



**PRINCE EDWARD COUNTY
BOARD OF SUPERVISORS
January 12, 2016**

AGENDA

7:00 p.m.	1.	The County Administrator will call the <u>January</u> organizational meeting to order.	1
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	3.	Pledge of Allegiance	1
	4.	Election of Chair	3
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	8.	Selection of Operating System: Committees or Committee-of-the-Whole	3
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(NOTE: Additional agenda items may be added to the Table Pack is available for review after 4:30 p.m. on Tuesday, January 12, 2016.)



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

Meeting Date: January 12, 2016
Item No.: 1, 2, 3
Department: Board of Supervisors
Staff Contact: W.W. Bartlett
Issue: Call To Order, Invocation, Pledge of Allegiance

Summary: The County Administrator will call to order the **January** meeting of the Prince Edward Board of Supervisors, ask for an invocation, and lead the Pledge of Allegiance.

Attachments:

Recommendation:

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



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

Meeting Date: January 12, 2016
Item No.: 4 - 9
Department: Board of Supervisors
Staff Contact: W.W. Bartlett
Issue: Board Organization

Summary: The first meeting in January of each year is the organizational meeting of the Board of Supervisors. The Board will wish to act on the following agenda items:

4. Elect a Chair -- Two-year term of office.
5. Elect a Vice Chair -- Two-year term of office.
6. Set Day, Time and Place of Regular Board Meetings. (*Historically, the second Tuesday of each month at 7:00 p.m.*)
7. Adopt Board By-Laws – The County Attorney updated applicable *Code* sections in the Board By-Laws. Additionally, the Board’s 2015 amendment requiring a second to every motion is also represented in the section entitled “TAKING THE VOTE”. Please review the attached draft By-Laws closely for the proposed amendments.
8. Establish an Operating System – The By-Laws of the Board state that “*at the January meeting of each year, the Board shall vote whether to operate with a system of standing committees during the year. If it does, the Board shall specify the name, composition, and function of each of the several committees.*” If the Board votes not to have standing committees, it may act as a “committee-of-the-whole”.
9. Appointments: Personnel Committee & Finance Committee
 - In 2004, the Board established the creation of a “standing” Personnel Committee, the members of which are appointed at the Board’s organizational meeting in January of each year. (2015 Committee – Simpson, Timmons, Townsend)
 - In 2014, the Board established the creation of a “standing” Finance Committee, the members of which are appointed at the Board’s organizational meeting in January of each year. (2015 Committee – Cooper-Jones, Jones, Simpson, Timmons)
 - In July 2015, the Board established the “standing” Land Development Committee. (2015 Committee – Timmons, Townsend, Wilck)

Attachments: By-Laws of the Board of Supervisors (*as revised by County Attorney*)

Recommendation: Board action.

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



COUNTY OF PRINCE EDWARD, VIRGINIA

BYLAWS OF THE BOARD OF SUPERVISORS

I. ATTENDANCE AND ADJOURNMENT

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

A majority of the members of the Board shall constitute a quorum and must be present to proceed to business. A smaller number of members may adjourn or send for absentees. Special meetings of the Board may be called in accordance with Section ~~15.2-1418~~ ~~15.1-538~~ of the Code of Virginia, 1950, as amended.

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

II. CHAIRMAN AND VICE-CHAIRMAN

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

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

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

III. CLERK

The County Administrator shall serve as Clerk to the Board.

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

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

IV. ORDER OF BUSINESS

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

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

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

V. PREPARATION OF AGENDA

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

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

VI. CONSENT AGENDA

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

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

VII. CONDUCT OF BUSINESS

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

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

VIII. TAKING THE VOTE

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

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

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

The *Code of Virginia*, 1950, as amended, Title **2.2, Chapter 31. (State & Local Government Conflict of Interest Act) 2.1, Chapter 40.2, Section 639.30 et seq** shall control with respect to a member's participation and voting. ~~(Conflict of Interest Section 2.1-639.30 et al, Code of Virginia, 1950, as amended.)~~

IX. RECONSIDERATION

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

X. WITHDRAWAL OF EXHIBITS

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

XI. MANUAL AND RULES

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

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

XII. APPOINTMENTS

All appointments of Board representatives to commissions, authorities, committees, etc. shall be made once the individual leaves the position or on expiration of his term, and not later than two meetings after the individual has left. The Board shall attempt to honor appointments from representative districts and shall not discriminate based on sex, age, handicap, race, or origin.

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

Board may amend the Chairman's nominations and shall confirm the assignments. Standing committees shall consider such matters as referred by the Board, and shall report at regular meetings of the Board.

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

XIII. PUBLIC HEARINGS

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

XIV. CLOSED SESSIONS

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

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

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

ROBERT'S RULES OF ORDER, NEWLY REVISED

PROCEDURE IN SMALL BOARDS

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

- Members are not required to obtain the floor before making motions or speaking, which they can do while seated.
- ~~Motions need not be seconded.~~
- There is no limit to the number of times a member can speak to a question, and motions to close or limit debate generally should not be entertained.
- Informal discussion of a subject is permitted while no motion is pending.

- Sometimes, when a proposal is perfectly clear to all present, a vote can be taken without a motion having been introduced. Unless agreed to by general consent, however, all proposed actions of a board must be approved by vote under the same rules as in other assemblies, except that a vote can be taken initially by a show of hands, which is often a better method in such meetings.
- The chairman need not rise while putting questions to vote.
- The chairman can speak in discussion without rising or leaving the chair; and, subject to rule or custom within the particular board (which should be uniformly followed regardless of how many members are present), he usually can make motions and usually votes on all questions.

EFFECT OF PERIODIC PARTIAL CHANGE IN BOARD MEMBERSHIP

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

As Amended: January 8, 2008
January 14, 2014
January 13, 2015
| January 12, 2016 (proposed)



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

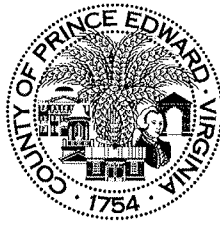
Meeting Date: January 12, 2016
Item No.: 10
Department: Board of Supervisors
Staff Contact: W.W. Bartlett
Issue: Adoption of Board Rules of Procedure for Public Hearings

Summary: Attached for your consideration are the Board’s *Rules of Procedure for Public Hearings*. While these have historically been adopted annually, the Board typically does not strictly adhere to this protocol (specifically the order of speakers). Board members may wish to consider reviewing these to determine if it wishes to amend them and/or establish new procedures for Public Hearings that are more in keeping with the Board’s general practices.

Attachments: Board of Supervisors Rules of Procedure for Public Hearings

Recommendation: Approval.

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



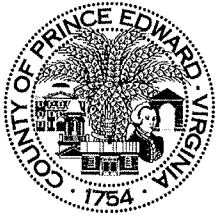
Mission Statement of the Board of Supervisors of the County of Prince Edward

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*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.*

## **PUBLIC HEARING RULES OF PROCEDURE**

1. The order of presentation shall be as follows, unless varied by the Chairman.
  - a. Staff report.
  - b. Applicant's presentation.
  - c. Comments, statements or presentations from members of the public. The order of speakers will be:
    - 1) Those in support of the matter,
    - 2) Those with questions or concerns,
    - 3) Those opposed,
    - 4) Rebuttals (limited by the Chair as to number and time-see below),
    - 5) Questions by the Board members of speakers.
  - d. Additional rules:
    - The Chair can permit speaking out of the order in #c above as deemed necessary to enable the public to fully participate.
    - Speakers must stand at the podium and address the Board.
    - All comments shall be directed to the members of the Board of Supervisors. Debate is prohibited. This includes debate among speakers or speakers/Board members/staff.
    - Presentation by the applicant and other speakers shall be limited to a time set by the Chairman.
    - Additional time, for any portion, may be granted at the discretion of the Chairman.
    - The Chair will set the number of minutes permitted for rebuttal and has the discretion to change the number.
    - The Chair has the authority to limit or decrease time for any portion of the public hearing due to the number of potential speakers, or repetition, or any other concern.
    - Remarks shall be confined to the matter under discussion and shall be relevant.
2. Speakers arriving after the commencement of the hearing and/or who are not on the sign-up sheet will be recognized at the discretion of the Chairman.
3. Repetitive testimony is discouraged.
4. The Chairman shall have the authority to end a presentation that violates these rules or for other cause.
5. Following discussion of all matters considered in the public hearing, the Board members will consider one of three actions regarding each matter:
  - i. Approval (with conditions, as applicable);
  - ii. Denial; or
  - iii. Table for further review.
6. Once the public comment period has been closed, no further public input will be permitted unless clarification is requested by a Board member. The response shall address only those questions raised by the member.



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

**Meeting Date:** January 12, 2016  
**Item No.:** 11  
**Department:** Board of Supervisors  
**Staff Contact:** W.W. Bartlett  
**Issue:** Adoption of Protocol for Public Participation

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**Summary:** The Board will wish to consider the adoption of the Protocol for Public Participation.

**Attachments:** Board of Supervisors Protocol for Public Participation

**Recommendation:** Approval.

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

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

Pride \_\_\_\_\_  
Simpson \_\_\_\_\_  
Timmons \_\_\_\_\_

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



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

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

## **PROTOCOL FOR PUBLIC PARTICIPATION**

- The Board of Supervisors sets aside twenty (20) minutes near the beginning of each regular board meeting for citizen comment.
- This regular agenda item is termed "Public Participation". During this period the Board receives comment from any citizen of Prince Edward County on any matter not scheduled for a public hearing.
- This is an opportunity for citizens to speak and the Board to listen carefully to citizen expressions of concern and opinion.
- Citizens may ask questions of the Board or individual Board members; however, Public Participation is not designed to allow debate between Board members and citizens.
- Citizens are expected to conduct research on topics prior to Board meetings and this forum provides citizens with an opportunity to inform elected officials of their findings and positions on matters of public interest and concern.
- Citizens wishing to speak during Public Participation are asked to please sign the Public Participation register prior to the beginning of the meeting.
- Citizens are respectfully requested to state their full name and address for the record.
- The Chairman of the Board will establish the order of speakers and will maintain decorum.
- Citizens shall speak for a maximum of five (5) minutes, unless more time is granted by the Chair.
- In the event that more than four (4) speakers wish to be heard during citizen's time, the Chairman shall allocate the twenty (20) minutes among speakers in an equitable manner. An extension to the twenty (20) minute limit can be granted by the Chair.
- Comments from citizens who are not residents of Prince Edward County will be entertained once all County residents are heard.
- Signs, placards, posters or like material are not permitted in the Board Chamber, adjoining areas or County offices.
- The Board asks that citizens remain seated during the meeting unless called upon to stand for recognition as a speaker, official duties, physical necessity, or to enter or leave the meeting.
- The use of profane, vulgar, obscene or threatening speech is not permitted and can result in removal from the meeting.
- Citizens are requested to turn off or deactivate the sound from all cell phones, pagers, or other electronic communication devices.
- Should you require special accommodations in order to participate in a Board meeting, please contact the Prince Edward County Administrator's Office at 434-392-8837.

Adopted: 2006



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

**Meeting Date:** January 12, 2016  
**Item No.:** 12  
**Department:** Board of Supervisors  
**Staff Contact:** W.W. Bartlett  
**Issue:** Adoption of Protocol for Board of Supervisors Comments

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**Summary:** The Board will wish to consider the adoption of the Protocol for Board of Supervisors Comments.

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

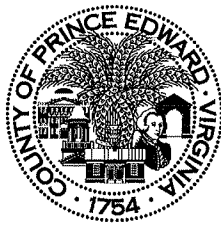
**Recommendation:** Approval.

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

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

Pride \_\_\_\_\_  
Simpson \_\_\_\_\_  
Timmons \_\_\_\_\_

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



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

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

**PROTOCOL FOR BOARD OF SUPERVISORS COMMENTS**

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

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





County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** January 12, 2016  
**Item No.:** 13  
**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 \_\_\_\_\_

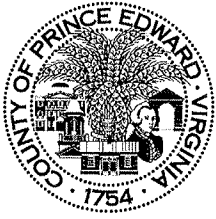
Cooper-Jones \_\_\_\_\_  
 Gray \_\_\_\_\_  
 Jones \_\_\_\_\_

Pride \_\_\_\_\_  
 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:** January 12, 2016  
**Item No.:** 14  
**Department:** Board of Supervisors  
**Staff Contact:** W.W. Bartlett  
**Issue:** Board of Supervisors Comments

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

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

**Recommendation:** None.

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

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

Pride \_\_\_\_\_  
Simpson \_\_\_\_\_  
Timmons \_\_\_\_\_

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



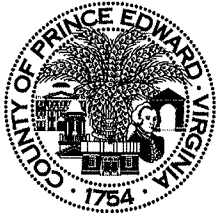
*Mission Statement of the Board of Supervisors of the County of Prince Edward*

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

**PROTOCOL FOR BOARD OF SUPERVISORS COMMENTS**

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

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



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

**Meeting Date:** January 12, 2016  
**Item No.:** 15-a  
**Department:** Treasurer  
**Staff Contact:** Donna Nunnally  
**Issue:** Treasurer's Report

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

**Attachments:** November 2015 Treasurer's Report

**Recommendation:** Approval

|              |                    |               |                |
|--------------|--------------------|---------------|----------------|
| Motion _____ | Cooper-Jones _____ | Pride _____   | Townsend _____ |
| Second _____ | Gray _____         | Simpson _____ | Wilck _____    |
|              | Jones _____        | Timmons _____ |                |

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

| <b>Name of Bank</b>               | <b>Bank Balance</b> |  | <b>Available Balance</b> |
|-----------------------------------|---------------------|--|--------------------------|
| Benchmark Pooled Fund Account     | \$ 9,246,282.23     |  | \$ 9,246,282.23          |
| Wells Fargo Social Services       | \$ 163,541.70       |  | \$ 163,541.70            |
| Bank of America School Fund       | \$ 69,863.63        |  | \$ 69,863.63             |
| Bank of America Food Service      | \$ 4,425.06         |  | \$ 4,425.06              |
| Benchmark School Fund             | \$ 443,304.18       |  | \$ 443,304.18            |
| Benchmark Food Service            | \$ 326,840.31       |  | \$ 326,840.31            |
| <b>TOTAL</b>                      |                     |  | <b>\$ 10,254,257.11</b>  |
|                                   |                     |  |                          |
|                                   |                     |  |                          |
| <b>Certificate of Deposits</b>    |                     |  |                          |
| Benchmark                         |                     |  | \$ 558,004.20            |
| Citizens Bank Recreation          |                     |  | \$ 16,518.43             |
| Citizens Bank Underground Storage |                     |  | \$ 20,260.84             |
| Farmers Bank                      |                     |  | \$ 206,189.44            |
| Wells Fargo Advantage Fund        |                     |  |                          |
| <b>TOTAL</b>                      |                     |  | <b>\$ 800,972.91</b>     |
|                                   |                     |  |                          |
|                                   |                     |  |                          |
| <b>GRAND TOTAL</b>                |                     |  | <b>\$ 11,055,230.02</b>  |

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

| <b>Name of Bank</b>               | <b>Bank Balance</b> | <b>Deposit in<br/>Transit/Adj.</b> | <b>Outstanding<br/>Checks</b> | <b>Available<br/>Balance</b> |
|-----------------------------------|---------------------|------------------------------------|-------------------------------|------------------------------|
| Benchmark Pooled Fund Account     | \$ 9,854,022.57     | \$ 4,295.21                        | \$ 939,082.50                 | \$ 8,919,235.28              |
| Wells Fargo Social Services       | \$ 422,350.10       |                                    | \$ 68,480.02                  | \$ 353,870.08                |
| Bank of America School Fund       | \$ 713,786.93       | \$ 0.33                            | \$ 558,099.04                 | \$ 155,688.22                |
| Bank of America Food Service      | \$ 5,050.26         | \$ 309.94                          | \$ 4,106.48                   | \$ 1,253.72                  |
| Benchmark Food Service            | \$ 175,085.47       |                                    |                               | \$ 175,085.47                |
| <b>TOTAL</b>                      |                     |                                    |                               | <b>\$ 9,605,132.77</b>       |
|                                   |                     |                                    |                               |                              |
|                                   |                     |                                    |                               |                              |
| <b>Certificate of Deposits</b>    |                     |                                    |                               |                              |
| Benchmark                         |                     |                                    |                               | \$ 519,048.66                |
| Citizens Bank Recreation          |                     |                                    |                               | \$ 15,000.00                 |
| Citizens Bank Underground Storage |                     |                                    |                               | \$ 20,260.84                 |
| Farmers Bank                      |                     |                                    |                               | \$ 204,819.58                |
| Wells Fargo Advantage Fund        |                     |                                    |                               | \$ 162,456.86                |
| <b>TOTAL</b>                      |                     |                                    |                               | <b>\$ 921,585.94</b>         |
|                                   |                     |                                    |                               |                              |
|                                   |                     |                                    |                               |                              |
| <b>GRAND TOTAL</b>                |                     |                                    |                               | <b>\$ 10,526,718.71</b>      |







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

**Meeting Date:** January 12, 2016  
**Item No.:** 15-b  
**Department:** County Administration  
**Staff Contact:** Karin Everhart  
**Issue:** Approval of Minutes

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**Summary:** Attached are draft minutes for the Board's review and approval.

**Attachments:** December 8, 2015 Draft Meeting Minutes

**Recommendation:** Approval.

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

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

Pride \_\_\_\_\_  
Simpson \_\_\_\_\_  
Timmons \_\_\_\_\_

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

December 8, 2015

At the regular meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 8<sup>th</sup> day of December, 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; Rob Fowler, Planning and Zoning Director; Sharon Lee Carney, Director of Economic Development; Magi Van Eps, Tourism and Visitor Center Coordinator; and Jim Ennis, County Attorney.

Chairman Simpson called the November meeting to order. Reverend Maurice Finney offered the invocation and led the Pledge of Allegiance.

In Re: Public Participation

**Kip Lafoon**, representative for the Southside Virginia Family YMCA, stated the YMCA is trying to regroup and restructure in order to be self-sustaining. He said one way would be to refinance the \$2.1 million currently owed at a lower interest rate and reviewed details on the amounts. Mr. Lafoon stated the YMCA is a huge success in the area and represents the recreation program for Prince Edward County. He asked the Board of Supervisors to consider endorsing a note with a lender to enable the YMCA to obtain better financing.

**Jacob McCann**, Southside Electric Cooperative Community Relations Coordinator, introduced himself and encouraged the Board to reach out to him in the event of a concern or question regarding Southside Electric Cooperative.

In Re: Board of Supervisors Comments

Supervisor Gray wished all residents a safe and wonderful holiday season. He then announced he will hold a Community meeting Monday, December 14, 2015, at the Sulphur Springs Church in Prospect, for citizens of Prospect but is open to all Prince Edward County citizens.

Supervisor McKay stated he is retiring from the Board of Supervisors and wished all a Merry Christmas and Happy New Year.

Supervisor Timmons thanked Supervisor McKay for his commitment to the Board and welcomed all in attendance to the meeting.

Chairman Simpson thanked Supervisor McKay for all his work over the years; he thanked all for attending the meeting and wished all a Merry Christmas.

Supervisor Cooper-Jones thanked Supervisor McKay for a job well done. She thanked the citizens for attending and wished all a happy and safe holiday season.

Supervisor Townsend thanked Supervisor McKay for the assistance over the last two years in his own transition to the Board, adding he will be truly missed. He then wished all citizens happy holidays.

Supervisor Wilck added his best wishes to Supervisor McKay.

Supervisor Jones congratulated Supervisor McKay and wished all happy holidays.

