virginia Power	Sewer pump	29.17
	<u>RETIREMENT BENEFIT FUND</u>	
Vicki K. Johns	Retiree benefit	1,129.00
	<u>PIEDMONT COURT SERVICES FUND</u>	
Dominion Virginia Power	Electric service	235.30
Electronic Systems, Inc.	Postage meter ink	152.00
CenturyLink	Phone	66.23
Sheila Edmonds	Mileage	59.80
Connie Stimpson	Mileage	9.20
Jessica Harding	Mileage	77.05
	Newspapers	1.50
Renee T. Maxey	Mileage	196.53
Andy Mays	Mileage	89.70
Ashley Nash	Mileage	70.15
Megan Newman	Mileage	200.1
Carol Caruso	Mileage	165.60
Hampton Inn & Suites	Lodging	478.1
Renaissance Portsmouth - Norfolk Waterfront Hotel	Lodging	595.08
	<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	38.96
	<u>PCS COGNITIVE BEHAVIOR EXPENDITURES</u>	
National Curriculum & Training Institute	Workbooks	756.33

In Re: Highway Matters

Mr. Troy Walker, Core Development Program, VDOT, reviewed several project updates:

- Morris Creek Road – on schedule and should be completed in a few weeks
- Back Hampden-Sydney Road – proceeding on schedule, the projected completion date is April 2016

Mr. Walker said a round of mowing operations has been completed on primary and secondary routes; another round of mowing on primary routes was completed last week and secondary mowing

operations will begin once again. “Skin patching” operations will occur this month as well as plant-mix patching, weather permitting. He said efforts continue on preparation of snow equipment for the snow operations for this upcoming winter.

Supervisor Gray asked for a schedule for mowing to inform his constituents when VDOT will begin in their area; he stated several have contacted him with questions. Mr. Walker said he will find out and pass that along to Supervisor Gray.

Supervisor Timmons requested tree-trimming to be done on Morris Creek Road and Spring Creek Road. He said mowing was missed on County Line Road between Hook Road and Abilene Road. Neither of these has been mowed in over a year.

Supervisor Gray requested VDOT look at all the roads in the area for overhanging branches.

Mr. Walker presented the Adopt A Highway Program; there has been an increase in trash pickup requests throughout the County. The inmate crew currently assigned to this County is heavily involved in brush-cutting and is unable to respond to some of the trash pickup requests at this time. He gave special thanks to the Piedmont Regional Jail for providing inmate crew and staff. To answer the demand of the many trash pickup requests, VDOT proposes the Adopt A Highway program. Mr. Walker reviewed the program and distributed several information packets. He said several routes have been “adopted” – Route 691, Route 870, and Route 918; many are still available. Pattie Blanton is the point of contact for the program.

In Re: Personal Property Tax Relief

Mr. Bartlett stated that Mrs. Beverly Booth, Commissioner of Revenue, computed the Personal Property Tax Relief Act (PPTRA) percentage of tax relief from the Commonwealth for 2015 to be 39% of assessed value based upon guidelines provided by the State. The percentage for 2014 was 40%.

Supervisor McKay made a motion, seconded by Supervisor Cooper-Jones, to accept the Personal Property Tax Relief Act percentage to be 39% of assessed value for 2015 and to approve the PPTRA Resolution; 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

**PPTRA RESOLUTION FOR 2015  
County of Prince Edward, Virginia**

In accordance with the requirements set forth in *VA. CODE ANN. §58.1-3524 C.2. and §58.1-3912 E.*, as amended by *Chapter 1 of the Acts of Assembly (2004 Special Session I)* and as set forth in *Item 503.E. (Personal Property Tax Relief Program) of Chapter 951 of the 2005 Acts of Assembly*, any qualifying vehicle situated within the County of Prince Edward, Virginia commencing January 1, 2015, shall receive personal property tax relief in the following manner:

- Personal use vehicles with assessed value of \$1,000 or less will be eligible for 39% tax relief; and
- Personal use vehicles with assessed value of \$1,001 or more shall receive only 39% tax relief on the first \$20,000 in assessed value; and
- All other vehicles which do not meet the definition of “qualifying” (such as business use vehicles, motor homes, etc.) will not be eligible for any form of tax relief under this program; and
- In accordance with *Item 503.D.1. of Chapter 951 of the 2005 Acts of Assembly*, the entitlement to personal property tax relief for qualifying vehicles for tax year 2005 and all prior tax years shall expire on September 1, 2006. Supplemental assessments for tax years 2005 and prior years that are made on or after September 1, 2006 shall be deemed “non-qualifying” for purposes of state tax relief and the local share due from the taxpayer shall represent 100% of the tax assessable.

In Re: Citizen Volunteer Appointments

Mr. Bartlett stated the following Board and Commission vacancies for which the Board of Supervisors will make appointments at the December Board meeting:

- There is one member of the Planning Commission whose term expires on December 31, 2015: Chris Mason (County Representative)
- There is one member of the Board of Zoning Appeals whose term expires on December 31, 2015: Jim Davis
- There is one member and one alternate of the Piedmont Regional Jail Board whose terms expire on December 31, 2015: Jimmy Garnett – Jail Board Member; W. W. Bartlett – Jail Board Alternate

Supervisor Jones made a motion, seconded by Supervisor McKay, to authorize advertisement of the Citizen Volunteer Appointments to be made at the December Board of Supervisors meeting; 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: Posting County Land for No Hunting

Mr. Bartlett stated that annually, the Board takes action to post the following County-owned property for “NO HUNTING”, as follows:

1. County-owned property at the Prince Edward County Landfill;
2. County-owned property at the Prince Edward County Industrial Park; and
3. County-owned property adjoining the Piedmont Regional Jail; and
4. County-owned property adjoining Granite Falls Boulevard.

The exception to this posting is for duck hunting at the Sandy River Reservoir.

Supervisor Wilck made a motion, seconded by Supervisor Cooper-Jones, to authorize County Animal Control to post county-owned land for No Hunting; 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: Public Hearing – Proposed House Bill 2 Transportation Projects

Chairman Simpson announced that this was the date and time scheduled for a public hearing on the Proposed House Bill 2 Transportation Projects. Notice of this hearing was advertised according to law in the Friday, August 28, 2015 edition of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Chairman Simpson opened the public hearing.

Mr. Bartlett stated that at its August meeting, the Board of Supervisors authorized a public hearing on the three projects proposed for submission to VDOT for potential funding through the new House Bill 2 (HB2) funding process. House Bill 2 was signed into law in 2014 and directs the Commonwealth Transportation Board to develop and use a new scoring process to select the transportation projects to receive VDOT funding. The scoring is based on the following factors: congestion mitigation, economic development, accessibility, safety, environmental quality, land-use and transportation coordination. He said staff met with Kevin Wright and reviewed potential projects that are eligible for funding through HB2. There are three projects in Prince Edward County that have the opportunity to score well, based on the HB2 criteria, which also have a high incident of accidents in the County:

1. US 460 / VA 307 Intersection (at Rice): The intersection would be reconfigured to improve the overall geometrics and safety and to provide additional spacing between Route 307, Route 600 and private driveways.
2. US 15 / VA 692 Intersection (at Kingsville): The improvements could include reconfiguring the intersection into a "T", removing the ramps, and implementing access management to improve safety for the private entrances.
3. US 15 / VA 665 Intersection (at Worsham): The improvements could include improving advance warning signage and pavement markings, installation of turn lanes and possibly signalization.

Mr. Bartlett stated the deadline for submitting applications for HB2 funding is September 30; funding is based on a competitive scoring process and there is no cost to the County.

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

Supervisor Jones made a motion, seconded by Supervisor Townsend, to approve the Resolution of Support, and to authorize the submittal of the three projects to VDOT for HB2 funding; 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	

In Re: Public Hearing – Special Use Permit – Southern States, Inc.

Chairman Simpson announced that this was the date and time scheduled for a public hearing on the Special Use Permit Request from Southern States, Inc. Notice of this hearing was advertised according to law in the Friday, August 28, 2015 edition of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Chairman Simpson opened the public hearing.

Mr. Rob Fowler, Planning & Zoning Director, stated that the Planning Commission conducted a public hearing on July 28, 2015 to consider a request from Southern States, Inc., to permit the installation of one off-premise sign that will be located on a parcel owned by STEPS, Inc. The proposed location is at 100 Industrial Park Road, identified as Tax Map Parcel 023B-A-2. The parcel is located in the I-1, General Industrial District; the installation of the off-premise sign requires a Special Use Permit. No one spoke at the Public Hearing.

The free standing sign will be approximately 13 feet in height, 39 square feet in area and will be located near the intersection of SMI Way and Industrial Park Road, and will serve as a directional sign for the new Southern States Farmers Cooperative location on SMI Way. This sign will not be lighted. The property is located in the I-1, General Industrial District. Section 3-104.1 of the Prince Edward County Zoning Ordinance permits off premise signs by Special Use Permit.

Supervisor Timmons questioned the placement of the sign. Mr. Fowler said there is a temporary sign at that location currently.

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

Supervisor Jones recused himself from the discussion and the vote due to his serving on the Board of Directors for the Farmers Co-op.

Supervisor Wilck made a motion, seconded by Supervisor Townsend, to approve the Special Use Permit to permit the installation of one off-premise sign that will be located on a parcel owned by STEPS, Inc.; the motion carried:

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

In Re: Public Hearing – Special Use Permit – Chapman Hood Frazier

Chairman Simpson announced that this was the date and time scheduled for a public hearing on the Special Use Permit Request from Chapman Hood Frazier to operate a Family Day Home providing care for up to twelve (12) children that will be licensed and inspected by the Virginia Department of Social Services at 71 Sunrise Lane, on Tax Map Parcel 041-15-46, owned by Chapman Hood Frazier and Deborah Carrington. Notice of this hearing was advertised according to law in the Friday, August 28, 2015 edition of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Rob Fowler, Planning & Zoning Director, stated that the Planning Commission conducted a public hearing on August 18, 2015 to consider a request from Chapman Hood Frazier to operate a Family Day Home providing care for up to twelve (12) children that will be licensed and inspected by the Virginia Department of Social Services at 71 Sunrise Lane, on Tax Map Parcel 041-15-46, owned by Chapman Hood Frazier and Deborah Carrington. The parcel is zoned A-1, Agricultural Conservation District and the use is allowed by Special Use Permit.

Mr. Fowler reported that during the public hearing, several property owners within the Whisper Woods neighborhood raised concerns relating to the preservation of the neighborhood, safety, maintenance of the private road serving the properties, traffic, private deed restrictions relating to commercial uses and liability concerns of the common areas within the subdivision.

Several property owners, as well as other supporters of the application, spoke to the need for this type of educational program that would be offered providing services to children with special needs. The operation would be from approximately 8:00 a.m. to 3:45 p.m. and will operate for 38 weeks, or 145 days, to begin in late August through early June. They would be closed for holidays and follow the public school

systems policy for inclement weather. The current enrollment is nine children and would operate Monday through Thursday; Fridays would be reserved for parent conferences by appointment, if needed.

The proposed operation would require one adult for five children, and will have two assistant teachers that are also parents of students that will attend; these two assistants will attend on alternate days. There will be another assistant who is currently attending community college. There will be two assistants on site Monday through Thursday.

Mr. Fowler stated that due to the varying schedule of the proposed operation, available off-street parking, traffic congestion and road maintenance should not be an issue. The operation should not exceed a total of twenty-nine (29) vehicular trips a day. The Virginia Department of Transportation estimates ten (10) trips a day per residential dwelling for planning purposes. Thus, this request equates to three (3) residential dwelling units.

The proposed operation will allow the children 1 ½ hours of outside time in the morning each day for play in the rear of the property in a fenced area. The children will not be allowed outside the fenced area. There will be minimal impact on adjacent property owners.

Mr. Fowler said the proposed operation will not require any additional construction or site improvements to the existing property and have no or minimal impacts relating to lighting, dust, drainage, water quality, air quality, odor, fumes and vibrations to adjacent property owners.

Mr. Fowler reported the Planning Commission voted to take no action and forward the application to the Board of Supervisors with the following stipulations, with the understanding that the Board agrees:

1. No parking on Sunrise Lane (County Attorney recommends Board of Supervisors not impose any conditions pertaining to regulation of traffic and private road).
2. Hours of operation are limited to 8:00 a.m. to 3:45 p.m., Monday – Thursday for child care; Friday would be limited to parent conferences only.
3. Approval would be limited to the applicant only for a period of one year.
4. The operation of the child care would be limited to nine months out of the year (September – May).
5. The applicant would only use the enclosed fenced in area behind the house for the children's outdoor activities.
6. The applicant would not sell the business operation or transfer the Special Use Permit.

Supervisor Cooper-Jones asked who is responsible for the condition of the road if the extra traffic tears up the road. Mr. Fowler stated it would be a civil matter between the owners of the subdivision. Discussion followed.

Supervisor Gray asked if there is a noise ordinance in that area. Mr. James Ennis, County Attorney, stated there is a county-wide noise ordinance. Mr. Bartlett stated the noise ordinance limits the noise level beginning at 10:00 p.m.

Chairman Simpson opened the public hearing.

**Jessica Duffey**, Hampden District, stated she is a teacher and her three-year old son is currently enrolled in the Sunrise Learning School. She expressed concern for the lack of pre-schools in the area. She reviewed what the Sunrise Learning School offers to its students. She said most preschools do not have licensed teachers. This is a multi-age setting and studies have proven that multi-age learning is beneficial.

**Blake Duffey**, Hampden District, reviewed benefits to children who attend preschool. He presented benefits offered to their child attending the Sunrise Learning School, including the rural setting, contact with 3-, 4-, and 5-year old children, certified teachers, and outdoor play.

**Chapman Hood Frazier**, Lockett District, expressed his thanks to the Board for their time and consideration. He stated this preschool would be a benefit to the community. He stated the intent is to launch the program at this site and eventually move into town and expand. He said the covenant issues are a separate matter. He said the intent is to be a fully-licensed, accredited preschool. Mr. Frazier stated he is aware of neighbors having issues with the preschool being at this location; the neighbors were invited to learn about the preschool and one couple came to visit the school. The neighbors were also contacted for problems or concerns in April 2015; there were none at that time but one immediate neighbor has concerns currently. He said he and Ms. Carrington are willing to address those concerns.

**Deborah Carrington**, Lockett District, stated the license is necessary to help keep the children, their environment and the teachers safe. The Virginia Department of Social Services also provides a high level of ongoing monitoring and accountability. She stated that both she and Mr. Frazier attended workshops and are certified; since the Planning Commission meeting, they learned the Family Day Home license is issued for three years after the initial inspection and approval. She stated the program can be started with a limited number of children while waiting for full licensure; they began their four day a week

program on August 24. She said there are currently nine families; six children attend half-day, three attend full-day. Traffic is limited with car-pooling. Neighbors were witnessed videotaping the property, parents and children without permission; Ms. Carrington said this was highly offensive and threatening. Ms. Carrington thanked the Board for its consideration.

Mr. Bartlett questioned the number of children in attendance; up to five children is permitted by right according to the County ordinance. Ms. Carrington stated there are nine enrolled but are no more than five children attending at a time; the children do not attend every day.

Supervisor Gray questioned the number of visitations by the state for licensure. Ms. Carrington stated the first visit is an inspection and a provisional license is given; if corrections are necessary, there are two more unannounced visits during the nine-month program. One visit is scheduled for September 25.

**Caitlin Frank**, Lockett District, stated the community is in desperate need of quality early-childhood education programs for three to four year olds. This is a non-profit program with plans to move once it takes off. It is not a commercial or industrial business. She stated there have been multiple instances of harassment the first week of school; on one occasion a neighbor parked in front of the Frazier property and took photographs of the property, parents and children. Another neighbor took video of the property and the families. This is unnecessary behavior that is targeting the Fraziers and families. She asked approval of the special use permit so the children can continue to benefit from the program.

**Jennifer Davis**, Lockett District, said the statements are not to attack Mr. and Mrs. Frazier. The points made against the Special Use Permit are solely about the preservation of Whisper Woods neighborhood as intended at its inception. She expressed concerns regarding property value, traffic, liability, maintenance of the road, the sanctity of the neighborhood, the possibility of increased crime, firearms regulations and hunting, and the covenants set up by the Whisper Woods community at its establishment. She asked that the Board recognize and honor the fact that the covenants exist.

Supervisor Wilck asked if Mrs. Davis' house was farther down the road from the Frazier's home, and if someone dropped off their child, they would not go by the Davis home. Mrs. Davis said they would not go by her home. Mr. Wilck also stated carpooling was discussed which would cut back on the traffic concern, and added the parents are willing to drive their children a long way to attend this preschool.



**Dan Davis**, Lockett District, expressed his concern regarding training Longwood students in addition to the daycare; this would add a lot more traffic. He added the whole road is maintained by the residents, not just the area in front of their homes.

**Rebecca Carwile**, Lockett District, stated that a point was brought up that the daycare would impede the ability of the neighbors to hunt; she said the lots are three to five acres and not a lot of hunting occurs as it would not be wise. She also stated the property value would most likely increase due to the safety required to include a preschool, and home buyers would be more likely to purchase and build in that neighborhood. She said her family is one that does the maintenance on the road and sees no additional cost or additional wear. She stated one of the neighbors offered to and has already cleared some of the trees along the road to eliminate any concerns regarding the width of the road for passing. Ms. Carwile stated she does not feel that approving this would go against the covenants or set a precedent for bringing industry or commerce.

Supervisor Wilck questioned the costs associated with the upkeep of the road. Ms. Carwile stated it is just time and a little gasoline.

Supervisor Gray asked if there was any collaboration between the residents that maintain the road and the Fraziers. Ms. Carwile said there has been nothing formal drawn up; they were going to continue to help maintain the road as they always have, to be neighborly.

**Chris Riviere**, Lockett District, expressed concerns regarding the potential traffic with 12 students, instructors and staff, plus visitation. He said the future must be considered; those students won't always be there and carpool arrangements aren't going to be the same. He stated the maintenance of the road is incumbent upon the residents; with issuance of this permit, should a parent or any person traversing the road take issue with the road or have an accident, they could take civil liability against the residents because there is no objective standard for the road. He asked that the Board not just consider this issue now, but the need for consideration to any future venture such as this in the future.

**Von Nixon**, Lockett District, expressed her traffic concerns due to the road being a narrow, gravel and dirt drive. Increased traffic will impose more cost to maintain it at its current state and reviewed several issues along the road.

**John R. Nixon**, Lockett District, expressed his concern regarding the upkeep of the road and a potential legal matter. He said he is not opposed to the daycare but to any type of business and the associated traffic.

**Stephen Paulette**, Lockett District, expressed his concerns about contracting their home to be built on their lot prior to learning about the special use permit application. He said if they knew about [the school], they would not have built in the county.

**Crystal Paulette**, Lockett District, stated she supports early childhood education but purchased the property six years ago because of the covenants on the property; businesses were not to be a part of this neighborhood.

**Jennings Custis**, Lockett District, expressed his concerns regarding his property to be out in the country and not having to worry about businesses in the neighborhood. He added this may be a conflict of interest to grant Mr. Frazier a special use permit to operate a school that is not in conjunction with Prince Edward County Schools. As a School Board member, he should be an advocate for the school system. Mr. Custis added his insurance agent stated he would need to cover his property for increased liability in case something was to occur since his property borders the potential school.

**Josh Frank** stated that when the subdivision Whisper Woods started up, it was accepted by the people that lived in that area; he spoke about the potential traffic concerns as stated by other citizens as “child’s play.”

**Chapman Hood Frazier** stated that after the neighbors took photographs and video, he took notice of the number of vehicles passing his property when the students were arriving; there was one vehicle leaving the road. He said he and Mr. Osborn went out to clear along the road, and it’s wider by two feet than Gully Tavern Road. Mr. Frazier stated he also offered to buy a load of gravel to put along the road. He also addressed the hunting, property values, and criminal element coming into the community.

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

Supervisor Timmons stated liability was mentioned several times and asked Mr. Ennis if there would be more liability. Mr. Ennis stated it may not change their liability; anyone that uses the road is using it in the condition that they find it. There is apparently no road maintenance agreement that requires

a standard be met or that each contribute to keeping it to a certain standard. Mr. Ennis said any liability issue would be case specific. Discussion followed regarding signage for risk.

Mr. Ennis stated that the potential for more traffic on the road is there due to there being lots along that road for sale but that wouldn't increase the liability for anyone.

Supervisor Timmons asked if there has ever been any type of business in that neighborhood at any time; Mr. Frazier said that he heard there had been.

Supervisor Timmons asked if they were still there. Mr. Nixon said there are some. Another resident stated they are minor businesses but not like storefronts; people have home businesses and home licenses and it's all done very small scale. There was a pottery shop operating for years. Mr. Nixon stated it was deemed a hobby; another resident said it was a business because he sold the pottery and there was minor traffic on the road. Discussion followed.

Supervisor Gray asked if there is anything in the covenants suggesting the limitation of hunting, or have there ever been any safety concerns raised regarding hunting. Several residents stated they killed deer in their backyards. Supervisor Gray asked how it can change from no safety concern on their own property in comparison to the Frazier property. A resident stated the concern arises not from the neighbors that hunt but from a hunt club that operates in the area which the residents have no control. Supervisor Gray asked if most residents have been in that neighborhood for five years or more and there have been no concerns; a resident stated he would not be concerned about anyone in the neighborhood hunting on their own property. Mr. Nixon said there is a tremendous amount of shooting on the road behind the neighborhood.

Supervisor Timmons asked about the business plan for the preschool in regards to the location. Mr. Frazier stated the property was purchased because it was perfectly suited for the day home licensure; he said they wished to get the program started. He said the license is for three years and they would like that window of time to begin and get established, and expand into a location in town.

Supervisor Gray asked if the license is limited to that location or would it be transferrable to another location. Mr. Frazier stated another license would be necessary for another location and to expand to more than 12 students.

Supervisor Wilck stated several Board members have been to visit the property; he said he was impressed with the property and that it is totally fenced. They also have a school room at the back of the

house, playground equipment in the yard, and bathroom facilities adjacent to the classroom. He said he is bothered by the neighbors reaching for the worst-case scenario. Supervisor Wilck said schools add value to property, they don't detract from it. He said he is in favor of it.

Supervisor Timmons made a motion, seconded by Supervisor Wilck, to approve the Special Use Permit to operate a Family Day Home providing care for up to twelve (12) children that will be licensed and inspected by the Virginia Department of Social Services at 71 Sunrise Lane, Rice, for a period of three years or until the license expires, whichever is sooner, with the stipulations as follows:

- 8:00 a.m. – 3:45 p.m., Monday – Thursday, Friday: Parent conferences only
- Limited to September through May 30
- Only may use the enclosed fenced-in area for school activities
- The Special Use Permit cannot be transferred

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: Public Hearing – Amendment to the County Zoning Ordinance: Dormitories

Chairman Simpson announced that this was the date and time scheduled for a public hearing on the proposed amendment to the County Zoning Ordinance, to add a Special Use Permit process for Dormitories in the A-1, Agricultural Conservation and A-2, Agricultural Residential Districts to allow facilities providing off-campus student housing. Notice of this hearing was advertised according to law in the Friday, August 28, 2015 edition of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Rob Fowler, Planning & Zoning Director, stated that the Planning Commission conducted a public hearing on July 28, 2015 to consider an amendment to the Prince Edward County Zoning Ordinance

adding a Special Use Permit process for Dormitories in the A-1, Agricultural Conservation and A-2, Agricultural Residential Districts to allow facilities providing off-campus student housing.

Mr. Fowler stated Prince Edward County staff was contacted regarding the process to establish dormitory type housing to allow students to occupy a dwelling / structure with on-site staff supervision off premises of the main grounds of the school. After reviewing the current zoning ordinance, there is no process to allow this type of housing for students, faculty or employees of an established college, university, independent school, or medical facility.

Mr. Fowler stated staff reviewed ordinances of other localities and suggests a proposed amendment to the zoning ordinance to provide students off campus housing options for established colleges, universities, independent schools, or medical facilities. Staff suggests that the Planning Commission add a classification of “Dormitories” as a use allowed by Special Use Permit in the A1, Agricultural Conservation and A2, Agricultural Residential zoning districts. Mr. Fowler said the applicant would still have to meet the development standards outlined in the ordinance and comply with any additional building codes or other state agency requirements. Staff also suggests that the following definition be added to Article VI, Section 6-100, Section (C):

*DORMITORIES – Buildings or structures which have on-site supervision and may contain rooms for sleeping and include common eating facilities for the housing of regular enrolled students, faculty and employees of an established college, university, independent school, or medical facility.*

Mr. Fowler stated discussion was necessary to establish requirements and conditions such as onsite staff 24/7 to provide adult supervision, and other items. He said buildings would need to meet the building code for institutional use; an architect or design professional review would need to be provided at each residence. He added not every property would work and any would need to be ADA compliant. Mr. Fowler stated there was no interest from any citizens.

Supervisor Timmons asked that the dormitory definition states that it could be a house owned by the college. Mr. Fowler stated if an institution purchases a property, a single-family dwelling or multi-family dwelling, and converts it to an institutional use, under the Building Code, it’s no longer a residential building, it’s regulated by other Building Codes. An architect and design professional would inspect the

property and would report on the number of students the facility could hold. Currently Prince Edward County Ordinance allows up to four unrelated persons living in a dwelling to operate or live as a family. This would provide an additional layer of security. Mr. Bartlett added there are sections in the Building Code that provide standards which would provide more safety. Discussion followed.

Chairman Simpson opened the public hearing.

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

Supervisor Timmons made a motion, seconded by Supervisor Gray, to approve the amendment to the County Zoning Ordinance adding a Special Use Permit process for Dormitories in the A-1, Agricultural Conservation and A-2, Agricultural Residential Districts to allow facilities providing off-campus student housing; 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: Public Hearing – Amendment to the County Zoning Ordinance: Signs

Chairman Simpson announced that this was the date and time scheduled for a public hearing on the proposed amendment to the County Zoning Ordinance, to allow illuminated signs in the Commercial and Industrial Districts as a permitted use. Notice of this hearing was advertised according to law in the Friday, August 28, 2015 edition of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Rob Fowler stated that the Planning Commission conducted a public hearing on July 28, 2015 to consider an amendment to the Prince Edward County Zoning Ordinance permitting illuminated signs in the Commercial and Industrial Zoned properties. Following a review of Sections 3-104.11 and 3-104.13 of the current sign ordinance regarding Commercial and Industrial Zoned properties and processing recent sign applications in these districts, the Planning Commission considered amending the sections regarding

illuminated signs. The current sign ordinance requires a Special Use Permit in order to erect an illuminated sign in these zoning districts.

The current sign ordinance regulates height, size, and placement and requires all illuminated signs be directed, shaded, or shielded that the light intensity or brightness shall not adversely affect surrounding or facing premises, nor interfere with the safe vision of operators of moving vehicles. Light shall not be permitted to shine or reflect on or into any residential structure as well.

Mr. Fowler stated that considering the existing regulations to control the negative impacts that may affect adjacent properties, staff proposes that the ordinance be amended to allow illuminated signs as a permitted use in these zoning districts.

Mr. Fowler stated that any deviation from the regulations stipulated in the sign ordinance would require a Special Use Permit.

Chairman Simpson opened the public hearing.

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

Supervisor Timmons made a motion, seconded by Supervisor Gray, to approve the proposed amendments to Sections 3-104.11 and 3-104.13 of the current sign ordinance allowing illuminated signs as a permitted use Commercial and Industrial Zoned properties; 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	

In Re: Public Hearing – Amendment to the County’s Ordinance to Regulate and Protect the Sandy River Reservoir

Chairman Simpson announced that this was the date and time scheduled for a public hearing to receive citizen input prior to considering an amendment to Section 83.31, (20) of the *Ordinance to Regulate and Protect the Sandy River Reservoir* regarding the setbacks for dwellings to provide more uniform development within the area. Notice of this hearing was advertised according to law in the Friday,

August 28, 2015 edition of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Fowler stated staff is recommending the Planning Commission consider amending Section 83.31, (20) of the Prince Edward County Code pertaining to the *Ordinance to Regulate and Protect the Sandy River Reservoir and Adjacent County-Owned Properties* regarding the required setbacks for dwellings.

