



PRINCE EDWARD COUNTY  
BOARD OF SUPERVISORS  
December 8, 2015

AGENDA

7:00 p.m.	1.	The Chairman will call to order the <u>December</u> meeting of the Board of Supervisors.	1
	2.	Invocation	1
	3.	Pledge of Allegiance	1
	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>	3
	5.	Board of Supervisors Comments	5
	6.	<u>Consent Agenda:</u>	
		a. Treasurer's Report	7
		b. Approval of Minutes: November 17, 2015	9
		c. Review of Accounts & Claims	49
		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.	73
		e. Appropriations	75
		f. Dance Hall Permits: New Fevers Restaurant & Lounge The Fishin' Pig	77
	7.	Introduction of New State Park Managers	85
	8.	Highway Matters	87
7:30 p.m.	9.	<b><u>PUBLIC HEARING: SBA Communications Corp. (Special Use Permit) -</u></b> <i>The Board will receive citizen input prior to considering the request to construct a 195' wireless communications tower on Tax Parcel # 103-1-27, located at 13745 Farmville Road.</i>	89
	10.	<b><u>PUBLIC HEARING: Dominion Virginia Power Substation (Special Use Permit) -</u></b> <i>The Board will receive citizen input prior to considering the request to expand an existing electrical substation on Tax Parcel # 043-A-33, located at 115 Merriman Shop Road, Pamplin.</i>	111
	11.	<b><u>PUBLIC HEARING: Amendments to County Animal Control Ordinance -</u></b> <i>The Board will receive citizen input prior to considering amendments to the County's Animal Control Ordinance.</i>	121
	12.	Citizen Volunteer Appointments	143
	13.	Resolution: Virginia's Retreat	159
	14.	<u>County Administrator's Report:</u>	167
		a. YMCA Loan Agreement	168
	15.	<u>Closed Session:</u> 2.2-3711(A)1 – Personnel 2.2-3711(A)7 – Pending Litigation 2.2-3711(A)29 – Public Contract	171
	16.	<u>Monthly Reports:</u>	173
		a. Animal Control	174
		b. Building Official	175
		c. Cannery – Home Users	176
		d. Cannery – Commercial	177
		e. Tourism	178

(NOTE: Additional agenda items may be added to the Table Pack, available for review after 4:30 p.m. on Tuesday, December 8, 2015.)





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

**Meeting Date:** December 8, 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 **December** meeting of the Prince Edward County Board of Supervisors. The invocation and Pledge of Allegiance will follow.

**Attachments:**

**Recommendation:**

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

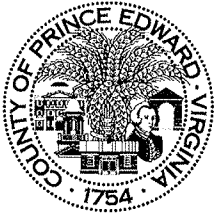
Cooper-Jones \_\_\_\_\_  
Gray \_\_\_\_\_  
Jones \_\_\_\_\_

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

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







County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** December 8, 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 \_\_\_\_\_  
 Second \_\_\_\_\_

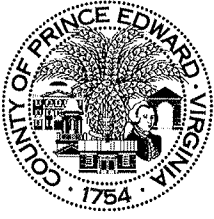
Cooper-Jones \_\_\_\_\_  
 Gray \_\_\_\_\_  
 Jones \_\_\_\_\_

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

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

# PUBLIC INPUT TRACKING LOG

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



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

**Meeting Date:** December 8, 2015  
**Item No.:** 5  
**Department:** Board of Supervisors  
**Staff Contact:** W.W. Bartlett  
**Issue:** Board of Supervisor Comments

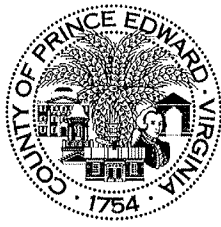
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**Summary:** The Board has set aside ten minutes for Board members to respond to citizen input from Public Participation.

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

**Recommendation:** None.

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



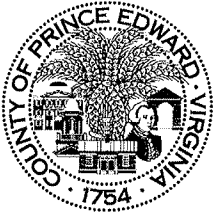
*Mission Statement of the Board of Supervisors of the County of Prince Edward*

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

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

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

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



County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: December 8, 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 will be in the Table Pack.

**Attachments:**

**Recommendation:**

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

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

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

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





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

**Meeting Date:** December 8, 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 November Board meeting are attached.

**Attachments:** November 17, 2015

**Recommendation:** Acceptance.

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

November 17, 2015

At the regular meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 17<sup>th</sup> day of November, 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 November meeting to order. Supervisor Gray offered the invocation and led the Pledge of Allegiance.

In Re: Public Participation

**Joyce Stump**, Executive Director, Farmville Area Chamber of Commerce, introduced herself and reviewed the Chamber's goals for the upcoming year. She stated their new website will include photos of the area and the Chamber will be working to cross-promote the region on all of its social media sites. She added the preparations are already underway for the debate which will be held in 2016.

**John Burton**, Program Manager, Farmville Downtown Partnership, introduced himself and reviewed the activities planned for the organization.

**Cam Patterson**, President, Farmville Jaycees, thanked the Board of Supervisors and the citizens for their support of the Jaycees over the years.

Supervisor Timmons made a motion, seconded by Supervisor Townsend, to adopt the Resolution Commending the Farmville Jaycees on the Occasion of Their 75<sup>th</sup> Anniversary; 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

Chairman Simpson presented the Resolution commending the Farmville Jaycees on the occasion of their 75<sup>th</sup> Anniversary.

**RESOLUTION COMMENDING THE FARMVILLE JAYCEES  
ON THE OCCASION OF THEIR 75<sup>TH</sup> ANNIVERSARY**

**WHEREAS**, in 1940, the Farmville Junior Chamber of Commerce (Jaycees) was established; and

**WHEREAS**, in 2015, the Farmville Jaycees are celebrating 75 years of community involvement in Prince Edward County and the Town of Farmville; and

**WHEREAS**, the Jaycees Creed states that *“service to humanity is the best work of life,”* which illustrates the commitment of its members to volunteerism and giving generously of their time and talent to serve their community; and

**WHEREAS**, the Farmville Jaycees have contributed significantly to this community over the years, to include: organizing Polio immunization clinics during the 1960s, helping establish the Prince Edward County Volunteer Rescue Squad, and starting the Farmville Christmas Parade; and

**WHEREAS**, the Farmville Jaycees continue in their efforts to service Prince Edward County and the Town of Farmville through a wide variety of community-oriented and personal development programs;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE COUNTY OF PRINCE EDWARD, VIRGINIA**, that the Farmville Jaycees be recognized and commended on this occasion of their 75<sup>th</sup> Anniversary Year, and that all citizens of the Prince Edward County and the Town of Farmville be encouraged to note the significance of their contributions; and

**BE IT FURTHER RESOLVED**, that a copy of this resolution be prepared for presentation to the Farmville Jaycees as an expression of the Board of Supervisors’ appreciation of their fine work and in honor of their continuing contribution to the Prince Edward – Farmville community.

**Susan Lawman**, Lockett District, stated that in 1998, Route 748, Watson Road, had been added to VDOT’s 5-Year Plan. Since then it has been changed and she is returning to request the Board’s support in

placing the road on the Six Year Plan under the Rural Rustic Program. She stated there are nine houses on the road; she has a petition signed by 18 owners. This road is a major turnaround for buses, which leads to potholes. She stated the road is approximately one quarter mile long.

In Re: Board of Supervisors Comments

Supervisor Gray welcomed all in attendance and congratulated Supervisor Cooper-Jones on her Certificate of Completion of the Virginia Certified County Supervisors' Program. He asked all to remember the crises in Paris.

Supervisor Timmons welcomed Supervisor-Elect Pride and welcomed Theresa Clark's Social Policy Class. He also recognized Supervisor Cooper-Jones on her achievement, stating that it was awarded by VACo and the Virginia Cooperative Extension; she was one of four graduates of the 18-month program.

Chairman Simpson thanked Supervisor Cooper-Jones and congratulated her and the other Board members that were elected to office.

Supervisor Cooper-Jones thanked everyone for their attendance and for the support for herself, the other elected Board members and Constitutional officers.

Supervisor Townsend congratulated the newly elected and re-elected Board members and stated he is looking forward to working with them.

Supervisor Wilck congratulated Supervisor Cooper-Jones and pointed out that she was also elected to make a speech to VACo and another national organization.

In Re: Consent Agenda

On motion of Supervisor Gray, seconded by Supervisor Wilck, and 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	

the Board accepted the Treasurer's Report for September 2015; the minutes of the meeting held October 13, 2015 at 6:00 p.m. and October 13, 2015 at 7:00 p.m.; 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	24040	0044	Sheriff DMV Grant – Speed		\$ 4,154
4 (Exp)	100	31200	1200	Salary & Wages O/T Grant-Speed	\$ 4,154	
3(Rev)	100	24040	0045	Sheriff DMV Grant – Alcohol		\$10,220
4(Exp)	100	31200	1203	Salary & Wages O/T Grant-Alcohol	\$ 6,820	
4(Exp)	100	31200	5541	Sheriff Travel – Alcohol Grant	\$ 500	
4(Exp)	100	31200	6023	Sheriff Equipment – Alcohol Grant	\$ 2,900	

**Prince Edward Treasurer's Report - September 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	5,893,635.48			5,893,635.48
Wells Fargo Social Services	24,302.53			24,302.56
Bank of America School Fund	74,111.12			74,111.12
Bank of America Food Service	4,425.06			4,425.06
Benchmark School Fund	458,065.51			458,065.51
Benchmark Food Service	353,063.84			353,063.84
<b>TOTAL</b>				<u>6,807,603.57</u>

**Certificates of Deposit**

Benchmark	558,004.20
Citizens Bank Recreation	16,518.43
Citizens Bank Underground Storage	20,260.84
Farmers Bank	206,189.44
	800,972.91

GRAND TOTAL

7,608,576.48

BOARD OF SUPERVISORS

Farmville Herald	Advertising		225.50
Richmond Times Dispatch	Advertising		148.40
Calvin Gray	Mileage		44.56
Robert M. Jones	Mileage		23.00
Charles W. McKay	Mileage		54.05
C. Robert Timmons, Jr.	Mileage		384.10
Jerry R. Townsend	Mileage		198.37
Business Card	VACo Registration		615.00

COUNTY ADMINISTRATOR

US Cellular	Phone		138.48
Business Card	Cancelled reservation	-239.96	
	Meals	42.06	
	Meeting registration	225.00	27.10
National Association of Counties	Dues		465.00
Clerk of Circuit Court	Notary renewal		10.00
Diamond Springs Water, Inc.	Water & equipment rental		22.85
Matthew Bender & Company, Inc.	Credit	-18.15	
	Law Appendix 2015 Ed	47.08	
	2015 R Vols 4A & 5B	139.10	168.03

COMMISSIONER OF REVENUE

Treasurer of Virginia	Online service		76.86
Key Office Supply	Ink cartridges / folders	353.99	
	Ink cartridges	457.94	811.93
M & W Printers, Inc.	Freight on RE / PP books		20.11

TREASURER

Treasurer of Virginia	Online service		76.86
University of Virginia	District meeting		140.00
Key Office Supply	Desk organizers	154.36	
	Sorter	38.59	
	Sheet protectors	17.79	
	Tape	19.08	229.82
M&W Printers, Inc.	Real estate bills	1,294.27	
	Personal Property bills	2,021.99	3,316.26

INFORMATION TECHNOLOGY

Business Data of Virginia, Inc.	Contract agreement	3,700.00	
	Travel expenses	1,850.00	
	Lodging	100.00	5,650.00
ComputerPlus Sales / Service	Printer service contract		79.00

ELECTORAL BOARD AND OFFICIALS

Gwendolyn Akers-Booker	Salary		1,042.66
Samuel A. Martin, Jr.	Salary		521.34
Gordon V. Smith	Salary		521.35
Unilect Corporation	Software maintenance contract		4,345.00
Farmville Newsmedia	Advertising		128.13

	<u>REGISTRAR</u>		
Lynette Wright	Postage	18.60	
	Mileage	50.60	69.20

	<u>GENERAL DISTRICT COURT</u>		
US Cellular	Phone		24.21
Key Office Supply	Toner		232.79
Mail Finance	Equipment lease		179.99
STEPS, Inc.	Shredding service		70.00

	<u>SPECIAL MAGISTRATES</u>		
Key Office Supply	Ink cartridge		197.78

	<u>CLERK OF THE CIRCUIT COURT</u>		
CenturyLink	Phone		48.51
Machelle J. Eppes	Mileage	173.76	
	Lodging	387.80	
	Registration	235.00	796.56
Jennifer Bowen	Juror		30.00
Donna Browning	Juror		30.00
C. Wayne Call	Juror		30.00
Avis Gresby	Juror		30.00
Samuel Trent	Juror		30.00
Brad Watson	Juror		30.00
Patricia A. Bailey	Juror		60.00
Inetta M. Brown	Juror		60.00
Brian C. Caldwell	Juror		60.00
Mary L. Carver	Juror		60.00
Thelma E. Dews	Juror		30.00
Shirley E. Dove	Juror		60.00
Peggy E. Dunn	Juror		30.00
Mark L. Finch, Sr.	Juror		30.00
Sondra S. Garnett	Juror		60.00
Linda Y. Gilliam	Juror		60.00
Maureen M. Haake	Juror		30.00
Felice D. Hines	Juror		60.00
Anita A. Johnson	Juror		60.00
Brenda D. Lee	Juror		30.00
Janet C. Loeser	Juror		60.00
Jose A. Lozano	Juror		30.00
Donald L. Neathery	Juror		60.00
Sylvia V. Palmer	Juror		60.00
Brenda J. Robinson	Juror		30.00
Chaquitta Scott-Tillerson	Juror		60.00
Brenda L. Smith	Juror		30.00
Deborah M. Snead	Juror		60.00
Richard K. Spittle	Juror		60.00
John C. Thompson	Juror		60.00
Matthew T. Wahrman	Juror		30.00

Martin G. Watkins	Juror		60.00
Priscilla A. Watson	Juror		60.00
Patricia M. Watts	Juror		60.00
Dennis R. Williams	Juror		30.00
Patricia J. Winborne	Juror		60.00
Iris M. Woodard	Juror		60.00
Patricia S. Yance	Juror		30.00
Walter D. Bryant	Juror		30.00
George E. Evans	Juror		30.00
Joseph E. Garcia, Jr.	Juror		30.00
Wendy S. Gray	Juror		30.00
Ronald Gulick	Juror		30.00
Nicholas B. Kelsey	Juror		30.00
Ricky A. Looney	Juror		30.00
Thomas E. Miller, Jr.	Juror		30.00
Graham R. Nunnally	Juror		30.00
Patricia S. Vance	Juror		30.00
Key Office Supply	Planners	133.93	
	Copy paper	320.82	
	Pens / pencils	149.58	604.33

Thomson Reuters-West	Probate handbooks		562.00
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LAW LIBRARY

AT&T	Phone		42.33
CenturyLink	Phone		40.78
LexisNexis	Subscription - 2 months		536.00
Matthew Bender & Company, Inc.	Law Appendix 2015 Ed	47.08	
	Jury Inst Crim R#16	287.31	
	Rvols 4A & 5B	139.10	473.49
Thomson Reuters-West	Probate handbook		281.00

COMMONWEALTH'S ATTORNEY

U. S. Postal Service	Box rent		144.00
Treasurer of Virginia	IPad service		131.22
Brian Butler	Mileage		70.73
STEPS, Inc.	Shredding service		35.00
Key Office Supply	Laser cartridge	337.90	
	Canon cartridges	199.98	
	Wall calendar	12.99	550.87
VA Lawyers Weekly, Inc.	Subscription		369.00

VICTIM WITNESS ASSISTANCE PROGRAM

Cindy Sams	Mileage	100.63	
	Lodging	188.26	288.89

SHERIFF

Commtronics of Virginia	Radio repair		643.14
B & G Automotive	Auto repair		69.95
East End Motor Company, Inc.	Oil change	56.60	
	Inspection / light	33.75	

	Valve / oil change / filters	750.66	
	Oil change / rotation	73.91	914.92
Kenbridge Tire & Auto	Calibrations		425.00
Computer Projects of IL	VCIN annual maintenance		173.40
Business Card	Postage	156.20	
	Parking	56.50	
	Meals / lodging	1,040.64	
	CPR Instructor	670.00	
	Gas	68.00	
	4-Wheeler battery	109.50	
	Shirts	136.82	
	Lights	1,177.86	3,415.12
Treasurer of Virginia	VCIN		52.74
Kinex Networking Solutions	Remote data backup		19.95
CenturyLink	Phone	10.52	
	VCIN	7.97	18.49
US Cellular	Phone		48.78
Robert Goldman	Meals		53.66
Sarah Coen	Meal		10.72
VA Sheriff's Association	Dues		1,605.00
Business Data of Virginia, Inc.	Norton updates		119.80
Diamond Springs Water, Inc.	Water & equipment rental		166.55
Key Office Supply	Labels / post-its	39.32	
	Dust off	4.99	
	Canon cartridges	439.96	
	Phone cord	7.19	
	DVDs	20.39	
	Sharpies	38.97	550.82
Staples Advantage	Office supplies	1,109.82	
	Batteries / wipes	111.49	1,221.31
STEPS, Inc.	Shredding service		54.00
Walmart Community / RFCSELLC	Office supplies	24.87	
	Camera / ammo / hard drive	315.08	339.95
Southside Electric Cooperative	Virso community site		9.98
O. O. Stiff, Inc.	Port-a-john rental		129.51
Ellington Energy Service	Gas		35.12
Kustom Signals, Inc.	Car camera keys		20.20
Quality Uniform Company, Inc.	Jacket	130.00	
	Uniforms	76.00	206.00
Southern Police Equipment Company	Mourning bands	30.00	
	Duty holders	69.99	
	Shoes	64.00	163.99
Matthew Bender & Company, Inc.	2015 Rvols 4A & 5B		139.10
Galls, LLC	Speakers / siren / bracket	456.00	
	Siren / speaker	456.00	912.00
R. K. Chevrolet, Inc.	2016 Tahoe		32,330.00
Rockwell Audio	Install equipment / tint	1,335.97	
	Swap radio / check wiring	69.00	1,404.97

FARMVILLE VOLUNTEER FIRE DEPARTMENT

Fire Protection Equipment Company	Chest strap kit	67.58	
	Chrome plug	86.87	154.45
GearGrid Corporation	Lockers		1,563.00
Creative Monogramming	Polo shirts		70.00
McNeil & Company, Inc.	Insurance renewal		2,590.00
Municipal Emergency Service	Chargers		256.88
Treasurer of Virginia	Text / work books		588.60

RICE VOLUNTEER FIRE DEPARTMENT

Benchmark Community Bank	Truck payment		21,777.32
Dominion Virginia Power	Electric service		689.01

PROSPECT VOLUNTEER FIRE DEPARTMENT

Fisher Auto Parts, Inc.	Truck cleaning supplies		19.98
Foster Fuels, Inc.	Propane		230.71
Pamplin Exxon	Fuel	52.10	
	Battery	10.13	62.23
Prince Edward County Public Schools	Diesel		232.94
Taylor-Forbes Equipment Company	Hydro fluid / gear		77.62
Prince Edward County Treasurer	Gas		140.67

DARLINGTON HEIGHTS VOLUNTEER FIRE DEPARTMENT

Cyrus Pest Control Company	Exterminating service		45.00
Darlington Heights Volunteer Fire Dept.	Training manuals		162.33
Southside Electric Cooperative	Electric service		485.22

HAMPDEN-SYDNEY VOLUNTEER FIRE DEPARTMENT

BB&T Governmental Finance	Truck payment		14,178.46
Arc3 Gases	Cylinder rental		125.86
Fire & Safety Equipment Company	US Flags	79.98	
	Safety light / red cone	79.90	159.88
Hampden-Sydney College	Diesel	324.82	
	Postage	2.42	
Keplinger Repair Service, Inc.	Auto pump		524.05
Dominion Virginia Power	Electric service		355.99

PAMPLIN VOLUNTEER FIRE DEPARTMENT

AT&T	Phone		108.62
Alert-All Corporation	Fire safety mo. Supplies		368.00
Appomattox Farm & Home	Vehicle parts		39.00
Blue Ridge Rescue Suppliers	Annual service		645.00
Farmville Wholesale Electric	Building maintenance supplies		190.27
Foster Fuels	Propane		304.25
Jamerson Building Supply	Fittings / strainer basket		50.69
Pamplin Exxon	Fuel		206.49
Price Supply Company, Inc.	Capacitor / flapper	13.80	
	Faucet / lever	66.64	80.44
Verizon	Phone		178.51
Vest's Sales & Service, Inc.	Protective gear		697.02



Dominion Virginia Power	Electric service	943.82
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MEHERRIN VOLUNTEER FIRE DEPARTMENT

Motorola Solutions, Inc.	Battery / charger	311.97
Parker Oil Company, Inc.	Diesel	538.85
Verizon	Phone	180.61
Dominion Virginia Power	Electric service	452.87

FOREST FIRE PREVENTION

State Forester	Forest fire control	11,687.22
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EMERGENCY SERVICES

Timmons Group	E-911 Addressing	495.00
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REGIONAL JAIL & DETENTION

Piedmont Regional Juvenile Detention Center	Juvenile detention	7,875.00
Piedmont Regional Jail	Inmate days - 2nd quarter	280,236.89

BUILDING OFFICIAL

East End Chevron	Oil change	37.69
US Cellular	Phone	24.21

ANIMAL CONTROL

Lowe's	Plumbing supplies	39.34
Dominion Virginia Power	Electric service	66.65
CenturyLink	Phone	98.02
US Cellular	Phone	48.42
Mark D. Cronk	Meals	76.26
Business Card	Lodging	190.00
Walmart Community / RFCSSLCC	Sprayers & tape	32.15

REFUSE DISPOSAL

Resource International	Misc work tasks	1,555.75	
	Storm water compliance	825.50	
	Groundwater monitoring	3,896.25	6,277.50
Lowe's	Filter		30.39
East End Motor Company, Inc.	Flat repair		34.50
NAPA of Farmville	Exhaust fluid		25.98
Rod & Staff, LLC	Repair dumpster	587.15	
	Pin & bushing	137.50	724.65
Republic Services #974	Trash collection		410.07
Wright's Excavating, LLC	Landfill operation		48,093.75
Emanuel Tire of Virginia	Tire recycling		1,564.80
STEPS, Inc.	Recycling fee		3,015.86
Southside Electric Cooperative	Darlington Heights site	75.69	
	Virso site	74.20	149.89
Dominion Virginia Power	Rice site	61.18	
	Cell C pump station	15.12	
	Green Bay site	60.65	

	Leachate pump	350.99	
	Worsham site	61.08	
	Prospect site	66.11	
	Scalehouse	64.47	
	Landfill site	34.27	713.87
AT&T	Phone		56.94
CenturyLink	Phone		298.36
Ranson's, Inc.	Slim-line phone		14.99
US Cellular	Phone		24.21
Verizon	Phone		131.95
O. O. Stiff, Inc.	Monthly service		702.50
Prince Edward County Public Schools	Diesel		1,942.87
NAPA of Farmville	Trailer turn lamp		27.49
	<u>SANDY RIVER RESERVOIR</u>		
Timmons Group	SRR Dam inspection		2,230.00
	<u>GENERAL PROPERTIES</u>		
Dodson Brothers Exterminating	Pest control - Cannery	38.00	
	Pest control - Worsham	38.00	
	Pest control - SCOPE	38.00	
	Pest control - Courthouse	85.00	
	Pest control - Visitor's Center	38.00	237.00
ThyssenKrupp Elevator	Service contract - Oct-Dec		2,606.88
Southside Electric Cooperative	SRR lights		32.10
Dominion Virginia Power	Roy Clark monument	8.18	
	Courthouse	14,223.13	
	Sheriff Department shed	8.78	
	Worsham Clerk Office	21.09	
	Lights at Rice	111.01	
	Ag building	876.85	
	Shop	25.85	15,274.89
Town of Farmville	Water & sewer		164.21
AT&T	Phone		42.33
CenturyLink	Phone		135.05
US Cellular	Phone		123.63
O. O. Stiff, Inc.	Monthly service		100.00
Aramark	Janitorial supplies		594.80
Diamond Paper Company	Trash bags / towels		1,329.50
Lowe's	Janitorial supplies	40.24	
	Batteries	10.77	
	Concrete mix	5.98	
	Fuel can / grease gun	55.01	
	Batteries / gloves	53.12	
	Nuts	5.78	
	Belt	4.74	175.64
Air Conditioning Equipment	HVAC BCM-ETH card		3,407.00
Arc3 Gases	Masks & gloves		46.35
Business Card	Water fountain tube		247.78
Diamond Springs Water, Inc.	Equipment rental		8.95

East End Chevron	Ice	4.20
Farmville Wholesale Electric	Ballasts	130.96
Grainger	Handicap park signs	122.96
Hudson-Payne Electronics	Smoke detector	316.50
Pairet's, Inc.	Signs	55.00
Cintas Corporation #524	Uniform rental	357.24
Prince Edward County Public Schools	Diesel	326.31
East End Motor Company, Inc.	Patch tube	23.00
	Flat repair	40.87
Fisher Auto Parts, Inc.	Oil & filter	63.87
NAPA of Farmville	Oil / filters / towels	82.15
		121.70

CANNERY

Virginia Food Works	Contract payment	2,916.67
Oden Machinery, Inc.	O-rings	43.85
Southside Electric Cooperative	Electric service	481.65
Ellington Energy Service	Heating oil	692.00
Parker Oil Company, Inc.	Heating oil	520.65
CenturyLink	Phone	239.05
Farmville Printing	Business cards	39.00
Key Office Supply	Lexmark ink	30.54
Diamond Paper Company	Gloves	125.16
Grainger	Gloves / seal	173.97
	Bearings	25.58
	Thermometer	42.36
Lowe's	Paper towels	241.91
		16.16

COMPREHENSIVE SERVICES ACT

Accurate Interpretation	Foster care	800.00
Bear Creek Academy	Professional service	3,465.00
Blue Ridge Autism & Achievement Center	Professional service	5,800.00
Rescare / Braley & Thompson	Professional service	6,030.00
Center for Pediatric Therapies	Professional service	3,040.00
Centra Health	Professional service	11,880.00
Elk Hill	Professional service	7,140.00
Grafton School, Inc.	Professional service	26,902.25
Ifetayo Imanchinello	Foster care	2,085.00
Ashley Long	Foster care	4,222.00
Northstar Academy, Inc.	Professional service	3,438.00
United Methodist Family Services	Professional service	2,870.40

MUSEUMS

Bug Busters Pest Control	Termite inspection	110.00
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PLANNING

Farmville Herald	Advertising	164.00
US Cellular	Phone	57.47
Rob Fowler	Mileage	243.80
Business Card	Dues	25.00

	<u>ECONOMIC DEVELOPMENT</u>		
Business Card	Meals	374.92	
	Depot Plan Cover Sheet	6.31	381.23
	<u>TOURISM</u>		
Dominion Virginia Power	Electric service		172.50
Town of Farmville	Water & sewer		47.65
Business Card	UPS		53.44
CenturyLink	Phone		386.88
	<u>COOPERATIVE EXTENSION OFFICE</u>		
CenturyLink	Phone		107.70
	<u>GENERAL EXPENSE</u>		
Lumos Networks	Phone		2,612.36
Petroleum Traders Corporation	Gas		10,743.08
	<u>CAPITAL PROJECTS</u>		
James P. Baber	Purchase property		19,193.70
Loveide Construction, LLC	Install wall-clerk		7,500.00
Metal Roof & Building	Courthouse roof design phase		2,600.00
	<u>SCHOOL CONSTRUCTION FUND</u>		
McGuire Woods, LLP	Closing documents		17,500.00
Dunlap & Partners	Roofing inspections		3900
	<u>WATER FUND</u>		
Town of Farmville	Water		59.44
	<u>SEWER FUND</u>		
Dominion Virginia Power	Sewer pump		37.00
	<u>RETIREMENT BENEFIT FUND</u>		
Vicki K. Johns	Retiree benefit		1,129.00
	<u>PIEDMONT COURT SERVICES FUND</u>		
Dominion Virginia Power	Electric service		147.95
Mail Finance	Postage meter lease		190.68
CenturyLink	Phone		74.44
Lumos Networks	Phone		576.30
Sheila Edmonds	Mileage		59.80
Connie Stimpson	Mileage		11.18
Jessica Harding	Mileage	104.07	
	Newspapers	2	106.07
Renee T. Maxey	Mileage		136.84
Andy Mays	Mileage		74.75
Ashley Nash	Mileage		265.63
Megan Newman	Mileage		196.65
Jeanene Rice	Mileage		112.68

PCS SUPERVISION FEES EXPENDITURES

Glen R. Peterson	Consultant fee	3,000.00
SRP Corporation, LLC	Rent	2,500.00
Connie Stimpson	PCCJB Dinner meeting	512.08

PCS DRUG TESTING FEES

Alere Toxicology Services, Inc.	Drug testing fees	58.44
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In Re: Highway Matters

Kevin Wright, Residency Administrator, VDOT, stated that, to address Ms. Lawman’s issue, the road does qualify for the Rural Rustic Program and he will review the criteria and will keep it in the upcoming Six Year Plan file. He then stated the Watson Boulevard project and the Back Hampden-Sydney Road project are completed; currently there is guard-rail work being done on Route 460 near Rice. He said crews are wrapping up the secondary mowing; they have been working non-stop on the primary and secondary roadways.

Mr. Wright then presented information from the Residency Focus Safety Workshop, which looked at data compiled by safety engineers of the locations and types of accidents in the county. He stated 20 fatalities occurred in Prince Edward County; this information is used to determine work necessary on the roadways to make them safer. Mr. Wright stated seat belts were not being used in half of the accidents; it is a no-cost solution.

Supervisor Gray thanked Mr. Wright for the presentation and for his taking time to look at areas of concern in the Prospect district.

Supervisor Timmons requested a study to be done on Abilene Road as it has the second highest instance of accidents; he suggested a change to the speed limit. Mr. Wright stated the traffic engineers look at this report often in the selection of determining which roads to work on.

Supervisor Timmons then requested a status on the trim tractor to cut back the trees; Mr. Wright stated there are three boom axes which will be running non-stop.

Supervisor Timmons then requested VDOT examine the guard rail at the box culvert; Mr. Wright stated the traffic engineers have reviewed it and it is considered a “borderline location.” He will have the engineers check on the guardrail needs for that location and search for a funding source.

Supervisor Timmons stated the warning posts for the curve in Hampden-Sydney near the new section need chevrons. Mr. Wright stated they are being replaced with new ones and the branches will be trimmed.

Supervisor Jones asked about the status of the intersection of Route 460 and Route 307. Mr. Wright stated that project was submitted under the House Bill 2 process; all grant applications are being screened and a determination should be made in two to three weeks. It would then move on to a scoring process by a statewide group. He stated it could be spring before we hear about the outcome.

In Re: Public Hearing – Waterfowl Hunting at Sandy River Reservoir

Chairman Simpson announced that this was the date and time scheduled for a public hearing on a proposed amendment to the County's *Sandy River Reservoir Ordinance* regarding Sunday waterfowl hunting. Notice of this hearing was advertised according to law in the Friday, November 6, 2015 and Friday, November 13, 2015 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Bartlett stated that at its October 2015 meeting, the Board discussed waterfowl hunting which is allowed at the Sandy River Reservoir. With the recent changes in state hunting regulations, which now permit Sunday hunting, the Board of Supervisors has the option of establishing whether Sunday waterfowl hunting is permitted at the Sandy River Reservoir. As written, the County's Sandy River Reservoir Ordinance enables Sunday waterfowl hunting.

The Board authorized a Public Hearing on a proposed amendment to the County Ordinance that would prohibit Sunday waterfowl hunting. The proposed amendment to Section 82-31(a)(4), as provided by the County Attorney, is as follows:

Sec. 82-31

- (4) Hunting or trapping of any type, kind or description without an express written permit issued by the County of Prince Edward, with the exception of waterfowl hunting, which requires no county permit. **No hunting of any kind shall be allowed on Sunday.**

Chairman Simpson opened the public hearing.

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

Supervisor McKay made a motion, seconded by Supervisor Cooper-Jones, to approve the amendment to prohibit Sunday waterfowl hunting at the Sandy River Reservoir; 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	

**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, with the exception of waterfowl hunting, which requires no county permit. **No hunting of any kind shall be allowed on Sunday.**
  - (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 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, Ord. 10-9-12, Ord. 9-8-15.)

In Re: South Central Workforce Investment Board

Ms. Debra Crowder, Director of South Central Workforce Investment Board (WIB) presented information about the WIB's workforce programs. She stated the federally funded program is to increase opportunities for citizens to find better jobs, train for those jobs and have support services while they are in training. WIOA (Workforce Innovation and Opportunity Act) also works closely with educational communities, post-secondary and economic development; they also provide activities to increase the rate of employment, the rate of people retaining their jobs, and increasing the amount of money they are able to make in their jobs. It is not an entitlement program; there is an eligibility process. Discussion followed.

Supervisor Wilck questioned the low walk-in count for Prince Edward County. Ms. Crowder stated the current location is not ideal and they have not yet been able to find a new space; the rent to collocate with the VEC was cost prohibitive. She said space is necessary for an office with several computers, a copier, and a fax machine to use for job applications.

In Re: Resolution – County EMS Response

Mrs. Sarah Puckett stated the proposed resolution addresses EMS response within the County of Prince Edward. The County has four agencies that provide EMS response to county residents:

Prince Edward Volunteer Rescue Squad, Inc.  
Hampden-Sydney Volunteer Fire Department, Inc.  
Meherrin Volunteer Fire & Rescue, Inc.  
Pamplin Volunteer Fire Department and EMS, Inc.

Mrs. Puckett stated the impetus for this resolution is the relicensing process for the Hampden-Sydney First Responder. The State Office of EMS has asked the County to provide a resolution recognizing them as integral to the County’s EMS response. All of the County’s EMS agencies are included in the resolution to represent the overall response plan for the County.

Supervisor Timmons made a motion, seconded by Supervisor Gray, to adopt the Resolution Adopting an Emergency Medical Services Response Plan for the County of Prince Edward; 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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**RESOLUTION ADOPTING AN EMERGENCY MEDICAL SERVICES  
RESPONSE PLAN FOR THE COUNTY OF PRINCE EDWARD**

**WHEREAS**, regulations governing Emergency Medical Services (EMS) in the Commonwealth of Virginia, as codified in 12VAC5-31-370, mandate that each EMS agency that responds to medical emergencies for its primary service area shall be a Designated Emergency Response Agency (DERA), and shall provide services within its primary service area as defined by the local EMS response plan as required by EMS regulation 12VAC5-31-610; and

**WHEREAS**, the following EMS agencies are Designated Emergency Response Agencies as defined by EMS Regulation 12VAC5-31-10 in Prince Edward County:

Prince Edward Volunteer Rescue Squad, Inc.  
Hampden-Sydney Volunteer Fire Department, Inc.  
Meherrin Volunteer Fire & Rescue, Inc.  
Pamplin Volunteer Fire Department and EMS, Inc.; and

**WHEREAS**, Prince Edward County has been divided into seven fire districts which are identified on the Fire District Response Map maintained by the Farmville 911 Communications Center; and

**WHEREAS**, the individual EMS agencies are independent corporations that are best able to determine compliance with EMS regulations and to formulate a response plan for their primary service areas;

**NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE COUNTY OF PRINCE EDWARD, VIRGINIA**, that the EMS primary service areas in Prince Edward County, Virginia, shall be assigned according to fire department response areas, as follows:

1. Prince Edward Volunteer Rescue Squad, Inc., shall have a primary EMS response area that is coterminous with the following fire district(s): Farmville, Company 1; Hampden-Sydney, Company 2; Prospect, Company 4; Darlington Heights, Company 6; and Rice, Company 7.
2. Hampden-Sydney Volunteer Fire Department, Inc. shall have an Emergency Medical Responder primary response area coterminous with the following fire district(s): Hampden-Sydney, Company 2; and Darlington Heights, Company 6;
3. Meherrin Volunteer Fire & Rescue, Inc. shall have a primary EMS response area that is coterminous with the following fire district(s): Meherrin, Company 5, and
4. Pamplin Volunteer Fire Department and EMS, Inc. shall have a primary EMS response area that is coterminous with the following fire district(s): Pamplin, Company 3;

**BE IT FURTHER RESOLVED**, that the individual designated EMS agencies shall establish an EMS response plan as required by EMS Regulation 12VAC5-31-610 which shall apply to the agency's primary response area and shall file a copy of that plan with the Prince Edward County Administrator; and

**BE IT FURTHER RESOLVED**, that the designated EMS agencies shall document compliance with the established EMS response capability, unit mobilization interval, and the responding interval standards contained in the individual plans.

In Re: Amendments to the County Animal Control Ordinance

Mrs. Puckett stated that prior to his departure, Deputy County Attorney Morgan Greer reviewed the County's Animal Control Ordinance and has proposed a number of amendments to bring it into agreement with the Code of Virginia. The Board discussed the proposed amendments.

Mrs. Puckett reviewed an additional amendment to those presented, Section 10.21, regarding coyotes and the bounty.

After some discussion, Supervisor Timmons made a motion, seconded by Supervisor Wilck, to authorize advertisement of a public hearing on the proposed amendments to the County Animal Control Ordinance to include the removal of Section 10.21; 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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**CHAPTER 10 ANIMALS**

**ARTICLE I. IN GENERAL**

Sec. 10-1. Adoption of state comprehensive animal laws.  
Sec. 10-2. Definitions

Division 1. Containment of livestock.

Sec. 10-10. Purposes; legislative authority.  
Sec. 10-11. Lawful fence.

Division 2. Miscellaneous animal regulations.

Sec. 10-20. Disposal of Companion Animals  
Sec. 10-21. ~~Killing of coyotes permitted; bounty established; procedures for claims.~~

**ARTICLE II. ANIMAL CONTROL OFFICERS**

Sec. 10-30. Position created.  
Sec. 10-31. Dog operating fund.