In Re: Consent Agenda

On motion of Supervisor Gray, seconded by Supervisor Townsend, 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 October 2015; the minutes of the meeting held November 17, 2015; Accounts and Claims; Salaries; a 2016 Dance Hall Permit for New Fevers Restaurant and Lounge; a 2016 Dance Hall Permit for The Fishin' Pig; and appropriations as follows:

| FY 2016 Budget Amendment |      |       |        |                              |          |          |
|--------------------------|------|-------|--------|------------------------------|----------|----------|
| REV/EXP                  | FUND | DEPT  | OBJECT | DESCRIPTION                  | DEBIT    | CREDIT   |
| 3 (Rev)                  | 100  | 24040 | 0012   | Fire Program Funds           |          | \$ 7,048 |
| 4 (Exp)                  | 100  | 32200 | 7012   | Fire Programs/ATL-Rice       | \$ 1,762 |          |
| 4 (Exp)                  | 100  | 32200 | 7013   | Fire Programs/ATL-Prospect   | \$ 1,762 |          |
| 4 (Exp)                  | 100  | 32200 | 7014   | Fire Programs/ATL-Darlington | \$ 1,762 |          |
| 4 (Exp)                  | 100  | 32200 | 7015   | Fire Programs/ATL-Hampden    | \$ 1,762 |          |

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

| Name of Bank                         | Bank Balance | Deposit in<br>Transit / Adj. | Outstanding<br>Checks | Available<br>Balance |
|--------------------------------------|--------------|------------------------------|-----------------------|----------------------|
| Benchmark Pooled Fund Account        | 5,914,443.63 |                              |                       | 5,914,443.63         |
| Wells Fargo Social Services          | 136,825.16   |                              |                       | 136,825.16           |
| Bank of America School Fund          | 69,863.63    |                              |                       | 69,863.63            |
| Bank of America Food Service         | 4,425.06     |                              |                       | 4,425.06             |
| Benchmark School Fund                | 300,475.62   |                              |                       | 300,475.62           |
| Benchmark Food Service               | 365,416.45   |                              |                       | 365,416.45           |
| <b>TOTAL</b>                         |              |                              |                       | <b>6,791,449.55</b>  |
| <br><b>Certificates of Deposit</b>   |              |                              |                       |                      |
| Benchmark                            |              |                              |                       | 558,004.20           |
| Citizens Bank Recreation             |              |                              |                       | 16,518.43            |
| Citizens Bank Underground<br>Storage |              |                              |                       | 20,260.84            |
| Farmers Bank                         |              |                              |                       | 206,189.44           |
| <b>TOTAL</b>                         |              |                              |                       | <b>800,972.91</b>    |
| <b>GRAND TOTAL</b>                   |              |                              |                       | <b>7,592,422.46</b>  |

MOTOR VEHICLE LICENSE TAXES

|                   |                     |           |
|-------------------|---------------------|-----------|
| Town of Farmville | Decal reimbursement | 68,903.52 |
|-------------------|---------------------|-----------|

BOARD OF SUPERVISORS

|                     |                     |        |
|---------------------|---------------------|--------|
| Farmville Newsmedia | Advertising         | 138.38 |
| VACORP              | Liability insurance | 300.00 |
| Howard F. Simpson   | Mileage             | 480.70 |
| Business Card       | Soft drinks         | 22.96  |

COUNTY ADMINISTRATOR

|                   |                         |          |          |
|-------------------|-------------------------|----------|----------|
| Business Card     | Ship Christmas ornament | 29.46    |          |
|                   | Stamped envelopes       | 2,802.90 |          |
|                   | Attendance cards        | 68.70    |          |
|                   | Notary                  | 45.00    | 2,946.06 |
| Key Office Supply | Office supplies         | 679.46   |          |
|                   | Envelopes               | 34.78    | 714.24   |

COMMISSIONER OF REVENUE

|                        |                         |        |          |
|------------------------|-------------------------|--------|----------|
| Key Office Supply      | Copier service contract | 585.00 |          |
|                        | Data binders            | 37.56  | 138.48   |
| Farmville Newsmedia    | Land use ad             |        | 215.25   |
| Treasurer of Virginia  | Online service          |        | 76.86    |
| NADA Used Car Guide    | Used car guide          |        | 17.50    |
| BAI Municipal Software | PP Late File program    |        | 1,200.00 |

TREASURER

|                          |                             |         |        |
|--------------------------|-----------------------------|---------|--------|
| Key Office Supply        | Typewriter service contract | 130.00  |        |
|                          | Credit                      | -129.98 |        |
|                          | Flash drives                | 48.37   |        |
|                          | Copy paper                  | 73.98   |        |
|                          | Greenbar paper              | 341.70  | 464.07 |
| Benchmark Community Bank | Payflow/Paypal              |         | 0.90   |
| Treasurer of Virginia    | Online service              |         | 76.86  |
| H Becker                 | Check signer renewal        |         | 539.50 |
| STEPS, Inc.              | Shredding service           |         | 35.00  |

INFORMATION TECHNOLOGY

|                              |                          |  |       |
|------------------------------|--------------------------|--|-------|
| ComputerPlus Sales / Service | Printer service contract |  | 79.00 |
|------------------------------|--------------------------|--|-------|

ELECTORAL BOARD AND OFFICIALS

|                   |          |        |        |
|-------------------|----------|--------|--------|
| Patricia Adams    | Official | 90.00  |        |
|                   | Training | 15.00  | 105.00 |
| Edward L. Bailey  | Official | 90.00  |        |
|                   | Training | 15.00  | 105.00 |
| Karel K. Bailey   | Official | 90.00  |        |
|                   | Training | 15.00  | 105.00 |
| Barbara Barnes    | Official | 100.00 |        |
|                   | Training | 25.00  | 125.00 |
| Robert L. Barnes  | Official | 90.00  |        |
|                   | Training | 25.00  | 115.00 |
| Mary L. Baylis    | Official |        | 100.00 |
| Wendell Brown     | Official |        | 90.00  |
| Elizabeth Calhoun | Official | 90.00  |        |
|                   | Training | 15.00  | 105.00 |
| Ralph A. Crawley  | Official | 90.00  |        |
|                   | Training | 25.00  | 115.00 |
| Rachael E. Dove   | Official |        | 90.00  |
| Sheila Eames      | Official |        | 45.00  |
| Lynn H. East      | Official | 100.00 |        |

|                         |           |        |        |
|-------------------------|-----------|--------|--------|
|                         | Training  | 25.00  | 125.00 |
| Sarah Edmondson         | Official  | 100.00 |        |
|                         | Training  | 25.00  | 125.00 |
| Peggy Emert             | Official  | 90.00  |        |
|                         | Training  | 15.00  | 105.00 |
| Vincent Eanes           | Official  |        | 90.00  |
| Dean Farmer, Jr.        | Setup 701 |        | 50.00  |
| Cindy Favret            | Official  | 90.00  |        |
|                         | Training  | 15.00  | 105.00 |
| Nancy D. Fawcett        | Official  | 100.00 |        |
|                         | Training  | 25.00  | 125.00 |
| Maria Fernandez         | Official  | 90.00  |        |
|                         | Training  | 15.00  | 105.00 |
| Moses Ford              | Official  |        | 45.00  |
| Jean G. Flwlkes         | Official  |        | 90.00  |
| Yolanda Gladden         | Official  | 115.00 |        |
|                         | Training  | 25.00  |        |
|                         | Phone     | 10.00  |        |
|                         | Mileage   | 5.00   | 155.00 |
| Hayley E. Grey          | Official  | 90.00  |        |
|                         | Training  | 15.00  | 105.00 |
| Jennifer J. Halladay    | Official  |        | 90.00  |
| Jane Newman Hines       | Official  |        | 90.00  |
| Esther W. Hollingsworth | Official  | 115.00 |        |
|                         | Training  | 25.00  |        |
|                         | Phone     | 10.00  |        |
|                         | Ballots   | 20.00  |        |
|                         | Mileage   | 5.00   | 175.00 |
| Brian Hulsizer          | Official  | 115.00 |        |
|                         | Training  | 25.00  |        |
|                         | Phone     | 10.00  |        |
|                         | Ballots   | 20.00  |        |
|                         | Mileage   | 5.00   | 175.00 |
| Frances D. Jasper       | Official  | 115.00 |        |
|                         | Training  | 25.00  |        |
|                         | Phone     | 10.00  |        |
|                         | Ballots   | 20.00  |        |
|                         | Mileage   | 15.00  | 185.00 |
| Donald B. Kellum        | Official  |        | 90.00  |
| Peggy Kelsey            | Official  |        | 90.00  |
| Cindy H. Koether        | Official  | 115.00 |        |
|                         | Training  | 25.00  |        |
|                         | Phone     | 10.00  |        |
|                         | Ballots   | 20.00  |        |
|                         | Mileage   | 5.00   | 175.00 |
| James Junior Lee        | Official  |        | 90.00  |
| Jean W. Lee             | Official  | 115.00 |        |
|                         | Training  | 25.00  |        |
|                         | Phone     | 10.00  |        |
|                         | Mileage   | 15.00  | 165.00 |

|                        |          |        |        |
|------------------------|----------|--------|--------|
| Ida M. Marcellin       | Official | 90.00  |        |
|                        | Training | 15.00  | 105.00 |
| April McBride          | Official |        | 90.00  |
| Lora P. McElhenie      | Official | 115.00 |        |
|                        | Training | 25.00  |        |
|                        | Phone    | 10.00  |        |
|                        | Ballots  | 20.00  |        |
|                        | Mileage  | 15.00  | 185.00 |
| Linda Medlin           | Official | 90.00  |        |
|                        | Training | 15.00  | 105.00 |
| Nadine Messerschmidt   | Official |        | 90.00  |
| Tola Morgan            | Official | 115.00 |        |
|                        | Training | 25.00  |        |
|                        | Phone    | 10.00  |        |
|                        | Ballots  | 20.00  |        |
|                        | Mileage  | 10.00  | 180.00 |
| Lee J. Owens           | Official |        | 90.00  |
| Whitfield Moman Paige  | Official |        | 90.00  |
| Nancy Phaup            | Official | 100.00 |        |
|                        | Training | 25.00  | 125.00 |
| Rebecca L. Randolph    | Official | 100.00 |        |
|                        | Training | 25.00  |        |
|                        | Ballots  | 20.00  | 145.00 |
| Mary G. Reed           | Official |        | 90.00  |
| Rosalie B. Robertson   | Official | 100.00 |        |
|                        | Training | 25.00  | 125.00 |
| Henry O. Shelton       | Official |        | 90.00  |
| Bertha E. Shepperson   | Official | 100.00 |        |
|                        | Training | 25.00  | 125.00 |
| Claudia Somers         | Official | 115.00 |        |
|                        | Training | 25.00  |        |
|                        | Phone    | 10.00  |        |
|                        | Ballots  | 20.00  |        |
|                        | Mileage  | 10.00  | 180.00 |
| J. Scott Simms         | Official | 115.00 |        |
|                        | Training | 25.00  |        |
|                        | Phone    | 10.00  |        |
|                        | Ballots  | 60.00  |        |
|                        | Mileage  | 15.00  | 225.00 |
| Lynn Skakum            | Official |        | 90.00  |
| Margaret Stockton      | Official | 100.00 |        |
|                        | Training | 25.00  | 125.00 |
| Shirley L. Taylor      | Official | 90.00  |        |
|                        | Training | 15.00  | 105.00 |
| Linda Timmons          | Official |        | 90.00  |
| Crystal Glenn Townsend | Official |        | 90.00  |
| Cindy Watson           | Official | 90.00  |        |
|                        | Training | 15.00  | 105.00 |
| Kasie R. Wright        | Official | 100.00 |        |
|                        | Training | 25.00  | 125.00 |

|                                     |                   |          |          |
|-------------------------------------|-------------------|----------|----------|
| Lucie Zehner                        | Official          | 115.00   |          |
|                                     | Training          | 25.00    |          |
|                                     | Phone             | 10.00    |          |
|                                     | Ballots           | 20.00    |          |
|                                     | Mileage           | 15.00    | 185.00   |
| Unilect Corporation                 | Repair screens    | 587.50   |          |
|                                     | Ballots           | 285.00   | 872.50   |
|                                     | Screen batteries  | 2,235.00 |          |
|                                     | Cable for screens | 168.75   | 3,276.25 |
| Darlington Heights Fire Department  | Rent              |          | 200.00   |
| Elks Lodge #269                     | Rent              |          | 200.00   |
| Farmville Volunteer Fire Department | Rent              |          | 200.00   |
| Hampden-Sydney Fire Department      | Rent              |          | 200.00   |
| Mt Zion Second Baptist Church       | Rent              |          | 200.00   |
| Prospect Volunteer Fire Department  | Rent              |          | 200.00   |
| Mt Pleasant Church                  | Rent              |          | 200.00   |
| Gwendolyn Akers-Booker              | Mileage           |          | 89.13    |

REGISTRAR

|                   |                       |        |        |
|-------------------|-----------------------|--------|--------|
| Lynette Wright    | Mileage               | 29.90  |        |
|                   | Office supplies       | 21.59  | 51.49  |
| Key Office Supply | Folders               | 12.89  |        |
|                   | Ink cartridge / paper | 120.25 | 133.14 |

SPECIAL MAGISTRATES

|                   |       |  |       |
|-------------------|-------|--|-------|
| Key Office Supply | Water |  | 79.90 |
|-------------------|-------|--|-------|

CLERK OF THE CIRCUIT COURT

|                   |            |        |       |
|-------------------|------------|--------|-------|
| CenturyLink       | Phone      |        | 48.47 |
| Anna V. Elzey     | Witness    |        | 66.00 |
| Tina Bridges      | Witness    |        | 23.10 |
| Key Office Supply | Copy paper | 73.98  |       |
|                   | Toner      | 154.89 |       |
|                   | Note pads  | 215.04 |       |
|                   | Paper      | 17.49  |       |
| T&N Printing      | Plats      |        | 35.12 |

LAW LIBRARY

|                                |                      |  |        |
|--------------------------------|----------------------|--|--------|
| AT&T                           | Phone                |  | 42.33  |
| LexisNexis                     | Monthly subscription |  | 268.00 |
| Matthew Bender & Company, Inc. | VA Forms 2015 Vol 1A |  | 217.10 |

COMMONWEALTH'S ATTORNEY

|                         |                            |  |        |
|-------------------------|----------------------------|--|--------|
| Computer Projects of IL | VCIN License & maintenance |  | 173.40 |
| Treasurer of Virginia   | Ipad service               |  | 131.22 |
| STEPS, Inc.             | Shredding service          |  | 35.00  |
| Key Office Supply       | Planner                    |  | 14.79  |

SHERIFF

|                           |              |  |       |
|---------------------------|--------------|--|-------|
| Medtox Laboratories, Inc. | Drug testing |  | 50.00 |
|---------------------------|--------------|--|-------|



|                                   |                        |          |          |
|-----------------------------------|------------------------|----------|----------|
| Commtronics of Virginia           | Vehicle radio repair   | 312.46   |          |
|                                   | Speaker mic            | 75.00    | 387.46   |
| East End Motor Company, Inc.      | Flat tire repair       | 23.00    |          |
|                                   | Oil change / rotation  | 81.92    |          |
|                                   | Brake pads / rotors    | 893.96   |          |
|                                   | Inspection             | 16.00    |          |
|                                   | Headlight bulb         | 25.99    | 1,040.87 |
| Rockwell Audio                    | Install light bar      | 648.99   |          |
|                                   | Check siren            | 69.00    |          |
|                                   | Install lights / siren | 1,133.99 | 1,851.98 |
| Business Card                     | Postage                | 12.00    |          |
|                                   | Meals & lodging        | 502.86   |          |
|                                   | Gas                    | 51.00    |          |
|                                   | Vehicle containers     | 41.83    |          |
|                                   | Rifle batteries        | 17.02    |          |
|                                   | Shirts                 | 50.00    |          |
|                                   | Vehicle lights         | 1,093.86 | 1,768.57 |
| UPS                               | Shipping               |          | 8.10     |
| Treasurer of Virginia             | VCIN                   |          | 52.74    |
| Kinex Networking Solutions        | Remote data backup     |          | 19.95    |
| CenturyLink                       | Phone                  |          | 18.33    |
| US Cellular                       | Phone                  |          | 40.81    |
| Charlene Lewis                    | Mileage                |          | 154.56   |
| Larry Franklin                    | Meal                   |          | 4.60     |
| Robert Goldman                    | Meals                  |          | 92.04    |
| Joseph Sprague                    | Meals                  | 33.98    |          |
|                                   | Gas                    | 23.68    | 57.66    |
| Sarah Coen                        | Meals                  |          | 50.47    |
| Farmville Printing                | Envelopes              |          | 657.60   |
| Staples Advantage                 | Ink cartridges         | 594.10   |          |
|                                   | Office supplies / ink  | 785.40   | 1,379.50 |
| Southside Electric Cooperative    | Virso community site   |          | 10.07    |
| Fisher Auto Parts, Inc.           | Wipers                 |          | 36.81    |
| Moore Medical, LLC                | Gloves                 |          | 570.09   |
| Southern Police Equipment Company | Shoes                  |          | 64.00    |
| Key Office Supply                 | Key cabinet            |          | 219.99   |
| Kustom Signals, Inc.              | Windshield mounts      |          | 74.00    |

FARMVILLE VOLUNTEER FIRE DEPARTMENT

|                                     |                     |          |          |
|-------------------------------------|---------------------|----------|----------|
| Farmville Volunteer Fire Department | Financial statement | 1,375.00 |          |
|                                     | Insurance           | 4,667.00 |          |
|                                     | Workers comp        | 2,661.00 | 8,703.00 |
| Xerox Business Services             | Software renewal    |          | 1,185.00 |
| NAFECO, Inc.                        | Ansul foam          |          | 444.85   |
| Taylor-Forbes Equipment Company     | Oil tank cap        |          | 9.94     |

RICE VOLUNTEER FIRE DEPARTMENT

|                           |                        |  |        |
|---------------------------|------------------------|--|--------|
| John Deere Financial      | LP fuel                |  | 131.69 |
| Stallion Air Incorporated | Compressor maintenance |  | 550.00 |
| Dominion Virginia Power   | Electric service       |  | 292.41 |

PROSPECT VOLUNTEER FIRE DEPARTMENT

|                                     |        |  |       |
|-------------------------------------|--------|--|-------|
| Prince Edward County Public Schools | Diesel |  | 60.60 |
| Prince Edward County Treasurer      | Gas    |  | 81.74 |

DARLINGTON HEIGHTS VOLUNTEER FIRE DEPARTMENT

|                                         |                            |       |          |
|-----------------------------------------|----------------------------|-------|----------|
| Cyrus Pest Control Company              | Exterminating service      |       | 45.00    |
| Darlington Heights Volunteer Fire Dept. | Clean / strip / wax floors |       | 760.00   |
| East End Motor Company, Inc.            | Inspection / oil change    | 89.15 |          |
|                                         | Inspection / tire tube     | 29.99 |          |
|                                         | Oil change                 | 76.30 | 195.44   |
| Southside Electric Cooperative          | Electric service           |       | 368.92   |
| Travelers - RMD                         | Workers comp               |       | 4,202.00 |

HAMPDEN-SYDNEY VOLUNTEER FIRE DEPARTMENT

|                                |                       |          |          |
|--------------------------------|-----------------------|----------|----------|
| Arc3 Gases                     | Cylinder rental       |          | 121.80   |
| Diversified Inspections / ITL  | Equipment maintenance |          | 1,510.62 |
| Farmville Wholesale Electric   | Building maintenance  |          | 15.22    |
| Fisher Auto Parts, Inc.        | Engine mount          | 8.24     |          |
|                                | Hood lift support     | 47.96    |          |
|                                | Tire valve stem       | 2.23     | 58.43    |
| Goodman Specialized Vehicles   | Vehicle repairs       |          | 727.50   |
| Hampden-Sydney College         | Diesel                | 324.82   |          |
|                                | Postage               | 10.47    | 335.29   |
| Keplinger Repair Service, Inc. | 1200 Charger pump     | 1,036.79 |          |
|                                | Valve controller      | 247.98   | 1,284.77 |
| CenturyLink                    | Phone                 |          | 117.49   |
| Trumbull Software Associates   | Annual subscription   |          | 300.00   |
| Dominion Virginia Power        | Electric service      |          | 283.96   |

PAMPLIN VOLUNTEER FIRE DEPARTMENT

|                              |                         |          |          |
|------------------------------|-------------------------|----------|----------|
| AT&T                         | Phone                   |          | 84.41    |
| C. W. Williams               | Rope pack               |          | 105.13   |
| Commtronics of Virginia      | Battery pack            |          | 21.50    |
| Farmville Wholesale Electric | Building maintenance    |          | 91.74    |
| Pamplin Exxon                | Inspection              | 16.00    |          |
|                              | Fuel                    | 148.74   | 164.74   |
| Verizon                      | Phone                   |          | 207.40   |
| Vest's Sales & Service, Inc. | Helmet                  | 215.13   |          |
|                              | Control step / gear prt | 536.00   |          |
|                              | Control head            | 2,145.32 |          |
|                              | Foam                    | 1,280.00 | 4,176.45 |
| Dominion Virginia Power      | Electric service        |          | 379.35   |

MEHERRIN VOLUNTEER FIRE DEPARTMENT

|                          |                  |        |          |
|--------------------------|------------------|--------|----------|
| C. W. Williams           | Hose             |        | 1,367.04 |
| Parker Oil Company, Inc. | Propane          | 177.24 |          |
|                          | Diesel           | 570.12 | 747.36   |
| Verizon                  | Phone            |        | 187.36   |
| Dominion Virginia Power  | Electric service |        | 307.02   |

EMERGENCY SERVICES

|               |                        |          |          |
|---------------|------------------------|----------|----------|
| Timmons Group | GIS Annual maintenance | 1,500.00 |          |
|               | E-911 Addressing       | 315.00   | 1,815.00 |
| Korman Signs  | Signs & hardware       |          | 409.70   |

BUILDING OFFICIAL

|                             |         |  |       |
|-----------------------------|---------|--|-------|
| Buckingham County Treasurer | Mileage |  | 11.55 |
|-----------------------------|---------|--|-------|

ANIMAL CONTROL

|                                 |                       |  |        |
|---------------------------------|-----------------------|--|--------|
| Ayers Building & Supply Company | Paint & bolts         |  | 8.03   |
| Farmville Wholesale Electric    | Bulbs / aluminum hubs |  | 112.51 |
| Lowe's                          | Plug                  |  | 2.64   |
| Rod & Staff, LLC                | Flat repair           |  | 15.00  |
| CenturyLink                     | Phone                 |  | 98.84  |
| M&W Printers, Inc.              | Dog tags              |  | 549.95 |
| Vortech Pharmaceuticals         | Fatal Plus solution   |  | 513.84 |

REFUSE DISPOSAL

|                                     |                           |          |           |
|-------------------------------------|---------------------------|----------|-----------|
| Business Card                       | License renewal           |          | 50.00     |
| Resource International              | Groundwater monitoring    | 2,880.00 |           |
|                                     | Misc work tasks           | 1,899.55 |           |
|                                     | Storm water compliance    | 795.85   | 5,575.40  |
| Farmville Wholesale Electric        | Bulb / fixture / photoeye |          | 92.68     |
| Moore Scale Service-Western VA      | Serviced scales           |          | 200.00    |
| NAPA of Farmville                   | Exhaust fluid             | 94.86    |           |
|                                     | Oil                       | 32.48    | 127.34    |
| Republic Services #974              | Trash collection          |          | 406.91    |
| Wright's Excavating, LLC            | Landfill operation        |          | 48,093.75 |
| Emanuel Tire of Virginia            | Tire recycling            | 1,973.10 |           |
|                                     | Professional service      | 480.00   | 2,453.10  |
| STEPS, Inc.                         | Recycling fee             |          | 1,591.04  |
| Synergy Recycling, LLC              | Electronic recycling      |          | 1,703.86  |
| Southside Electric Cooperative      | Virso site                |          | 107.93    |
| Dominion Virginia Power             | Rice site                 |          | 76.82     |
| AT&T                                | Phone                     |          | 42.34     |
| CenturyLink                         | Phone                     |          | 186.64    |
| O. O. Stiff, Inc.                   | Monthly service           |          | 702.50    |
| Prince Edward County Public Schools | Diesel                    |          | 1,056.46  |
| NAPA of Farmville                   | Credit                    |          | -15.50    |

GENERAL PROPERTIES

|                               |                                 |           |          |
|-------------------------------|---------------------------------|-----------|----------|
| Air Conditioning Equipment    | HVAC Annual contract            |           | 3,520.00 |
| 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   |
| Dominion Virginia Power       | SCOPE Building                  | 103.30    |          |
|                               | Courthouse                      | 11,417.99 |          |

|                                     |                              |          |           |
|-------------------------------------|------------------------------|----------|-----------|
|                                     | Lights at Rice               | 111.01   |           |
|                                     | Ag building                  | 1,030.22 | 12,662.52 |
| Town of Farmville                   | Water & sewer                |          | 154.97    |
| AT&T                                | Phone                        |          | 42.33     |
| CenturyLink                         | Phone                        |          | 134.97    |
| O. O. Stiff, Inc.                   | Monthly service              |          | 100.00    |
| Aramark                             | Janitorial supplies          |          | 892.20    |
| Diamond Paper Company               | Toilet tissue                | 47.16    |           |
|                                     | Trash bags / towels / gloves | 1,377.58 | 1,424.74  |
| Lowe's                              | Lumber / sheetrock / screws  | 122.76   |           |
|                                     | Batteries                    | 10.42    |           |
|                                     | Lumber                       | 125.15   |           |
|                                     | Clamp / bracket / saw blade  | 88.20    |           |
|                                     | Casing / boards / nails      | 60.69    |           |
|                                     | Casing / boards              | 41.74    |           |
|                                     | Organizer / tools / glue     | 72.18    |           |
|                                     | Gloves                       | 15.18    |           |
|                                     | Countertop / bolts           | 220.36   |           |
|                                     | Plumbing supplies            | 9.68     |           |
|                                     | Refrig / knife / WD40        | 97.57    |           |
|                                     | Caulk                        | 7.92     |           |
|                                     | Cable                        | 20.87    | 892.72    |
| Luck Stone Corporation              | Stone                        |          | 197.16    |
| Cintas Corporation #524             | Uniform rental               |          | 448.50    |
| Sherwin Williams Company            | Paint                        | 13.73    |           |
|                                     | Spackle                      | 3.00     |           |
|                                     | Caulk                        | 77.39    | 94.12     |
| Prince Edward County Public Schools | Diesel                       |          | 125.24    |
| NAPA of Farmville                   | Oil & filter                 | 49.37    |           |
|                                     | Windshield wash fluid        | 2.39     | 51.76     |
| Taylor-Forbes Equipment Company     | Air filter                   |          | 14.57     |