Mr. Fowler said that the current ordinance allows the siting of dwellings using “conventional onsite sewage systems” as defined by the Virginia Board of Health Regulations, within 500 feet of the normal pool elevation of the reservoir. Dwellings utilizing an “alternative on-site sewage system” with “secondary effluent” or better as defined by the Virginia Board of Health Regulations, and approved by the Virginia Department of Health, may be sited not closer than 200 feet from the normal pool elevation of the reservoir, so long as the soil treatment area is located not less than 500 feet from the normal pool elevation of the reservoir.

Mr. Fowler stated that after reviewing the code with the local representative of the Virginia Department of Health, staff suggests the section to provide a required setback for dwellings of 200 feet from the normal pool elevation of the reservoir, so long as the soil treatment area is located not less than 500 feet from the normal pool elevation of the reservoir. This amendment would provide a more uniform setback for dwellings and conformity for development within the area.

Chairman Simpson opened the public hearing.

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

Supervisor Timmons made a motion, seconded by Supervisor Cooper-Jones, to approve an amendment of Section 83.31, (20) of the Prince Edward County Code pertaining to the Ordinance to Regulate and Protect the Sandy River Reservoir, to provide a required setback for dwellings of 200 feet from the normal pool elevation of the reservoir so long as the soil treatment area is located not less than 500 feet from the normal pool elevation of the reservoir; 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

**ORDINANCE TO REGULATE AND PROTECT THE  
SANDY RIVER RESERVOIR AND ADJACENT COUNTY-OWNED PROPERTIES  
IN ACCORDANCE WITH SECTION 15.1-13 OF THE  
CODE OF VIRGINIA 1950, AS AMENDED**

Sec. 82-31.

- (a) The following activities are hereby declared to be unlawful in that part of Lockett Magisterial District of Prince Edward County known as Sandy River Reservoir and on any County-owned property surrounding the reservoir:
- (1) Presence of persons, boats, or other personal property at anytime in areas marked "No Trespassing," without the express written permission of the county administrator.
  - (2) Parking on any County-owned property surrounding the reservoir other than in the Sandy River Reservoir Public Use Area located off Route 640, at the end of Route 792, or in any other area specifically designated by the Prince Edward County Board of Supervisors as a Public Parking Area.
  - (3) Littering or dumping of any type, kind or description.
  - (4) Hunting or trapping of any type, kind or description without an express written permit issued by the County of Prince Edward.
  - (5) Conducting fishing tournaments in which prizes are awarded without an express written permit issued by the County of Prince Edward and Department of Game and Inland Fisheries.
  - (6) Diving, snorkeling or swimming of any type, kind or description.
  - (7) Operation in or on the reservoir of any unlicensed watercraft or any type of watercraft propelled by an engine in excess of ten (10) horsepower.
  - (8) Operation in or on the reservoir of a windsurfer, sailboard or any wind-propelled vessel, other than a sailboat, length of which shall not exceed sixteen (16) feet.
  - (9) Operation in or on the reservoir of any jet ski.
  - (10) Sale of any and all commodities or services anywhere in either the reservoir or the County-owned property surrounding the reservoir, as well as the posting of any kind of advertisement of any description, unless sanctioned by the County of Prince Edward.

- (11) Discharging any firearm, including but not limited to any weapon which propels a projectile by pneumatic means, unless sanctioned by the County of Prince Edward.
- (12) Possession of any type of alcoholic beverage while on the premises.
- (13) Presence on the reservoir or the County-owned property surrounding the reservoir by any person under the age of twelve (12) years, unless such person is accompanied by an individual who is at least twenty-one (21) years of age.
- (14) Camping and lighting or maintaining any kind of fire, unless such activity has been sanctioned or is sponsored by the County.
- (15) Use of any of the County-owned property surrounding the reservoir by any person riding any type of motorized or non-motorized vehicle, bicycle or horse and use of any part of the reservoir or such County-owned property for ice skating or sledding, unless any such use has been expressly sanctioned by the County.
- (16) The use of any of the County-owned property surrounding the reservoir, other than those areas specifically designated by the County as such, for boat access to and from the reservoir including, but not limited to construction of piers, docks and access roads.

Individuals owning property adjacent to the county buffer who have a county-approved and permitted boat access ramp shall continue to be responsible for the soil erosion and sedimentation measures and for the safe maintenance and upkeep of the ramp. The permit is not transferable to any future owners of the property. Permittee must carry liability insurance and show annual proof thereof.

- (17) Cutting, removing or altering any trees, brush or other vegetation now growing or hereafter established in the reservoir or on the County-owned property surrounding the reservoir and removing, altering or otherwise disturbing the reservoir or any County-owned land surrounding the reservoir.
- (18) Withdrawal of water for any purpose, with the exception that adjacent property owners with express written permission from Prince Edward County may withdraw reasonable amounts of water for irrigation and domestic purposes until such time as water therein is used for public water supply.
- (19) Stocking of any fish or other aquatic species in the reservoir or animal on the County-owned property, without written permission of Prince Edward County and the Department of Game and Inland Fisheries.
- (20) The siting of dwellings ~~using "conventional onsite sewage systems," as defined by Virginia Board of Health Regulations, within five hundred (500) feet of the normal pool elevation of the reservoir. Dwellings utilizing an "alternative on site sewage system" with "secondary effluent" or better as defined by the Virginia board of Health Regulations, and approved by the Virginia Department of Health, may be sited~~ not closer than 200 feet from the normal pool elevation of the reservoir so long as the soil treatment area is located not less than 500 feet from the normal pool elevation of the reservoir.

(21) Discharging a firearm, as defined in paragraph 11 of this section, on any county-owned land, on or within 300 feet of a public parking area.

- (b) The Board of Supervisors may, by resolution, authorize the construction and maintenance of public utilities, including electrical supply lines, water and sewer treatment plants, water and sewer supply lines, and telecommunications transmission lines that benefit the public at large and are constructed and maintained by a public utility company, Prince Edward County, or by a public utility authority created pursuant to state law, on Sandy River Reservoir and on any County-owned property surrounding the Sandy River Reservoir. As a condition of said authorization, the entity responsible for the construction or maintenance of the public utility shall restore the affected property to the same condition as it existed on the date of the authorization, and shall maintain the area in that condition for the duration of the authorization, to the extent that is practical and consistent with prevailing utility maintenance practices in the Commonwealth of Virginia.
- (c) Except for those activities specifically authorized by the Board of Supervisors pursuant to Paragraph (b), any person who shall knowingly commit any of the acts declared unlawful in (a) above, shall, on conviction of a first offense of a violation of this section, be guilty of a Class 1 misdemeanor as same as defined in Section 18.2-11 of the Code of Virginia, 1950, as amended.

(Ord. of 7-9-96; Ord. of 11-12-98; Ord. of 9-14-99; Ord. of 10-10-00, Ord. of 6-10-08, Ord. of 11-12-08.)

In Re: Public Hearing – Elderly & Disabled Taxation Exemption Ordinance

Chairman Simpson announced that this was the date and time scheduled for a public hearing to receive citizen input prior to considering an amendment to the Elderly & Disabled Taxation Exemption Ordinance. Notice of this hearing was advertised according to law in the Friday, August 28, 2015 edition of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Bartlett stated that the Commissioner of Revenue briefed the Board of Supervisors that the General Assembly has made changes to the state Code concerning Tax Relief for the Elderly and Disabled regarding real estate taxation. The Board referred the matter to the Finance Committee, which met August 5, 2015 and discussed this issue and made a recommendation to the Board of Supervisors to authorize a public hearing on the proposed amendments to the Ordinance that will bring it into compliance with the State Code. The changes extend eligibility to owners of property who place their property in trusts but still live on the property, and those who have “life rights.” An additional change allows the Commissioner to no longer include the income of relatives living in the dwelling and providing caregiving services in the

computation of the annual income calculations for determining eligibility. There is no recommendation to change the amount of the annual income threshold or Net Worth or the value of the house.

Chairman Simpson opened the public hearing.

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

Supervisor Timmons made a motion, seconded by Supervisor Gray, to approve an amendment of the County *Ordinance Providing for the Exemption From Real Estate Taxation of Certain Elderly and/or Permanently and Totally Disabled Persons Who Own Their Own Homes in Prince Edward County, Virginia*; 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		

**AN ORDINANCE PROVIDING FOR THE EXEMPTION  
FROM REAL ESTATE TAXATION  
OF CERTAIN ELDERLY AND/OR PERMANENTLY  
AND TOTALLY DISABLED PERSONS WHO OWN THEIR OWN HOMES  
IN PRINCE EDWARD COUNTY, VIRGINIA**

**BE IT ORDAINED BY THE BOARD OF SUPERVISORS OF THE COUNTY OF PRINCE EDWARD, VIRGINIA:** That pursuant to Title 58.1, Chapter 32, Article 2 of the Code of Virginia, 1950, as amended, the Board of Supervisors of Prince Edward County, Virginia, hereby adopts this ordinance which provides for the exemption from real estate taxation of certain elderly and/or permanently disabled persons who own their own homes in Prince Edward County, and further provides a schedule of exemption to persons qualifying and the procedure to be followed for claiming such exemptions.

- A. Persons who qualify for this exemption are deemed to bear an extraordinary real estate tax burden in relation to their income and financial worth.

For the purposes of this Ordinance the term “permanently and totally disabled” shall mean the qualifying property owner is unable to engage in any substantial gainful activity by reason of any medically determinable physical or mental impairment or deformity which can be expected to result in death or can be expected to last for the duration of that person’s life.

Persons (“Qualified owners”) who are at least 65 years of age or who are determined to be permanently and totally disabled who own and occupy, as the sole dwelling of the person, a dwelling and the land not exceeding one acre, or a mobile home, as defined in Virginia Code Section 36-71.1, on land not exceeding one acre, and which they occupy as their sole dwelling subject to the limitations of this ordinance, shall be entitled to have their real estate or mobile home to be exempt from real estate tax liability. Real property owned and occupied as the sole dwelling of a qualified owner includes real property (i) held by the qualified owner alone or in

conjunction with his spouse as tenant or tenants for life or joint lives, (ii) held in a revocable inter vivos trust over which the qualified owner or the qualified owner and his spouse hold the power of revocation, or (iii) held in an irrevocable trust under which a qualified owner alone or in conjunction with his spouse possesses a life estate or an estate for joint lives or enjoys a continuing right of use or support. The term "qualified owner" does not include any interest held under a leasehold or term of years.

If such person is under 65 years of age, such person shall provide certification by the Social Security Administration, the Department of Veterans Affairs, or the Railroad Retirement Board, or if such person is not eligible for certification by any of these agencies, a sworn affidavit by two medical doctors who are either licensed to practice medicine in the Commonwealth or are military officers on active duty who practice medicine with the United States Armed Forces, to the effect that the person is permanently and totally disabled. However, a certification pursuant to 42 U.S.C. 423 (d) by the Social Security Administration so long as the person remains eligible for such social security benefits shall be deemed to satisfy such definition. The affidavit of at least one of the doctors shall be based upon a physical examination of the person by such doctor. The affidavit of one of the doctors may be based upon medical information contained in the records of the Civil Service Commission which is relevant to the standards for determining permanent and total disability.

A dwelling jointly held by a husband and wife may qualify if either spouse is over 65 years of age or is permanently and totally disabled.

- B. The exemption shall be administered by the Commissioner of the Revenue according to the general provisions contained in this Ordinance. The Commissioner is hereby authorized and empowered to prescribe, adopt, and enforce rules and regulations, including requirement of answers under oath, as may be reasonably necessary to determine qualifications for exemption.
- C. Exemption shall be granted to persons subject to the following terms:
1. The title to the property for which exemption is claimed is held, or partially held, on December 31, immediately preceding the taxable year by the person or persons claiming exemption.
  2. The head of household occupying the dwelling and owning title or partial title thereto is 65 years or older on December 31 of the year immediately preceding the taxable year. Such dwelling must be occupied as the sole dwelling of the person or persons claiming exemption.
  3. Subject to the provisions of Section F of this Ordinance, the gross combined income of the owner during the year immediately preceding the taxable year shall be determined by the Commissioner to be in an amount not to exceed \$22,000. Gross combined income shall include all income from all sources of the owner, spouse, and of the owner's relatives living in the dwelling for which the exemption is claimed. For purposes of this Ordinance, and subject to the provisions of Section F of this Ordinance, the first \$6,500 of annual income of each of the owner's relatives living in the owner's dwelling shall be excluded in computing gross combined income.
  4. The net combined financial worth of the owner as of December 31 of the year immediately preceding the taxable year shall be determined by the Commissioner to be an amount not to exceed \$150,000. Net combined financial worth shall include the value of all assets, including equitable interest, of the owner and spouse of any owner, excluding the fair market value of the dwelling and the land, not exceeding one acre, upon which the owner's dwelling is situated, not to exceed \$100,000, and for which exemption is claimed.
  5. The fact that persons who are not otherwise qualified for tax exemption are residing in hospitals, nursing homes, convalescent homes, or other facilities for physical or mental care for extended period of time shall not be construed to mean that the real estate for which the tax exemption is sought does not continue to be the sole dwelling of such persons during

extended periods of other residence, so long as the real estate is not used by or leased to others for consideration.

6. The exemption shall be allowed for any year following the date that the qualified owner occupying the dwelling and owning title or partial title to the property reaches the age of 65 years, or for any year following the date the disability occurred.
  7. Changes in respect to income, financial worth, ownership of property, or other factors occurring during the taxable year for which the affidavit is filed and having the effect of exceeding, or violating the limitations and conditions provided in this Ordinance for the exemption from taxation, shall nullify any exemption or deferral for the then current taxable year and the taxable year immediately following.
  8. A certification is required by the Social Security Administration, the Veteran's Administration, or the Railroad Retirement Board, or if the person is not eligible for certification by any of those agencies, the sworn affidavit of two medical doctors licensed to practice in this Commonwealth to the effect that the person is permanently and totally disabled. If the doctor's affidavit is used, the affidavit of at least one of the doctors must be based upon a physical examination by the doctor. The affidavit of one of the doctors may be based upon medical information contained in the records of the Civil Service Commission which is relevant to the standards for determining permanent and total disability as defined in this Ordinance.
  9. If there is a change of ownership of the property from a qualified owner to a spouse who is less than 65 years of age or who is not permanently and totally disabled, and when that change of ownership has resulted solely from the death of his or her qualified spouse, the change shall result in a prorated exemption for the then current taxable year. The prorated exemption shall be determined by multiplying the amount of the exemption by a fraction which the numerator is the number of complete months of the year that such property was eligible for the exemption, and whose denominator is the number 12.
  10. The Commissioner of Revenue is designated to administer this exemption. Persons who claim the exemption shall annually report the following information on forms provided by the Commissioner of Revenue.
    - a. The name of the qualified owner.
    - b. The spouse of the qualified owner who resides at the dwelling for which the exemption is claimed.
    - c. The names of the related persons occupying the dwelling for which the exemption is claimed.
    - d. **The names of those relatives living in the dwelling and providing bona fide caregiving services to the owner, whether such relatives are compensated or not, and who are thereby exempted from inclusion in the computation of the annual income for purposes of determining eligibility for an exemption of tax allowed by this Ordinance.**
    - e. The total combined net worth, including equitable interests of the persons specified in sections (a), (b), and (c) of this paragraph of this Ordinance.
    - f. The combined income from all sources of the persons specified in sections (a), (b), and (c) of this paragraph of the Ordinance.
    - g. The applicant shall provide the required certification or affidavits to be used in the determination of the applicant's status as being permanently and totally disabled.
    - h. The applicant shall provide some reliable proof of age if the exemption claim is based upon the owner being not less than 65 years of age.
    - i. The applicant for the **exemption** shall be required to produce a copy of the most recent Federal Income tax return to establish the incomes. A detailed financial statement may be required to establish financial worth.
- D. Annually, after January 1 and by May 1 of the tax year, the person or persons claiming an exemption must file a real estate tax exemption affidavit with the Commissioner. Such affidavit shall set forth, in a manner prescribed by the Commissioner, the location, assessed value of the property, and the names of the related persons occupying the dwelling for which exemption is claimed, their gross combined income, and their net combined financial worth.

If, upon determination by the Commissioner of the Revenue, the Commissioner determines that the person or persons are qualified for exemption, he/she shall so certify the same and shall determine the percentage of exemption allowable and issue non-negotiable exemption certificates in the amount of the exemption determined to be applicable to the claimant's real estate tax liability. Such exemption certificates shall apply only to the tax year for which issued. The person or persons to whom an exemption certificate has been issued shall, on or before the past due date established for the payment of such real estate tax, present such exemption certificate to the Treasurer's Office, together with payment of the difference between such exemption and the full amount of the tax payment then due on the property for which the exemption was issued. Any exemption certificate not presented in settlement of such taxes on or before the date specified for payment shall be null and void and unusable thereafter, and the Commissioner of the Revenue may not reissue a certificate for such tax year.

- E. Where the person or persons claiming exemption conform to the standards and do not exceed the limitations contained in this section, the tax exemption shall be as shown on the following schedule:

<u>Total Income – All Sources</u>		<u>Tax Exemption</u>
\$0	-\$11,000.00	75%
\$11,000.00	-\$22,000.00	50%

**In computing the annual income for purposes of determining eligibility for any exemption of tax allowed by this Ordinance, the income received during the previous calendar year of those relatives living in the dwelling and providing bona fide caregiving services to the owner, whether such relatives are compensated or not, shall not be included.**

In Re: Amendment to Joint Powers Agreement and Joint Entity Ordinance

Mr. Bartlett stated that at its January 13, 2015 meeting, the Board held a public hearing and approved an ordinance authorizing the creation of a Joint Entity known as the Workforce Investment Consortium between the Counties of Amelia, Brunswick, Buckingham, Charlotte, Cumberland, Halifax, Lunenburg, Mecklenburg, Nottoway, and Prince Edward. Also at that meeting the Board approved entering into the South Central Workforce Investment Act Consortium Agreement. This agreement ensured the delivery and oversight of workforce services in above listed counties that ensured accountability to local elected officials.

Due to the passage of the Workforce Innovation and Opportunity Act of 2014, changes must now be made to the Ordinance and the Consortium Agreement to bring them in line with Federal and State Laws governing this program. Most of the changes are relatively minor and have little impact on the actual

operations of the program. In the agreement the name of the Consortium is changed from the South Central Workforce Investment Area to the South Central Workforce Development Area. Additionally the Act amended membership criteria of the Workforce Development Area Board by: (1) Expanding the definition of a private business representative, (2) Reducing the number of educational representatives from three to one, (3) Requiring that 20% of the local Board includes representatives of labor organizations which includes community based organizations that address the needs of individuals with barriers to employment, (4) Reducing the number of representatives from economic development agencies from three to one, (5) Requiring a representative from a High School Career and Technical Education Program and (6) Requiring a representative from the Department of Aging and Rehabilitative Services. The Act also makes minor changes to the membership of the Youth Committee.

This agreement has been reviewed by attorneys for several of the member counties and our County Attorney has also 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.

Supervisor Jones made a motion, seconded by Supervisor Townsend, to authorize the advertisement of a public hearing on the proposed amendments to the Ordinance; 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		

DRAFT ORDINANCE:

**AN ORDINANCE AUTHORIZING  
THE FORMATION OF A JOINT ENTITY,  
THE WORKFORCE DEVELOPMENT AREA CONSORTIUM,  
BETWEEN THE COUNTIES OF AMELIA, BRUNSWICK, BUCKINGHAM, CHARLOTTE,  
CUMBERLAND, HALIFAX, LUNENBURG, MECKENBURG, 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 INNOVATION AND OPPORTUNITY ACT AND REPEALING ALL PRIOR  
ORDINANCES CREATING AN ENTITY FOR SUCH PURPOSES**



**WHEREAS**, the Workforce Innovation and Opportunity Act of 2014 (Public Law 113-128, hereinafter the “Act”), provides federal funding to states for the delivery of workforce training and other services; and

**WHEREAS**, the Act requires the Governor to designate local workforce development areas to deliver workforce development 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 Innovation and Opportunity Act Area; and

**WHEREAS**, on July 1, 2015, the Member Jurisdictions entered into an agreement to jointly administer the Workforce Innovation and Opportunity Act programs called the “CLEO-LWIB Agreement” for the South Central Workforce Innovation and Opportunity Act 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 Development Area Consortium (the “Consortium”) and to be recognized as Virginia’s Area VIII Local Workforce Development Area which will perform the duties incumbent on them individually under the Workforce Innovation and Opportunity 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 Prince Edward County 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 Development 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.

In Re: Tobacco Commission Southside Economic Development Grant Application

Mrs. Sharon Lee Carney, Economic Development Director, stated that at the July 14, 2015 Board of Supervisors meeting, the Board approved the preparation and submittal of a “Special Projects Grant” to the Tobacco Indemnification and Community Revitalization Commission (the Commission) for the construction of approximately 1,500 feet of roadway. The grant application was submitted to the Tobacco Commission on the due date of July 31, 2015 and is being recommended by the Commission staff and the

Special Project Committee for the award of \$328,395. The official Commission award will be on September 23, 2015.

Mrs. Carney stated that during the preparation of the Special Projects Grant application, it was determined that Lot #11 at the Prince Edward Industrial Park, adjacent to the new Access Road site, will need to be a dirt borrow site necessary for the road construction. As a result, some engineering and grading work will be necessary to prepare Lot #11 as a "Ready-to-Go" site. The estimated cost (as prepared July 24, 2015 by Hurt & Proffitt Engineering) to develop Lot #11 as a "Ready-to-Go" site is \$680,000. The Tobacco Commission has a Southside Economic Development Grant opportunity due October 7, 2015 in the amount of \$49,080, which can be used toward either the preparation of Lot #11 or the construction of the new access road.

Due to the original grant application not being fully funded, County Staff respectfully requests the Board of Supervisors authorize the preparation of the Southside Economic Development Grant application and a Resolution of Support, in the amount of \$49,080, due October 7, 2015 to be used for the construction of the access road. They will hear this in their Committee meetings in January [2016]. The Commission does allow for delayed Resolution of Support submittal. These funds can be used for the road or it could be used to move dirt from Lot #11 to build the road in the Industrial Park.

Supervisor Timmons made a motion, seconded by Supervisor Townsend, to authorize the preparation of a Virginia Tobacco Commission Southside Economic Development Grant application and a Resolution of Support in the amount of \$49,080 to be used toward the new access road at the Prince Edward Industrial Park; 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	

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

**VIRGINIA TOBACCO INDEMNIFICATION AND  
COMMUNITY REVITALIZATION COMMISSION  
PROJECT ENDORSEMENT RESOLUTION**

**WHEREAS**, the Virginia Tobacco Indemnification and Community Revitalization Commission was created to help foster economic development in the tobacco dependent communities of Southside and Southeast Virginia; and

**WHEREAS**, the County of Prince Edward Board of Supervisors would like to submit a grant application for \$49,080 to the Virginia Tobacco Indemnification and Community Revitalization Commission from the "Southside Economic Development Grant Fund" due by October 7, 2015.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Supervisors of the County of Prince Edward, Virginia, does hereby support a grant application to the Virginia Tobacco Indemnification and Community Revitalization Commission for infrastructure improvement associated with the construction of approximately 1,500+/- feet of road and the borrowing of dirt from Lot #11 at the Prince Edward Industrial Park, to gain access to 60 acres +/- of potential industrial sites that are currently landlocked; and

**BE IT FURTHER RESOLVED**, that the Board of Supervisors of the County of Prince Edward, Virginia does hereby authorize the Board of Supervisors Chairman and/or County Administrator to execute the application, and sign all necessary grant documents, grant reports and grant contract.

Supervisor Timmons questioned the VDOT grant that required matching funds that was to cost, for the County, zero dollars. Mrs. Carney stated that was under the assumption that the County would be awarded the full \$475,000; this grant will help fill that shortfall. In addition, the timber crews have already been there to open the 60 acres, and the value of the timber is estimated at between \$59,000 - \$65,000, which will also help fill that shortfall. There is also VDOT grant funding available; the County will need to consider which VDOT Grant Program to pursue.

Mr. Bartlett stated that at the last meeting, it was discussed the County would request the Revenue Sharing Funds initially, because there is a deadline of October 30. If that is turned down, the County will ask for the Business Access, because that is an open submission with no deadline and those are awarded or rejected as the applications are submitted. Mrs. Carney said to use the Access funds, a commitment must be made to put someone in there within 36 months; that requirement is not needed with the Revenue Sharing [funds]. She said the Access funds have a lower limit than the Revenue Sharing Funds.

In Re: County Attorney's Report

Mr. James R. Ennis, County Attorney, presented a report on his continuing efforts to resolve the legal issues involving the County, the Poplar Hill Community Development Authority, and the development infrastructure at The Manor.

Mr. Ennis stated there have been 34 Orders of Dismissal ordered, dismissing 34 separate garnishments and summonses that were pending in the Circuit Court in Prince Edward County. Additionally there has been one Order of Dismissal issued where one of the creditors petitioned for Writ of Mandamus to force the CDA to assess the Special Levy on the CDA District property. That too has been dismissed. All orders were reviewed; Judge Osborne had been appointed originally to hear the initial litigation involving one of the creditors and the CDA, all future litigation issues have to be heard by Judge Osborne; that is the reason for the delay between the payment of those creditors and the entry of the Dismissal Orders.

Supervisor Timmons stated that previously, Mr. Ennis announced he was not going to seek re-election and the Board approved Mr. Ennis as the County Attorney through December 31, 2015. He said the County will need to think about advertising for an RFP for County Attorney Services. Discussion followed.

Supervisor Timmons made a motion, seconded by Supervisor Gray, to issue an RFP for County Attorney services; 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	

In Re: County Administrator's Report – Legislative Priorities

Mr. Bartlett stated all of the Counties 2015 Legislative Priorities have either been accomplished or the County has been informed the requests are not attainable. Supervisors Cooper-Jones, Gray and Townsend, along with Mr. Bartlett, attended VACO's Region 4 Legislative Meeting on August 25, 2015.

At the meeting, the delegation from Prince Edward requested relief from the SOLs. Senator Ruff stated his belief that without some sort of measurement criteria, the public schools would do a poor job educating the children. He stated if you want changes in the SOLs you must develop a solution to prove the children are being taught to a high standard. Delegate Tommy Wright echoed Senator Ruff; both agreed the pendulum may have swung too far and it is possible to reduce the number of tests.

VACO representatives stated that state-wide, they have heard a request for additional funding and workforce development in K-12 and that more funds are needed for Career & Technical Schools, not to rely completely on the Community Colleges for workforce training. VACO is attempting to deliver a draft of their legislative priorities by Friday, September 4, 2015.

Mr. Bartlett said the Board can review VACO's draft Legislative Priorities and determine if scheduling a legislative luncheon is necessary.

Mr. Bartlett stated several Board members requested a Strategic Planning Session; he recommended a facilitator to be located and hired to help in the process.

Supervisor Gray said it would be important to consider Strategic Planning.

Supervisor Timmons stated that without a strategic plan, the Board is just reacting every month; goals need to be set and a vision for the County needs to be determined. He suggested it not be done in December but in early January with the new Board. He asked staff to bring several dates for consideration.

Supervisor Jones requested a list of potential facilitators be brought to the Board for consideration.

#### In Re: County Administrator's Report – Courthouse Capital Projects

Mr. Bartlett stated there are several Capital Projects that are either required or have been requested. These include (1) roof replacement/repair, (2) security upgrades, (3) renovation of the Clerk of Circuit Court office, (4) replacement of the front walk to the Court House, and (5) the repair of the front steps and the masonry beneath the front steps.