**ARTICLE III. DOGS**

Division 1. Generally

Sec. 10-40. Disposal of dead dogs.  
Sec. 10-41. Unlawful acts.

Division 2. License Tax

Sec. 10-50. Unlicensed dogs prohibited.  
Sec. 10-51. How to obtain license.  
Sec. 10-52. Amount of license tax.  
Sec. 10-53. Kennel license tax.  
Sec. 10-54. When license tax payable.  
Sec. 10-55. Effect of dog not wearing collar as evidence.  
Sec. 10-56. What dog license shall consist of.  
Sec. 10-57. Duplicate license tags.  
Sec. 10-58. Displaying receipts; dogs to wear tags.  
Sec. 10-59. Payment of license tax subsequent to summons.

Division 3. Rabies Control

- Sec. 10-60. Vaccination required.
- Sec. 10-61. Rabies clinic authorized.
- Sec. 10-62. Dogs or Cats Not Vaccinated.
- Sec. 10-63. Quarantine authorized.

Division 4. Running at Large

- Sec. 10-70. Prohibited.
- Sec. 10-71. Unlicensed dogs prohibited.

Division 5. Impoundment

- Sec. 10-80. County dog pound.
- Sec. 10-81. Confinement and disposition of dogs.
- Sec. 10-82. Fees for confinement.
- Sec. 10-83. Unlicensed dogs.

Division 6. Damage by Dogs

- Sec. 10-90. Disposition of funds.
- Sec. 10-91. Compensation for livestock and poultry killed or injured by dogs.
- Sec. 10-92. Seizure of dogs suspected of killing or injuring livestock or poultry.

Division 7. Dangerous or Vicious Dogs

- Sec. 10-100. Control of dangerous or vicious dogs; penalties.

**ARTICLE IV. WILD OR EXOTIC ANIMALS.**

- ~~Sec. 10-110. Display or exhibition.~~
- ~~Sec. 10-111. Keeping as a pet.~~
- ~~Sec. 10-112. Notice required at place of sale.~~
- ~~Sec. 10-113. Penalty.~~
- ~~Sec. 10-114. Enforcement.~~
- ~~Sec. 10-115. Effective date.~~

**ARTICLE V. HYBRID CANINE**

- Sec. 10-120. Definitions
- Sec. 10-121. Hybrid canine ordinance; penalty.

**ARTICLE I. IN GENERAL**

**Sec.10-1. Adoption of state comprehensive animal laws.**

The provisions of Code of Virginia of 1950, § 3.1-796.66 et seq., are adopted and made a part of this chapter as fully as though set forth in this section.

**Sec.10-2. Definitions.**

For the purpose of this chapter the following words and phrases shall have the following meanings unless otherwise defined within this chapter. Words and phrases not defined herein, which are defined in section 3.1-796.66 of the Code of Virginia shall have the meanings ascribed to them by that section:

*ANIMAL CONTROL OFFICER* means a person appointed as the animal control officer or a deputy animal control officer pursuant to Virginia law to enforce the Virginia Comprehensive Animal Laws, this Chapter, and all laws for the protection of domestic animals.

*COMPANION ANIMAL* means any domestic dog, domestic cat, non-human primate, guinea pig, hamster, rabbit not raised for human food or fiber, or other animal not prohibited, kept for pleasure rather than utility

*LIVESTOCK* includes all domestic or domesticated: bovine animals; equine animals; ovine animals; porcine animals; cervidae animals; caprae animals; animals of the genus Lama; ratites; fish or shellfish in aquaculture facilities as defined by state law; enclosed domesticated rabbits or hares raised for human food or fiber; or any other individual animal specifically raised for food or fiber, except companion animals.

*WILD OR EXOTIC ANIMAL* means any raccoon, skunk, wolf, squirrel, fox, leopard, panther, tiger, lion, lynx or any other warm-blooded animal, poisonous snake or tarantula which can normally be found in the wild state or any other member of crocodilian, including but not limited to alligators, crocodiles, caimans and gavials. Ferrets, nonpoisonous snakes, rabbits and laboratory rats which have been bred in captivity and which never have known the wild shall be excluded from this definition.

### **Sec. 10-3 Penalties**

Unless otherwise specifically provided, a violation of any provision of this chapter shall constitute a Class 4 misdemeanor. *[Note: This covers any situation where a punishment is not specified.]*

## **DIVISION 1. CONTAINMENT OF LIVESTOCK**

### **Sec. 10-10. Purposes; legislative authority.**

(a) The purpose of this division is to provide for the containment of livestock in the county and to prescribe the penalties for its violation.

(b) This division is adopted under the provisions of Code of Virginia, § 55-310, et. seq.

### **Sec. 10-11. Lawful fence.**

(a) The boundary line of each lot or tract of land or any stream in the county shall be a lawful fence as to any livestock domesticated by man.

(b) It shall be unlawful for any person who is the owner or manager of any livestock domesticated by man to permit any such livestock, as to which the boundaries of lots or tracts of land have been constituted a legal fence, to run at large beyond the limits of his own lands within the county; and such animal shall be deemed to be running at large while roaming or running off the property, whether owned or rented, of its owner or manager, and not under their owner's or manager's immediate control.

(c) Any such owner or manager, after having been notified by an officer of the law that such animal is running at large, permits such animal to continue to run at large, shall be deemed to have violated this section and shall be guilty of a Class 4 misdemeanor and shall be punished in accordance with the provisions of Code of Virginia, §§ 3.1-796.128, 18.2-03.1, 18.2-03.2, 18.2-403.3, which sections are adopted by reference and made a part of this chapter as if fully set forth in this section.

## **DIVISION 2. MISCELLANEOUS ANIMAL REGULATIONS**

### **Sec. 10-20. Disposal of companion animals.**

(a) The owner of any companion animal which has died from disease or other cause shall forthwith cremate or bury or sanitarily dispose of the companion animal.

(b) If after notice any owner fails to comply with this section, the animal control officer or other officer cremate or bury or sanitarly dispose of the companion animal; and may recover on behalf of the county from the owner the cost of this service.

**Sec. 10-21. Killing of coyotes permitted; bounty established; procedures for claims.**

(a) The killing coyotes within the boundaries of the county is hereby authorized for bounties upon the following conditions: A bounty of \$50.00 shall be paid by the county, from available funds, for each coyote killed within the boundaries of the county.

(b) All payments shall be contingent upon the furnishing of such identifying information as requested by the county's designated agent (county animal control). The board of supervisors shall be the approving authority for payment of all claims presented.

(c) Available funds not to exceed \$2,500.00. The total amount of bounties to be paid under this division shall not exceed the sum of \$2,500.00 per calendar year, except by additional appropriation by the board.

(d) Unlawful acts; penalties. It shall be unlawful for any person to present a false claim or to receive any money on a false claim under this division, which act shall constituted a Class 1 misdemeanor and shall be punished in accordance with the provisions of Code of Virginia, §§ 3.1-796.128, 18.2-03.1, 18.2-03.2, 18.2-403.3, which sections are adopted by reference and made a part of this chapter as if fully set forth in this section.

## ARTICLE II. ANIMAL CONTROL OFFICERS

**Sec. 10-30. Position created.**

The position of county animal control officer is hereby created, as provided for in the Code of Virginia §3.2-6555. The animal control officer shall be appointed by the board of supervisors.

The board of supervisors may appoint one or more deputy animal control officers to assist the animal control officer in the performance of their duties.

The animal control officer and their deputies shall discharge the duties provided for in Code of Virginia §3.2-6500, et seq., and such other duties as are provided in this chapter or by the board of supervisors. The animal control officer shall be paid from the dog operating fund such compensation as the board of supervisors by resolution may determine, such compensation to be paid monthly.

The animal control officer and their deputy animal control officers shall complete all training as required by §3.2-6556 of the Code of Virginia, within the time prescribed.

**Sec. 10-31. Dog operating fund.**

The dog operating fund shall consist of the funds received from dog license taxes and fines imposed for the violation of the provisions of this chapter.

Fees for services provided by the animal control officer, or for reclaiming animals, not otherwise specified within this Chapter shall be set by resolution of the Board of Supervisors.

## ARTICLE III. DOGS

### DIVISION 1. GENERALLY

**Sec. 10-40. Disposal of dead dogs.**

The owner of any dog which has died from disease or other cause shall forthwith cremate or bury and dispose of the dog. If after notice any owner fails to do so, the animal control officer or other officer shall bury or cremate the dog; and he may recover on behalf of the county from the owner the cost of his service.

**Sec. 10-41. Unlawful acts.**

The following shall be deemed unlawful acts the violation of which shall be a Class 4 misdemeanor and shall be punished in accordance with the provisions of Code of Virginia, §§ 3.1-796.128, 18.2-03.1, 18.2-03.2, 18.2-403.3, which sections are adopted by reference and made a part of this chapter as if fully set forth in this section:

- (1) Diseased dogs. For the owner of any dog with a contagious or infectious disease to permit such dog to stray from his premises if such disease is known to the owner.
- (2) Female dog in season. For the owner of any female dog to permit such dog to stray from his premises while such dog is known to such owner to be in season.
- (3) Removing collar and tag. For any person except the owner or custodian to remove a legally acquired license tag from a dog without the permission of the owner or custodian.
- (4) Concealing a dog. For any person to conceal or harbor any dog for which the license tax has not been paid or to conceal a vicious or dangerous to prevent the same from being destroyed.

**DIVISION 2. LICENSE TAX**

**Sec. 10-50. Unlicensed dogs prohibited.**

It shall be unlawful for any person to own a dog four months or older unless such dog is licensed as required by the provisions of the Code of Virginia, § 3.1-796.85, and this division.

Any person violating this section shall be guilty of a class 4 misdemeanor and, upon their first offense of this section and shall be guilty of a Class 3 misdemeanor and shall be punished in accordance with the provisions of Code of Virginia, §§ 3.1-796.128, 18.2-03.1, 18.2-03.2, 18.2-403.3, which sections are adopted by reference and made a part of this chapter as if fully set forth in this section.

**Sec. 10-51. How to obtain license.**

Dogs shall be licensed as provided by Code of Virginia, § 3.1-796.86, by reference, which section is adopted and made a part of this chapter by reference as fully as though set forth at length in this section.

**Sec. 10-52. Amount of license tax.**

(a) Pursuant to the authority of Code of Virginia, § 3.1-796.87, any person licensing a dog in the county shall pay an annual license tax on the ownership of the dog according to the following schedule:

Male dog . . .	\$10.00
Unsexed (castrated) male dog . . .	\$ 5.00
Female dog . . .	\$10.00
Unsexed (spayed) female dog . . .	\$ 5.00

(b) No license tax shall be levied on any dog that is trained and serves as a guide dog for a blind person, that is trained and serves as a hearing dog for a deaf or hearing-impaired person, or that is trained and serves as a service dog for a mobility-impaired or otherwise disabled person, or any dog under four months of age. [Note: 2014 amendment to Section 3.2-6528.]

**Sec. 10-53. Kennel license tax.**

The tax for a licensed kennel shall be according to the following schedule:

5--20 dogs . . .	\$35.00
Over--20 dogs . . .	\$50.00



**Sec. 10-54. When license tax payable.**

The license tax imposed by this division shall be payable to the treasurer of the county, as required by Code of Virginia, § 3.1-796.88, which section is adopted and made a part of this chapter as fully as though set forth at length in this section.

**Sec. 10-55. Effect of dog not wearing collar as evidence.**

Any dog not wearing a collar bearing a license tag of the proper calendar year shall prima facie be deemed to be unlicensed and a stray; and in any proceedings under this division, the burden of proof of the fact that such dog has been licensed or is otherwise not required to bear a tag at the time shall be on the owner of the dog.

**Sec. 10-56. What dog license shall consist of.**

The county dog license shall consist of a license receipt and a metal tag. The tag shall be stamped or otherwise permanently marked to show the jurisdiction issuing the license, the sex of the dog and the calendar year for which issued, and shall bear a serial number.

**Sec. 10-57. Duplicate license tags.**

Duplicate license tags shall be obtained by the owner of a dog as provided by Code of Virginia, § 3.1-796.91, which section is adopted by reference and made a part of this chapter as if fully set forth in this section.

**Sec. 10-58. Displaying receipts; dogs to wear tags.**

Dog license receipts shall be displayed and dog license tags shall be worn as required by Code of Virginia, § 3.1-796.92.

**Sec. 10-59. Payment of license tax subsequent to summons.**

Payment of the license tax subsequent to a summons to appear before the general district court or other court for failure to do so within the time required shall not operate to relieve such owner of the penalties provided.

**DIVISION 3. RABIES CONTROL**

**Sec. 10-60. Vaccination required.**

It shall be unlawful for any person to own a dog or domesticated cat, age four months or older unless such dog or cat has been inoculated or vaccinated against rabies by a duly licensed veterinarian or licensed veterinary technician who is under the immediate and direct supervision of a licensed veterinarian on the premises. No license tags shall be issued for any dog unless there is presented to the treasurer at the time application for license is made evidence satisfactory to the treasurer, showing that such dog has been inoculated or vaccinated against rabies by a duly licensed veterinarian or licensed veterinary technician who is under the immediate and direct supervision of a licensed veterinarian on the premises, and that such inoculation or vaccination remains valid for the time application for license is made. Any person violating this section shall be guilty of a class 4 misdemeanor and shall be punished in accordance with the provisions of Code of Virginia, §§ 3.1-796.128, 18.2-03.1, 18.2-03.2, 18.2-403.3, which sections are adopted by reference and made a part of this chapter as if fully set forth in this section.

**Sec. 10-61. Rabies clinic authorized.**

The board of supervisors finding that the number of resident veterinarians is inadequate to meet the need, the county health department shall provide a rabies clinic at least once per year.

**Sec. 10-62. Dogs or cats not vaccinated.**

Any dog or cat found in the county not vaccinated and identified as described in this subdivision shall be impounded by the animal control officer, and such dogs shall be held for a period of five days. The dog or cat may be returned to its owner upon proof of

ownership, vaccination of the dog or cat, and payment of the cost of impounding the dog or cat at usual rates, and payment of any fines assessed under the provisions of this division. At the expiration of the five-day period, any dog or cat not so claimed by its owner may be disposed of by giving it into the possession of any person willing to pay the cost of impounding, vaccination and license. If not so disposed of, the dog or cat shall be euthanized in an humane manner by the impounding officer or other designated official.

**Sec. 10-63. Quarantine authorized.**

When the board of supervisors finds that there is sufficient reason to believe that a rabid animal is at large, the board shall have the power to pass an emergency ordinance requiring all owners of all dogs in the county to keep the dogs confined on their premises, and may further adopt such ordinances, regulations or other measures as it may deem reasonably necessary to prevent the spread within the county of the disease of rabies.

**DIVISION 4. RUNNING AT LARGE**

**Sec. 10-70. Prohibited.**

(a) It shall be unlawful for any person to permit any dog, belonging to him or under his control, to run at large in the county at any time from March 1 to August 31. For the purpose of this division, a dog shall be deemed to be running at large while roaming or running or self-hunting off the property of its owner or custodian and not under the owner's or custodians' immediate control. Any person, after having been notified by any animal control officer or other officer of the law that the dog is running at large, who is the owner or custodian of the dog thereafter found running at large shall be deemed to have violated the provisions of this section.

(b) This section shall not apply to any person or persons while engaging in the following activities:

- (1) Lawful hunting with a dog or dogs;
- (2) Law enforcement or search and rescue activity;
- (3) A supervised formal obedience training class or show;
- (4) Formally sanctioned field trials; or
- (5) Bona fide hunting or field trial dog training.

(c) A violation of this section shall constitute a Class 4 misdemeanor and shall be punished in accordance with the provisions of Code of Virginia, §§ 3.1-796.128, 18.2-03.1, 18.2-03.2, 18.2-403.3, which sections are adopted by reference and made a part of this chapter as if fully set forth in this section; however, if the dog is a dangerous or vicious dog, a violation of this section shall constitute a Class 1 misdemeanor and shall be punished in accordance with the provisions of Code of Virginia, §§ 3.1-796.128, 18.2-03.1, 18.2-03.2, 18.2-403.3, which sections are adopted by reference and made a part of this chapter as if fully set forth in this section .

(d) Should the animal control officer or any law enforcement officer have reason to believe that any dog found running at large is dangerous to the health, safety or property of any person, such officer may order the confinement of such animal by delivering a confinement order to the owner or custodian of such animal and any person who thereafter permits such animal to run at large or remain unconfined, unrestricted or not penned up shall be deemed to have violated this section. Should the animal not be confined within six hours after the delivery of the confinement order or should the animal control officer or other officer, after due diligence, be unable to deliver the confinement order to the owner or custodian of such animal, the animal control officer or any other law enforcement officer shall impound any such vicious or destructive dog pursuant to the provision of section 6-197. Upon the issuance of the confinement order, or the impoundment of such animal to appear in the general district court of the county where the matter shall be heard on criminal warrants and the animal shall remain confined until the final disposition of the court proceeding; However, for the purposes of this section the owner or custodian of such dog shall be conclusively presumed to have known the dog to be vicious or destructive if at any time prior to the running at large of such animal the

owner or custodian has received from any person a complaint that the animal is dangerous to the health, safety or property of any person.

**Sec. 10-71. Unlicensed dogs prohibited.**

The running at large of dogs not duly licensed and displaying tags pursuant to the provisions of this article is prohibited.

**DIVISION 5. IMPOUNDMENT**

**Sec. 10-80. County Public Animal Shelter**

For the purposes of this section, “animal” shall not include agricultural animals.

The Board of Supervisors shall maintain or cause to be maintained a public animal shelter which shall be operated in accordance with §3.2-6546 of the Code of Virginia, and any regulations promulgated by the Virginia Board of Agriculture and Consumer Services thereto.

The Board of Supervisors may contract for the establishment of the County Public Animal Shelter with a private group or in conjunction with one or more other local governing bodies, in such instances the group contracted to operate the facility must ensure compliance with all requirements of §3.2-6546 of the Code of Virginia.

The owner of any animal confined at the County Public Animal Shelter, claiming such animal shall be charged with the actual expenses incurred in keeping the animal impounded, as well as any other fees authorized by law.

*[NOTE: 3.2-6546(C) provides “In addition to this and any other fees that might be levied, the locality may, after a public hearing, adopt an ordinance to charge the owner of an animal a fee for impoundment and increased fees for subsequent impoundments of the same animal.”]*

The owner of any animal impounded under this section shall be assessed an impoundment fee, in addition to the costs incurred in caring for the Animal, as authorized under §3.2-6546(C) of the Code of Virginia, as provided below:

Impoundment Fees	1 <sup>st</sup> Time	\$25.00
	2 <sup>nd</sup> Time	\$50.00
	3 <sup>rd</sup> Time	\$75.00
	Quarantine (dangerous dogs, rabies)	\$50.00

Impoundment fees for animals shall be paid to the animal control officer prior to the release of said animal, and all fees received by the animal control officer under this section shall be paid over to the county treasurer.

*[Note: The term “pound” replaced with “shelter” in 2014, two categories of “shelter” – “private” and “public” distinguished.]*

The animal control officer shall cause to be maintained a pound or enclosure as required by Code of Virginia, § 3.1-796.96.

**Sec. 10-81. Confinement and disposition of dogs.**

It shall be the duty of the animal control officer to confine and dispose of dogs pursuant to provisions of Code of Virginia, § 3.1-796.66 et seq.

**Sec. 10-82. Fees for confinement.**

~~The legal owner of any dog seized and confined by the animal control officer shall pay to the animal control officer a charge for the confinement of the dog, the amount of such charge to be in accordance with the fees established by the board of supervisors. All fees received by the animal control officer shall be paid over to the county treasurer.~~

**Sec. 10-83. Unlicensed dogs.**

(a) It shall be the duty of the animal control officer, or any other officer, to capture and impound any companion animal found running at large on which the license tax has not been paid. A reasonable effort will be made to find the owner. After five days, if the owner is not found, the animal shall be declared abandoned. If the owner is known, the animal will be held an additional five days. The provisions of Code of Virginia, § 3.1-796.96 shall apply where applicable to the disposition of the dog. Any person, animal control officer or other officer euthanizing a dog under this chapter shall cremate, bury or sanitarily dispose of the dog. Prior to the disposition by euthanasia or otherwise, all of the provisions of Code of Virginia, § 3.1-796.66 et seq., shall have been complied with.

(b) If the animal control officer or other officer exercises his option to deliver such dog to any person in his jurisdiction who will pay the required license tax and cost on such dog, the person accepting delivery of such dog shall, within five days after such delivery, furnish to the animal control officer evidence of the inoculation and licensing of such dog as required by this article; and the failure to provide such evidence shall be a violation of this article and shall constitute a separate offense.

**DIVISION 6. DAMAGE BY DOGS**

**Sec. 10-90. Disposition of funds.**

The treasurer shall keep all money collected by him for dog licenses in a separate account as part of the general fund; and such funds shall be used for the purposes designated by Code of Virginia, § 3.1-796.101, which section is adopted by reference and made a part of this chapter as if fully set forth in this section.

**Sec. 10-91. Compensation for livestock and poultry killed or injured by dogs.**

(a) Any person who has any livestock or poultry killed or injured by any dog not his own in the county shall be entitled to receive as compensation the fair market value of such livestock or poultry not to exceed \$400.00 per animal or \$10.00 per fowl, provided that:

- (1) Within 72 hours of discovery of the death or injury, the claimant gives notice of the incident to the animal control officer.
- (2) Within 60 days of the discovery of the death or injury, the claimant shall furnish such evidence of the quantity and value of the dead or injured livestock or poultry and the reasons the claimant believes that death or injury was caused by a dog to the board of supervisors.
- (3) The claimant first has exhausted his legal remedies against the owner, if known, of the dog doing the damage for which compensation under this section is sought. Exhaustion shall mean a judgment against the owner of the dog upon which execution has returned unsatisfied.

(b) Upon a determination by the board that a claim meets the criteria set forth in this section for compensation, the board shall approve the same and forward the approval to the treasurer. Upon payment under this section, the board shall be surrogated to the extent of compensation paid to the right of action to the owner of the livestock or poultry against the owner of the dog and may enforce such compensation in an appropriate action at law.

**Sec. 10-92 Seizure of dogs suspected of killing, injuring or chasing livestock or poultry.**

If any person, including the animal control officer, has reason to believe that any dog is killing livestock or poultry, he shall apply to a magistrate of the county, who shall issue a warrant requiring the owner or custodian, if known, to appear before the judge of the general district court at the time and place named therein, at which time evidence shall be heard. If it shall be determined by the court that such dog is a livestock or poultry killer, the dog shall be ordered (i) euthanized immediately by the animal control officer or other officer designated by the judge of the general district court or (ii) removed to another state which does not border on the commonwealth. Any dog ordered removed which is later found in the commonwealth shall be ordered by a court to be euthanized immediately.

## **DIVISION 6. DANGEROUS OR VICIOUS DOGS**

### **Sec. 10-100. Control of dangerous or vicious dogs; penalties.**

(a) As used in this section:

"Dangerous dog" means a canine or canine crossbreed that has bitten, attacked, or inflicted injury on a person or companion animal that is a dog or cat, or killed a companion animal that is a dog or cat. However, when a dog attacks or bites a companion animal that is a dog or cat, the attacking or biting dog shall not be deemed dangerous (i) if no serious physical injury as determined by a licensed veterinarian has occurred to the dog or cat as a result of the attack or bite, (ii) if both animals are owned by the same person, (iii) if such attack occurs on the property of the attacking or biting dog's owner or custodian, or (iv) for other good cause as determined by the court. No dog shall be found to be a dangerous dog as a result of biting, attacking, or inflicting injury on a dog or cat while engaged with an owner or custodian as part of lawful hunting or participating in an organized, lawful dog handling event.

"Vicious dog" means a canine or canine crossbreed that has (i) killed a person; (ii) inflicted serious injury to a person, or (iii) continued to exhibit the behavior that resulted in a previous finding by a court or, on or before July 1, 2006, by an animal control officer as authorized by local ordinance, that it is a dangerous dog, provided that its owner has been given notice of that finding. [Note: 2013 amendment to the Code of Virginia separated "vicious" dogs from 3.2-6540 and placed it in the newly created 3.2-6540.1.]

(b) Any law-enforcement officer or animal control officer who has reason to believe that a canine or canine crossbreed within his jurisdiction is a dangerous dog or vicious dog shall apply to a magistrate of the jurisdiction for the issuance of a summons requiring the owner or custodian, if known, to appear before a general district court at a specified time. The summons shall advise the owner of the nature of the proceeding and the matters at issue. If a law-enforcement officer successfully makes an application for the issuance of a summons, he shall contact the local animal control officer and inform him of the location of the dog and the relevant facts pertaining to his belief that the dog is dangerous or vicious. The animal control officer shall confine the animal until such time as evidence shall be heard and a verdict rendered. If application is made for a dangerous dog and [ Note: current version of the Code does not allow discretion in permitting "vicious" dogs to remain with owners pending hearing ] the animal control officer determines that the owner or custodian can confine the animal in a manner that protects the public safety, he may permit the owner or custodian to confine the animal until such time as evidence shall be heard and a verdict rendered. The court, through its contempt powers, may compel the owner, custodian or harbinger of the animal to produce the animal. If, after hearing the evidence, the court finds that the animal is a dangerous dog, the court shall order the animal's owner to comply with the provisions of this section. If, after hearing the evidence, the court finds that the animal is a vicious dog, the court shall order the animal euthanized in accordance with the provisions of § 3.1-796.119 of the Code of Virginia, 1950, as amended. The procedure for appeal and trial shall be the same as provided by law for misdemeanors. Trial by jury shall be as provided in Article 4 (§ 19.2-260 et seq.)

of Chapter 15 of Title 19.2 of the Code of Virginia, 1950, as amended. The Commonwealth shall be required to prove its case beyond a reasonable doubt.

(c) No canine or canine crossbreed shall be found to be a dangerous dog or vicious dog solely because it is a particular breed, nor is the ownership of a particular breed of canine or canine crossbreed prohibited. No animal shall be found to be a dangerous dog or vicious dog if the threat, injury or damage was sustained by a person who was (i) committing, at the time, a crime upon the premises occupied by the animal's owner or custodian, (ii) committing, at the time, a willful trespass upon the premises occupied by the animal's owner or custodian, or (iii) provoking, tormenting, or physically abusing the animal, or can be shown to have repeatedly provoked, tormented, abused, or assaulted the animal at other times. No police dog that was engaged in the performance of its duties as such at the time of the acts complained of shall be found to be a dangerous dog or a vicious dog. No animal that, at the time of the acts complained of, was responding to pain or injury, or was protecting itself, its kennel, its offspring, a person, or its owner's or custodian's property, shall be found to be a dangerous dog or a vicious dog.

(d) If the owner of an animal found to be a dangerous dog is a minor, the custodial parent or legal guardian shall be responsible for complying with all requirements of this section.

(e) The owner of any animal found to be a dangerous dog shall, within 10 days of such finding, obtain a dangerous dog registration certificate from the local animal control officer or treasurer for a fee of \$50, in addition to other fees that may be authorized by law. The local animal control officer or treasurer shall also provide the owner with a uniformly designed tag that identifies the animal as a dangerous dog. The owner shall affix the tag to the animal's collar and ensure that the animal wears the collar and tag at all times. **By January 31 of each year, until such time as the dangerous dog is deceased, all certificates obtained pursuant to this subsection shall be updated and renewed for a fee of \$85 and in the same manner as the initial certificate was obtained.** The animal control officer shall provide a copy of the dangerous dog registration certificate and verification of compliance to the State Veterinarian. §3.2-6540(E)

(f) All dangerous dog registration certificates or renewals thereof required to be obtained under this section shall only be issued to persons 18 years of age or older who present satisfactory evidence (i) of the animal's current rabies vaccination, if applicable, (ii) that the animal has been neutered or spayed, and (iii) that the animal is and will be confined in a proper enclosure or is and will be confined inside the owner's residence or is and will be muzzled and confined in the owner's fenced-in yard until the proper enclosure is constructed. In addition, owners who apply for certificates or renewals thereof under this section shall not be issued a certificate or renewal thereof unless they present satisfactory evidence that (i) their residence is and will continue to be posted with clearly visible signs warning both minors and adults of the presence of a dangerous dog on the property and (ii) the animal has been permanently identified by means of a tattoo on the inside thigh or by electronic implantation. All certificates or renewals thereof required to be obtained under this section shall only be issued to persons who present satisfactory evidence that the owner has liability insurance coverage, to the value of at least \$100,000, which covers animal bites. The owner may obtain and maintain a bond in surety, in lieu of liability insurance, to the value of at least \$100,000. §3.2-6540(F)

(g) While on the property of its owner, an animal found to be a dangerous dog shall be confined indoors or in a securely enclosed and locked structure of sufficient height and design to prevent its escape or direct contact with or entry by minors, adults, or other animals. The structure shall be designed to provide the animal with shelter from the elements of nature. When off its owner's property, an animal found to be a dangerous dog shall be kept on a leash and muzzled in such a manner as not to cause injury to the animal

or interfere with the animal's vision or respiration, but so as to prevent it from biting a person or another animal.

(h) The owner of any dog found to be dangerous shall register the animal with the Commonwealth of Virginia Dangerous Dog Registry, as established under § 3.1-796.93:3 of the Code of Virginia, 1950, as amended, within 45 days of such a finding by a court of competent jurisdiction.

The owner shall also cause the local animal control officer to be promptly notified of (i) the names, addresses, and telephone numbers of all owners; (ii) all of the means necessary to locate the owner and the dog at any time; (iii) any complaints or incidents of attack by the dog upon any person or cat or dog; (iv) any claims made or lawsuits brought as a result of any attack; (v) tattoo or chip identification information or both; (vi) proof of insurance or surety bond; and (vii) the death of the dog.

(i) After an animal has been found to be a dangerous dog, the animal's owner shall immediately, upon learning of same, cause the local animal control authority to be notified if the animal (i) is loose or unconfined; or (ii) bites a person or attacks another animal; or (iii) is sold, given away, or dies. Any owner of a dangerous dog who relocates to a new address shall, within 10 days of relocating, provide written notice to the appropriate local animal control authority for the old address from which the animal has moved and the new address to which the animal has been moved.

(j) Any owner or custodian of a canine or canine crossbreed or other animal is guilty of a:

1. Class 2 misdemeanor if the canine or canine crossbreed previously declared a dangerous dog pursuant to this section, when such declaration arose out of a separate and distinct incident, attacks and injures or kills a cat or dog that is a companion animal belonging to another person;
2. Class 1 misdemeanor if the canine or canine crossbreed previously declared a dangerous dog pursuant to this section, when such declaration arose out of a separate and distinct incident, bites a human being or attacks a human being causing bodily injury; or
3. Class 6 felony if any owner or custodian whose willful act or omission in the care, control, or containment of a canine, canine crossbreed, or other animal is so gross, wanton, and culpable as to show a reckless disregard for human life, and is the proximate cause of such dog or other animal attacking and causing serious bodily injury to any person.

The provisions of this subsection shall not apply to any animal that, at the time of the acts complained of, was responding to pain or injury, or was protecting itself, its kennel, its offspring, a person, or its owner's or custodian's property, or when the animal is a police dog that is engaged in the performance of its duties at the time of the attack.

(k) The owner of any animal that has been found to be a dangerous dog who willfully fails to comply with the requirements of this section is guilty of a Class 1 misdemeanor.

(l) All fees collected pursuant to this section, less the costs incurred by the animal control authority in producing and distributing the certificates and tags required by this section, shall be paid into a special dedicated fund in the treasury of the locality for the purpose of paying the expenses of any training course required under § 3.1-796.104:1 of the Code of Virginia, 1950, as amended.

## **ARTICLE VI. WILD OR EXOTIC ANIMALS (Repealed August 14, 2007)**

## **ARTICLE V. HYBRID CANINE.**

### **Section 10-120 Definitions.**

As used in this article:

1. "Hybrid canine" means any animal that is or can be demonstrated to be a hybrid of the domestic dog and any other species of the Canidae family; that at any time has been permitted, registered, licensed, or advertised as such, or that at any time has been described, represented or reported as such by its owner to a licensed veterinarian, law-enforcement officer, animal control officer, humane investigator, official of the Department of Health, or State Veterinarian's representative.

2. "Adequate confinement" means that, while on the property of its owner and not under the direct supervision and control of the owner or custodian, a hybrid canine shall be confined in a humane manner in a securely enclosed and locked structure of sufficient height and design to (i) prevent the animal's escape; or if the hybrid canine is determined to be a dangerous dog pursuant to § 3.2-6540, the structure shall prevent direct contact with any person or animal not authorized by the owner to be in direct contact with the hybrid canine, and (ii) provide a minimum of 100 square feet of floor space for each adult animal. Tethering of a hybrid canine not under the direct supervision and control of the owner or custodian shall not be considered adequate confinement.

3. "Responsible ownership" means the ownership and humane care of a hybrid canine in such a manner as to comply with all laws and ordinances regarding hybrid canines and prevent endangerment by the animal to public health and safety.

4. "Owner" means any person who (a) has a right or property in an animal, (b) keeps or harbors an animal, (c) has an animal in his care, or (d) acts as a custodian of an animal.

**Section 10-121. Hybrid canine ordinance; penalty.**

1. It shall be unlawful for the owner or custodian to allow any hybrid canine to run at large in the country during the period of January 1 through December 31 inclusive of any year. For the purpose of this section, a hybrid canine shall be deemed to be running at large while outside of any pen or enclosure as provided in subsection 2 of this section, however, any owner or custodian of a hybrid canine may be allowed to remove a hybrid canine from any pen or enclosure for purposes of transportation to another pen or enclosure or for the purpose of obtaining medical attention. In no event shall any hybrid canine be allowed to be set free on any property within the county whether or not the hybrid canine is under its owner's or custodian's immediate control.

2. It shall be unlawful to own or possess a hybrid canine unless such hybrid canine is kept and maintained in a pen or enclosure as follows:

(a) The pen or enclosure shall contain at least 200 square feet of space per adult hybrid canine.

(b) Any fencing used in the construction of the pen or enclosure shall be at least eight (8) feet in height with an additional overhang of fencing or barbed wire angling a minimum of three (3) feet into the pen or enclosure. Such wire enclosure shall be of such strength as to prevent the escape of any hybrid canine enclosed therein.

(c) To prevent digging out along the fence, concrete footers at least one (1) foot wide and six (6) inches deep shall be installed along the perimeter of the pen or enclosure or a wire footing of 12-gauge wire buried six (6) inches in the ground with at least three feet of wire on the inside of the pen or enclosure, bending the remaining one (1) foot of



wire up in a 90° angle and connect every six (6) inches to the bottom outside of the pen or enclosure.

(d) The pen or enclosure shall provide shelter which affords complete protection from all elements of nature.

(e) A violation of this ordinance shall be a Class 3 misdemeanor for the first violation and a Class 1 misdemeanor for any second or subsequent offense. Upon a conviction of a second violation of this ordinance, the owner shall surrender the hybrid canine to the animal control officer for euthanasia in accordance with § 3.1-796.119 of the Code of Virginia, 1950, as amended.

In Re: County Administrator's Report

Surplus Property – Mr. Bartlett stated that since the County has purchased the new waste management truck, the old one, a 2000 Mack Roll-off, is now excess. He stated if the Board declares it surplus, County staff can sell it.

Supervisor Timmons made a motion, seconded by Supervisor Gray, to declare the 2000 Mack Roll-off truck as surplus and authorized the County Administrator to sell the truck; 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		

Resignation of Deputy County Attorney – Mr. Bartlett reviewed the letter of resignation from Deputy County Attorney Morgan Greer.

Board Strategic Planning Retreat - Mr. Bartlett stated four additional requests for bids were sent out with only one response; he said he will send more in a few weeks. Mr. Bartlett stated the Retreat will most likely be held sometime in February 2016.

Courthouse Roof Repair

Mr. Bartlett stated the response to an RFP brought in proposals from two companies; the RFP has been re-advertised. A mandatory meeting for any interested companies will be held December 2

In Re: Personnel Committee Report

Commonwealth Attorney's Office

Mr. Bartlett reported the Personnel Committee met Thursday, November 12, 2015; the Committee is comprised of Supervisor Simpson (Chair), Supervisor Timmons and Supervisor Townsend. The Committee met to discuss various requests from the incoming Commonwealth Attorney. There will be considerable personnel changes in the office. One administrative staff member and two attorneys have announced they will be leaving or have already left.

The Administrative Associate II has announced her retirement. Ms. Clark has offered that position to the employee filling the County funded secretarial position and is requesting a salary of \$35,000. That will leave the secretarial position open which she is requesting to fill. Morgan Greer has already left; Mr. Ennis advertised the opening and allowed Ms. Clark to interview and select his replacement. She has done so and would like to offer the incoming attorney a salary of \$58,000. Brian Butler has decided to leave the office and Ms. Clark has selected Robert Bauer to become the Chief Deputy and is requesting a salary of \$70,000. That would still leave one attorney to be hired and the county funded secretarial position.

The Personnel Committee agrees with Ms. Clark's requests. Additionally, the Committee is recommending the Commonwealth Attorney's salary be \$119,516; this is the minimum Compensation Board salary and continues the policy of paying newly elected Constitutional Officers the minimum salary when first elected. This was done for both the Treasurer and the Commissioner of Revenue. Additionally, the Committee recommends the County's Personnel Policy be amended (Section 4.2-C) to institute that newly elected Constitutional Officers start at the minimum Compensation Board salary.

Supervisor Timmons made a motion, seconded by Supervisor Wilck, to approve the request for the secretarial position salary of \$35,000, the new attorney salary of \$58,000 and Chief Deputy salary of \$70,000; to set the Commonwealth Attorney salary of \$119,516; and to amend the County's Personnel

Policy, Section 4.2-C to institute that newly elected Constitutional Officers start at the minimum Compensation Board salary; 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		

Holiday Schedule

Mr. Bartlett stated the Personnel Committee reviewed the Holiday Schedule for 2016.