CANNERY

|                     |                  |  |          |
|---------------------|------------------|--|----------|
| Virginia Food Works | Contract payment |  | 2,916.67 |
| Carol Van Goor      | Canning services |  | 295.50   |
| CenturyLink         | Phone            |  | 239.85   |

COMPREHENSIVE SERVICES ACT

|                                        |                      |  |           |
|----------------------------------------|----------------------|--|-----------|
| Bear Creek Academy                     | Professional service |  | 3,630.00  |
| Blue Ridge Autism & Achievement Center | Professional service |  | 5,800.00  |
| Rescare / Braley & Thompson            | Professional service |  | 6,231.00  |
| Center for Pediatric Therapies         | Professional service |  | 960.00    |
| Centra Health                          | Professional service |  | 33,330.00 |
| Kevin & Madeline Deliee                | Foster care          |  | 586.00    |
| Elk Hill                               | Professional service |  | 4,760.00  |
| Family & Community Support             | Professional service |  | 1,550.00  |
| Family Preservation Services           | Professional service |  | 530.00    |
| Grafton School, Inc.                   | Professional service |  | 31,277.25 |
| Ifetayo Imanchinello                   | Foster care          |  | 2,085.00  |
| Ashley Long                            | Foster care          |  | 4,222.00  |

|                          |                       |          |          |
|--------------------------|-----------------------|----------|----------|
| Northstar Academy, Inc.  | Professional service  |          | 3,318.00 |
| Thomas Brothers Software | Software              | 1,500.00 |          |
|                          | Software installation | 500.00   | 2,000.00 |

SUPERVISION OF PARKS & RECREATION

|                                |               |  |           |
|--------------------------------|---------------|--|-----------|
| Prince Edward -                |               |  |           |
| Farmville Youth Association    | 15-16 Support |  | 24,000.00 |
| Southside Virginia Family YMCA | 15-16 Support |  | 25,000.00 |

PLANNING

|                           |                    |        |        |
|---------------------------|--------------------|--------|--------|
| Donald B. Gilliam         | Commission meeting | 100.00 |        |
|                           | Mileage            | 23.00  | 123.00 |
| Preston Hunt              | Commission meeting | 100.00 |        |
|                           | Mileage            | 23.00  | 123.00 |
| Timothy Mark Jenkins      | Commission meeting | 100.00 |        |
|                           | Mileage            | 12.65  | 112.65 |
| Robert M. Jones           | Commission meeting | 100.00 |        |
|                           | Mileage            | 5.75   | 105.75 |
| Clifford Jack Leatherwood | Commission meeting |        | 100.00 |
| Robert Christopher Mason  | Commission meeting | 100.00 |        |
|                           | Mileage            | 10.35  | 110.35 |
| John W. Peery, Jr.        | Commission meeting | 100.00 |        |
|                           | Mileage            | 1.72   | 101.72 |
| John F. Townsend, III     | Commission meeting | 100.00 |        |
|                           | Mileage            | 8.62   | 108.62 |
| Brett Von Cannon Watson   | Commission meeting |        | 100.00 |
| Business Card             | Postage            |        | 43.75  |

ECONOMIC DEVELOPMENT

|                   |        |       |       |
|-------------------|--------|-------|-------|
| Key Office Supply | Mouse  | 14.95 |       |
|                   | Labels | 26.99 | 41.94 |

TOURISM

|                   |               |  |        |
|-------------------|---------------|--|--------|
| Town of Farmville | Water & sewer |  | 48.42  |
| Business Card     | UPS           |  | 12.71  |
| CenturyLink       | Phone         |  | 373.88 |
| Key Office Supply | Toner         |  | 479.92 |

FLOOD & EROSION CONTROL

|                                      |                        |  |          |
|--------------------------------------|------------------------|--|----------|
| Stormwater Solutions & Services, LLC | Stormwater plan review |  | 3,386.75 |
|--------------------------------------|------------------------|--|----------|

COOPERATIVE EXTENSION OFFICE

|                          |               |  |           |
|--------------------------|---------------|--|-----------|
| Treasurer, Virginia Tech | Local support |  | 15,069.82 |
| CenturyLink              | Phone         |  | 107.62    |

GENERAL EXPENSE

|                               |     |  |          |
|-------------------------------|-----|--|----------|
| Petroleum Traders Corporation | Gas |  | 6,528.08 |
|-------------------------------|-----|--|----------|

FORFEITED DRUG ASSETS

|                   |            |  |          |
|-------------------|------------|--|----------|
| Atlantic Tactical | 4 shotguns |  | 1,500.00 |
|-------------------|------------|--|----------|

|                                 |                                          |        |          |
|---------------------------------|------------------------------------------|--------|----------|
|                                 | <u>WATER FUND</u>                        |        |          |
| Town of Farmville               | Water                                    |        | 40.44    |
|                                 | <u>SEWER FUND</u>                        |        |          |
| Dominion Virginia Power         | Sewer pump                               |        | 35.98    |
|                                 | <u>RETIREMENT BENEFIT FUND</u>           |        |          |
| Vicki K. Johns                  | Retiree benefit                          |        | 1,129.00 |
|                                 | <u>PIEDMONT COURT SERVICES FUND</u>      |        |          |
| Connie Stimpson                 | Postage                                  | 6.96   |          |
|                                 | Mileage                                  | 20.12  |          |
|                                 | Meals                                    | 57.52  | 84.60    |
| CenturyLink                     | Fax line                                 |        | 65.90    |
| Jessica Harding                 | Mileage                                  | 162.15 |          |
|                                 | Meals                                    | 37.51  |          |
| Renee T. Maxey                  | Newspapers                               | 1.00   | 200.66   |
|                                 | Mileage                                  | 47.72  |          |
| Ashley Nash                     | Meals                                    | 87.99  | 135.71   |
|                                 | Mileage                                  |        | 132.24   |
| Megan Newman                    | Mileage                                  |        | 391.57   |
| Jeanene Rice                    | Mileage                                  |        | 113.83   |
| Andy Mays                       | Meals - VCCJA Conference                 |        | 61.50    |
| Phelps Locksmith Service        | Office keys                              |        | 131.00   |
|                                 | <u>PCS SUPERVISION FEES EXPENDITURES</u> |        |          |
| SRP Corporation, LLC            | Rent                                     |        | 2,500.00 |
|                                 | <u>PCS DRUG TESTING FEES</u>             |        |          |
| Alere Toxicology Services, Inc. | Drug testing fees                        |        | 43.96    |

In Re: Introduction of New Virginia State Park Managers

Mr. Eric Houghland, District Four Manager for the Central Virginia District of Virginia State Parks, introduced the two new state park managers for Prince Edward County; Mr. Phil Morgan, Park Manager at Twin Lakes State Park, and Mr. Daniel Jordan, Park Manager for High Bridge Trail State Park.

Mr. Morgan gave a brief review of attendance, revenue, and plans for various Twin Lakes State Park improvements.

Mr. Jordan reviewed attendance, programs, and upcoming plans for the High Bridge Trail State Park.

In Re: Highway Matters

Mr. Troy Walker, VDOT, presented an update on the request from the Board regarding installation of a guardrail at Morris Creek Road. He stated due to the slope, they determined it would be best to place guardrail on both sides. Prince Edward County has been allocated funds that can be used for various projects for critical safety areas. Mr. Walker stated installation is approximately \$18,000; to apply for this work to be done, the Board needs to be in agreement with VDOT; 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 and does not require a formal resolution from the Board.

Following some discussion, Supervisor Timmons made a motion, seconded by Supervisor Cooper-Jones, to approve the guardrail project at Morris Creek Road to be an appropriate use of funds; the motion carried:

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

Supervisor Timmons questioned the use of the remaining funds. Mr. Walker stated the funds remain “in the pot” and roll over to the next year; this fiscal year ends June 2016.

Supervisor Townsend reported a 15-foot drop off along Route 630 and requested guardrails be placed along that area.

Supervisor Gray stated the projects must be used to rectify higher-safety priorities.

Supervisor Simpson stated he has requested guardrails along a section of Route 15 several times; discussion followed. Mr. Walker stated there is a recall on a type of guardrail and that type is being replaced. On Route 15, the area in question would require four feet of fill behind the guardrail posts and the cost would exceed available funding.

Mr. Walker then announced work on the Rural Rustic project is completed, and Route 725, Watson Boulevard, is completed.

Supervisor Townsend reported Route 757, Route 633, and Route 737 need trimming; he then asked about the status of the trimming machinery. Mrs. Sarah Elam Puckett, Assistant County Administrator, requested a schedule of how the cutting machinery will be moved around the districts within the county, to allow the Board members to report to their constituents.

Supervisor Jones requested a study at the east- and west-bound ramps off Route 460 onto Route 15, stating the traffic does not allow a larger truck to cross over to the opposite lanes unless it blocks the highway. He asked that a stop light be considered.

Chairman Simpson questioned regulations on blinking stop signs; he said it had previously been reported the flashing lights cause seizures. Discussion followed.

In Re: Presentations

Chairman Simpson presented a plaque to Mr. James R. Ennis for his service as Commonwealth Attorney for the County of Prince Edward, Virginia, from October 1, 1991 to December 31, 2015.

Supervisor Cooper-Jones presented a plaque to Charles W. McKay for his service as Supervisor, District 401 – Hampden, for the County of Prince Edward, Virginia, from January 1, 2000 to December 31, 2015.

In Re: Public Hearing – Special Use Permit-SBA Communications Corporation

Chairman Simpson announced that this was the date and time scheduled for a public hearing on a request by SBA Communications Corporation to construct a wireless communications tower (195' in height) on a parcel owned by Robert Biggers, Sr., identified as Tax Map Parcel 103-A-27, located at 13745 Farmville Road. Notice of this hearing was advertised according to law in the Friday, November 27, 2015 and Friday, December 4, 2015 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Rob Fowler, Planning & Community Development Director, stated the County received a special use permit application for the construction of an unmanned wireless telecommunications tower and related facilities on Tax Parcel 103-A-27 (13745 Farmville Road), owned by Robert Biggers, Sr. The



tower will be 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 Corporation 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 A-1, 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 to 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.

Chairman Simpson opened the public hearing.

Fred Womble, SBA Communications Corporation, stated there is space for three to four co-locators; Verizon will be the initial company to lease space. He said SBA Communications owns approximately 10,000 towers with an international audience.

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

Supervisor McKay made a motion, seconded by Supervisor Wilck, to approve the Special Use Permit application for the construction of an unmanned wireless telecommunications tower and related facilities on Tax Parcel 103-A-27 (13745 Farmville Road) as presented; the motion carried:

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

In Re: Public Hearing: Special Use Permit-Dominion Power

Chairman Simpson announced that this was the date and time scheduled for a public hearing on a 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. Notice of this hearing was advertised according to law in the Friday, November 27, 2015 and Friday, December 4, 2015 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Fowler stated the County 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, Virginia, and owned by George and Penny Welch.

The existing perimeter fence will be extended around the proposed addition. Additional details regarding the layout and type of equipment that is proposed to be added followed. 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. No one spoke in opposition. The Planning Commission unanimously recommends approval of the Special Use Permit to the Board of Supervisors.

Chairman Simpson opened the public hearing.

Dan Doody, Project Manager, was present to answer any questions.

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

Supervisor Cooper-Jones made a motion, seconded by Supervisor Gray, to approve the 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, Virginia; the motion carried:

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

In Re: Public Hearing: Amendments to the County Animal Control Ordinance

Chairman Simpson announced that this was the date and time scheduled for a public hearing on proposed amendments to the County's Animal Control Ordinance. Notice of this hearing was advertised according to law in the Friday, November 27, 2015 and Friday, December 4, 2015 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mrs. Sarah Elam Puckett, Assistant County Administrator, stated 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.

Chairman Simpson opened the public hearing.

Cornell Walker, Prospect District, asked for clarification regarding the deletion of Section 10.21 from the County's Animal Control Ordinance, to make sure the hunting of coyotes is still allowed. Mr. Bartlett stated the hunting is permitted according to the Game & Inland Fisheries laws; it is just that Prince Edward County will no longer fund a bounty.

Mr. Walker stated the coyotes have bred with wolves and have become a more aggressive hunter; a neighbor has lost several calves to coyotes. Mr. Walker added they have been seen along the High Bridge Trail, and said with the reduction of forested land in the county, people need to be aware as it is a safety issue.

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

Supervisor Timmons made a motion, seconded by Supervisor Cooper-Jones, to approve the proposed amendments of the County Animal Control Ordinance; the motion carried:

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

## **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; capradae 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.

## **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.—(REPEALED December 8, 2015)**~~

## **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 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.

**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 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 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.

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.

**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. 10-83. 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, 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.

- (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 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 45 days of such finding, obtain a dangerous dog registration certificate from the local animal control officer or treasurer for a fee of \$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. 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 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.

In Re: Citizen Volunteer Appointments

Chairman Simpson stated terms for the Prince Edward County Planning Commission, Board of Zoning Appeals, Piedmont Regional Jail Board, and Crossroads Community Services Board expire December 31, 2015, as follows. All positions have been advertised in The Farmville Herald.

| <b>Position</b>                               | <b>Term of Office</b>                          | <b># of Terms Expiring or Vacancies</b> | <b>Individual Currently Holding the Office</b> | <b>Citizen Volunteer Applicants</b>                    |
|-----------------------------------------------|------------------------------------------------|-----------------------------------------|------------------------------------------------|--------------------------------------------------------|
| Prince Edward County Planning Commission      | 4 Years<br>January 1, 2016 – December 31, 2019 | 1<br>County Position                    | R. Christopher Mason                           | R. Christopher Mason<br>Anthony T. Williams            |
| Prince Edward County Board of Zoning Appeals* | 5 Years<br>January 1, 2016 – December 31, 2020 | 1<br>Position                           | James H. Davis                                 | James H. Davis<br>Anthony T. Williams                  |
| Piedmont Regional Jail Board                  | 4 Years<br>January 1, 2016 – December 31, 2019 | 1<br>Position                           | Jimmy Garnett                                  | Jimmy Garnett                                          |
| Piedmont Regional Jail Board Alternate        | 4 Years<br>January 1, 2016 – December 31, 2019 | 1<br>Position                           | W. W. Bartlett                                 | W. W. Bartlett                                         |
| Crossroads Community Services Board           | 3 Years<br>January 1, 2016 – December 31, 2018 | 1<br>Position                           | Tonya Blanton                                  | Maurice D. Finney<br>Mattie P. Wiley<br>Carol R. Stiff |

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

Prince Edward County Planning Commission: A vote was taken on the candidates for the four-year term for the Planning Commission:

Candidate

Vote

R. Christopher Mason

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

Anthony T. Williams

(none)

R. Christopher Mason will be appointed to the Planning Commission for a term of four years beginning January 1, 2016 and ending December 31, 2019.

Prince Edward County Board of Zoning Appeals: A vote was taken on the candidates for the five-year term for the Board of Zoning Appeals:

Candidate

Vote

James H. Davis

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

Anthony T. Williams

(none)

James H. Davis will be recommended to the Circuit Court Judge to serve on the Prince Edward County Board of Zoning Appeals for a term of five years beginning January 1, 2016 and ending December 31, 2020.

Piedmont Regional Jail Board: A vote was taken on the candidates for the four-year term for the Piedmont Regional Jail Board:

Candidate

Vote

Jimmy Garnett

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

Jimmy Garnett will be appointed to the Piedmont Regional Jail Board for a term of four years beginning January 1, 2016 and ending December 31, 2019.

Piedmont Regional Jail Board - Alternate: A vote was taken on the candidates for the four-year term for the Piedmont Regional Jail Board:

Candidate

Vote

W. W. Bartlett

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

W. W. Bartlett will be appointed to the Piedmont Regional Jail Board - Alternate for a term of four years beginning January 1, 2016 and ending December 31, 2019.

Crossroads Community Services Board: A vote was taken on the candidates for the three-year term for the Crossroads Community Services Board:

Candidate

Vote

Maurice D. Finney

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

Mattie P. Wiley

(None)

Carol R. Stiff

(None)

Maurice D. Finney will be appointed to the Crossroads Community Services Board for a term of three years beginning January 1, 2016 and ending December 31, 2018.

In Re: Virginia's Retreat Resolution

Mr. Bartlett stated travel and tourism is a growing segment in the 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.

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. With ever tightening local budgets, there is little or no expectation that 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 two to three 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 the local governing bodies of this vision and to obtain approval to initiate the process. As the building blocks are put in place, local governing bodies will be kept apprised of the progress. In this way, Virginia's Retreat hopes to build

not only consensus and support from within, but excitement regarding growing the 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. Mecklenburg is scheduled for Board presentation in December; Nottoway will discuss the resolution at a workshop in December.

Supervisor Gray made a motion, seconded by Supervisor Cooper-Jones, to approve the Resolution of Support for Virginia's Retreat to Apply for Nonprofit Designation; 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           |           |

**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 Route 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.

In Re: County Administrator's Report

Prince Edward County School's Annual Budget Meeting

Mr. Bartlett advised the Board the Prince Edward County School's Annual Budget meeting has been tentatively scheduled for Tuesday, January 26, 2016, and requested the Board members let him know if they have any scheduling conflicts.

YMCA Loan Agreement

Mr. Bartlett stated that in February 2014, the YMCA requested the County 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. The proposed Promissory Note between Prince Edward County IDA and the YMCA for the repayment of the \$50,000 requires repayment in one installment. That structure was recommended because it allows the YMCA five years from the date of the loan, over three years from this date, to make adjustments and/or preparations to be able to repay the loan.

Supervisor Jones stated the earlier request made by Mr. Lafoon for the Board to co-sign for the YMCA, allowing them to refinance and lower their interest rate, would save the YMCA money.

Supervisor Timmons pointed out for the Board to co-sign for the YMCA, it would put the County at risk if the YMCA would default on the \$2.1 million loan. He added that to co-sign a loan without any authority to make changes in operation would not be wise.

Supervisor Jones stated the County provides \$470,000 to the library and there is no control or authority to change their operation.

Supervisor Timmons stated the County owns the library. Supervisor Wilck added the YMCA is a private organization, a club for members, and for the Board to co-sign the note, the County could end up making payments.

Supervisor McKay made a motion to co-sign for the YMCA.

Supervisor Townsend questioned the interest rate, if it is a fixed interest rate, and plans for the “leftover” funds from the refinancing; he stated there needs to be more conversation about the particulars before a decision could be made.

Supervisor Timmons stated the YMCA currently is running in the negative about \$60,000, using the \$50,000 from the County to offset a debt of \$100,000. He said the imbalance comes to citizens that don't use the YMCA.

Supervisor Gray said that in addition to looking further into the details, the Board needs to determine its attitude towards the YMCA, asking if the Board wants it to exist or does the Board wish to look at the YMCA as a long-term investment to the community as part of the recreation department.

Supervisor Timmons made a motion, seconded by Supervisor Gray, to table this issue until after the 2015 financial audit is available. He stated the issue in front of the Board tonight is for the language for the promissory note; the YMCA owes the County \$50,000, and they need to have some sort of document that memorializes that to assure that the County receives the payment. Discussion followed.

Supervisor McKay withdrew his motion.

Supervisor Jones asked for a meeting to be scheduled to discuss the details.

Supervisor Jones then restated Supervisor Timmons' motion, seconded by Supervisor Wilck, to table the issue until after the 2015 audited figures are available; the motion carried:

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

Nay: Charles W. McKay

In Re: VDOT Revenue Sharing

Mr. Bartlett stated the County has \$158,745 of residual VDOT Revenue Sharing Funds. This is a compilation of funds remaining from the Granite Falls Boulevard project and a couple older projects. VDOT intends to de-allocate these funds, which returns them to the VDOT Revenue Sharing Fund, unless the County requests otherwise.

Mr. Bartlett stated the Town of Farmville has requested those funds be transferred to help them pay for paving various streets. The Town would provide the required local matching funds. In discussions with VDOT, they are reviewing the procedure by which this could occur. The Board's approval of this transfer would also be necessary.

Following some discussion, Supervisor Jones made a motion, seconded by Supervisor Cooper-Jones, to approve the transfer of the County's residual allocation of VDOT Revenue Sharing Funds to the Town of Farmville, if permitted by VDOT.

Following some discussion, Chairman Simpson made a motion, seconded by Supervisor Wilck, to approve the transfer of the County's residual allocation of VDOT Revenue Sharing Funds to the Town of Farmville, contingent on the determination by VDOT, and to authorize the County Administrator to sign any and all documentation.

Supervisor Jones withdrew his motion.

Chairman Simson restated his motion, seconded by Supervisor Wilck, to approve the transfer of the County's residual allocation of VDOT Revenue Sharing Funds to the Town of Farmville, contingent on the determination by VDOT, and to authorize the County Administrator to sign any and all documentation; the motion carried:



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

Nay: None

In Re: Closed Session

Supervisor Cooper-Jones made a motion, seconded by Supervisor Gray, that the Board convene in Closed Session for discussion and consideration of a specific public office, specifically the County Attorney, pursuant to the exemption provided for in Section 2.2-3711(A)(1) of the *Code of Virginia*; and 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 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*; 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 Jones, 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 Townsend, and carried by the following roll call 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 following Certification of Closed Meeting was adopted in accordance with the Virginia Freedom of Information Act:

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

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

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

Supervisor Timmons made a motion, seconded by Supervisor Jones, to approve the contract for the County Attorney, as presented, from January 1, 2016 through June 30, 2017; the motion carried:

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

Supervisor Timmons made a motion, seconded by Supervisor Townsend, to accept the proposal from Ms. Tyler St. Clair to be the facilitator for the Board of Supervisors Retreat, scheduled for February 2016, and to authorize the County Attorney to review the contract; the motion carried:

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

In Re: Animal Warden's Report

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

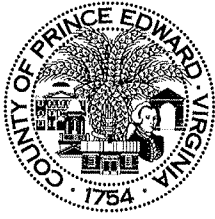
In Re: Tourism and Visitor Center Report

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

On motion of Supervisor Wilck, 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 9:14 p.m.