Mr. Bartlett stated the County contracted with Metal Roof and Building Consultants to inspect the roofs. The recommendation is to construct a metal retrofit over the existing steep sloped shingle roof. The estimated cost is \$175,000. This amount appears to be very high; six months ago, we received a bid for a metal roof and it was approximately \$120,000. In addition, they recommend we restore the existing

membrane roof by applying a silicone coating to the membrane. This will extend its life by at least 10 years and cost \$40,000.

Mr. Bartlett reported the County is still researching various Security upgrades and obtaining cost estimates for each. A meeting with the Judges, Sheriff and County staff has been scheduled in October. Decisions need to be made concerning the number of entrances that will be available for the public and the number of cameras that should be installed throughout the Courthouse. Estimates for the work have run as high as \$129,000 depending on the scope of work.

Mr. Bartlett stated Staff has received two bids for the renovation of the Clerk of Circuit Court office; Staff is in the process of reviewing them and the cost will be between \$7,500 - \$8,500.

Mr. Bartlett then said a decision must be made as to exactly what the Board would like done to the front walkway to the Court House. The County has received a proposal from Harvey Design Land Architects (HDLA). This firm has worked with the Town of Farmville for many years, helping them with landscaping; HDLA was responsible for the Town's recent Streetscape project. This proposal encompasses more than the front walk. The cost is \$6,400 and provides the County with a concept and schematic plan. There would be additional costs to develop construction documents and complete the actual plan. Bids obtained two years ago to lay a concrete underlayment and mortar in the existing pavers was in the \$20,000 range.

Mr. Bartlett then stated Staff is in the process of obtaining bids for the repair of the front steps, columns and masonry. It is expected the cost will be in the \$10,000 - \$13,000 range.

Mr. Bartlett advised the Board that the current Fiscal Year budget contains \$100,000 for improvements of the County's physical plant. Last year's budget contained \$50,000 but nothing was expended. If those funds are re-appropriated, \$150,000 would be available. The cost of all projects listed appears to be in the \$350,000 - \$450,000 range, probably less when actual bids are received but still considerably greater than the funds currently budgeted.

Mr. Bartlett stated the roof and front step, columns and masonry work must be completed. Additional delays in completing these items will result in increased repair costs. Once bids are received for the roof, the Staff will engage the Board in the final decision and funding options will be discussed at that time. He said Staff concurs with Metal Roof and Building Consultants' recommendations and requests the

Board authorize entering into a contract with Metal Roof and Building Consultants to prepare bidding documents, assist the County in the selection of the installer and serve as the County's job inspector.

Supervisor Timmons made a motion to refer the issue to the Finance Committee for a recommendation to be made to the Board during the October meeting. Discussion followed.

Supervisor Gray questioned the work to be done in the Clerk's Office. Mrs. Machelles Eppes, Clerk of the Court, stated the renovations are for security purposes and confidentiality issues. Mr. Bartlett stated a counter would be installed; a wall would be built to block the access to four offices to provide security. He said the public would still have access to the deeds and other documents but would also provide security to the employees. Mr. Bartlett stated the work would be subcontracted.

Chairman Simpson asked about the bids received; Mr. Bartlett stated two bids have been received.

Supervisor Townsend said the Courthouse Security Committee identified the areas for cameras and renovations; he recommended that committee meet to prioritize the project. Discussion followed.

Chairman Simpson said this has been worked on for nearly a year.

Chairman Simpson made a motion, seconded by Supervisor McKay, to proceed with the renovation to the Clerk's Office, not to exceed \$8,500; 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 asked if the Security Committee needs to meet prior to the meeting with the Judges. Mr. Bartlett stated the Judges are responsible for the Courthouse, and the County will follow their lead. That meeting will be held October 16 [2015]. After that, the Security Committee will meet to determine action to be taken.

Supervisor Timmons stated another concern regarding keeping the building dry; he said there is not enough money in the budget without taking money from the reserve fund to do the Security project this year, even if it is ready.

After some discussion, Chairman Simpson questioned the estimated cost for the roof repair; Mr. Bartlett stated it will likely be in the \$160,000 range. He said once the bids are received, a determination can be made. Discussion followed.

Supervisor Timmons withdrew his motion to send the issue to the Finance Committee.

Supervisor Timmons made a motion, seconded by Supervisor Townsend, to authorize the County Administrator to enter into a contract with Metal Roof and Building Consultants to prepare bidding documents and assist the County in selection of an installer and serve as the County's job inspector; 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: VDEM Grant Resolution

Mr. Bartlett stated as part of the required grant documentation, the Virginia Department of Emergency Management is requesting a resolution from Board of Supervisors designating the individuals who may execute VDEM grant documents on behalf of the County of Prince Edward.

Supervisor McKay made a motion, seconded by Supervisor Cooper-Jones, to approve the Governing Body Resolution; 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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**GOVERNING BODY RESOLUTION**  
**County of Prince Edward, Virginia**

BE IT RESOLVED, by the Board of Supervisors of the County of Prince Edward, that

*Howard F. Simpson, Chairman, or*

*W.W. Bartlett, County Administrator, or*

*Sarah Elam Puckett, Assistant County Administrator*

are hereby authorized to execute for and on behalf of the County of Prince Edward, Virginia (named applicant), a public entity established under the laws of the Commonwealth of Virginia, any actions necessary for the purpose of obtaining federal financial assistance provided by the federal Department of Homeland Security and sub-granted through the Commonwealth of Virginia.

In Re: County Administrator's Report – YMCA Update

Mr. Bartlett stated that during the August 11, 2015 meeting of the Prince Edward County Board of Supervisors, the YMCA Committee reported the YMCA had made enough progress to justify the release of the second installment of the Loan Agreement between the County and the YMCA, which is \$50,000. After discussion, the Board voted to delay providing the second installment until the amount of reimbursement from the insurance company is known.

Mr. Bartlett reported that on August 18, 2015, he met with the Director of the YMCA, Jan Schirmer and the Chairman of the YMCA Board, Judge Warren, to develop a better understanding of the situation surrounding the HVAC system. From that meeting, Mr. Bartlett ascertained that from February 2014 through October 2014, the YMCA paid Southern Air \$4,367. After it was determined the system was not being properly maintained, the YMCA contracted with Putney Mechanical and paid them \$5,749 from October 2014 through May 2015. Finally, the YMCA contracted with Moore's Electrical & Mechanical Services and has paid them \$43,137 to purchase a new boiler and perform maintenance on the HVAC. The total amount of this work is \$53,253. This work has resulted in the HVAC being able to operate. Moore's has informed the YMCA these repairs, while allowing the system to operate, are only a band aid and an additional expenditure of \$20,627 is needed. This expenditure would replace metering devices and controls on both circuits. They also recommend replacing both high pressure switches, both low pressure switches, the air heat valve actuator, the display panel, the pool heat valve actuator, the four ORI valves, both TXVs

and TXS, and all four Liquid line filter drier cores to have the unit back to factory working condition. This would bring the total cost to \$73,880. The YMCA has received \$13,000 from their insurance company for the boiler replacement. Subtracting that amount means the net cost to the YMCA has been \$60,880 to date, almost \$11,000 more than the one \$50,000 payment the YMCA has received from the County.

The insurance company is reviewing Moore's proposal and comparing it to past work to determine the amount of the reimbursement. Presently there is a little more than \$24,000 of bills that are in dispute. As with any matter under dispute, it is unknown what the final resolution of this matter will be. The YMCA would like to receive the second \$50,000 payment to allow Moore to complete the repairs to the HVAC system and to provide a reserve of approximately \$39,000. Without the reserve, if an unforeseen expense occurs, the YMCA does not have the wherewithal to quickly address the repair but instead would have to come back to the Board of Supervisors with another request, delaying the repairs.

Mr. Bartlett said there have been questions concerning the ability of the County to provide funding to various charitable organizations. Section 15.2-953 of the Code of Virginia authorizes any locality in Virginia to appropriate public funds to any charitable institution. Additionally, questions have arisen concerning the ability of the County to provide loans to various organizations. The ability of local governments to provide loans is derived from Article X, Section 10 of the Constitution of Virginia:

Section 10. Lending of credit, stock subscriptions, and works of internal improvement.

Neither the credit of the Commonwealth nor of any county, city, town, or regional government shall be directly or indirectly, under any device or pretense whatsoever, granted to in aid of any person, association, or corporation; nor shall the Commonwealth or any such unit of government subscribe to or become interested in the stock or obligations of any company, association, or corporation for the purpose of aiding in the construction or maintenance of its work; nor shall the Commonwealth become a party to or become interested in any work of internal improvement, except public roads and public parks, or engage in carrying on any such work; nor shall the Commonwealth assume any indebtedness of any county, city, town, or regional government, nor lend its credit to the same. This section shall not be construed to prohibit the General Assembly from establishing an authority with power to insure and guarantee loans to finance industrial development and industrial expansion and from making appropriations to such authority.

There have been several Supreme Court cases and Attorney General Opinions on this matter. The Supreme Court decisions have focused their attention on the underlying purpose of the public financial commitment

in each case. The Court has held the performance of a proper governmental function for the public good is not necessarily precluded by Article X, Section 10 even if the action may incidentally benefit a private enterprise or assume the appearance of a proprietary venture. Thus, the question if a particular action is primarily to the public and only incidentally to private interests, are factual, to be determined by the specifics of each case.

It is the County Attorney's opinion that the two loans the County has to private entities (Darlington-Heights VFD and YMCA) are very similar. Both entities are non-profit agencies; both provide services that are a public purpose (fire protection and recreation/health) that are often provided by local governments.

Supervisor McKay stated the Board previously approved providing the loan of \$50,000 per year for three years; he stated the loan should be honored.

Supervisor Cooper-Jones cited Article X, Section 10 of the Constitution of Virginia. Mr. Bartlett referenced Section 15.2-954 that specifically allows loans to fire departments and rescue squads; he said the County has a loan to the Darlington-Heights Fire Department. According to Attorney General Opinions on this matter, the issue is whether it is for a public purpose or not; he said it is his opinion that the loan is an authorized loan because, in all of the documentation going back eight or nine years, that the purpose of the County's partnership with the YMCA has been for recreational purposes which is a public purpose. He said the question really concerns the Board's intent to provide additional financial support and if the YMCA needs the additional financial support.

Supervisor Gray said the Board voted to provide a loan to the YMCA based on a joint committee evaluation; he said the Board needs to respect the commitment of the loan.

Supervisor Wilck stated they needed to meet criteria, including being current on all payables. Discussion followed regarding the YMCA's ability to repay the loan.

After some further discussion, Supervisor Gray made a motion, seconded by Supervisor McKay, to approve release of the second installment of the \$50,000 loan to YMCA as per the agreement; the motion failed:

Aye: Calvin L. Gray  
Robert M. Jones  
Charles W. McKay  
Howard F. Simpson

Nay: Pattie Cooper-Jones  
C. Robert Timmons, Jr.  
Jerry R. Townsend  
Jim R. Wilck

In Re: Tobacco Commission Agribusiness Grant Application

Mr. Bartlett stated Staff proposes that Prince Edward County partner with Virginia Food Works (VFW) and The Heart of Virginia Buy Fresh/Buy Local Organization to submit a 2015 Agribusiness grant to the Virginia Tobacco Commission. The grant is due on October 1 and the title will be Enhancing Agribusiness Opportunities for Virginia Farms.

The application will include funding for hosting educational events detailing Agriculture Marketing Opportunities in seven locations within Southside Virginia. Area farmers, food producers, produce buyers and institutions will be invited to these events and a panel of speakers will give detailed descriptions of various marketing opportunities.

These current partner organizations include:

- Prince Edward Cannery Home Use
- Virginia Food Works Kitchen Rental
- Homegrown Virginia Co-packing
- The Local Food Hub fresh produce aggregator
- Virginia Tech's Market Ready online farmer's market
- Buy Fresh/Buy Local Direct marketing
- Cullen Produce Auction
- Beginning Farmer and Rancher Coalition (Virginia Tech)
- The Virginia Federation of Food Banks (Coalition of all Virginia Food Banks) – advertising that they are buying produce from area farmers for distribution to their clients

A second component of this grant application is to provide support for a central Virginia based produce aggregator, The Local Food Hub, to have a satellite location at the Prince Edward County Cannery. Funds would be used to purchase a refrigerated truck used to facilitate the movement of local produce between The Food Hub's existing warehouse local in Charlottesville and Prince Edward County. The Food Hub has been in operation for five years, buying and distributing produce grown on Virginia Farms. In 2014, they purchased close to \$1 million from 60 area farms and 80 cents on every sales dollar

goes directly to the farmer. The Food Hub would like to expand into Southside Virginia, not only buying produce from area growers but selling produce to Southside institutions, restaurants and schools.

Mr. Bartlett stated the proposed arrangement is that the Local Food Hub will locate the refrigerated truck at the Cannery for two days a week, buying produce from our area growers. The grant application, to include match, will total approximately \$200,000. Match funds to be used by Prince Edward County are funds that have already been appropriated in the budget, approximately \$35,000 allocated to the Commercial Cannery Management by Virginia Food Works, and the value of the Cannery. No additional funds from the County are proposed to be used or required. Additional match funds will be provided by our partner organizations.

Supervisor Cooper-Jones made a motion, seconded by Supervisor Gray, to authorize the preparation of a Virginia Tobacco Commission Agribusiness Grant application and a Resolution of Support in the amount of up to \$200,000 to be used to fund a program to Enhance Agribusiness Opportunities for Virginia Farms; 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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**A RESOLUTION OF THE BOARD OF SUPERVISORS  
OF THE COUNTY OF PRINCE EDWARD, VIRGINIA**

**VIRGINIA TOBACCO INDEMNIFICATION AND COMMUNITY  
REVITALIZATION COMMISSION  
PROJECT ENDORSEMENT RESOLUTION**

**WHEREAS**, the Virginia Tobacco Indemnification and Community Revitalization Commission was created to help foster economic development in the tobacco dependent communities of Southside and Southeast Virginia; and

**WHEREAS**, the County of Prince Edward Board of Supervisors would like to submit a grant application for up to \$200,000 to the Virginia Tobacco Indemnification and Community Revitalization Commission from the “Agribusiness Fund” due by October 1, 2015.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Supervisors of the County of Prince Edward, Virginia, does hereby support a grant application to the Virginia Tobacco Indemnification and Community Revitalization Commission for an Agribusiness grant titled Enhancing Agribusiness Opportunities for Virginia Farms. The grant will fund educational events

in seven locations throughout Southside Virginia and allow the purchase of a refrigerated truck. The truck will allow local produce to be collected and then distributed by The Local Food Hub.

**BE IT FURTHER RESOLVED**, that the Board of Supervisors of the County of Prince Edward, Virginia does hereby authorize the Board of Supervisors Chairman and/or County Administrator to execute the application, and sign all necessary grant documents, grant reports and grant contract.

In Re: USDA Lease Amendment

Mr. Bartlett stated the County received a proposal from the USDA to extend the existing lease for the County's Natural Resources building located at 100 Dominion Drive. The lease agreement extends the existing lease through December 31, 2018 at the same rate of \$15.50 per square foot or \$110,592.50 annually.

Supervisor Cooper-Jones made a motion, seconded by Supervisor Townsend, to approve the lease extension and to authorize the Chairman or County Administrator to sign all necessary documents to execute the Lease Amendment; 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	

In Re: Closed Session

Supervisor Cooper-Jones made a motion, seconded by Supervisor Gray, that the Board convene in Closed Session for discussion of the acquisition of real property to be publicly held related to the Piedmont Regional Jail, where discussion in an open meeting would adversely affect the negotiating strategy of the County, pursuant to the exemption provided for in Section 2.2-3711(A)(3) of the *Code of Virginia*; 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

The Board returned to regular session by motion of Supervisor Gray, seconded by Supervisor Timmons, and adopted as follows:

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

On motion of Supervisor Cooper-Jones and seconded by Supervisor Timmons, and carried by the following roll call vote:

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

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

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

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

and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed, or considered by the Prince Edward County Board of Supervisors.

Supervisor Timmons made a motion, seconded by Supervisor Gray, to authorize the Chairman and/or the County Administrator to execute the necessary documents for the purchase of property adjoining the Regional Jail, known as Tax Map Parcels 12-A-3 and 12-A-4, pending the approval of documents by the County Attorney, with Prince Edward County jointly purchasing the property with Amelia, Buckingham, Cumberland and Nottoway Counties; 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		

In Re: Animal Warden's Report

Mr. Ray Foster, Animal Warden, submitted a report for the month of August 2015, 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 August 2015, which was reviewed and ordered to be filed with the Board papers.

In Re: Cannery

Ms. Patty Gulick, Cannery Manager, submitted a report for August 2015, which was reviewed and ordered to be filed with the Board papers.

In Re: Cannery (Commercial)

Ms. Emily Wells, Commercial Manager, submitted a report for August 2015, which was reviewed and ordered to be filed with the Board papers.



In Re: Tourism and Visitor Center Report

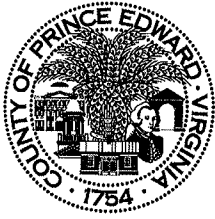
Mrs. Magi Van Eps, Tourism & Visitor Center Coordinator, submitted a report for the month of August 2015, which was reviewed and ordered to be filed with the Board papers.

On motion of Supervisor Timmons, seconded by Supervisor Gray, 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 recessed at 10:50 p.m. until Thursday, September 10, 2015 at 5:30 p.m.





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

**Meeting Date:**            **October 13, 2015**  
**Item No.:**                **6-c**  
**Department:**           **County Administration**  
**Staff Contact:**        **Barbara N. Poulston**  
**Issue:**                   **Accounts & Claims**

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

**Attachments:**        September 2015 Bill List

**Recommendation:**

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

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

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

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

9/29/2015

FROM DATE- 9/01/2015  
TO DATE- 9/30/2015

ACCOUNTS PAYABLE CHECKS  
PRINCE EDWARD

FUND NO.	DESCRIPTION	\$\$\$ PAY \$\$\$
100	GENERAL FUND	\$1,236,416.03
115	CDA SPECIAL LEVY FUND	\$48,464.00
301	SCHOOL CONSTRUCTION FUND	\$15,000.00
501	WATER FUND	\$170,899.46
502	SEWER FUND	\$63,773.36
732	RETIREMENT BENEFIT FUND	\$1,129.00
737	ECONOMIC DEVELOPMENT FUND	\$23,368.00
741	PIEDMONT COURT SERVICES FUND	\$4,986.53
	TOTAL	1,564,036.38

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MAJOR# ACCT# 011010	VENDOR NUMBER BOARD OF SUPERVISORS	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
3600	15240 29332	Advertising FARMVILLE NEWSMEDIA TOWN OF FARMVILLE	CO ADMR 915 BUS LINE REVISE	ADVERTISING REDESIGN BUS LINE	640.88 366.08 ACCOUNT TOTAL 1,006.96 *
5307	31421	Public Official Liability VACORP	7440	PUBLIC OFFICIAL LIAB	2,686.00 ACCOUNT TOTAL 2,686.00 *
5530	11894 31199	Travel-Subsistence & Lodg BUSINESS CARD VANEPS MAGI	3722 PUCKETT915 EXPENSES 915	MEALS CUPS	75.11 23.50 ACCOUNT TOTAL 98.61 * MAJOR TOTAL 3,791.57 **
012110		COUNTY ADMINISTRATOR			
2700	31421 31421	Worker's Compensation VACORP VACORP	10765 WKCOMP1/4 10766 WKCOMP2/4	WORKERS COMPENSATION WORKERS COMPENSATION	60.42 60.43 ACCOUNT TOTAL 120.85 *
3160	29974	Professional Services TROY & BANKS	UTILITY AUDIT	UTILITY AUDIT	289.33 ACCOUNT TOTAL 289.33 *
5210	11894	Postal Services BUSINESS CARD	3722 PUCKETT915	POSTAGE	76.40 ACCOUNT TOTAL 76.40 *
5230	30440	Telecommunications US CELLULAR	816442183 915	PHONE	138.06 ACCOUNT TOTAL 138.06 *
5305	31421	Motor Vehicle Insurance VACORP	7440	AUTO INSURANCE	1,401.00 ACCOUNT TOTAL 1,401.00 *
5307	31421	Public Official Liability VACORP	7440	PUBLIC OFFICIAL LIAB	504.00 ACCOUNT TOTAL 504.00 *
5530	11894	Travel-Subsistence & Lodg BUSINESS CARD	3722 PUCKETT915	LODGING	423.75 ACCOUNT TOTAL 423.75 *
6001	13369 14983 20600 20600 20600	Office Supplies DIAMOND SPRINGS WATER INC EVERHART KARIN P KEY OFFICE SUPPLY KEY OFFICE SUPPLY KEY OFFICE SUPPLY	11393100 915 REIMB 915 470261 470343 470538	EQUIPMENT RENTAL FILE BOX/CHAIR MAT PHONE PAD GREENEAR PAPER LASER CARTRIDGES	8.95 40.54 15.89 329.94 241.96 ACCOUNT TOTAL 637.28 *
6012	22210 22210	Books and Subscriptions MATTHEW BENDER & CO INC MATTHEW BENDER & CO INC	74232002 74450190	CODE 2015 RV3B 2015 ANNO CITATOR	72.93 88.08 ACCOUNT TOTAL 161.01 * MAJOR TOTAL 3,751.68 **

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MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
012210	LEGAL SERVICES				
2700	31421	Worker's Compensation VACORP	10765 WKCOMP1/4	WORKERS COMPENSATION	7.02
	31421	VACORP	10766 WKCOMP2/4	WORKERS COMPENSATION	7.03
				ACCOUNT TOTAL	14.05 *
				MAJOR TOTAL	14.05 **
012240	INDEPENDENT AUDITOR				
3120	27715	Accountings & Auditing Se ROBINSON FARMER COX ASSOC	COST ALLOC 915	COST ALLOCATION PLAN	3,800.00
				ACCOUNT TOTAL	3,800.00 *
				MAJOR TOTAL	3,800.00 **
012310	COMMISSIONER OF REVENUE				
2700	31421	Worker's Compensation VACORP	10765 WKCOMP1/4	WORKERS COMPENSATION	31.96
	31421	VACORP	10766 WKCOMP2/4	WORKERS COMPENSATION	31.97
				ACCOUNT TOTAL	63.93 *
5230	13325	Telecommunications TREASURER OF VIRGINIA	T288968	ONLINE SERVICE	76.86
				ACCOUNT TOTAL	76.86 *
6001	20600	Office Supplies KEY OFFICE SUPPLY	470453	INK CARTRIDGE	90.99
	20600	KEY OFFICE SUPPLY	470989	ENVELOPES/MAILERS	16.27
				ACCOUNT TOTAL	107.26 *
6012	23162	Books & Subscriptions NADA GUIDES	1829041	RV APPRAISAL GUIDE	35.00
	23162	NADA GUIDES	1829050	MOTORCYCLE/ATV GUIDE	20.00
	23162	NADA GUIDES	1829068	MARINE APPRSL GUIDE	35.00
	23162	NADA GUIDES	1829076	OLDER USED CAR GUIDE	20.00
				ACCOUNT TOTAL	110.00 *
				MAJOR TOTAL	358.05 **
012320	ASSESSOR				
3160	32122	Professional Services WAMPLER-EANES APPRAISAL	001-2015 CONSTR	ASSESS NEW CONSTRUCT	2,725.00
				ACCOUNT TOTAL	2,725.00 *
				MAJOR TOTAL	2,725.00 **
012410	TREASURER				
2700	31421	Worker's Compensation VACORP	10765 WKCOMP1/4	WORKERS COMPENSATION	33.50
	31421	VACORP	10766 WKCOMP2/4	WORKERS COMPENSATION	33.50
				ACCOUNT TOTAL	67.00 *

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INVT#	DESCRIPTION	AMOUNT
3320	11902	Professional Services BUSINESS DATA OF VA, INC.	1211 2015	NORTON UPDATES	119.80 *
				ACCOUNT TOTAL	119.80 *
5210	12762	Maintenance Service Contr COMPUTERPLUS SALES/SERVIC	MC0000180554	SERVICE CONTRACT	602.55
				ACCOUNT TOTAL	602.55 *
5230	22058	Postal Services M&W PRINTERS INC	98155P	POSTAGE-RE FORMS	3,731.50
	22058	M&W PRINTERS INC	98156P	POSTAGE-PPTY FORMS	5,268.00
				ACCOUNT TOTAL	8,999.50 *
5410	11250	Telecommunications BENCHMARK COMMUNITY BANK	7596 TREAS 915	PAYFLOW/PAYPAL	.70
	13325	TREASURER OF VIRGINIA	T288968	ONLINE SERVICE	76.86
				ACCOUNT TOTAL	77.56 *
6014	22079	Lease/Rent Equipment MAIL FINANCE	H5497259	EQUIPMENT LEASE	1,592.55
				ACCOUNT TOTAL	1,592.55 *
	28866	Other Operating Supplies STEPS, INC	11286	SHREDDING SERVICE	35.00
				ACCOUNT TOTAL	35.00 *
				MAJOR TOTAL	11,493.96 **
012510	INFORMATION TECHNOLOGY				
3160	Professional Services				
	11902	BUSINESS DATA OF VA, INC.	SEPTEMBER 2015	CONTRACT AGREEMENT	3,700.00
	11902	BUSINESS DATA OF VA, INC.	1210 2015	TRAVEL EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	1211 2015	TRAVEL EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	1215 2015	TRAVEL EXPENSE	75.00
	11902	BUSINESS DATA OF VA, INC.	1219 2015	TRAVEL EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	1221 2015	TRAVEL EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	1223 2015	TRAVEL EXPENSE	125.00
				ACCOUNT TOTAL	4,400.00 *
3161	28330	Webpage Services SITEVISION INC	16366	WEBHOSTING-4TH QTR	179.85
				ACCOUNT TOTAL	179.85 *
3320	12762	Maintenance Service COMPUTERPLUS SALES/SERVIC	MC0000180555	PRINTER SERV CONTRACT	79.00
				ACCOUNT TOTAL	79.00 *
				MAJOR TOTAL	4,658.85 **
013200	REGISTRAR				
2700	Worker's Compensation				
	31421	VACORP	10765 WKCOMP1/4	WORKERS COMPENSATION	10.48
	31421	VACORP	10766 WKCOMP2/4	WORKERS COMPENSATION	10.48
				ACCOUNT TOTAL	20.96 *
5210	30550	Postal Services U S POSTAL SERVICE	BOX RENT 915	BOX RENT	144.00

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MAJOR# ACCT#	VENDOR NUMBER NAME	INVT#	DESCRIPTION	AMOUNT
5510	30550 U S POSTAL SERVICE Travel-Mileage WRIGHT LYNETTE	POSTAGE 915	STAMPS	735.00
			ACCOUNT TOTAL	879.00 *
5530	32961 Wright-Lynette Travel-Subsistance & Lodg WRIGHT LYNETTE	MILEAGE 915	MILEAGE	36.23
			ACCOUNT TOTAL	36.23 *
6001	20600 Office Supplies KEY OFFICE SUPPLY 32961 WRIGHT LYNETTE	471547 EXPENSES 915	COPY PAPER/FLASH DRV KEYS/PKGING SUPPLIES	106.56 21.37
			ACCOUNT TOTAL	127.93 *
			MAJOR TOTAL	1,080.44 **
021100	CIRCUIT COURT			
2700	31421 Worker's Compensation VACORP 31421 VACORP	10765 WKCOMP1/4 10766 WKCOMP2/4	WORKERS COMPENSATION WORKERS COMPENSATION	5.36 5.36
			ACCOUNT TOTAL	10.72 *
5210	30545 Postal Services U S POSTAL SERVICE	BOX RENT 915	BOX RENT	88.00
			ACCOUNT TOTAL	88.00 *
			MAJOR TOTAL	98.72 **
021200	GENERAL DISTRICT COURT			
5230	30440 Telecommunications US CELLULAR	816442183 915	PHONE	24.00
			ACCOUNT TOTAL	24.00 *
			MAJOR TOTAL	24.00 **
021300	SPECIAL MAGISTRATES			
5810	31686 Dues & Association Member VA MAGISTRATES ASSOC INC 31686 VA MAGISTRATES ASSOC INC 31686 VA MAGISTRATES ASSOC INC	15-16 DUES AE 15-16 DUES EN 15-16 DUES KJ	DUES DUES DUES	25.00 25.00 25.00
			ACCOUNT TOTAL	75.00 *
6001	20600 Office Supplies KEY OFFICE SUPPLY	470200	CANON CARTRIDGES	199.98
			ACCOUNT TOTAL	199.98 *
			MAJOR TOTAL	274.98 **
021600	CLERK OF THE CIRCUIT COURT			
2700	31421 Worker's Compensation VACORP 31421 VACORP	10765 WKCOMP1/4 10766 WKCOMP2/4	WORKERS COMPENSATION WORKERS COMPENSATION	56.51 56.51
			ACCOUNT TOTAL	113.02 *