Supervisor Timmons made a motion, seconded by Supervisor Cooper-Jones, to approve the proposed Holiday Schedule for 2016, and to amend the County Personnel Policy by deleting Section 8.4-A-2 which permitted the Board of Supervisors to designate additional holidays; 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 Wilck, that the Board 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*; and for discussion and consideration of a specific public office, the County Attorney, pursuant to the exemption provided for in Section 2.2-3711(A)(1) 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 Cooper-Jones, seconded by Supervisor Gray, 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 Chairman Simpson and seconded by Supervisor McKay, 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.

In Re: Animal Warden's Report

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

In Re: Prince Edward County Public Schools

Mr. K. David Smith, School Superintendent, submitted a financial summary report for the month of October 2015, which was reviewed and ordered to be filed with the Board papers.

In Re: Cooperative Extension Report

Ms. Jennifer R. Bowen, Senior Extension Agent, submitted the Third Quarterly Report for the VCE Prince Edward County Office, which was reviewed and ordered to be filed with the Board papers.

In Re: Tourism and Visitor Center Report

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

On motion of Supervisor McKay, seconded by Supervisor Townsend, and adopted by the following vote:

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

the meeting was adjourned at 9:40 p.m.



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

**Meeting Date:** December 8, 2015  
**Item No.:** 6-c  
**Department:** County Administration  
**Staff Contact:** Barbara N. Poulston  
**Issue:** Accounts & Claims

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

**Attachments:** November 2015 Bill List

**Recommendation:**

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

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

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

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

11/30/2015

FROM DATE- 11/01/2015  
TO DATE- 11/30/2015

ACCOUNTS PAYABLE CHECKS  
PRINCE EDWARD

PAGE 1

FUND NO.	DESCRIPTION	\$\$\$ PAY \$\$\$
100	GENERAL FUND	\$395,494.22
105	FORFEITED ASSETS FUND	\$1,500.00
501	WATER FUND	\$40.44
502	SEWER FUND	\$35.98
732	RETIREMENT BENEFIT FUND	\$1,129.00
741	PIEDMONT COURT SERVICES FUND	\$3,860.97
	TOTAL	402,060.61



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MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	ACCOUNT TOTAL	MAJOR TOTAL	AMOUNT
2015	29332	Motor Vehicle Licenses-20 TOWN OF FARMVILLE	DECALS 1115	DECAL REIMBURSEMENT	68,903.52	68,903.52 *	68,903.52 **
011010		BOARD OF SUPERVISORS					
3160	15240	Professional Services FARMVILLE NEWSMEDIA	CO ADMR 1115	ADVERTISING	138.38	138.38 *	
5307	31421	Public Official Liability VACORP	POPL HILL CDAL5	LIABILITY INSURANCE	300.00	300.00 *	
5510	28425	Travel-Mileage SIMPSON HOWARD F	JULY-SEPT 2015	MILEAGE	480.70	480.70 *	
5530	11894	Travel-Subsistence & Lodg BUSINESS CARD	3722 PCKET1115	SOFT DRINKS	22.96	22.96 *	
012110		COUNTY ADMINISTRATOR					
5210	11894	Postal Services BUSINESS CARD	3722 PCKET1115	SHIP CMAS ORNAMENT STAMPED ENVELOPES	29.46	29.46	
6001	11894	Office Supplies BUSINESS CARD	3722 PCKET1115	ATTENDANCE CARDS	68.70	68.70	
	11894	BUSINESS CARD	3722 PCKET1115	STAMPED ENVELOPES	352.90	352.90	
	11894	BUSINESS CARD	3722 PCKET1115	NOTARY	45.00	45.00	
	20600	KEY OFFICE SUPPLY	473807	OFFICE SUPPLIES	679.46	679.46	
	20600	KEY OFFICE SUPPLY	474400	ENVELOPES	34.78	34.78	
012310		COMMISSIONER OF REVENUE			1,180.84 *	1,180.84 **	
3320	20600	Maintenance Service Contr KEY OFFICE SUPPLY	473291	COPIER SERV CONTRACT	585.00	585.00 *	
3600	15240	Advertising FARMVILLE NEWSMEDIA	COMR REV 1115	LAND USE AD	215.25	215.25 *	
5230	13325	Telecommunications TREASURER OF VIRGINIA	T292168	ONLINE SERVICE	76.86	76.86 *	

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LISTING OF INVOICES FOR 11/01/2015 -- 11/30/2015

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MAJOR# ACCT# 6001	VENDOR NUMBER 20600	VENDOR NAME Office Supplies	INV# 473234	DESCRIPTION DATA BINDERS	AMOUNT 37.56
6012	23161	Books & Subscriptions NADA USED CAR GUIDE	540097	USED CAR GUIDE	17.50
6014	11537	Other Operating Supplies BAI MUNICIPAL SOFTWARE	20151029005	PP LATE FILE PROGRAM	1,200.00
012410	TREASURER			ACCOUNT TOTAL	1,200.00 *
3320	20600	Maintenance Service Contr KEY OFFICE SUPPLY	473289	TYPEWRTR SERV CNTRCT	130.00
5230	11250 13325	Telecommunications BENCHMARK COMMUNITY BANK TREASURER OF VIRGINIA	7596 TREAS 1115 T292168	PAYFLOW/PAYPAL ONLINE SERVICE	130.00 *
5410	17009	Lease/Rent Equipment H BECKER	21441	CHECK SIGNER RENEWAL	.90
6001	20600	Office Supplies KEY OFFICE SUPPLY	29084	CREDIT	76.86
6014	28866	Other Operating Supplies STEPS, INC	11415	SHREDDING SERVICE	77.76 *
012510	INFORMATION TECHNOLOGY			ACCOUNT TOTAL	539.50
3320	12762	Maintenance Service COMPUTERPLUS SALES/SERVIC	MC00000181066	PRINTER SERV CONTRCT	539.50 *
013100	ELECTORAL BOARD AND OFFICIALS			ACCOUNT TOTAL	129.98-
3161	10148	Election Official ADAMS PATRICIA	ELECTION 1115	OFFICIAL	48.37
	10148	ADAMS PATRICIA	ELECTION 1115	TRAINING	73.98
	11034	BAILEY EDWARD L	ELECTION 1115	OFFICIAL	341.70
	11034	BAILEY EDWARD L	ELECTION 1115	TRAINING	334.07 *
	11044	BAILEY KAREL K	ELECTION 1115	OFFICIAL	35.00
				ACCOUNT TOTAL	35.00 *
				MAJOR TOTAL	1,116.33 **
				ACCOUNT TOTAL	79.00
				MAJOR TOTAL	79.00 *
				ACCOUNT TOTAL	79.00 **
				MAJOR TOTAL	79.00 **
				ACCOUNT TOTAL	90.00
				MAJOR TOTAL	15.00
				ACCOUNT TOTAL	90.00
				MAJOR TOTAL	15.00
				ACCOUNT TOTAL	90.00
				MAJOR TOTAL	15.00
				ACCOUNT TOTAL	90.00
				MAJOR TOTAL	15.00

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MAJOR#	VENDOR	VENDOR	NAME	INV#	DESCRIPTION	AMOUNT
ACCT#	NUMBER	NUMBER				
	11044		BAILEY KAREL K	ELECTION 1115	TRAINING	15.00
	11171		BARNES BARBARA	ELECTION 1115	OFFICIAL	100.00
	11171		BARNES BARBARA	ELECTION 1115	TRAINING	25.00
	11186		BARNES ROBERT L	ELECTION 1115	OFFICIAL	90.00
	11186		BARNES ROBERT L	ELECTION 1115	TRAINING	25.00
	11199		BAYLIS MARY L	ELECTION 1115	OFFICIAL	100.00
	11648		BROWN WENDELL	ELECTION 1115	OFFICIAL	90.00
	12068		CALHOUN ELIZABETH	ELECTION 1115	OFFICIAL	90.00
	12068		CALHOUN ELIZABETH	ELECTION 1115	TRAINING	15.00
	12894		CRAWLEY RALPH A	ELECTION 1115	OFFICIAL	90.00
	12894		CRAWLEY RALPH A	ELECTION 1115	TRAINING	25.00
	13766		DOVE RACHAEL E	ELECTION 1115	OFFICIAL	90.00
	14127		EAMES SHEILA	ELECTION 1115	OFFICIAL	45.00
	14324		EAST LYNN H	ELECTION 1115	OFFICIAL	100.00
	14324		EAST LYNN H	ELECTION 1115	TRAINING	25.00
	14365		EDMENDSON SARAH	ELECTION 1115	OFFICIAL	100.00
	14365		EDMENDSON SARAH	ELECTION 1115	TRAINING	25.00
	14739		EMERT PEGGY	ELECTION 1115	OFFICIAL	25.00
	14739		EMERT PEGGY	ELECTION 1115	TRAINING	90.00
	14990		EVANS VINCENT	ELECTION 1115	TRAINING	15.00
	15070		FARMER DEAN JR	ELECTION 1115	OFFICIAL	90.00
	15571		FAVRET CINDY	ELECTION 1115	SETUP 701	50.00
	15571		FAVRET CINDY	ELECTION 1115	OFFICIAL	90.00
	15574		FAWCETT NANCY D	ELECTION 1115	TRAINING	15.00
	15574		FAWCETT NANCY D	ELECTION 1115	OFFICIAL	100.00
	15590		FERNANDEZ MARIA	ELECTION 1115	TRAINING	25.00
	15590		FERNANDEZ MARIA	ELECTION 1115	OFFICIAL	90.00
	15590		FERNANDEZ MARIA	ELECTION 1115	TRAINING	15.00
	15870		FORD MOSES	ELECTION 1115	OFFICIAL	45.00
	15925		FOWLKES JEAN G	ELECTION 1115	OFFICIAL	90.00
	16228		GLADDEN YOLANDA	ELECTION 1115	OFFICIAL	115.00
	16228		GLADDEN YOLANDA	ELECTION 1115	TRAINING	25.00
	16228		GLADDEN YOLANDA	ELECTION 1115	PHONE	10.00
	16228		GLADDEN YOLANDA	ELECTION 1115	PHONE	10.00
	16820		GREY HAYLEY E	ELECTION 1115	MILEAGE	5.00
	16820		GREY HAYLEY E	ELECTION 1115	OFFICIAL	90.00
	17062		HALLADAY JENNIFER J	ELECTION 1115	TRAINING	15.00
	17693		HINES JANE NEWMAN	ELECTION 1115	OFFICIAL	90.00
	17746		HOLLINGSWORTH ESTHER W	ELECTION 1115	OFFICIAL	90.00
	17746		HOLLINGSWORTH ESTHER W	ELECTION 1115	OFFICIAL	115.00
	17746		HOLLINGSWORTH ESTHER W	ELECTION 1115	TRAINING	25.00
	17746		HOLLINGSWORTH ESTHER W	ELECTION 1115	PHONE	10.00
	17746		HOLLINGSWORTH ESTHER W	ELECTION 1115	PHONE	20.00
	17746		HOLLINGSWORTH ESTHER W	ELECTION 1115	MILEAGE	5.00
	17876		HULSIZER BRIAN N	ELECTION 1115	OFFICIAL	115.00
	17876		HULSIZER BRIAN N	ELECTION 1115	OFFICIAL	25.00
	17876		HULSIZER BRIAN N	ELECTION 1115	TRAINING	25.00
	17876		HULSIZER BRIAN N	ELECTION 1115	PHONE	10.00
	17876		HULSIZER BRIAN N	ELECTION 1115	BALLOTS	20.00
	19250		JASPER FRANCES D	ELECTION 1115	MILEAGE	5.00
	19250		JASPER FRANCES D	ELECTION 1115	OFFICIAL	115.00
	19250		JASPER FRANCES D	ELECTION 1115	TRAINING	25.00

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MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
	19250	JASPER FRANCES D	ELECTION 1115	PHONE	10.00
	19250	JASPER FRANCES D	ELECTION 1115	BALLOTS	20.00
	19250	JASPER FRANCES D	ELECTION 1115	MILEAGE	15.00
	20207	KELLUM DONALD B JR	ELECTION 1115	OFFICIAL	90.00
	20279	KELSEY PEGGY	ELECTION 1115	OFFICIAL	90.00
	21001	KOETHER CINDY H	ELECTION 1115	OFFICIAL	115.00
	21001	KOETHER CINDY H	ELECTION 1115	TRAINING	25.00
	21001	KOETHER CINDY H	ELECTION 1115	PHONE	10.00
	21001	KOETHER CINDY H	ELECTION 1115	BALLOTS	20.00
	21001	KOETHER CINDY H	ELECTION 1115	MILEAGE	5.00
	21632	LEE JAMES JUNIOR	ELECTION 1115	OFFICIAL	90.00
	21664	LEE JEAN W	ELECTION 1115	OFFICIAL	115.00
	21664	LEE JEAN W	ELECTION 1115	TRAINING	25.00
	21664	LEE JEAN W	ELECTION 1115	PHONE	10.00
	21664	LEE JEAN W	ELECTION 1115	MILEAGE	15.00
	22127	MARCELLIN IDA M	ELECTION 1115	OFFICIAL	90.00
	22127	MARCELLIN IDA M	ELECTION 1115	TRAINING	15.00
	22253	MCBRIDE APRIL	ELECTION 1115	OFFICIAL	15.00
	22274	MCELHENIE LORA P	ELECTION 1115	OFFICIAL	90.00
	22274	MCELHENIE LORA P	ELECTION 1115	OFFICIAL	115.00
	22274	MCELHENIE LORA P	ELECTION 1115	TRAINING	25.00
	22274	MCELHENIE LORA P	ELECTION 1115	PHONE	10.00
	22274	MCELHENIE LORA P	ELECTION 1115	BALLOTS	20.00
	22344	MEDLIN LINDA	ELECTION 1115	MILEAGE	15.00
	22344	MEDLIN LINDA	ELECTION 1115	OFFICIAL	90.00
	22396	MESSERSCHMIDT NADINE	ELECTION 1115	TRAINING	15.00
	22691	MORGAN TOLA	ELECTION 1115	OFFICIAL	90.00
	22691	MORGAN TOLA	ELECTION 1115	OFFICIAL	115.00
	22691	MORGAN TOLA	ELECTION 1115	TRAINING	25.00
	22691	MORGAN TOLA	ELECTION 1115	PHONE	10.00
	22691	MORGAN TOLA	ELECTION 1115	BALLOTS	20.00
	22691	MORGAN TOLA	ELECTION 1115	MILEAGE	10.00
	22691	MORGAN TOLA	ELECTION 1115	OFFICIAL	90.00
	24989	OWENS LEE J	ELECTION 1115	OFFICIAL	90.00
	25047	PAIGE WHITFIELD MOMAN	ELECTION 1115	OFFICIAL	100.00
	25348	PHAUP NANCY	ELECTION 1115	OFFICIAL	25.00
	25348	PHAUP NANCY	ELECTION 1115	TRAINING	100.00
	27131	RANDOLPH REBECCA L	ELECTION 1115	OFFICIAL	25.00
	27131	RANDOLPH REBECCA L	ELECTION 1115	OFFICIAL	100.00
	27131	RANDOLPH REBECCA L	ELECTION 1115	TRAINING	25.00
	27131	RANDOLPH REBECCA L	ELECTION 1115	BALLOTS	20.00
	27160	REED MARY G	ELECTION 1115	OFFICIAL	90.00
	27660	ROBERTSON ROSALIE B	ELECTION 1115	OFFICIAL	100.00
	27660	ROBERTSON ROSALIE B	ELECTION 1115	OFFICIAL	25.00
	28310	SHELTON HENRY O	ELECTION 1115	TRAINING	90.00
	28339	SHEPPERSON BERTHA E	ELECTION 1115	OFFICIAL	100.00
	28339	SHEPPERSON BERTHA E	ELECTION 1115	OFFICIAL	25.00
	28434	SOMERS CLAUDIA	ELECTION 1115	OFFICIAL	115.00
	28434	SOMERS CLAUDIA	ELECTION 1115	TRAINING	25.00
	28434	SOMERS CLAUDIA	ELECTION 1115	PHONE	10.00
	28434	SOMERS CLAUDIA	ELECTION 1115	BALLOTS	20.00
	28434	SOMERS CLAUDIA	ELECTION 1115	MILEAGE	10.00

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MAJOR#	ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
3320	20214	28435	SIMMS J SCOTT	ELECTION 1115	OFFICIAL	115.00
		28435	SIMMS J SCOTT	ELECTION 1115	TRAINING	25.00
		28435	SIMMS J SCOTT	ELECTION 1115	PHONE	10.00
		28435	SIMMS J SCOTT	ELECTION 1115	BALLOTS	60.00
		28435	SIMMS J SCOTT	ELECTION 1115	MILEAGE	15.00
		28439	SKAKUM LYNN	ELECTION 1115	OFFICIAL	90.00
		28882	STOCKTON MARGARET	ELECTION 1115	OFFICIAL	100.00
		28882	STOCKTON MARGARET	ELECTION 1115	TRAINING	25.00
		29092	TAYLOR SHIRLEY L	ELECTION 1115	OFFICIAL	90.00
		29092	TAYLOR SHIRLEY L	ELECTION 1115	TRAINING	15.00
		29283	TIMMONS LINDA	ELECTION 1115	OFFICIAL	90.00
		29348	TOWNSEND CRYSTAL GLENN	ELECTION 1115	OFFICIAL	90.00
		32153	WATSON CINDY	ELECTION 1115	OFFICIAL	90.00
		32153	WATSON CINDY	ELECTION 1115	TRAINING	15.00
		32915	WRIGHT KASIE R	ELECTION 1115	OFFICIAL	100.00
		32915	WRIGHT KASIE R	ELECTION 1115	TRAINING	25.00
		36140	ZEHNER LUCIE	ELECTION 1115	OFFICIAL	115.00
		36140	ZEHNER LUCIE	ELECTION 1115	TRAINING	25.00
		36140	ZEHNER LUCIE	ELECTION 1115	PHONE	10.00
		36140	ZEHNER LUCIE	ELECTION 1115	BALLOTS	20.00
		36140	ZEHNER LUCIE	ELECTION 1115	MILEAGE	15.00
					ACCOUNT TOTAL	6,605.00 *
3500	20214	20214	Maintenance Service Contr UNILECT CORPORATION	15 1681	REPAIR SCREENS	587.50
					ACCOUNT TOTAL	587.50 *
5210	20214	20214	Printing UNILECT CORPORATION	15 1681	BALLOTS	285.00
					ACCOUNT TOTAL	285.00 *
5420	20214	20214	Postal Services UNILECT CORPORATION	15 1681	SHIPPING FEES	284.25
					ACCOUNT TOTAL	284.25 *
		13083	Lease/Rental of Buildings DARLINGTON HGT FIRE DEPT	ELECTION 1115	RENT	200.00
		14600	ELKS LODGE #269	ELECTION 1115	RENT	200.00
		15520	FARMVILLE VOL FIRE DEPT	ELECTION 1115	RENT	200.00
		17208	HAMPDEN-SYDNEY FIRE DEPT	ELECTION 1115	RENT	200.00
		22899	MT ZION SECOND BAPTIST CH	ELECTION 1115	RENT	200.00
		25920	PROSPECT VOL FIRE DEPT	ELECTION 1115	RENT	200.00
		27330	RICE VOL FIRE DEPT	ELECTION 1115	RENT	200.00
		28897	MT PLEASANT CHURCH	ELECTION 1115	RENT	200.00
					ACCOUNT TOTAL	1,600.00 *
5510	10173	10173	Mileage AKERS-BOOKER GWENDOLYN	MILEAGE 1115	MILEAGE	89.13
					ACCOUNT TOTAL	89.13 *
6001	20214	20214	Office Supplies UNILECT CORPORATION	15 1681	SCREEN BATTERIES	2,235.00
		20214	UNILECT CORPORATION	15 1681	CABLE FOR SCREENS	168.75
					ACCOUNT TOTAL	2,403.75 *
					MAJOR TOTAL	11,854.63 **

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MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5510	32961	Travel-Mileage WRIGHT LYNETTE	MILEAGE 1115	MILEAGE	29.90 *
6001	20600	Office Supplies KEY OFFICE SUPPLY	471570	FOLDERS	12.89
	20600	KEY OFFICE SUPPLY	472829	INK CARTRIDGE/PAPER	120.25
	32961	WRIGHT LYNETTE	REIMB 1115	OFFICE SUPPLIES	21.59
				ACCOUNT TOTAL	154.73 *
				MAJOR TOTAL	184.63 **
021300		SPECIAL MAGISTRATES			
6001	20600	Office Supplies KEY OFFICE SUPPLY	474855	WATER	79.90
				ACCOUNT TOTAL	79.90 *
				MAJOR TOTAL	79.90 **
021600		CLERK OF THE CIRCUIT COURT			
5230	21319	Telecommunications CENTURYLINK	309863799 1115	PHONE	48.47
				ACCOUNT TOTAL	48.47 *
5850	999999	Jurors/Witnesses ELZEY ANNA V	WITNESS 1115	WITNESS	66.00
	999999	BRIDGES TINA	WITNESS 1115A	WITNESS	23.10
				ACCOUNT TOTAL	89.10 *
6001	20600	Office Supplies KEY OFFICE SUPPLY	473948	COPY PAPER	73.98
	20600	KEY OFFICE SUPPLY	473999	TONER	154.89
	20600	KEY OFFICE SUPPLY	474325	NOTE PADS	215.04
	20600	KEY OFFICE SUPPLY	474326	PAPER	17.49
				ACCOUNT TOTAL	461.40 *
6012	29038	Books and Subscriptions T&N PRINTING	216049	PLATS	35.12
				ACCOUNT TOTAL	35.12 *
				MAJOR TOTAL	634.09 **
021800		LAW LIBRARY			
5230	10105	Telecommunications AT&T	0542720100 1115	PHONE	42.33
				ACCOUNT TOTAL	42.33 *
6012	21761	Books and Subscriptions LEXISNEXIS	3090362834	MONTHLY SUBSCRIPTION	268.00
	22210	MATTHEW BENDER & CO INC	76829189	VA FORMS 2015 VOL 1A	217.10
				ACCOUNT TOTAL	485.10 *
				MAJOR TOTAL	527.43 **

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3320	12772	Maintenance Service Contr COMPUTER PROJECTS OF IL	15 10 221ME	VCIN LICENSE & MAINT	173.40 *
5230	13325	Telecommunications TREASURER OF VIRGINIA	T292636	IPAD SERVICE	131.22 *
5899	28866	Miscellaneous STEPS, INC	11414	SHREDDING SERVICE	35.00 *
6001	20600	Office Supplies KEY OFFICE SUPPLY	473169	PLANNER	14.79 *
031200	SHERIFF			MAJOR TOTAL	354.41 **
3170	22347	Drug Testing MEDTOX LABORATORIES INC	10201594888	DRUG TESTING	50.00 *
3310	12742	Repairs/Maintenance-Radio COMMTRONICS OF VIRGINIA	217677	VEHICLE RADIO REPAIR	312.46 *
3311	14300	Repairs & Maint-Auto & Eq EAST END MOTOR CO INC	128608	FLAT TIRE REPAIR	23.00
	14300	EAST END MOTOR CO INC	128784	OIL CHG/ROTATION	81.92
	14300	EAST END MOTOR CO INC	129036	BRAKE PADS/ROTORS	893.96
	14300	EAST END MOTOR CO INC	129041	INSPECTION	16.00
	14300	EAST END MOTOR CO INC	129404	HEADLIGHT BULB	25.99
	27767	ROCKWELL AUDIO	6782	INSTALL LIGHT BAR	648.99
	27767	ROCKWELL AUDIO	6923	CHECK SIREN	69.00
5210	11894	Postal Services BUSINESS CARD	0555 SHERI1015A	POSTAGE	1,758.86 *
	30402	UPS	RY9495445	SHIPPING	12.00
5230	13325	Telecommunications TREASURER OF VIRGINIA	T292598	VCIN	8.10
	20904	KINEX NETWORKING SOLUTION	151101 0015	REMOTE DATA BACKUP	20.10 *
	21319	CENTURYLINK	309468839 1115	PHONE	52.74
	21319	CENTURYLINK	309558628 1115	PHONE	19.95
	30440	US CELLULAR	850361128 1115	PHONE	10.36
5510	999999	Travel-Mileage LEWIS CHARLENE	MILEAGE 1115	MILEAGE	7.97
5530	11894	Travel-Subsistence & Lodg BUSINESS CARD	0555 SHERI1015A	MEALS & LODGING	40.81
				ACCOUNT TOTAL	131.83 *
				ACCOUNT TOTAL	154.56 *
				ACCOUNT TOTAL	502.86

MAJOR#	ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
6001		15944	FRANKLIN LARRY	MEAL 1115	MEAL	4.60
		16653	GOLDMAN ROBERT	MEALS 1115	MEALS	92.04
		28703	SPRAGUE JOSEPH	EXPENSES 1115	MEALS	33.98
		999999	COEN SARAH	MEALS 1115	MEALS	50.47
					ACCOUNT TOTAL	683.95 *
6004		15380	Office Supplies	SHERIFF 1115	ENVELOPES	657.60
		28757	FARMVILLE PRINTING	8036634725	INK CARTRIDGES	594.10
		28757	STAPLES ADVANTAGE	8036733605	OFFICE SUPPLIES/INK	785.40
					ACCOUNT TOTAL	2,037.10 *
6008		28640	Virso Comm Center Crime P	526776002 1115	VIRSO COMMUNITY SITE	10.07
			SOUTHSIDE ELECTRIC COOP			10.07 *
6009		11894	Vehicle & Powered Equip F	0555 SHERI1015A	GAS	51.00
		28703	BUSINESS CARD	EXPENSES 1115	GAS	23.68
					ACCOUNT TOTAL	74.68 *
6010		11894	Vehicle & Powered Equip S	0555 SHERI1015A	VEHICLE CONTAINERS	41.83
		15721	BUSINESS CARD	139005	WIPERS	36.81
					ACCOUNT TOTAL	78.64 *
6011		11894	Police Supplies	0555 SHERI1015A	RIFLE BATTERIES	17.02
		12742	BUSINESS CARD	217686	SPEAKER MIC	75.00
		22590	COMMTRONICS OF VIRGINIA	988700981	GLOVES	570.09
					ACCOUNT TOTAL	662.11 *
8202		11894	Uniforms & Wearing Appare	0555 SHERI1015A	SHIRTS	50.00
		28592	BUSINESS CARD	182467	SHOES	64.00
					ACCOUNT TOTAL	114.00 *
8205		20600	Furniture & Fixtures	473389	KEY CABINET	219.99
			KEY OFFICE SUPPLY			219.99 *
8205		11894	Motor Vehicles	0555 SHERI1015A	VEHICLE LIGHTS	1,093.86
		21038	BUSINESS CARD	521100	WINDSHIELD MOUNTS	74.00
		27767	RUSTOM SIGNALS INC	6850	INSTALL LGHTS/SIREN	1,133.99
					ACCOUNT TOTAL	2,301.85 *
					MAJOR TOTAL	8,610.20 **
032200			VOLUNTEER FIRE DEPARTMENT			
7001			Payment to Farmville VFD			
		15520	FARMVILLE VOL FIRE DEPT	REIMB 1115	FINANCIAL STATEMENT	1,375.00
		15520	FARMVILLE VOL FIRE DEPT	REIMB 1115	INSURANCE	4,667.00
		15520	FARMVILLE VOL FIRE DEPT	REIMB 1115	WORKERS COMP	2,661.00
		15692	XEROX BUSINESS SERVICES	1196408	SOFTWARE RENEWAL	1,185.00
		23166	NAFECO INC	795947	ANSUL FOAM	444.85
		29083	TAYLOR-FORBES EQUIP CO	IN39833	OIL TANK CAP	9.94
					ACCOUNT TOTAL	10,342.79 *



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7002	19490	Payment to Rice VFD			
		JOHN DEERE FINANCIAL	46889	LP FUEL	131.69
	28742	STALLION AIR INCORPORATED	5647	COMPRESSOR MAINT	550.00
	31846	DOMINION VA POWER	4500495009 1115	ELECTRIC SERVICE	283.37
	31846	DOMINION VA POWER	5487358649 1115	ELECTRIC SERVICE	9.04
7003		Payment to Prospect VFD			974.10 *
	25782	PRINCE EDWARD CO PBLIC SCH	DIESEL OCT 15	DIESEL	60.60
	29440	PRINCE EDWARD CO TREAS	GAS OCT 15	GAS	81.74
7004		Payment to Darlington VFD			142.34 *
	12996	CYRUS PEST CONTROL CO	OCTOBER 2015	EXTERMINATING SERVIC	45.00
	13083	DARLINGTON HGT FIRE DEPT	CK 3131 & 3132	CLEAN/STRIP/WAX FLRS	760.00
	14300	EAST END MOTOR CO INC	128874	INSPECTION/OIL CHNG	89.15
	14300	EAST END MOTOR CO INC	128923	INSPECTION/TIRE TUBE	29.99
	14300	EAST END MOTOR CO INC	128959	OIL CHANGE	38.15
	14300	EAST END MOTOR CO INC	129018	OIL CHANGE	38.15
	28640	SOUTHSIDE ELECTRIC COOP	38156001 1115	ELECTRIC SERVICE	368.92
	29414	TRAVELERS - RMD	2E910889	WORKERS COMP	4,202.00
7005		Payment to Hampden-Sydney			5,571.36 *
	11491	ARC3 GASES	2821156	CYLINDER RENTAL	121.80
	13593	DIVERSIFIED INSPECTIONS/	255844	EQUIPMENT MAINTENANC	1,510.62
	15560	FARMVILLE WHSALE ELECTRIC	571136	BLDG MAINTENANCE	15.22
	15721	FISHER AUTO PARTS, INC.	138299	ENGINE MOUNT	8.24
	15721	FISHER AUTO PARTS, INC.	138973	HOOD LIFT SUPPORT	47.96
	15721	FISHER AUTO PARTS, INC.	138976	TIRE VALVE STEM	2.23
	16651	GOODMAN SPECIALIZED	12948G	VEHICLE REPAIRS	727.50
	17144	HAMPDEN-SYDNEY COLLEGE	112541 1115	DIESEL	324.82
	17144	HAMPDEN-SYDNEY COLLEGE	112541 1115	POSTAGE	10.47
	20360	KEPLINGER REPAIR SERV INC	16751	1200 CHARGER PUMP	1,036.79
	20360	KEPLINGER REPAIR SERV INC	16831	VALVE CONTROLLER	247.98
	21319	CENTURYLINK	310187773 1115	PHONE	60.96
	21319	CENTURYLINK	310187773 1115A	PHONE	56.53
	29986	TRUMBULL SOFTWARE ASSOC	10013730	ANNUAL SUBSCRIPTION	300.00
	31846	DOMINION VA POWER	8350720002 1115	ELECTRIC SERVICE	283.96
7006		Payment to Pamplin VFD			4,755.08 *
	10105	AT&T	248 6100 1115	PHONE	42.33
	10105	AT&T	248 6690 1115	PHONE	42.08
	12024	C W WILLIAMS	587617	ROPE PACK	105.13
	12742	COMMTRONICS OF VIRGINIA	217637	BATTERY PACK	21.50
	15560	FARMVILLE WHSALE ELECTRIC	569937	BLDG MAINTENANCE	91.74
	25210	PAMPLIN EXXON	PAMPLIN FD 1115	INSPECTION	16.00
	25210	PAMPLIN EXXON	PAMPLIN FD 1115	FUEL	148.74
	31335	VERIZON	248 6100 1115	PHONE	73.62
	31335	VERIZON	248 6100 1115A	PHONE	74.63
	31335	VERIZON	248 6690 1115	PHONE	59.15
	31359	VEST'S SALE & SERVICE INC	11366	HELMET	215.13

MAJOR#	ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
7007			Payment to Meherrin VFD			5,230.72 *
		12024	C W WILLIAMS	587933	HOSE	1,367.04
		25246	PARKER OIL CO INC	716640	PROPANE	177.24
		25246	PARKER OIL CO INC	717344	DIESEL	167.56
		25246	PARKER OIL CO INC	746306	DIESEL	402.56
		31335	VERIZON	439 0633 1115	PHONE	187.36
		31846	DOMINION VA POWER	0519881510 1115	ELECTRIC SERVICE	266.57
		31846	DOMINION VA POWER	1913347348 1115	ELECTRIC SERVICE	26.30
		31846	DOMINION VA POWER	2725824417 1115	ELECTRIC SERVICE	14.15
					ACCOUNT TOTAL	2,608.78 *
					MAJOR TOTAL	29,625.17 **
032500			EMERGENCY SERVICES			
3160		29280	Professional Service E-91	174576	GIS ANNUAL MAINT	1,500.00
		29280	TIMMONS GROUP	174577	E911 ADDRESSING	315.00
					ACCOUNT TOTAL	1,815.00 *
6014		21005	Other Operating Supplies	287402	SIGNS & HARDWARE	409.70
			KORMAN SIGNS			409.70 *
					ACCOUNT TOTAL	2,224.70 **
034100			BUILDING OFFICIAL			
5510		11766	Travel-Mileage	MILEAGE 1115	MILEAGE	11.55
			BUCKINGHAM CO TREAS			11.55 *
					ACCOUNT TOTAL	11.55 **
035100			ANIMAL CONTROL			
3310		10900	Repairs/Maintenance	281792	PAINT & BOLTS	8.03
		15560	AYERS BLDG. & SUPPLY CO	571435	BULBS/ALUM HUBS	112.51
		21811	FARMVILLE WHSALE ELECTRIC	901781	PLUG	2.64
			LOWE'S			123.18 *
					ACCOUNT TOTAL	15.00 *
3311		27770	Repairs & Maint-Auto & Po	45026	FLAT REPAIR	15.00 *
			ROD & STAFF LLC			98.84
					ACCOUNT TOTAL	98.84 *
5230		21319	Telecommunications	310119726 1115	PHONE	98.84 *
			CENTURYLINK			98.84 *

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6001	22058	Office Supplies M&W PRINTERS INC	98716	DOG TAGS	549.95 *
8202	31983	Equipment VORTECH PHARMACEUTICALS	110362	FATAL PLUS SOLUTION	549.95 *
042300		REFUSE DISPOSAL			513.84
3160	11894	Professional Services BUSINESS CARD	3722 PUCKET1115	LICENSE RENEWAL	513.84 *
	27191	RESOURCE INTERNATIONAL	42175	GROUNDWTR MONITORING	1,300.81 **
	27191	RESOURCE INTERNATIONAL	42184	MISC WORK TASKS	50.00
	27191	RESOURCE INTERNATIONAL	42185	STORM WTR COMPLIANCE	2,880.00
3310	15560	Repairs/Maintenance FARMVILLE WHSALE ELECTRIC	570378	BULB/FXTURE/PHOTOEYE	1,899.55
	22669	MOORE SCALE SRV-WSTRN VA	4967	SERVICED SCALES	795.85
3311	23248	Repairs & Maint-Auto & Eq NAPA OF FARMVILLE	145011	EXHAUST FLUID	5,625.40 *
	23248	NAPA OF FARMVILLE	145296	OIL	92.68
3840	10254	Contract Landfill - POS REPUBLIC SERVICES #974	467430	TRASH COLLECTION	200.00
	10254	REPUBLIC SERVICES #974	467431	TRASH COLLECTION	292.68 *
	10254	REPUBLIC SERVICES #974	467432	TRASH COLLECTION	94.86
	32953	WRIGHT'S EXCAVATING LLC	NOVEMBER 2015	LANDFILL OPERATION	32.48
3841	14723	Purchase of Serv - Recycli EMANUEL TIRE OF VIRGINIA	479476	TIRE RECYCLING	127.34 *
	14723	EMANUEL TIRE OF VIRGINIA	479481	PROFESSIONAL SERVICE	176.45
	14723	EMANUEL TIRE OF VIRGINIA	479482	TIRE RECYCLING	115.23
	28866	STEPS, INC	OCTOBER 2015	RECYCLING FEE	115.23
	29029	SYNERGY RECYCLING LLC	1501033	ELECTRONIC RECYCLING	48,093.75
5110	28640	Electrical Services SOUTHSIDE ELECTRIC COOP	114379003 1115	VIRSO SITE	48,500.66 *
	31846	DOMINION VA POWER	0599507431 1115	RICE SITE	1,357.50
5230	10105	Telecommunications AT&T	0206193130 1115	PHONE	480.00
	21319	CENTURYLINK	309326764 1115	PHONE	615.60
	21319	CENTURYLINK	309553498 1115	PHONE	1,591.04
	21319	CENTURYLINK	309615846 1115	PHONE	1,703.86
	21319	CENTURYLINK	310039285 1115	PHONE	5,748.00 *
5440	28869	Portable Toilet Rental STIFF O O INC	4993	MONTHLY SERVICE	107.93
					76.82
					184.75 *
					42.34
					51.51
					42.35
					48.85
					43.93
					228.98 *
					702.50
					702.50 *