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

**Meeting Date:** January 12, 2016  
**Item No.:** 15-c  
**Department:** County Administration  
**Staff Contact:** Barbara Poulston  
**Issue:** Review of Accounts & Claims

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

**Attachments:** December 2015 Bill List

**Recommendation:**

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

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

Pride \_\_\_\_\_  
Simpson \_\_\_\_\_  
Timmons \_\_\_\_\_

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

ACCOUNTS PAYABLE CHECKS  
PRINCE EDWARD

FROM DATE- 12/01/2015  
TO DATE- 12/30/2015

12/21/2015

| FUND NO. | DESCRIPTION                  | \$\$\$ PAY \$\$\$ |
|----------|------------------------------|-------------------|
| 100      | GENERAL FUND                 | \$501,384.83      |
| 501      | WATER FUND                   | \$68.62           |
| 502      | SEWER FUND                   | \$113.50          |
| 732      | RETIREMENT BENEFIT FUND      | \$1,129.00        |
| 741      | PIEDMONT COURT SERVICES FUND | \$6,708.88        |
|          | TOTAL                        | 509,404.83        |

| MAJOR# | VENDOR NUMBER           | VENDOR NAME                                                                          | INVOICE#                                           | DESCRIPTION                                                | AMOUNT                   |
|--------|-------------------------|--------------------------------------------------------------------------------------|----------------------------------------------------|------------------------------------------------------------|--------------------------|
| 0099   | 17260                   | Miscellaneous Revenue<br>HAMPTON MILDRED B                                           | INS WITHDRAWAL                                     | LIFE INS WITHDRAWAL                                        | 1,127.62 *               |
|        |                         |                                                                                      |                                                    | ACCOUNT TOTAL                                              | 1,127.62 *               |
|        |                         |                                                                                      |                                                    | MAJOR TOTAL                                                | 1,127.62 **              |
| 011010 |                         | BOARD OF SUPERVISORS                                                                 |                                                    |                                                            |                          |
| 3600   | 15240                   | Advertising<br>FARMVILLE NEWSMEDIA                                                   | CO ADM 1215                                        | ADVERTISING                                                | 658.57                   |
|        |                         |                                                                                      |                                                    | ACCOUNT TOTAL                                              | 658.57 *                 |
| 5510   | 12805<br>32539          | Travel-Mileage<br>COOPER-JONES PATTIE<br>WILCK JAMES ROBERT                          | MILEAGE 1215<br>JULY-SEPT 2015                     | MILEAGE<br>MILEAGE                                         | 309.35<br>36.57          |
|        |                         |                                                                                      |                                                    | ACCOUNT TOTAL                                              | 345.92 *                 |
| 5530   | 11894<br>11894<br>12805 | Travel-Subsistence & Lodg<br>BUSINESS CARD<br>BUSINESS CARD<br>COOPER-JONES PATTIE   | 3722PUCKETT1215<br>3722PUCKETT1215<br>MILEAGE 1215 | WATER & SOFT DRINKS<br>HOMESTEAD LODGING<br>MEALS          | 37.76<br>869.19<br>41.80 |
|        |                         |                                                                                      |                                                    | ACCOUNT TOTAL                                              | 948.75 *                 |
| 5540   | 11894<br>31707          | Travel-Convention & Educa<br>BUSINESS CARD<br>VML                                    | 3722PUCKETT1215<br>2015 245                        | SUPERVISORS FORUM<br>FINANCE FORUM                         | 1,180.00<br>220.00       |
|        |                         |                                                                                      |                                                    | ACCOUNT TOTAL                                              | 1,400.00 *               |
|        |                         |                                                                                      |                                                    | MAJOR TOTAL                                                | 3,353.24 **              |
| 012110 |                         | COUNTY ADMINISTRATOR                                                                 |                                                    |                                                            |                          |
| 2700   | 31421                   | Worker's Compensation<br>VACORP                                                      | 10767 WKCOMP3/4                                    | WORKERS COMPENSATION                                       | 60.43                    |
|        |                         |                                                                                      |                                                    | ACCOUNT TOTAL                                              | 60.43 *                  |
| 5230   | 30440                   | Telecommunications<br>US CELLULAR                                                    | 816442183 1215                                     | PHONE                                                      | 138.48                   |
|        |                         |                                                                                      |                                                    | ACCOUNT TOTAL                                              | 138.48 *                 |
| 5510   | 11894                   | Travel-Mileage<br>BUSINESS CARD                                                      | 3722PUCKETT1215                                    | PARKING                                                    | 15.00                    |
|        |                         |                                                                                      |                                                    | ACCOUNT TOTAL                                              | 15.00 *                  |
| 5530   | 11894<br>11894<br>31423 | Travel-Subsistence & Lodg<br>BUSINESS CARD<br>BUSINESS CARD<br>VA ASSOC OF COUNTIES* | 3722PUCKETT1215<br>3722PUCKETT1215<br>IVC0604428   | LUNCH<br>HOMESTEAD LODGING<br>BANQUET REGISTRATION         | 7.77<br>292.73<br>75.00  |
|        |                         |                                                                                      |                                                    | ACCOUNT TOTAL                                              | 375.50 *                 |
| 5540   | 11894<br>11894<br>31707 | Travel-Convention & Educa<br>BUSINESS CARD<br>BUSINESS CARD<br>VML                   | 3722PUCKETT1215<br>3722PUCKETT1215<br>2015 245     | SUPERVISORS FORUM<br>NEWLY ELECTED WKSHOP<br>FINANCE FORUM | 295.00<br>40.00<br>55.00 |
|        |                         |                                                                                      |                                                    | ACCOUNT TOTAL                                              | 390.00 *                 |
| 6001   | 11902                   | Office Supplies<br>BUSINESS DATA OF VA, INC.                                         | 1304 2015                                          | OFFICE FORMS                                               | 517.27                   |

| MAJOR#<br>ACCT# | VENDOR<br>NUMBER<br>NAME        | INVOICE#        | DESCRIPTION          | AMOUNT      |
|-----------------|---------------------------------|-----------------|----------------------|-------------|
| 6012            | 13369 DIAMOND SPRINGS WATER INC | 11393100 1215   | EQUIPMENT RENTAL     | 8.95        |
|                 | 24076 OFFICE DEPOT              | 804077536001    | TIMECARDS            | 62.45       |
|                 | 27271 RR DONNELLEY              | 794000894       | ENVELOPES FOR W2'S   | 68.68       |
|                 | 27271 RR DONNELLEY              | 850151248       | W2'S                 | 205.36      |
|                 | 32138 WALMART COMMUNITY/RFC5LLC | 1271            | HALLOWEEN CANDY      | 199.14      |
|                 |                                 |                 | ACCOUNT TOTAL        | 1,061.85 *  |
| 6012            | 22210 Books and Subscriptions   |                 |                      | 21.94       |
|                 | MATTHEW BENDER & CO INC         | 7739707X        | RULES V11 11/15 SUPP | 21.94 *     |
|                 |                                 |                 | ACCOUNT TOTAL        | 21.94 *     |
|                 |                                 |                 | MAJOR TOTAL          | 2,063.20 ** |
| 012210          | LEGAL SERVICES                  |                 |                      |             |
| 2700            | 31421 Worker's Compensation     | 10767 WKCOMP3/4 | WORKERS COMPENSATION | 7.03        |
|                 | VACORP                          |                 |                      | 7.03 *      |
|                 |                                 |                 | ACCOUNT TOTAL        | 7.03 **     |
|                 |                                 |                 | MAJOR TOTAL          | 7.03 **     |
| 012240          | INDEPENDENT AUDITOR             |                 |                      |             |
| 3120            | 28729 Accountings & Auditing Se |                 |                      | 7,190.00    |
|                 | STANLEY HUNT DUPREE &           | 50061           | OPEB REPORT          | 7,190.00 *  |
|                 |                                 |                 | ACCOUNT TOTAL        | 7,190.00 ** |
|                 |                                 |                 | MAJOR TOTAL          | 7,190.00 ** |
| 012310          | COMMISSIONER OF REVENUE         |                 |                      |             |
| 2700            | 31421 Worker's Compensation     | 10767 WKCOMP3/4 | WORKERS COMPENSATION | 31.97       |
|                 | VACORP                          |                 |                      | 31.97 *     |
|                 |                                 |                 | ACCOUNT TOTAL        | 31.97 *     |
| 5210            | 15380 Postal Services           |                 |                      | 490.00      |
|                 | FARMVILLE PRINTING              | COMR REV 1215   | POSTAGE              | 426.81      |
|                 | 22058 M&W PRINTERS INC          | 96651P 1215     | POSTAGE-PPTY FORMS   | 916.81 *    |
|                 |                                 |                 | ACCOUNT TOTAL        | 916.81 *    |
| 5230            | 13325 Telecommunications        | T293232         | ONLINE SERVICE       | 76.86       |
|                 | TREASURER OF VIRGINIA           |                 |                      | 76.86 *     |
|                 |                                 |                 | ACCOUNT TOTAL        | 76.86 *     |
| 6001            | 15380 Office Supplies           |                 |                      | 73.70       |
|                 | FARMVILLE PRINTING              | COMR REV 1215   | ENVELOPES            | 73.70 *     |
|                 |                                 |                 | ACCOUNT TOTAL        | 73.70 *     |
| 6012            | 23161 Books & Subscriptions     | 544785          | USED CAR GUIDE       | 105.00      |
|                 | NADA USED CAR GUIDE             |                 |                      | 105.00 *    |
|                 |                                 |                 | ACCOUNT TOTAL        | 105.00 *    |
|                 |                                 |                 | MAJOR TOTAL          | 1,204.34 ** |
| 012320          | ASSESSOR                        |                 |                      |             |
| 5530            | 11894 Travel-Subsistence & Lodg | 3722PUCKETT1215 | MEALS                | 127.83      |
|                 | BUSINESS CARD                   |                 |                      | 127.83 *    |
|                 |                                 |                 | ACCOUNT TOTAL        | 127.83 **   |
|                 |                                 |                 | MAJOR TOTAL          | 127.83 **   |



| MAJOR#<br>ACCT#<br>012410 | VENDOR<br>NUMBER<br>TREASURER             | VENDOR<br>NAME                                                                                                                           | INV#                                                 | DESCRIPTION                                                                                          | AMOUNT                                                               |
|---------------------------|-------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------|------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------|
| 2700                      | 31421                                     | Worker's Compensation<br>VACORP                                                                                                          | 10767                                                | WORKERS COMPENSATION                                                                                 | 33.50<br>33.50 *                                                     |
| 3320                      | 12762                                     | Maintenance Service Contr<br>COMPUTERPLUS SALES/SERVIC                                                                                   | MC0000181377                                         | PRINTER MAINT CNTRCT                                                                                 | 602.55<br>602.55 *                                                   |
| 3600                      | 15240                                     | Advertising<br>FARMVILLE NEWSMEDIA                                                                                                       | TREAS 1215                                           | ADVERTISING                                                                                          | 117.88<br>117.88 *                                                   |
| 5230                      | 11250<br>13325                            | Telecommunications<br>BENCHMARK COMMUNITY BANK<br>TREASURER OF VIRGINIA                                                                  | 7596 TREAS 1215<br>T293232                           | PAYFLOW/PAYPAL<br>ONLINE SERVICE                                                                     | 5.60<br>76.86<br>82.46 *                                             |
| 5410                      | 22079                                     | Lease/Rent Equipment<br>MAIL FINANCE                                                                                                     | H5651952                                             | EQUIPMENT LEASE                                                                                      | 1,592.55<br>1,592.55 *                                               |
| 6001                      | 11902<br>11902<br>20600<br>20600<br>20600 | Office Supplies<br>BUSINESS DATA OF VA, INC.<br>BUSINESS DATA OF VA, INC.<br>KEY OFFICE SUPPLY<br>KEY OFFICE SUPPLY<br>KEY OFFICE SUPPLY | 1283 2015<br>1296 2015<br>474880<br>475015<br>475753 | NORTON ANTI-VIRUS<br>NORTON ANTI-VIRUS<br>LASER CARTRIDGE<br>COUNTERFEIT DETECTRS<br>LASER CARTRIDGE | 59.90<br>29.95<br>99.99<br>15.56<br>82.99<br>288.39 *<br>2,717.33 ** |
| 012510                    | INFORMATION TECHNOLOGY                    |                                                                                                                                          |                                                      |                                                                                                      |                                                                      |
| 3160                      | Professional Services                     |                                                                                                                                          |                                                      |                                                                                                      |                                                                      |
|                           | 11902                                     | BUSINESS DATA OF VA, INC.                                                                                                                | NOVEMBER 2015                                        | CONTRACT AGREEMENT                                                                                   | 3,700.00                                                             |
|                           | 11902                                     | BUSINESS DATA OF VA, INC.                                                                                                                | 1272 2015                                            | TRAVEL EXPENSE                                                                                       | 125.00                                                               |
|                           | 11902                                     | BUSINESS DATA OF VA, INC.                                                                                                                | 1277 2015                                            | TRAVEL EXPENSE                                                                                       | 125.00                                                               |
|                           | 11902                                     | BUSINESS DATA OF VA, INC.                                                                                                                | 1279 2015                                            | TRAVEL EXPENSE                                                                                       | 125.00                                                               |
|                           | 11902                                     | BUSINESS DATA OF VA, INC.                                                                                                                | 1282 2015                                            | TRAVEL EXPENSE                                                                                       | 125.00                                                               |
|                           | 11902                                     | BUSINESS DATA OF VA, INC.                                                                                                                | 1283 2015                                            | TRAVEL EXPENSE                                                                                       | 125.00                                                               |
|                           | 11902                                     | BUSINESS DATA OF VA, INC.                                                                                                                | 1285 2015                                            | TRAVEL EXPENSE                                                                                       | 125.00                                                               |
|                           | 11902                                     | BUSINESS DATA OF VA, INC.                                                                                                                | 1288 2015                                            | TRAVEL EXPENSE                                                                                       | 125.00                                                               |
|                           | 11902                                     | BUSINESS DATA OF VA, INC.                                                                                                                | 1291 2015                                            | TRAVEL EXPENSE                                                                                       | 125.00                                                               |
|                           | 11902                                     | BUSINESS DATA OF VA, INC.                                                                                                                | 1293 2015                                            | TRAVEL EXPENSE                                                                                       | 125.00                                                               |
|                           | 11902                                     | BUSINESS DATA OF VA, INC.                                                                                                                | 1295 2015                                            | TRAVEL EXPENSE                                                                                       | 125.00                                                               |
|                           | 11902                                     | BUSINESS DATA OF VA, INC.                                                                                                                | 1296 2015                                            | TRAVEL EXPENSE                                                                                       | 125.00                                                               |
|                           | 11902                                     | BUSINESS DATA OF VA, INC.                                                                                                                | 1298 2015                                            | TRAVEL EXPENSE                                                                                       | 125.00                                                               |
|                           | 11902                                     | BUSINESS DATA OF VA, INC.                                                                                                                | 1302 2015                                            | TRAVEL EXPENSE                                                                                       | 125.00                                                               |
| 3161                      | 28330                                     | Webpage Services<br>SITEVISION INC                                                                                                       | 16713                                                | WEBHOSTING-1ST QTR                                                                                   | 5,325.00 *                                                           |
| 3320                      | 11537                                     | Maintenance Service<br>BAI MUNICIPAL SOFTWARE                                                                                            | WATS201652-1                                         | TECHNICAL SUPPORT                                                                                    | 179.85<br>179.85 *                                                   |
|                           |                                           |                                                                                                                                          |                                                      | ACCOUNT TOTAL                                                                                        | 9,297.00                                                             |

| MAJOR#<br>ACCT# | VENDOR<br>NUMBER | VENDOR<br>NAME                                       | INV#            | DESCRIPTION          | AMOUNT                                                             |
|-----------------|------------------|------------------------------------------------------|-----------------|----------------------|--------------------------------------------------------------------|
| 013100          |                  | ELECTORAL BOARD AND OFFICIALS                        |                 |                      |                                                                    |
| 3161            | 16228<br>36140   | Election Official<br>GLADDEN YOLANDA<br>ZEHNER LUCIE | MC0000181378    | PRINTER MAINT CNTRCT | 79.00<br>9,376.00 *                                                |
| 5210            | 10173            | Postal Services<br>AKERS-BOOKER GWENDOLYN            |                 |                      | 14,880.85 **                                                       |
| 013200          |                  | REGISTRAR                                            |                 |                      |                                                                    |
| 2700            | 31421            | Worker's Compensation<br>VACORP                      | 10767 WKCOMP3/4 | WORKERS COMPENSATION | 40.00<br>20.00<br>60.00 *                                          |
| 5510            | 32961            | Travel-Mileage<br>WRIGHT LYNETTE                     |                 |                      | 11.27<br>11.27 *<br>71.27 **                                       |
| 6001            | 20600            | Office Supplies<br>KEY OFFICE SUPPLY                 |                 |                      | 10.48<br>10.48 *                                                   |
|                 | 20600            | KEY OFFICE SUPPLY                                    |                 |                      | 34.50<br>34.50 *                                                   |
|                 | 20600            | KEY OFFICE SUPPLY                                    |                 |                      | 27.98<br>38.35<br>10.45<br>47.38<br>59.90<br>184.06 *<br>229.04 ** |
| 021100          |                  | CIRCUIT COURT                                        |                 |                      |                                                                    |
| 2700            | 31421            | Worker's Compensation<br>VACORP                      | 10767 WKCOMP3/4 | WORKERS COMPENSATION | 5.36<br>5.36 *                                                     |
| 6001            | 20600            | Office Supplies<br>KEY OFFICE SUPPLY                 |                 |                      | 11.38<br>278.29<br>289.67 *                                        |
|                 | 20600            | KEY OFFICE SUPPLY                                    |                 |                      | 299.00<br>299.00 *<br>594.03 **                                    |
| 6012            | 21429            | Books & Subscriptions<br>VA LAWYERS WEEKLY INC       | 646443 1215     | ONLINE SUBSCRIPTION  |                                                                    |
| 021200          |                  | GENERAL DISTRICT COURT                               |                 |                      |                                                                    |
| 3320            | 28587            | Maintenance Service Contr<br>SOUTHERN COPIER SALES & | 64556           | COPIER SERV CONTRACT | 595.96<br>595.96 *                                                 |
|                 |                  |                                                      |                 | ACCOUNT TOTAL        |                                                                    |
|                 |                  |                                                      |                 | MAJOR TOTAL          |                                                                    |

| MAJOR#<br>ACCT#<br>5230 | VENDOR<br>NUMBER | VENDOR<br>NAME                                 | INVT#           | DESCRIPTION           | AMOUNT                 |
|-------------------------|------------------|------------------------------------------------|-----------------|-----------------------|------------------------|
| 6001                    | 30440            | US CELLULAR                                    | 816442183 1215  | PHONE                 | 24.21<br>24.21 *       |
|                         |                  | Office Supplies                                |                 |                       |                        |
|                         | 22079            | MAIL FINANCE                                   | N5654886        | EQUIPMENT LEASE       | 376.17                 |
|                         | 28587            | SOUTHERN COPIER SALES &                        | 65418           | COPIER MAINT CONTRACT | 480.00                 |
|                         | 28866            | STEPS, INC                                     | 11413           | SHREDDING SERVICE     | 35.00                  |
|                         | 30560            | U S POSTAL SERVICE                             | 2016 BOX RENT   | BOX RENT              | 60.00                  |
|                         |                  |                                                |                 | ACCOUNT TOTAL         | 951.17 *               |
|                         |                  |                                                |                 | MAJOR TOTAL           | 1,571.34 **            |
| 021600                  |                  | CLERK OF THE CIRCUIT COURT                     |                 |                       |                        |
| 2700                    | 31421            | Worker's Compensation<br>VACORP                | 10767 WKCOMP3/4 | WORKERS COMPENSATION  | 56.51<br>56.51 *       |
| 3160                    | 29498            | Professional Services<br>TREASURER OF VIRGINIA | 20319           | AUDIT                 | 2,102.18<br>2,102.18 * |
| 3310                    | 20600            | Repairs/Maintenance<br>KEY OFFICE SUPPLY       | 475023          | COPIER MAINT CONTRACT | 721.00                 |
|                         | 20600            | KEY OFFICE SUPPLY                              | 475026          | COPIER MAINT CONTRACT | 766.00                 |
| 5210                    | 22079            | Postal Services<br>MAIL FINANCE                | N5654885        | EQUIPMENT LEASE       | 1,487.00 *             |
| 5230                    | 21319            | Telecommunications<br>CENTURYLINK              | 309863799 1215  | PHONE                 | 407.13<br>407.13 *     |
| 5850                    | 20600            | Jurors/Witnesses<br>KEY OFFICE SUPPLY          | 475043          | COFFEE MAKER/SUPPLIE  | 111.29                 |
|                         | 999999           | BAPPERT STEPHANIE                              | JUROR 1215      | JUROR                 | 30.00                  |
|                         | 999999           | BROWN SHIRBY                                   | JUROR 1215      | JUROR                 | 30.00                  |
|                         | 999999           | BRYANT CAROLINE                                | JUROR 1215      | JUROR                 | 30.00                  |
|                         | 999999           | EANES MELVIN SR                                | JUROR 1215      | JUROR                 | 30.00                  |
|                         | 999999           | HAMLIN JENNIFER                                | JUROR 1215      | JUROR                 | 30.00                  |
|                         | 999999           | HAMPTON MILDRED B                              | JUROR 1215      | JUROR                 | 30.00                  |
|                         | 999999           | KROMER EDWARD                                  | JUROR 1215      | JUROR                 | 30.00                  |
|                         | 999999           | MONTAGUE PATRICIA                              | JUROR 1215      | JUROR                 | 30.00                  |
|                         | 999999           | SANDLIN RON                                    | JUROR 1215      | JUROR                 | 30.00                  |
|                         | 999999           | WATSON WILLIAM E                               | JUROR 1215      | JUROR                 | 30.00                  |
|                         | 999999           | YEATTS JOYCE                                   | JUROR 1215      | JUROR                 | 30.00                  |
| 6001                    | 20600            | Office Supplies<br>KEY OFFICE SUPPLY           | 29241           | RETURNED MERCHANDISE  | 441.29 *               |
|                         | 20600            | KEY OFFICE SUPPLY                              | 474494          | ADJ TABLE             | 8.97-                  |
|                         | 20600            | KEY OFFICE SUPPLY                              | 474526          | TRAYS/FLDRS/CORK BDS  | 149.00                 |
|                         | 20600            | KEY OFFICE SUPPLY                              | 474528          | THERMAL ROLLS         | 361.99                 |
|                         | 20600            | KEY OFFICE SUPPLY                              | 474544          | FRAMES                | 3.60                   |
|                         |                  |                                                |                 |                       | 41.97                  |