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MAJOR#	VENDOR NUMBER	VENDOR NAME	INVT#	DESCRIPTION	ACCOUNT TOTAL	AMOUNT
3310	32515	Repairs/Maintenance WHITECOM SYSTEMS	15938	ALARM MONITORING	258.00	258.00 *
5210	14552	Postal Services ELECTRONIC SYSTEMS INC	IN259089	POSTAGE LABELS	50.00	50.00
	22079	MAIL FINANCE	NS499603	EQUIP LEASE	407.13	407.13 *
5230	21319	Telecommunications CENTURYLINK	309863799	PHONE	48.51	48.51 *
6001	20600	Office Supplies KEY OFFICE SUPPLY	28894	RETURN	189.98	189.98-
	20600	KEY OFFICE SUPPLY	470207	INK CARTRIDGE	159.99	159.99
	20600	KEY OFFICE SUPPLY	470618	HAND TOWELS	32.99	32.99
	20600	KEY OFFICE SUPPLY	470691	LASER CARTRIDGE	279.98	279.98
	20600	KEY OFFICE SUPPLY	470735	COPY PAPER	73.98	73.98
	20600	KEY OFFICE SUPPLY	470917	PENS	22.36	22.36
	20600	KEY OFFICE SUPPLY	471140	INK CARTRIDGES	599.96	599.96
				ACCOUNT TOTAL	979.28	979.28 *
				MAJOR TOTAL	1,855.94	1,855.94 **
021800		LAW LIBRARY				
5230	10105	Telecommunications AT&T	0542720100	PHONE	42.47	42.47
	21319	CENTURYLINK	309478607	PHONE	40.79	40.79
				ACCOUNT TOTAL	83.26	83.26 *
6012	22210	Books and Subscriptions MATTHEW BENDER & CO INC	74256378	CODE 2015 RV3B	72.93	72.93
	22210	MATTHEW BENDER & CO INC	74468111	2015 ANNO CITATOR	88.08	88.08
				ACCOUNT TOTAL	161.01	161.01 *
				MAJOR TOTAL	244.27	244.27 **
022100		COMMONWEALTH'S ATTORNEY				
2700	31421	Worker's Compensation VACORP	10765	WORKERS COMPENSATION	73.20	73.20
	31421	VACORP	10766	WORKERS COMPENSATION	73.19	73.19
				ACCOUNT TOTAL	146.39	146.39 *
3320	28526	Maintenance Service Contr SOFTWARE UNLIMITED CORP	6	ANNUAL SFTWARE MAINT	5,110.40	5,110.40 *
5210	25482	Postal Services PITNEY BOWES INC	312668	POSTAL SUPPLIES	62.73	62.73
	25483	PITNEY BOWES	1679555	EQUIPMENT LEASE	153.00	153.00
				ACCOUNT TOTAL	215.73	215.73 *
5230	13325	Telecommunications TREASURER OF VIRGINIA	T289440	IPAD SERVICE	131.22	131.22 *
				ACCOUNT TOTAL	131.22	131.22 *

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MAJOR#	ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5810		21775	Dues & Association Member LGA OF VA, INC	FY16 117	DUES	350.00 *
5899		28866	Miscellaneous STEPS, INC	11284	SHREDDING SERVICE	350.00 *
6001		20600	Office Supplies KEY OFFICE SUPPLY	470499	COPY PAPER	7.98
		20600	KEY OFFICE SUPPLY	471508	COPY PAPER	7.98
		20600	KEY OFFICE SUPPLY	471560	PLANNERS	113.34
					ACCOUNT TOTAL	129.30 *
					MAJOR TOTAL	6,118.04 **
022200			VICTIM WITNESS ASSISTANCE PROGRAM			
2700		31421	Workmen's Compensation VACORP	10765 WKCOMP1/4	WORKERS COMPENSATION	7.99
		31421	VACORP	10766 WKCOMP2/4	WORKERS COMPENSATION	7.98
					ACCOUNT TOTAL	15.97 *
5540		999999	Travel-Convention & Educa TREASURER OF VIRGINIA	TRAINING 915	REGISTRATION FEE	50.00
					ACCOUNT TOTAL	50.00 *
					MAJOR TOTAL	65.97 **
031200			SHERIFF			
2700		31421	Worker's Compensation VACORP	10765 WKCOMP1/4	WORKERS COMPENSATION	2,993.59
		31421	VACORP	10766 WKCOMP2/4	WORKERS COMPENSATION	2,993.59
					ACCOUNT TOTAL	5,987.18 *
3311		11005	Repairs & Maint-Auto & Eq B & G AUTOMOTIVE	56354	BRAKE PADS/ROTORS	683.19
		14300	EAST END MOTOR CO INC	125296	SOL VENT VALVE	194.05
		14300	EAST END MOTOR CO INC	126482	OIL CHANGE	68.52
		14300	EAST END MOTOR CO INC	126642	BRAKE PADS/ROTORS	401.97
		14300	EAST END MOTOR CO INC	126705	OIL CHANGE	47.87
		14300	EAST END MOTOR CO INC	126742	INSPECTION	16.00
		14300	EAST END MOTOR CO INC	126974	BLOWER MOTOR	169.99
		14300	EAST END MOTOR CO INC	127260	INSPECTION	16.00
		14915	EXPRESS CARE	18181	OIL CHANGE	41.97
		14915	EXPRESS CARE	18373	OIL CHANGE	57.97
		14915	EXPRESS CARE	18642	OIL CHANGE	46.95
		14915	EXPRESS CARE	18691	OIL CHANGE	66.95
		14915	EXPRESS CARE	18794	OIL CHANGE	49.95
		15920	FOURTH STREET MOTOR CO	48486	AUTO REPAIRS	1,992.50
		17004	HALEY AUTO MALL	66743315/1	PROGRAM KEY FOB	263.50
		27767	ROCKWELL AUDIO	6502	SWAP RADIO/CK FUSES	69.00
		27767	ROCKWELL AUDIO	6559	REMOVE EQUIPMENT	552.00
		32736	WOHLFORD'S RADAR	965899	CALIBRATIONS	216.00
					ACCOUNT TOTAL	4,954.38 *

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5210	11894	Postal Services	0555 SHERIFF915	POSTAGE	147.00
	30666	BUSINESS CARD	BOX RENT 915	BOX RENT	88.00
				ACCOUNT TOTAL	235.00 *
5230	13325	Telecommunications	T289402	VCIN	52.74
	20904	TREASURER OF VIRGINIA	150901 0016	REMOTE DATA BACKUP	19.95
	21319	KINEX NETWORKING SOLUTION	309468839 915	PHONE	10.52
	21319	CENTURYLINK	309558628 915	VCIN	7.97
	30440	CENTURYLINK	850361128 915	PHONE	40.81
	30440	US CELLULAR	918210747 915	PHONE	775.45
				ACCOUNT TOTAL	907.44 *
5305	31421	Motor Vehicle Insurance	7440	AUTO INSURANCE	15,369.00
	31421	VACORP	7698	AUTO INSURANCE	1,462.00
				ACCOUNT TOTAL	16,831.00 *
5530	11894	Travel-Subsistence & Lodg	0555 SHERIFF915	MEALS & LODGING	142.71
	12261	BUSINESS CARD	REIMB 915	MEALS	60.64
	16653	CARY ANDY	MEALS 915	MEALS	26.78
				ACCOUNT TOTAL	230.13 *
5540	11894	Travel-Convention and Edu	0555 SHERIFF915	TRAINING	590.00
		BUSINESS CARD			590.00 *
6001	13369	Office Supplies	27961300 915	WATER & EQUIP RENTAL	86.65
	15380	DIAMOND SPRINGS WATER INC	8980 SHERIFF915	LOG SHEETS	78.30
	20600	FARMVILLE PRINTING	470102	TABS	24.57
	20600	KEY OFFICE SUPPLY	470308	SHARPIES	2.78
	20600	KEY OFFICE SUPPLY	470712	FRAME	11.99
	20600	KEY OFFICE SUPPLY	471444	COPY PAPER	149.75
	20600	KEY OFFICE SUPPLY	471519	BUSINESS CARDS	35.18
	28757	STAPLES ADVANTAGE	8035594886	OFFICE SUPPLIES	184.52
	32138	WALMART COMMUNITY/RFCSLLC	2117 SHERIFF915	SD CARDS	27.76
				ACCOUNT TOTAL	601.50 *
6004	28640	Virso Comm Center Crime P	526776002 915	ELECTRIC SERVICE	6.02
		SOUTHSIDE ELECTRIC COOP			6.02 *
6008	11894	Vehicle & Powered Equip F	0555 SHERIFF915	GAS	21.00
		BUSINESS CARD			21.00 *
6009	14300	Vehicle & Powered Equip S	126903	TIRES	597.76
	32138	EAST END MOTOR CO INC	2117 SHERIFF915	AUTO DETAILING SUPPLY	42.59
		WALMART COMMUNITY/RFCSLLC			640.35 *
6010	11894	Police Supplies	0555 SHERIFF915	MEASURE TAPE/PAPER	45.17
	12318	BUSINESS CARD	2907	RANGE BOOKS	30.00
	13012	CNTRL VA CRIMINAL JUSTICE	15243723 915	SPECIAL ID	10.00
		DMV			

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MAJOR# ACCT#	VENDOR NUMBER NAME	DESCRIPTION	INV#	AMOUNT
6011	28592 SOUTHERN POLICE EQUIP CO 32138 WALMART COMMUNITY/RFCSLLC	HOLSTER TRAINING DOLL	181353 2117 SHERIFF915	180.17 *
		ACCOUNT TOTAL		180.17 *
6012	16102 GALLS LLC 22166 CREATIVE MONOGRAMMING 25608 PREMIUM MARKETING & SALES 26360 QUALITY UNIFORM CO INC 28592 SOUTHERN POLICE EQUIP CO	BOOTS MONOGRAMMING BADGE PANTS AEROSOL HOLDER/CASES	3976392 ML5642 SEPT 9 2015 3895 181282	158.00 196.00 79.00 128.85 82.97 644.82 *
		ACCOUNT TOTAL		644.82 *
6017	22210 MATTHEW BENDER & CO INC 22210 MATTHEW BENDER & CO INC	CRIM/TRAF LAW 15 ED CODE 2015 RV3B	74251090 74251104	68.08 72.93 141.01 *
		ACCOUNT TOTAL		141.01 *
8205	29342 BYRNE JAG Grant TOWN POLICE SUPPLY	4 BULLET-PROOF VESTS	R79400	2,260.00 2,260.00 *
		ACCOUNT TOTAL		2,260.00 *
031201	27015 R K CHEVROLET INC 27015 R K CHEVROLET INC 28410 SIGNS@WORK INC	2016 TAHOE 2016 TAHOE VEHICLE DECALS	196008 196009 3107	32,330.00 32,330.00 750.00 65,410.00 * 99,640.00 **
		ACCOUNT TOTAL		99,640.00 **
2700	31421 VACORP 31421 VACORP	WORKERS COMPENSATION WORKERS COMPENSATION	10765 WKCOMP1/4 10766 WKCOMP2/4	888.55 888.55 1,777.10 * 1,777.10 **
		ACCOUNT TOTAL		1,777.10 *
		MAJOR TOTAL		1,777.10 **
032200	VOLUNTEER FIRE DEPARTMENT			
7001	14527 ELECOM INC 14728 EMERGENCY APPARATUS 17637 HEROES APPAREL 17637 HEROES APPAREL 20600 KEY OFFICE SUPPLY 20600 KEY OFFICE SUPPLY	PAGERS (3) TRAVEL-INSTILL BATTERY CREDIT MEMO FLASHLIGHT BATTERY PAD & PENS MARKERS	35022 2057 X1629643 001 1629643 001 469852 469959	1,281.00 97.50 45.00- 108.00 12.33 19.81 1,473.64 *
		ACCOUNT TOTAL		1,473.64 *
7002	19490 JOHN DEERE FINANCIAL 19490 JOHN DEERE FINANCIAL 31846 DOMINION VA POWER	DIESEL GAS ELECTRIC SERVICE	99755 99760 5487358649 915	191.56 115.26 9.02 315.84 *
		ACCOUNT TOTAL		315.84 *
7003	10851 ATLANTIC EMERGENCY	CALIBRATE GAS MONITR	11424EQU	193.61

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MAJOR#	VENDOR NUMBER	VENDOR NAME	INVOICE#	DESCRIPTION	AMOUNT
	11240	BENCHMARK COMMUNITY BANK	PROSPECT TRK#45	TRUCK PAYMENT	3,500.00
	13166	DAVIS GMC TRUCK INC	37957	INSPECTION/OIL CHANG	69.90
	13166	DAVIS GMC TRUCK INC	37961	SENSOR	64.69
	13166	DAVIS GMC TRUCK INC	38270	BUMPER REPAIR	648.88
	14300	EAST END MOTOR CO INC	127071	SERV CALL//FLAT REPAI	166.32
	16658	GOODMAN TRUCK & TRACTOR	115486	TRUCK REPAIRS	1,206.84
	16658	GOODMAN TRUCK & TRACTOR	115699	REPAIR AIR LEAK	664.38
	25210	PAMPLIN EXXON	PROSPECT FD 915	FUEL	197.01
	25680	PRICE SUPPLY CO INC	863584	PART FOR ICE MACHINE	38.66
	25782	PRINCE EDWARD CO PBLC SCH	DIESEL-AUG 15	DIESEL	39.69
	28210	SETON IDENTIFICATION	9328470783	OIL SPILL KIT	433.81
	28210	SETON IDENTIFICATION	9328511230	SPILL KIT	166.66
	29083	TAYLOR-FORBES EQUIP CO	IN38600	MOWER CLUTCH	299.50
	31846	DOMINION VA POWER	7020850009 915	ELECTRIC SERVICE	250.75
	31846	DOMINION VA POWER	7020850009 915A	ELECTRIC SERVICE	299.50
	31846	DOMINION VA POWER	7600812502 915	ELECTRIC SERVICE	292.54
	31846	DOMINION VA POWER	7600812502 915A	ELECTRIC SERVICE	6.59
	31846	DOMINION VA POWER	883879252 915	ELECTRIC SERVICE	6.59
	31846	DOMINION VA POWER	883879252 915A	ELECTRIC SERVICE	13.76
7004		Payment to Darlington VFD		ELECTRIC SERVICE	67.06
	12024	C W WILLIAMS	585393	TURN-OUT GEAR	14,372.71
	12024	C W WILLIAMS	585579	AIR BOTTLES	9,185.36
	12996	CYRUS PEST CONTROL CO	AUGUST 2015	EXTERMINATING SERVIC	45.00
	14700	ELLINGTON ENERGY SERVICE	DHFD PRE-BUY915	PROPANE (PRE-BUY)	1,448.64
	14700	ELLINGTON ENERGY SERVICE	14661	A/C UNIT	2,977.00
	28640	SOUTHSIDE ELECTRIC COOP	38156001 915	ELECTRIC SERVICE	469.64
7005		Payment to Hampden-Sydney		ELECTRIC SERVICE	28,498.35 *
	11491	ARC3 GASES	2758197	CYLINDER RENTAL	125.86
	12024	C W WILLIAMS	585577	AIR BOTTLES	6,607.80
	13166	DAVIS GMC TRUCK INC	37626	VEHICLE REPAIR	906.23
	15721	FISHER AUTO PARTS, INC.	106106	OIL ABSORBENT	27.97
	15721	FISHER AUTO PARTS, INC.	133978	BATTERY	137.37
	15908	FOSTER FUELS INC	324450	PROPANE	88.84
	21319	CENTURYLINK	310187773 915	PHONE	53.36
	27590	RJA FIRE EXTINGUISHER	77715	EXTINGUISHER MAINT	61.00
	31846	DOMINION VA POWER	8350720002 915	ELECTRIC SERVICE	325.02
7006		Payment to Pamplin VFD		ELECTRIC SERVICE	8,333.45 *
	10105	AT&T	0543343054 915	PHONE	42.08
	12024	C W WILLIAMS	585576	AIR BOTTLES	8,590.14
	12151	CARQUEST APPOMATTOX	144087	CAR WASH CONCENTRATE	40.33
	15656	FIRE & SAFETY EQUIP CO	73308	CYLINDER HYDROTEST	19.50
	19139	JAMERSON BLDG SUPPLY	4091080	BUILDING MATERIALS	61.26
	19139	JAMERSON BLDG SUPPLY	4122200	FLUSH LEVER	7.99
	25210	PAMPLIN EXXON	PAMPLIN FD 915	FUEL	317.01
	29986	TRUMBULL SOFTWARE ASSOC	10013715	ROVER SUBSCRIPTION	300.00
	31335	VERIZON	248 6100 915	PHONE	73.62
				ACCOUNT TOTAL	8,327.24 *
				ACCOUNT TOTAL	28,498.35 *
				ACCOUNT TOTAL	8,333.45 *

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032300	AMBULANCE AND RESCUE SERVICES			
7005	Prince Edward Rescue Squa			
	25880 PRINCE EDWARD VOL RESCUE	15-16 SUPPRT2/4	15-16 SUPPORT	16,500.00 *
7008	Meherrin Rescue Squad			
	22349 MEHERRIN FIRE & RESCUE	15-16 SUPPRT2/4	15-16 SUPPORT	3,250.00 *
			MAJOR TOTAL	19,750.00 **
032500	EMERGENCY SERVICES			
3160	Professional Service E-91			
	29280 TIMMONS GROUP	172810	E911 ADDRESSING	90.00
6014	Other Operating Supplies			
	21005 KORMAN SIGNS	284958	SIGNS & HARDWARE	940.66
			MAJOR TOTAL	1,030.66 **
033200	REGIONAL JAIL & DETENTION			
3196	Purchase of Services - Ja			
	18743 IRONGATE BOUNDARY MNGT	CK 915	ELECTRONIC MONITORIN	641.25
	25375 PIEDMONT RGNL JUVENILE	1394	JUVENILE DETENTION	16,950.00
			MAJOR TOTAL	17,591.25 **
034100	BUILDING OFFICIAL			
2700	Worker's Compensation			
	31421 VACORP	10765 WKCOMP1/4	WORKERS COMPENSATION	179.37
	31421 VACORP	10766 WKCOMP2/4	WORKERS COMPENSATION	179.37
			MAJOR TOTAL	358.74 *
5230	Telecommunications			
	30440 US CELLULAR	816442183 915	PHONE	24.25
5305	Auto Insurance			
	31421 VACORP	7440	AUTO INSURANCE	24.25 *
5307	Public Official's Liabili			
	31421 VACORP	7440	PUBLIC OFFICIAL LIAB	468.00
			MAJOR TOTAL	468.00 *
5510	Travel-Mileage			
	11766 BUCKINGHAM CO TREAS	MILEAGE 915	MILEAGE	168.00
			MAJOR TOTAL	168.00 *
			MAJOR TOTAL	57.23
			MAJOR TOTAL	57.23 *
			MAJOR TOTAL	1,076.22 **

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2700	31421	Worker's Compensation VACORP	10765 WKCOMP1/4	WORKERS COMPENSATION	199.27
	31421	VACORP	10766 WKCOMP2/4	WORKERS COMPENSATION	199.27
				ACCOUNT TOTAL	398.54 *
3310	15560	Repairs/Maintenance FARMVILLE WHSALE ELECTRIC	565820	ELECT WIRE/CONNECTOR	9.95
	21811	LOWE'S	901428	WATER HEATER/PIPE	363.19
				ACCOUNT TOTAL	373.14 *
5110	31846	Electrical Services DOMINION VA POWER	0890745003 915	ELECTRIC SERVICE	109.24
				ACCOUNT TOTAL	109.24 *
5230	21319	Telecommunications CENTURLINK	310119726 915	PHONE	98.11
	30440	US CELLULAR	816442183 915	PHONE	48.00
				ACCOUNT TOTAL	146.11 *
5305	31421	Motor Vehicle Insurance VACORP	7440	AUTO INSURANCE	935.00
				ACCOUNT TOTAL	935.00 *
6002	32138	Supplies for Shelter WALMART COMMUNITY/RFCSLLC	7603	DOG FOOD	183.81
				ACCOUNT TOTAL	183.81 *
6005	32138	Janitorial Supplies WALMART COMMUNITY/RFCSLLC	7603	CLEANING SUPPLIES	30.39
				ACCOUNT TOTAL	30.39 *
				MAJOR TOTAL	2,176.23 **
042300		REFUSE DISPOSAL			
2700	31421	Worker's Compensation VACORP	10765 WKCOMP1/4	WORKERS COMPENSATION	2,355.03
	31421	VACORP	10766 WKCOMP2/4	WORKERS COMPENSATION	2,355.03
				ACCOUNT TOTAL	4,710.06 *
3160	27191	Professional Services RESOURCE INTERNATIONAL	41969	MISC WORK TASKS	3,405.55
	27191	RESOURCE INTERNATIONAL	41970	STORM WTR COMPLIANCE	381.00
	27191	RESOURCE INTERNATIONAL	41989	GROUNDWTR MONITORING	22,898.09
				ACCOUNT TOTAL	26,684.64 *
3310	11894	Repairs/Maintenance BUSINESS CARD	3722 PUCKETT915	TOOLBOX/BOLTS/BITS	210.60
	15560	FARMVILLE WHSALE ELECTRIC	566360	HND SAW/CEMENT/ADAPTR	20.25
	21447	LEACHATOR PUMPING SYSTEMS	25991	MOTOR SAVER	390.00
	21811	LOWE'S	901094 915	DOOR KNOB	41.78
	21811	LOWE'S	901428	FILTER/VALVE/ADAPTER	91.72
	21811	LOWE'S	901730	KEYS	18.70
	21811	LOWE'S	902120	BUSHINGS/TAPE	15.47
	21811	LOWE'S	902803	DOOR KNOB	41.78
	21811	LOWE'S	909440	PIPE & TAPE	6.42

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3311	21811	LOWE'S	910607	BUG SPRAY	12.32
	21811	LOWE'S	912891	RETURN DOOR KNOB	41.78*
				ACCOUNT TOTAL	807.26*
	12032	Repairs & Maint-Auto & Eq			
	12281	C & L MACHINE & WELDING	167605	BEARINGS	103.90
	12281	CAVALIER EQUIPMENT CORP	109078	VALVE PROTECTOR	180.87
	16651	CAVALIER EQUIPMENT CORP	109222	COVER CONTROL VALVE	736.99
	19033	GOODMAN SPECIALIZED	12827G	CHECK TARP ARMS	211.90
	23248	CHILDRESS JAMES P JR	SEPT 17 2015	TRUCK MAINTENANCE	113.50
	23248	NAPA OF FARMVILLE	142008	WINDSHLD WSH/ANTI FRZ	13.78
	23248	NAPA OF FARMVILLE	142516	HOSE & ENDS	33.82
	27770	NAPA OF FARMVILLE	143202	DIESEL EXHAUST FLUID	25.98
		ROD & STAFF LLC	44287	TRK SAFETY BRACKETS	385.00
				ACCOUNT TOTAL	1,805.74*
3840	10254	Contract Landfill - POS			
	10254	REPUBLIC SERVICES #974	463536	TRASH COLLECTION	179.61
	10254	REPUBLIC SERVICES #974	463537	TRASH COLLECTION	117.30
	32953	REPUBLIC SERVICES #974	463538	TRASH COLLECTION	117.30
		WRIGHT'S EXCAVATING LLC	SEPT 1 2015	LANDFILL OPERATION	48,093.75
				ACCOUNT TOTAL	48,507.96*
3841		Purchase of Serv - Recylin			
	14723	EMANUEL TIRE OF VIRGINIA	478845	TIRE RECYCLING	433.20
	14723	EMANUEL TIRE OF VIRGINIA	478857	TIRE RECYCLING	590.40
	14723	EMANUEL TIRE OF VIRGINIA	478966	TIRE RECYCLING	1,267.50
	14723	EMANUEL TIRE OF VIRGINIA	479076	TIRE RECYCLING	556.80
	28866	STEPS, INC	AUGUST 2015	RECYCLING FEE	1,327.84
	29029	SYNERGY RECYCLING LLC	1500839	ELECTRONIC RECYCLING	2,618.35
				ACCOUNT TOTAL	6,794.09*
5110		Electrical Services			
	28640	SOUTHSIDE ELECTRIC COOP	114379001 915	DH SITE	60.45
	28640	SOUTHSIDE ELECTRIC COOP	114379003 915	VIRSO SITE	77.79
	31846	DOMINION VA POWER	0599507431 915	RICE SITE	41.26
	31846	DOMINION VA POWER	0670040567 915	CELL C PUMP STATION	13.39
	31846	DOMINION VA POWER	1144204110 915	GREEN BAY SITE	62.85
	31846	DOMINION VA POWER	5181167213 915	LEACHATE PUMP	384.35
	31846	DOMINION VA POWER	7471653571 915	WORSHAM SITE	37.98
	31846	DOMINION VA POWER	8601161519 915	PROSPECT SITE	48.95
	31846	DOMINION VA POWER	8970737501 915	SCALEHOUSE	52.77
	31846	DOMINION VA POWER	9176847250 915	LANDFILL SITE	31.48
				ACCOUNT TOTAL	811.27*
5230		Telecommunications			
	10105	AT&T	0206193130 915	PHONE	42.48
	21319	CENTURYLINK	309326764 915	PHONE	58.92
	21319	CENTURYLINK	309480181 915	PHONE	53.63
	21319	CENTURYLINK	309480181 915A	PHONE	53.63
	21319	CENTURYLINK	309553498 915	PHONE	44.82
	21319	CENTURYLINK	309615846 915	PHONE	48.86
	21319	CENTURYLINK	309714661 915	PHONE	53.04
	21319	CENTURYLINK	310039285 915	PHONE	42.32