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6009	6008	25782	Vehicle & Powered Equip F PRINCE EDWARD CO PBLC SCH	DIESEL	DIESEL OCT 15	DIESEL	1,056.46
			Vehicle & Powered Equip S NAPA OF FARMVILLE	CREDIT	144695		1,056.46 *
							15.50-
							15.50-*
							62,451.27 **
043200			GENERAL PROPERTIES				
3310			Repairs/Maintenance				
		10172	AIR CONDITIONING EQUIPMNT		153784	HVAC ANNUAL CONTRACT	3,520.00
		13730	DODSON BROS EXTERMINATING		158003 1115	PEST CONTROL-CANNERY	38.00
		13730	DODSON BROS EXTERMINATING		158005 1115	PEST CONTROL-WORSHAM	38.00
		13730	DODSON BROS EXTERMINATING		158006 1115	PEST CONTROL-SCOPE	38.00
		13730	DODSON BROS EXTERMINATING		158007 1115	PEST CONTROL-CH	85.00
		13730	DODSON BROS EXTERMINATING		158010 1115	PEST CONTROL-VIS CTR	38.00
							3,757.00 *
5110			Electrical Services				
		31846	DOMINION VA POWER		1545926683 1115	SCOPE BLDG	103.30
		31846	DOMINION VA POWER		2786281903 1115	COURTHOUSE	11,417.99
		31846	DOMINION VA POWER		6669158583 1115	LIGHTS AT RICE	111.01
		31846	DOMINION VA POWER		8105475944 1115	AG BLDG	1,030.22
							12,662.52 *
5130			Water & Sewer				
		29332	TOWN OF FARMVILLE		AG BLDG 1115	WATER & SEWER	103.64
		29332	TOWN OF FARMVILLE		CH IRRIG 1115	WATER	10.75
		29332	TOWN OF FARMVILLE		SCOPE BLDG 1115	WATER & SEWER	40.58
							154.97 *
5230			Telecommunications				
		10105	AT&T		7305055660 1115	PHONE	42.33
		21319	CENTURYLINK		310262069 1115	PHONE	54.09
		21319	CENTURYLINK		410441360 1115	PHONE	80.88
							177.30 *
5440			Portable Toilet Rental				
		28869	STIFF O INC		4993	MONTHLY SERVICE	100.00
							100.00 *
6005			Janitorial Supplies				
		10719	ARAMARK		792482070 1115	JANITORIAL SUPPLIES	892.20
		13367	DIAMOND PAPER COMPANY		156262	TOILET TISSUE	47.16
		13367	DIAMOND PAPER COMPANY		156368	TRASHBAGS/TOWELS/GLV	1,377.58
							2,316.94 *
6007			Repairs and Maintenance S				
		21811	LOWE'S		901255 1115	LUMBER/SHEETRCK/SCRW	122.76
		21811	LOWE'S		901278 1115	BATTERIES	10.42
		21811	LOWE'S		901337	LUMBER	125.15
		21811	LOWE'S		901383	CLAMP/BRACKET/SAWBLD	88.20
		21811	LOWE'S		901429 1115	CASING/BOARDS/NAILS	60.69
		21811	LOWE'S		901465 1115	CASING/BOARDS	41.74

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6008		21811	LOWE'S	901671	ORGANIZER/TOOLS/GLUE	72.18
		21811	LOWE'S	901781	GLOVES	15.18
		21811	LOWE'S	901918	COUNTERTOP/BOLTS	220.36
		21811	LOWE'S	901921	PLUMBING SUPPLIES	9.68
		21811	LOWE'S	901990	REFRIG/KNIFE/WD40	97.57
		21811	LOWE'S	909109	CAULK	7.92
		21811	LOWE'S	910805	CABLE	20.87
		21830	LUCK STONE CORPORATION	100438120	STONE	197.16
		27922	CINTAS CORPORATION #524	524 09428 1115	UNIFORM RENTAL	448.50
		28352	SHERWIN WILLIAMS CO	45413	PAINT	13.73
		28352	SHERWIN WILLIAMS CO	45421	SPACKLE	3.00
		28352	SHERWIN WILLIAMS CO	96667	CAULK	77.39
					ACCOUNT TOTAL	1,632.50 *
6009		25782	Vehicle & Powered Equip F PRINCE EDWARD CO PBLC SCH	DIESEL OCT 15	DIESEL	125.24
					ACCOUNT TOTAL	125.24 *
043400	CANNERY	23248	Vehicle & Powered Equip S NAPA OF FARMVILLE	146024	OIL & FILTER	49.37
		23248	NAPA OF FARMVILLE	146025	WINDSHIELD WASH FLD	2.39
		29083	TAYLOR-FORBES EQUIP CO	IN39980	AIR FILTER	14.57
					ACCOUNT TOTAL	66.33 *
					MAJOR TOTAL	20,992.80 **
3161		31653	Professional Services-Can VIRGINIA FOOD WORKS	PEC 11/15	CONTRACT PAYMENT	2,916.67
		999999	VAN GOOR CAROL	JUNE 30 2015	CANNING SERVICES	295.50
					ACCOUNT TOTAL	3,212.17 *
5230		21319	Telecommunications CENTURYLINK	310248529 1115	PHONE	239.85
					ACCOUNT TOTAL	239.85 *
					MAJOR TOTAL	3,452.02 **
053500	COMPREHENSIVE SERVICES ACT					
3160		11191	CSA Programs BEAR CREEK ACADEMY	614	PROFESSIONAL SERVICE	3,630.00
		11306	BLUE RIDGE AUTISM & RESCARE/BRALEY & THOMPSON	7061	PROFESSIONAL SERVICE	5,800.00
		11490	RESCARE/BRALEY & THOMPSON	103115DK	PROFESSIONAL SERVICE	2,759.00
		11490	RESCARE/BRALEY & THOMPSON	103115FK	PROFESSIONAL SERVICE	1,736.00
		12277	RESCARE/BRALEY & THOMPSON CENTER FOR PEDIATRIC	103115FK	PROFESSIONAL SERVICE	1,736.00
		12280	CENTRA HEALTH	PEC301BR 1115	PROFESSIONAL SERVICE	960.00
		12280	CENTRA HEALTH	2177 1115	PROFESSIONAL SERVICE	3,080.00
		12280	CENTRA HEALTH	2180 1115	PROFESSIONAL SERVICE	2,860.00
		12280	CENTRA HEALTH	2181 1115	PROFESSIONAL SERVICE	2,860.00
		12280	CENTRA HEALTH	223 1115	PROFESSIONAL SERVICE	4,620.00
		12280	CENTRA HEALTH	4010 1115	PROFESSIONAL SERVICE	4,950.00
		12280	CENTRA HEALTH	4019 1115	PROFESSIONAL SERVICE	1,650.00

AP375H  
11/24/2015  
FUND # - 100 GENERAL FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 11/01/2015 -- 11/30/2015

AFTER CHECKS  
PAGE 14

MAJOR#	ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
		12280	CENTRA HEALTH	8422 1115	PROFESSIONAL SERVICE	4,620.00
		12280	CENTRA HEALTH	8871 1115	PROFESSIONAL SERVICE	4,070.00
		12280	CENTRA HEALTH	8970 1115	PROFESSIONAL SERVICE	4,620.00
		13519	DELEEE KEVIN & MADELINE	NOVEMBER 2015	FOSTER CARE	586.02
		14575	ELK HILL	37895	PROFESSIONAL SERVICE	1,190.00
		14575	ELK HILL	37919	PROFESSIONAL SERVICE	3,570.00
		14924	FAMILY & COMMUNITY SUPPRT	092015DJ	PROFESSIONAL SERVICE	190.00
		14924	FAMILY & COMMUNITY SUPPRT	092015GL	PROFESSIONAL SERVICE	230.00
		14924	FAMILY & COMMUNITY SUPPRT	092015KW	PROFESSIONAL SERVICE	350.00
		14924	FAMILY & COMMUNITY SUPPRT	092015LH	PROFESSIONAL SERVICE	450.00
		14933	FAMILY PRESERVATION SERV	092015NL	PROFESSIONAL SERVICE	330.00
		14933	FAMILY PRESERVATION SERV	DYEJ120898 1115	PROFESSIONAL SERVICE	140.00
		16672	GRAFTON SCHOOL INC	14939	PROFESSIONAL SERVICE	390.00
		16672	GRAFTON SCHOOL INC	1854 1115	PROFESSIONAL SERVICE	5,515.25
		16672	GRAFTON SCHOOL INC	2068 1115	PROFESSIONAL SERVICE	6,285.25
		16672	GRAFTON SCHOOL INC	3197 1115	PROFESSIONAL SERVICE	6,495.25
		16672	GRAFTON SCHOOL INC	7041 1115	PROFESSIONAL SERVICE	7,596.25
		16672	GRAFTON SCHOOL INC	8374 1115	PROFESSIONAL SERVICE	5,385.25
		18667	IMANCHINELLO IFETAYO	NOVEMBER 2015	FOSTER CARE	2,085.00
		21807	LONG ASHLEY	NOVEMBER 2015	FOSTER CARE	4,222.00
		23918	NORTHSTAR ACADEMY INC	13960	PROFESSIONAL SERVICE	3,318.00
3180			Administrative			98,279.27 *
		29217	THOMAS BROTHERS SOFTWARE	AUGUST 12 2015	SOFTWARE	1,500.00
		29217	THOMAS BROTHERS SOFTWARE	AUGUST 12 2015A	SOFTWARE INSTALLATIO	500.00
					ACCOUNT TOTAL	2,000.00 *
					MAJOR TOTAL	100,279.27 **
071100			SUPERVISION OF PARKS & RECREATION			
5640		25825	PE/Farmville Youth Associ	15-16 SUPPORT	15-16 SUPPORT	24,000.00
			PRINCE ED-FARMVILLE YOUTH			24,000.00 *
5643		28696	Southside VA Family YMCA	15-16 CO PROGRAM	15-16 SUPPORT	25,000.00
			SOUTHSIDE VA FAMILY YMCA			25,000.00 *
					ACCOUNT TOTAL	49,000.00 **
081100			PLANNING			
3161			Planning Commission			
		16195	GILLIAM DONALD B	NOV 18 2015	COMMISSION MTG	100.00
		17883	HUNT PRESTON	NOV 18 2015	COMMISSION MTG	100.00
		19458	JENKINS TIMOTHY MARK	NOV 18 2015	COMMISSION MTG	100.00
		19875	JONES ROBERT M	NOV 18 2015	COMMISSION MTG	100.00
		21525	LEATHERWOOD CLIFFORD JACK	NOV 18 2015	COMMISSION MTG	100.00
		22170	MASON ROBERT CHRISTOPHER	NOV 18 2015	COMMISSION MTG	100.00
		25309	PEERY JOHN W JR	NOV 18 2015	COMMISSION MTG	100.00
		29386	TOWNSEND JOHN F III	NOV 18 2015	COMMISSION MTG	100.00

AP375H  
11/24/2015  
FUND # - 100 GENERAL FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 11/01/2015 -- 11/30/2015

AFTER CHECKS  
PAGE 15

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5210	32150	WATSON BRETT VON CANNON	NOV 18 2015	COMMISSION MTG	100.00
	11894	Postal Services BUSINESS CARD	3722 PUCKET1115	POSTAGE	900.00 *
5510	16195	Travel-Mileage GILLIAM DONALD B	NOV 18 2015	MILEAGE	43.75
	17883	HUNT PRESTON	NOV 18 2015	MILEAGE	43.75 *
	19458	JENKINS TIMOTHY MARK	NOV 18 2015	MILEAGE	23.00
	19875	JONES ROBERT M	NOV 18 2015	MILEAGE	23.00
	22170	MASON ROBERT CHRISTOPHER	NOV 18 2015	MILEAGE	12.65
	25309	PEERY JOHN W JR	NOV 18 2015	MILEAGE	5.75
	29386	TOWNSEND JOHN F III	NOV 18 2015	MILEAGE	10.35
				MILEAGE	1.72
				MILEAGE	8.62
				ACCOUNT TOTAL	85.09 *
				MAJOR TOTAL	1,028.84 **
081500		ECONOMIC DEVELOPMENT			
6001	20600	Office Supplies KEY OFFICE SUPPLY	473079	MOUSE	14.95
	20600	KEY OFFICE SUPPLY	473788	LABELS	26.99
				ACCOUNT TOTAL	41.94 *
				MAJOR TOTAL	41.94 **
081600		TOURISM			
5130	29332	Water & Sewer TOWN OF FARMVILLE	MOORE BLDG 1115	WATER & SEWER	48.42
				ACCOUNT TOTAL	48.42 *
5210	11894	Postal Services BUSINESS CARD	3722 PUCKET1115	UPS	12.71
				ACCOUNT TOTAL	12.71 *
5230	21319	Telecommunications CENTURYLINK	310393238 1115	PHONE	373.88
				ACCOUNT TOTAL	373.88 *
6001	20600	Office Supplies KEY OFFICE SUPPLY	473869	TONER	479.92
				ACCOUNT TOTAL	479.92 *
				MAJOR TOTAL	914.93 **
082300		FLOOD & EROSION CONTROL			
5470	28973	Stormwater Review Fees STORMWATER SOLUTIONS &	201503	STORMWTR PLAN REVIEW	3,386.75
				ACCOUNT TOTAL	3,386.75 *
				MAJOR TOTAL	3,386.75 **
083500		COOPERATIVE EXTENSION OFFICE			
3199	29913	Purchase of Service - Oth TREASURER VA TECH	1ST QTR 1115	LOCAL SUPPORT	15,069.82
				ACCOUNT TOTAL	15,069.82 *

AF375H  
11/24/2015  
FUND # - 100 GENERAL FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 11/01/2015 -- 11/30/2015

AFTER CHECKS  
PAGE 16

MAJOR#	VENDOR	MAJOR	VENDOR	DESCRIPTION	AMOUNT
ACCT#	NUMBER	NUMBER	NAME	INV#	
5230	21319	21319	Telecommunications CENTURYLINK	309520098 1115	107.62 *
				PHONE	107.62 *
					15,177.44 **
091000	GENERAL EXPENSE				ACCOUNT TOTAL
5803	Internal Fuel Account				MAJOR TOTAL
25343	PETROLEUM TRADERS CORP				
25343	PETROLEUM TRADERS CORP			950722	2,189.09
25343	PETROLEUM TRADERS CORP			951900	2,153.71
				953562	2,185.28
					ACCOUNT TOTAL
					MAJOR TOTAL
					6,528.08 *
					6,528.08 **
					FUND TOTAL
					395,494.22



AP375H  
11/24/2015  
FUND # - 105 FORFEITED ASSETS FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 11/01/2015 -- 11/30/2015

AFTER CHECKS  
PAGE 17

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
6010	10853	Police Supplies - Sheriff ATLANTIC TACTICAL	SI 80535644	4 SHOTGUNS	1,500.00
				ACCOUNT TOTAL	1,500.00 *
				MAJOR TOTAL	1,500.00 **
				FUND TOTAL	1,500.00

AP375H  
11/24/2015  
FUND # - 501 WATER FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 11/01/2015 -- 11/30/2015

AFTER CHECKS  
PAGE 18

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5130	29332	Water Service TOWN OF FARMVILLE	WATER TANK 1115	WATER	40.44
				ACCOUNT TOTAL	40.44 *
				MAJOR TOTAL	40.44 **
				FUND TOTAL	40.44

AP375H  
11/24/2015  
FUND # - 502 SEWER FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 11/01/2015 -- 11/30/2015

AFTER CHECKS  
PAGE 19

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5110	31846	Electrical Services DOMINION VA POWER	4148700281	1115 SEWER PUMP	35.98
				ACCOUNT TOTAL	35.98 *
				MAJOR TOTAL	35.98 **
				FUND TOTAL	35.98

AP375H  
11/24/2015  
FUND # - 732

RETIREMENT BENEFIT FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 11/01/2015 -- 11/30/2015

AFTER CHECKS  
PAGE 20

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

AP375H  
11/24/2015  
FUND # - 741

PRINCE EDWARD  
LISTING OF INVOICES FOR 11/01/2015 -- 11/30/2015

AFTER CHECKS  
PAGE 21

PIEDMONT COURT SERVICES FUND

MAJOR#	VENDOR NUMBER	VENDOR NAME	INVOICE#	DESCRIPTION	AMOUNT
021400	PIEDMONT COURT SERVICES				
5210	16944	Postal Services STIMPSON CONNIE	EXPENSES 1115	POSTAGE	6.96
5230	21319	Telecommunications CENTURLINK	310357807 1115	FAX LINE	6.96 *
5510	16944	Travel - Mileage STIMPSON CONNIE	EXPENSES 1115	MILEAGE	20.12
	17363	HARDING JESSICA	EXPENSES 1115	MILEAGE	162.15
	22217	MAXEY RENEE T	EXPENSES 1115	MILEAGE	47.72
	23340	NASH ASHLEY	MILEAGE 1115	MILEAGE	132.24
	23713	NEWMAN MEGAN	MILEAGE 1115	MILEAGE	391.57
	27285	RICE JEANENE	MILEAGE 1115	MILEAGE	113.83
5530		Travel - Subsistence & Lo			867.63 *
	16944	STIMPSON CONNIE	EXPENSES 1115	MEALS	57.52
	17363	HARDING JESSICA	EXPENSES 1115	MEALS	37.51
	22217	MAXEY RENEE T	EXPENSES 1115	MEALS	87.99
	22259	MAYS ANDY	EXPENSES 1115	MEALS-VCCJA CONF	61.50
6001		Office Supplies			244.52 *
	25352	PHELPS LOCKSMITH SERVICE	1275	OFFICE KEYS	131.00
6012	17363	Books & Subscriptions	EXPENSES 1115	NEWSPAPERS	131.00 *
097001	PCS SUPERVISION FEES EXPENDITURES				1.00
5420	28724	PCS - Lease/Rent of Build SRP CORPORATION LLC	RENT 1115	RENT	1.00 *
097002	PCS DRUG TESTING FEES				1,317.01 **
0001	28095	PCS Drug Testing Fees ALERE TOXICOLOGY SERV INC	L041822	DRUG TESTING FEES	2,500.00
					2,500.00 *
					2,500.00 **
					43.96
					43.96 *
					43.96 **
					3,860.97
					402,060.61

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

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





County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** December 8, 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:** December 8, 2015  
**Item No.:** 6-e  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett  
**Issue:** Appropriations

**Summary:**

The County received the balance of the Fire Program funds or Aid to Localities (ATL) for FY15 in the amount of \$7,048. Per Board policy, it is recommended these funds be divided among the four Volunteer Fire Departments located in the County – Darlington Heights, Hampden-Sydney, Prospect and Rice. The following Budget Amendment displays the action required to accomplish this recommendation.

REV/EXP	FUND	DEPT	OBJECT	DESCRIPTION	DEBIT	CREDIT
<u>FY 2016 Budget Amendment</u>						
3(Rev)	100	24040	0012	Fire Program Funds		\$7,048
4(Exp)	100	32200	7012	Fire Programs/ATL – Rice	\$1,762.00	
4(Exp)	100	32200	7013	Fire Programs/ATL – Prospect	\$1,762.00	
4(Exp)	100	32200	7014	Fire Programs/ATL – Darlington	\$1,762.00	
4(Exp)	100	32200	7015	Fire Programs/ATL – Hampden	\$1,762.00	

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

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

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

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

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





County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** December 8, 2015  
**Item No.:** 6-f  
**Department:** Building Office  
**Staff Contact:** Coy Leatherwood  
**Issue:** Dance Hall Permit – New Fevers & The Fishin’ Pig

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

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

The Fishin’ Pig  
5169 Farmville Road  
Farmville, VA 23901

**Attachments:** Dance Hall Permit Applications

**Recommendation:** Approval

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



PRINCE EDWARD COUNTY  
APPLICATION FOR DANCE HALL LICENSE

DESIRED TERM OF OPERATION

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

FOR PERIOD BEGINNING January 1, 20 16 and ending on  
December 31, 20 16.

NAME OF APPLICANT William R. Harding

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

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

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

NAME OF BUSINESS New Fevers Restaurant + Lounge

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

BUSINESS PHONE NO. 434-392-8719

NOV 30 2015

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

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

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

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

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

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

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

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

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

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

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

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

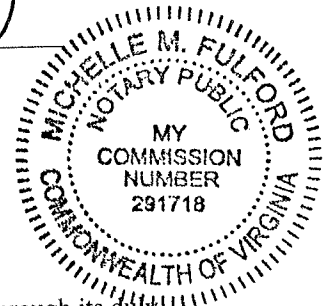
Will R. Handley  
Signature of Applicant

11-23-15  
Date

Sworn and subscribed to before me in the County of Prince Edward, State of Virginia, this 23rd day of November, 2015

Michelle M. Fulford  
Notary Public

My commission expires June 30, 2016



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

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

\_\_\_\_\_  
Date



PRINCE EDWARD COUNTY  
APPLICATION FOR DANCE HALL LICENSE

DESIRED TERM OF OPERATION

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

FOR PERIOD BEGINNING \_\_\_\_\_, 20\_\_\_\_ and ending on \_\_\_\_\_, 20\_\_\_\_.

NAME OF APPLICANT MATT Hurky

ADDRESS 819 Longwood Ave  
FARMVILLE, VA 23901

TELEPHONE NUMBER 223-3287 DAYTIME PHONE NUMBER \_\_\_\_\_

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

NAME OF BUSINESS The Fishin' Pig

BUSINESS ADDRESS 5169 FARMVILLE RD  
FARMVILLE, VA 23901

BUSINESS PHONE NO. 434-223-3287

NOV 30 2015

HAVE YOU BEEN CONVICTED OF A FELONY IN THE STATE OF VIRGINIA OR ELSEWHERE?

Yes  No If yes; list dates, place, and conviction:

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

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

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

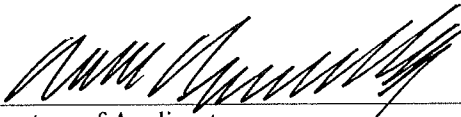
- (1) At least one (1) security officer for the first one hundred (100) patrons, or portion thereof, shall be in attendance at any public dance hall. Thereafter, an additional security officer shall be provided for every additional one hundred (100) such patrons, or portion thereof; and
- (2) For purposes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

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



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

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

  
\_\_\_\_\_  
Signature of Applicant

11-23-15  
\_\_\_\_\_  
Date

Sworn and subscribed to before me in the County of Prince Edward, State of Virginia, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public

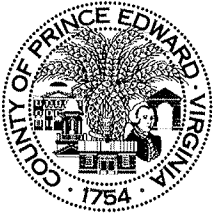
My commission expires \_\_\_\_\_.

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

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

\_\_\_\_\_  
Date





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

**Meeting Date:** December 8, 2015  
**Item No.:** 7  
**Department:** County Administration  
**Staff Contact:** Sarah Elam Puckett  
**Issue:** Introduction of New Virginia State Park Managers

---

**Summary:** Mr. Eric Houglan, the District Four Manager for the Central Virginia District of Virginia State Parks (*and former High Bridge Trail State Park Manager*) will be present to introduce our two new state park managers in Prince Edward County.

- Mr. Phil Morgan is the new Park Manager at Twin Lakes State Park.
- Mr. Daniel Jordan is the new Park Manager for High Bridge Trail State Park

**Attachments:**

**Recommendation:**

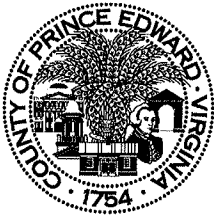
Motion \_\_\_\_\_  
Second \_\_\_\_\_

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

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

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





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

**Meeting Date:** December 8, 2015  
**Item No.:** 8  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett  
**Issue:** Highway Matters

**Summary:**

Attached is an e-mail from Kevin Wright. The e-mail explains that VDOT has \$44,984 to perform safety and operational work in Prince Edward County. The use of the funds requires the concurrence of both VDOT (the RA) and the County. It does not require a formal resolution from the Board.

During the November meeting of the Board of Supervisors, Supervisor Timmons requested the status of placing guardrails on Morris Creek Road where the box culvert was recently installed. Mr. Wright stated the traffic engineers had reviewed the site and considered it a borderline location. He was going to review with the engineers on the guardrail needs for the location and search for a funding source. VDOT engineers have determined approximately 300 feet of guardrail will be needed at an estimated cost of \$18,000. The funds mentioned in the attached e-mail can be used to fund this project.

**Attachments:** E-mail from Kevin Wright dated December 1, 2015

**Recommendation:** The Board will wish to determine if the guardrail project is an appropriate use of the funds.

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

**Sarah Puckett**

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**From:** Wright, Kevin (VDOT) <Kevin.Wright@VDOT.Virginia.gov>  
**Sent:** Tuesday, December 01, 2015 3:03 PM  
**To:** Bartlett, W. W. (Wade); Puckett, Sarah  
**Cc:** Shippee, Scot (VDOT)  
**Subject:** Guardrail Request

Good afternoon Wade and Sarah,

At recent Board Meetings, additional guardrail has been requested on Route 664, Morris Creek Road. This location is now in need of guardrail following subsequent box culvert repairs that left the slope bare of trees and unprotected. We have reviewed and recommend guardrail be installed on both sides of the road to prevent traffic from running off the road on such a steep slope, with sometimes significant depth of water.

This work is estimated to cost approximately \$18,000

This additional work is not covered by our maintenance funds, but we have established a fund for safety and operational improvement projects that this would be well suited for. We have been allocated \$44,984 this fiscal year to perform safety and operational work in Prince Edward County. These funds can be used for various projects, including:

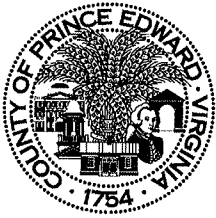
<b>Example Type of Work (Not Limited To)</b>
Critical Safety Issues
Drainage Repairs/Improvements
Preliminary Engineering & Surveys
Traffic Services/Signals
Pavement Repair/Reconstruction
Turn Lanes/Widen Shoulders
Sight Distance

I believe this guardrail installation would be a good use of this money, and recommend we proceed. This does not require a resolution from the board, or even board approval, just concurrence between myself (or the future RA) and the county.

If you would like to let me know if you wish to proceed with this, I can go ahead and schedule the work. If you would like to have someone explain this to the Board, Scot will be happy to come and discuss in further detail. We are also putting together some other suggestions for this money, which must be used before July.

Thanks for your assistance, please let me know if you have any questions,  
Kevin

**Kevin Wright**  
**Residency Administrator**  
**Dillwyn Residency**  
3400 Rosney Road  
Dillwyn, VA 23936



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

**Meeting Date:** December 8, 2015  
**Item No.:** 9  
**Department:** Planning and Community Development  
**Staff Contact:** Rob Fowler  
**Issue:** PUBLIC HEARING: Special Use Permit-SBA Communications Corp.

**Summary:**

The County has received a special use permit application for the construction of an unmanned wireless telecommunications tower and related facilities located on Tax Parcel 103-A-27 (13745 Farmville Road) owned by Robert Biggers, Sr. The tower will be a 195' in height plus a 4' lighting rod. The lease area dimensions will be 100' X 100' and the fenced compound will be approximately 80' X 80'.

SBA Communications Corp. will provide the County co-location opportunities without compensation for emergency services equipment. There are no existing towers or structures in the area that can accommodate the proposed antenna which will improve service in the area. The property is presently zoned A1, Agricultural Conservation, and this zoning classification permits towers, with related unmanned equipment buildings by Special Use Permit.

The Planning Commission conducted a public hearing on November 18, 2015, to consider the request from SBA Communications Corporation for the construction of an unmanned wireless telecommunications tower and related facilities located on Tax Parcel 103-A-27 owned by Robert Biggers, Sr. There was no opposition against the request. Following the Public Hearing the Planning Commission made a motion to approve the request and recommend the Board of Supervisors hold a public hearing and approve as submitted.

**Impacts:** Staff does not have any concerns of negative impacts on the surrounding properties associated with the request.

- Attachments:**
1. Public Hearing Notice
  2. Special Use Permit Application
  3. List of adjoining property owners
  4. Sample letter sent to adjoining property owners
  5. Plat of Tax Parcel
  6. Various Documents from SBA Communications Corp.

**Recommendation:** Conduct a Public Hearing to receive citizen input prior to considering the Special Use Permit Application.

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

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

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

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



November 23, 2015

**Please publish the following public hearing notice in THE FARMVILLE HERALD on Friday, November 27, 2015 and Friday, December 4, 2015.**



#### **Notice of Public Hearing**

The Prince Edward County Board of Supervisors will hold a public hearing on Tuesday, December 8, 2015 beginning at 7:30 p.m. in the Board of Supervisors Room located on the 3<sup>rd</sup> floor of the Prince Edward County Courthouse, 111 South Street, Farmville, Virginia.

- 1) Request by SBA Communications Corporation to construct a wireless communications tower (195' in height) on parcel owned by Robert Biggers, Sr., identified as Tax Map Parcel 103-A-27, located at 13745 Farmville Road. This is an A1, Agricultural Conservation District.
- 2) Request by Dominion Virginia Power to expand an existing electrical substation (Utility Service) on a parcel owned by George and Penny Welch, identified as Tax Map Parcel 043-A-33, located at 115 Merriman Shop Road. This is an A1, Agricultural Conservation District.

A complete copy of the Special Use Permit application is available for public review in the office of the Prince Edward County Administrator, 111 South Street, 3<sup>rd</sup> Floor, Farmville, VA, or on the county website at [www.co.prince-edward.va.us](http://www.co.prince-edward.va.us). It is the County's intent to comply with the Americans with Disabilities Act. Should you need special accommodations, please contact W. W. Bartlett, County Administrator at 434-392-8837.



COMMENTS: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

PERMIT/APPLICATION NO \_\_\_\_\_  
 ZONING DISTRICT A-1  
 MAGISTERIAL DISTRICT \_\_\_\_\_  
 DATE SUBMITTED 10-6-15 *PC*

*County of Prince Edward*

PLEASE PRINT OR TYPE

PRINCE EDWARD COUNTY APPLICATION  
 FOR SPECIAL USE PERMIT

TO: PRINCE EDWARD COUNTY PLANNING COMMISSION SPECIAL EXCEPTION REQUESTED:  
 VIA: ZONING ADMINISTRATOR

The undersigned owner of the following described property hereby applies for a Special Use permit as provided in Section 5-124 of Article V; Site Plan requirements are found in Section 4-100 of Article IV Development Standards of the Zoning Ordinance of Prince Edward County, Virginia.

Applicant's Name: SBA Communications Corporation (Fred Womble)  
 Applicant's Address: 4402-G, Stuart Andrew Blvd., Charlotte, NC 28217  
 Applicant's Telephone Number: (704) 527-0003 ext. 2113

Present Land Use: Vacant, agricultural lands

Legal Description of Property with Deed Book and Page No. or Instrument No. \_\_\_\_\_  
DB: 372, PG: 204

Tax Map # 103-A-27 Acreage: 78.98 ac.

Narrative statement evaluating effects on adjoining properties (noise, odor, dust, fumes, etc.); (Attach additional sheet if necessary.) The proposed 195-foot tower and associated facilities will be sited in such a manner as to minimize any effects on adjoining properties. Communication towers generally don't generate much, if any, noise, odor, dust, fumes, etc. from the operation.

Statement of general compatibility with adjacent and other properties in the zoning district. (Attach additional sheet if necessary.) The proposed tower is compatible with other properties in the district, as it will provide wireless coverage to cell phone/cellular data users in the immediate and surrounding areas.

Height of Principal Building (s): Feet 195' Stories \_\_\_\_\_

APPLICANT'S STATEMENT: (if not owner(s) of property):

I hereby certify that I have the authority to make the foregoing application, that the information given is complete and correct to the best of my knowledge, and that development and/or construction will conform with the regulations as set forth in the Prince Edward County Zoning Ordinance as written and also with the description contained in this permit application.

[Signature] 8/11/15  
 Signature of Applicant (if not property owner) Date

PROPERTY OWNER(S) STATEMENT:

I hereby certify that I/We own the above described property, that the information given is complete and correct to the best of my knowledge, and the above person(s), group, corporation, or agent has the full and complete permission of the undersigned owner(s) to make application for a Conditional Use permit as set forth in the Prince Edward County Zoning Ordinance as written.

Robert W. Bygones Jr. 9-08-15  
 Signature of Property Owner(s) Date

\_\_\_\_\_  
 Signature of Property Owner(s) Date

\_\_\_\_\_  
 Signature of Property Owner(s) Date

NOTE: THIS PERMIT APPLICATION IS NOT VALID UNLESS ALL PROPERTY OWNER(S) SIGNATURES ARE AFFIXED AND DATED. ATTACH ADDITIONAL SHEETS IF NECESSARY.

Application Fee \$300.00 Fee Received by Planning + Zoning Date 10/5/15

The above mentioned application charges are nonrefundable, regardless of whether the permit application is approved or denied once submitted.

All checks for payment should be made payable to: Treasurer, Prince Edward County, Virginia.

Mail to: Department of Planning &  
 Community Development  
 P. O. Box 382  
 Farmville, VA 23901  
 (434) 392-8837

*Receipt attached*

Prince Edward County  
Special Use Permit

Applicant: SBA Communications Corporation

Date: October 26, 2015

**Schedule B**

List of property owners and mailing addresses adjoin the parcel proposed for Special Use.

Parcel ID	Owner	Address	Note
112-A-39	Robert W. Biggers, SR	13930 Farmville Road Meherrin, VA 23954	
103-A-28	Anthony Davidson	171 East 96 <sup>th</sup> Street Apt 2D Brooklyn, NY 11212	
103-A-30A	Marcellus & Shirley Waddill	6001 Salemtowne Drive Winston-Salem, NC 27106	
112-6-2	Ameenah & Muhammad Abdul-Salaam	26 Woodside Drive Apt 303 Meherrin, VA 23954	

BOARD OF SUPERVISORS

HOWARD F. SIMPSON  
CHAIRMAN

PATTIE COOPER-JONES  
VICE CHAIRMAN

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



COUNTY ADMINISTRATOR  
W.W. BARTLETT

POST OFFICE BOX 382  
FARMVILLE, VA 23901

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

WBARTLETT@CO.PRINCE-EDWARD.VA.US

**COUNTY OF PRINCE EDWARD, VIRGINIA**

November 2, 2015

RE: Special Use Permit Application at 13745 Farmville Road

To Whom It May Concern:

The Prince Edward County Planning Commission has scheduled a Public Hearing on Wednesday, November 18, 2015 at 7:00 p.m. to consider a Special Use Permit Application by SBA Communications Corporation. The Planning Commission meeting will be held in the Board Room on the Third Floor of the Prince Edward County Courthouse. A public hearing gives the Planning Commission the opportunity to gather citizen input prior to considering the special use request.

Request by SBA Communications Corporation to construct a wireless communications tower (195' in height) and related equipment on a parcel owned by Robert Biggers, Sr., identified as Tax Map Parcel 103-A-27, located at 13745 Farmville Road. This is an A1, Agricultural Conservation District.

You are receiving this notice because you own land adjacent to this parcel. The Special Use Permit application is available for review in the Prince Edward County Department of Planning and Community Development and on the county web page at [www.co.prince-edward.va.us](http://www.co.prince-edward.va.us). If you have any questions about this meeting or the permit application, I encourage you to contact me by calling 434-392-8837 or electronically at [rfowler@co.prince-edward.va.us](mailto:rfowler@co.prince-edward.va.us)

Sincerely,

Robert S. Fowler  
Director  
Planning and Community Development



SBA Communications Corporation  
4402 Stuart Andrew Boulevard  
Suite C  
Charlotte, NC 28217-1519

T + 704.527.0003  
F + 704.527.8988

September 15, 2015

sbsite.com

County of Prince Edward  
Planning & Zoning  
Attn: Rob Fowler, Zoning Administrator  
111 South Street, 3<sup>rd</sup> Floor  
Farmville, VA 23901

**RE: Special Use Permit Application Submittal – Site Selection Narrative for Proposed 195 Foot Monopole Tower and Associated Facilities at 13745 Farmville Road**

Mr. Fowler:

SBA Communications Corporation, in conjunction with Verizon Wireless, is proposing the construction of a 195-foot monopole communications tower and associated facilities on the 78.9 acre parcel located at 13745 Farmville Rd. (Tax Map: 103-A-27)

SBA and Verizon contend that the proposed tower is needed to provide wireless coverage and data capacity along the US-15 corridor. (See attached coverage maps). At present, there is a coverage “hole” between the three (3) existing tower sites that Verizon is currently co-located on to the south, southwest, and east of the proposed site.

When determining where to construct a new site, Verizon’s stance has always been to use as many co-location sites as possible, to minimize building a new site. Verizon utilizes radio frequency propagation software to simulate what the existing coverage is in a given area. (See “Existing Coverage” map) Next, Verizon uses a combination of an extensive database of existing structures and also physically driving the area to locate any potential co-location opportunities. If no co-location possibilities exist in an area, Verizon then begins analyzing area parcels for their suitability to support a new tower in regards to zoning codes, airport overlays, and/or other local development regulations.

The proposed site is necessary for Verizon to offer extended coverage, capacity of their network, and to improve the quality of their overall network in the area. (See “Proposed Coverage” maps).

If you need additional information pertaining to this matter, please contact me as soon as possible and I will respond promptly.

Respectfully,

Frederick A. Womble, Zoning & Permits Manager  
SBA Network Services, LLC



SBA Communications Corporation  
4402 Stuart Andrew Boulevard  
Suite C  
Charlotte, NC 28217-1519

T + 704.527.0003  
F + 704.527.8988

September 15, 2015

sbsite.com

County of Prince Edward  
Planning & Zoning  
Attn: Rob Fowler, Zoning Administrator  
111 South Street, 3<sup>rd</sup> Floor  
Farmville, VA 23901

**RE: *Special Use Permit Application Submittal - Narrative for Proposed 195 Foot Monopole Tower and Associated Facilities at 13745 Farmville Road***

Mr. Fowler:

SBA Communications Corporation, in conjunction with Verizon Wireless, is proposing the construction of a 195-foot monopole communications tower and associated facilities on the 78.9 acre parcel located at 13745 Farmville Rd. (Tax Map: 103-A-27)

Please see the following, pursuant to Section 3-100.13 Miscellaneous Uses of the County Zoning Ordinance:

Towers

(A) Noted.

(B) Noted.

(C) General Standards

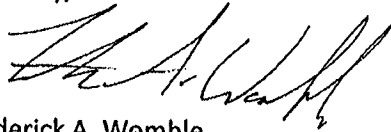
1. The proposed tower and related facilities will not be located within 500 feet of any residential district. The parent parcel (Tax Map: 103-A-27) is located in and surrounded by A-2 designated properties on all sides.
2. There are no existing towers or structures in the area that can accommodate the proposed antenna. (Reference RF propagation maps and site selection narrative).
3. The proposed 195 tower will not exceed the 199' height limit stated in the Ordinance.
4. The proposed tower will be made of galvanized steel (gray in color) and is subject to any applicable standards of the FCC or FAA.