AP375H  
12/21/2015  
FUND # - 100 GENERAL FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 12/01/2015 -- 12/30/2015

AFTER CHECKS  
PAGE 6

| MAJOR# | ACCT# | VENDOR NUMBER | VENDOR NAME                       | INV#            | DESCRIPTION          | AMOUNT      |
|--------|-------|---------------|-----------------------------------|-----------------|----------------------|-------------|
| 6012   |       | 20600         | KEY OFFICE SUPPLY                 | 474639          | LASER CARTRIDGES     | 279.98      |
|        |       | 20600         | KEY OFFICE SUPPLY                 | 474767          | TRAYS/PAPER          | 98.88       |
|        |       | 20600         | KEY OFFICE SUPPLY                 | 474824          | BIC CORRECTIONS      | 89.70       |
|        |       |               | Books and Subscriptions           |                 |                      | 1,016.15 *  |
|        |       | 22058         | M&W PRINTERS INC                  | 99736           | BINDING 2014 LANDBK  | 659.93      |
|        |       | 22210         | MATTHEW BENDER & CO INC           | 77997158        | WILLS & ADM REL #9   | 308.31      |
|        |       | 29038         | T&N PRINTING                      | 220841          | PLATS                | 21.00       |
|        |       |               |                                   |                 | ACCOUNT TOTAL        | 989.24 *    |
|        |       |               |                                   |                 | MAJOR TOTAL          | 6,547.98 ** |
| 021800 |       |               | LAW LIBRARY                       |                 |                      |             |
| 5230   |       | 10105         | AT&T                              | 0542720100 1215 | PHONE                | 42.33       |
|        |       | 21319         | CENTURYLINK                       | 309478607 1215  | PHONE                | 40.78       |
|        |       |               |                                   |                 | ACCOUNT TOTAL        | 83.11 *     |
| 6012   |       | 21761         | LEXISNEXIS                        | 3090385972      | MONTHLY SUBSCRIPTION | 268.00      |
|        |       | 22210         | MATTHEW BENDER & CO INC           | 7742770X        | RULES V11 11/15 SUPP | 21.94       |
|        |       |               |                                   |                 | ACCOUNT TOTAL        | 289.94 *    |
|        |       |               |                                   |                 | MAJOR TOTAL          | 373.05 **   |
| 022100 |       |               | COMMONWEALTH'S ATTORNEY           |                 |                      |             |
| 2700   |       | 31421         | Worker's Compensation             | 10767 WKCOMP3/4 | WORKERS COMPENSATION | 73.19       |
|        |       |               |                                   |                 | ACCOUNT TOTAL        | 73.19 *     |
| 5210   |       | 25483         | Postal Services                   | 1679555 NV15    | EQUIPMENT LEASE      | 153.00      |
|        |       |               |                                   |                 | ACCOUNT TOTAL        | 153.00 *    |
| 5230   |       | 13325         | Telecommunications                | T293700         | IPAD SERVICE         | 131.22      |
|        |       |               |                                   |                 | ACCOUNT TOTAL        | 131.22 *    |
| 5510   |       | 14746         | Travel-Mileage                    | EXPENSES 1215   | MILEAGE              | 105.80      |
|        |       | 14746         | ENNIS JAMES R                     | EXPENSES 1215   | PARKING              | 8.00        |
|        |       |               |                                   |                 | ACCOUNT TOTAL        | 113.80 *    |
| 5530   |       | 14746         | Travel-Subsistence & Lodg         | EXPENSES 1215   | MEALS                | 20.84       |
|        |       |               |                                   |                 | ACCOUNT TOTAL        | 20.84 *     |
| 5899   |       | 12177         | Miscellaneous                     | 1500647         | PROCESS SUBPOENAS    | 65.00       |
|        |       | 15241         | CAPITOL PROCESS SERVICES          | 62512           | ADVERTISING          | 39.00       |
|        |       | 28866         | FARMVILLE HERALD                  | 11478           | SHREDDING SERVICE    | 518.00      |
|        |       |               |                                   |                 | ACCOUNT TOTAL        | 622.00 *    |
|        |       |               |                                   |                 | MAJOR TOTAL          | 1,114.05 ** |
| 022200 |       |               | VICTIM WITNESS ASSISTANCE PROGRAM |                 |                      |             |
| 2700   |       | 31421         | Workmen's Compensation            | 10767 WKCOMP3/4 | WORKERS COMPENSATION | 7.98        |
|        |       |               |                                   |                 | ACCOUNT TOTAL        | 7.98 *      |

| MAJOR#<br>ACCT# | VENDOR<br>NUMBER | VENDOR<br>NAME                                     | INV#            | DESCRIPTION          | AMOUNT     |
|-----------------|------------------|----------------------------------------------------|-----------------|----------------------|------------|
| 5510            | 28060            | Travel-Mileage<br>SAMS CINDY                       | EXPENSES 1215   | MILEAGE              | 35.65      |
|                 | 28060            | SAMS CINDY                                         | MILEAGE 1215    | MILEAGE              | 102.93     |
|                 |                  |                                                    |                 | ACCOUNT TOTAL        | 138.58 *   |
| 5530            | 28060            | Travel-Subsistence & Lodg<br>SAMS CINDY            | EXPENSES 1215   | MEAL                 | 12.75      |
|                 |                  |                                                    |                 | ACCOUNT TOTAL        | 12.75 *    |
| 5810            | 31848            | Dues & Association Member<br>VWAN                  | SAMS CINDY 1215 | MEMBERSHIP DUES      | 50.00      |
|                 |                  |                                                    |                 | ACCOUNT TOTAL        | 50.00 *    |
| 6001            | 15380            | Office Supplies<br>FARMVILLE PRINTING              | VIC WIT 1215    | ENVELOPES            | 50.00      |
|                 | 20600            | KEY OFFICE SUPPLY                                  | 474667          | APPOINTMENT BOOK/PEN | 40.39      |
|                 |                  |                                                    |                 | ACCOUNT TOTAL        | 90.39 *    |
|                 |                  |                                                    |                 | MAJOR TOTAL          | 299.70 **  |
| 031200          | SHERIFF          |                                                    |                 |                      |            |
| 2700            | 31421            | Worker's Compensation<br>VACORP                    | 10767 WKCOMP3/4 | WORKERS COMPENSATION | 2,993.59   |
|                 |                  |                                                    |                 | ACCOUNT TOTAL        | 2,993.59 * |
| 3311            | 14300            | Repairs & Maint-Auto & Eq<br>EAST END MOTOR CO INC | 128215          | INSPECTION           | 16.00      |
|                 | 14300            | EAST END MOTOR CO INC                              | 129366          | PADS/ROTORS/CALIPERS | 1,421.99   |
|                 | 14300            | EAST END MOTOR CO INC                              | 129669          | SWAY BAR/STRUTS      | 711.97     |
|                 | 14300            | EAST END MOTOR CO INC                              | 129762          | INSPECT/BRAKE BULB   | 29.50      |
|                 | 14300            | EAST END MOTOR CO INC                              | 129804          | SWAY BAR/ROTORS/OIL  | 1,316.08   |
|                 | 14300            | EAST END MOTOR CO INC                              | 130236          | OIL CHG/ROTATION     | 153.41     |
|                 | 20323            | KENBRIDGE TIRE & AUTO                              | 694797          | CALIBRATION          | 25.00      |
|                 | 29199            | THIRD ST WRECKER SERVICE                           | 15811           | TOWING SERVICE       | 125.00     |
|                 |                  |                                                    |                 | ACCOUNT TOTAL        | 3,798.95 * |
| 3600            | 15240            | Advertising<br>FARMVILLE NEWSMEDIA                 | SHERIFF 1215    | ADVERTISING          | 486.90     |
|                 |                  |                                                    |                 | ACCOUNT TOTAL        | 486.90 *   |
| 5230            | 11894            | Telecommunications<br>BUSINESS CARD                | 0555 SHERIF1215 | CELL PHONE CHARGERS  | 42.09      |
|                 | 13325            | TREASURER OF VIRGINIA                              | T293662         | VCIN                 | 52.74      |
|                 | 20904            | KINEX NETWORKING SOLUTION                          | 151201 0015     | REMOTE DATA BACKUP   | 19.95      |
|                 | 21319            | CENTURYLINK                                        | 309468839 1215  | PHONE                | 10.36      |
|                 | 21319            | CENTURYLINK                                        | 309558628 1215  | PHONE                | 7.97       |
|                 | 30440            | US CELLULAR                                        | 850361128 1215  | PHONE                | 40.81      |
|                 | 30440            | US CELLULAR                                        | 918210747 1215  | PHONE                | 40.81      |
|                 |                  |                                                    |                 | ACCOUNT TOTAL        | 1,033.39   |
| 5530            | 11894            | Travel-Subsistence & Lodg<br>BUSINESS CARD         | 0555 SHERIF1215 | MEALS & LODGING      | 1,207.31 * |
|                 |                  |                                                    |                 | ACCOUNT TOTAL        | 1,041.77   |
| 5540            | 11894            | Travel-Convention and Edu<br>BUSINESS CARD         | 0555 SHERIF1215 | CPR TRAINING         | 1,041.77 * |
|                 |                  |                                                    |                 | ACCOUNT TOTAL        | 60.00      |
|                 |                  |                                                    |                 | ACCOUNT TOTAL        | 60.00 *    |

| MAJOR#<br>ACCT#<br>6001 | VENDOR<br>NUMBER | VENDOR<br>NAME                                         | INV#            | DESCRIPTION          | AMOUNT     |
|-------------------------|------------------|--------------------------------------------------------|-----------------|----------------------|------------|
| 6003                    | 11894            | Office Supplies                                        | 0555 SHERIF1215 | CHRISTMAS CARDS      | 152.98     |
|                         | 11902            | BUSINESS CARD                                          | 1296 2015       | NORTON ANTI-VIRUS    | 29.95      |
|                         | 11902            | BUSINESS DATA OF VA, INC.                              | 1308 2015       | MONITORS (6)         | 732.20     |
|                         | 13369            | DIAMOND SPRINGS WATER INC                              | 27961300 1215   | WATER & EQUIP RENTAL | 79.90      |
|                         | 20600            | KEY OFFICE SUPPLY                                      | 474610          | CORK BOARD           | 15.79      |
|                         | 20600            | KEY OFFICE SUPPLY                                      | 475049          | CANON CARTRIDGES     | 399.56     |
|                         | 20600            | KEY OFFICE SUPPLY                                      | 475599          | MOUSE & PAD          | 17.24      |
|                         | 20600            | KEY OFFICE SUPPLY                                      | 475782          | FOLDERS              | 91.96      |
|                         |                  |                                                        |                 | ACCOUNT TOTAL        | 1,519.58 * |
|                         |                  |                                                        |                 | ACCOUNT TOTAL        | 104.98     |
| 6004                    | 32138            | Public Education/Crime Pr<br>WALMART COMMUNITY/RFCSLLC | 3146            | HALLOWEEN CANDY      | 104.98 *   |
| 6008                    | 28640            | Virso Comm Center Crime P<br>SOUTHSIDE ELECTRIC COOP   | 526776002 1215  | VIRSO COMMUNITY SITE | 9.22       |
|                         |                  |                                                        |                 | ACCOUNT TOTAL        | 9.22 *     |
| 6009                    | 11894            | Vehicle & Powered Equip F<br>BUSINESS CARD             | 0555 SHERIF1215 | GAS                  | 34.81      |
|                         |                  |                                                        |                 | ACCOUNT TOTAL        | 34.81 *    |
| 6010                    | 13012            | Vehicle & Powered Equip S<br>DMV                       | SHERIFF 1215    | VEHICLE REGISTRATION | 25.00      |
|                         |                  |                                                        |                 | ACCOUNT TOTAL        | 25.00 *    |
|                         | 11894            | Police Supplies                                        | 0555 SHERIF1215 | MOUTHGUARDS          | 34.95      |
|                         | 15656            | BUSINESS CARD                                          | 75042           | INSPCT/RECHRG EXTING | 142.85     |
|                         | 22590            | FIRE & SAFETY EQUIP CO                                 | 98870098        | GLOVES               | 570.09     |
|                         | 28592            | MOORE MEDICAL LLC                                      | 182987          | MAGLITES/HOLSTR/BATT | 455.50     |
|                         | 29048            | SOUTHERN POLICE EQUIP CO                               | SI1418973       | TASER                | 1,058.67   |
|                         | 32138            | TASER INTERNATIONAL                                    | 1038            | RIFLE CASE           | 20.00      |
|                         | 32600            | WALMART COMMUNITY/RFCSLLC                              | CPR CARDS       | CPR CARDS            | 70.00      |
|                         |                  |                                                        |                 | ACCOUNT TOTAL        | 2,352.06 * |
| 6011                    | 16102            | Uniforms & Wearing Appare                              | 4373367         | BOOTS                | 91.95      |
|                         | 16102            | GALLS LLC                                              | 4393620         | BOOTS                | 97.50      |
|                         | 16102            | GALLS LLC                                              | 4475668         | BOOTS                | 90.50      |
|                         | 25608            | PREMIUM MARKETING & SALES                              | NOV 30 2015     | BADGE                | 79.00      |
|                         | 26360            | QUALITY UNIFORM CO INC                                 | 4067            | UNIFORMS             | 459.00     |
| 6023                    | 28592            | SOUTHERN POLICE EQUIP CO                               | 182726          | TIES & INSIGNIA      | 76.25      |
|                         |                  |                                                        |                 | ACCOUNT TOTAL        | 894.20 *   |
| 8205                    | 18984            | Equipment-Alcohol Grant<br>INTOXIMETERS, INC           | 517568          | EQUIPMENT/MOUTHPIECE | 1,625.00   |
|                         |                  |                                                        |                 | ACCOUNT TOTAL        | 1,625.00 * |
| 8205                    | 15945            | Motor Vehicles                                         | REIMB 1215      | MOTOROLA SPEAKER     | 58.10      |
|                         | 27767            | FRANKLIN ROBBY                                         | 6991            | INSTALL RADIOS/SIREN | 1,755.98   |
|                         | 27767            | ROCKWELL AUDIO                                         | 6992            | REINSTALL PARTITION  | 349.95     |
|                         |                  |                                                        |                 | ACCOUNT TOTAL        | 2,164.03 * |
|                         |                  |                                                        | MAJOR TOTAL     | 18,317.40 **         |            |

| MAJOR#<br>ACCT#<br>031201 | VENDOR<br>NUMBER<br>SHERIFF - COURTS | VENDOR<br>NAME                                      | INV#            | DESCRIPTION          | AMOUNT                            |
|---------------------------|--------------------------------------|-----------------------------------------------------|-----------------|----------------------|-----------------------------------|
| 2700                      | 31421                                | Worker's Compensation<br>VACORP                     | 10767 WKCOMP3/4 | WORKERS COMPENSATION | 888.55 *<br>888.55 *<br>888.55 ** |
| 032200                    | VOLUNTEER FIRE DEPARTMENT            |                                                     |                 |                      | ACCOUNT TOTAL                     |
| 7001                      | 22166                                | Payment to Farmville VFD<br>CREATIVE MONOGRAMMING   | ML5961          | SHIRTS               | 799.00                            |
|                           | 23166                                | NAFECO INC                                          | 799412          | FOAM                 | 594.30                            |
|                           | 23166                                | NAFECO INC                                          | 801647          | BUTTONS              | 199.44                            |
|                           | 27525                                | S&W HOSE & NOZZLE REPAIR                            | NOV 2 2015      | RECOUPLE HARD SLEEVE | 45.36                             |
|                           |                                      |                                                     |                 | ACCOUNT TOTAL        | 1,638.10 *                        |
| 7002                      | 32146                                | Payment to Rice VFD<br>WATKINS INSURANCE AGENCY     | 28711           | ACCIDENT INSURANCE   | 2,390.00<br>2,390.00 *            |
| 7003                      | 11240                                | Payment to Prospect VFD<br>BENCHMARK COMMUNITY BANK | PROSPECT TRK#47 | TRUCK PAYMENT        | 3,500.00                          |
|                           | 20600                                | KEY OFFICE SUPPLY                                   | 475978          | INK CARTRIDGE        | 53.97                             |
|                           | 21319                                | CENTURYLINK                                         | 309983930 1215  | PHONE                | 101.26                            |
|                           | 25210                                | PAMPLIN EXXON                                       | PROSPECT FD1215 | FUEL                 | 62.50                             |
|                           | 29440                                | PRINCE EDWARD CO PBLC SCH                           | DIESEL-NOV 2015 | DIESEL               | 54.54                             |
|                           | 31846                                | PRINCE EDWARD CO TREAS                              | GAS 1215        | GAS                  | 261.97                            |
|                           | 31846                                | DOMINION VA POWER                                   | 7020850009 1215 | ELECTRIC SERVICE     | 260.18                            |
|                           | 31846                                | DOMINION VA POWER                                   | 7600812502 1215 | ELECTRIC SERVICE     | 6.67                              |
|                           | 32146                                | DOMINION VA POWER                                   | 8898799252 1215 | ELECTRIC SERVICE     | 21.08                             |
|                           |                                      |                                                     | 28711           | ACCIDENT INSURANCE   | 2,390.00<br>6,712.17 *            |
| 7004                      | 12996                                | Payment to Darlington VFD<br>CYRUS PEST CONTROL CO  | NOVEMBER 2015   | EXTERMINATING SERVIC | 45.00                             |
|                           | 28640                                | SOUTHSIDE ELECTRIC COOP                             | 38156001 1215   | ELECTRIC SERVICE     | 334.64                            |
|                           | 32146                                | WATKINS INSURANCE AGENCY                            | 28711           | ACCIDENT INSURANCE   | 2,390.00<br>2,769.64 *            |
| 7005                      | 11491                                | Payment to Hampden-Sydney<br>ARC3 GASES             | 2851699         | CYLINDER RENTAL      | 125.86                            |
|                           | 21319                                | CENTURYLINK                                         | 310187773 1215  | PHONE                | 73.59                             |
|                           | 22468                                | MID-ATLANTIC IRRIGATION                             | 193869          | GAUGES               | 345.84                            |
|                           | 27590                                | RJA FIRE EXTINGUISHER                               | 111215          | EXTINGUISHER MAINT   | 36.86                             |
|                           | 29414                                | TRAVELERS - RMD                                     | 2E925725        | WORKERS COMP         | 10,773.00                         |
|                           | 31846                                | DOMINION VA POWER                                   | 8350720002 1215 | ELECTRIC SERVICE     | 284.39                            |
|                           | 32146                                | WATKINS INSURANCE AGENCY                            | 28711           | ACCIDENT INSURANCE   | 2,963.00<br>14,602.54 *           |
| 7006                      | 12024                                | Payment to Pamplin VFD<br>C W WILLIAMS              | 587995          | NOZZLES              | 2,220.54                          |
|                           | 15560                                | FARMVILLE WHSALE ELECTRIC                           | 574106          | BLDG MAINT SUPPLIES  | 681.14                            |
|                           | 31335                                | VERIZON                                             | 248 6100 1215   | PHONE                | 74.63                             |
|                           | 31846                                | DOMINION VA POWER                                   | 4743517221 1215 | ELECTRIC SERVICE     | 305.66<br>3,281.97 *              |
|                           |                                      |                                                     |                 | ACCOUNT TOTAL        |                                   |

| MAJOR#<br>ACCT#<br>7007 | VENDOR<br>NUMBER | VENDOR<br>NAME                | INV#            | DESCRIPTION          | AMOUNT       |
|-------------------------|------------------|-------------------------------|-----------------|----------------------|--------------|
|                         | 25246            | Payment to Meherrin VFD       |                 |                      |              |
|                         | 25246            | PARKER OIL CO INC             | 755413          | PROPANE              | 105.74       |
|                         | 25246            | PARKER OIL CO INC             | 773641          | DIESEL               | 260.92       |
|                         | 25246            | PARKER OIL CO INC             | 782103          | PROPANE              | 182.05       |
|                         | 25246            | PARKER OIL CO INC             | 782113          | PROPANE              | 171.34       |
|                         | 31335            | VERIZON                       | 736 0633 1215   | PHONE                | 185.11       |
|                         | 31846            | DOMINION VA POWER             | 0519881510 1215 | ELECTRIC SERVICE     | 259.71       |
|                         | 31846            | DOMINION VA POWER             | 1913347348 1215 | ELECTRIC SERVICE     | 28.82        |
|                         | 31846            | DOMINION VA POWER             | 2725824417 1215 | ELECTRIC SERVICE     | 13.94        |
|                         | 32146            | WATKINS INSURANCE AGENCY      | 28711           | ACCIDENT INSURANCE   | 3,706.00     |
| 7010                    |                  | First Responders              |                 |                      | 4,913.63 *   |
|                         | 17776            | HAMPDEN-SYDNEY VOL FIRE       | 15-16 SUPPRT2/2 | 15-16 SUPPORT        | 2,500.00     |
| 8010                    |                  | PE Firefighters Assoc         |                 |                      | 2,500.00 *   |
|                         | 25720            | PRINCE EDWARD AREA FIRE-      | 15-16 SUPPRT2/2 | 15-16 SUPPORT        | 4,000.00     |
| 032300                  |                  | AMBULANCE AND RESCUE SERVICES |                 |                      | 4,000.00 *   |
| 7005                    |                  | Prince Edward Rescue Squa     |                 |                      | 42,808.05 ** |
|                         | 25880            | PRINCE EDWARD VOL RESCUE      | 15-16 SUPPRT3/4 | 15-16 SUPPORT        | 16,500.00    |
| 7006                    |                  | Pamplin Rescue Squad          |                 |                      | 16,500.00 *  |
|                         | 25201            | PAMPLIN VOL FIRE DEPT EMS     | 15-16 SUPPRT2/2 | 15-16 SUPPORT        | 2,500.00     |
| 7008                    |                  | Meherrin Rescue Squad         |                 |                      | 2,500.00 *   |
|                         | 22349            | MEHERRIN FIRE & RESCUE        | 15-16 SUPPRT3/4 | 15-16 SUPPORT        | 3,250.00     |
| 032500                  |                  | EMERGENCY SERVICES            |                 |                      | 3,250.00 *   |
| 3160                    |                  | Professional Service E-91     |                 |                      | 22,250.00 ** |
|                         | 29280            | TIMMONS GROUP                 | 175428          | E911 ADDRESSING      | 315.00       |
| 033200                  |                  | REGIONAL JAIL & DETENTION     |                 |                      | 315.00 *     |
| 3196                    |                  | Purchase of Services - Ja     |                 |                      | 315.00 **    |
|                         | 18743            | IRONGATE BOUNDARY MNGT        | AE 1215         | ELECTRONIC MONITORIN | 202.50       |
|                         | 18743            | IRONGATE BOUNDARY MNGT        | MW 1215         | ELECTRONIC MONITORIN | 708.75       |
|                         | 18743            | IRONGATE BOUNDARY MNGT        | TB 1215         | ELECTRONIC MONITORIN | 607.50       |
|                         | 25375            | PIEDMONT RGNL JUVENILE        | 1410            | JUVENILE DETENTION   | 7,800.00     |
|                         | 25375            | PIEDMONT RGNL JUVENILE        | 1419            | JUVENILE DETENTION   | 8,625.00     |
|                         |                  |                               |                 | ACCOUNT TOTAL        | 17,943.75 *  |
|                         |                  |                               |                 | MAJOR TOTAL          | 17,943.75 ** |