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5305	31421 VACORP Motor Vehicle Insurance	816442183 915	PHONE	24.00
		248 5696 915	PHONE	49.04
		736 2828 915	PHONE	87.07
			ACCOUNT TOTAL	557.81 *
5440	28869 STIFF O O INC Portable Toilet Rental	7440	AUTO INSURANCE	1,403.00
			ACCOUNT TOTAL	1,403.00 *
6008	25782 PRINCE EDWARD CO PBLIC SCH Vehicle & Powered Equip F	4892	MONTHLY SERVICE	702.50
			ACCOUNT TOTAL	702.50 *
6009	14300 EAST END MOTOR CO INC Vehicle & Powered Equip S	DIESEL-AUG 15	DIESEL	1,776.85
			ACCOUNT TOTAL	1,776.85 *
		127287	TIRE	293.50
		127387	TIRE	318.50
			ACCOUNT TOTAL	612.00 *
			MAJOR TOTAL	95,173.18 **
042610	SANDY RIVER RESERVOIR			
3310	25440 PIEDMONT SOIL & WATER Repairs/Maintenance	#12 MOWING 915	MOWING DAM #12	2,400.00
			ACCOUNT TOTAL	2,400.00 *
			MAJOR TOTAL	2,400.00 **
043200	GENERAL PROPERTIES			
2700	31421 VACORP Worker's Compensation	10765 WKCOMP1/4	WORKERS COMPENSATION	843.56
		10766 WKCOMP2/4	WORKERS COMPENSATION	843.56
			ACCOUNT TOTAL	1,687.12 *
3310	13730 DODSON BROS EXTERMINATING Repairs/Maintenance	158003 915	PEST CONTROL-CANNERY	38.00
		158005 915	PEST CONTROL-WORSHAM	38.00
		158006 915	PEST CONTROL-SCOPE	38.00
		158007 915	PEST CONTROL-CH	85.00
		158010 915	PEST CONTROL-VIS CTR	38.00
		3062505	CHILLR MAINT CONTRACT	3,025.00
		2856	REPLACED CAPACITOR	152.80
			ACCOUNT TOTAL	3,414.80 *
3311	13166 DAVIS GMC TRUCK INC Repairs & Maint-Auto & Eq	38093	INSPECT/BALLJNT/HUB	610.02
		142998	DIESEL EXHAUST FLUID	12.99
		21889	INSPECTION	16.00
			ACCOUNT TOTAL	639.01 *
5110	28640 SOUTHSIDE ELECTRIC COOP Electrical Services	114379002 915	SRR LIGHTS	32.10
		1230385005 915	ROY CLARK MONUMENT	6.67

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5130	31846	DONIMON VA POWER	2786281903 915	COURTHOUSE	14,493.84
	31846	DONIMON VA POWER	4951935099 915	SHERIFF DEPT SHED	13.38
	31846	DONIMON VA POWER	5856894620 915	WORSHAM CLERK OFFICE	54.24
	31846	DONIMON VA POWER	6669158583 915	LIGHTS AT RICE	111.01
	31846	DONIMON VA POWER	8105475944 915	AG BLDG	508.44
	31846	DONIMON VA POWER	9670710004 915	SHOP	22.19
				ACCOUNT TOTAL	15,241.87 *
	29332	Water & Sewer			
	29332	TOWN OF FARMVILLE	AG BLDG 915	WATER & SEWER	112.88
	29332	TOWN OF FARMVILLE	CH IRRIG 915	WATER	10.75
	29332	TOWN OF FARMVILLE	SCOPE BLDG 915	WATER & SEWER	33.65
				ACCOUNT TOTAL	157.28 *
5230	10105	Telecommunications			
	21319	AT&T	7305055660 915	PHONE	42.47
	21319	CENTURYLINK	310262069 915	PHONE	54.10
	21319	CENTURYLINK	310441360 915	PHONE	80.96
	30440	US CELLULAR	816442183 915	PHONE	123.32
				ACCOUNT TOTAL	300.85 *
5301	31421	Boiler Insurance			
	31421	VACORP	7440	BOILER INSURANCE	1,786.00
				ACCOUNT TOTAL	1,786.00 *
5302	31421	Fire Insurance			
	31421	VACORP	7440	FIRE INSURANCE	16,635.00
	31421	VACORP	7440	FIRE INSURANCE	5,372.00
	31421	VACORP	7440	FIRE INSURANCE	708.00
				ACCOUNT TOTAL	22,715.00 *
5305	31421	Auto Insurance			
	31421	VACORP	7440	AUTO INSURANCE	2,338.00
				ACCOUNT TOTAL	2,338.00 *
5440	28869	Portable Toilet Rental			
	28869	STIFF O O INC	4892	MONTHLY SERVICE	100.00
				ACCOUNT TOTAL	100.00 *
6001	31202	Office Supplies			
	31202	VANEPS RONALD	POSTAGE 915	POSTAGE	6.25
				ACCOUNT TOTAL	6.25 *
6005	10719	Janitorial Supplies			
	10719	ARAMARK	792482070 915	JANITORIAL SUPPLIES	559.94
	13367	DIAMOND PAPER COMPANY	152156	TRASHBAGS/TOWELS/ETC	1,330.25
				ACCOUNT TOTAL	1,890.19 *
6007	10545	Repairs and Maintenance S			
	10545	ATCO INTERNATIONAL	10440935	HAND WIPES	172.44
	11138	BALDWIN'S SMALL ENGINE	1497	PRIMER BULB	5.50
	11894	BUSINESS CARD	3722 PUCKETT915	COOLING FAN KIT	278.00
	13369	DIAMOND SPRINGS WATER INC	11393100 915	EQUIPMENT RENTAL	8.95
	14287	EAST END CHEVRON	AUGUST 30 2015	ICE	12.00
	15560	FARMVILLE WHSALE ELECTRIC	567028	BALLAST/SWITCH/BULBS	72.44
	21811	LOWE'S	901094 915	POST DIGGR/FIRST AID	52.57
	21811	LOWE'S	901136	CARPET/ROLLER/KNIFE	307.71
	21811	LOWE'S	901326 915	SEAM SEALER	4.25

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6008	21811	LOWE'S	901730	CORD	60.74
	21811	LOWE'S	902803	LUMBER	13.24
	21811	LOWE'S	908956	BATTERIES/TOOL POUCH	59.81
	21811	LOWE'S	913768	LOPPERS/GLOVES	66.44
	21811	LOWE'S	913803	T-POSTS	43.40
	25680	PRICE SUPPLY CO INC	863911	PLUMBING SUPPLIES	296.29
	25680	PRICE SUPPLY CO INC	864027	WRENCH/GASKET	17.90
	25916	PRODUCTIVITY PARTNERS INC	3918	POWER CONDITIONER	508.00
	27922	CINTAS CORPORATION #524	524 09428 915	UNIFORM RENTAL	359.19
		Vehicle & Powered Equip F			2,338.87 *
	25782	PRINCE EDWARD CO PBLC SCH	DIESEL-AUG 15	DIESEL	192.34
					192.34 *
043400		CANNERY			52,807.58 **
2700	31421	Worker's Compensation	10765 WKCOMP1/4	WORKERS COMPENSATION	79.05
	31421	VACORP	10766 WKCOMP2/4	WORKERS COMPENSATION	79.05
					158.10 *
3161	31653	Professional Services-Can	PEC 9/15	CONTRACT PAYMENT	2,916.67
		VIRGINIA FOOD WORKS			2,916.67 *
3310	12032	Repairs & Maintenance	167656	REPAIR VALVE STEMS	60.00
	15560	C & L MACHINE & WELDING	565696	FUSES	40.20
	15560	FARMVILLE WHSALE ELECTRIC	567027	ELECT BOX/LGHT FIXTR	70.27
					170.47 *
5110	28640	Electrical Services	44435001 915	ELECTRIC SERVICE	548.79
		SOUTHSIDE ELECTRIC COOP			548.79 *
5120	25247	Heating Services	686419	FUEL OIL	594.75
		PARKER OIL COMPANY INC			594.75 *
5230	21319	Telecommunications	310248529 915	PROFESSIONAL SERVICE	237.28
		CENTURYLINK			237.28 *
6014	17778	Other Operating Supplies	459917	APRONS/GLVES/THERMTR	205.41
		HUBERT CO			205.41 *
					4,831.47 **
051100		HEALTH DEPARTMENT			
5610	25840	Payment To Local Health D	2ND QTR 915	LOCAL SUPPORT	40,683.50
		PRINCE EDWARD HEALTH DPT			40,683.50 *
					40,683.50 **

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5640		12928	CROSSROAD SERVICES BOARD	1ST QTR 915	1ST QTR SUPPORT	15,000.00
		12928	CROSSROAD SERVICES BOARD	2ND QTR 915	2ND QTR SUPPORT	15,000.00
					ACCOUNT TOTAL	30,000.00 *
					MAJOR TOTAL	30,000.00 **
053500			COMPREHENSIVE SERVICES ACT			
3160			CSA Programs			
		11191	BEAR CREEK ACADEMY	596	PROFESSIONAL SERVICE	2,475.00
		11306	BLUE RIDGE AUTISM &	6842	PROFESSIONAL SERVICE	2,610.00
		11490	RESCARE/BRALEY & THOMPSON	083115DK	PROFESSIONAL SERVICE	2,759.00
		11490	RESCARE/BRALEY & THOMPSON	083115EK	PROFESSIONAL SERVICE	1,736.00
		11490	RESCARE/BRALEY & THOMPSON	083115FK	PROFESSIONAL SERVICE	1,736.00
		12280	CENTRA HEALTH	4010 915	PROFESSIONAL SERVICE	3,630.00
		12280	CENTRA HEALTH	8422 915	PROFESSIONAL SERVICE	1,320.00
		12280	CENTRA HEALTH	8970 915	PROFESSIONAL SERVICE	1,320.00
		14575	ELK HILL	37242	PROFESSIONAL SERVICE	1,700.00
		14575	ELK HILL	37242 915	PROFESSIONAL SERVICE	1,700.00
		14575	ELK HILL	37242A	PROFESSIONAL SERVICE	1,700.00
		14575	ELK HILL	37266	PROFESSIONAL SERVICE	1,020.00
		14575	ELK HILL	37266 915	PROFESSIONAL SERVICE	1,020.00
		14924	FAMILY & COMMUNITY SUPPRT	37266A	PROFESSIONAL SERVICE	1,020.00
		14924	FAMILY & COMMUNITY SUPPRT	082015DJ	PROFESSIONAL SERVICE	390.00
		14924	FAMILY & COMMUNITY SUPPRT	082015GL	PROFESSIONAL SERVICE	390.00
		14924	FAMILY & COMMUNITY SUPPRT	082015LH	PROFESSIONAL SERVICE	425.00
		14924	FAMILY & COMMUNITY SUPPRT	082015NL	PROFESSIONAL SERVICE	450.00
		16672	GRAFTON SCHOOL INC	1854 915	PROFESSIONAL SERVICE	4,394.00
		16672	GRAFTON SCHOOL INC	2068 915	PROFESSIONAL SERVICE	4,809.00
		16672	GRAFTON SCHOOL INC	3197 915	PROFESSIONAL SERVICE	4,889.00
		16672	GRAFTON SCHOOL INC	7041 915	PROFESSIONAL SERVICE	6,799.00
		16672	GRAFTON SCHOOL INC	8374 915	PROFESSIONAL SERVICE	4,069.00
		18667	IMANCHINELLO IFETAYO	SEPT 2015	FOSTER CARE	2,085.00
		20662	KEYSTONE NEWPORT NEWS LLC	91044	PROFESSIONAL SERVICE	3,675.00
		20662	KEYSTONE NEWPORT NEWS LLC	91783	PROFESSIONAL SERVICE	440.00
		20901	KINDERCARE CEDAR FORK	SEPT 2015	FOSTER CARE	693.00
		21807	LONG ASHLEY	SEPT 2015	FOSTER CARE	200.00
		21807	LONG ASHLEY	SEPT 2015	FOSTER CARE	200.00
		23918	NORTHSTAR ACADEMY INC	SEPT 2015A	FOSTER CARE	4,222.00
		30415	UNITED METHODIST FAMILY	13685	PROFESSIONAL SERVICE	1,600.00
		999999	BARKSDALE TAXI LLC	5973 915	PROFESSIONAL SERVICE	2,966.08
				SEPT 2015	FOSTER CARE	250.00
					ACCOUNT TOTAL	63,052.08 *
					MAJOR TOTAL	63,052.08 **
053501			OTHER WELFARE/SOCIAL SERVICES			
5610		28866	STEPS Inc.	15-16 SUPPRT2/4	15-16 SUPPORT	6,250.00
					ACCOUNT TOTAL	6,250.00 *

AP375H  
9/29/2015  
FUND # - 100 GENERAL FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 9/01/2015 -- 9/30/2015

AFTER CHECKS  
PAGE 17

MAJOR# ACCT# 5615	VENDOR NUMBER 28866	VENDOR NAME STEPS-Community Action Pr STEPS, INC	INV# 15-16 CAP 2/4	DESCRIPTION 15-16 SUPPORT	ACCOUNT TOTAL	MAJOR TOTAL	AMOUNT
072200	MUSEUMS				3,622.00	3,622.00 *	3,622.00
5641	27650	Robert R. Moton Museum ROBERT RUSSA MOTON MUSEUM	15-16 SUPPRT2/4	15-16 SUPPORT	2,500.00	2,500.00 *	2,500.00
073500	PUBLIC LIBRARY				2,500.00	2,500.00 **	2,500.00
5640	15400	Contribution To Library FARMVILLE-PE COMM LIBRARY	15-16 SUPPRT2/4	15-16 SUPPORT	51,165.75	51,165.75 *	51,165.75
081100	PLANNING				51,165.75	51,165.75 **	51,165.75
2700	31421 31421	Worker's Compensation VACORP	10765 WKCOMP1/4 10766 WKCOMP2/4	WORKERS COMPENSATION WORKERS COMPENSATION	18.68	18.68	18.68
3600	15240	Advertising FARMVILLE NEWSMEDIA	CO ADMR 915	ADVERTISING	37.36	37.36 *	37.36
5210	11894	Postal Services BUSINESS CARD	3722 PUCKETT915	POSTAGE	225.50	225.50 *	225.50
5230	30440	Telecommunications US CELLULAR	816442183 915	PHONE	43.68	43.68 *	43.68
081200	COMMUNITY DEVELOPMENT				65.51	65.51 *	65.51
5652	25362	Piedmont Area Transit PIEDMONT AREA TRANSIT	15-16 SUPPRT2/4	15-16 SUPPORT	372.05	372.05 **	372.05
5655	13763	Downtown Farmville DOWNTOWN FARMVILLE	15-16 SUPPRT2/4	15-16 SUPPORT	2,500.00	2,500.00 *	2,500.00
081500	ECONOMIC DEVELOPMENT				2,500.00	2,500.00 **	2,500.00
2700	31421	Worker's Compensation VACORP	10765 WKCOMP1/4	WORKERS COMPENSATION	10.38	10.38	10.38

AP375H  
9/29/2015  
FUND # - 100 GENERAL FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 9/01/2015 -- 9/30/2015

AFTER CHECKS  
PAGE 18

MAJOR# ACCT#	VENDOR NUMBER NAME	INVOICE NUMBER	DESCRIPTION	AMOUNT
5530	11894 Travel-Subsistence & Lodg BUSINESS CARD	10766 WKCOMP2/4	WORKERS COMPENSATION	10.38
				20.76 *
6001	11894 Office Supplies BUSINESS CARD	9475 CARNEY 915	MEALS	30.34
				30.34 *
081600	TOURISM			
2700	31421 Worker's Compensation VACORP	10766 WKCOMP1/4	WORKERS COMPENSATION	7.24
				7.24
				14.48 *
5110	31846 Electrical Services DOMINION VA POWER	0675198071 915	ELECTRIC SERVICE	251.86
				98.51
				350.37 *
5130	29332 Water & Sewer TOWN OF FARMVILLE	MOORE BLDG 915	WATER & SEWER	47.65
				47.65 *
5210	11894 Postal Services BUSINESS CARD	3722 PUCKETT915	UPS	32.32
				32.32 *
5230	21319 Telecommunications CENTURYLINK	310393238 915	PHONE	339.11
				339.11 *
5510	31199 Travel-Mileage VANEPS MAGI	GAS 915	GAS	21.22
				21.22 *
5530	31199 Travel-Subsistence & Lodg VANEPS MAGI	EXPENSES 915	STAFF LUNCH	48.23
			VA RETREAT LUNCHEON	12.21
				60.44 *
				865.59 **
082400	SOIL & WATER CONSERVATION DISTRICT			
5641	25440 Donation - PS&WCD PIEDMONT SOIL & WATER	15-16 SUPPRT2/4	15-16 SUPPORT	2,960.00
				2,960.00 *
				2,960.00 **
083500	COOPERATIVE EXTENSION OFFICE			
5230	21319 Telecommunications CENTURYLINK	309520098 915	PHONE	107.70
				107.70 *
				107.70 **

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
091000	GENERAL EXPENSE				
5230	23933	Internal Telecom Account			
	23933	LUMOS NETWORKS	165866886 915	PHONE	2,623.23
	23933	LUMOS NETWORKS	165866886 915A	PHONE	2,592.78
				ACCOUNT TOTAL	5,216.01 *
5803		Internal Fuel Account			
	25343	PETROLEUM TRADERS CORP	926935	GAS	2,404.19
	25343	PETROLEUM TRADERS CORP	928597	GAS	2,412.94
	25343	PETROLEUM TRADERS CORP	930824	GAS	2,179.77
	25343	PETROLEUM TRADERS CORP	932845	GAS	1,908.94
	25343	PETROLEUM TRADERS CORP	935677	GAS	2,408.95
				ACCOUNT TOTAL	11,314.79 *
				MAJOR TOTAL	16,530.80 **
094000		CAPITAL PROJECTS			
0023		Physical Plant			
	22394	METAL ROOF & BUILDING	PECNT CRT1	ROOF INSPECTION	1,750.00
				ACCOUNT TOTAL	1,750.00 *
				MAJOR TOTAL	1,750.00 **
095000		DEBT SERVICE			
0017		Library - Principal			
	29332	TOWN OF FARMVILLE	LIBRARY 915	LOAN-PRINCIPAL	150,882.16
				ACCOUNT TOTAL	150,882.16 *
0018		Library - Interest			
	29332	TOWN OF FARMVILLE	LIBRARY 915	LOAN-INTEREST	39,641.74
				ACCOUNT TOTAL	39,641.74 *
0105		2011 Gen Oblig Refunding-			
	30420	US BANK	REFUNDING 915	GO REFUNDING-INTEREST	49,162.50
				ACCOUNT TOTAL	49,162.50 *
0106		2011 GO Refunding-Princip			
	30420	US BANK	REFUNDING 915	GO REFUNDING-PRINCIPL	245,000.00
				ACCOUNT TOTAL	245,000.00 *
0110		2011 Lease Revenue-Intere			
	30420	US BANK	2011 BOND 915	2011 BOND-INTEREST	50,445.00
				ACCOUNT TOTAL	50,445.00 *
0111		2011 Lease Revenue-Princi			
	30420	US BANK	2011 BOND 915	2011 BOND-PRINCIPAL	80,662.50
				ACCOUNT TOTAL	80,662.50 *
				MAJOR TOTAL	615,793.90 **
				FUND TOTAL	1,236,416.03

AP375H  
9/29/2015  
FUND # - 115

CDA SPECIAL LEVY FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 9/01/2015 -- 9/30/2015

AFTER CHECKS  
PAGE 20

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
0001	25545	Special Levy Payment to C POPLAR HILL COMMUNITY		SPECIAL LEVY	48,464.00
				CDA SPECIAL LEVY	48,464.00 *
					48,464.00 **
				ACCOUNT TOTAL	
				MAJOR TOTAL	
				FUND TOTAL	48,464.00



AP375H  
 9/29/2015  
 FUND # - 301 SCHOOL CONSTRUCTION FUND

PRINCE EDWARD  
 LISTING OF INVOICES FOR 9/01/2015 -- 9/30/2015

AFTER CHECKS  
 PAGE 21

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
0108	13099	Energy Audit-Assurance Se DAVENPORT & COMPANY LLC	PF15 094	FINANCIAL ADVISORY	15,000.00
				ACCOUNT TOTAL	15,000.00 *
				MAJOR TOTAL	15,000.00 **
				FUND TOTAL	15,000.00

AP375H  
 9/29/2015  
 FUND # - 501 WATER FUND

PRINCE EDWARD  
 LISTING OF INVOICES FOR 9/01/2015 -- 9/30/2015

AFTER CHECKS  
 PAGE 22

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
043200	29332	Water Service TOWN OF FARMVILLE	WATER TANK 915	WATER	38.46
095000		DEBT SERVICE			38.46 *
0022	30420	Bond Series 11-Principal US BANK	2011 BOND 915	2011 BOND-PRINCIPAL	105,120.00
0023	30420	Bond Series 11-Interest US BANK	2011 BOND 915	2011 BOND-INTEREST	105,120.00 *
				ACCOUNT TOTAL	65,741.00
				MAJOR TOTAL	65,741.00 *
				FUND TOTAL	170,861.00 **
				ACCOUNT TOTAL	105,120.00
				MAJOR TOTAL	105,120.00 *
				FUND TOTAL	170,899.46

AP375H  
9/29/2015  
FUND # - 502 SEWER FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 9/01/2015 -- 9/30/2015

AFTER CHECKS  
PAGE 23

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
043200	31846	Electrical Services DOMINION VA POWER	4148700281	SEWER PUMP	29.36 *
095000		DEBT SERVICE			29.36 **
0022	30420	Bond Series 11-Principal US BANK	2011 BOND 915		39,217.50 *
0023	30420	Bond Series 11-Interest US BANK	2011 BOND 915		39,217.50 *
				ACCOUNT TOTAL	24,526.50 *
				MAJOR TOTAL	24,526.50 *
				FUND TOTAL	63,773.36

AP375H  
9/29/2015  
FUND # - 732 RETIREMENT BENEFIT FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 9/01/2015 -- 9/30/2015

AFTER CHECKS  
PAGE 24

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
002230	25257	LEOS Disbursements JOHNS VICKI K	SEPT 2015	RETIREE BENEFIT	1,129.00
1101					1,129.00 *
					1,129.00 **
				ACCOUNT TOTAL	
				MAJOR TOTAL	
				FUND TOTAL	1,129.00

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5602	22341	VA Growth Alliance Dues MECKLENBURG COUNTY		FY16 SUPPORT	23,368.00
				FY15 CONTRIBUTION	23,368.00 *
					23,368.00 **
				ACCOUNT TOTAL	23,368.00
				MAJOR TOTAL	23,368.00 **
				FUND TOTAL	23,368.00



MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
097001	5420	PCS SUPERVISION FEES EXPENDITURES			
	28724	PCS - Lease/Rent of Build SRP CORPORATION LLC	RENT 915	RENT	2,500.00
					2,500.00 *
					2,500.00 **
					4,986.53
					1,564,036.38

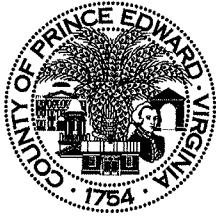
ACCOUNT TOTAL 2,500.00  
MAJOR TOTAL 2,500.00  
FUND TOTAL 4,986.53  
TOTAL DUE 1,564,036.38

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

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







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

**Meeting Date:** October 13, 2015  
**Item No.:** 6-d  
**Department:** County Administration  
**Staff Contact:** Cheryl Stimpson/Barbara N. Poulston  
**Issue:** Salaries

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

**Attachments:** None

**Recommendation:** None

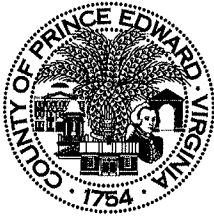
Motion \_\_\_\_\_  
Second \_\_\_\_\_

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

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

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





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

**Meeting Date:**            **October 13, 2015**  
**Item No.:**                   **6-e**  
**Department:**           **County Administration**  
**Staff Contact:**         **W.W. Bartlett**  
**Issue:**                     **Appropriations**

**Summary:**

The Prince Edward County School Board requests an appropriation of funds in the amount of \$39,202, the proceeds of the School Security Equipment grant to be received during the current fiscal year. The award does not require a local match. The grant funds are awarded to Prince Edward County Public Schools for the period of September 25, 2015 through June 30, 2016.

The School Security Equipment Grant will allow the replacement of outdated interior and exterior CCTV equipment, access control card readers, and handheld radios at the high school, middle school, elementary school, and the career and technical center.

The School Board respectfully request the funds be appropriated to the Facilities category. The Facilities category will increase by \$39,020 for a total of \$189,020. The total School Operating Budget will become \$24,551,337, with an overall budget, including Food Service, of \$25,639,764.

REV/EXP	FUND	DEPT	OBJECT	DESCRIPTION	DEBIT	CREDIT
<u>FY 2016 Budget Amendment</u>						
3(Rev)	250	24020	0106	Safety and Security Grant		\$39,020
4(Exp)	250	66000	6020	Facilities/Safety&Security Grant	\$39,020	

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

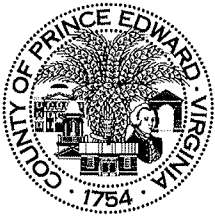
Motion \_\_\_\_\_  
 Second \_\_\_\_\_

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

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

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





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

**Meeting Date:**        **October 13, 2015**  
**Item No.:**             **7**  
**Department:**        **County Administration**  
**Staff Contact:**      **Sarah Elam Puckett**  
**Issue:**                **Highway Matters**

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**Summary:**        Kevin Wright, Residency Administrator, VDOT, will be present at the October Board meeting for the discussion of any road issues.

**Attachments:**

**Recommendation:**

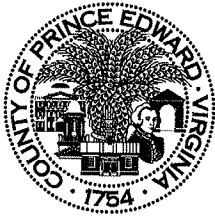
Motion \_\_\_\_\_  
Second \_\_\_\_\_

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

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

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





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

**Meeting Date:**           **October 13, 2015**  
**Item No.:**               **8**  
**Department:**         **County Administration**  
**Staff Contact:**       **W.W. Bartlett**  
**Issue:**                 **PUBLIC HEARING: County Joint Entity Ordinance (South Central Workforce Investment Area Consortium)**

**Summary:**

During its September 8, 2015 meeting, the Board authorized the advertisement of a public hearing concerning a proposed County Ordinance that creates a joint entity designated as the South Central Workforce Development Area Consortium, rescinds all other ordinances creating a local joint entity to operate a federally funded workforce training program and amends the existing Consortium Agreement.

At its January 13, 2015 meeting, the Board held a public hearing and approved an ordinance authorizing the creation of a Joint Entity known as the Workforce Investment Consortium between the Counties of Amelia, Brunswick, Buckingham, Charlotte, Cumberland, Halifax, Lunenburg, Mecklenburg, Nottoway, and Prince Edward. Also at that meeting the Board approved entering into the South Central Workforce Investment Act Consortium Agreement. This agreement ensured the delivery and oversight of workforce services in the above listed counties that ensured accountability to local elected officials.

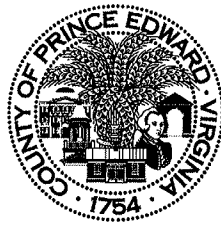
Due to the passage of the Workforce Innovation and Opportunity Act of 2014 changes must now be made to the Ordinance and the Consortium Agreement to bring it in line with the Federal and State Laws governing this program. Most of the changes are relatively minor and have little impact on the actual operations of the program. In the agreement the name of the Consortium is changed from the South Central Workforce Investment Area to the South Central Workforce Development Area. Additionally the Act amended membership criteria of the Workforce Development Area Board by: (1) Expanding the definition of a private business representative, (2) Reducing the number of educational representatives from three to one, (3) Requiring that 20% of the local Board includes representatives of labor organizations which includes community based organizations that address the needs of individuals with barriers to employment, (4) Reducing the number of representatives from economic development agencies from 3 to 1, (5) Requiring a representative from a High School Career and Technical Education Program and (6) Requiring a representative from the Department of Aging and Rehabilitative Services. The Act also makes minor changes to the membership of the Youth Committee.

This agreement has been reviewed by attorneys for several of the member counties and our County Attorney has also 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.

**Attachment:** Public Hearing Notice  
Draft Ordinance rescinding the existing Ordinance and Forming a new Joint Entity.  
Draft South Central Workforce Innovation & Opportunity Act Consortium Agreement

**Recommendation:** Following the Public Hearing, the Board will wish to approve the proposed Ordinance and the amendments to the Consortium Agreement.

Motion _____	Cooper-Jones _____	McKay _____	Townsend _____
Second _____	Gray _____	Simpson _____	Wilck _____
	Jones _____	Timmons _____	



Please publish the following on Wednesday, September 30, 2015 and Wednesday, October 7, 2015 editions of The Farmville Herald. Please provide a Certificate of Publication to the County Administrator's Office.