5. Verizon Wireless will be the "anchor" tenant on the proposed tower and will house their equipment inside an 11'-6" x 16'-0" (184 sf.) pre-fabricated equipment shelter to be located inside the proposed 80' x 80' compound. The equipment shelter will not exceed the 12-foot height limit, as set forth in the Ordinance.
6. There is no lighting proposed for the tower facility.
7. Noted.
8. The proposed tower and associated facilities will be constructed and maintained in compliance with standards contained in applicable federal, state, and local building codes and regulations.
9. See enclosed "Construction Drawings", "RF Propagation Coverage Maps", and "Photosimulations".
10. An engineering report, certifying that the proposed tower and site are compatible for co-location with a minimum of three (3) similar uses will be provided once the tower is ordered. SBA Communications Corporation is committed to allowing additional co-locators on all of its' tower sites and aggressively pursues such opportunities. (See enclosed "Siting Narrative").
11. SBA Communications Corporation will provide the County co-location opportunities without compensation as a community benefit to improve radio communications for County departments and emergency services, provided it does not conflict with the co-location requirements of the Ordinance.
12. Noted.
13. The proposed tower and accessory facilities satisfy the minimum zoning district setback requirements for the A-2 district.
14. The proposed tower will be enclosed by a 6-8 foot high chainlink security fence with three (3) strands of barbed wire at the top for anti-climbing measures.
15. The proposed tower facility will be screened from adjacent views by a 10-foot wide landscape buffer. The buffer will be planted with Leyland Cypress trees installed 10' O.C.
16. Noted.
17. Noted.

If you need any additional information pertaining to this matter, please contact me as soon as possible and I will respond promptly.

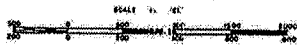
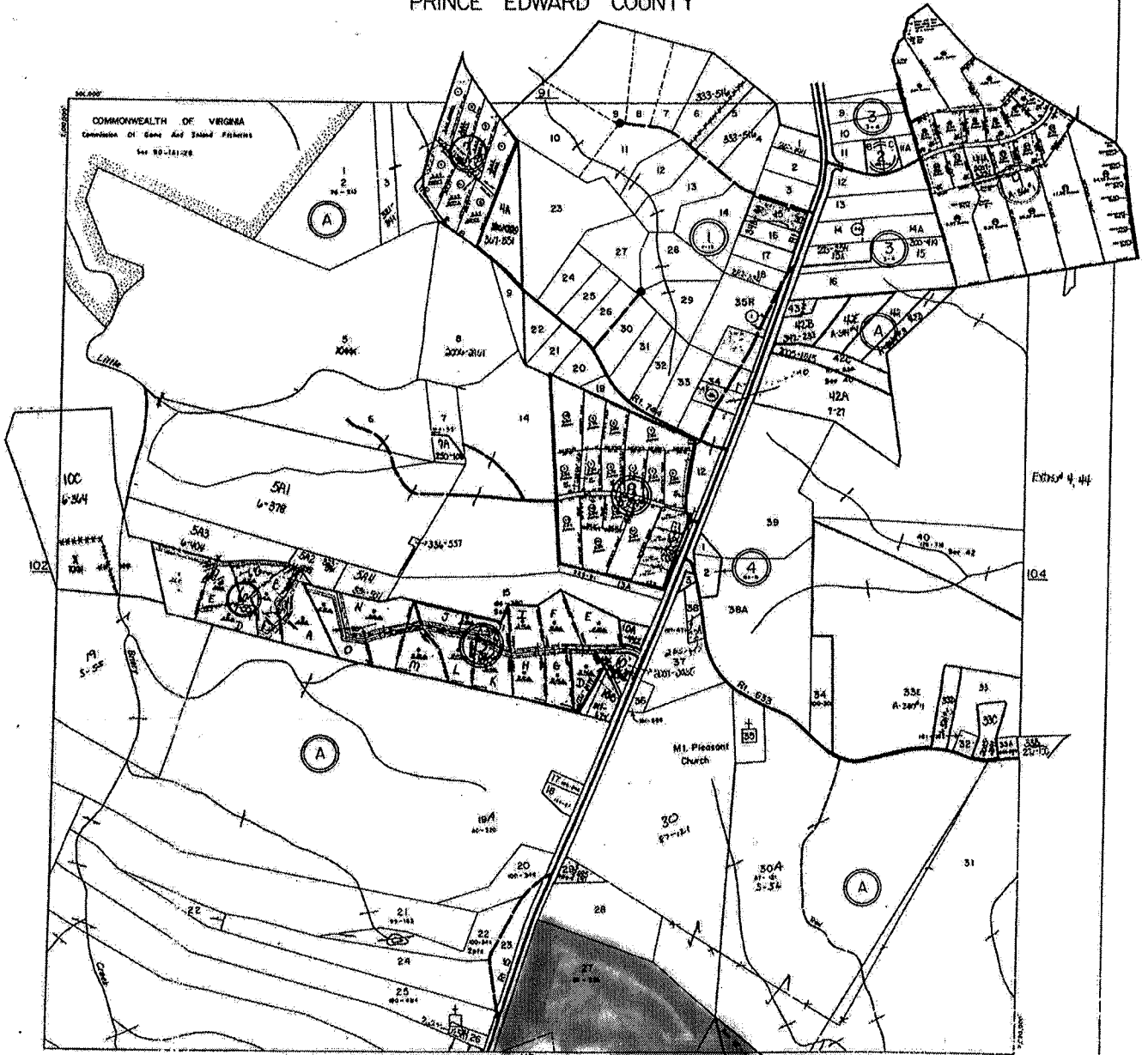
Thank you for your time and consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "F. A. Womble". The signature is fluid and cursive, with a large initial "F" and "W".

Frederick A. Womble  
Zoning & Permitting Manager  
SBA Network Services, LLC  
Charlotte, NC Office  
704.527.0003 ext. 2113

PRINCE EDWARD COUNTY

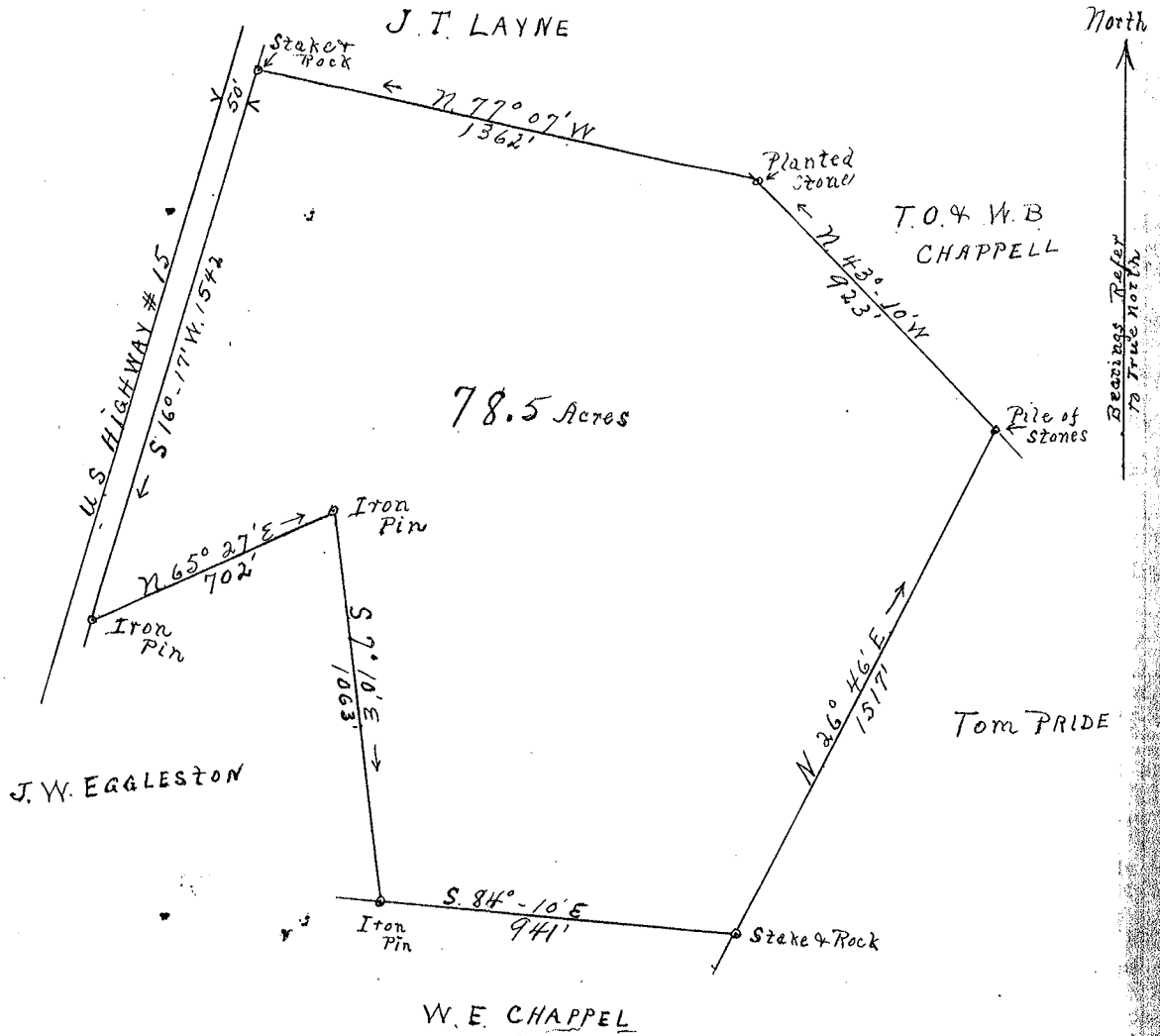


HAMPODEN DISTRICT

SECTION 103  
INSERT

REVISED DEC. 31, 1995





This plat represents a tract of land sold to J. W. Eggleston by W. E. Chappell. It is located as shown above and about fifteen miles South of Farmville, in Prince Edward County, Virginia.

Scale- 1 in = 400 ft.

March 26, 1937.

R. C. Dool, C. E.

VIRGINIA:

In the Clerk's Office of the Circuit Court of Prince Edward County, April 26, 1937. The foregoing deed and plat were this day presented in said office and with certificate of acknowledgment annexed admitted to record at 10 o'clock A. M.

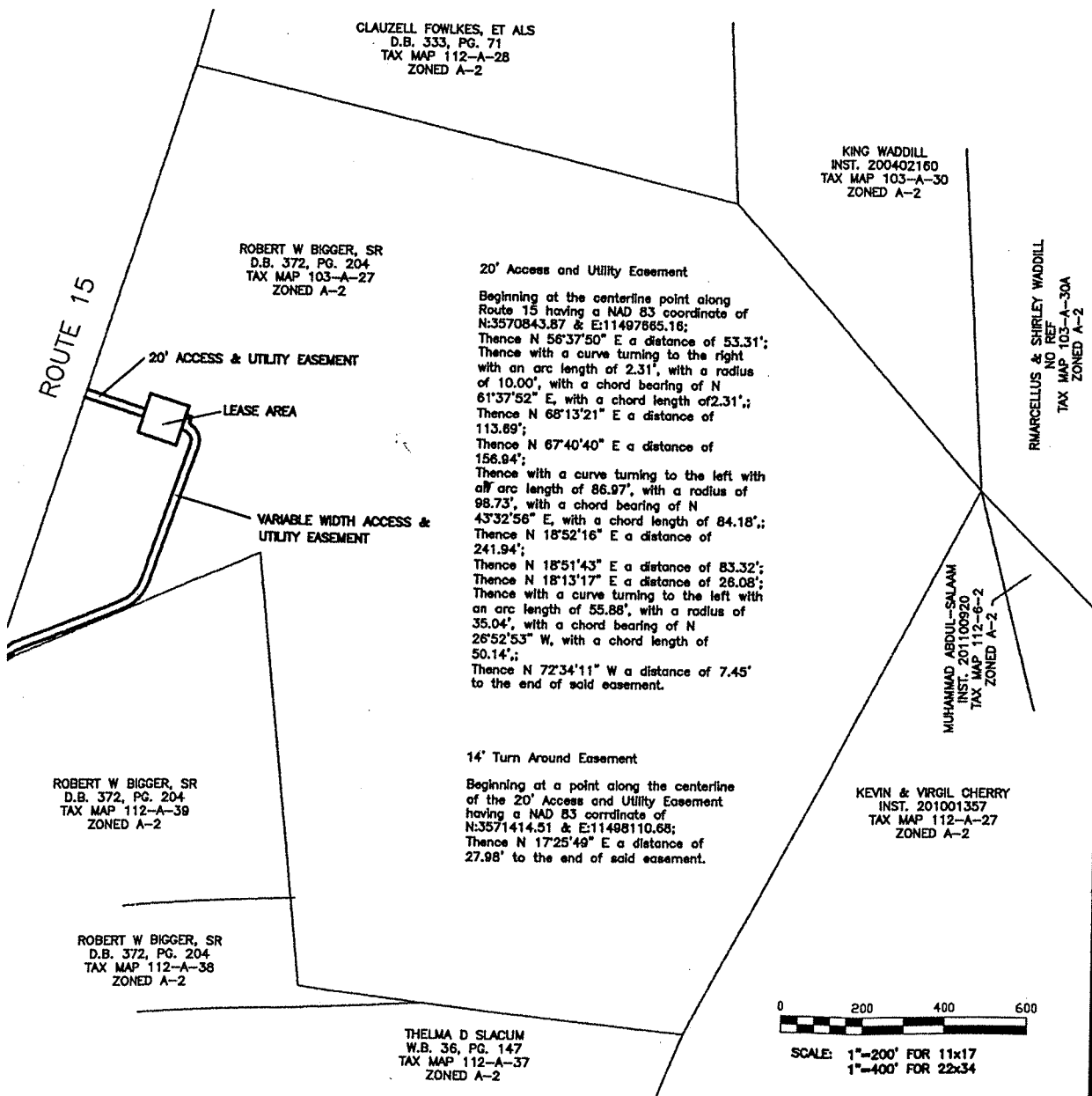
Teste:

*(Exemplar returned to J. W. Eggleston)*

Horace Adams Clerk

**GENERAL NOTES**

1. FIELD SURVEY DATE: 8/29/13
2. VERTICAL DATUM:  
NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD 88)
3. HORIZONTAL DATUM:  
NORTH AMERICAN DATUM OF 1983 (NAD 83)
4. OWNER: ROBERT W. BIGGERS, SR.
5. JURISDICTION: PRINCE EDWARD
6. MAGISTERIAL DISTRICT: HAMPDEN
7. ZONING: A-2
8. TAX MAP: 103-A-27
9. TITLE REFERENCE: D.B. 372, PG. 204
10. ELEVATIONS AND COORDINATES SHOWN HEREON ARE DERIVED FROM SUB-METER ACCURACY GPS.
11. THIS PARCEL APPEARS TO BE LOCATED IN ZONE "X" AS DEFINED ON F.I.R.M. 51147C0225C, DATED 10/2/09.
12. THE EXISTENCE OF TIDAL AND NON-TIDAL WETLANDS WAS NOT INVESTIGATED DURING THE COURSE OF THIS SURVEY.
13. PROPERTY LINE INFORMATION SHOWN HEREON IS BASED ON DEEDS AND MAPS OF RECORD AND TAX MAP INFORMATION. THIS SURVEY DOES NOT CONSTITUTE A BOUNDARY SURVEY. THE PROPERTY SHOWN HEREON IS SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD.



**SURVEYORS CERTIFICATION**

THIS TOPOGRAPHIC SURVEY OF NEW BETHEL CELL SITE WAS COMPLETED UNDER THE DIRECT AND RESPONSIBLE CHARGE OF, BRIAN M LONG FROM AN ACTUAL GROUND SURVEY MADE UNDER MY SUPERVISION; THAT THE ORIGINAL DATA WAS OBTAINED ON 8/29/13 AND THAT THIS MAP MEETS MINIMUM ACCURACY STANDARDS UNLESS OTHERWISE NOTED.

**verizon wireless**

VERIZON WIRELESS  
1831 RADY COURT  
RICHMOND, VA 23222

**NEW BETHEL**

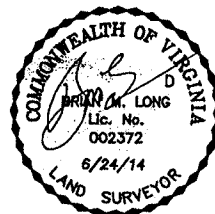
**SITE SURVEY**

D	6/24/14	REVISED ACCESS
C	1/16/14	ADJ. EASEMENT
B	1/8/14	ADJ. ACCESS
A	8/30/13	PLAN REVIEW DRAWINGS

**Dewberry**

Dewberry Engineers Inc.

4180 Invalde Drive  
Glen Allen, VA 23060  
Phone: 804.293.7957  
Fax: 804.293.7928  
www.dewberry.com



DRAWN BY: BML

REVIEWED BY: DRM

CHECKED BY: BML

DEI PROJECT NUMBER: 50060491

VERIZON PROJECT NO: 20130903010

SITE ADDRESS:

13897 FARMVILLE ROAD  
FARMVILLE, VA 23954  
(PRINCE EDWARD CO.)

SHEET TITLE

SITE SURVEY

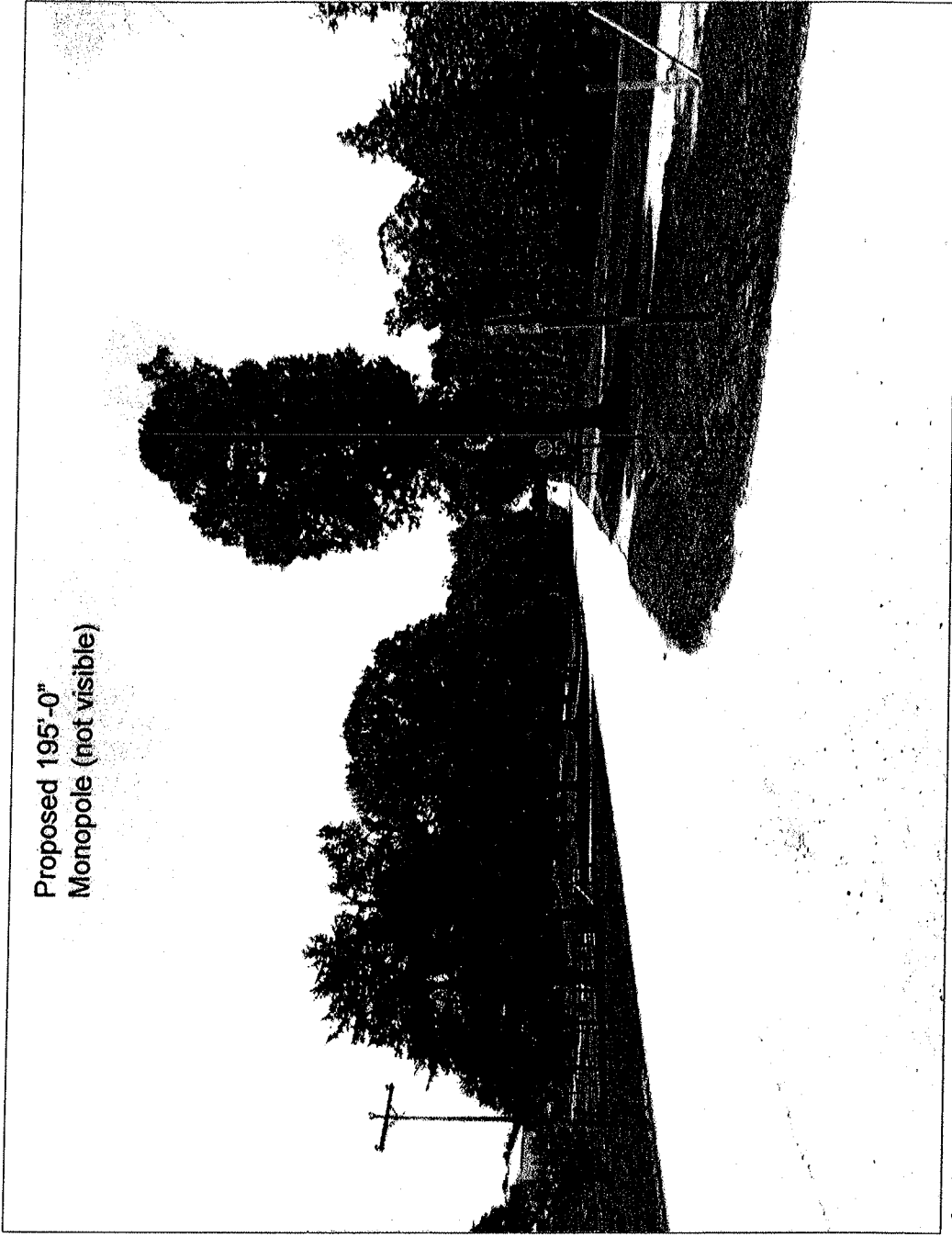
SHEET NUMBER

S-1





before installation



Proposed 195'-0"  
Monopole (not visible)

after installation



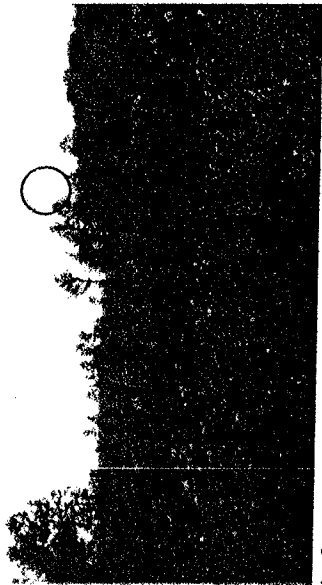
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View 1: Int. of Farmville Rd. & Watson Blvd. (not visible)

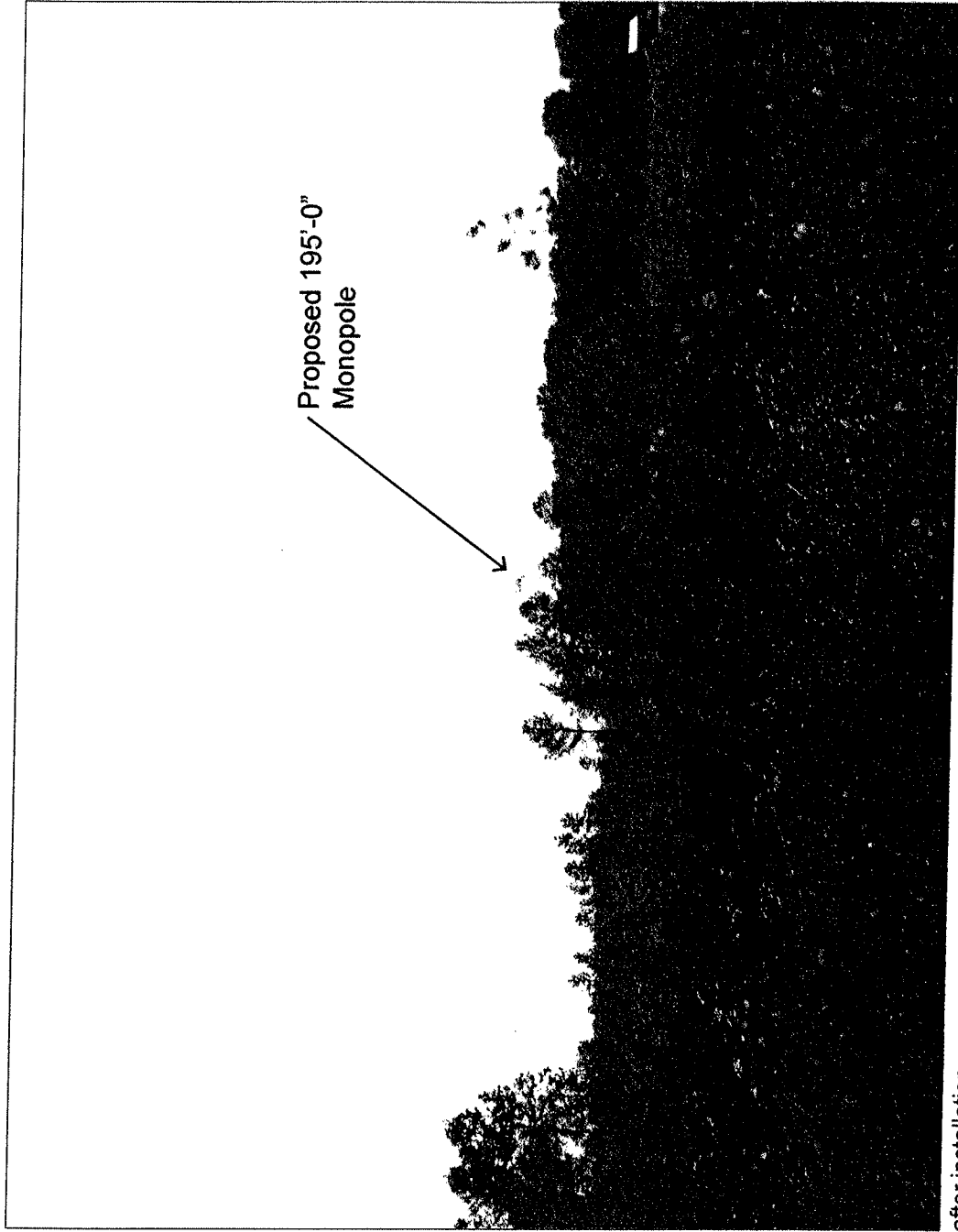
New Bethel, 13745 Farmville Road, Meherrin, VA 23954



warren williams & associates



before installation



after installation

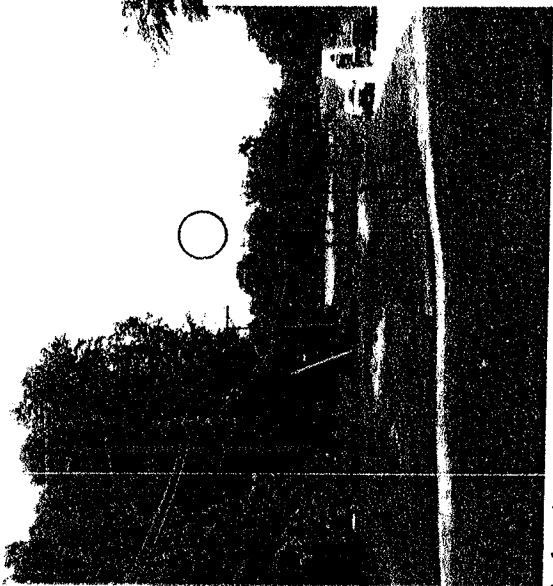
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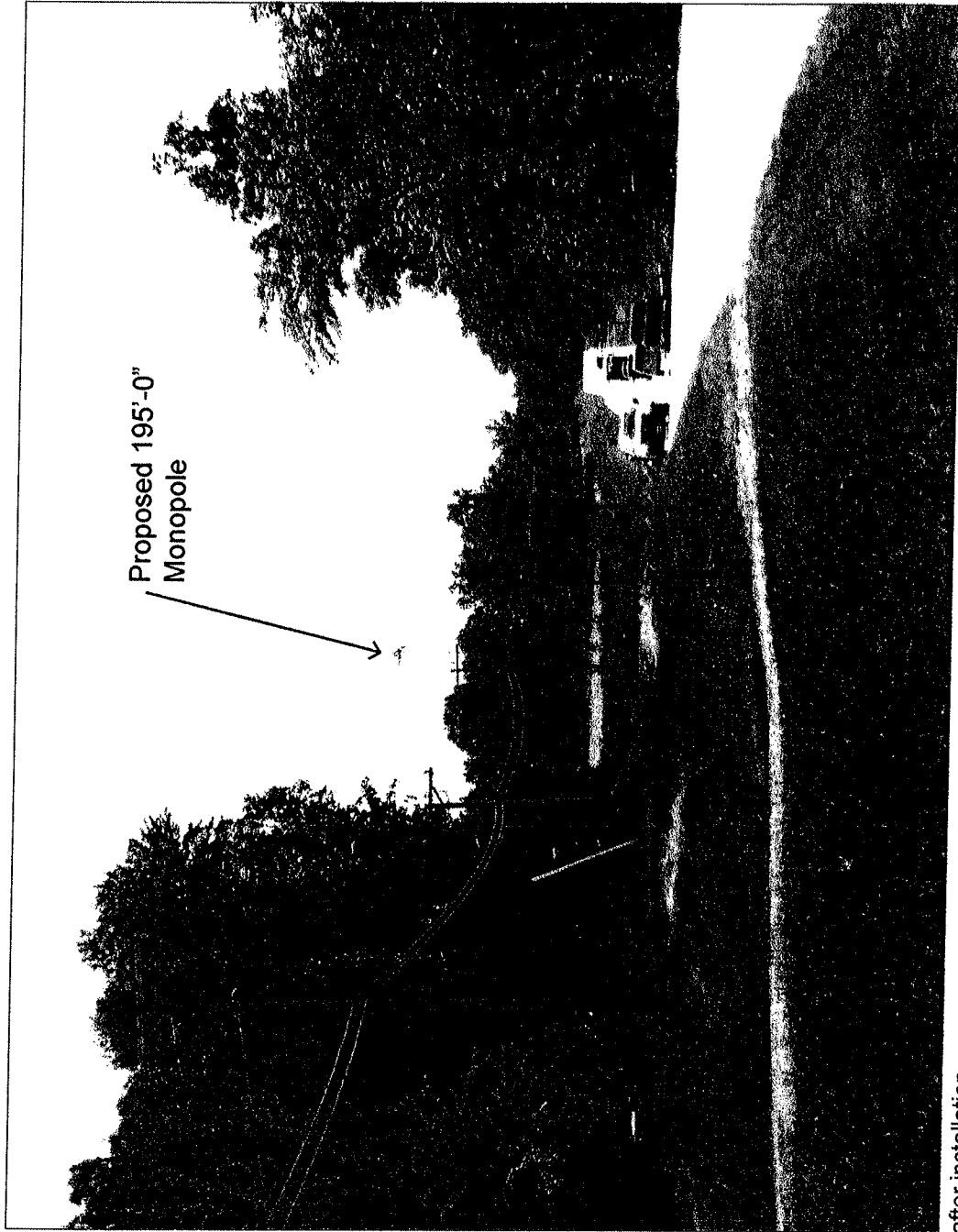
**View 2: Mount Pleasant United Methodist Church**

New Bethel, 13745 Farmville Road, Meherrin, VA 23954





before installation



after installation

Proposed 195'-0"  
Monopole



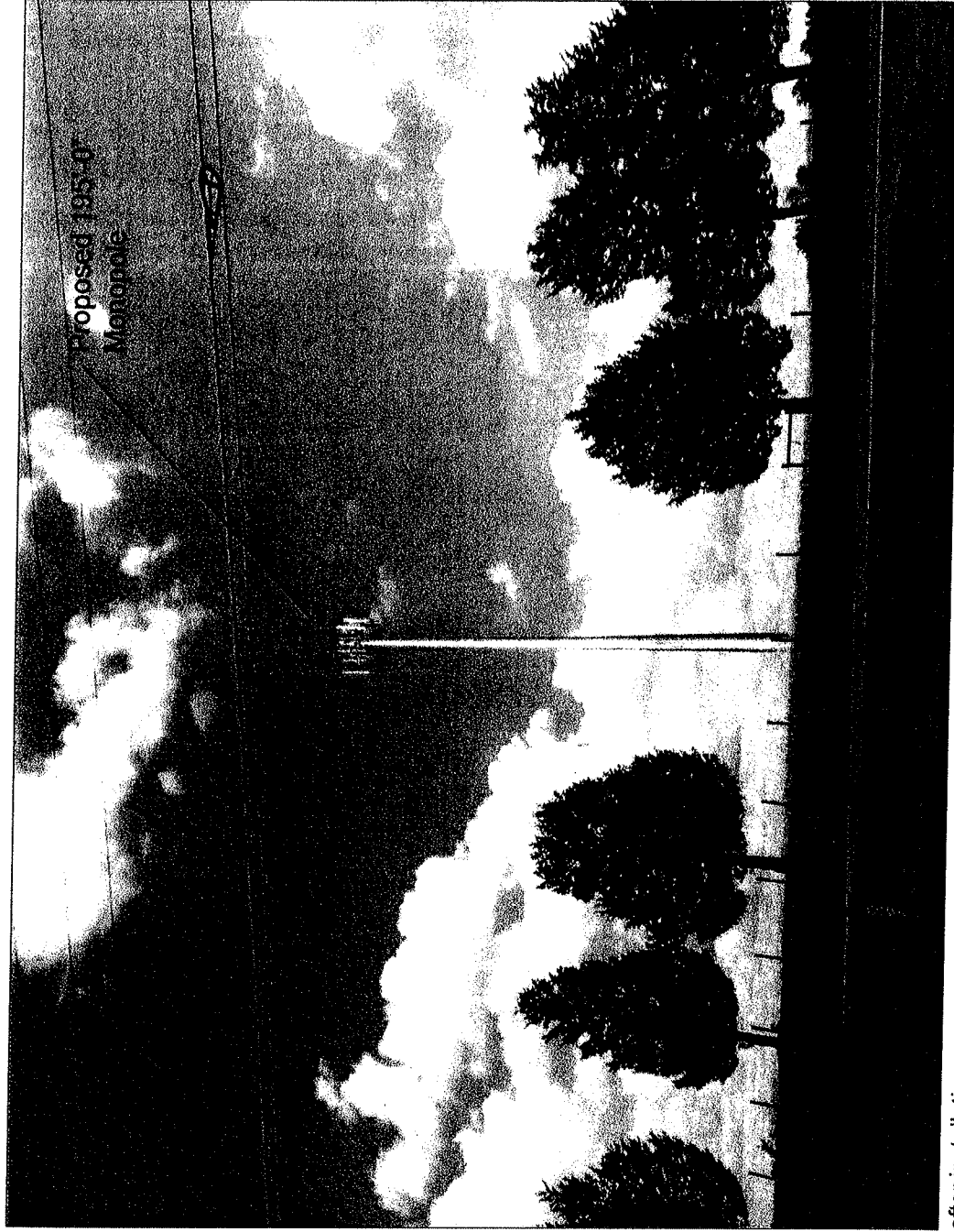
**View 3: Briery Hills Dr.**

New Bethel, 13745 Farmville Road, Meherrin, VA 23954





before installation



after installation

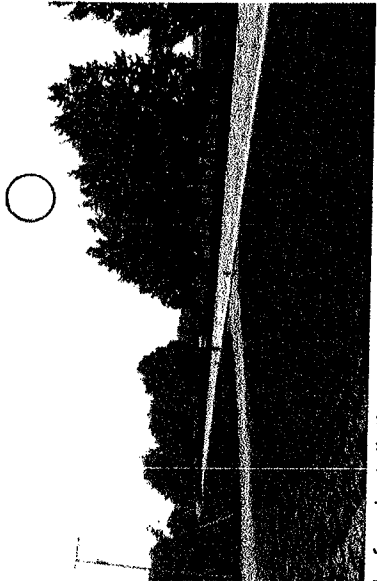
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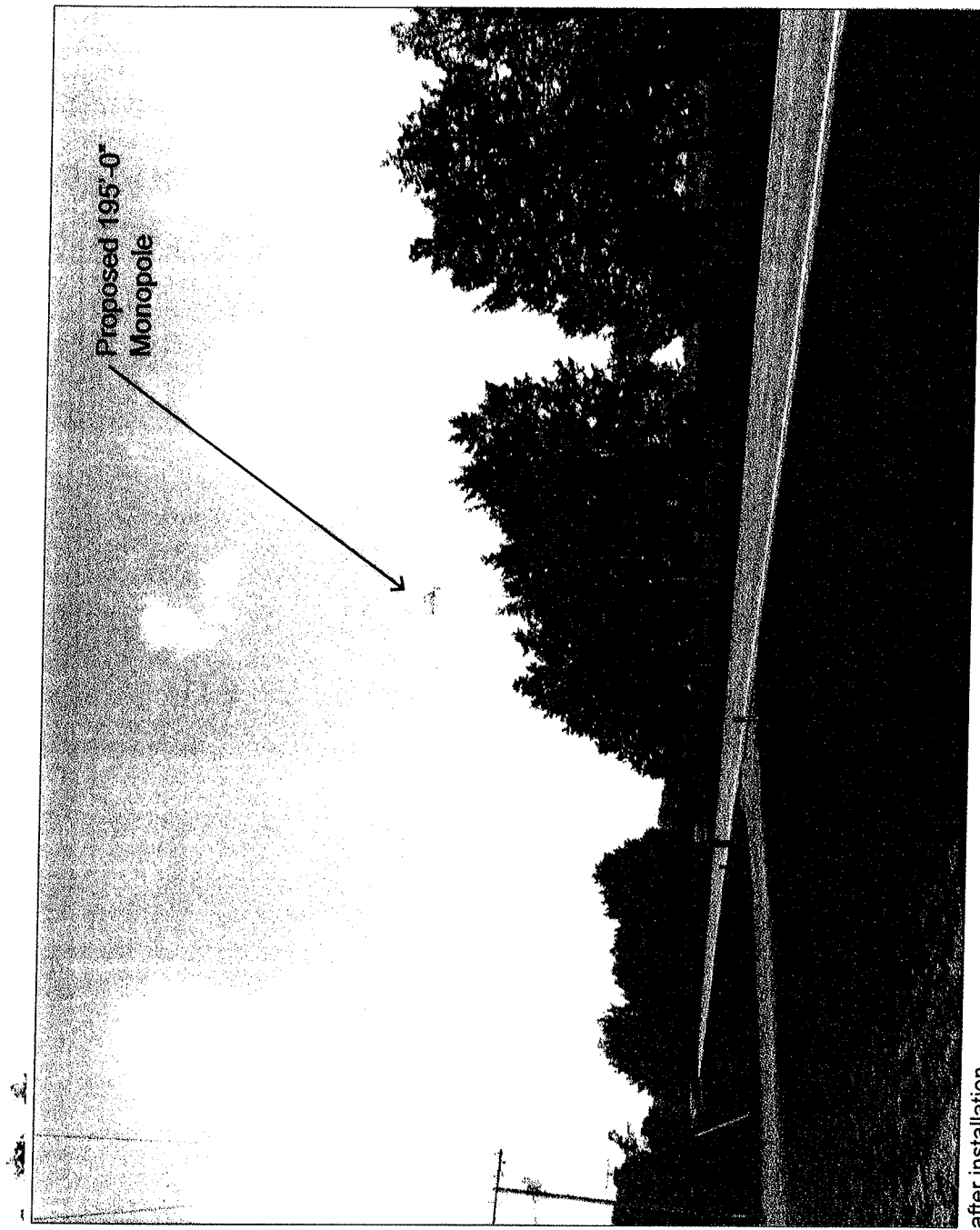
View 4: Locust Ln.