| MAJOR#<br>ACCT#<br>034100 | VENDOR<br>NUMBER<br>BUILDING OFFICIAL | VENDOR<br>NAME                                                  | INV#                             | DESCRIPTION          | AMOUNT                            |
|---------------------------|---------------------------------------|-----------------------------------------------------------------|----------------------------------|----------------------|-----------------------------------|
| 2700                      | 31421                                 | Worker's Compensation<br>VACORP                                 | 10767 WKCOMP3/4                  | WORKERS COMPENSATION | 179.37<br>179.37 *                |
| 5230                      | 30440                                 | Telecommunications<br>US CELLULAR                               | 816442183 1215                   | PHONE                | 24.21<br>24.21 *                  |
| 5530                      | 21498<br>21498                        | Travel-Subsistence & Lodg<br>LEATHERWOOD COY<br>LEATHERWOOD COY | NOV 2015<br>OCT 2015             | MEALS<br>MEALS       | 9.14<br>6.96<br>16.10 *           |
| 5540                      | 21498                                 | Travel-Convention & Educa<br>LEATHERWOOD COY                    | NOV 2015                         | MTG REGISTRATION     | 15.00<br>15.00 *                  |
| 5880                      | 29642                                 | 2% Blg Permit Surcharge<br>TREASURER OF VIRGINIA                | LV201601                         | PERMIT LEVY-1ST QTR  | 323.60<br>323.60 *<br>558.28 **   |
| 035100                    |                                       | ANIMAL CONTROL                                                  |                                  |                      |                                   |
| 2700                      | 31421                                 | Worker's Compensation<br>VACORP                                 | 10767 WKCOMP3/4                  | WORKERS COMPENSATION | 199.27<br>199.27 *                |
| 3311                      | 14300                                 | Repairs & Maint-Auto & Po<br>EAST END MOTOR CO INC              | 129930                           | CNTRL ARM/ALIGN/INSP | 351.83<br>351.83 *                |
| 5110                      | 31846                                 | Electrical Services<br>DOMINION VA POWER                        | 0890745003 1215                  | ELECTRIC SERVICE     | 152.73<br>152.73 *                |
| 5230                      | 21319<br>30440                        | Telecommunications<br>CENTURYLINK<br>US CELLULAR                | 310119726 1215<br>816442183 1215 | PHONE<br>PHONE       | 98.84<br>48.42<br>147.26 *        |
| 6002                      | 32138                                 | Supplies for Shelter<br>WALMART COMMUNITY/RFCSELLC              | 1131                             | DOG FOOD             | 175.80<br>175.80 *                |
| 6005                      | 32138                                 | Janitorial Supplies<br>WALMART COMMUNITY/RFCSELLC               | 1131                             | CLEANING SUPPLIES    | 42.16<br>42.16 *                  |
| 6009                      | 14300                                 | Vehicle & Powered Equip S<br>EAST END MOTOR CO INC              | 129930                           | TIRES                | 539.96<br>539.96 *<br>1,609.01 ** |
| 042300                    |                                       | REFUSE DISPOSAL                                                 |                                  |                      |                                   |
| 2700                      | 31421                                 | Worker's Compensation<br>VACORP                                 | 10767 WKCOMP3/4                  | WORKERS COMPENSATION | 2,355.03<br>2,355.03 *            |

| MAJOR# | ACCT# | VENDOR NUMBER | VENDOR NAME                | INVOICE# | DESCRIPTION          | AMOUNT      |
|--------|-------|---------------|----------------------------|----------|----------------------|-------------|
| 3160   | 27191 | 42250         | Professional Services      |          | GROUNDWTR MONITORING | 5,545.31    |
|        | 27191 | 42268         | RESOURCE INTERNATIONAL     |          | MISC WORK TASKS      | 8,564.15    |
|        | 27191 | 42269         | RESOURCE INTERNATIONAL     |          | STORM WTR COMPLIANCE | 2,498.75    |
|        |       |               |                            |          | ACCOUNT TOTAL        | 16,608.21 * |
| 3310   | 12282 | 34063         | Repairs/Maintenance        |          | ADAPTERS & FITTINGS  | 33.97       |
|        | 15560 | 572463        | CAVALIER HOSE & FITTINGS   |          | LOAD CENTER/CEMENT   | 349.19      |
|        | 15560 | 572588        | FARMVILLE WHSALE ELECTRIC  |          | PHOTO CELL/BULBS     | 33.05       |
|        | 15560 | 572695        | FARMVILLE WHSALE ELECTRIC  |          | HOLE & HAND SAWS     | 24.41       |
|        | 15560 | 572702        | FARMVILLE WHSALE ELECTRIC  |          | FIXTURE/BULBS/BOX    | 69.81       |
|        | 21811 | 901558        | LOWE'S                     |          | INSULATION/STAPLEGUN | 300.72      |
|        | 21811 | 901628        | LOWE'S                     | 1215     | LUMBER               | 56.88       |
|        | 21811 | 901829        | LOWE'S                     | 1215     | HAMMER/NAILS/TAPE    | 32.26       |
|        | 21811 | 901853        | LOWE'S                     |          | FLY & ROACH SPRAY    | 13.22       |
|        |       |               |                            |          | ACCOUNT TOTAL        | 913.51 *    |
| 3311   | 19033 | DEC 16 2015   | Repairs & Maint-Auto & Eq  |          | TRUCK MAINTENANCE    | 606.78      |
|        | 19033 | DEC 3 2015    | CHILDRESS JAMES P JR       |          | TRUCK MAINTENANCE    | 506.10      |
|        | 28596 | 6348          | SOUTHERN STATES            |          | LOCK PINS/GLOVES     | 12.37       |
|        |       |               |                            |          | ACCOUNT TOTAL        | 1,125.25 *  |
| 3840   | 10254 | 469278        | Contract Landfill - POS    |          | TRASH COLLECTION     | 176.67      |
|        | 10254 | 469279        | REPUBLIC SERVICES #974     |          | TRASH COLLECTION     | 115.39      |
|        | 10254 | 469280        | REPUBLIC SERVICES #974     |          | TRASH COLLECTION     | 115.39      |
|        | 32953 | 32953         | WRIGHT'S EXCAVATING LLC    |          | LANDFILL OPERATION   | 48,093.75   |
|        |       |               |                            |          | ACCOUNT TOTAL        | 48,501.20 * |
| 3841   | 14723 | 479698        | Purchase of Serv - Recylin |          | TIRE RECYCLING       | 594.00      |
|        | 14723 | 479738        | EMANUEL TIRE OF VIRGINIA   |          | TIRE RECYCLING       | 573.60      |
|        | 28866 | NOVEMBER 2015 | STEPS, INC                 |          | RECYCLING FEE        | 974.44      |
|        |       |               |                            |          | ACCOUNT TOTAL        | 2,142.04 *  |
| 5110   | 28640 | 114379001     | Electrical Services        | 1215     | DH SITE              | 91.82       |
|        | 28640 | 114379001     | SOUTHSIDE ELECTRIC COOP    | 1215A    | DH SITE              | 104.87      |
|        | 28640 | 114379003     | SOUTHSIDE ELECTRIC COOP    | 1215     | VIRSO SITE           | 139.07      |
|        | 31846 | 0599507431    | DOMINION VA POWER          | 1215     | RICE SITE            | 129.40      |
|        | 31846 | 0670040567    | DOMINION VA POWER          | 1215     | CELL C PUMP STATION  | 13.80       |
|        | 31846 | 1144204110    | DOMINION VA POWER          | D15      | GREEN BAY SITE       | 111.35      |
|        | 31846 | 1144204110    | DOMINION VA POWER          | 1215     | GREEN BAY SITE       | 71.62       |
|        | 31846 | 5181167213    | DOMINION VA POWER          | 1215     | LEACHATE PUMP        | 361.41      |
|        | 31846 | 7471653571    | DOMINION VA POWER          | 1215     | WORSHAM SITE         | 124.86      |
|        | 31846 | 8601161519    | DOMINION VA POWER          | 1215     | PROSPECT SITE        | 83.06       |
|        | 31846 | 8970737501    | DOMINION VA POWER          | 1215     | SCALEHOUSE           | 86.42       |
|        | 31846 | 9176847250    | DOMINION VA POWER          | 1215     | LANDFILL SITE        | 52.94       |
|        |       |               |                            |          | ACCOUNT TOTAL        | 1,370.62 *  |
| 5230   | 10105 | 0206193130    | Telecommunications         | 1215     | PHONE                | 42.34       |
|        | 21319 | 309326764     | AT&T                       | 1215     | PHONE                | 56.72       |
|        |       |               | CENTURYLINK                |          |                      |             |

AP375H  
12/21/2015  
FUND # - 100 GENERAL FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 12/01/2015 -- 12/30/2015

AFTER CHECKS  
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| MAJOR#<br>ACCT# | VENDOR<br>NUMBER<br>NAME                                        | INV#            | DESCRIPTION          | AMOUNT      |
|-----------------|-----------------------------------------------------------------|-----------------|----------------------|-------------|
| 5440            | 28869<br>STIFF O O INC<br>Portable Toilet Rental                | 309480181 1215  | PHONE                | 53.62       |
|                 |                                                                 | 309553498 1215  | PHONE                | 42.47       |
|                 |                                                                 | 309615846 1215  | PHONE                | 48.85       |
|                 |                                                                 | 309714661 1215  | PHONE                | 52.29       |
|                 |                                                                 | 309714661 1215A | PHONE                | 52.26       |
|                 |                                                                 | 310039285 1215  | PHONE                | 43.77       |
|                 |                                                                 | 816442183 1215  | PHONE                | 24.71       |
|                 |                                                                 | 248 5696 1215   | PHONE                | 52.92       |
|                 |                                                                 | 736 2828 1215   | PHONE                | 83.55       |
|                 |                                                                 |                 | ACCOUNT TOTAL        | 553.50 *    |
| 6008            | 25782<br>PRINCE EDWARD CO PBLC SCH<br>Vehicle & Powered Equip F | DIESEL-NOV 2015 | MONTHLY SERVICE      | 702.50 *    |
|                 |                                                                 |                 | ACCOUNT TOTAL        | 702.50 *    |
| 6009            | 14300<br>EAST END MOTOR CO INC<br>Vehicle & Powered Equip S     | 130253          | TIRE                 | 328.50      |
|                 | 23248<br>NAPA OF FARMVILLE                                      | 146544          | DIESEL EXHAUST FLUID | 19.98       |
|                 |                                                                 |                 | ACCOUNT TOTAL        | 1,405.92    |
|                 |                                                                 |                 | MAJOR TOTAL          | 1,405.92 *  |
| 042600          | LITTER CONTROL                                                  |                 |                      |             |
| 6030            | 21751<br>Non-Capital Equipment<br>LEMUNYAN FAMILY TRAILER       |                 | ENCLOSED TRAILERS    | 5,600.00    |
|                 |                                                                 |                 | ACCOUNT TOTAL        | 5,600.00 *  |
|                 |                                                                 |                 | MAJOR TOTAL          | 5,600.00 ** |
| 042610          | SANDY RIVER RESERVOIR                                           |                 |                      |             |
| 3160            | 29597<br>Professional Services<br>TREASURER OF VIRGINIA         |                 | BUSH #12 PERMIT FEE  | 250.00      |
|                 |                                                                 |                 | ACCOUNT TOTAL        | 250.00 *    |
|                 |                                                                 |                 | MAJOR TOTAL          | 250.00 **   |
| 043200          | GENERAL PROPERTIES                                              |                 |                      |             |
| 2700            | 31421<br>Worker's Compensation<br>VACORP                        | 10767 WKCOMP3/4 | WORKERS COMPENSATION | 843.56      |
|                 |                                                                 |                 | ACCOUNT TOTAL        | 843.56 *    |
| 3310            | 11410<br>Repairs/Maintenance<br>DOLI/BOILER SAFETY              | 954097840       | BOILER INSPECTIONS   | 60.00       |
|                 | 13730<br>DODSON BROS EXTERMINATING                              | 158003 1215     | PEST CONTROL-CANNERY | 38.00       |
|                 | 13730<br>DODSON BROS EXTERMINATING                              | 158005 1215     | PEST CONTROL-WORSHAM | 38.00       |
|                 | 13730<br>DODSON BROS EXTERMINATING                              | 158006 1215     | PEST CONTROL-SCOPE   | 38.00       |
|                 | 13730<br>DODSON BROS EXTERMINATING                              | 158007 1215     | PEST CONTROL-CH      | 85.00       |
|                 | 13730<br>DODSON BROS EXTERMINATING                              | 158010 1215     | PEST CONTROL-VIS CTR | 38.00       |
|                 | 27855<br>ROHR MECHANICAL LLC                                    | 2946            | REPLACED CAPACITOR   | 139.33      |
|                 |                                                                 |                 | ACCOUNT TOTAL        | 436.33 *    |

| MAJOR# | VENDOR NUMBER | VENDOR NAME                                           | INVOICE#        | DESCRIPTION           | AMOUNT      |
|--------|---------------|-------------------------------------------------------|-----------------|-----------------------|-------------|
| 3311   | 13166         | Repairs & Maint-Auto & Eq<br>DAVIS GMC TRUCK INC      | 40067           | REPLACE FUEL INJECTRS | 3,621.48    |
| 5110   | 28640         | Electrical Services<br>SOUTHSIDE ELECTRIC COOP        | 114379002 1215  | SRR LIGHTS            | 32.10       |
|        | 28640         | SOUTHSIDE ELECTRIC COOP                               | 114379002 1215A | SRR LIGHTS            | 31.52       |
|        | 31846         | DOMINION VA POWER                                     | 1230385005 D15  | ROY CLARK MONUMENT    | 16.31       |
|        | 31846         | DOMINION VA POWER                                     | 1230385005 1215 | ROY CLARK MONUMENT    | 15.04       |
|        | 31846         | DOMINION VA POWER                                     | 1545926683 1215 | SCOPE BLDG            | 223.66      |
|        | 31846         | DOMINION VA POWER                                     | 2786281903 1215 | COURTHOUSE            | 12,294.15   |
|        | 31846         | DOMINION VA POWER                                     | 4951935099 1215 | SHERIFF DEPT SHED     | 6.59        |
|        | 31846         | DOMINION VA POWER                                     | 5856894620 1215 | WORSHAM CLERK OFFICE  | 83.35       |
|        | 31846         | DOMINION VA POWER                                     | 6669158583 1215 | LIGHTS AT RICE        | 111.01      |
|        | 31846         | DOMINION VA POWER                                     | 8105475944 1215 | AG BLDG               | 1,371.50    |
|        | 31846         | DOMINION VA POWER                                     | 9670710004 1215 | SHOP                  | 26.25       |
|        |               |                                                       |                 | ACCOUNT TOTAL         | 14,211.48 * |
| 5130   | 29332         | Water & Sewer<br>TOWN OF FARMVILLE                    | AG BLDG 1215    | WATER & SEWER         | 133.67      |
|        | 29332         | TOWN OF FARMVILLE                                     | CH IRRIG 1215   | WATER                 | 10.75       |
|        | 29332         | TOWN OF FARMVILLE                                     | SCOPE BLDG 1215 | WATER & SEWER         | 34.42       |
|        |               |                                                       |                 | ACCOUNT TOTAL         | 178.84 *    |
| 5230   | 10105         | Telecommunications<br>AT&T                            | 7305055660 1215 | PHONE                 | 42.33       |
|        | 21319         | CENTURYLINK                                           | 310262069 1215  | PHONE                 | 54.09       |
|        | 21319         | CENTURYLINK                                           | 310441360 1215  | PHONE                 | 80.90       |
|        | 30440         | US CELLULAR                                           | 816442183 1215  | PHONE                 | 119.39      |
|        | 31202         | VANEPS RONALD                                         | REIMB 1215      | CELL PHONE CASE       | 42.11       |
|        |               |                                                       |                 | ACCOUNT TOTAL         | 338.82 *    |
| 5440   | 28869         | Portable Toilet Rental<br>STIFF O O INC               | 5042            | MONTHLY SERVICE       | 100.00      |
|        |               |                                                       |                 | ACCOUNT TOTAL         | 100.00 *    |
| 6005   | 10719         | Janitorial Supplies<br>ARAMARK                        | 792482070 1215  | JANITORIAL SUPPLIES   | 598.06      |
|        | 13367         | DIAMOND PAPER COMPANY                                 | 159176          | TRASHBAGS/PAPR PRDCT  | 1,297.59    |
|        | 13367         | DIAMOND PAPER COMPANY                                 | 159344          | GLASS CLEANER         | 37.48       |
|        | 32138         | WALMART COMMUNITY/RFCSELLC                            | 8010            | MOP & BROOM           | 38.55       |
|        |               |                                                       |                 | ACCOUNT TOTAL         | 1,971.68 *  |
| 6007   | 12282         | Repairs and Maintenance S<br>CAVALLER HOSE & FITTINGS | 34063           | SAFETY GLASSES        | 11.79       |
|        | 13369         | DIAMOND SPRINGS WATER INC                             | 11393100 1215   | EQUIPMENT RENTAL      | 8.95        |
|        | 15560         | FARMVILLE WHSALE ELECTRIC                             | 572694          | BULBS/BALLASTS        | 1,180.10    |
|        | 15560         | FARMVILLE WHSALE ELECTRIC                             | 573071          | KNIFE/BIT/PHONE WIRE  | 22.78       |
|        | 15560         | FARMVILLE WHSALE ELECTRIC                             | 574264          | BULBS/BALLASTS        | 178.60      |
|        | 15560         | FARMVILLE WHSALE ELECTRIC                             | 574875          | BULBS/TIE STRAPS      | 75.93       |
|        | 15721         | FISHER AUTO PARTS, INC.                               | 138896          | TOWELS & WD-40        | 9.94        |
|        | 17139         | HAMPDEN SYDNEY COLLEGE                                | BULB DISPSL1215 | BULB DISPOSAL         | 1,441.76    |
|        | 21811         | LOWE'S                                                | 901853          | STAPLES               | 2.73        |
|        | 21811         | LOWE'S                                                | 901933 1215     | BATTERY/MARKER        | 13.25       |
|        | 21811         | LOWE'S                                                | 906014          | BATTERIES/KEYS        | 22.68       |

| MAJOR#<br>ACCT# | VENDOR<br>NUMBER<br>NAME                                                              | INVOICE<br>NUMBER<br>DATE       | DESCRIPTION                                     | AMOUNT                                             |
|-----------------|---------------------------------------------------------------------------------------|---------------------------------|-------------------------------------------------|----------------------------------------------------|
| 6008            | 27922 CINTAS CORPORATION #524<br>28352 SHERWIN WILLIAMS CO                            | 524 09428 1215<br>98887         | UNIFORM RENTAL<br>PAINT/PRIMER/BRUSH            | 357.24<br>122.55<br>3,448.30 *                     |
|                 |                                                                                       |                                 | ACCOUNT TOTAL                                   |                                                    |
| 6009            | 14287 EAST END CHEVRON<br>25782 PRINCE EDWARD CO PBLC SCH                             | NOV 30 2015<br>DIESEL-NOV 2015  | GAS<br>DIESEL                                   | 95.66<br>48.48<br>144.14 *                         |
|                 |                                                                                       |                                 | ACCOUNT TOTAL                                   |                                                    |
| 6010            | 14287 EAST END CHEVRON<br>15721 FISHER AUTO PARTS, INC.<br>23248 NAPA OF FARMVILLE    | NOV 30 2015<br>141879<br>146217 | OIL<br>WIPERS/FOG LGHT BULB<br>FUNNEL/TREATMENT | 12.00<br>13.41<br>13.38<br>38.79 *<br>25,333.42 ** |
|                 |                                                                                       |                                 | ACCOUNT TOTAL                                   |                                                    |
| 043400          | CANNERY                                                                               |                                 |                                                 |                                                    |
| 2700            | 31421 VACORP                                                                          | 10767 WKCOMP3/4                 | WORKERS COMPENSATION                            | 79.05<br>79.05 *                                   |
|                 |                                                                                       |                                 | ACCOUNT TOTAL                                   |                                                    |
| 3161            | 31653 Professional Services-Can<br>VIRGINIA FOOD WORKS                                | PEC 12/15                       | CONTRACT PAYMENT                                | 2,916.67<br>2,916.67 *                             |
|                 |                                                                                       |                                 | ACCOUNT TOTAL                                   |                                                    |
| 3310            | 11410 Repairs & Maintenance<br>DOLI/BOILER SAFETY                                     | 954097840                       | BOILER INSPECTIONS                              | 80.00<br>80.00 *                                   |
|                 |                                                                                       |                                 | ACCOUNT TOTAL                                   |                                                    |
| 5110            | 28640 Electrical Services<br>SOUTHSIDE ELECTRIC COOP<br>28640 SOUTHSIDE ELECTRIC COOP | 44435001 1215<br>44435001 1215A | ELECTRIC SERVICE<br>ELECTRIC SERVICE            | 292.20<br>380.56<br>672.76 *                       |
|                 |                                                                                       |                                 | ACCOUNT TOTAL                                   |                                                    |
| 5120            | 14700 Heating Services<br>ELLINGTON ENERGY SERVICE                                    | 37461                           | HEATING FUEL                                    | 760.03<br>760.03 *                                 |
|                 |                                                                                       |                                 | ACCOUNT TOTAL                                   |                                                    |
| 5230            | 21319 Telecommunications<br>CENTURYLINK                                               | 310248529 1215                  | PHONE                                           | 239.85<br>239.85 *                                 |
|                 |                                                                                       |                                 | ACCOUNT TOTAL                                   |                                                    |
| 6001            | 15380 Office Supplies<br>FARMVILLE PRINTING                                           | CO ADM 1215                     | RECEIPTS                                        | 242.00<br>242.00 *                                 |
|                 |                                                                                       |                                 | ACCOUNT TOTAL                                   |                                                    |
| 6014            | 13664 Other Operating Supplies<br>DIXIE CANNER COMPANY<br>16913 GULICK PATTY          | 2279<br>WTR HOSE 1215           | CAN OPENER<br>DRINKING WATER HOSE               | 83.22<br>48.38<br>131.60 *<br>5,121.96 **          |
|                 |                                                                                       |                                 | ACCOUNT TOTAL                                   |                                                    |
| 053500          | COMPREHENSIVE SERVICES ACT                                                            |                                 |                                                 |                                                    |
| 3160            | 10121 CSA Programs<br>ACEWALL SCHOLARS<br>11191 BEAR CREEK ACADEMY                    | 636867<br>623                   | PROFESSIONAL SERVICE<br>PROFESSIONAL SERVICE    | 100.00<br>2,970.00                                 |