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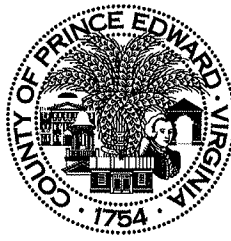


**NOTICE OF PUBLIC HEARING**

**AMENDMENT TO ORDINANCE AUTHORIZING A JOINT ENTITY,  
THE WORKFORCE INVESTMENT AREA CONSORTIUM**

Notice is hereby given that the Board of Supervisors of the County of Prince Edward will hold a public hearing on proposed amendments to the County Ordinance which establishes the WORKFORCE INVESTMENT AREA CONSORTIUM. A copy of the proposed amendments is on file in the County Administrator's Office, 111 South Street, 3<sup>rd</sup> Floor, Farmville, VA and also on the County's website at [www.co.prince-edward.va.us](http://www.co.prince-edward.va.us). The public hearing, which may be continued or adjourned, will be held at 7:30 p.m., or as soon thereafter as the matter may be heard, on Tuesday, October 13, 2015 in the Board of Supervisors' Meeting Room, Prince Edward County Courthouse Annex, 111 South Street, 3<sup>rd</sup> Floor, Farmville, Virginia. It is the County's intent to comply with the requirements of the Americans with Disabilities Act. Should you need special accommodations, please contact W.W. Bartlett, County Administrator, at 434-392-8837, prior to October 9, 2015.





**AN ORDINANCE AUTHORIZING  
THE FORMATION OF A JOINT ENTITY,  
THE WORKFORCE DEVELOPMENT 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 INNOVATION  
AND OPPORTUNITY ACT AND REPEALING ALL PRIOR ORDINANCES  
CREATING AN ENTITY FOR SUCH PURPOSES**

**WHEREAS**, the Workforce Innovation and Opportunity Act of 2014 (Public Law 113-128, (hereinafter the “Act”), provides federal funding to states for the delivery of workforce training and other services; and

**WHEREAS**, the Act requires the Governor to designate local workforce development areas to deliver workforce development 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 Innovation and Opportunity Act Area; and

**WHEREAS**, on July 1, 2015, the Member Jurisdictions entered into an agreement to jointly administer the Workforce Innovation and Opportunity Act programs called the “CLEO-LWIB Agreement” for the South Central Workforce Innovation and Opportunity Act 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 Development Area Consortium ( the

“Consortium”) and to be recognized as Virginia’s Area VIII Local Workforce Development Area which will perform the duties incumbent on them individually under the Workforce Innovation and Opportunity 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 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 Development 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 13<sup>th</sup> day of October, 2015.

Attest:

---

W.W. Bartlett, County Administrator

**SOUTH CENTRAL WORKFORCE INNOVATION AND OPPORTUNITY 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 July 1, 2015 , or on the day that the last Member Jurisdiction enters into this agreement.

**WHEREAS**, the Workforce Innovation and Opportunity Act of 2014 (Public Law 113-128), hereinafter the “Act”), provides federal funding to states for the delivery of workforce training and other services; and

**WHEREAS**, the Act requires the Governor of the Commonwealth of Virginia to designate local workforce development areas for the delivery of such services within the state; and

**WHEREAS**, the Act requires that the Governor approve a local workforce development area designation request from local areas that existed as such under the Workforce Investment Act of 1998 when the member jurisdictions have each made known their desire for such designation; and

**WHEREAS**, the Act requires that the Governor consider and approve requests for Workforce Innovation and Opportunity 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 Development Area Consortium (the “Consortium”) and to be recognized as Virginia’s Area VIII Local Workforce Development 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 Officials 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 Development 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 Development 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 Development 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 the Act.. 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 Development Area Board as provided in Article VI of this Agreement.

D. Execute an agreement with the Local Workforce Development Area Board for the operation and functions of the Local Workforce Development Area Board set out in the Act. .

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

F. Develop the region’s strategic plan as the Local Plan under the Act in partnership with the Local Workforce Development Area Board. The plan shall be submitted to the Virginia Board of Workforce Development (hereinafter, the “Workforce Board”) in the manner prescribed by the Workforce Board.

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

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

I. Approve the Local Workforce Development 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 the Act. .

J. From among the Member Jurisdictions, identify annually the local government to serve as Grant Recipient of all funds received under the Workforce Innovation and Opportunity 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 Development Area Board, and Youth Committee. 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 Development Area Board, and the Youth Committee 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 affect 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 development 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 Development Area Board.
- C. Consult on appointments to the Local Workforce Development Area Board's Youth Committee.
- 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 Development Area Board is given responsibility.
- E. Adopt a budget for the Workforce Development Area including the operating budget developed by the Local Workforce Development Area Board.
- F. To the extent feasible, align all activities 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 Development 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 By-Laws.** 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 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 Development Area Board and the Youth Committee 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 Development Area Board**

Section 1. **Membership.**

A. The Consortium Board shall appoint the members of the Local Workforce Development Area Board in accordance with the criteria in the Act. . The Consortium Board shall make every effort to appoint creative and visionary individuals to the Local Workforce Development Area Board. Each Member Jurisdiction shall recommend to the Consortium Board nominees for the Local Workforce Development Area Board. The Consortium Board shall coordinate 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 membership of the Local Workforce Development Area Board shall be determined as follows:

1. There shall be two representatives from each Member Jurisdiction who are owners of a private business or chief executive officers of private businesses, or other business executives or employers with optimum policymaking or hiring authority; who represent businesses, including small businesses, or organizations representing businesses described here that provide employment opportunities that, at a minimum, include high-quality, work-relevant training and employment in in-demand industry sectors or occupations in the local area; and who are appointed from among individuals nominated by local business organizations and business trade associations. Business representatives shall at all times comprise at least 51% of the Local Workforce Development Area Board's membership. The business representatives must represent a broad range of in-demand occupations available in the local labor market.

2. There shall be one representative from a local community college providing WIOA training services.

3. Not less than 20% of the members of the local Board must be made up of representatives of labor organizations. This includes representatives who have been nominated by local labor federations and representatives from apprenticeship programs. Community-based organizations that have demonstrated experience and expertise in addressing the employment needs of individuals with barriers to employment, including veterans, persons with disabilities, and "out of school" youth can be included in the 20% with a minimum of at least two labor organization representatives. .

4. There shall be at least one representative from the Virginia Employment Commission who administers WIOA Title III activities for the local area.

5. There shall be at least one representative from a local economic and community development entity.

6. There shall be at least one representative of an eligible provider administering WIOA Title II Adult Education and Literacy activities locally.

7. There shall be at least one representative from a secondary public school's Career and Technical Education program.

8. There shall be at least one representative from the Department for Aging and Rehabilitative Services who administers WIOA Title IV activities for the local area.

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

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

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

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

A. Enter into an agreement with the Consortium Board clearly detailing the partnership between the two entities for the governance and oversight of activities under the Act..

B. Establish the vision and priorities of the Local Workforce Development Area in conjunction with the Consortium Board.

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

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. Designate and certify one-stop operators as described in the Act 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 Committee, 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 development activities pursuant to the Act. .

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

K. Coordinate workforce activities authorized under the Act with local economic development strategies and develop employer linkages.

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

M. 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 Development 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 activities 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 Committee**

Section 1. **Local Youth Committee Membership.** The Local Workforce Development Area Board shall appoint the members of the Local Youth Committee as described in the Act and notify the Consortium Board at the beginning of each fiscal year of the members so serving. The Local Youth Committee Members may include:

- A. Members of the Local Workforce Development Area Board with special interest or experience in youth policy. Members of the Local Workforce Development Area Board must serve as Chair and Vice-Chair of the Youth Committee.
- B. Representatives of youth service agencies, including juvenile justice and local law enforcement agencies.
- C. Representatives of local public housing authorities.
- D. Individuals, including former participants, and representatives of organizations, that have experience relating to youth activities, including faith-based organizations.
- E. Representatives of Job Corps, as appropriate.
- F. Representatives of K-12 education, post-secondary education and adult education.
- G. Representatives of vocational rehabilitation services.

H. Other individuals as the Local Workforce Development Area Board and the Consortium Board determine to be appropriate.

Section 2. **Duties of the Local Youth Committee.** The Local Youth Committee shall perform the duties and responsibilities described in the Act, which shall be included in the by-laws of the Local Workforce Development Area Board.

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

Section 1. **Certain Votes Prohibited.** No individual member of the Consortium Board, the Local Workforce Development Area Board or the Youth Committee 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 Development Area Board and the Youth Committee.

#### **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 Development Area Board and Local Youth Committee 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.

**(THE REMAINDER OF THIS PAGE IS BLANK)**

**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: \_\_\_\_\_

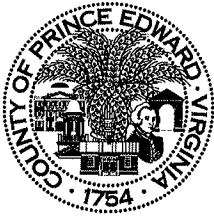
**CUMBERLAND COUNTY**

\_\_\_\_\_  
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:**           October 13, 2015  
**Item No.:**                 9  
**Department:**           County Administration  
**Staff Contact:**         W.W. Bartlett/Sarah Elam Puckett  
**Issue:**                    Commonwealth Regional Council Charter Amendment

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**Summary:**     Attached for your consideration is a letter from CRC Executive Director Mary Hickman outlining proposed amendments to the Charter of the Commonwealth Regional Council. Also attached is a copy of the CRC Charter showing the proposed amendments.

**Attachments:**         Letter from CRC  
                               Proposed Amended CRC Charter  
                               Draft Resolution

**Recommendation:**   Should the Board wish to affirm the proposed amendment to the CRC Charter, it will wish to adopt the attached resolution.

Motion _____	Cooper-Jones _____	McKay _____	Townsend _____
Second _____	Gray _____	Simpson _____	Wilck _____
	Jones _____	Timmons _____	



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

September 21, 2015

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

RE: Commonwealth Regional Council (CRC)  
Charter Amendment

Dear Mr. Bartlett,

The Commonwealth Regional Council (CRC) has undertaken another review of its current Charter during the past couple months. During these discussions, the Council has determined additional changes to the Charter to reflect the current position of the Council.

As such, at its September 3, 2015 Meeting, the Council reviewed and authorized another proposed Charter Amendment for presentation to current members in good standing (see enclosed Charter Amendment). As a current member in good standing of the Commonwealth Regional Council, it is requested that this proposed Charter Amendment be brought before your governing body for consideration as soon as possible. This Charter Amendment can be accepted by the Council only after concurring resolutions have been adopted by the governing bodies of two-thirds of the member localities and institutions. A sample resolution is also enclosed for your convenience.

If you should have any questions relating to this, please feel free to contact me or your locality's respective CRC Representative (C.R. "Bob" Timmons). Thank you for your prompt attention to this request.

Sincerely,

Mary S. Hickman  
Executive Director

Enclosures: CRC Proposed Charter Amendment  
Sample Resolution

C: Mr. C. R. "Bob" Timmons, Prince Edward County BOS/CRC Representative/ CRC Treasurer  
Mr. Charles W. McKay, Prince Edward County BOS/ CRC Alternate

COMMONWEALTH REGIONAL COUNCIL  
One Mill Street, Suite 101 | P.O. Box P  
Farmville, VA 23901 | 434.392.6104 PHONE  
[www.virginiashartland.org](http://www.virginiashartland.org)

**PROPOSED AMENDMENT**

**CHARTER AGREEMENT  
of the  
COMMONWEALTH REGIONAL COUNCIL**

NOW THEREFORE, it is agreed that:

Acting by their governing bodies pursuant to the provisions of the Regional Cooperation Act, Title 15.2, Chapter 42, of the Code of Virginia, as amended, the localities embracing at least 45 percent of the population within planning district 14, along with certain institutions of higher education within planning district 14, hereby organize a planning district commission for the purposes and under the name hereinafter designated.

Article I – Name

1.1. The name of the planning district shall be the Commonwealth Planning District, and the name of the planning district commission shall be the Commonwealth Regional Council (hereinafter referred to as “the Council”).

Article II - Purposes and Powers

2.1. It is the purpose of the Council to perform the planning and other functions provided by the Regional Cooperation Act, Title 15.2, Chapter 42, of the Code of Virginia, as amended, including, but not limited to, encouraging and facilitating local government cooperation and state-local cooperation in addressing, on a regional basis, problems of greater than local significance, and promoting the orderly and efficient development of the physical, social and economic elements of the district by planning, and encouraging and assisting localities to plan, for the future. The Council shall not have a legal obligation to perform the functions necessary to implement the plans and policies established by it or to furnish governmental services to the district.

2.2. The Council shall have the powers provided by the Regional Cooperation Act, Title 15.2, Chapter 42, of the Code of Virginia, as amended, to perform the planning and other functions provided in paragraph 2.1, and all other powers incidental thereto.

Article III – Principal Office

3.1. The principal office of the Council shall be located **within Prince Edward County, in the Town of Farmville, Virginia. If the location of the office’s locality were to change, a revision to the Charter shall be made.**

Article IV – Members

4.1. The affairs of the Council shall be managed by the Council members. The initial number of members of the Council shall be ten (10).

4.2. The composition of the membership of the Council shall be as follows:

(a) Each locality that is a party to the Charter Agreement shall appoint, in writing, one member and one alternate member. ~~Both~~ **The member and alternate member** appointed by each locality shall be **an** elected officials of the governing body of the locality, and their terms of office shall be ~~coincident~~ **coincide** with their elected term of office or such shorter term as their appointing governing body shall determine. **The alternate member shall be appointed by each locality and may be an elected official of the governing body of the locality or a staff member from the member locality’s Administration Office and their term of office shall be coincident with their elected term of office or such shorter term as their appointing governing body shall determine.**

**(b) Each higher education institution or other eligible member entity as allowed by the State Code of Virginia that is party to the charter agreement shall each appoint in writing one member and one alternate member. The member and alternate member appointed by each entity shall be the Chief Administrative Officer of the entity or a management-level officer of the entity.** Longwood University, Hampden-Sydney College, and Southside Virginia Community College, each of which is a higher education institution, shall each appoint, in writing, one member and one alternate member. ~~The member and alternate member appointed by each institution of higher education shall be the President of the institution or a cabinet level representative, and his or her term of office shall be determined by the appointing institution and coincident with his or her appointment with the institution.~~

## Article V – Dues

5.1. The Council shall determine at or before the first meeting of each calendar year the annual dues to be paid by the member localities, ~~and~~ institutions, **and other eligible entities.** Annual dues shall be paid on or before August 31 of each year.

5.2. Any member locality that transferred, or caused to be transferred, its pro rata shares of the assets of the former Piedmont Planning District Commission to the Council shall commence paying annual dues in July of 2006. The member institutions of higher education shall commence paying annual dues in July of 2005.

5.3. If any member locality, ~~or~~ institution, **or other eligible entity** fails to timely pay its annual dues in full, after written notice from the Secretary of the Council, then that ~~locality's~~ ~~appointed~~ member/**alternate** to the Council shall not be permitted to vote on any matters before the Council unless and until the dues payment is made in full. However, its nonpayment of dues notwithstanding, a ~~locality's~~ member/**alternate** to the Council shall not be excluded from Council meetings and discussions.

5.4. **Any locality, institution or other eligible entity that is admitted to the Council pursuant to paragraph 9.1 shall pay the member investment dues as set by the Council according to the membership rules set forth in this Charter. The newly admitted member will not be entitled to any portion of the Council assets in the case of Council dissolution until they have maintained active member in good standing status for a period of 10 years. At the end of this period the locality, institution or entity shall be recognized as a fully vested member of the Council and have an equal claim to the assets of the Council as per paragraph 10.1 of this Charter.** ~~Any locality or institution of higher education that is admitted to the Council pursuant to paragraph 9.1 shall pay a one-time assessment immediately upon its admission to the Council in an amount equal to its pro rata share of the fair market value of the Council's assets as of the date of admission. If the Council and the locality or institution is not able to promptly agree on the fair market value of the assets, the same shall be determined by an appraisal prepared by a qualified appraiser selected and compensated by the Council.~~

5.5. An additional assessment may be made upon a member locality, ~~or~~ institution, **or entity for** additional services that are provided in response to a request **by the aforementioned** ~~by such member locality or institution~~ and that are not included in the Work Program adopted by the Council **as part of its Annual Budget.** Such assessment shall be agreed upon by and between the Council and the requesting member locality, ~~or~~ institution, **or entity.**

## Article VI – Officers

6.1. The officers of the Council shall be a Chairman, Vice Chairman, Secretary, and Treasurer. All officers of the Council shall be members of the Council, and they shall be elected by a majority vote of the members.

6.2. The term of office for each officer shall be one year, or until his or her successor is elected, whichever shall first occur.

6.3. The officers of the Council, with the exception of the Treasurer, shall serve no more than two (2) one year consecutive terms. The Treasurer may serve more than two (2) one year consecutive terms.

6.4. The Council shall appoint an Executive Director. The Executive Director shall be an employee of the Council and shall serve at the pleasure of the Council. ~~under a written employment agreement.~~

6.5. The Executive Director as authorized by the Council shall hire staff necessary and appropriate to fulfill the purpose and exercise the powers of the Council.

## Article VII – Voting Rights

7.1. Each member of the Council shall have one equal, non-weighted vote on all matters before the Council.

7.2. To exercise a vote on a matter before the Council, a member must be in attendance at the meeting during which the vote is called, and shall otherwise vote in the fashion prescribed in the Council's Bylaws.

## Article VIII – Amendments

8.1. This Charter Agreement may be amended, supplemented, or superseded only after concurring resolutions have been adopted by the governing bodies of two-thirds of the member localities, ~~and institutions,~~ **and eligible entities.**

8.2. All proposed amendments to this Charter Agreement shall be submitted to the Council, in writing, for review and comment to the member localities, ~~and institutions,~~ **and eligible entities.**

#### Article IX – Addition or Withdrawal of Localities or Institutions of Higher Education

9.1. Any locality, ~~or institution of higher education,~~ **or eligible entity** located within Planning District 14 that is not a party to this Charter Agreement may petition the Council for membership, and shall be admitted as a member locality, ~~or institution,~~ upon (1) a majority vote of acceptance by the Council members, (2) execution of the Charter Agreement ~~by the locality or institution of higher education,~~ and (3) payment of the initial assessment **membership investment dues** as provided in paragraph 5.4.

9.2. Any member locality, ~~or institution of higher education,~~ **or eligible entity** may withdraw from the Council by submitting to the Council, in writing, at least 90 days before the end of the Council's current fiscal year, a notice of intent to withdraw. Such withdrawal shall not become effective until the end of the current fiscal year. **The withdrawing locality, institution or eligible entity forfeits any claims to any assets of the Council.**

#### Article X – Dissolution

10.1. The Council may be dissolved at any time, but only after concurring resolutions for dissolution have been adopted by the governing bodies of a majority of the member localities, **institutions, and entities.** Upon the dissolution or termination of the Council, it shall, after paying or making provisions for the payment of its liabilities, distribute its assets **equally** to its **active, eligible members who have maintained their active membership for the duration of the vestment period.** ~~member localities, pro rata, based upon the formula used to determine annual dues to the Council.~~

#### Article XI – Effective Date of Organization

11.1. The effective date of the organization of the Council shall be July 1, 2005.



BOARD OF SUPERVISORS

HOWARD F. SIMPSON  
CHAIRMAN

PATTIE COOPER-JONES  
VICE-CHAIR

CALVIN L. GRAY  
ROBERT M. JONES  
CHARLES W. MCKAY  
C. ROBERT TIMMONS, JR.  
JERRY R. TOWNSEND  
JAMES R. WILCK



COUNTY ADMINISTRATOR  
W.W. BARTLETT

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COUNTY OF PRINCE EDWARD, VIRGINIA

Resolution of the Board of Supervisors  
of the County of Prince Edward, Virginia

**WHEREAS**, the County of Prince Edward is a current member of good standing of the Commonwealth Regional Council, and

**WHEREAS**, the Commonwealth Regional Council has been discussing an overall review of the current Charter for the Council to reflect the current position of the Council; and

**WHEREAS**, the Commonwealth Regional Council has authorized a proposed Charter Amendment for presentation to current members in good standing relating to Article III (Principal Office), Article IV (Members), Article V (Dues), Article VI (Officers), Article VIII (Amendments), Article IX (Addition or Withdrawal of Localities or Institutions of Higher Education), and Article X (Dissolution); and

**WHEREAS**, the Commonwealth Regional Council has presented current members of good standing with a Charter Amendment which would amend the above the sections of the existing Charter.

**NOW, THEREFORE BE IT RESOLVED**, that having reviewed the proposed Charter Amendment, copy attached, and having no objections thereto, the Board of Supervisors of the County of Prince Edward recommends, and deems it to be in the best interest of the Council and its Members, and

**FURTHERMORE, BE IT RESOLVED**, as a current Commonwealth Regional Council Charter Member in good standing, hereby directs or authorizes its representative to the Commonwealth Regional Council to adopt the Bylaws accordingly to reflect these Amendments.

Certification

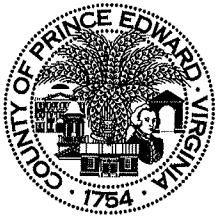
*I do hereby certify that the foregoing resolution was duly considered by the Board of Supervisors of the County of Prince Edward, Virginia at a special board meeting in Prince Edward County, Virginia, at which a quorum was present and that same was passed by a vote of \_\_\_ in favor and \_\_\_ opposed, this 13<sup>th</sup> day of October, 2015.*

\_\_\_\_\_  
Howard F. Simpson  
Chairman, Board of Supervisors

ATTEST:

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





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

**Meeting Date:**           **October 13, 2015**  
**Item No.:**               **10**  
**Department:**           **Economic Development Department**  
**Staff Contact:**       **Sharon Lee Carney, Director**  
**Issue:**                   **VDOT Revenue Sharing Grant Resolution of Support**

---

**Summary:** Over the last couple of months, the Board of Supervisors has approved the preparation and submittal of a “Special Projects Grant” and a Southside Economic Development Grant to the Tobacco Indemnification and Community Revitalization Commission (the Commission) for the construction of approximately 1,500 feet of roadway and 1,400 feet of waterline. The Special Projects Grant was awarded \$328,395 on September 23, 2015. The Southside Economic Development Grant in the amount of \$49,080 was submitted by the due date of October 7<sup>th</sup>, 2015, with a decision not due until January, 2016.

At the July 14, 2015 Board of Supervisors Meeting, the Board approved the preparation and submittal of a VDOT grant to function as part of the Tobacco Commission matching funds for the road construction. After considering the requirements for certain VDOT grants, the Revenue Sharing Grant was considered the best grant for the project needs. The maximum amount a Revenue Sharing Grant cannot exceed more than half (1/2) of the total estimated project cost, which is \$1,058,650 (See Budget attached). There, this limits the maximum VDOT Revenue Sharing Grant application to \$529,325. The due date for the Grant application is October 30, 2015.

On September 28<sup>th</sup>, 2015 the IDA met and approved the removal of approximately 60 +/- acres of mixed hardwoods at the Prince Edward Industrial Park, which is estimated at \$57,450-\$65,250 (See appraisal attached). These proceeds will be used towards the “dollar-per-dollar” match for the VDOT Revenue Sharing Grant. In addition, the IDA approved the expenditure of any shortfall funding needed for the construction of the access road, which will also be applied toward the VDOT Revenue Sharing match requirement. The estimated total project cost, value of timber, the amount awarded by VDOT, and how much the IDA will need to contribute may change once bid prices are actually received.

**Attachments:**

- Access Road Project Budget
- Timber appraisal prepared by EnviroFor, LLC
- Resolution of Support for a VDOT Revenue Sharing Grant

**Recommendation:**

- Approve the Resolution of Support for a Revenue Sharing Grant application in an amount not to exceed \$529,325 for the construction of an access road at the Prince Edward Industrial Park.
- Approve the Chairman of the Board of Supervisors and/or the County Administrator to sign any and all documents associated with the preparation of the Revenue Sharing Grant application

Motion _____	Cooper-Jones _____	McKay _____	Townsend _____
Second _____	Gray _____	Simpson _____	Wilck _____
	Jones _____	Timmons _____	

**PRINCE EDWARD INDUSTRIAL PARK  
ACCESS ROAD PROJECT BUDGET  
September 18, 2015**

**Proposed Road Project cost**  
(See Hurt & Proffitt-July 22, 2015 estimate) **\$1,058,650**

**INCOME SOURCES**

**Virginia Tobacco Commission Indemnification and Revitalization**

Special Projects Grant Application

On July 31, 2015, Prince Edward County submitted a grant application in the amount of \$475,000 for the development and construction of a new access road at the Prince Edward Industrial Park. Instead, the Tobacco Commission Special Projects Committee recommended to their Board an award of \$328,395. (To be voted on by the full Commission on September 23<sup>rd</sup>, 2015)

\$ 328,395

**Virginia Tobacco Commission Indemnification and Revitalization**

Southside Economic Development Grant

Prince Edward County on October 7<sup>th</sup>, 2015 intends to apply for a Southside Economic Development Grant in the amount of \$49,080. The maximum amount of the grant award in this category is limited to the amount of the Tobacco Commission local allocation. For 2015-16 Prince Edward County's allocation is limited to \$49,080. These funds can be used for the development and construction of the Access Road and/or the development of Lot #11. (See estimate for development of Lot #11)

\$49,080

**Virginia Department of Transportation**

Revenue Sharing Grant

By October 30, 2015, Prince Edward County plans to submit a Revenue Sharing Grant to VDOT. The funds will be used towards the development and construction of the Access Road. The Revenue Sharing Grant program is limited to only 50% of the cost of the project. Using the project cost estimate the maximum grant amount would be \$529,325.

\$529,325

**Timbering of 60+/- acres at the Prince Edward County Industrial Park**

Timber appraisal

In August a timber cruise of the 60+/- acres of undeveloped land at the Prince Edward Industrial Park was conducted by EnviroFor, LLC. The appraisal of the timber is estimated at \$57,450 to \$65,250 (See cruise information attached). These funds would go towards the development and construction of the new Access Road. To assure that the maximum price for the timber would be obtained, the logging phase will be put out to public bid.

\$65,250

**Industrial Development Authority**

Contribution

The funding short fall for the Access Road Project will be approximately about \$86,600. This amount may vary depending on what amount the construction bids in, and how much once is realized from the logging.

\$86,600



**PROJECT CONSTRUCTION BUDGET  
FOR  
THE NEW PRINCE EDWARD BUSINESS &  
COMMERCE PARK ROADWAY**

**HURT PROFFITT  
INCORPORATED**

July 22, 2015

• Roadway Clearing for 1,400 feet	\$25,000
• Roadway Grading	\$200,000
• Erosion & Sediment Control w/Seed & Mulch	\$75,000
• Ditch Line Protection	\$50,000
• Stormwater Management	\$40,000
• Culvert Pipe	\$75,000
• Headwall/Wingwalls	\$50,000
• Asphalt Paving (6", 4" & 2")	\$156,000
• 900 feet – 12" Water Line	<u>\$90,000</u>
<b>Estimated Construction Budget</b>	<b>\$761,000</b>
Engineering Design & Bid Assistance	\$115,650
Construction Administration	\$30,000
Construction Engineering & Inspection	<u>\$152,000</u>
<b>TOTAL ESTIMATED PROJECT BUDGET</b>	<b>\$1,058,650</b>

<sup>1</sup>ENGINEERING >> SURVEYING >> PLANNING

2524 LANGHORNE ROAD  
LYNCHBURG, VA 24501  
800-242-4936 TOLL FREE  
434-847-7790 MAIN  
434-847-0047 FAX  
WWW.HURTPROFFITT.COM

# EnviroFor, LLC.

Environmental Forestry & Wildlife Consulting

*"Money really does grow on trees!"*

Billy H. Newman  
Certified Forester, M.B.A.