New Bethel, 13745 Farmville Road, Meherrin, VA 23954





before installation



after installation



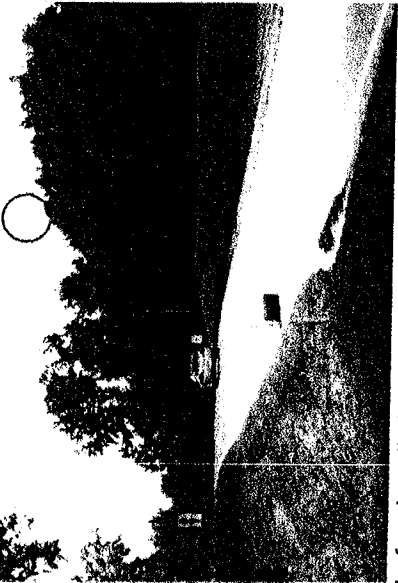
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### View 5: Marble Hill Church of God

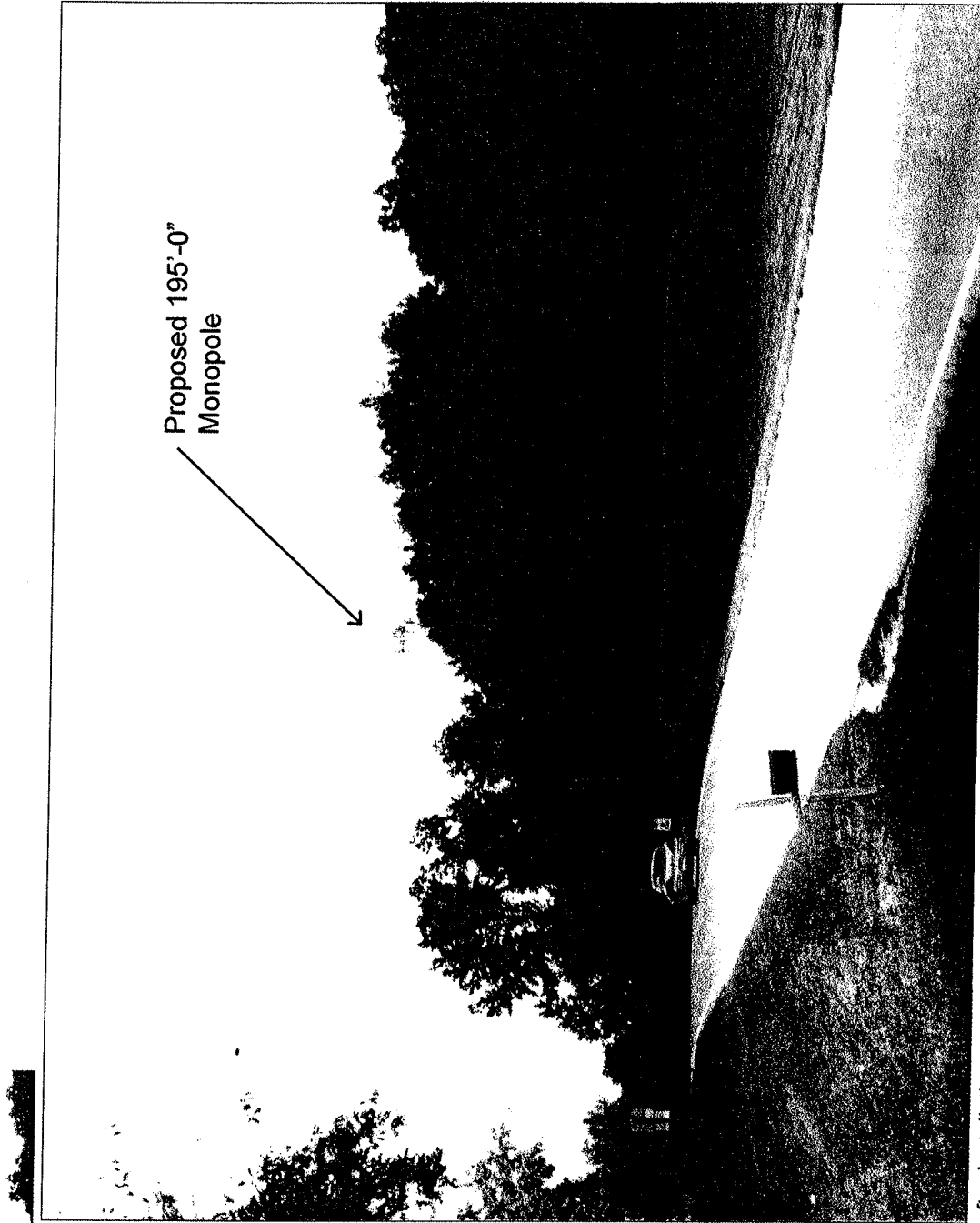
New Bethel, 13745 Farmville Road, Meherrin, VA 23954







before installation



after installation

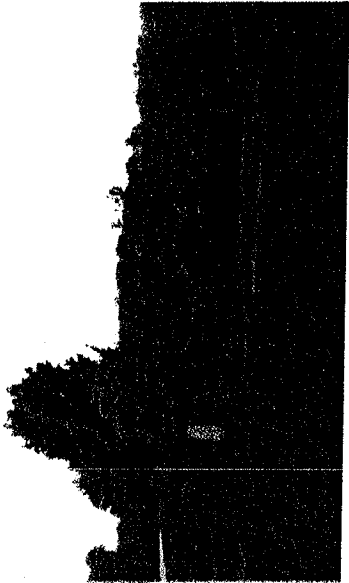


veri on

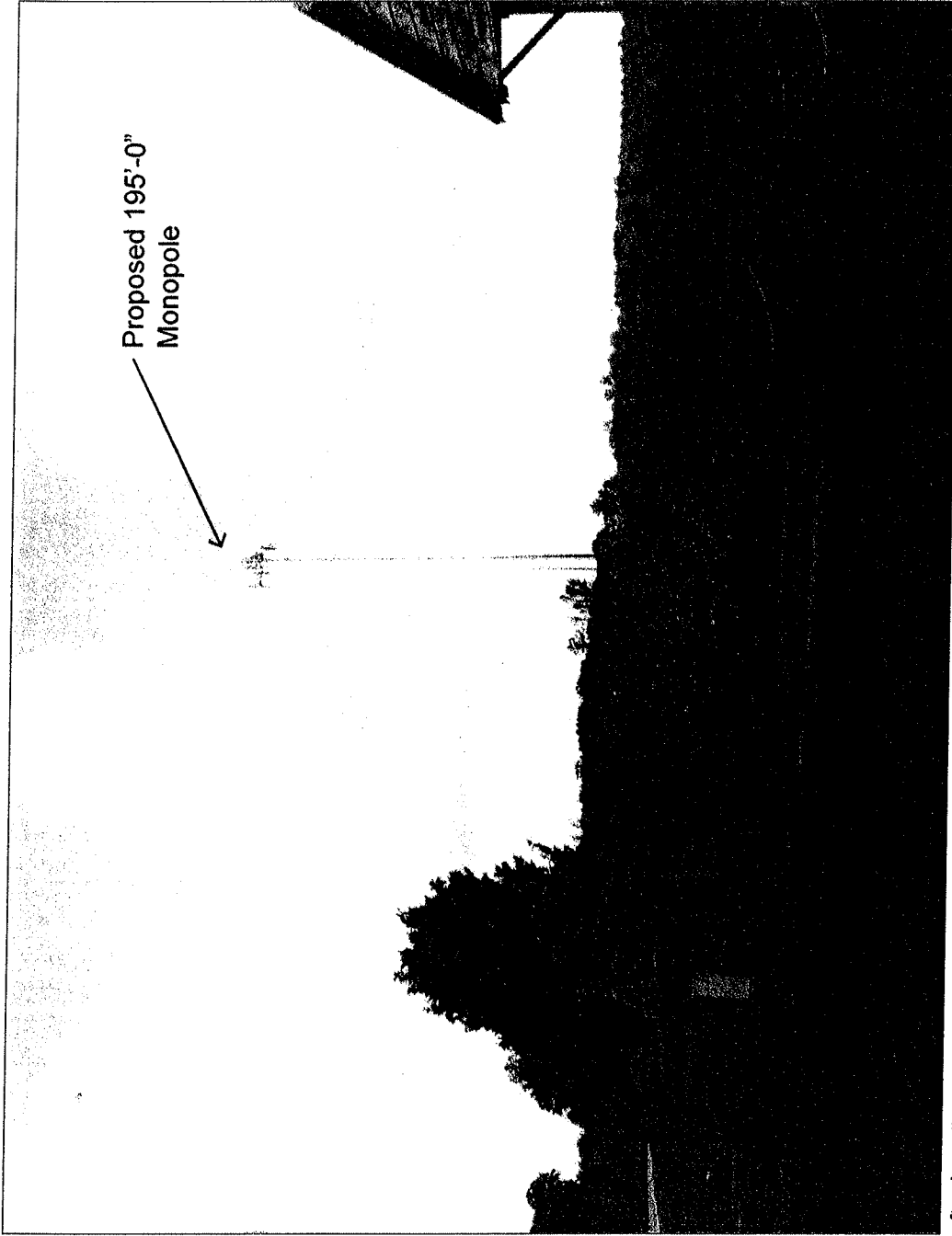
View 6: Intersection of Farmville Rd. & New Bethel Rd.

New Bethel, 13745 Farmville Road, Meherrin, VA 23954





before installation



after installation

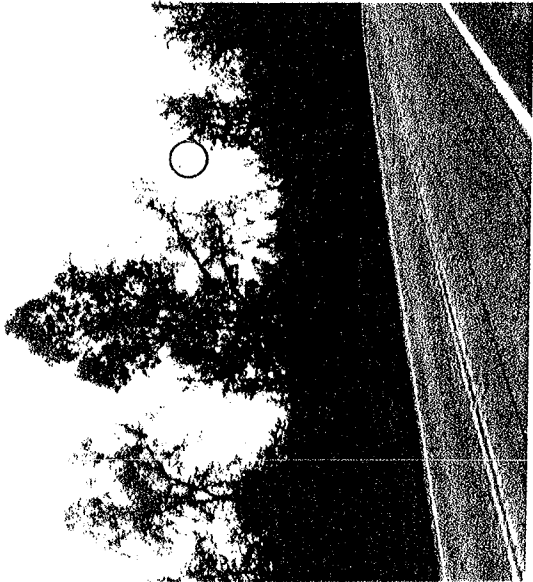
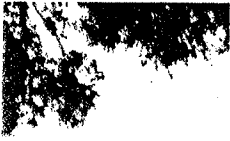
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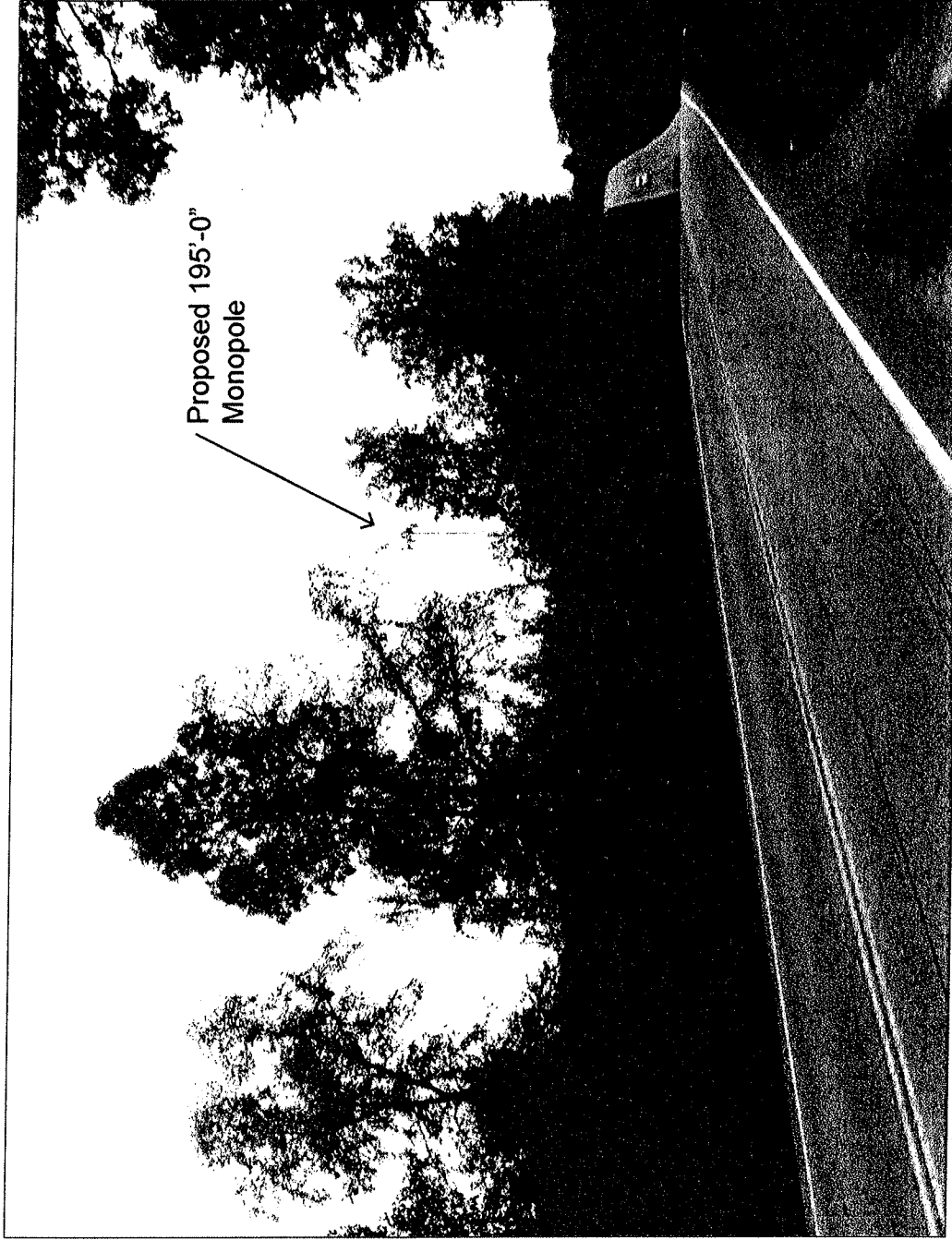
View 9: 13897 Farmville Rd.

New Bethel, 13745 Farmville Road, Meherrin, VA 23954





before installation



Proposed 195'-0"  
Monopole

after installation

**veri on**

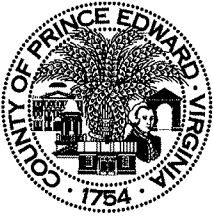


**View 10: 15479 Farmville Rd.**

New Bethel, 13745 Farmville Road, Meherrin, VA 23954







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

**Meeting Date:** December 8, 2015  
**Item No.:** 10  
**Department:** Planning and Community Development  
**Staff Contact:** Rob Fowler  
**Issue:** PUBLIC HEARING: Special Use Permit-Dominion Power

**Summary:**

The County has received a Special Use Permit application from Dominion Virginia Power to permit the expansion of an existing legal nonconforming electrical substation which will encompass approximately 4.02 acres of Tax Map Parcel 043-A-33, located at 115 Merriman Shop Road, Pamplin, VA, and owned by George and Penny Welch.

The existing perimeter fence around the existing substation will be extended around the proposed addition. The attached documents provide additional details of the layout and type of equipment that will be added to the facility. The proposed expansion will increase and improve energy reliability in the service area.

The Planning Commission conducted a public hearing on November 18, 2015, to consider the request from Dominion Virginia Power to permit the expansion of an existing legal nonconforming electrical substation. No one spoke in opposition. The Planning Commission unanimously recommends approval of the Special Use Permit to the Board of Supervisors.

**Impacts:** Staff does not have any concerns of negative impacts on the surrounding properties associated with the request.

- Attachments:**
1. Public Hearing Notice
  2. Special Use Permit Application
  3. List of adjoining property owners
  4. Sample letter sent to adjoining property owners
  5. Plat of Tax Parcel
  6. Various Documents from Dominion Power

**Recommendation:** Conduct a Public Hearing to receive citizen input prior to considering the Special Use Permit Application.

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



November 23, 2015

**Please publish the following public hearing notice in THE FARMVILLE HERALD on Friday, November 27, 2015 and Friday, December 4, 2015.**

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#### **Notice of Public Hearing**

The Prince Edward County Board of Supervisors will hold a public hearing on Tuesday, December 8, 2015 beginning at 7:30 p.m. in the Board of Supervisors Room located on the 3<sup>rd</sup> floor of the Prince Edward County Courthouse, 111 South Street, Farmville, Virginia.

- 1) Request by SBA Communications Corporation to construct a wireless communications tower (195' in height) on parcel owned by Robert Biggers, Sr., identified as Tax Map Parcel 103-A-27, located at 13745 Farmville Road. This is an A1, Agricultural Conservation District.
- 2) Request by Dominion Virginia Power to expand an existing electrical substation (Utility Service) on a parcel owned by George and Penny Welch, identified as Tax Map Parcel 043-A-33, located at 115 Merriman Shop Road. This is an A1, Agricultural Conservation District.

A complete copy of the Special Use Permit application is available for public review in the office of the Prince Edward County Administrator, 111 South Street, 3<sup>rd</sup> Floor, Farmville, VA, or on the county website at [www.co.prince-edward.va.us](http://www.co.prince-edward.va.us). It is the County's intent to comply with the Americans with Disabilities Act. Should you need special accommodations, please contact W. W. Bartlett, County Administrator at 434-392-8837.

COMMENTS: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

PERMIT/APPLICATION NO \_\_\_\_\_  
 ZONING DISTRICT A-1  
 MAGISTERIAL DISTRICT \_\_\_\_\_  
 DATE SUBMITTED 10-28-15

**County of Prince Edward**

PLEASE PRINT OR TYPE

**PRINCE EDWARD COUNTY APPLICATION  
 FOR SPECIAL USE PERMIT**

TO: PRINCE EDWARD COUNTY PLANNING COMMISSION SPECIAL EXCEPTION REQUESTED:  
 VIA: ZONING ADMINISTRATOR

The undersigned owner of the following described property hereby applies for a Special Use permit as provided in Section 5-124 of Article V, Site Plan requirements are found in Section 4-100 of Article IV Development Standards of the Zoning Ordinance of Prince Edward County, Virginia.

Applicant's Name: Dominion Virginia Power  
 Applicant's Address: 701 East Cary Street, Richmond, VA 23219  
 Applicant's Telephone Number: (804) 771-6937

Present Land Use: Agricultural (A1)

Legal Description of Property with Deed Book and Page No. or Instrument No. Instrument No.: 201101377  
See attached legal description titled "Exhibit A"

Tax Map # 043-A-33 Acreage : 4.002

Narrative statement evaluating effects on adjoining properties (noise, odor, dust, fumes, etc.): (Attach additional sheet if necessary.) There will be minimal effects on adjoining properties. There is already a substation present on the location. We are merely expanding the existing station.

Statement of general compatibility with adjacent and other properties in the zoning district. (Attach additional sheet if necessary.) There is an existing substation that will be expanded to increase and improve energy reliability.

Height of Principal Building (s): Feet N/A Stories N/A

APPLICANT'S STATEMENT: (if not owner(s) of property):

I hereby certify that I have the authority to make the foregoing application, that the information given is complete and correct to the best of my knowledge, and that development and/or construction will conform with the regulations as set forth in the Prince Edward County Zoning Ordinance as written and also with the description contained in this permit application.

[Signature] Date 10/28/15  
 Signature of Applicant (if not property owner) Date

PROPERTY OWNER(S) STATEMENT:

I hereby certify that I/We own the above described property, that the information given is complete and correct to the best of my knowledge, and the above person(s), group, corporation, or agent has the full and complete permission of the undersigned owner(s) to make application for a Conditional Use permit as set forth in the Prince Edward County Zoning Ordinance as written.

[Signature] Date 10-28-2015  
 Signature of Property Owner(s) Date  
[Signature] Date 10-28-2015  
 Signature of Property Owner(s) Date  
 Signature of Property Owner(s) Date

NOTE: THIS PERMIT APPLICATION IS NOT VALID UNLESS ALL PROPERTY OWNER(S) SIGNATURES ARE AFFIXED AND DATED. ATTACH ADDITIONAL SHEETS IF NECESSARY.

Application Fee \$300.00 Fee Received by Rob Fowler Date 10/28/15

The above mentioned application charges are nonrefundable, regardless of whether the permit application is approved or denied once submitted.

All checks for payment should be made payable to: Treasurer, Prince Edward County, Virginia.

Mail to: Department of Planning &  
 Community Development  
 P. O. Box 382  
 Farmville, VA 23901  
 (434) 392-8837

Prince Edward County  
Special Use Permit

Applicant: Dominion Virginia Power  
701 East Cary Street  
Richmond, VA 23219

Date: October 30, 2015

**Schedule B**

List of property owners and mailing addresses adjoining the parcel proposed for Special Use.

Parcel ID	Owner	Address	Note
043-A-34	McClenny Robert Edward, Jr. & Laura Carson	4368 Forest Chapel Road Pamplin, VA 23958	
043-A-34A	John & Andrea Davis	15715 Thomas Jefferson Highway Pamplin, VA 23958	
043-A-33	George & Penny Welch	115 Merriman Shop Road Pamplin, VA 23958	



BOARD OF SUPERVISORS

HOWARD F. SIMPSON  
CHAIRMAN

PATTIE COOPER-JONES  
VICE CHAIRMAN

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



COUNTY ADMINISTRATOR  
W.W. BARTLETT

POST OFFICE BOX 382  
FARMVILLE, VA 23901

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

WBARTLETT@CO.PRINCE-EDWARD.VA.US

**COUNTY OF PRINCE EDWARD, VIRGINIA**

November 2, 2015

RE: Special Use Permit Application at 115 Merriman Shop Road

To Whom It May Concern:

The Prince Edward County Planning Commission has scheduled a Public Hearing on Wednesday, November 18, 2015 at 7:00 p.m. to consider a Special Use Permit Application by Dominion Virginia Power. The Planning Commission meeting will be held in the Board Room on the Third Floor of the Prince Edward County Courthouse. A public hearing gives the Planning Commission the opportunity to gather citizen input prior to considering the special use request.

Request by Dominion Virginia Power to expand an existing electrical substation (Utility Service) on a parcel owned by George and Penny Welch, identified as Tax Map Parcel 043-A-33, located at 115 Merriman Shop Road. This is an A1, Agricultural Conservation District.

You are receiving this notice because you own land adjacent to this parcel. The Special Use Permit application is available for review in the Prince Edward County Department of Planning and Community Development and on the county web page at [www.co.prince-edward.va.us](http://www.co.prince-edward.va.us). If you have any questions about this meeting or the permit application, I encourage you to contact me by calling 434-392-8837 or electronically at [rfowler@co.prince-edward.va.us](mailto:rfowler@co.prince-edward.va.us)

Sincerely,

Robert S. Fowler  
Director  
Planning and Community Development

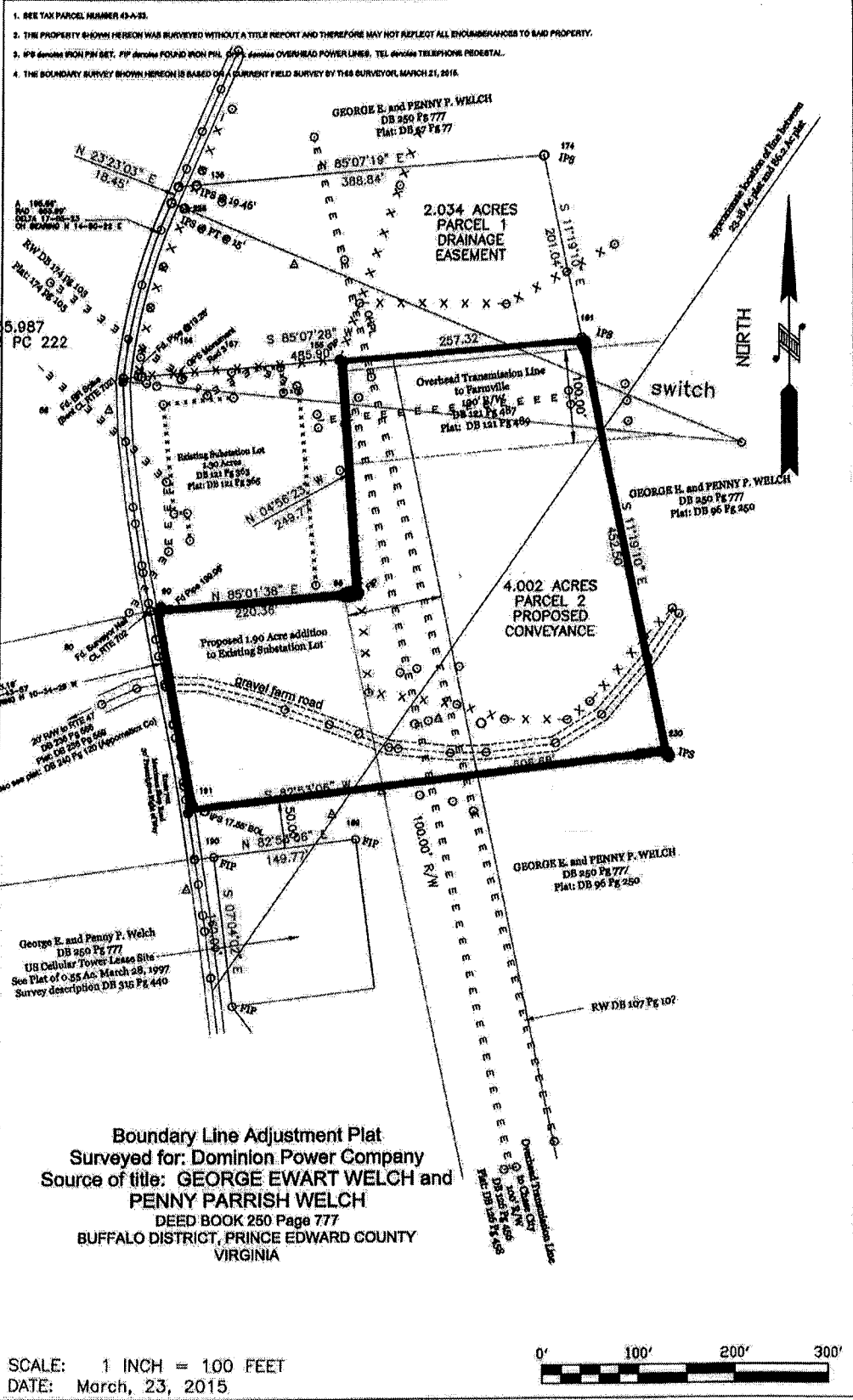
PRINCE EDWARD COUNTY



REVISED: DEC. 31, 1986

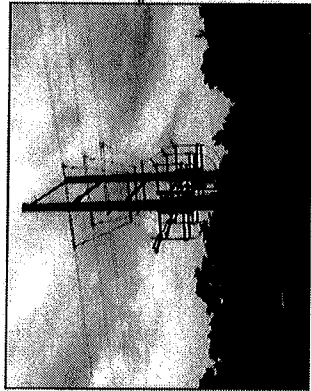
PROSPECT DISTRICT  
BUFFALO

SECTION 43  
INSERT

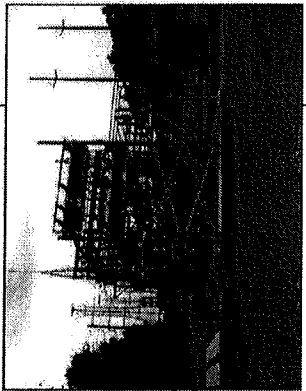




**Typical Substation Equipment**



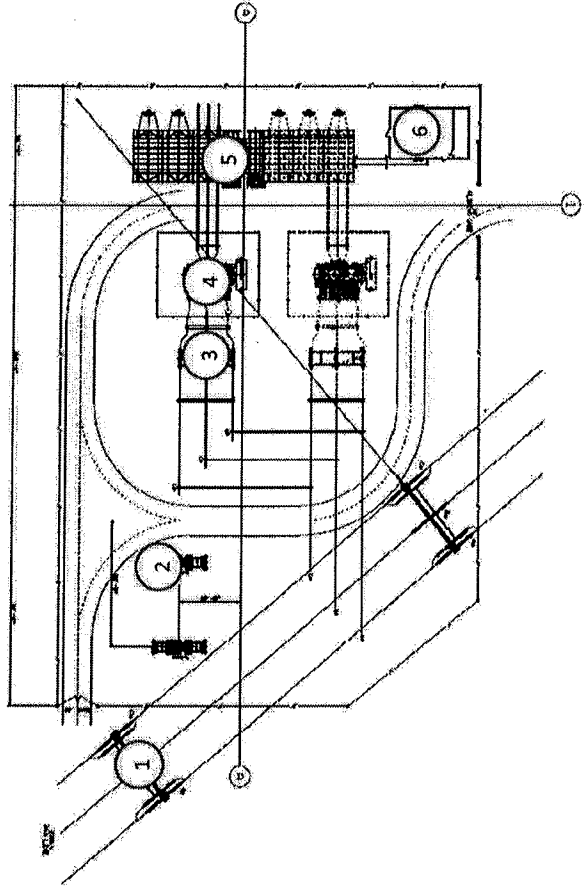
1 - Double circuit backbone



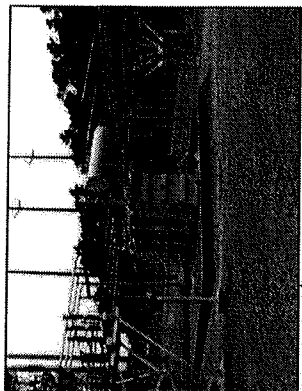
2 - Capacitor Bank



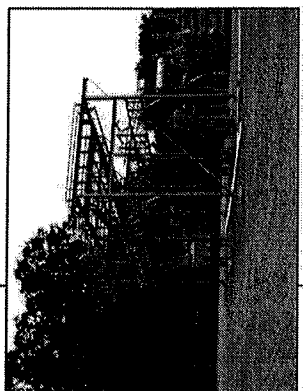
3 - Breaker



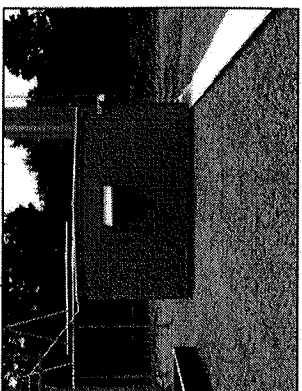
NOTE: PHOTOS FOR REFERENCE ONLY. SUBJECT TO FINAL DESIGN.



4 - Transformer



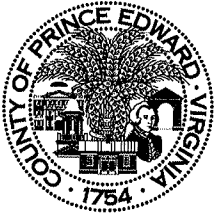
5 - Bay structure



6 - Control Enclosure

Exhibit A





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

**Meeting Date:** December 8, 2015  
**Item No.:** 11  
**Department:** County Administration  
**Staff Contact:** Sarah Elam Puckett  
**Issue:** PUBLIC HEARING: Amendments to County Animal Control Ordinance

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**Summary:** As the Board will recall, former Deputy County Attorney Morgan Greer reviewed the County's Animal Control Ordinance and proposed a number of amendments to bring it into agreement with the *Code of Virginia*. The proposed amendments also include the deletion of the section enabling the coyote bounty, as discussed by the Board.

Attached is a copy of the ordinance with the proposed amendments. A Public Hearing has been advertised for the December 8, 2015 meeting.

**Attachments:** Public Hearing Notice  
Proposed Draft of County Animal Control Ordinance

**Recommendation:** Following the Public Hearing the Board will wish to consider the proposed amendments of the County Animal Control Ordinance.

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



**Please publish the following public hearing notice in THE FARMVILLE HERALD on Friday, November 27, 2015 and Friday, December 4, 2015.**

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### **NOTICE OF PUBLIC HEARING**

The Prince Edward County Board of Supervisors will hold a Public Hearing on Tuesday, December 8, 2015 at 7:30 p.m. in the Board of Supervisors Room, Prince Edward County Courthouse, 111 South Street, 3<sup>rd</sup> Floor, Farmville, Virginia, to receive citizen input on proposed amendments to the County's Animal Control Ordinance.

A complete copy of the proposed amendments is available for public review in the office of the Prince Edward County Administrator, 111 South Street, 3<sup>rd</sup> Floor, Farmville, VA, or on the county website at [www.co.prince-edward.va.us](http://www.co.prince-edward.va.us). It is the County's intent to comply with the Americans with Disabilities Act. Should you need special accommodations, contact W. W. Bartlett, County Administrator at 434-392-8837.



Note: Proposed amendments are noted as **bold**, underline and/or ~~strikethrough~~.

## **Chapter 10 ANIMALS**

### **Article I. In General**

- Sec. 10-1. Adoption of state comprehensive animal laws.
- Sec. 10-2. Definitions

#### Division 1. Containment of livestock.

- Sec. 10-10. Purposes; legislative authority.
- Sec. 10-11. Lawful fence.

#### Division 2. Miscellaneous animal regulations.

- Sec. 10-20. Disposal of Companion Animals
- Sec. 10-21. Killing of coyotes permitted; bounty established; procedures for claims.

### **Article II. Animal Control Officers**

- Sec. 10-30. Position created.

### **Article III. Dogs**

#### Division 1. Generally

- Sec. 10-40. Disposal of dead dogs.
- Sec. 10-41. Unlawful acts.

#### Division 2. License Tax

- Sec. 10-50. Unlicensed dogs prohibited.
- Sec. 10-51. How to obtain license.
- Sec. 10-52. Amount of license tax.
- Sec. 10-53. Kennel license tax.
- Sec. 10-54. When license tax payable.
- Sec. 10-55. Effect of dog not wearing collar as evidence.
- Sec. 10-56. What dog license shall consist of
- Sec. 10-57. Duplicate license tags.
- Sec. 10-58. Displaying receipts; dogs to wear tags.
- Sec. 10-59. Payment of license tax subsequent to summons.

#### Division 3. Rabies Control

- Sec. 10-60. Vaccination required.
- Sec. 10-61. Rabies clinic authorized.
- Sec. 10-62. Dogs or Cats Not Vaccinated.
- Sec. 10-63. Quarantine authorized.

Division 4. Running at Large

- Sec. 10-70. Prohibited.
- Sec. 10-71. Unlicensed dogs prohibited.
- Sec. 10-72. Fowl running at large.

Division 5. Impoundment

- Sec. 10-80. County dog pound.
- Sec. 10-81. Confinement and disposition of dogs.
- Sec. 10-82. Fees for confinement.
- Sec. 10-83. Unlicensed dogs.

Division 6. Damage by Dogs

- Sec. 10-90. Disposition of funds.
- Sec. 10-91. Compensation for livestock and poultry killed or injured by dogs.
- Sec. 10-92. Seizure of dogs suspected of killing or injuring livestock or poultry.

Division 7. Dangerous or Vicious Dogs

- Sec. 10-100. Control of dangerous or vicious dogs; penalties.

**Article IV. Wild or Exotic Animals.  
REPEALED August 14, 2007**

**Article V. Hybrid Canine**

- Sec. 10-120. Definitions
- Sec. 10-121. Hybrid canine ordinance; penalty.

**ARTICLE I. IN GENERAL**

**Sec.10-1. Adoption of state comprehensive animal laws.**

The provisions of *Code of Virginia* of 1950, §3.2-6500 et seq., are adopted and made a part of this chapter as fully as though set forth in this section.

**Sec.10-2. Definitions.**

For the purpose of this chapter the following words and phrases shall have the following meanings unless otherwise defined within this chapter. Words and phrases not defined herein,

which are defined in section 3.2-6500 of the *Code of Virginia* shall have the meanings ascribed to them by that section:

*Animal Control Officer* means a person appointed as the animal control officer or a deputy animal control officer pursuant to Virginia law (§ 3.2-6555) to enforce the *Virginia Comprehensive Animal Laws*, this Chapter, and all laws for the protection of domestic animals.

*Companion Animal* means any domestic dog, domestic cat, non-human primate, guinea pig, hamster, rabbit not raised for human food or fiber, or other animal not prohibited, kept for pleasure rather than utility.

*Livestock* includes all domestic or domesticated: bovine animals; equine animals; ovine animals; porcine animals; cervidae animals; caprae animals; animals of the genus *Lama*; ratites; fish or shellfish in aquaculture facilities as defined by state law (§ 3.2-2600); enclosed domesticated rabbits or hares raised for human food or fiber; or any other individual animal specifically raised for food or fiber, except companion animals.

*Wild or Exotic Animal* means any raccoon, skunk, wolf, squirrel, fox, leopard, panther, tiger, lion, lynx or any other warm-blooded animal, poisonous snake or tarantula which can normally be found in the wild state or any other member of crocodylian, including but not limited to alligators, crocodiles, caimans and gavials. Ferrets, nonpoisonous snakes, rabbits and laboratory rats which have been bred in captivity and which never have known the wild shall be excluded from this definition.

### **Sec.10-3 Penalties**

**Unless otherwise specifically provided, a violation of any provision of this chapter shall constitute a Class 4 misdemeanor.** [Note: *This covers any situation where a punishment is not specified.*]

## **DIVISION 1. CONTAINMENT OF LIVESTOCK**

### **Sec. 10-10. Purposes; legislative authority.**

(a) The purpose of this division is to provide for the containment of livestock in the county and to prescribe the penalties for its violation.

(b) This division is adopted under the provisions of Code of Virginia, § 55-310, et. seq.

### **Sec. 10-11. Lawful fence.**

- The boundary line of each lot or tract of land or any stream in the county shall be a lawful fence as to any livestock domesticated by man.