| MAJOR#<br>ACCT# | VENDOR<br>NUMBER              | VENDOR<br>NAME            | INV#            | DESCRIPTION          | AMOUNT        |
|-----------------|-------------------------------|---------------------------|-----------------|----------------------|---------------|
|                 | 11306                         | BLUE RIDGE AUTISM &       | JN 1215         | PROFESSIONAL SERVICE | 3,770.00      |
|                 | 11306                         | BLUE RIDGE AUTISM &       | 7187            | PROFESSIONAL SERVICE | 4,930.00      |
|                 | 11490                         | RESCARE/BRALEY & THOMPSON | DK 1215         | PROFESSIONAL SERVICE | 2,670.00      |
|                 | 11490                         | RESCARE/BRALEY & THOMPSON | EK 1215         | PROFESSIONAL SERVICE | 1,680.00      |
|                 | 11490                         | RESCARE/BRALEY & THOMPSON | FK 1215         | PROFESSIONAL SERVICE | 1,680.00      |
|                 | 12277                         | CENTER FOR PEDIATRIC      | JN 1215         | PROFESSIONAL SERVICE | 1,200.00      |
|                 | 12280                         | CENTRA HEALTH             | GL 1215         | PROFESSIONAL SERVICE | 5,280.00      |
|                 | 12280                         | CENTRA HEALTH             | KG 1215         | PROFESSIONAL SERVICE | 660.00        |
|                 | 12280                         | CENTRA HEALTH             | KW 1215         | PROFESSIONAL SERVICE | 3,960.00      |
|                 | 12280                         | CENTRA HEALTH             | MB 1215         | PROFESSIONAL SERVICE | 3,960.00      |
|                 | 12280                         | CENTRA HEALTH             | SG 1215         | PROFESSIONAL SERVICE | 3,080.00      |
|                 | 12280                         | CENTRA HEALTH             | WC 1215         | PROFESSIONAL SERVICE | 3,960.00      |
|                 | 12280                         | CENTRA HEALTH             | 4010 1215       | PROFESSIONAL SERVICE | 1,980.00      |
|                 | 12280                         | CENTRA HEALTH             | 4010 1215       | PROFESSIONAL SERVICE | 5,280.00      |
|                 | 12280                         | CENTRA HEALTH             | 7401 1215       | PROFESSIONAL SERVICE | 3,145.00      |
|                 | 12280                         | CENTRA HEALTH             | 8871 1215       | PROFESSIONAL SERVICE | 3,145.00      |
|                 | 14575                         | ELK HILL                  | 38176           | PROFESSIONAL SERVICE | 3,060.00      |
|                 | 14924                         | FAMILY & COMMUNITY SUPPRT | 102015DJ        | PROFESSIONAL SERVICE | 330.00        |
|                 | 14924                         | FAMILY & COMMUNITY SUPPRT | 102015GL        | PROFESSIONAL SERVICE | 390.00        |
|                 | 14924                         | FAMILY & COMMUNITY SUPPRT | 102015KW        | PROFESSIONAL SERVICE | 575.00        |
|                 | 14924                         | FAMILY & COMMUNITY SUPPRT | 102015LH        | PROFESSIONAL SERVICE | 200.00        |
|                 | 14924                         | FAMILY & COMMUNITY SUPPRT | 102015TC        | PROFESSIONAL SERVICE | 470.00        |
|                 | 14933                         | FAMILY PRESERVATION SERV  | FULB082098      | PROFESSIONAL SERVICE | 370.00        |
|                 | 16672                         | GRAFTON SCHOOL INC        | 1854 1215       | PROFESSIONAL SERVICE | 5,024.50      |
|                 | 16672                         | GRAFTON SCHOOL INC        | 2068 1215       | PROFESSIONAL SERVICE | 4,989.50      |
|                 | 16672                         | GRAFTON SCHOOL INC        | 3197 1215       | PROFESSIONAL SERVICE | 5,584.50      |
|                 | 16672                         | GRAFTON SCHOOL INC        | 7041 1215       | PROFESSIONAL SERVICE | 6,714.50      |
|                 | 16672                         | GRAFTON SCHOOL INC        | 8374 1215       | PROFESSIONAL SERVICE | 4,764.50      |
|                 | 17328                         | HARBOR POINT BEHAVIORIAL  | CF 1215         | PROFESSIONAL SERVICE | 675.00        |
|                 | 18667                         | IMANCHINELLO IFETAYO      | DECEMBER 2015   | FOSTER CARE          | 2,085.00      |
|                 | 20662                         | KEYSTONE NEWPORT NEWS LLC | KR 1215         | PROFESSIONAL SERVICE | 3,325.00      |
|                 | 20662                         | KEYSTONE NEWPORT NEWS LLC | KR 1215         | PROFESSIONAL SERVICE | 3,850.00      |
|                 | 20662                         | KEYSTONE NEWPORT NEWS LLC | KR 1215         | PROFESSIONAL SERVICE | 2,800.00      |
|                 | 20662                         | KEYSTONE NEWPORT NEWS LLC | 92467           | PROFESSIONAL SERVICE | 1,920.00      |
|                 | 20662                         | KEYSTONE NEWPORT NEWS LLC | 93779           | PROFESSIONAL SERVICE | 2,640.00      |
|                 | 20662                         | KEYSTONE NEWPORT NEWS LLC | 94764           | PROFESSIONAL SERVICE | 700.00        |
|                 | 20662                         | KEYSTONE NEWPORT NEWS LLC | 95044           | PROFESSIONAL SERVICE | 2,160.00      |
|                 | 20662                         | KEYSTONE NEWPORT NEWS LLC | 95058           | PROFESSIONAL SERVICE | 3,325.00      |
|                 | 21807                         | LONG ASHLEY               | DECEMBER 2015   | FOSTER CARE          | 4,222.00      |
|                 | 23918                         | NORTHSTAR ACADEMY INC     | 14035           | PROFESSIONAL SERVICE | 2,866.00      |
|                 | 30415                         | UNITED METHODIST FAMILY   | 15920           | PROFESSIONAL SERVICE | 2,966.08      |
|                 | 30415                         | UNITED METHODIST FAMILY   | 15920 1215      | PROFESSIONAL SERVICE | 2,870.40      |
|                 | 30415                         | UNITED METHODIST FAMILY   | 5973 1215       | PROFESSIONAL SERVICE | 2,966.08      |
| 053501          | OTHER WELFARE/SOCIAL SERVICES |                           |                 | ACCOUNT TOTAL        | 125,293.06 *  |
| 5608            | SCOPE/Meals on Wheels         |                           |                 | MAJOR TOTAL          | 125,293.06 ** |
| 28097           | SCOPE/MEALS ON WHEELS         |                           | 15-16 SUPPRT2/2 | ACCOUNT TOTAL        | 2,500.00      |
|                 |                               |                           | 15-16 SUPPORT   | ACCOUNT TOTAL        | 2,500.00 *    |

| MAJOR#<br>ACCT#<br>5610 | VENDOR<br>NUMBER<br>28866 | VENDOR<br>NAME<br>STEPS Inc.<br>STEPS, INC           | INV#<br>15-16 SUPPRT3/4 | DESCRIPTION<br>15-16 SUPPORT | AMOUNT<br>6,250.00<br>6,250.00 * |
|-------------------------|---------------------------|------------------------------------------------------|-------------------------|------------------------------|----------------------------------|
| 5615                    | 28866                     | STEPS-Community Action Pr<br>STEPS, INC              | 15-16 CAP 3/4           | 15-16 SUPPORT                | 3,622.00<br>3,622.00 *           |
| 5637                    | 15140                     | FACES<br>FACES, INC                                  | 15-16 SUPPRT2/2         | 15-16 SUPPORT                | 2,137.50<br>2,137.50 *           |
| 5650                    | 29931                     | Tri-County Life Learners<br>TRI-COUNTY LIFE LEARNERS | 15-16 SUPPRT2/2         | 15-16 SUPPORT                | 1,500.00<br>1,500.00 *           |
| 5651                    | 28604                     | Southside Center for Viol<br>SOUTHSIDE CENTER FOR    | 15-16 SUPPRT2/2         | 15-16 SUPPORT                | 3,000.00<br>3,000.00 *           |
| 5652                    | 17481                     | Heart of Virginia Free Cl<br>HEART OF VIRGINIA FREE  | 15-16 SUPPRT2/2         | 15-16 SUPPORT                | 3,750.00<br>3,750.00 *           |
| 5654                    | 17006                     | Habitat for Humanity<br>HABITAT FOR HUMANITY         | 15-16 SUPPRT2/2         | 15-16 SUPPORT                | 2,000.00<br>2,000.00 *           |
| 068100                  |                           | CONTRIBUTIONS TO COLLEGES                            |                         |                              | 24,759.50 **                     |
| 5643                    | 21824                     | Longwood Small Bus Dev Ce<br>LONGWOOD SMALL BUSINESS | 15-16 SUPPRT2/2         | 15-16 SUPPORT                | 3,750.00<br>3,750.00 *           |
| 071100                  |                           | SUPERVISION OF PARKS & RECREATION                    |                         |                              | 3,750.00 **                      |
| 5642                    | 17480                     | Heart of Virginia Festiva<br>HEART OF VA FESTIVAL    | 15-16 SUPPORT           | 15-16 SUPPORT                | 2,500.00<br>2,500.00 *           |
| 5644                    | 29332                     | Heart of VA Fireworks<br>TOWN OF FARMVILLE           | 2016 FIREWORKS          | 2016 HEART VA FIREWK         | 2,000.00<br>2,000.00 *           |
| 072200                  |                           | MUSEUMS                                              |                         |                              | 4,500.00 **                      |
| 5641                    | 27650                     | Robert R. Moton Museum<br>ROBERT RUSSA MOTON MUSEUM  | 15-16 SUPPRT3/4         | 15-16 SUPPORT                | 2,500.00<br>2,500.00 *           |
| 073500                  |                           | PUBLIC LIBRARY                                       |                         |                              | 2,500.00 **                      |
| 5640                    | 15400                     | Contribution To Library<br>FARMVILLE-PE COMM LIBRARY | 15-16 SUPPRT3/4         | 15-16 SUPPORT                | 51,165.75<br>51,165.75 *         |
|                         |                           |                                                      |                         |                              | 51,165.75 **                     |

| MAJOR#<br>ACCT#<br>081100 | VENDOR<br>NUMBER<br>PLANNING | VENDOR<br>NAME                                 | INVOICE#        | DESCRIPTION          | AMOUNT      |
|---------------------------|------------------------------|------------------------------------------------|-----------------|----------------------|-------------|
| 2700                      | 31421                        | Worker's Compensation<br>VACORP                | 10767           | WORKERS COMPENSATION | 18.68 *     |
| 3161                      | 16195                        | Planning Commission<br>GILLIAM DONALD B        | DEC 15 2015     | COMMISSION MTG       | 100.00      |
|                           | 17883                        | HUNT PRESTON                                   | DEC 15 2015     | COMMISSION MTG       | 100.00      |
|                           | 19458                        | JENKINS TIMOTHY MARK                           | DEC 15 2015     | COMMISSION MTG       | 100.00      |
|                           | 19875                        | JONES ROBERT M                                 | DEC 15 2015     | COMMISSION MTG       | 100.00      |
|                           | 21525                        | LEATHERWOOD CLIFFORD JACK                      | DEC 15 2015     | COMMISSION MTG       | 100.00      |
|                           | 22170                        | MASON ROBERT CHRISTOPHER                       | DEC 15 2015     | COMMISSION MTG       | 100.00      |
|                           | 25309                        | PEERY JOHN W JR                                | DEC 15 2015     | COMMISSION MTG       | 100.00      |
|                           | 25607                        | PRENGAMAN JOHN C                               | DEC 15 2015     | COMMISSION MTG       | 100.00      |
|                           | 29386                        | TOWNSEND JOHN F III                            | DEC 15 2015     | COMMISSION MTG       | 100.00      |
|                           | 32150                        | WATSON BRETT VON CANNON                        | DEC 15 2015     | COMMISSION MTG       | 100.00      |
|                           |                              |                                                |                 | ACCOUNT TOTAL        | 1,000.00 *  |
| 3600                      | 15240                        | Advertising<br>FARMVILLE NEWSMEDIA             | CO ADM 1215     | ADVERTISING          | 184.50      |
|                           |                              |                                                |                 | ACCOUNT TOTAL        | 184.50 *    |
| 5230                      | 30440                        | Telecommunications<br>US CELLULAR              | 816442183 1215  | PHONE                | 57.72       |
|                           |                              |                                                |                 | ACCOUNT TOTAL        | 57.72 *     |
| 5510                      | 16195                        | Travel-Mileage<br>GILLIAM DONALD B             | DEC 15 2015     | MILEAGE              | 23.00       |
|                           | 17883                        | HUNT PRESTON                                   | DEC 15 2015     | MILEAGE              | 23.00       |
|                           | 19458                        | JENKINS TIMOTHY MARK                           | DEC 15 2015     | MILEAGE              | 12.65       |
|                           | 19875                        | JONES ROBERT M                                 | DEC 15 2015     | MILEAGE              | 5.75        |
|                           | 22170                        | MASON ROBERT CHRISTOPHER                       | DEC 15 2015     | MILEAGE              | 10.35       |
|                           | 25309                        | PEERY JOHN W JR                                | DEC 15 2015     | MILEAGE              | 1.72        |
|                           | 25607                        | PRENGAMAN JOHN C                               | DEC 15 2015     | MILEAGE              | 5.75        |
|                           | 29386                        | TOWNSEND JOHN F III                            | DEC 15 2015     | MILEAGE              | 8.62        |
|                           |                              |                                                |                 | ACCOUNT TOTAL        | 90.84 *     |
| 5810                      | 11894                        | Dues and Association Memb<br>BUSINESS CARD     | 3722PUCKETT1215 | DUES                 | 50.00       |
|                           |                              |                                                |                 | ACCOUNT TOTAL        | 50.00 *     |
|                           |                              |                                                |                 | MAJOR TOTAL          | 1,401.74 ** |
| 081200                    |                              | COMMUNITY DEVELOPMENT                          |                 |                      |             |
| 5647                      | 15170                        | Chamber of Commerce<br>FARMVILLE CHAMBER OF    | 15-16 SUPPRT2/2 | 15-16 SUPPORT        | 2,500.00    |
|                           |                              |                                                |                 | ACCOUNT TOTAL        | 2,500.00 *  |
| 5648                      | 29332                        | Farmville Airport<br>TOWN OF FARMVILLE         | 15-16 SUPPRT2/2 | 15-16 SUPPORT-AIRPRT | 4,750.00    |
|                           |                              |                                                |                 | ACCOUNT TOTAL        | 4,750.00 *  |
| 5652                      | 25362                        | Piedmont Area Transit<br>PIEDMONT AREA TRANSIT | 15-16 SUPPRT3/4 | 15-16 SUPPORT        | 2,500.00    |
|                           |                              |                                                |                 | ACCOUNT TOTAL        | 2,500.00 *  |



| MAJOR#<br>ACCT#<br>5655 | VENDOR<br>NUMBER<br>13763          | VENDOR<br>NAME<br>Downtown Farmville<br>DOWNTOWN FARMVILLE    | INV#<br>15-16 SUPPRT3/4            | DESCRIPTION<br>15-16 SUPPORT         | AMOUNT<br>2,500.00<br>2,500.00 *<br>12,250.00 ** |
|-------------------------|------------------------------------|---------------------------------------------------------------|------------------------------------|--------------------------------------|--------------------------------------------------|
| 081500                  | ECONOMIC DEVELOPMENT               |                                                               |                                    |                                      |                                                  |
| 2700                    | 31421                              | Worker's Compensation<br>VACORP                               | 10767 WKCOMP3/4                    | WORKERS COMPENSATION                 | 10.38<br>10.38 *                                 |
| 5210                    | 11894                              | Postal Services<br>BUSINESS CARD                              | 9475 CARNEY1215                    | POSTAGE                              | 17.50<br>17.50 *                                 |
| 5530                    | 11894                              | Travel-Subsistence & Lodg<br>BUSINESS CARD                    | 9475 CARNEY1215                    | MEALS                                | 35.27<br>35.27 *                                 |
| 6001                    | 11894<br>20600                     | Office Supplies<br>BUSINESS CARD<br>KEY OFFICE SUPPLY         | 9475 CARNEY1215<br>474951          | OFFICE SUPPLIES<br>COPY PAPER        | 4.81<br>6.49<br>11.30 *<br>74.45 **              |
| 081600                  | TOURISM                            |                                                               |                                    |                                      |                                                  |
| 2700                    | 31421                              | Worker's Compensation<br>VACORP                               | 10767 WKCOMP3/4                    | WORKERS COMPENSATION                 | 7.24<br>7.24 *                                   |
| 3500                    | 15380                              | Printing<br>FARMVILLE PRINTING                                | TOURISM 1215                       | ORNAMENT KITS                        | 45.00<br>45.00 *                                 |
| 5110                    | 31846<br>31846                     | Electrical Services<br>DOMINION VA POWER<br>DOMINION VA POWER | 0675198071 1215<br>1059387447 1215 | ELECTRIC SERVICE<br>ELECTRIC SERVICE | 138.50<br>45.92<br>184.42 *                      |
| 5130                    | 29332                              | Water & Sewer<br>TOWN OF FARMVILLE                            | MOORE BLDG 1215                    | WATER & SEWER                        | 49.19<br>49.19 *                                 |
| 5210                    | 11894                              | Postal Services<br>BUSINESS CARD                              | 3722PUCKETT1215                    | UPS                                  | 29.01<br>29.01 *                                 |
| 5230                    | 21319                              | Telecommunications<br>CENTURYLINK                             | 310393238 1215                     | PHONE                                | 339.15<br>339.15 *                               |
| 6001                    | 20600                              | Office Supplies<br>KEY OFFICE SUPPLY                          | 474823                             | INK CARTRIDGE                        | 92.99<br>92.99 *<br>747.00 **                    |
| 082400                  | SOIL & WATER CONSERVATION DISTRICT |                                                               |                                    |                                      |                                                  |
| 5641                    | 25440                              | Donation - PS&WCD<br>PIEDMONT SOIL & WATER                    | 15-16 SUPPRT3/4                    | 15-16 SUPPORT                        | 2,960.00<br>2,960.00 *<br>2,960.00 **            |

| MAJOR#<br>ACCT#<br>083500 | VENDOR<br>NUMBER<br>COOPERATIVE EXTENSION OFFICE | VENDOR<br>NAME<br>CENTURYLINK | INV#            | DESCRIPTION          | AMOUNT      |
|---------------------------|--------------------------------------------------|-------------------------------|-----------------|----------------------|-------------|
| 5230                      | 21319                                            | Telecommunications            | 309520098 1215  | PHONE                | 107.64 *    |
|                           |                                                  |                               |                 |                      | 107.64 *    |
|                           |                                                  |                               |                 | ACCOUNT TOTAL        | 107.64 **   |
|                           |                                                  |                               |                 | MAJOR TOTAL          |             |
| 091000                    |                                                  | GENERAL EXPENSE               |                 |                      |             |
| 5230                      | 23933                                            | Internal Telecom Account      | 165866886 1215  | PHONE                | 2,611.83 *  |
|                           |                                                  | LUMOS NETWORKS                |                 |                      | 2,611.83 *  |
|                           |                                                  |                               |                 | ACCOUNT TOTAL        |             |
| 5803                      | 25343                                            | Internal Fuel Account         | 955187          | GAS                  | 2,192.32    |
|                           |                                                  | PETROLEUM TRADERS CORP        | 957070          | GAS                  | 1,332.47    |
|                           |                                                  |                               |                 | ACCOUNT TOTAL        | 3,524.79 *  |
|                           |                                                  |                               |                 | MAJOR TOTAL          | 6,136.62 ** |
| 094000                    |                                                  | CAPITAL PROJECTS              |                 |                      |             |
| 0002                      | 11902                                            | Computer System               | 1308 2015       | AS400 BATTERY        | 226.86      |
|                           |                                                  | BUSINESS DATA OF VA, INC.     | 2082 0717       | EXT DRIVE/POWR SUPPL | 484.80      |
|                           |                                                  | COMPRO COMPUTERS              |                 |                      | 711.66 *    |
|                           |                                                  |                               |                 | ACCOUNT TOTAL        |             |
| 0023                      | 22394                                            | Physical Plant                | PECNT CRT2      | PRE-BID MTG/CONSULT  | 2,955.00    |
|                           |                                                  | METAL ROOF & BUILDING         |                 |                      | 2,955.00 *  |
|                           |                                                  |                               |                 | ACCOUNT TOTAL        |             |
| 0028                      | 11894                                            | Prospect Depot VDOT Grant     | 9475 CARNEY1215 | PRINT PLANS          | 1,578.83    |
|                           |                                                  | BUSINESS CARD                 |                 |                      | 1,578.83 *  |
|                           |                                                  |                               |                 | ACCOUNT TOTAL        | 5,245.49 ** |
|                           |                                                  |                               |                 | MAJOR TOTAL          |             |
|                           |                                                  |                               |                 | FUND TOTAL           | 501,384.83  |

| MAJOR# | VENDOR NUMBER | VENDOR NAME                        | INV#            | DESCRIPTION   | AMOUNT   |
|--------|---------------|------------------------------------|-----------------|---------------|----------|
| 5130   | 29332         | Water Service<br>TOWN OF FARMVILLE |                 |               |          |
|        |               |                                    | WATER TANK 1215 | WATER         | 68.62    |
|        |               |                                    |                 | ACCOUNT TOTAL | 68.62 *  |
|        |               |                                    |                 | MAJOR TOTAL   | 68.62 ** |
|        |               |                                    |                 | FUND TOTAL    | 68.62    |

| MAJOR#<br>ACCT#<br>043200 | VENDOR<br>NUMBER<br>GENERAL | VENDOR<br>NAME<br>PROPERTIES             | INV#       | DESCRIPTION   | AMOUNT    |
|---------------------------|-----------------------------|------------------------------------------|------------|---------------|-----------|
| 5110                      | 31846                       | Electrical Services<br>DOMINION VA POWER | 4148700281 | SEWER PUMP    | 113.50    |
|                           |                             |                                          |            | ACCOUNT TOTAL | 113.50 *  |
|                           |                             |                                          |            | MAJOR TOTAL   | 113.50 ** |
|                           |                             |                                          |            | FUND TOTAL    | 113.50    |

| MAJOR# | VENDOR NUMBER | VENDOR NAME                         | INV#          | DESCRIPTION     | AMOUNT      |
|--------|---------------|-------------------------------------|---------------|-----------------|-------------|
| 002230 | 25257         | LEOS Disbursements<br>JOHNS VICKI K | DECEMBER 2015 | RETIREE BENEFIT | 1,129.00    |
| 1101   |               |                                     |               |                 | 1,129.00 *  |
|        |               |                                     |               | ACCOUNT TOTAL   | 1,129.00 ** |
|        |               |                                     |               | MAJOR TOTAL     | 1,129.00 ** |
|        |               |                                     |               | FUND TOTAL      | 1,129.00    |