356 Deer Run Lane  
Shipman, Va. 22971  
(434) 263-4772

VISIT US AT: [www.envirofor.com](http://www.envirofor.com)

905 Riverhill Road  
Galax, Va. 24333

1-877-388-0564

August 25, 2015

Ms. Sharon Carney, Director of Economic Development  
Prince Edward County  
PO Box 625  
Farmville, VA. 23901

Dear Ms. Carney, et.al.,

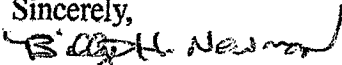
I recently had the opportunity to cruise and appraise the timber value within the 54.94 acre tract based on the Hurt and Proffitt rendering of July 28, 2015 located in the Business and Commerce Park. Timber quality ranges from fair to very good depending on location within the area.

\* The tract contains approximately 255 thousand board feet (MBF – International ¼" scale) of hardwood and pine sawtimber. There are also approximately 566 cords of hardwood and pine pulpwood as well. The estimated range of value is between \$ 57,450 - \$ 65,250 based on current market conditions. Pricing above this range would be exceptional.

EnviroFor, LLC. Specializes in assisting landowners with the complex process of selling timber. It is *strongly* recommended that Prince Edward County consider allowing EnviroFor, LLC. to market the timber on behalf of the IDA. The old adage that, "A timber sale can have only one master!" is absolutely correct. Unless the county has personnel with a high forestry I.Q., piece meal sale, contract, and the harvesting inspection, generally results in poor quality and poor end product.

I appreciate the opportunity to serve Prince Edward County and look forward to working with you in the future. Visit us at: [www.envirofor.com](http://www.envirofor.com) and view our videos on You Tube / EnviroForLLC.

Sincerely,

  
Billy H. Newman, CF, M.B.A.

\* Volumes and values are estimates and are not guaranteed.

SUMMARY STAND AND STOCK TABLE

54.94 ACRE +/- TRACT - PRINCE EDWARD COUNTY IDA  
ADJOINING COMMERCE ROAD AT FARMVILLE, VA.  
PRINCE EDWARD COUNTY, VA.

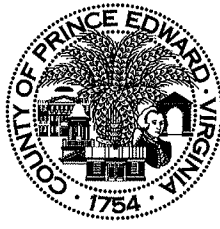
08 / 27 / '15

LOB. / SHTL. PINE	05.479 MBF		
VIRGINIA PINE	06.230 MBF		
ASH	04.092 MBF		
RED OAK	68.714 MBF	PINE PULP	39 CORDS
WHITE OAK	47.032 MBF	HARDWOOD PULP	527 CORDS
YELLOW POPLAR	75.655 MBF		
MISCELLANEOUS	47.798 MBF		
TOTAL	255.000 MBF	TOTAL	566 CORDS

10 BAF PRISM CRUISE ON 54.94 ACRES +/-

SAWTIMBER IN INTERNATIONAL 1/4 INCH SCALE  
PULPWOOD IN STANDARD 128 CUBIC FOOT CORDS

VOLUMES AND ACREAGE ARE ESTIMATES AND ARE NOT GUARANTEED.



COUNTY OF PRINCE EDWARD, VIRGINIA

A RESOLUTION OF THE  
BOARD OF SUPERVISORS OF THE COUNTY OF PRINCE EDWARD, VIRGINIA  
REQUESTING REVENUE SHARING PROGRAM FUNDS

At a regularly scheduled meeting of the Board of Supervisors of the County of Prince Edward, Virginia held at the Prince Edward County Courthouse, Board of Supervisors Room, Tuesday, October 13, 2015, at 7:00pm, a motion by \_\_\_\_\_, the following resolution was adopted on the following vote:

Aye:

Nay:

**WHEREAS**, the Board of Supervisors of the County of Prince Edward desires to submit an application for an allocation of funds of up to \$529,325 through the Virginia Department of Transportation Fiscal Year 2016, Revenue Sharing Program; and

**WHEREAS**, \$529,325 of these funds are requested to fund the construction of approximately 1,500 feet of roadway into the Prince Edward Industrial Park south from the intersection of Commerce Road; and

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Supervisors of the County of Prince Edward hereby supports this application for an allocation of \$529,325 through the Virginia Department of Transportation Revenue Sharing Program;

**BE IT FURTHER RESOLVED, THAT** the Board of Supervisors of the County of Prince Edward hereby grants authority for the County Administrator to execute project administration agreements for any approved revenue sharing projects.

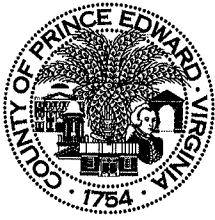
Certification

*I hereby certify that the foregoing resolution was duly considered by the Board of Supervisors of the County of Prince Edward, Virginia at a regular board meeting in Prince Edward County, Virginia, at which a quorum was present and that same was passed by a vote of \_\_\_\_\_ in favor and \_\_\_\_\_ opposed this 13<sup>th</sup> day of October, 2015.*

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

CERTIFIED TRUE COPY  
ATTEST

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



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

**Meeting Date:** October 13, 2015  
**Item No.:** 11-a  
**Department:** County Administrator  
**Staff Contact:** W.W. Bartlett  
**Issue:** County Administrator's Report -- Affirming Declaration of Local Emergency

---

**Summary:** Section 44-146.21 of the *Code of Virginia* requires that a Declaration of Local Emergency be affirmed by the governing body at its next regularly scheduled meeting or at a special meeting within fourteen days of the declaration, whichever occurs first.

Attached for your consideration is a draft resolution affirming the declaration of local emergency. Also attached are copies of the Declaration of Local Emergency and the action Rescinding the Declaration of Local Emergency.

**Attachments:** Draft Resolution of Affirmation  
Declaration of Local Emergency  
Rescinding Declaration of Local Emergency

**Recommendations:** Approve the Resolution of Affirmation

Motion \_\_\_\_\_ Cooper-Jones \_\_\_\_\_ McKay \_\_\_\_\_ Townsend \_\_\_\_\_  
Second \_\_\_\_\_ Gray \_\_\_\_\_ Simpson \_\_\_\_\_ Wilck \_\_\_\_\_  
Jones \_\_\_\_\_ Timmons \_\_\_\_\_

BOARD OF SUPERVISORS

HOWARD F. SIMPSON  
CHAIRMAN

PATTIE COOPER-JONES  
VICE-CHAIR

CALVIN L. GRAY  
ROBERT M. JONES  
CHARLES W. MCKAY  
C. ROBERT TIMMONS, JR.  
JERRY R. TOWNSEND  
JAMES R. WILCK



COUNTY ADMINISTRATOR  
W.W. BARTLETT

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COUNTY OF PRINCE EDWARD, VIRGINIA

RESOLUTION  
AFFIRMATION OF DECLARATION OF LOCAL EMERGENCY

**WHEREAS**, on October 1, 2015 the County of Prince Edward was experiencing a severe weather pattern that began the morning of September 29, 2015, which was compounded by the forecasts of the National Hurricane Center and National Weather Service projecting impacts from Hurricane Joaquin and a coastal Nor'easter that could produce damaging winds, significant periods of sustained heavy rainfall, widespread power outages, and flooding throughout the County; and

**WHEREAS**, at 12:00 noon on October 1, 2015 under the authority of Section 44.-146.21 of the *Code of Virginia*, W.W. Bartlett, Director of Emergency Management, issued a Declaration of Local Emergency because these severe weather conditions had the potential to impact life-safety, cause peril to property and create significant transportation issues within the County of Prince Edward; and

**WHEREAS**, at 1:00 p.m. on October 4, 2015, W.W. Bartlett, Director of Emergency Management, found that the severe conditions had abated and rescinded the Declaration of Local Emergency; and

**WHEREAS**, Section 44-146.21 of the *Code of Virginia* requires that such Declaration of Local Emergency be approved and confirmed by the Board of Supervisors, as the governing body of the County of Prince Edward, Virginia;

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Supervisors of the County of Prince Edward, Virginia, that the Declaration of Local Emergency, dated October 1, 2015, attached hereto and incorporated herein fully by reference, be, and the same hereby is approved and confirmed; and

**BE IT FURTHER RESOLVED**, and affirmed by the Board of Supervisors of the County of Prince Edward, Virginia, that the Declaration of Local Emergency was rescinded effective 1:00 p.m. on October 4, 2015.

Certification

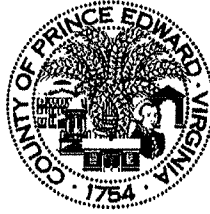
*I do hereby certify that the foregoing resolution was duly considered by the Board of Supervisors of the County of Prince Edward, Virginia at a special board meeting in Prince Edward County, Virginia, at which a quorum was present and that same was passed by a vote of \_\_\_ in favor and \_\_\_ opposed, this 13<sup>th</sup> day of October, 2015.*

\_\_\_\_\_  
Howard F. Simpson  
Chairman, Board of Supervisors

ATTEST:

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





**DECLARATION OF LOCAL EMERGENCY**  
**County of Prince Edward, Virginia**

**WHEREAS**, as County Administrator/Director of Emergency Management of the County of Prince Edward, Virginia, I do hereby find:


1. The severe weather pattern that began the morning of September 29, 2015, coupled with the forecasts by the National Hurricane Center and National Weather Service projecting impacts from Hurricane Joaquin and a coastal nor'easter, could produce damaging high winds, significant periods of sustained heavy rainfall, widespread power outages, and flooding throughout the County of Prince Edward; and
2. That these severe weather conditions have the potential to impact life safety and peril to property and create significant transportation issues, which necessitate the proclamation of the existence of a local emergency; and
3. Under the authority of Section 44.-146.21 of the *Code of Virginia*, as Director of Emergency Management, I do hereby declare a Local Emergency for the County of Prince Edward, Virginia.

**NOW, THEREFORE, IT IS HEREBY PROCLAIMED** that an emergency now exists throughout the County of Prince Edward, Virginia; and

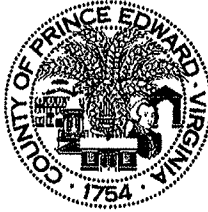
**IT IS FURTHER PROCLAIMED AND ORDERED** that during the existence of said emergency, the powers, functions, and duties of the Emergency Management Organization of the County of Prince Edward, Virginia, shall be those prescribed by State Law and the Ordinances, Resolutions, and approved plans of the Prince Edward County Board of Supervisors in order to mitigate the effects of said emergency.

Date: OCTOBER 1, 2015

Time: 12:00 NOON

  
\_\_\_\_\_  
W.W. Bartlett, County Administrator  
Director of Emergency Management  
County of Prince Edward, Virginia

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



**RESCINDING DECLARATION OF LOCAL EMERGENCY**  
**County of Prince Edward, Virginia**


The County Administrator/Director of Emergency Management of the County of Prince Edward, Virginia does hereby find:


1. The severe weather pattern that began September 29, 2015 and extended through October 4, 2015 causing dangerous public safety conditions and peril to life and property, which necessitated the Declaration of Local Emergency effective 12:00 noon, October 1, 2015 in Prince Edward County, Virginia, has now abated;

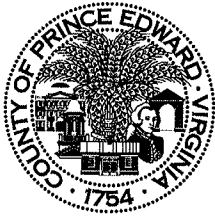
**NOW, THEREFORE, IT IS HEREBY RESOLVED**, that an emergency no longer exists in the County of Prince Edward, Virginia, and the Declaration of Local Emergency is rescinded, effective immediately.

Date: October 4, 2015

Time: 1:00 p.m.

  
\_\_\_\_\_  
W.W. Bartlett, County Administrator  
Director of Emergency Management  
County of Prince Edward, Virginia

Attest:   
\_\_\_\_\_  
Sarah Elam Puckett, Assistant County Administrator  
Coordinator of Emergency Management  
County of Prince Edward, Virginia



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

**Meeting Date:** October 13, 2015  
**Item No.:** 11-b, 11-c, 11-d  
**Department:** County Administrator  
**Staff Contact:** W.W. Bartlett  
**Issue:** County Administrator's Report

---

**Summary:**

- b. County Attorney RFP – The County Administrator’s Office issued a Request for Proposals for County Attorney services. Responses to the RFP are due October 13, 2015 and will be shared with Board in the Table Packet for the October meeting.
- c. Voting Credentials for VACo Annual Meeting -- The Board will wish to designate its voting delegate and alternate for the VACO Annual Business Meeting, (Attachment 1). This has historically been the Chairman and Vice Chair.
- d. November Board Meeting Date -- The November Board meeting is scheduled for Tuesday, November 10, 2015. The VACo annual meeting is scheduled for Sunday, November 8 through Tuesday, November 10. The Board will wish to consider changing the date of the November Board meeting, so as not to conflict with the VACo meeting.

**Attachments:** Letter dated September 8, 2015, RE: VACo Voting Credentials.

**Recommendations:**

- 1. Approve the Chairman and Vice Chair serving as the voting delegate and alternate at the VACo Annual Business Meeting.
- 2. Staff has consulted with Chairman Simpson and recommends setting the date of the November Board meeting for Tuesday November 17, 2015. The Board will wish to set the date and then authorize the advertisement of the change of the date of the November meeting.

Motion _____	Cooper-Jones _____	McKay _____	Townsend _____
Second _____	Gray _____	Simpson _____	Wilck _____
	Jones _____	Timmons _____	

**President**

Penelope A. Gross  
Fairfax County

**President-Elect**

David V. Hutchins  
Carroll County

**First Vice President**

Judy S. Lyttle  
Surry County

**Second Vice President**

Mary W. Biggs  
Montgomery County

**Secretary-Treasurer**

Donald L. Hart, Jr.  
Accomack County

**Immediate Past President**

Harrison A. Moody  
Dinwiddie County


**Executive Director**

James D. Campbell, CAE

**General Counsel**

Phyllis A. Errico, Esq., CAE

**TO:** Chairs, County Board of Supervisors  
County Chief Administrative Officers

**FROM:** James D. Campbell, Executive Director 

**RE:** Voting Credentials for the Annual Business Meeting

**DATE:** September 8, 2015

The 2015 Annual Business Meeting of the Virginia Association of Counties will be held on Tuesday, November 10, from 11:00 a.m. at The Homestead in Bath County.

Article VI of the VACo ByLaws states that each county shall designate a representative of its board of supervisors to cast its vote(s) at the Annual Business Meeting. However, if a member of the board of supervisors cannot be present for this meeting, the Association's ByLaws allow a county to designate a non-elected official from your county or a member of a board of supervisors from another county to cast a proxy vote(s) for your county.

For your county to be certified to vote at the Annual Business Meeting, (1) your annual dues must be paid in full and (2) either a completed Voting Credentials Form or a Proxy Statement must be submitted to VACo by November 1, 2015. Alternatively, this information may be submitted to the Credentials Committee at its meeting on Monday, November 9, at 1:00 p.m. in the Monroe Room or to the conference registration desk before this meeting.

NOMINATING COMMITTEE

The Nominating Committee will meet at 5:00 p.m. in the Wilson Room on Monday, November 9th during VACo's Annual Conference at the Homestead. The committee is charged to nominate a candidate for President-Elect, First Vice President, Second Vice President, and Secretary-Treasurer to be elected at the Annual Business Meeting. Please send your expressions of interest and nominations to the Committee or to VACo's Executive Director.

REGIONAL DIRECTORS

Pursuant to VACo's By-Laws, "regional directors shall be selected at the Annual Meeting by the member counties located within the region which the director will represent." Regional caucuses will be scheduled during the Annual Meeting to select directors. Incumbent regional directors should chair the caucuses. Reports should be given to VACo's Executive Director by 6:00 p.m. on Monday, November 9th. The attached list shows the regional directors that must be selected.

Attachments

cc: VACo Board of Directors  
Nominations Committee

1207 E. Main St., Suite 300  
Richmond, Va. 23219-3627

Phone: 804.788.6652  
Fax: 804.788.0083

E-mail: [mail@vaco.org](mailto:mail@vaco.org)  
Web site: [www.vaco.org](http://www.vaco.org)

Region 2.....Sherrin C. Alsop (King & Queen County)  
Region 3.....Arthur S. Warren (Chesterfield County)  
Region 3.....Gilbert A. Smith (Charles City County)  
Region 4.....Nancy R. Carwile (Charlotte County)  
Region 5.....Cassandra L. Stish (Buckingham County)  
Region 6.....J. Michael Hobert (Clarke County)  
Region 7.....Steven E. Nixon (Culpeper County)  
Region 8.....Gerry W. Hyland (Fairfax County)  
Region 8.....J. Walter Tejada (Arlington County)  
Region 8.....John D. Jenkins (Prince William County)  
Region 8.....Maureen S. Caddigan (Prince William)  
Region 8.....Jeffrey C. McKay (Fairfax County)  
Region 8.....Linda Q. Smyth (Fairfax County)  
Region 9.....William B. Kyger (Rockingham County)  
Region 10.....Gary W. Tanner (Appomattox County)  
Region 10.....Annette S. Perkins (Montgomery County)  
Region 13.....Larry R. Mosley (Lee County)

**VACo 2015 Annual Meeting  
Voting Credentials Form  
Form may be returned by mail or fax (804-788-0083)**

Voting Delegate:  
(Supervisor)

Name \_\_\_\_\_

Title \_\_\_\_\_

Locality \_\_\_\_\_

Alternate Delegate:  
(Supervisor)

Name \_\_\_\_\_

Title \_\_\_\_\_

Locality \_\_\_\_\_

Certified by:  
(Clerk of the Board)

Name \_\_\_\_\_

Title \_\_\_\_\_

Locality \_\_\_\_\_

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**VACo 2015 Annual Meeting  
Proxy Statement**

\_\_\_\_\_ County authorizes the following person to cast its vote at the 2015 Annual Meeting of the Virginia Association of Counties on November 10, 2015.

\_\_\_\_\_, a non-elected official of this county.

**-OR-**

\_\_\_\_\_ a supervisor from \_\_\_\_\_ County.

This authorization is:

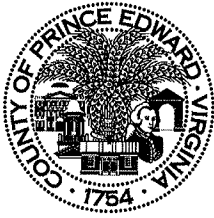
Uninstructed. The proxy may use his/her discretion to cast \_\_\_\_\_ County's votes on any issue to come before the annual meeting.

Instructed. The proxy is limited in how he/she may cast \_\_\_\_\_ County's votes. The issues on which he/she may cast those votes and how he/she should vote are:  
(List issues and instructions on the back of this form)

Certified by: Name \_\_\_\_\_

Title \_\_\_\_\_

Locality \_\_\_\_\_



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

**Meeting Date:** October 13, 2015  
**Item No.:** 12  
**Department:** County Administrator  
**Staff Contact:** W.W. Bartlett/Sarah Elam Puckett  
**Issue:** Informational

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**Summary:**

**Attachments:**

- a. Commonwealth Regional Council, Monthly Meeting Agenda and Minutes

**Recommendation:**

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

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

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

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





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

**Meeting Agenda**  
**Thursday, October 1, 2015**  
**12:00 Noon**  
(Light lunch will be provided)  
Commonwealth Regional Council Office  
One Mill Street, Suite 101, Farmville, Virginia 23901

- I. Welcome & Call to Order .....Chairman Wingold
- II. Invocation
- III. Approval of Minutes of September 3, 2015 Meeting .....Secretary Walker
- IV. Treasurers' Report – September Financial Statement, **Attachment 1**.....Treasurer Timmons
- V. Report of Officers & Committees
  - A. Chairman's Report.....Chairman Wingold
    - 1) Update - Charter/Bylaws Amendment
    - 2) Report on Chief Administrative Officers Meeting, **Attachment 2**
    - 3) Discussion of Framework for CRC Member Dialogue Meetings, **Attachment 3**
- VI. Scoping the Future – Discussion of Innovative/Regional Ideas, **Attachment 4**.....Council Members
- VII. Old Business .....Chairman Wingold
  - A. Staff Reports
    - 1) Report on HB2 Application/CRC Assistance .....Mary Hickman
    - 2) Report on CRC Regional Hazard Mitigation Plan Update .....Todd Fortune
    - 3) CRC Resolution of Support, Town Farmville HB2 Application, **Attachment 5**.....Todd Fortune
    - 4) Non-Member CIRP Review – Draft Policy, **Attachment 6** .....Mary Hickman
    - 5) Report on Charlotte County Volunteer Rescue Squad RSAF Application Submission ....Todd Fortune
    - 6) Update – Letter to VAPDC on CRC Legislation, **Attachment 7**.....Mary Hickman
    - 7) Project Update – Buckingham County Comprehensive Plan Update .....Mary Hickman
    - 8) Council Member Comments
- VIII. New Business .....Chairman Wingold
  - A. Staff Reports
    - 1) Update – Delay in FY 14-15 Audit Presentation, **Attachment 8** .....Mary Hickman
    - 2) Lunenburg County Request for CRC Resolution of Support, Lunenburg County HB2 Application, **Attachment 9**.....Todd Fortune
    - 3) Prince Edward County Request for CRC Resolution of Support, Prince Edward County HB2 Applications, **Attachment 10**.....Todd Fortune
    - 4) Charlotte County Request for CRC Letter of Support for IRF Application, **Attachment 11** .....Mary Hickman
    - 5) Charlotte County Request for CRC Resolution of Support, Charlotte County HB2 Applications, **Attachment 12**.....Todd Fortune
    - 5) Council Member Comments
- IX. Commonwealth Intergovernmental Review Process, None
- X. Other Business
- XI. Council Member Comments
- XII. Adjourn – Next Meeting Date – November 5, 2015

**COMMONWEALTH REGIONAL COUNCIL**  
One Mill Street, Suite 101 | P.O. Box P  
Farmville, VA 23901 | 434-392-6104 PHONE  
[www.virginiashheartland.org](http://www.virginiashheartland.org)



**Commonwealth Regional Council  
Farmville, VA 23901  
September 3, 2015**

**Welcome & Call to Order**

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

**Invocation**

Mr. Bennett gave the invocation.

**ROLL CALL****MEMBERS****PRESENT****ABSENT**

## Amelia:

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

Mr. Ellsworth J. Bennett

## Buckingham:

Ms. Cassandra Stish  
\*Ms. Rebecca Carter

Ms. Cassandra Stish  
(Vice-Chairman)

## Charlotte:

Mr. Gary Walker  
\*Mr. Haywood J. Hamlet

Mr. Gary Walker  
(Secretary)

## Lunenburg:

Mr. David Wingold  
\*Ms. Beverley Hawthorne

Mr. David Wingold  
(Chairman)

## Prince Edward:

Mr. C.R. "Bob" Timmons, Jr.  
\*Mr. Charles W. McKay

Mr. C.R. "Bob" Timmons, Jr.  
(Treasurer)

NOTE: \*Denotes Alternates

**STAFF**

Ms. Mary Hickman, Executive Director  
Ms. Melody Foster, Regional Planner  
Mr. Andre' Gilliam, Community Development Planner  
Mr. Todd Fortune, Community Development Planner

**GUEST**

None

**Approval of Minutes of August 6, 2015 Meeting**

Mr. Walker moved that the minutes be approved with noted change. Motion carried.

**Treasurer's Report**

**August Financial Statement:** The Treasurer stated the August Financial Statement was in order.

Mr. Timmons moved and Mr. Walker seconded that the August Financial Statement be approved as presented. Motion carried.

**Report of Officers & Committees****Chairman's Report:**

**Report of Charter/Bylaws Overall Review Committee:** Ms. Hickman stated this item was tabled at the August CRC meeting due to not all Council Members being absent. Ms. Hickman gave a review of the report of the Charter/Bylaws Overall Review Committee (comprised of Ms. Stish, Mr. Timmons, and Ms. Foster). The Committee met prior to the July 2, 2015 CRC meeting. The Committee reviewed the previous Charter and suggested changes. The Committee members also reviewed the Draft one more time prior to being included in the August Council packet. Ms. Hickman stated another copy of the Draft Charter was included in the September Council packet for review and discussion.

Ms. Hickman noted two items in the Draft. Ms. Hickman stated regarding Article III-Principal Office (location), the Committee had changed the language to state the location of the principal office would be located within Planning District 14 to provide latitude in the offices' location. However, after reviewing the Regional Cooperation Act, it was noted that the Charter Agreement has to note the locality in which the principal office shall be situated. Therefore, there needs to be clarification as to which locality the office will be situated in. Ms. Hickman also noted the highlighted section that relates to the Executive Director having a written employment agreement. Ms. Hickman stated she was appointed the Executive Director in June of 2014, but does not currently have a written employment agreement nor did she have one when she served as Acting President/CEO prior to that time. Ms. Hickman stated both of these items were discovered after the Committee met and prior to the current meeting. Therefore, the Committee has not discussed these items.

There was discussion on both noted items.

Mr. Walker moved and Mr. Timmons seconded to approve the presented Charter/Bylaws with noted amendments; under Article III, Principal Office location to state "The principal office of the Council shall be located within Prince Edward County. If the location of the of office's locality were to change, a revision to the Charter shall be made." It was also noted to change Article VI, 6.4 to strike the language regarding requiring a written employment agreement for the Executive Director. Motion carried.

**Report on Chief Administrative Officers (CAO) Meeting:** Ms. Hickman stated a copy of the CAO Agenda was included in the packet for information.

**Discussion of Framework for CRC Member Dialogue Meetings:** Ms. Hickman stated there was extensive discussion by Council Members at the August Meeting as to having future one-on-one

dialogue meetings with CRC member localities to discuss their needs from the CRC. As part of this discussion, the CRC can learn from the member localities what their needs are and what is important to them and then the organization can then tailor its services to address the members' needs in the coming year. This discussion originated from the Council's discussion over Amelia County's response to the CRC FY16 Dues request. Ms. Hickman stated, as directed from this discussion, she has contacted the member localities to notify them the FY16 CRC Dues have been lowered from the approved \$17,000 back to \$15,700. The members were also sent a new invoice and advised of the Council's plan to have a more in-depth dialogue with the respective County Administrator and Board of Supervisor members over the next several months. Ms. Hickman stated the Council Members were copied on the correspondence. Ms. Hickman stated in addition, she is currently in the process of completing a locality specific package of information, similar to the package sent to Amelia, for each of the remaining member localities. Ms. Hickman stated she was not able to get the packages together in time to send with the new revised invoice due to the August 31, 2015 deadline for dues. However, the information packages will be sent to the other remaining member localities in the near future.

Ms. Hickman stated per the future one-on-one meetings with member localities, the Council will need to continue discussion as to the desire of the place, time and layout. Based on the discussion by the Council at the August meeting, it was the desire of the Council to meet with each member locality individually. Ms. Hickman stated the Council need to further discuss the Place, Time, and Layout of the meeting. Ms. Hickman stated the option of meeting at each locality was discussed, but no action was taken. There was no specific time set except that these meetings occur during the Fall. Ms. Hickman provided an option that the Council Members meet with the Board of Supervisors and County Administrator prior to their respective Board Meetings as a part of a work session before or after an already scheduled work session to help ensure full participation by all board members. Another option is to request a separate meeting/work session. As far as layout for the meeting, there was discussion regarding utilizing a third-party facilitator but no action was taken. Ms. Hickman provided another option to have the CRC Chairman facilitate the discussion to allow for a more informal discussion. Ms. Hickman stated she offered these items for Council discussion and direction for staff to be able to proceed for the Fall time schedule.

There was discussion on noted items.

Place --It was the consensus of members to meet with Board of Supervisors at their respective counties.

Layout--It was the consensus of members to make the presentation specific to each locality, first to county staff members then have a separate meeting with Board of Supervisor members at a scheduled work session at the localities location. Utilize the Chairman to facilitate discussion, not bring in outside facilitator.

Time—Meet with localities by the end of January 2016. Ms. Hickman noted there were several localities with elections this year in which there may be new board members beginning in January and a few localities where returning board members will not be seeking reelection. In the last instance there will definitely be new board members beginning January 2016.

Mr. Walker posed the idea for discussion of including term limits of Council Members in the CRC Bylaws to ensure rotation of members from time to time. There was discussion on the idea.

**Scoping the Future – Discussion of Innovative/Regional Ideas:** Ms. Hickman noted the

attachment. No additions were made.