- It shall be unlawful for any person who is the owner or manager of any livestock domesticated by man to permit any such livestock, as to which the boundaries of lots or tracts of land have been constituted a legal fence, to run at large beyond the limits of his own lands within the county; and such animal shall be deemed to be running at large while roaming or running off the property, whether owned or rented, of its owner or manager, and not under their owner's or manager's immediate control.
- Any such owner or manager, after having been notified by an officer of the law that such animal is running at large, permits such animal to continue to run at large, shall be deemed to have violated this section and shall be guilty of a Class 4 misdemeanor and shall be punished in accordance with the provisions of Code of Virginia, §§ 3.2-6587, 18.2-403.1, 18.403.2, 18.2-403.3, which sections are adopted by reference and made a part of this chapter as if fully set forth in this section.

## **DIVISION 2. MISCELLANEOUS ANIMAL REGULATIONS**

### **Sec. 10-20. Disposal of companion animals.**

- The owner of any companion animal which has died from disease or other cause shall forthwith cremate or bury or sanitarily dispose of the companion animal.
- If after notice any owner fails to comply with this section, the animal control officer or other officer cremate or bury or sanitarily dispose of the companion animal; and may recover on behalf of the county from the owner the cost of this service as provided in § 3.2-6554 of the Code of Virginia.

### **~~Sec. 10-21. Killing of coyotes permitted; bounty established; procedures for claims.~~**

- ~~• The killing of coyotes within the boundaries of the county is hereby authorized for bounties upon the following conditions: A bounty of \$50.00 shall be paid by the county, from available funds, for each coyote killed within the boundaries of the county.~~
- ~~• All payments shall be contingent upon the furnishing of such identifying information as requested by the county's designated agent (county animal control). The board of supervisors shall be the approving authority for payment of all claims presented.~~
- ~~• Available funds not to exceed \$2,500.00. The total amount of bounties to be paid under this division shall not exceed the sum of \$2,500.00 per fiscal year, except by additional appropriation by the board.~~

- ~~• Unlawful acts; penalties. It shall be unlawful for any person to present a false claim or to receive any money on a false claim under this division, which act shall constitute a Class 1 misdemeanor and shall be punished in accordance with the provisions of Code of Virginia, §§ 3.2-6587, 18.2-403.1, 18.2-403.2, 18.2-403.3, which sections are adopted by reference and made a part of this chapter as if fully set forth in this section.~~

## ARTICLE II. ANIMAL CONTROL OFFICERS

### Sec. 10-30. Position created.

The position of county animal control officer is hereby created, as provided for in the Code of Virginia §3.2-6555. The animal control officer shall be appointed by the board of supervisors.

The board of supervisors may appoint one or more deputy animal control officers to assist the animal control officer in the performance of their duties.

The animal control officer and their deputies shall discharge the duties provided for in Code of Virginia § 3.2-6500, et seq., and such other duties as are provided in this chapter or by the board of supervisors. The animal control officer shall be paid from the dog operating fund such compensation as the board of supervisors by resolution may determine such compensation to be paid monthly.

The animal control officer and their deputy animal control officers shall complete all training as required by §3.2-6556 of the Code of Virginia, within the time prescribed.

## ARTICLE III. DOGS

### DIVISION 1. GENERALLY

#### Sec. 10-40. Disposal of dead dogs.

The owner of any dog which has died from disease or other cause shall forthwith cremate or bury and dispose of the dog. If after notice any owner fails to do so, the animal control officer or other officer shall bury or cremate the dog; and he may recover on behalf of the county from the owner the cost of his service as provided in § 3.2-6554 of the Code of Virginia.

#### Sec. 10-41. Unlawful acts.

The following shall be deemed unlawful acts the violation of which shall be a Class 4 misdemeanor and shall be punished in accordance with the provisions of Code of Virginia, §§ 3.2-6587, 18.2-403.1, 18.2-403.2, 18.2-403.3, which sections are adopted by reference and made a part of this chapter as if fully set forth in this section:

- Diseased dogs. For the owner of any dog with a contagious or infectious disease to permit such dog to stray from his premises if such disease is known to the owner. § 3.2-6587(A)(6)
- Female dog in season. For the owner of any female dog to permit such dog to stray from his premises while such dog is known to such owner to be in season.
- Removing collar and tag. For any person except the owner or custodian to remove a legally acquired license tag from a dog without the permission of the owner or custodian. § 3.2-6587(A)(8)
- Concealing a dog. For any person to conceal or harbor any dog for which the license tax has not been paid or to conceal any dog which has been found to be vicious or dangerous to prevent the same from being destroyed. § 3.2-6587(A)(7)

## **DIVISION 2. LICENSE TAX**

### **Sec. 10-50. Unlicensed dogs prohibited.**

It shall be unlawful for any person to own a dog four months or older unless such dog is licensed as required by the provisions of the Code of Virginia, § 3.2-6524, and this division.

Any person violating this section shall be guilty of a class 4 misdemeanor and, upon their first offense of this section and shall be guilty of a Class 3 misdemeanor and shall be punished in accordance with the provisions of Code of Virginia, §§ 3.2-6587, 18.2-403.1, 18.2-403.2, 18.2-403.3, which sections are adopted by reference and made a part of this chapter as if fully set forth in this section.

### **Sec. 10-51. How to obtain license.**

Dogs shall be licensed as provided by Code of Virginia, § 3.2-6527, by reference, which section is adopted and made a part of this chapter by reference as fully as though set forth at length in this section.

### **Sec. 10-52. Amount of license tax.**

- Pursuant to the authority of Code of Virginia, § 3.2-6528, any person licensing a dog in the county shall pay an annual license tax on the ownership of the dog according to the following schedule:

Male dog . . .	\$10.00	(\$1 to \$10)
Unsexed (castrated) male dog . . .	\$ 5.00	(\$1 to \$10) *can't exceed male
Female dog . . .	\$10.00	(\$1 to \$10)
Unsexed (spayed) female dog . . .	\$ 5.00	(\$1 to \$10) *can't exceed female

- ~~No license tax shall be levied on a guide dog for a blind person, service dog or dogs under four months of age.~~
- No license tax shall be levied on any dog that is trained and serves as a guide dog for a blind person, that is trained and serves as a hearing dog for a deaf or hearing-impaired person, or that is trained and serves as a service dog for a mobility-impaired or otherwise disabled person, or any dog under four months of age. [Note: 2014 amendment to Section 3.2-6528]

**Sec. 10-53. Kennel license tax.**

The tax for a licensed kennel shall be according to the following schedule:

10--20 dogs . . .	\$35.00
Over--20 dogs . . .	\$50.00

**Sec. 10-54. When license tax payable.**

The license tax imposed by this division shall be payable to the treasurer of the county, as required by Code of Virginia, § 3.2-6530, which section is adopted and made a part of this chapter as fully as though set forth at length in this section.

**Sec. 10-55. Effect of dog not wearing collar as evidence.**

Any dog not wearing a collar bearing a license tag of the proper calendar year shall prima facie be deemed to be unlicensed and a stray; and in any proceedings under this division, the burden of proof of the fact that such dog has been licensed or is otherwise not required to bear a tag at the time shall be on the owner of the dog. § 3.2-6533

**Sec. 10-56. What dog license shall consist of.**

The county dog license shall consist of a license receipt and a metal tag. The tag shall be stamped or otherwise permanently marked to show the jurisdiction issuing the license, the sex of the dog and the calendar year for which issued, and shall bear a serial number.

**Sec. 10-57. Duplicate license tags.**

Duplicate license tags shall be obtained by the owner of a dog as provided by Code of Virginia, § 3.2-6532, which section is adopted by reference and made a part of this chapter as if fully set forth in this section.

**Sec. 10-58. Displaying receipts; dogs to wear tags.**

Dog license receipts shall be displayed and dog license tags shall be worn as required by Code of Virginia, § 3.2-6531 .

**Sec. 10-59. Payment of license tax subsequent to summons.**

Payment of the license tax subsequent to a summons to appear before the general district court or other court for failure to do so within the time required shall not operate to relieve such owner of the penalties provided.

**DIVISION 3. RABIES CONTROL**

**Sec. 10-60. Vaccination required.**

It shall be unlawful for any person to own a dog or domesticated cat, age four months or older unless such dog or cat has been inoculated or vaccinated against rabies by a duly licensed veterinarian or licensed veterinary technician who is under the immediate and direct supervision of a licensed veterinarian on the premises. No license tags shall be issued for any dog unless there is presented to the treasurer at the time application for license is made evidence satisfactory to the treasurer, showing that such dog has been inoculated or vaccinated against rabies by a duly licensed veterinarian or licensed veterinary technician who is under the immediate and direct supervision of a licensed veterinarian on the premises, and that such inoculation or vaccination remains valid for the time application for license is made. Any person violating this section shall be guilty of a class 4 misdemeanor and shall be punished in accordance with the provisions of Code of Virginia, §§ 3.2-6587, 18.2-403.1, 18.2-403.2, 18.2-403.3, which sections are adopted by reference and made a part of this chapter as if fully set forth in this section.

**Sec. 10-61. Rabies clinic authorized.**

The board of supervisors finding that the number of resident veterinarians is inadequate to meet the need, the county health department shall provide a rabies clinic at least once per year in accordance with the provisions of the Code of Virginia, § 3.2-6521.

**Sec. 10-62. Dogs or cats not vaccinated.**

Any dog or cat found in the county not vaccinated and identified as described in this subdivision shall be impounded by the animal control officer, and such dogs shall be held for a period of five days. The dog or cat may be returned to its owner upon proof of ownership, vaccination of the dog or cat, and payment of the cost of impounding the dog or cat at usual rates, and payment of any fines assessed under the provisions of this division. At the expiration of the five-day period, any dog or cat not so claimed by its owner may be disposed of by giving it into the possession of any person willing to pay the cost of impounding, vaccination and license. If not so disposed of, the dog or cat shall be euthanized in a humane manner by the impounding officer or other designated official.

**Sec. 10-63. Quarantine authorized.**

When the board of supervisors finds that there is sufficient reason to believe that a rabid animal is at large, the board shall have the power to pass an emergency ordinance requiring all



owners of all dogs in the county to keep the dogs confined on their premises, and may further adopt such ordinances, regulations or other measures as it may deem reasonably necessary to prevent the spread within the county of the disease of rabies in accordance with the provisions of the Code of Virginia, § 3.2-6522(4).

#### **DIVISION 4. RUNNING AT LARGE**

##### **Sec. 10-70. Prohibited.**

- It shall be unlawful for any person to permit any dog, belonging to him or under his control, to run at large in the county at any time. For the purpose of this division, a dog shall be deemed to be running at large while roaming or running or self-hunting off the property of its owner or custodian and not under the owner's or custodians' immediate control. Any person who is the owner or custodian of the dog found running at large shall be deemed to have violated the provisions of this section, if said owner or custodian has previously been notified by any animal control officer or other officer of the law that the dog is or has been running at large.
- This section shall not apply to any person or persons while engaging in the following activities:
  - (1) Lawful hunting with a dog or dogs;
  - (2) Law enforcement or search and rescue activity;
  - (3) A supervised formal obedience training class or show;
  - (4) Formally sanctioned field trials; or
  - (5) Bona fide hunting or field trial dog training.
- A violation of this section shall constitute a Class 4 misdemeanor and shall be punished in accordance with the provisions of Code of Virginia, §§ 3.2-6527, 18.2-403.1, 18.2-403.2, 18.2-403.3, which sections are adopted by reference and made a part of this chapter as if fully set forth in this section; however, if the dog is a dangerous or vicious dog, a violation of this section shall constitute a Class 1 misdemeanor and shall be punished in accordance with the provisions of Code of Virginia, §§ 3.2-6527, 18.2-403.1, 18.2-403.2, 18.2-403.3, which sections are adopted by reference and made a part of this chapter as if fully set forth in this section.
- Should the animal control officer or any law enforcement officer have reason to believe that any dog found running at large is dangerous to the health, safety or property of any person, such officer may order the confinement of such animal by delivering a confinement order to the owner or custodian of such animal and any person who thereafter permits such animal to run at large or remain unconfined, unrestricted or not penned up shall be deemed to have violated this section. Should the animal not be confined within six hours after the delivery of the confinement order or should the animal control officer or other officer, after due diligence, be

unable to deliver the confinement order to the owner or custodian of such animal, the animal control officer or any other law enforcement officer shall impound any such vicious or destructive dog pursuant to the provision of Code of Virginia § 3.2-6540. Upon the issuance of the confinement order, or the impoundment of such animal to appear in the general district court of the county where the matter shall be heard on criminal warrants and the animal shall remain confined until the final disposition of the court proceeding; However, for the purposes of this section the owner or custodian of such dog shall be conclusively presumed to have known the dog to be vicious or destructive if at any time prior to the running at large of such animal the owner or custodian has received from any person a complaint that the animal is dangerous to the health, safety or property of any person.

**Sec. 10-71. Unlicensed dogs prohibited.**

The running at large of dogs not duly licensed and displaying tags pursuant to the provisions of this article is prohibited.

**Sec. 10-72. Fowl running at large.**

“It shall be unlawful to permit any fowl, including all domestic fowl and any game birds raised in captivity, to run at-large in the county at any time.”

**DIVISION 5. IMPOUNDMENT**

~~Sec. 10-80. County dog pound.~~

~~The animal control officer shall cause to be maintained a pound or enclosure as required by Code of Virginia, § 3.2-6546.~~

Sec. 10-80. County Public Animal Shelter

For the purposes of this section, "animal" shall not include agricultural animals.

The Board of Supervisors shall maintain or cause to be maintained a public animal shelter which shall be operated in accordance with § 3.2-6546 of the Code of Virginia, and any regulations promulgated by the Virginia Board of Agriculture and Consumer Services thereto.

The Board of Supervisors may contract for the establishment of the County Public Animal Shelter with a private group or in conjunction with one or more other local governing bodies, in such instances the group contracted to operate the facility must ensure compliance with all requirements of § 3.2-6546 of the Code of Virginia.

The owner of any animal confined at the County Public Animal Shelter, claiming such animal shall be charged with the actual expenses incurred in keeping the animal impounded, as well as any other fees authorized by law.

[NOTE: 3.2-6546(C) provides "In addition to this and any other fees that might be levied, the locality may, after a public hearing, adopt an ordinance to charge the owner of an animal a fee for impoundment and increased fees for subsequent impoundments of the same animal." ]

The owner of any animal impounded under this section shall be assessed an impoundment fee, in addition to the costs incurred in caring for the Animal, as authorized under § 3.2-6546(C) of the Code of Virginia, as provided below:

<u>Impoundment Fees:</u>	<u>1<sup>st</sup> Time</u>	<u>\$25.00</u>
	<u>2<sup>nd</sup> Time</u>	<u>\$50.00</u>
	<u>3<sup>rd</sup> Time</u>	<u>\$75.00</u>
	<u>Quarantine (dangerous dogs, rabies)</u>	<u>\$50.00</u>

Impoundment fees for animals shall be paid to the animal control officer prior to the release of said animal, and all fees received by the animal control officer under this section shall be paid over to the county treasurer.

[Note: The term "pound" replaced with "shelter" in 2014, two categories of "shelter" - "private" and "public" distinguished.]

#### **Sec. 10-81. Confinement and disposition of dogs.**

It shall be the duty of the animal control officer to confine and dispose of dogs pursuant to provisions of Code of Virginia, § 3.2-6500 et seq.

#### **Sec. 10-82. Fees for confinement.**

~~The legal owner of any dog seized and confined by the animal control officer shall pay to the animal control officer a charge for the confinement of the dog, the amount of such charge to be in accordance with the fees established by the board of supervisors. All fees received by the animal control officer shall be paid over to the county treasurer.~~  
*[Note: The contents of this section are now covered by proposed 10-80.]*

#### **Sec. 10-83. Unlicensed dogs.**

- It shall be the duty of the animal control officer, or any other officer, to capture and impound any companion animal found running at large on which the license tax has not been paid. A reasonable effort will be made to find the owner. After five days, if the owner is not found, the animal shall be declared abandoned. If the owner is known, the animal will be held an additional five days. The provisions of Code of Virginia, § 3.2-6546 shall apply where applicable to the disposition of the dog. Any person, animal control officer or other officer euthanizing a dog under this

chapter shall cremate, bury or sanitarily dispose of the dog. Prior to the disposition by euthanasia or otherwise, all of the provisions of Code of Virginia, § 3.2-6500 et seq., shall have been complied with.

- If the animal control officer or other officer exercises his option to deliver such dog to any person in his jurisdiction who will pay the required license tax and cost on such dog, the person accepting delivery of such dog shall, within five days after such delivery, furnish to the animal control officer evidence of the inoculation and licensing of such dog as required by this article; and the failure to provide such evidence shall be a violation of this article and shall constitute a separate offense.

## **DIVISION 6. DAMAGE BY DOGS**

### **Sec. 10-90. Disposition of funds.**

The treasurer shall keep all money collected by him for dog and cat licenses in a separate account as part of the general fund; and such funds shall be used for the purposes designated by Code of Virginia, § 3.2-6534, which section is adopted by reference and made a part of this chapter as if fully set forth in this section.

### **Sec. 10-91. Compensation for livestock and poultry killed or injured by dogs.**

- Pursuant to the Code of Virginia, § 3.2-6553, any person who has any livestock or poultry killed or injured by any dog not his own in the county shall be entitled to receive as compensation the fair market value of such livestock or poultry not to exceed \$400.00 per animal or \$10.00 per fowl, provided that:
  - Within 72 hours of discovery of the death or injury, the claimant gives notice of the incident to the animal control officer.
  - Within 60 days of the discovery of the death or injury, the claimant shall furnish such evidence of the quantity and value of the dead or injured livestock or poultry and the reasons the claimant believes that death or injury was caused by a dog to the board of supervisors.
  - The claimant first has exhausted his legal remedies against the owner, if known, of the dog doing the damage for which compensation under this section is sought. Exhaustion shall mean a judgment against the owner of the dog upon which execution has returned unsatisfied.
- Upon a determination by the board that a claim meets the criteria set forth in this section for compensation, the board shall approve the same and forward the approval to the treasurer. Upon payment under this section, the board shall be surrogated to the extent of compensation paid to the right of action to the owner of the livestock or poultry against the owner of the dog and may enforce such compensation in an appropriate action at law.

**Sec. 10-92 Seizure of dogs suspected of killing, injuring or chasing livestock or poultry.**

Pursuant to the Code of Virginia, § 3.2-6552, if any person, including the animal control officer, has reason to believe that any dog is killing livestock or poultry, he shall apply to a magistrate of the county, who shall issue a warrant requiring the owner or custodian, if known, to appear before the judge of the general district court at the time and place named therein, at which time evidence shall be heard. If it shall be determined by the court that such dog is a livestock or poultry killer, the dog shall be ordered (i) euthanized immediately by the animal control officer or other officer designated by the judge of the general district court or (ii) removed to another state which does not border on the commonwealth. Any dog ordered removed which is later found in the commonwealth shall be ordered by a court to be euthanized immediately.

**DIVISION 6. DANGEROUS OR VICIOUS DOGS**

**Sec. 10-100. Control of dangerous or vicious dogs; penalties.**

- As used in this section:  
"Dangerous dog" means a canine or canine crossbreed that has bitten, attacked, or inflicted injury on a person or companion animal that is a dog or cat, or killed a companion animal that is a dog or cat. However, when a dog attacks or bites a companion animal that is a dog or cat, the attacking or biting dog shall not be deemed dangerous (i) if no serious physical injury as determined by a licensed veterinarian has occurred to the dog or cat as a result of the attack or bite, (ii) if both animals are owned by the same person, (iii) if such attack occurs on the property of the attacking or biting dog's owner or custodian, or (iv) for other good cause as determined by the court. No dog shall be found to be a dangerous dog as a result of biting, attacking, or inflicting injury on a dog or cat while engaged with an owner or custodian as part of lawful hunting or participating in an organized, lawful dog handling event. No dog that has bitten, attacked, or inflicted injury on a person shall be found to be a dangerous dog if the court determines, based on the totality of the evidence before it, that the dog is not dangerous or a threat to the community.

~~"Vicious dog" means a canine or canine crossbreed that has (i) killed a person; (ii) inflicted serious injury to a person, including multiple bites, serious disfigurement, serious impairment of health, or serious impairment of a bodily function; or (iii) continued to exhibit the behavior that resulted in a previous finding by a court or, on or before July 1, 2006, by an animal control officer as authorized by local ordinance, that it is a dangerous dog, provided that its owner has been given notice of that finding.~~

"Vicious dog" means a canine or canine crossbreed that has (i) killed a person, (ii) inflicted serious injury to a person, or (iii) continued to exhibit the behavior that resulted in a previous finding by a court or, on or before July 1, 2006, by an animal control officer as authorized by ordinance that it is a dangerous dog,

provided that its owner has been given notice of that finding. [Note: 2013 amendment to the Code separated "vicious" dogs from 3.2-6540 and placed it in the newly created 3.2-6540.1]

- (b) Any law-enforcement officer or animal control officer who has reason to believe that a canine or canine crossbreed within his jurisdiction is a dangerous dog or vicious dog shall apply to a magistrate of the jurisdiction for the issuance of a summons requiring the owner or custodian, if known, to appear before a general district court at a specified time. The summons shall advise the owner of the nature of the proceeding and the matters at issue. If a law-enforcement officer successfully makes an application for the issuance of a summons, he shall contact the local animal control officer and inform him of the location of the dog and the relevant facts pertaining to his belief that the dog is dangerous or vicious. The animal control officer shall confine the animal until such time as evidence shall be heard and a verdict rendered. If application is made for a dangerous dog and [ Note: current version of the Code does not allow discretion in permitting "vicious" dogs to remain with owners pending hearing.] the animal control officer determines that the owner or custodian can confine the animal in a manner that protects the public safety, he may permit the owner or custodian to confine the animal until such time as evidence shall be heard and a verdict rendered. The court, through its contempt powers, may compel the owner, custodian or harbinger of the animal to produce the animal. If, after hearing the evidence, the court finds that the animal is a dangerous dog, the court shall order the animal's owner to comply with the provisions of this section. If, after hearing the evidence, the court finds that the animal is a vicious dog, the court shall order the animal euthanized in accordance with the provisions of § 3.2-6562 of the Code of Virginia, 1950, as amended. The procedure for appeal and trial shall be the same as provided by law for misdemeanors. Trial by jury shall be as provided in Article 4 (§ 19.2-260 et seq.) of Chapter 15 of Title 19.2 of the Code of Virginia, 1950, as amended. The Commonwealth shall be required to prove its case beyond a reasonable doubt.
- (c) No canine or canine crossbreed shall be found to be a dangerous dog or vicious dog solely because it is a particular breed, nor is the ownership of a particular breed of canine or canine crossbreed prohibited. No animal shall be found to be a dangerous dog or vicious dog if the threat, injury or damage was sustained by a person who was (i) committing, at the time, a crime upon the premises occupied by the animal's owner or custodian, (ii) committing, at the time, a willful trespass upon the premises occupied by the animal's owner or custodian, or (iii) provoking, tormenting, or physically abusing the animal, or can be shown to have repeatedly provoked, tormented, abused, or assaulted the animal at other times. No police dog that was engaged in the performance of its duties as such at the time of the acts complained of shall be found to be a dangerous dog or a vicious dog. No animal that, at the time of the acts complained of, was responding to pain or injury, or was protecting itself, its kennel, its offspring, a person, or its owner's or custodian's property, shall be found to be a dangerous dog or a vicious dog. § 3.2-6540(C)

- (d) If the owner of an animal found to be a dangerous dog is a minor, the custodial parent or legal guardian shall be responsible for complying with all requirements of this section. § 3.2-6540(D)
- (e) The owner of any animal found to be a dangerous dog shall, within ~~10~~ 45 days of such finding, obtain a dangerous dog registration certificate from the local animal control officer or treasurer for a fee of \$50–\$150, in addition to other fees that may be authorized by law. The local animal control officer or treasurer shall also provide the owner with a uniformly designed tag that identifies the animal as a dangerous dog. The owner shall affix the tag to the animal's collar and ensure that the animal wears the collar and tag at all times. By January 31 of each year, until such time as the dangerous dog is deceased, all certificates obtained pursuant to this subsection shall be updated and renewed for a fee of \$85 and in the same manner as the initial certificate was obtained. ~~All certificates obtained pursuant to this subsection shall be renewed annually for the same fee and in the same manner as the initial certificate was obtained.~~ The animal control officer shall provide a copy of the dangerous dog registration certificate and verification of compliance to the State Veterinarian. § 3.2-6540(E)
- (f) All dangerous dog registration certificates or renewals thereof required to be obtained under this section shall only be issued to persons 18 years of age or older who present satisfactory evidence (i) of the animal's current rabies vaccination, if applicable, (ii) that the animal has been neutered or spayed, and (iii) that the animal is and will be confined in a proper enclosure or is and will be confined inside the owner's residence or is and will be muzzled and confined in the owner's fenced-in yard until the proper enclosure is constructed. In addition, owners who apply for certificates or renewals thereof under this section shall not be issued a certificate or renewal thereof unless they present satisfactory evidence that (i) their residence is and will continue to be posted with clearly visible signs warning both minors and adults of the presence of a dangerous dog on the property and (ii) the animal has been permanently identified by means of a tattoo on the inside thigh or by electronic implantation. All certificates or renewals thereof required to be obtained under this section shall only be issued to persons who present satisfactory evidence that the owner has liability insurance coverage, to the value of at least \$100,000, which covers animal bites. The owner may obtain and maintain a bond in surety, in lieu of liability insurance, to the value of at least \$100,000. § 3.2-6540(F)
- (g) While on the property of its owner, an animal found to be a dangerous dog shall be confined indoors or in a securely enclosed and locked structure of sufficient height and design to prevent its escape or direct contact with or entry by minors, adults, or other animals. The structure shall be designed to provide the animal with shelter from the elements of nature. When off its owner's property, an animal found to be a dangerous dog shall be kept on a leash and muzzled in such a manner as not to cause injury to the animal or interfere with the animal's vision or respiration, but so as to prevent it from biting a person or another animal.

- (h) The owner of any dog found to be dangerous shall register the animal with the Commonwealth of Virginia Dangerous Dog Registry, as established under § 3.2-6542 of the Code of Virginia, 1950, as amended, within 45 days of such a finding by a court of competent jurisdiction.

The owner shall also cause the local animal control officer to be promptly notified of (i) the names, addresses, and telephone numbers of all owners; (ii) all of the means necessary to locate the owner and the dog at any time; (iii) any complaints or incidents of attack by the dog upon any person or cat or dog; (iv) any claims made or lawsuits brought as a result of any attack; (v) tattoo or chip identification information or both; (vi) proof of insurance or surety bond; and (vii) the death of the dog.

- (i) After an animal has been found to be a dangerous dog, the animal's owner shall immediately, upon learning of same, cause the local animal control authority to be notified if the animal (i) is loose or unconfined; or (ii) bites a person or attacks another animal; or (iii) is sold, given away, or dies. Any owner of a dangerous dog who relocates to a new address shall, within 10 days of relocating, provide written notice to the appropriate local animal control authority for the old address from which the animal has moved and the new address to which the animal has been moved.

- (j) Any owner or custodian of a canine or canine crossbreed or other animal is guilty of a:

- Class 2 misdemeanor if the canine or canine crossbreed previously declared a dangerous dog pursuant to this section, when such declaration arose out of a separate and distinct incident, attacks and injures or kills a cat or dog that is a companion animal belonging to another person;
- Class 1 misdemeanor if the canine or canine crossbreed previously declared a dangerous dog pursuant to this section, when such declaration arose out of a separate and distinct incident, bites a human being or attacks a human being causing bodily injury; or
- Class 6 felony if any owner or custodian whose willful act or omission in the care, control, or containment of a canine, canine crossbreed, or other animal is so gross, wanton, and culpable as to show a reckless disregard for human life, and is the proximate cause of such dog or other animal attacking and causing serious bodily injury to any person.

The provisions of this subsection shall not apply to any animal that, at the time of the acts complained of, was responding to pain or injury, or was protecting itself, its kennel, its offspring, a person, or its owner's or custodian's property, or when the animal is a police dog that is engaged in the performance of its duties at the time of the attack.



- (k) The owner of any animal that has been found to be a dangerous dog who willfully fails to comply with the requirements of this section is guilty of a Class 1 misdemeanor.
- (l) All fees collected pursuant to this section, less the costs incurred by the animal control authority in producing and distributing the certificates and tags required by this section, shall be paid into a special dedicated fund in the treasury of the locality for the purpose of paying the expenses of any training course required under § 3.2-6556 of the Code of Virginia, 1950, as amended.

**ARTICLE VI. WILD OR EXOTIC ANIMALS  
(REPEALED August 14, 2007)**

**ARTICLE V. HYBRID CANINE.**

**Section 10-120 Definitions.**

As used in this article:

- ~~“Hybrid canine” means any animal which at any time has been or is permitted, licensed registered, or otherwise described or represented as a hybrid canine, wolf or coyote by its owner to a licensed veterinarian, law enforcement officer, animal control officer, humane investigator, official of the Department of Health, or representative of the State Veterinarian.~~

**“Hybrid canine” means any animal that is or can be demonstrated to be a hybrid of the domestic dog and any other species of the Canidae family; that at any time has been permitted, registered, licensed, or advertised as such, or that at any time has been described, represented, or reported as such by its owner to a licensed veterinarian, law-enforcement officer, animal control officer, humane investigator, official of the Department of Health, or State Veterinarian's representative.**

- "Adequate confinement" means that, while on the property of its owner and not under the direct supervision and control of the owner or custodian, a hybrid canine shall be confined in a humane manner in a securely enclosed and locked structure of sufficient height and design to (i) prevent the animal's escape; or if the hybrid canine is determined to be a dangerous dog pursuant to § 3.2-6540, the structure shall prevent direct contact with any person or animal not authorized by the owner to be in direct contact with the hybrid canine, and (ii) provide a minimum of 100 square feet of floor space for each adult animal. Tethering of a hybrid canine not under the direct supervision and control of the owner or custodian shall not be considered adequate confinement.

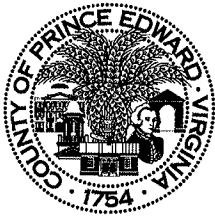
- "Responsible ownership" means the ownership and humane care of a hybrid canine in such a manner as to comply with all laws and ordinances regarding hybrid canines and prevent endangerment by the animal to public health and safety.
- "Owner" means any person who (a) has a right or property in an animal, (b) keeps or harbors an animal, (c) has an animal in his care, or (d) acts as a custodian of an animal.

**Section 10-121. Hybrid canine ordinance; penalty.**

- It shall be unlawful for the owner or custodian to allow any hybrid canine to run at large in the country during the period of January 1 through December 31 inclusive of any year. For the purpose of this section, a hybrid canine shall be deemed to be running at large while outside of any pen or enclosure as provided in subsection 2 of this section, however, any owner or custodian of a hybrid canine may be allowed to remove a hybrid canine from any pen or enclosure for purposes of transportation to another pen or enclosure or for the purpose of obtaining medical attention. In no event shall any hybrid canine be allowed to be set free on any property within the county whether or not the hybrid canine is under its owner's or custodian's immediate control.
- It shall be unlawful to own or possess a hybrid canine unless such hybrid canine is kept and maintained in a pen or enclosure as follows:
  - The pen or enclosure shall contain at least 200 square feet of space per adult hybrid canine.
  - Any fencing used in the construction of the pen or enclosure shall be at least eight (8) feet in height with an additional overhang of fencing or barbed wire angling a minimum of three (3) feet into the pen or enclosure. Such wire enclosure shall be of such strength as to prevent the escape of any hybrid canine enclosed therein.
  - To prevent digging out along the fence, concrete footers at least one (1) foot wide and six (6) inches deep shall be installed along the perimeter of the pen or enclosure or a wire footing of 12-gauge wire buried six (6) inches in the ground with at least three feet of wire on the inside of the pen or enclosure, bending the remaining one (1) foot of wire up in a 90° angle and connect every six (6) inches to the bottom outside of the pen or enclosure.
  - The pen or enclosure shall provide shelter which affords complete protection from all elements of nature.

- A violation of this ordinance shall be a Class 3 misdemeanor for the first violation and a Class 1 misdemeanor for any second or subsequent offense. Upon a conviction of a second violation of this ordinance, the owner shall surrender the hybrid canine to the animal control officer for euthanasia in accordance with § 3.2-6562 of the Code of Virginia, 1950, as amended.





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

**Meeting Date:** December 8, 2015  
**Item No.:** 12  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett  
**Issue:** Citizen Volunteer Appointments

**Summary:** The terms of office for the following positions expire December 31, 2015. All of these positions have been advertised in *The Farmville Herald*. Listed by each position are the terms of office, the name of the individual currently holding the position and the name(s) of all applicants filing a Citizen Volunteer Application.

Position	Term of Office	# of Terms Expiring/ Vacancies	Individual Currently Holding the Office	Citizen Volunteer Applicants
Prince Edward County Planning Commission	4 Years (1-1-16 – 12-31-19)	1 County Position	R. Christopher Mason	R. Christopher Mason Anthony T. Williams
Prince Edward County Board of Zoning Appeals*	5 Years (1-1-16 – 12-31-20)	1	James H. Davis	James H. Davis Anthony T. Williams
Piedmont Regional Jail Board	4 Years (1-1-16 – 12-31-19)	1	Jimmy Garnett	Jimmy Garnett
Piedmont Regional Jail Board Alternate	4 Years (1-1-16 – 12-31-19)	1	W.W. Bartlett	W.W. Bartlett
Crossroads Community Services Board	3 Years (1-1-16 – 12-31-18)	1	Tonya Blanton	Maurice D. Finney Mattie P. Wiley

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

**Attachments:** Citizen Volunteer Applications

**Recommendation:**

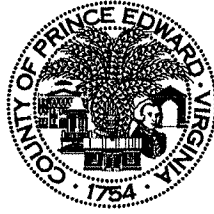
1. Make appointments to the Citizen Volunteer Positions.
2. Make a recommendation to the Circuit Court Judge for the appointment to the Board of Zoning Appeals.

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

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

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

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



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

Date 11/30/15

Name ROBERT CHRISTOPHER MASON

Home Address 1863 LOCKETT ROAD

City RICE State VIRGINIA Zip Code 23966

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

Home Telephone Number (434) 392-7500 FAX \_\_\_\_\_

E-Mail Address christophers1910@gmail.com

Present Employer CHRISTOPHER'S FINE ART AND FRAMING (SELF)

Business Address 111 E. SECOND STREET

City FARMVILLE State VIRGINIA Zip Code 23901

Business Telephone Number (434) 392-1910 FAX \_\_\_\_\_

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

*Optional Information Which May Prove Helpful:*

Occupation CUSTOM PICTURE FRAMER

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

Education: High School PRINCE EDWARD ACADEMY Year 1989

College/Technical School RANDOLPH-MARION COLLEGE Year 1993

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

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

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

Past Board, Commission, and Committee Assignments P.E. PLANNING COMMISSION

Professional, Civic, or Other Activities CITIZENS ADVISORY BOARD FARMVILLE POLICE DEPARTMENT, FARMVILLE UNITED METHODIST CHURCH FINANCE COMMITTEE

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

HAVE BEEN ON THE PLANNING COMMISSION FOR SEVERAL YEARS AND  
HAVE BEEN SERVING AS VICE-CHAIRMAN FOR MUCH OF THAT TIME

RECEIVED NOV 30 2015

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

NO

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

NO

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

**APPOINTED BY THE BOARD OF SUPERVISOR:**

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

**APPOINTED BY CIRCUIT COURT:**

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

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

  
Signature

11/30/15  
Date

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

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



# CITIZEN VOLUNTEER APPLICATION

FOR COUNTY BOARDS, COMMITTEES & COMMISSIONS

Name Anthony T. Williams Date 11-30-15

Home Address 176 St John's Rd

City Pamplin State VA Zip Code 23958

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

Home Telephone Number 434-664-7718 FAX \_\_\_\_\_

E-Mail Address PamplinVirginia@aol.com

Present Employer Longwood University

Business Address 201 High St

City Farmville State VA Zip Code 23958

Business Telephone Number 434-395-2455 FAX \_\_\_\_\_

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

Optional Information Which May Prove Helpful:

Occupation Compliance Officer

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

Education: High School Prince Edward Academy Year '82

College/Technical School VCU Year '86

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

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

Degrees/Other Business Administration

Past Board, Commission, and Committee Assignments IDA; Board of Appeals for Building Code

Professional, Civic, or Other Activities Pamplin VFD & EMS

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

I have served on two other boards for PE County and I would like to take on other civic challenges and represent our community to the best my abilities.

RECEIVED NOV 30 2015



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

No

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

No

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

APPOINTED BY THE BOARD OF SUPERVISOR:

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

Board of Zoning Appeals @

APPOINTED BY CIRCUIT COURT:

- Electoral Board
- Board of Zoning Appeals

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

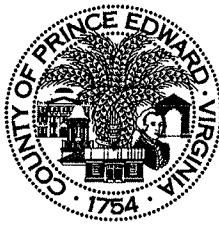
*Anthony J. Willie*  
Signature

11-30-15  
Date

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

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

September 2010



CITIZEN VOLUNTEER APPLICATION  
FOR COUNTY BOARDS, COMMITTEES & COMMISSIONS

Date 11-24-15

Name JAMES H. DAVIS

Home Address 409 FOURTH AVE

City FARMVILLE State VA Zip Code 23901

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

Home Telephone Number 484-392-3308 FAX \_\_\_\_\_

E-Mail Address JHD409@KINEV.NET

Present Employer PIEDMONT REGIONAL JAIL

Business Address P.O. DRAWER 388

City FARMVILLE State VA Zip Code 23901

Business Telephone Number 434-392-1601 FAX \_\_\_\_\_

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

Optional Information Which May Prove Helpful:

Occupation DIRECTOR OF COMPLIANCE & ACCREDITATION

Former Occupation, If Retired RICHMOND CITY JAIL

Education: High School DOVER HIGH SCHOOL Year 1958

College/Technical School BRIDGEWATER COLLEGE Year 1963

Graduate School UNIV. OF VIRGINIA Year 1967

Military Service RETIRED VA NATIONAL GUARD Years RET. 1997

Degrees/Other BS, MED

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

BOARD OF ZONING APPEALS

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

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

AGREED FOR REAPPOINTMENT

RECEIVED NOV 30 2015

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

NO

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

NO

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

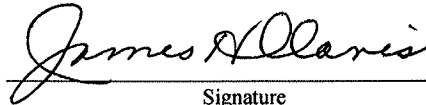
**APPOINTED BY THE BOARD OF SUPERVISOR:**

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

**APPOINTED BY CIRCUIT COURT:**

- Electoral Board
- Board of Zoning Appeals

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



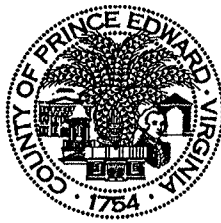
Signature

11-24-15

Date

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

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

Date 11-24-15

Name Jimmy Garnett

Home Address 5368 Lockett Rd.

City Rice State Va. Zip Code 23966

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

Home Telephone Number 434-392-6974 FAX \_\_\_\_\_

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

Present Employer self

Business Address 5368 Lockett Rd.

City Rice State Va. Zip Code 23966

Business Telephone Number 434-547-5534 FAX \_\_\_\_\_

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

Optional Information Which May Prove Helpful:

Occupation FARMER

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

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

College/Technical School \_\_\_\_\_ Year 4 years

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

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

Degrees/Other B.S. Dairy Science

Past Board, Commission, and Committee Assignments Supervisor, BZA, Board of Equalization

Professional, Civic, or Other Activities FARM Bureau

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

Board member of P.R.I. since 1988

REC'D 11/24/15

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

*NO*

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

*NO*

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

**APPOINTED BY THE BOARD OF SUPERVISOR:**

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

**APPOINTED BY CIRCUIT COURT:**

- Electoral Board
- Board of Zoning Appeals

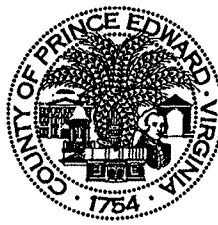
*By submitting this application to the County of Prince Edward, I hereby certify that all information contained herein is true and complete and I consent to the dissemination of this document to the general public.*

*Jimmy Hannett*  
Signature

*11-24-15*  
Date

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

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



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

Date 11/20/15

Name William W. Bartlett

Home Address 200 Meadowview Lane

City Farmville State VA Zip Code 23901

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

Home Telephone Number 434-547-8837 FAX 434-392-6683

E-Mail Address wbartlett@co.prince-edwards.va.us

Present Employer Prince Edward County

Business Address PO Box 382, Farmville, VA 23901

City Farmville State VA Zip Code 23901

Business Telephone Number 434-392-8837 FAX 434-392-6683

Which Address is Preferred for Mailings? Home  Office

Optional Information Which May Prove Helpful:

Occupation County Administrator

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

Education: High School Paducah Tilghman Year 1973

College/Technical School East Carolina University Year 1982

Graduate School Univ of Ark ; Naval Postgraduate Year \_\_\_\_\_

Military Service USMC Years 20

Degrees/Other B.S. + 2 M.S.

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

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

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

Use my financial and management skills to ensure the Jail is operated in the most efficient manner possible

Redd 11/24/15

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

*No*

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

*No*

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

**APPOINTED BY THE BOARD OF SUPERVISOR:**

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

**APPOINTED BY CIRCUIT COURT:**

- Electoral Board
- Board of Zoning Appeals

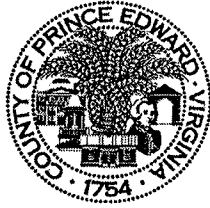
*By submitting this application to the County of Prince Edward, I hereby certify that all information contained herein is true and complete and I consent to the dissemination of this document to the general public.*

*W. Bastlett*  
Signature

*11/20/15*  
Date

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

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



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

Name MAURICE D. FINNEY Date 11-30-15  
 Home Address P.O. Box 1159  
 City PAMPHIN State VA. Zip Code 23958  
 Election District: Buffalo X Farmville 801 \_\_\_\_\_  
                           Hampden \_\_\_\_\_ Leigh \_\_\_\_\_  
                           Farmville 101 \_\_\_\_\_ Lockett \_\_\_\_\_  
                           Farmville 701 \_\_\_\_\_ Prospect \_\_\_\_\_  
 Home Telephone Number 434-248-6188 FAX \_\_\_\_\_  
 E-Mail Address N/A  
 Present Employer RETIRED  
 Business Address N/A  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
 Business Telephone Number \_\_\_\_\_ FAX \_\_\_\_\_  
 Which Address is Preferred for Mailings? Home \_\_\_\_\_ Office \_\_\_\_\_

Optional Information Which May Prove Helpful:

Occupation ADMINISTRATOR NOW  
 Former Occupation, If Retired FORMER EDUCATOR  
 Education: High School \_\_\_\_\_ Year \_\_\_\_\_  
                   College/Technical School \_\_\_\_\_ Year \_\_\_\_\_  
                   Graduate School VIRGINIA STATE UNIVERSITY Year 1979  
                   Military Service U.S. AIR FORCE Years 1964-68  
                   Degrees/Other DR. OF THEOLOGY

Past Board, Commission, and Committee Assignments Former Bd. member of R.R. Moton Museum, Crossroad Comm. Sec. representing P.E.C.  
 Professional, Civic, or Other Activities Member Life of Alpha Phi Alpha Fraternity, Secondary Education Association, United Way of Prince Edward Co. (Former member)

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

I wish to seek appointment to the Crossroad Community Service Board because I feel all individuals regardless of who they are have a right to the best treatment as anyone. No one should be held back from receiving the best care.

RECEIVED NOV 30 2015



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

NO

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

NO

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

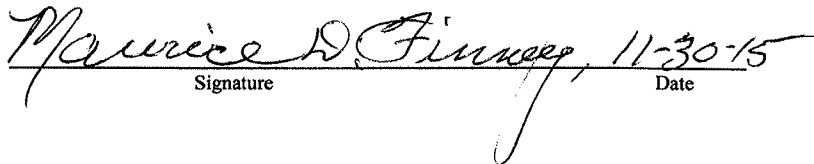
**APPOINTED BY THE BOARD OF SUPERVISOR:**

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

**APPOINTED BY CIRCUIT COURT:**

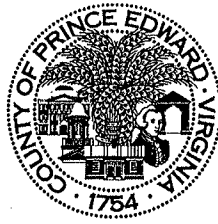
- Electoral Board
- Board of Zoning Appeals

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

  
 \_\_\_\_\_  
 Signature Date

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

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CITIZEN VOLUNTEER APPLICATION
FOR COUNTY BOARDS, COMMITTEES & COMMISSIONS

Date 06/01/2015

Name Mattie P. Wiley

Home Address 205 S. Virginia St.

City Farmville State Virginia Zip Code 23901

Election District: Buffalo Farmville 801 [checked]
Hampden
Farmville 101
Farmville 701 Prospect

Home Telephone Number 434-607-1783 FAX

E-Mail Address mattiewiley@yahoo.com

Present Employer Retired

Business Address N/A

City State Zip Code

Business Telephone Number N/A FAX

Which Address is Preferred for Mailings? Home [checked] Office

Optional Information Which May Prove Helpful:

Occupation Volunteer Eligibility worker Heart of Virginia Free Clinic

Former Occupation, If Retired Child Care Owner / Provider

Education: High School Prince Ed. / Port Washington Public School Year 1973

College/Technical School Southside Virginia Community College Year 1999

Graduate School Year N/A

Military Service Years N/A

Degrees/Other Junior yr Liberty University BA Degree (Business)

Past Board, Commission, and Committee Assignments Crossroads Service Board, Personal Committee, YMCA Board, PE Planning Commission, Past Farmville Town Council

Professional, Civic, or Other Activities Church member, NAACP Life member, YMCA member, enjoy gossip singing, love attending most benefit programs. Very active in the community

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

I feel the exposure and experience I have from being involved in the development of this project give me some knowledge of how the citizens of this county would like to see if the growth could continue and if so how it would provide proper prospective opportunities that could bring revenue into the area to lessen the possibility of increasing taxes here in PEC. I also believe that I communicate well with the citizens and will be an access to the CDA Board in serving the citizens.

RECEIVED JUN 02 2015

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

N/A

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

N/A

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

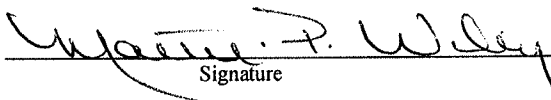
**APPOINTED BY THE BOARD OF SUPERVISOR:**

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

**APPOINTED BY CIRCUIT COURT:**

- Electoral Board
- Board of Zoning Appeals

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

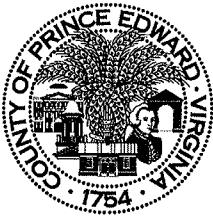
  
 \_\_\_\_\_  
 Signature

08/02/2015  
 \_\_\_\_\_  
 Date

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

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

**Meeting Date:** December 8, 2015  
**Item No.:** 13  
**Department:** Tourism  
**Staff Contact:** Magi VanEps  
**Issue:** Virginia's Retreat Resolution

**Summary:** As the Board is aware, travel and tourism is a growing segment in our local economy. Virginia's Retreat is the regional marketing consortium promoting tourism in the Counties of Amelia, Appomattox, Brunswick, Buckingham, Charlotte, Dinwiddie, Halifax, Lunenburg, Mecklenburg, Nottoway, Prince Edward and the City of Petersburg since 1993. The organization invests \$4,500 of annual dues per community in various marketing programs with the goal of increasing visitors to the multitude of amenities in our region. The \$54,000 per year of local funds, plus an additional \$26,000 per year from the Virginia Tourism Corporation Marketing Leverage Grant program have been combined to expand marketing, develop a new website and a new travel guide to help further attract visitors to the region and its communities. Currently, Virginia's Retreat is working on the development of a Music Trail, showcasing the bluegrass, country and folk music that are part of our region's heritage. There are many sites in the Virginia's Retreat region that could be brought together in a new "trail" enticing yet another segment of visitors to the region. As such, one of our key future goals of Virginia's Retreat is to create a brand, like *The Crooked Road* in Southwest Virginia, that visitors will recognize and respond to.

Over the last two years, Virginia's Retreat has worked with Southeastern Institute of Research, a marketing research firm out of Richmond, using more than \$100,000 in Tobacco Commission grant funds, along with a \$26,000 grant from Virginia Tourism Corporation, to develop the Strategic Tourism Plan exploring the future growth opportunities for Virginia's Retreat. The Executive Summary of the plan is attached. With ever tightening local budgets, there is little or no expectation that our local governing bodies will substantially increase the local funding Virginia's Retreat currently receives. One option, taken from the Strategic Plan is for Virginia's Retreat to obtain 501(c)3 status, enabling the organization to reach out to foundations, corporations and other potential funding sources to supplement the local funds. In 2-3 years, with this additional private funding, Virginia's Retreat could reach a threshold to hire an Executive Director, develop a recognizable brand, and create a targeted marketing campaign designed to increase tourism and visitation to the region on a much larger scale than current funding allows. The first step in that process is to inform our local governing bodies of this vision and to obtain approval to initiate the process. As we put the building blocks into place, we will keep local governing bodies apprised of our progress. In this way, we hope to build not only consensus and support from within, but excitement regarding growing our region into a destination in the Commonwealth of Virginia.

To date, the following seven member communities have adopted this resolution: Amelia, Appomattox, Brunswick, Buckingham, Charlotte, Dinwiddie and Lunenburg. It is my understanding that Mecklenburg is scheduled for Board presentation in December. Nottoway will discuss the resolution at a workshop in December;

**Attachments:** Draft Resolution  
 Virginia's Retreat Strategic Tourism Development Plan Executive Summary

**Recommendation:** Consider approval of the draft resolution.

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

**Resolution of Support for  
Virginia’s Retreat To Apply for Nonprofit Designation**

**WHEREAS**, in 1993 the Counties of Amelia, Appomattox, Buckingham, Cumberland, Dinwiddie, Nottoway, Prince Edward and the City of Petersburg came together to better promote the region’s tourism assets. Representatives from each county joined forces with the Virginia Tourism Corporation, the Virginia Division of State Parks and the National Park Service to design a regional approach; and

**WHEREAS**, from this collaboration came Virginia’s Retreat and the development of the Driving Tour of the Rout of Lee’s Retreat and the Civil Rights in Education Heritage Trail®; and

**WHEREAS**, since 2000, the Counties of Brunswick, Charlotte, Lunenburg, Halifax and Mecklenburg have joined this regional tourism consortium; and

**WHEREAS**, the Virginia’s Retreat region offers travelers meaningful historical attractions and an abundance of outdoor recreation; boasting the nation’s first Civil War History Trail, the Driving Tour of the Route of Lee’s Retreat and the Wilson-Kautz Raid Civil War Driving Tours, as well as the Civil Rights in Education Heritage Trail®; and

**WHEREAS**, the mission of Virginia’s Retreat is to market the recreational, historical, natural and scenic assets of the region; and

**WHEREAS**, Virginia’s Retreat has been successful for the past five years in obtaining matching Virginia Tourism Corporation Leveraging Marketing Grants to obtain a higher return on the investment of the member localities; and

**WHEREAS**, Virginia’s Retreat recently completed a two year strategic planning process funded by the Virginia Tobacco Commission; and

**WHEREAS**, one of the recommendations of the strategic plan was that Virginia’s Retreat should apply for nonprofit designation in order to fundraise, receive corporate donations, apply for more grant opportunities, and to increase to a higher level the return on investment so that Virginia’s Retreat can increase the tourism marketing activity for the region;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Supervisors of the County of Prince Edward supports the request from Virginia’s Retreat to apply for nonprofit designation.

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 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 8<sup>th</sup> day of December, 2015.*

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

ATTEST:

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



# Virginia's Retreat

## Strategic Tourism Development Plan

### *Executive Summary*

*November 2013*

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#### **STUDY BACKGROUND & PURPOSE**

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Virginia's Retreat contracted the Southeastern Institute of Research (SIR) and Decide Smart to create a research-inspired, long-term tourism development plan.

In 1993 the counties of Amelia, Appomattox, Buckingham, Cumberland, Dinwiddie, Nottoway, Prince Edward and the City of Petersburg came together to better promote the region's tourism assets. Representatives from each county joined forces with the Virginia Division of Tourism, the Virginia Division of State Parks and the National Park Service to design a regional approach. Out of this collaboration came Virginia's Retreat and the development of the Lee's Retreat trail. Since 2000, Brunswick, Charlotte, Lunenburg and Mecklenburg counties have joined this regional approach.

Together, these jurisdictions created one of Virginia's first regional tourism marketing programs and, in doing so, laid the groundwork for what is now a growing regional travel and tourism industry, one that is contributing to the economy, culture and quality of life across the region.

This document, *Virginia's Retreat Regional Tourism Development Plan*, builds on this foundation through a research-inspired strategic action plan. This plan leverages the region's existing tourism assets and visitation patterns while also pointing the industry towards product enhancements that will appeal to, and attract, a wider segment of visitors.

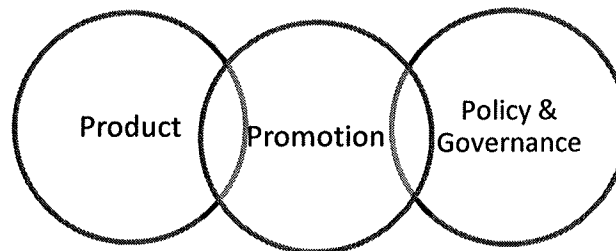
The following details the recommendations laid out in the Strategic Tourism Development Plan prepared for Virginia's Retreat that sets forth the optimal organizational structure, product mix and marketing to maximize tourism-related revenue for the Central and Southern Virginia region and its localities.

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## STRATEGIC RECOMMENDATIONS

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Over the years SIR has come to realize that while every regional strategic tourism development plan is unique, success is dependent on three interrelated components: these key factors are product, promotion and policy & governance.



**Product:** The existing and future product offerings and related benefits (experiences) that a region provides its visitors. This includes specific sites and packaged offerings like Lee's Retreat or the Civil Rights in Education Heritage Trail.

**Promotion:** Specific ways the region builds awareness and familiarity of its product offerings and invites potential visitors to experience the product and, ideally, visit the region again and tell others about it.

**Policy & Governance:** The manner in which a region's intellectual and financial resources are secured, organized and managed to enable it to achieve stated goals.

Recommendations for Virginia's Retreat are centered around these pillars.

### **1. Recognize Your Greatest Assets.**

Virginia's Retreat already has the marquee assets to draw people today. The Civil War Museum, Appomattox Court House, Appomattox Museum of the Confederacy and the Petersburg National Battlefield are leading attractions based on visitor-intercept research results. This strategy recognizes that there are over 100 plus travel and tourism assets in the Virginia's Retreat region and the best way to drive visitation to all of these assets is to first capture people's attention and desire to visit the region's marquee assets. From here, a larger number of visitors can be cross-sold other experiences. This strategy is based on the adage "A rising tide lifts all the ships in the harbor."

### **2. Build Your Product Offerings For New Markets Tomorrow.**

Future products and promotions should be focused on making historic attractions and destinations relevant to new audiences – what younger generations want – outdoor recreation, wineries/breweries, shopping, etc.



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### Partnership with Bike Virginia

- Apply for a Virginia Tourism Corporation (VTC) grant to get the base biking program organized – this is in progress.
  - Route planning, proposed program logo and signage graphics, stickers, brochures, etc.
- Meet with Bike Virginia to finalize details and prepare a preliminary agreement.
- Organize the base program and phased roll-out plan.
- Solicit corporate partners and grant funders.
- Implement plan.

Agritourism – any attraction or operation that brings visitors to a farm:

- Investigate local interest among economic development and tourism industry.
- Consider holding a Virginia Agritourism summit.
  - Profile successful Virginia agritourism farms.
  - Invite U.S. Department of Agriculture – they have a guide to help farmers start agritourism programs.
  - Invite USDA - they have grant programs to help farms start agriculture ventures.
- Create a “how to” toolkit for all regional farms.

### **3. Focus Today's Marketing on Your Marquee Assets.**

Today's current marketing and promotion simply lists all assets in the region by County but spends little time building the overall regional brand – what is Virginia's Retreat?

Recommended positioning for today's product:

*“The Region Where the Civil War Ended, Civil Rights Began,  
with 100's of Other Things to See and Do.”*

### **4. Create a More Effective Naming Architecture.**

Include with the name “Virginia's Retreat”, this statement: “Tourism Region in Southern Virginia.” This will highlight the fact that Virginia's Retreat is not a resort but a region.

Using this tagline will highlight the biggest regional draws and all of the things to see and do:

*“Where the Civil War Ended, Civil Rights Began and Your Adventures Unfold”*

This positioning leads with Virginia's Retreat's most recognizable travel assets or “hooks” to get attention and then sets up the rest of the story – the hundreds of other things to see and do, tying in all of the county/city attractions across the region.

This tagline allows for social media and county/city flexibility to tie back to major activities and experiences by simply changing “your” to “my biking adventure” or “my fishing adventure,” etc.

County/Cities	Key Travel Asset(s)	Where your (____) Adventure Unfolds
Amelia	<ul style="list-style-type: none"> <li>• Mining – gems and minerals</li> <li>• Wildlife Rehabilitation</li> <li>• Sailor’s Creek State Park</li> </ul>	“Where your <u>outdoor</u> adventure unfolds”
Appomattox	<ul style="list-style-type: none"> <li>• Numerous Civil War Museums &amp; Attractions (the Surrender)</li> <li>• Pottery</li> </ul>	“Where your <u>history</u> adventure unfolds”
Brunswick	<ul style="list-style-type: none"> <li>• Fort Christanna</li> <li>• Lakes &amp; Rivers (Birding, fishing, boating)</li> <li>• Rails to Trails</li> </ul>	“Where your <u>fishing</u> adventure unfolds”
Buckingham	<ul style="list-style-type: none"> <li>• Cowboy Day</li> <li>• Historic Buckingham</li> </ul>	“Where your <u>rodeo</u> adventure unfolds”
Charlotte	<ul style="list-style-type: none"> <li>• Museums</li> <li>• Cycling</li> <li>• Annefield Winery</li> </ul>	“Where your <u>cycling</u> adventure unfolds” “Where your <u>wine tasting</u> adventure unfolds”
Dinwiddie	<ul style="list-style-type: none"> <li>• Virginia Motorsports Park</li> <li>• Pamplin Historical Park (re-enactments)</li> <li>• Lake Chesdin</li> <li>• Foxhunting</li> </ul>	“Where your <u>auto-racing</u> adventure unfolds”
Halifax	<ul style="list-style-type: none"> <li>• VIR, South Boston Speedway</li> <li>• Berry Hill Resort</li> <li>• The Prizery</li> <li>• Antiquing</li> </ul>	“Where your <u>racing</u> adventure unfolds” “Where your <u>antiquing</u> adventure unfolds”
Lunenburg	<ul style="list-style-type: none"> <li>• No Limits Skydiving</li> <li>• Fishing</li> <li>• Horseback riding</li> </ul>	“Where your <u>skydiving</u> adventure unfolds”
Mecklenburg	<ul style="list-style-type: none"> <li>• Kerr Lake/Buggs Island (canoeing, boating, fishing)</li> <li>• Tobacco museum</li> </ul>	“Where your <u>outdoor</u> adventure unfolds”
Nottoway	<ul style="list-style-type: none"> <li>• Historic Downtown</li> <li>• Hunting and fishing</li> <li>• Arts and Crafts Festival</li> </ul>	“Where your <u>hunting &amp; fishing</u> adventure unfolds”
Petersburg City	<ul style="list-style-type: none"> <li>• National Battlefield</li> <li>• Antiquing</li> </ul>	“Where your <u>antiquing</u> adventure unfolds”
Prince Edward	<ul style="list-style-type: none"> <li>• High Bridge Trail</li> <li>• Farmville</li> <li>• Moton Museum</li> </ul>	“Where your <u>bicycling</u> adventure unfolds”

Additional recommendations include:

- Refine the Virginia’s Retreat logo.
- Include the new tagline with logo.
- Increase signage and logo appearance around counties.
- Link all attractions and localities to Virginia’s Retreat.

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## **5. Help Prospective Visitors Create (See) Experiences.**

Focus should be built on three specific audiences: 1) Gen X families, Boomer couples and older Millennials. Build itineraries and packages specific to each audience. Develop suggested itineraries to cross sell other attractions based on types of visitors (Boomer couples, Gen X families) and desired trips (historic only, recreation only, mix).

## **6. Hyper-Focus on Digital Marketing.**

- Invest in the Virginia's Retreat website.
  - Enhance the user experience.
  - Create interactive and informative content.
  - Include video.
  - Provide suggested itineraries.
  - Provide more social network activities.
  - Invite visitor content.
  - Keep the website current and ever changing.
- Let the region's website help answer the question for each visitor – which adventure do they want to have unfold?
- Use Search Engine Optimization (SEO).
  - Google 1.0 – use key words and establish high number of linked content.
  - Google 2.0 – develop online content around the destination – quality of content provided.
  - Google 3.0 – enhance the user experience – create interactive and informative content, social network activities, video-content, etc.
- Co-market with the region's main attractions. Virginia's Retreat should be linked from featured attraction sites and should populate in Google searches for those attractions.

## **7. Hyper-Connect with VTC and the State's Considerable Resources.**

Virginia's Retreat pulls visitors from a similar area as VTC. Virginia's Retreat does not have the funds or capacity for a targeted marketing campaign. As such, they should heavily tie-in to VTC promotion efforts to promote the Virginia's Retreat name and region. VTC offers multiple advertising and media co-op buy-in opportunities to be promoted in major publications and networks.

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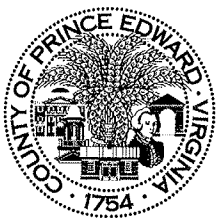
## **8. Restructure Policy and Governance for Greater Impact Today and for Years to Come.**

- Request that Virginia's Retreat board endorse the funding and governance plan as a "Straw Man Plan".
- Conduct ROI Study to enhance the detailed "Straw Man Plan".
- Share "Straw Man Plan" document with all current funding partners and potential businesses and destinations – to become lead partners and full members.
- Request input and suggestions.
- Formally request current members to approve final plan.
- Formally invite new members. Establish 501(c)(3).
- Keep all members informed throughout the process.

## **SUMMARY**

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Virginia's Retreat has come a long way since its beginnings in 1993. This plan is the natural evolution of Virginia's Retreat's regional marketing program. As the travel and tourism industry has matured, it has become clear that the region's tourism industry is a significant contributor to the economy. It is incumbent upon the members of Virginia's Retreat to continue to nurture this source of revenue, jobs and the region's overall quality of life. To this end, this plan provides a path forward.



County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** December 8, 2015  
**Item No.:** 14  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett  
**Issue:** County Administrator's Report

**Summary:**

a. YMCA LOAN AGREEMENT

In February 2014 the YMCA requested the County to assist in the restructuring of the YMCA's existing debt. This would have required Prince Edward County to either co-sign for a new loan or provide the funds to pay off the existing debt with the YMCA repaying that amount. The Board of Supervisors were reluctant to agree to either of those options instead on February 11, 2014, the Board of Supervisors agreed to provide a loan of \$50,000 per year for three years with repayment to begin five years after the first payment on terms to be determined. The second and third installments of the loan were contingent on a bi-annual review by the YMCA Committee to ascertain if the YMCA had made adequate progress in addressing their cash-flow challenges. The first installment of the loan was paid on February 21, 2014.

On September 8, 2015, the Board of Supervisors voted not to approve the release of additional funds to the YMCA. As of this date no formal repayment agreement exists concerning the \$50,000 loan. Attachment 1 contains a proposed Promissory Note between the Prince Edward County IDA and the YMCA for the repayment of the \$50,000. The Note requires repayment in one installment, That structure was recommended because it allows the YMCA 5 years from the date of the loan (over 3 years from today) to make adjustments/preparations to be able to repay the loan.

**Attachments:** Promissory Note with the Southside Virginia Family YMCA

**Recommendation:** The Board will wish to review the Promissory Note and if found appropriate forward to the Prince Edward County IDA recommending the Note be enacted with the stipulation the YMCA Board pass a resolution authorizing the Executive Director, or another person so designated, to sign the note on their behalf and to repay the County.

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



## PROMISSORY NOTE

\$50,000

**Farmville, Virginia**

**December 8, 2015**

FOR VALUE RECEIVED, the undersigned, Southside Virginia Family YMCA, promises to pay to the Prince Edward County Industrial Development Authority, or order the principal sum of Fifty Thousand and no/100ths Dollars (\$50,000), with no interest on the unpaid balance until paid. The said principal shall be payable at the Prince Edward County Industrial Development Authority in care of the Prince Edward County Administrator at P.O. Box 382, Farmville, Virginia 23901 or such other place as the holder may designate in writing in annual installments of principal beginning on March 1, 2019. The amount of the payment due under the terms of this note shall be \$50,000, at which time the entire indebtedness shall be paid in full. Southside Virginia Family YMCA shall have the right to pre-pay this note without penalty.

The holder of this note may collect a "late charge" of 5% of any installment more than ten (10) days in arrears to cover the extra expenses involved in handling delinquent payments.

In the event of default hereunder, then unpaid principal balance and any unpaid late charges thereon, may, at the option of the holder of this note, and without notice, be declared and become at once due and payable. Any failure by the note holder to exercise such option shall not be deemed a waiver of the right to exercise the same in the event of any subsequent default or breach.

This note is unsecured.

Each and every maker and endorser of this note severally waives presentment, demand, protest and notice of dishonor, as well as the benefit of any exemption under the homestead laws, and agrees to remain bound for the payment hereof notwithstanding any agreement or agreements for the extension of the due date of any said installments, in whole or in part, made by the holder before, on, or after maturity thereof, even though without their or any of their consent, or without notice to them or any of them, but reserve the right of anticipation, and agrees to pay all attorney fees if placed in the hands of an attorney for collection.

The Board of Directors of the Southside Family YMCA has authorized Jane Schirmer, President and CEO, to execute this promissory note on behalf of the Southside Virginia Family YMCA as evidenced by a resolution of the Board of Directors dated \_\_\_\_\_, a copy of which is attached hereto and made a part hereof.

WITNESS the following signature and seal:

**SOUTHSIDE VIRGINIA FAMILY YMCA**

BY: \_\_\_\_\_ (Seal)  
**JANE SCHIRMER, PRESIDENT, CEO  
AND DULY AUTHORIZED AGENT**

City/County of \_\_\_\_\_  
Commonwealth of Virginia  
AT LARGE, to wit:

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of  
\_\_\_\_\_ 20 \_\_\_\_\_, by \_\_\_\_\_.  
*(Name of person seeking acknowledgment)*

\_\_\_\_\_  
Signature of Notary

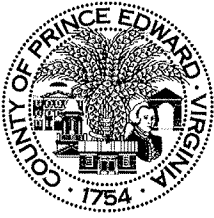
Notary Seal

Notary registration number: \_\_\_\_\_

My commission expires: \_\_\_\_\_







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

**Meeting Date:** December 8, 2015  
**Item No.:** 15  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett  
**Issue:** Closed Session

**Summary:**

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

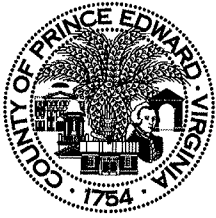
1. For discussion of the disposition of publicly-held real property in the Prince Edward County Industrial Park, where discussion in an open meeting would adversely affect the negotiating strategy of the County, pursuant to the exemption provided for in Section 2.2-3711(A)(3) of the *Code of Virginia*; and
2. For consultation with legal counsel pertaining to probable litigation concerning a personnel matter, pursuant to the exemption provided for in Section 2.2-3711(A)(7) of the *Code of Virginia*; and
3. For discussion of the award and the scope of a public contract for facilitator services for the Board's strategic planning process, involving the expenditure of public funds, where the discussion in an open session would adversely affect the negotiating strategy of the public body, pursuant to the exemption provided for in Section 2.2-3711(A)(29) of the *Code of Virginia*.

**Attachments:**

**Recommendation:** Convene in Closed Session.

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





County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: December 8, 2015  
Item No.: 16  
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. Tourism

Recommendation:

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

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

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

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



## Animal Control Monthly Report

**"November 2015"**

<b>Dogs</b>		<b>Wildlife</b>	
Surrendered	15	Handled	0
Picked Up	18	Euthanized	0
Claimed By Owner	5	Rabies Case	0
Adopted	1		
Died in Kennel	0	<b>Livestock</b>	
Euthanized	7	Returned to Owner	0
Transferred to SPCA	20	Died in Kennel	0
Dead on Arrival	0	Adopted	0
Escaped from Shelter	0	<b>Fees Collected</b>	\$0.00
Seized	0		
<b>Fees Collected</b>	<b>\$150.00</b>	<b>Other Companion Animals</b>	
		Returned to Owner	0
<b>Cats</b>			
Surrendered	21	<b>Number of Calls to Shelter</b>	120
Picked Up	0	<b>Summons Issued</b>	6
Claimed By Owner	0	<b>Warrants Served</b>	0
Adopted	0	<b>Days in Court</b>	0
Euthanized	5	<b>Nuisance Dogs</b>	9
Died in Kennel	0	<b>Dangerous Dogs</b>	0
Transferred to SPCA	16		
Dead on Arrival	0		
<b>Fees Collected</b>	<b>\$0.00</b>	<b>Total Fees Collected</b>	<b>\$150.00</b>

**Bill the Town of Farmville**  
 0 cat housed (0 days each)  
**Total** \$0.00

*S. Ray Foster, Animal Control Officer*

# BUILDING OFFICIAL

Permits Issued Report  
11/01/2015 Through 11/30/2015

ADDITIONS	- Issued	3
	- Value	\$95,285.00
	- Permit Fees	\$231.00
	- 2.00% STATE TAX	\$4.62
	- Fees Collected	\$.00
CHURCH (ADD/REN/E/P/M)	- Issued	1
	- Value	\$11,000.00
	- Permit Fees	\$124.80
	- 2.00% STATE TAX	\$2.50
	- Fees Collected	\$.00
ONE & TWO FAMILY DWELLING	- Issued	1
	- Value	\$136,230.00
	- Permit Fees	\$369.60
	- 2.00% STATE TAX	\$7.39
	- Fees Collected	\$.00
ELECTRICAL	- Issued	11
	- Value	\$6,100.00
	- Permit Fees	\$620.00
	- 2.00% STATE TAX	\$12.40
	- Fees Collected	\$.00
FARM BUILDINGS	- Issued	1
	- Value	\$8,000.00
	- Permit Fees	\$.00
	- 2.00% STATE TAX	\$.00
	- Fees Collected	\$.00
MECHANICAL	- Issued	4
	- Value	\$2,000.00
	- Permit Fees	\$200.00
	- 2.00% STATE TAX	\$4.00
	- Fees Collected	\$.00
MECHANICAL/GAS	- Issued	2
	- Value	\$65,200.00
	- Permit Fees	\$150.00
	- 2.00% STATE TAX	\$3.00
	- Fees Collected	\$.00
MANUFACTURED HOMES	- Issued	3
	- Value	\$212,200.00
	- Permit Fees	\$427.60
	- 2.00% STATE TAX	\$8.55
	- Fees Collected	\$.00
OCCUPANCY	- Issued	1
	- Value	\$.00
	- Permit Fees	\$50.00
	- 2.00% STATE TAX	\$1.00
	- Fees Collected	\$.00
PLUMBING	- Issued	4
	- Value	\$2,000.00
	- Permit Fees	\$200.00
	- 2.00% STATE TAX	\$4.00
	- Fees Collected	\$.00
REMODELING	- Issued	1
	- Value	\$15,468.00
	- Permit Fees	\$75.00
	- 2.00% STATE TAX	\$1.50
	- Fees Collected	\$.00
TANK REMOVAL	- Issued	1
	- Value	\$500.00
	- Permit Fees	\$50.00
	- 2.00% STATE TAX	\$1.00
	- Fees Collected	\$.00
IN LIEU OF SOIL & EROSION	- Issued	2
	- Value	\$.00
	- Permit Fees	\$.00
	- Fees Collected	\$.00
Total Permits - Issued		35
Total Permits - Value		\$553,983.00
Total Permits - Permit Fees		\$2,498.00
Total Permits - Sales Tax 2%		\$ 49.96
		<b>\$ 2,547.96</b>

INSPECTIONS FOR NOVEMBER 45

# PRINCE EDWARD COUNTY CANNERY

7916 Abilene Road  
Farmville, Virginia 23901

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

## November 2015 Cannery Report

Cannery report is as follows:

1049 (qts.)	@.48 =	\$503.52
163 (pts.)	@.40 =	\$65.20
40 Gallons	@1.25=	\$50.00
25 Patrons usage	@1.00 =	\$25.00
30% out of County =		\$16.55
Non-processing fees =		\$20.00
199 LBS. Meat Cut	@.25=	\$49.75

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**Total**

**\$730.02**

P. Gulick

kef



# Virginia Food Works

*Commercial Management at Prince Edward County Cannery*

Emily Wells  
Commercial Manager  
(434) 547-4280

## ***November 2015 Summary***

In November, Virginia Food Works hosted a wholesale open house at the Cannery in order to introduce buyers and business owners to clients of the Cannery. This event was covered in both the Southside Messenger and Farmville Herald, on November 19<sup>th</sup>-25<sup>th</sup> and November 27<sup>th</sup> respectively.

November Revenue: \$235.00

Interested parties: 4

Clients: 2

Days Used for Commercial Activity: 2

Products Created:

- Cranberry Syrup
- Cranberry Sauce
- Marinara Sauce

Other services provided:

- Led educational tour of Cannery for local home schooling group.
- Developed grant proposal to diversify commercial kitchen access in Virginia's Central/Piedmont regions.
- Connected local businesses with products created at the Cannery.

## Tourism & Visitor Center Monthly Report for November 2015

VIRGINIA'S HEARTLAND REGIONAL VISITOR CENTER GUESTBOOK SIGNINGS:					
	Virginia Guests	Other States	Other Countries	Total Guests	Average Visitors per Month:
YTD 2015	3,852	1161	87	5,100	463.6
2014	4,120	610	166	4,896	408.0
Total / 11 Months Total / ALL of 2014					
<b>Virginia's Retreat Passport Program:</b> Passports redeemed this month: 8 Passports redeemed YTD: 230					

Stacked Arms Pins:	
This Month: 235	
YTD: 3,906	

Requests for Information:						
	Phone Inquiries	Mail Requests	Emailed Requests	Center Visits	Tablet/Cell Web Hits	Monthly Totals:
November 2015	23	83	12	184	1840	2,142
November 2014	47	119	14	286	1649	2,115
% Difference	-51.06%	-30.25%	-14.29%	-35.66%	11.58%	1.28%

TOTAL YTD						
2015 YTD	884	2,269	268	5,100	18,948	27,469
2014 YTD	583	4,736	366	4,658	9,931	20,274
% Difference	51.63%	-52.09%	-26.78%	9.49%	90.80%	35.49%

**Report to December Board of Supervisors:**

- As the year draws to an end, we see that overall interest in Prince Edward County continues to increase year over year. The only statistics to decrease are the requests for information being mailed or emailed out. Because of the consistently increasing interest in the county's tourism pages, I believe that is the balance being struck. Visitors are relying far more heavily on digital over print media. That's why the three marketing consortiums Prince Edward is involved with - Virginia's Retreat, The Best Part of the Civil War ... The End, and The Heart of Your Adventure, will be focusing more on digital in the upcoming calendar year.

- According to Virginia Tourism Corporation, we are one of 74 Certified Visitor Centers in Virginia. That number is up from 68 centers this time last year. What that means to us is that there are 6 more Visitor Centers required to host The Heart of Your Adventure brochure which showcases what Prince Edward County has to offer. That is exposure we could not get without the State Certification. Also through Certification, our brochure is found in the eleven Virginia Welcome Centers which see an average of 11,000,000 visitors annually. The cost to place a standard 4X9 brochure in these Welcome Centers is \$1,200 a year, which is waived because we are a Certified Visitor Center. Granted, we do not see 11,000,000 brochures handed out annually, however, our locale is visible to that number of visitors who may pick one up, or who may "see" us on their phone or tablet, helping to explain the uptick in visits to our website..