### **Old Business**

#### **Staff Reports:**

**Update on Amelia County FY 15-16 Membership:** Ms. Hickman stated a package of information, as well as a new updated Invoice for CRC FY15-16 Dues, was sent to Amelia County in response to their July letter. Ms. Hickman stated on August 18<sup>th</sup> she was contacted by Mr. Harvie by email noting that the information had been sent to the Board of Supervisors and he further stated he had taken the item off of the agenda for the August 19<sup>th</sup> Board of Supervisors meeting. Ms. Hickman also noted Mr. Harvie stated there was no need for her to attend the meeting. Ms. Hickman stated it is her understanding that the County will proceed as budgeted and payment of the \$15,700 for continuation of the County's FY 15-16 CRC Membership.

**Report on HB2 Application/CRC Assistance:** Ms. Foster stated, as of this date, the CRC will be assisting Charlotte and Lunenburg Counties in submitting a HB2 Application to VDOT. Ms. Foster stated the Charlotte HB2 Application is for improvements at the Crafton Gates Intersection and the Lunenburg HB2 Application is for the Route 675 Hardy Road Project between Routes 40 and 659. Ms. Foster stated she just received the Lunenburg request today (9-3-15). Ms. Foster stated she will be working very closely with VDOT on both projects to supply the cost estimates. The deadline for online applications is September 30, 2015.

**Update-Urban Development Areas (UDA) Grant Program:** Ms. Foster stated she had reported previously the Office of Intermodal Planning and Investment (OIPI) offers a Grant Program for assistance to localities in establishing an UDA. However, it has only recently become evident that if a locality accepts this assistance, which can be up to the value of \$65,000 and does not choose to establish a UDA, it would have to pay these funds back to the State. Localities have been notified of this new development to keep in mind if they apply for assistance.

**Update – Old Dominion RC&D Request, Heart of VA Buy Fresh Buy Local (BFBL) Chapter:** Ms. Hickman stated the BFBL did not meet in August do to unforeseen circumstances and therefore, Ms. Hawthorne did not have anything to come and report at the September CRC meeting. Ms. Hickman stated she was uncertain when the BFBL would be meeting again but she would be following up with Ms. Hawthorne to keep apprised of the situation.

There was discussion on the matter.

**Report on Non-Member CIRP Review Policy – Draft Policy:** Ms. Foster stated this matter was discussed at the August CRC meeting and the Council requested a Policy be drafted and brought back for discussion. Ms. Foster passed out a Draft Policy on the CRC's CIRP Review Process for discussion. Ms. Foster stated the Regional Cooperation Act states the *"Commission is to be informed of applications for state or federal aid by local governing bodies. Submissions of the summary of applications is for informational purposes only, unless otherwise directed by state or federal regulations or laws."* Ms. Foster stated due to this language, Ms. Hickman contacted one federal and state agency for an opinion on what the impact would be on a locality if the CRC were not to review application summaries and provide a CIRP Comment. Contacted agencies have indicated the CRC is under no obligation to participate in the CIRP review process. One agency did point out it could hinder the

locality's application if there is some component of the application that should tie into a regional initiative but does not. Ms. Foster stated the CRC will also be contacting one other agency for comment. However, based on the comments thus far from Agencies, a Draft Policy is being proposed as the following: The Commonwealth Regional Council will provide a venue for accepting and reviewing for comment, state and federal applications for funding or permits from Member localities and entities located within those member localities of the CRC. The CRC will no longer review or provide comment on State or Federal Applications for funding or permits from Non-Member localities and entities located within those non-member localities.

Ms. Foster stated this Draft Policy was provided for discussion purposes and the staff did not recommend approving the Draft Policy until all comments have been received from solicited agencies. Ms. Foster stated this Policy was designed to distinguish services provided for member localities versus non-member localities.

There was discussion on the Policy.

Ms. Foster requested the item be tabled until the October CRC meeting. By consensus, the matter was tabled.

**Report on 2015 VACO Region 4 Legislative Meeting (CRC Co-Sponsor):** Ms. Hickman stated on August 25, 2015, she attended the 2015 VACO Region 4 Regional Legislative Meeting at the Southside Virginia Community College, Alberta Campus. The CRC was a co-sponsor of the event as PDC's were requested by VACO to partner with them on these events. Ms. Hickman stated the purpose of the meeting was to provide an opportunity for county officials in the VACO Region 4 to discuss legislative and other issues that concerned them. VACO Region 4 localities include CRC member localities, Amelia, Charlotte, Lunenburg and Prince Edward. All impacted Virginia Legislators were invited, however only Senator Ruff and Delegate Wright were in attendance. Ms. Hickman stated all CRC member localities had representatives in attendance at the meeting. Topics discussed included: heavy reliance of SOL on schools which is not good for anybody; retaining what funding localities do receive; expansion of education in K-12 specifically to include workforce development not only in community colleges but should also be implemented in K-12; do away with unfunded mandates. Ms. Hickman stated VACO noted that the topics of expansion of K-12 education through workforce development and general K-12 funding have resonated in all of the regional meetings. Therefore, this will be a top priority issues for VACO in the coming General Assembly session.

Ms. Hickman stated VACO also noted the Region 4 Legislative Meeting had the largest group of attendees with approximately 30 people in attendance.

Ms. Hickman stated she did not mention the CRC's proposed legislation on "other entities" as she did not see an appropriate tie-in. Ms. Hickman stated with Senator Garrett not being present, there was no history per the CRC initiation nor has the CRC received feedback from the letter to VAPDC. Also, representatives from Crater PDC were present and had no knowledge of the subject for discussion.

**Council Member Comments:** There were none.

### **New Business**

### **Staff Reports**

**Town of Charlotte Court House Grant Writing Request – Transportation Alternative Program (TAP) Application:** Mr. Fortune stated the CRC assisted the Town of Charlotte Court House in applying for TAP funds last year for Phase One of a Three Phase project to provide sidewalks in the Town. Phase One was funded. The Town is now planning to apply for TAP funds for additional Phases of the project. Mr. Fortune stated enclosed in the Council packet is a request from the Town of Charlotte Court House for the CRC's assistance in applying for TAP funds. This will need to be approved as well as authorization for the Executive Director to execute an agreement between the CRC and the Town.

Mr. Timmons moved and Mr. Walker seconded to approve the request for TAP grant writing services from the Town of Charlotte Court House and also authorize the Executive Director to execute an agreement between the CRC and the Town. Motion carried.

**Town of Farmville Request for CRC Resolution of Support for Farmville HB2 Application:** Ms. Foster stated the HB2 Application process requires a Resolution of Support from relevant regional entities for localities and public transit agencies that submit an application that is in the Corridor of Statewide Significance project type category. Farmville is submitting an HB2 Application under this category and therefore requires a Resolution of Support from the CRC, the relevant regional entity, in order for them to have a complete application. Resolutions are due to VDOT by December 1<sup>st</sup>. Ms. Foster stated this item was discussed at the Chief Administrative Officer's (CAO) meeting, as the Town of Farmville is currently not a member of the CRC. However, it was noted they are located within a county that is a member of the CRC (Prince Edward). Therefore, it was the consensus of the CAO's that this request should be granted. However, there was discussion on how the CRC would handle a similar request if it were to come from a County that is not currently a member. According to HB2 Guidelines, an HB2 Application that requires this Resolution of Support would not be considered complete without the requested Resolution of Support.

There was discussion on this matter as to the benefits of being a member of the CRC versus being a non-member.

Ms. Foster stated she recommended the CRC adopt the Resolution of Support for the Town of Farmville as they are located within a member county.

Mr. Walker moved and Mr. Timmons seconded to approve the Town of Farmville's request for Resolution of Support for the Town's HB2 Application. Motion carried.

Mr. Walker moved and Mr. Timmons seconded to direct the staff if they receive a request from a non-member county, to include associated towns, for a HB2 Resolution of Support they are to notify the non-member the request will be denied unless the non-member county rejoins the Commonwealth Regional Council. Motion carried.

**FY 2016 CRC/DHCD Annual Contract:** Ms. Hickman stated the Regional Cooperation Act requires each planning district commission to submit an annual report to the Department of Housing and Community Development (DHCD) no later than September 1<sup>st</sup> of each year. Responses received from all the planning district commissions form the basis for DHCD's documentation of progress on regional strategic planning and other activities outlined by the Regional Cooperation Act. Ms. Hickman stated she submitted the CRC's Annual Report to DHCD on August 18<sup>th</sup>. Ms. Hickman stated with the

submission of all the required material, the CRC has received its FY 2015-2016 contract which is enclosed in the Council packet. The CRC will receive \$75,971 for the FY15-16 fiscal year. Ms. Hickman stated once the contract is executed, the first quarterly payment of \$18,992 to the CRC will be processed. Subsequent quarterly payments to the CRC will occur in October, January and April. Ms. Hickman recommended the CRC accept the contract and authorize it's execution.

Mr. Timmons moved and Mr. Walker seconded to accept the CRC/DHCD Annual Contract presented and authorize Ms. Hickman to execute the contract. Motion carried.

**Council Member Comments:** There were none.

**Other Business:**

**Commonwealth Intergovernmental Review Process (CIRP):** Ms. Foster stated there was one local CIRP;

- Department of Energy/Atlantic Coast Pipeline, LLC – Federal Energy Regulatory Commission Supplemental Notice of Intent to Prepare and Environmental Impact Statement for the Planned Atlantic Coast Pipeline Project and Request for Comments on Environmental Issues Related to New Alternatives Under Construction

Mr. Walker moved and Mr. Timmons seconded to give the listed CIRP a level one, No Comment. Motion carried.

**Council Member Comments:** There were none.

**Adjournment:** The meeting adjourned at 12:55 p.m.

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Mr. Gary Walker, Secretary







County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: October 13, 2015  
Item No.: 13  
Department: County Administrator  
Staff Contact: W.W. Bartlett/Sarah Elam Puckett  
Issue: Monthly Reports

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Summary:

Attachments:

- a. Animal Control
- b. Building Official
- c. Cannery – 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

**"September 2015"**

<b>Dogs</b>		<b>Wildlife</b>	
Surrendered	13	Handled	0
Picked Up	17	Euthanized	0
Claimed By Owner	3	Rabies Case	0
Adopted	4		
Died in Kennel	0	<b>Livestock</b>	
Euthanized	4	Returned to Owner	0
Transferred to SPCA	17	Died in Kennel	0
Dead on Arrival	2	Adopted	0
Escaped from Shelter	0	<b>Fees Collected</b>	\$0.00
Seized	0		
<b>Fees Collected</b>	<b>\$185.00</b>	<b>Other Companion Animals</b>	
		Returned to Owner	0
<b>Cats</b>			
Surrendered	11	<b>Number of Calls to Shelter</b>	99
Picked Up	0	<b>Summons Issued</b>	8
Claimed By Owner	0	<b>Warrants Served</b>	0
Adopted	0	<b>Days in Court</b>	1
Euthanized	11	<b>Nuisance Dogs</b>	6
Died in Kennel	0	<b>Dangerous Dogs</b>	0
Transferred to SPCA	0		
Dead on Arrival	0		
<b>Fees Collected</b>	<b>\$0.00</b>	<b>Total Fees Collected</b>	<b>\$185.00</b>
<b>Bill the Town of Farmville</b>			
0 cat housed (0 days each)			
<b>Total</b>	<b>\$0.00</b>		

*S. Ray Foster, Animal Control Officer*

# BUILDING OFFICIAL

Permits Issued Report  
9/01/2015 Through 9/30/2015

ADDITIONS	- Issued	6
	- Value	\$208,000.00
	- Permit Fees	\$722.10
	- 2.00% STATE TAX	\$14.44
	- Fees Collected	\$.00
CELL TOWER	- Issued	2
	- Value	\$48,950.00
	- Permit Fees	\$1,000.00
	- 2.00% STATE TAX	\$20.00
	- Fees Collected	\$.00
CHURCH (ADD/REN/E/P/M)	- Issued	1
	- Value	\$20,000.00
	- Permit Fees	\$100.00
	- 2.00% STATE TAX	\$2.00
	- Fees Collected	\$.00
ONE & TWO FAMILY DWELLING	- Issued	1
	- Value	\$146,000.00
	- Permit Fees	\$392.00
	- 2.00% STATE TAX	\$7.84
	- Fees Collected	\$.00
ELECTRICAL	- Issued	15
	- Value	\$9,000.00
	- Permit Fees	\$740.00
	- 2.00% STATE TAX	\$14.80
	- Fees Collected	\$.00
FARM BUILDINGS	- Issued	1
	- Value	\$50,000.00
	- Permit Fees	\$.00
	- 2.00% STATE TAX	\$.00
	- Fees Collected	\$.00
MECHANICAL	- Issued	7
	- Value	\$43,465.00
	- Permit Fees	\$680.00
	- 2.00% STATE TAX	\$13.60
	- Fees Collected	\$.00
MECHANICAL/GAS	- Issued	1
	- Value	\$6,400.00
	- Permit Fees	\$50.00
	- 2.00% STATE TAX	\$1.00
	- Fees Collected	\$.00
MANUFACTURED HOMES	- Issued	1
	- Value	\$17,000.00
	- Permit Fees	\$121.60
	- 2.00% STATE TAX	\$2.43
	- Fees Collected	\$.00
PLUMBING	- Issued	5
	- Value	\$2,500.00
	- Permit Fees	\$250.00
	- 2.00% STATE TAX	\$5.00
	- Fees Collected	\$.00
REMODELING	- Issued	3
	- Value	\$208,500.00
	- Permit Fees	\$869.80
	- 2.00% STATE TAX	\$17.40
	- Fees Collected	\$.00
SIGN	- Issued	1
	- Value	\$1,000.00
	- Permit Fees	\$40.00
	- 2.00% STATE TAX	\$.80
	- Fees Collected	\$.00
Total Permits - Issued		44
Total Permits - Value		\$760,815.00
Total Permits - Permit Fees		\$4,965.50
Total Permits - Sales Tax 2%		<u>\$ 99.31</u>
		<b>\$ 5,064.81</b>

# PRINCE EDWARD COUNTY CANNERY

7916 Abilene Road  
Farmville, Virginia 23901

Patty Gulick  
Cannery Manager  
434-223-8664  
Home 434-392-4218

## September 2015 Cannery Report

The cannery report for the hot month of September:

894 (qts.)	@ .48 =	\$ 429.12
217 (pts.)	@ .40 =	\$ 86.80
15 Patrons usage	@1.00 =	\$ 15.00
30% out of County =		\$ 43.65
Non-processing fees =		\$ 30.00
<b>Total</b>		<b><u>\$ 604.57</u></b>

On September 16<sup>th</sup> we sponsored an Applesauce Workshop with the Prince Edward County Extension Office. We also co-ordinated an NRCS educational tour with Virginia Food works about resources at the cannery for both Home and Commercial usage on September 21<sup>st</sup>.

P. Gulick

kef



# Virginia Food Works

*Commercial Management at Prince Edward County Cannery*

Emily Wells  
Commercial Manager  
(434) 547-4280

## ***September 2015 Summary***

In September we were pleased to offer two Cannery tours, one to a group of state government employees and another to USDA NRCS. We also participated in two local food events and the applesauce workshop organized at the Cannery by Prince Edward Cooperative Extension and Patty Gulick, home canning manager.

September Revenue: \$1,364.00

Interested parties: 4

Clients: 6

Days Used for Commercial Activity: 14

Products Created:

- Strawberry Jam
- Blueberry Jam
- Tomato Salsa
- Merlot-Grape Jelly
- Bloody Mary Mix (3 flavors)
- Strawberry Jam (Herb Infused)
- Blueberry Jam (Herb Infused)
- Blackberry Jam
- Tomato Jam
- Raspberry Jam

Other services provided:

- Assisted clients in finding local farmers interested in using food byproducts.
- Successfully processed products for the Monticello Gift Shop and participated in their Heritage Harvest Festival in order to advertise Cannery.

**Prince Edward County Public Schools  
2015-2016  
Comparative Receipts and Expenditures  
Year to Date**

**Month of September 2015**

<b>Receipts:</b>	<b>Fiscal 2015</b>			<b>Fiscal 2016</b>			<b>Diff.</b>
	Budgeted	Rec. YTD	Percent	Budgeted	Rec. YTD	Percent	
Sales Tax	2,851,560	719,991	25.25	2,856,772	724,742	25.37	0.12
Basic Aid	6,347,663	1,542,103	24.29	5,965,221	1,430,024	23.97	-0.32
Other State	<u>5,098,964</u>	<u>740,158</u>	14.52	<u>4,998,282</u>	<u>683,906</u>	13.68	-0.83
Total State	14,298,187	3,002,252	21.00	13,820,275	2,838,672	20.54	-0.46
Federal Funds	1,784,679	370,023	20.73	1,959,570	484,778	24.74	4.01
Local Funds	8,346,800	1,081,490	12.96	8,317,182	853,460	10.26	-2.70
Cash Book	<u>415,290</u>	<u>139,101</u>	33.50	<u>415,290</u>	<u>193,873</u>	46.68	13.19
<b>Total Revenue</b>	<b>\$24,844,956</b>	<b>\$4,592,867</b>	<b>18.49</b>	<b>\$24,512,317</b>	<b>\$4,370,783</b>	<b>17.83</b>	<b>-0.66</b>
<b>Expenditures:</b>	Budgeted	Expended YTD	Percent	Budgeted	Expended YTD	Percent	Diff.
Instruction	18,009,187	3,045,859	16.91	17,476,125	2,841,938	16.26	-0.65
Administration	1,490,026	329,107	22.09	1,519,865	308,373	20.29	-1.80
Transportation	2,005,291	263,899	13.16	2,054,749	277,772	13.52	0.36
Maintenance	1,730,860	388,593	22.45	1,814,303	413,386	22.78	0.33
Facilities	150,000	47,613	31.74	150,000	8,646	5.76	-25.98
Debt Service	468,812	322,947	68.89	458,763	320,334	69.83	0.94
Technology	<u>990,780</u>	<u>194,849</u>	19.67	<u>1,038,512</u>	<u>200,333</u>	19.29	-0.38
<b>Total Expenditures</b>	<b>\$24,844,956</b>	<b>\$4,592,867</b>	<b>18.49</b>	<b>\$24,512,317</b>	<b>\$4,370,783</b>	<b>17.83</b>	<b>-0.66</b>

Saved as September 15-16 Expense Compare

**Prince Edward County Public Schools  
Summary Financial Report  
September 2015**

<u>Revenues</u>	Current Month	Year to Date	Budget	Variance Actual Under (Over) Budget	YTD as a Percent of Budget
From the State:					
State Sales Tax	\$ 221,535	\$ 724,742	\$ 2,856,772	\$ 2,132,030	25.37
Basic School Aid	\$ 476,675	\$1,430,024	\$ 5,965,221	\$ 4,535,198	23.97
All Other	\$ 235,160	\$ 683,906	\$ 4,998,282	\$ 4,314,376	13.68
<b>Total State</b>	<b>\$ 933,370</b>	<b>\$2,838,672</b>	<b>\$ 13,820,275</b>	<b>\$ 10,981,603</b>	<b>20.54</b>
From the Federal Gov't.	\$ 32,188	\$ 484,778	\$ 1,959,570	\$ 1,474,792	24.74
General Fund (County)	\$ 853,460	\$ 853,460	\$ 8,317,182	\$ 7,463,722	10.26
Cash Book -Local	\$ 56,252	\$ 193,873	\$ 415,290	\$ 221,417	46.68
<b>Total Revenues</b>	<b>\$1,875,270</b>	<b>\$4,370,783</b>	<b>\$ 24,512,317</b>	<b>\$ 20,141,534</b>	<b>17.83</b>

<u>Expenditures</u>	Current Month	Year to Date	Outstanding Encumbrances	Budget	Expended & Encumbered (Over) Under Budget	Expen. & Encumbrance as a % of Budget
1000-Instruction	\$1,335,530	\$2,841,938	\$ 12,185,013	\$ 17,476,125	\$ 2,449,174	85.99
2000-Admin.,Health/Atten.	\$ 110,431	\$ 308,373	\$ 794,525	\$ 1,519,865	\$ 416,967	72.57
3000-Transportation	\$ 128,281	\$ 277,772	\$ 845,710	\$ 2,054,749	\$ 931,267	54.68
4000-Operation/Maintenance	\$ 209,083	\$ 413,386	\$ 307,345	\$ 1,814,303	\$ 1,093,572	39.72
6000-Facilities	\$ 8,646	\$ 8,646	\$ -	\$ 150,000	\$ 141,354	5.76
7000 - Debt. Service	\$ -	\$ 320,334	\$ 135,478	\$ 458,763	\$ 2,951	99.36
8000 - Technology	\$ 121,234	\$ 200,333	\$ 421,318	\$ 1,038,512	\$ 416,862	59.86
<b>Total Expenditures</b>	<b>\$1,913,205</b>	<b>\$4,370,783</b>	<b>\$ 14,689,388</b>	<b>\$ 24,512,317</b>	<b>\$5,452,146</b>	<b>77.76</b>

**Prince Edward County Public Schools  
2015-2016  
Comparative Receipts and Expenditures  
Food Service Department  
Year to Date**

**Month of September 2015**

<b>Receipts:</b>	<b>Fiscal 2015</b>			<b>Fiscal 2016</b>			<b>Diff.</b>
	<b>Budgeted</b>	<b>Rec. YTD</b>	<b>Percent</b>	<b>Budgeted</b>	<b>Rec. YTD</b>	<b>Percent</b>	
State School Food	23,710	0	0.00	20,452	10,316	50.44	50.44
Fresh Fruit & Vegetable	60,000	0	0.00	60,000	0	0.00	0.00
<b>Total State</b>	<b>83,710</b>	<b>0</b>	<b>0.00</b>	<b>80,452</b>	<b>10,316</b>	<b>12.82</b>	<b>12.82</b>
Federal Reimbursement	750,000	55,283	7.37	766,651	80,394	10.49	3.12
Cash Book - Local	241,324	52,452	21.74	241,324	40,721	16.87	-4.86
<b>Total Revenue</b>	<b>\$1,075,034</b>	<b>\$107,735</b>	<b>10.02</b>	<b>\$1,088,427</b>	<b>\$131,431</b>	<b>12.08</b>	<b>2.05</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	365,891	69,130	18.89	369,496	66,345	17.96	-0.94
Fringe Benefits	164,765	21,026	12.76	174,553	21,506	12.32	-0.44
Purchased Services	59,997	5,387	8.98	59,997	11,791	19.65	10.67
Refunds	112	75	66.96	112	9	8.08	-58.88
Travel	2,500	315	12.60	2,500	0	0.00	-12.60
Materials & Supplies	25,000	3,865	15.46	25,000	4,937	19.75	4.29
Food Supplies	420,000	40,047	9.54	420,000	33,793	8.05	-1.49
Repairs & Maintenance	6,769	3,794	0.00	6,769	3,991	0.00	0.00
Uniforms	0	0	0.00	0	0	0.00	0.00
Furniture/Equipment	30,000	6,145	20.48	30,000	0	0.00	-20.48
<b>Total Expenditures</b>	<b>\$1,075,034</b>	<b>\$149,785</b>	<b>13.93</b>	<b>\$1,088,427</b>	<b>\$142,371</b>	<b>13.08</b>	<b>-0.85</b>



**Prince Edward County Public Schools  
2015-2016**

**Food Service Department  
Summary Financial Report  
September 2015**

<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	\$ 10,316	\$ 10,316	\$ 20,452	\$ 10,136	50.44
Fresh Fruit & Vegetable	\$ -	\$ -	\$ 60,000	\$ 60,000	0.00
<b>Total State Funds</b>	<b>\$ 10,316</b>	<b>\$ 10,316</b>	<b>\$ 80,452</b>	<b>\$ 70,136</b>	<b>12.82</b>
Federal Reimbursement	\$ 60,293	\$ 80,394	\$ 766,651	\$ 686,257	10.49
Cash Book - Local	\$ 23,818	\$ 40,721	\$ 241,324	\$ 200,603	16.87
<b>Total Revenues</b>	<b>\$ 94,426</b>	<b>\$ 131,430</b>	<b>\$ 1,088,427</b>	<b>\$ 956,997</b>	<b>12.08</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	\$ 28,328	\$ 66,345	\$ 271,344	\$ 369,496	\$ 31,807	91.39
Fringe Benefits	\$ 10,225	\$ 21,506	\$ 100,565	\$ 174,553	\$ 52,482	69.93
Purchased Services	\$ 10,096	\$ 11,791	\$ 3,315	\$ 59,997	\$ 44,892	25.18
Refunds	\$ -	\$ 9	\$ -	\$ 112	\$ 103	8.08
Travel	\$ -	\$ -	\$ 210	\$ 2,500	\$ 2,290	8.40
Materials & Supplies	\$ 3,633	\$ 4,937	\$ 3,853	\$ 25,000	\$ 16,210	35.16
Food Supplies	\$ 31,688	\$ 33,793	\$ 50,205	\$ 420,000	\$ 336,002	20.00
Repairs & Maintenance	\$ -	\$ 3,991	\$ 30	\$ 6,769	\$ 2,748	59.41
Furniture/Equipment	\$ -	\$ -	\$ 358	\$ 30,000	\$ 29,642	1.19
		\$ -	\$ -	\$ -	\$ -	-
<b>Total Expenditures</b>	<b>\$ 83,969</b>	<b>\$ 142,371</b>	<b>\$ 429,882</b>	<b>\$ 1,088,427</b>	<b>\$ 516,175</b>	<b>52.58</b>

# Tourism & Visitor Center Monthly Report for September 2015

VIRGINIA'S HEARTLAND REGIONAL VISITOR CENTER GUESTBOOK SIGNINGS:					
	Virginia Guests	Other States	Other Countries	Total Guests	Average Visitors per Month:
YTD 2015	3,418	1064	67	4,549	505.4
2014	4,120	610	166	4,896	408.0
					Total / 9 Months
					Total / ALL of 2014
<b>Requests for Information:</b>					
Stacked Arms Pins: This Month: 231 YTD: 3,500					Virginia's Retreat Passport Program: Passports redeemed this month: 9 Passports redeemed YTD: 217

	Phone Inquiries	Mail Requests	Emailed Requests	Center Visits	Tablet/Cell Web Hits	Monthly Totals:
September 2015	88	188	26	499	1313	2,114
September 2014	61	213	22	441	1369	2,106
% Difference	44.26%	-11.74%	18.18%	13.15%	-4.09%	0.38%

	Phone Inquiries	Mail Requests	Emailed Requests	Center Visits	Tablet/Cell Web Hits	Monthly Totals:
<b>TOTAL YTD</b>						
2015 YTD	784	2,062	246	4,549	15,510	23,151
2014 YTD	475	4,226	332	3,975	6,682	15,690
% Difference	65.05%	-51.21%	-25.90%	14.44%	132.12%	47.55%

**Report to October Board of Supervisors:**

- Visitation numbers are up this month and do not include the 313 High Bridge Half Marathon racers who came through the Visitor Center for registration.
- The UCI World Bicycling Road Race, second only to the Tour de France, was held in Richmond for eight days from Sept 20 through Sept 27. Virginia's Retreat developed a tradeshow booth with a PowerPoint video showcasing the Civil War and Civil Rights in Education history along with the dozens of amenities and Outdoor Adventures to be found. Of the two promotional items offered with varetreat.com printed on them, the colorful whistle keychains were requested by and supplied to the racing judges effectively becoming the official whistles of the final four days of racing!
- I worked this booth for three days where we presented the amenities of Virginia's Retreat, and specifically, Prince Edward County to over 6,000 people. We met with visitors from Virginia, and at least 30 other states plus 2 dozen foreign nations. Of the nearly 1,000 who signed up for a chance to win a bicycle accessory kit along and a weekend stay at a Virginia State Park, 499 "opted in" requesting more information on the region for use in future marketing campaigns.
- Additionally, a film producer approached one day seeking the contact to develop a documentary on The Civil Rights in Education Heritage Trail®. We will report on this opportunity as it develops.
- To date we have seen six couples and a group of 8 cyclists who specifically stated they came to Farmville because of UCI racing and were seeking something else to do