PRINCE EDWARD  
LISTING OF INVOICES FOR 12/01/2015 -- 12/30/2015

AP375H  
12/21/2015  
FUND # - 741  
PIEDMONT COURT SERVICES FUND

| MAJOR#<br>ACCT#<br>021400 | VENDOR<br>NUMBER<br>PIEDMONT COURT SERVICES                 | VENDOR<br>NAME<br>PIEDMONT COURT SERVICES                                                                                           | INV#                                                                                                           | DESCRIPTION                                                               | AMOUNT                                                                      |
|---------------------------|-------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------|-----------------------------------------------------------------------------|
| 2700                      | 31421                                                       | Worker's Compensation<br>VACORP                                                                                                     | 10767                                                                                                          | WORKERS COMPENSATION                                                      | 59.83 *                                                                     |
| 3199                      | 10090<br>27159                                              | Purchase of Services - Ot<br>1-STEP DETECT ASSOCIATES<br>REDWOOD TOXICOLOGY LAB                                                     | 32204<br>537132                                                                                                | ALCOHOL TESTS<br>DRUG TESTS                                               | 121.00<br>514.49<br>635.49 *                                                |
| 3600                      | 23928<br>28652                                              | Advertising<br>NOTTOWAY PUBLISHING CO<br>SOUTHSIDE MESSENGER                                                                        | PCS 1215<br>4284                                                                                               | ADVERTISING<br>ADVERTISING                                                | 56.00<br>32.00<br>88.00 *                                                   |
| 5110                      | 31846<br>31846                                              | Electrical Service<br>DOMINION VA POWER<br>DOMINION VA POWER                                                                        | 4324962309 1215<br>7218131923 1215                                                                             | ELECTRIC SERVICE<br>ELECTRIC SERVICE                                      | 48.30<br>91.41<br>139.71 *                                                  |
| 5230                      | 21319<br>23933                                              | Telecommunications<br>CENTURYLINK<br>LUMOS NETWORKS                                                                                 | 310357807 1215<br>174057257 1215                                                                               | PHONE<br>PHONE                                                            | 65.53<br>288.17<br>353.70 *                                                 |
| 5510                      | 16944<br>17363<br>22217<br>22259<br>23340<br>23713<br>27285 | Travel - Mileage<br>STIMPSON CONNIE<br>HARDING JESSICA<br>MAXEY RENEE T<br>MAYS ANDY<br>NASH ASHLEY<br>NEWMAN MEGAN<br>RICE JEANENE | EXPENSES 1215<br>EXPENSES 1215<br>MILEAGE 1215<br>MILEAGE 1215<br>MILEAGE 1215<br>MILEAGE 1215<br>MILEAGE 1215 | MILEAGE<br>MILEAGE<br>MILEAGE<br>MILEAGE<br>MILEAGE<br>MILEAGE<br>MILEAGE | 8.51<br>152.94<br>113.55<br>36.80<br>190.30<br>158.70<br>239.19<br>899.99 * |
| 5810                      | 16944                                                       | Dues and Assoc. Membershi.<br>STIMPSON CONNIE                                                                                       | EXPENSES 1215                                                                                                  | SAM'S CLUB MEMBERSHP                                                      | 45.00<br>45.00 *                                                            |
| 6001                      | 16944                                                       | Office Supplies<br>STIMPSON CONNIE                                                                                                  | EXPENSES 1215                                                                                                  | BATTERIES                                                                 | 7.36<br>7.36 *                                                              |
| 6012                      | 17363                                                       | Books & Subscriptions<br>HARDING JESSICA                                                                                            | EXPENSES 1215                                                                                                  | NEWSPAPERS                                                                | 2.00<br>2.00 *                                                              |
| 097001                    | PCS SUPERVISION FEES EXPENDITURES                           |                                                                                                                                     |                                                                                                                | ACCOUNT TOTAL                                                             | 2,231.08 **                                                                 |
| 3161                      | 32834                                                       | PCS - Professional Servic<br>WOODS ROGERS ATTYS AT LAW                                                                              | 309738                                                                                                         | PROFESSIONAL SERVICE                                                      | 1,938.84<br>1,938.84 *                                                      |
| 5420                      | 28724                                                       | PCS - Lease/Rent of Build<br>SRP CORPORATION LLC                                                                                    | RENT 1215                                                                                                      | RENT                                                                      | 2,500.00<br>2,500.00 *<br>4,438.84 **                                       |

PRINCE EDWARD  
LISTING OF INVOICES FOR 12/01/2015 -- 12/30/2015

AP375H  
12/21/2015  
FUND # - 741 PIEDMONT COURT SERVICES FUND

| MAJOR# | VENDOR NUMBER             | VENDOR NAME | INVT#   | DESCRIPTION       | AMOUNT     |
|--------|---------------------------|-------------|---------|-------------------|------------|
| 097002 | PCS DRUG TESTING FEES     |             |         |                   |            |
| 0001   | PCS Drug Testing Fees     |             |         |                   | 38.96      |
| 28095  | ALERE TOXICOLOGY SERV INC |             | L045822 | DRUG TESTING FEES | 38.96 *    |
|        |                           |             |         |                   | 38.96 **   |
|        |                           |             |         | FUND TOTAL        | 6,708.88   |
|        |                           |             |         | TOTAL DUE         | 509,404.83 |

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

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

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

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







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

**Meeting Date:** January 12, 2016  
**Item No.:** 15-d  
**Department:** County Administration  
**Staff Contact:** Cheryl Stimpson/Barbara Poulston  
**Issue:** Salaries

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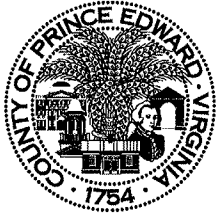
**Summary:** The County Administrator reported that checks have been issued pursuant to the order of the Board of Supervisors as to salaries, etc., the amount of which salaries have been heretofore approved.

**Attachments:** None

**Recommendation:** None

|              |                    |               |                |
|--------------|--------------------|---------------|----------------|
| Motion _____ | Cooper-Jones _____ | Pride _____   | Townsend _____ |
| Second _____ | Gray _____         | Simpson _____ | Wilck _____    |
|              | Jones _____        | Timmons _____ |                |





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

**Meeting Date:** January 12, 2016  
**Item No.:** 15-e  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett  
**Issue:** Appropriations

**Summary:**

1. The County has received the initial deposit of the Fire Program funds or Aid to Localities (ATL) for FY16 in the amount of \$43,220. 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 recommended budget amendment is shown below.
  
2. The Clerk of Circuit Court will be receiving \$3,107 from the Technology Trust Fund which will be used to pay for the maintenance contract for the Record Management System and Remote Access program. Additional funds will be forthcoming later in the FY.

**FY16 BUDGET AMENDMENT**

| Rev/Exp | Fund | Dept  | Object | Description                  | Debit  | Credit |
|---------|------|-------|--------|------------------------------|--------|--------|
| 3 (Rev) | 100  | 23000 | 0080   | Tech Trust Fund Revenues     |        | 3,107  |
| 4 (Exp) | 100  | 21600 | 5880   | Tech Trust Fund              | 3,107  |        |
|         |      |       |        |                              |        |        |
| 3 (Rev) | 100  | 24040 | 0012   | Fire Program Funds           |        | 43,200 |
| 4 (Exp) | 100  | 32200 | 7012   | Fire Programs/ATL – Rice     | 10,800 |        |
| 4 (Exp) | 100  | 32200 | 7012   | Fire Programs/ATL-Prospect   | 10,800 |        |
| 4 (Exp) | 100  | 32200 | 7014   | Fire Programs/ATL-Darlington | 10,800 |        |
| 4 (Exp) | 100  | 32200 | 7015   | Fire Programs/ATL- Hampden   | 10,800 |        |

**Attachments:**

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

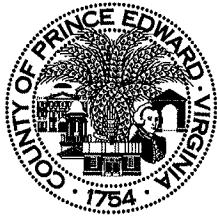
Motion \_\_\_\_\_  
 Second \_\_\_\_\_

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

Pride \_\_\_\_\_  
 Simpson \_\_\_\_\_  
 Timmons \_\_\_\_\_

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





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

**Meeting Date:** January 12, 2016  
**Item No.:** 16  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett/Sarah Elam Puckett  
**Issue:** Highway Matters

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**Summary:** The County is not anticipating a VDOT representative being present at the Board meeting. Highway issues will be recorded by staff and shared with VDOT.

**Attachments:** VDOT Letter, RE: Changes at Dillwyn Residency  
VDOT Lynchburg District Transportation Update

**Recommendation:** None.

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

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

Pride \_\_\_\_\_  
Simpson \_\_\_\_\_  
Timmons \_\_\_\_\_

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



# COMMONWEALTH of VIRGINIA

## DEPARTMENT OF TRANSPORTATION

4219 CAMPBELL AVENUE  
LYNCHBURG, VIRGINIA 24501  
VDOT.Virginia.gov

**CHARLES A. KILPATRICK, P.E.**  
COMMISSIONER

December 9, 2015

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

Dear Wade:

For the past six years, it has been my pleasure to serve as the VDOT Residency Administrator in Dillwyn and work with you on transportation issues in Prince Edward County. I have enjoyed the working relationship and the efforts we have made to maintain and improve the roads in the county.

Effective December 10, 2015, I will be moving on to another position within VDOT, and will be working at our Research Council as the Statewide Implementation Coordinator. I am excited about this new opportunity, but as I leave, I will miss working with you, your staff, and each one of the Board Members. Everyone has been great to work with and together, we have accomplished many great things. Please pass along my appreciation to them as well.

On that same date, Scot Shippee will assume the role of Acting Resident Engineer for the Dillwyn Residency. I have complete confidence that while recruitment is underway for a permanent replacement, Scot will be responsive and will handle all of your needs. He is well prepared and capable to lead the Residency during this time. Should you need to reach Scot, his office number is (434) 505-3255.

Thank you again for your support during my time in Dillwyn working with you, and I hope our paths cross again.

Sincerely,

A handwritten signature in blue ink, appearing to read "Kevin Wright".

Kevin Wright  
Residency Administrator

# VDOT Lynchburg District Transportation Update

## Fall 2015



Christopher Winstead, P.E., District Engineer

I am pleased to present the December 2015 Lynchburg District Transportation Update. Our goal is to provide a high level overview including brief project updates in your area. We hope this proactive communication will be helpful to you when working with citizens and we welcome your input and feedback.

This is an exciting time for transportation. We have approximately \$240 million worth of projects in our current Six Year Improvement Program in Lynchburg District. In addition we were very busy assisting our local partners, MPOs and PDCs this past summer as they participated in the HB2 process submitting new candidate projects for scoring and prioritization. We had tremendous participation and engagement from our local partners.

Our first priority is the safety of employees and the public we serve. Every project, work zone and maintenance operation we perform has a safety component and we are pleased to see statewide the overall trends for severe accidents and fatalities dropping in recent years. However there are some disturbing trends. For example during the past five years over 50 percent of all fatalities in Lynchburg District were unbelted. This is despite the National Highway Traffic Safety Administration (NHTSA) clarifying seat belt users are 45 percent less likely to be fatally injured in a crash. We are meeting with law enforcement, local officials and other emergency responders in each of our counties to develop ideas for working together to provide a safer highway system. You also play an important role in this effort and I hope you will share the information contained in this publication and offer any suggestions you might have.

Please feel free to contact our Residency Administrators or me at your convenience. We are also happy to meet with you and your staff in person to discuss transportation.

It is a pleasure to serve as the Lynchburg District Engineer. I am proud of our team efforts reflected in this publication. You will notice some stellar results in the areas of our business performance metrics. We have a great team and we love what we do.

Sincerely,

Chris Winstead, P. E.

# Transportation Update

Lynchburg District  
December 2015



## Prince Edward County

### Route 630

**UPC:** 108103  
**Estimated Cost:** \$365,000  
**Target Ad Date:** May 2016  
**Project Manager:** Sara S. Holt  
434-856-8264

This project will spot widen the shoulders on Route 630.

### Route 622 over Norfolk-Southern Railroad

**UPC:** 82513  
**Estimated Cost:** \$2.8 million  
**Target Ad Date:** TBD  
**Project Manager:** Renard Yeatts  
434-856-8258

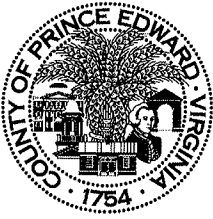
This project is to replace the bridge and approaches on Route 622 over Norfolk Southern Railway. The project is currently in the right of way phase.

### Route 619 over Saylers Creek

**UPC:** 87900  
**Estimated Cost:** \$2 million  
**Ad Date:** December 8, 2015  
**Project Manager:** Renard Yeatts  
434-856-8258

This project is to replace the bridge and approaches on Route 619 over Saylers Creek. The project is slated for completion by November 28, 2016.





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

**Meeting Date:** January 12, 2016  
**Item No.:** 17  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett/Sarah Elam Puckett  
**Issue:** Appointments (For Board of Supervisors Members)

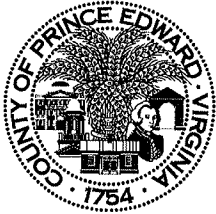
**Summary:** The following positions require the appointment of a member of the Board of Supervisors:

1. **Commonwealth Regional Council (CRC) Alternate** – The County is represented on the CRC Board by a “Representative” and an “Alternate”. Supervisor Timmons is the current “Representative”. His four-year term of office expires December 31, 2017. Mr. McKay was the “Alternate.” *(Note: The Alternate Member appointment by each locality shall either be an elected official of the appointment governing body or a staff member from the member locality’s Administration Office.)* The Board will wish to make an appointment to fill this vacancy, with a four-year term of office expiring December 31, 2017.
2. **YMCA Board** – Based on an agreement with the YMCA, the County has two seats on the YMCA Board. Historically, those seats have been filled by members of the Board of Supervisors. Currently, Supervisor Gray holds one of the Board-appointed seats. His three-year term of office expires December 31, 2017. Mr. McKay held the other seat on the YMCA Board. The Board of Supervisors will wish to make an appointment to fill this vacancy, with a three-year term of office expiring December 31, 2017.
3. **South Central Workforce Development Area Consortium** – Each County is represented on the Consortium Board by an “elected official” Board Member and an Alternate (which may be either an elected official or appointment official). The County’s “elected” position is currently vacant because of the changes that have been made to this organization’s by-laws and legal structure. Historically, the “elected” representative has been the Chair, but this is not required. Additionally, the County Administrator has historically served as the Alternate. The Board will wish to make an appointment to fill this vacancy. If the Chair is appointed, the term could run concurrent with his/her position as Chair. If other than the Chair is appointed, the Board may wish to establish a two-year term of office for this position.
4. **Granite Falls Community Development Authority** – The members of the Prince Edward County Board of Supervisors comprise the membership of the Granite Falls CDA Board. The term of office for each Authority Board members runs concurrent with the term of office of each member of the Board of Supervisors. The Board will wish to re-appoint Supervisors Cooper-Jones, Jones and Simpson and appoint Supervisor Pride to the Granite Falls CDA Board.
5. **Virginia’s Heartland Water & Sewer Authority** -- The members of the Prince Edward County Board of Supervisors comprise the membership of the Virginia’s Heartland Water & Sewer Authority Board. The term of office for each Authority Board members runs concurrent with the term of office of each member of the Board of Supervisors. The Board will wish to re-appoint Supervisors Cooper-Jones, Jones and Simpson and appoint Supervisor Pride to the Water & Sewer Authority Board.

**Attachments:** None  
**Recommendation:** Make appointments as indicated above.

|              |                    |               |                |
|--------------|--------------------|---------------|----------------|
| Motion _____ | Cooper-Jones _____ | Pride _____   | Townsend _____ |
| Second _____ | Gray _____         | Simpson _____ | Wilck _____    |
|              | Jones _____        | Timmons _____ |                |





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

**Meeting Date:** January 12, 2016  
**Item No.:** 18  
**Department:** County Administration  
**Staff Contact:** Sarah Elam Puckett  
**Issue:** School Board Appointments

**Summary:** The terms of the following School Board members expire on June 30, 2016:

- District 301 – Timothy W. Corbett, Sr., MD (Supervisor Jerry Townsend)
- District 501 – Russell L. Dove (Supervisor Bob Timmons)

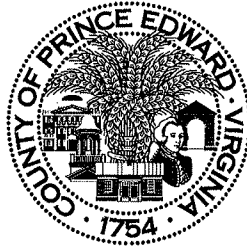
Below is a list of the current members of the Prince Edward County School Board:

| District        | School Board Member         | Term Expiration |
|-----------------|-----------------------------|-----------------|
| 301 (Leigh)     | Timothy W. Corbett, Sr., MD | 6/30/16         |
| 501 (Buffalo)   | Russell L. Dove             | 6/30/16         |
| 401 (Hampden)   | Beulah M. Womack            | 6/30/17         |
| 701 (Farmville) | Sherry Honeycutt            | 6/30/17         |
| 101 (Farmville) | Peter Gur, Ph.D.            | 6/30/18         |
| 801 (Farmville) | Lawrence C. Varner, MD      | 6/30/18         |
| 201 (Lockett)   | Chapman Hood Frazier, Ph.D. | 6/30/19         |
| 601 (Prospect)  | Darin Edward Thomas         | 6/30/19         |

**Attachments:** Criteria for Selection of School Board Members

**Recommendation:** Supervisor Townsend and Supervisor Timmons will wish to appoint Citizen Committees (3 or 5 members), which will be announced at the February 9, 2016 Board of Supervisors meeting. Please provide the name, address and telephone number for each Committee Member to the County Administrator's Office to enable the Committees to be advertised.

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

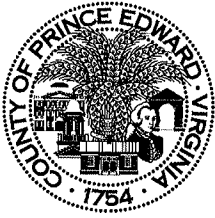


Adopted: November 13, 1984  
Revised: August 10, 2004  
Revised: January 13, 2009

### CRITERIA FOR SELECTION OF SCHOOL BOARD MEMBERS

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

###



County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** January 12, 2016  
**Item No.:** 19  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett/Sarah Elam Puckett  
**Issue:** Appointment – Piedmont Court Services

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**Summary:** Please see the attached letter from Renee' Maxey, Director, Piedmont Court Services, regarding the appointment of Commonwealth's Attorney Megan Clark to the Piedmont Community Criminal Justice Board.

**Attachments:** Piedmont Court Services Letter

**Recommendation:** Make appointment as requested.

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

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

Pride \_\_\_\_\_  
Simpson \_\_\_\_\_  
Timmons \_\_\_\_\_

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



RENEE TRENT MAXEY  
Director

Office of Criminal Justice Services  
1012-G West Third Street Farmville, Virginia 23901

(434) 392-8161  
Fax (434) 392-7503

December 30, 2015

Mr. W. Wade Bartlett  
County Administrator, Prince Edward County

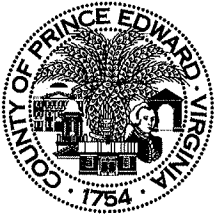
APPOINTMENT to the PIEDMONT COMMUNITY CRIMINAL JUSTICE BOARD (PCCJB)

One of the positions on the PCCJB required by the *Code of Virginia* is “commonwealth’s attorney” which, as you know, was filled by James Ennis. As he has retired from that position, effective 12-31-15, I am writing to request that the Prince Edward County Board of Supervisors consider appointing newly-elected commonwealth’s attorney, Megan Clark, to fill the “commonwealth’s attorney” position at its January 2016 meeting. I have talked with Ms. Clark, and she stated she is very willing to serve in that capacity on the PCCJB.

If I may provide any additional information for your and the Board’s consideration, please let me know.

Thank you.

Renee Trent Maxey  
Director



County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** January 12, 2016  
**Item No.:** 20  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett/Sarah Elam Puckett  
**Issue:** Agreement with Constitutional Officers

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**Summary:** Since 2006, the Board of Supervisors has executed an agreement with each Constitutional Officer (Sheriff, Treasurer, Commissioner of Revenue, Clerk of Circuit Court, and Commonwealth's Attorney) regarding the applicability of the County's Personnel Policy on the employees of the Constitutional Officers. As our Commonwealth's Attorney is newly elected, the Board will wish to authorize the Chairman to execute an agreement with the Commonwealth's Attorney. A copy of the agreement is attached for your review.

**Attachments:** Agreement with Commonwealth's Attorney

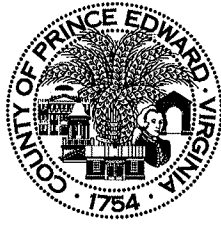
**Recommendation:** Authorize the Chairman to execute the agreement on behalf of the County.

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

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

Pride \_\_\_\_\_  
Simpson \_\_\_\_\_  
Timmons \_\_\_\_\_

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



**COOPERATIVE AGREEMENT BETWEEN THE BOARD OF SUPERVISORS  
AND THE COMMONWEALTH'S ATTORNEY  
OF THE COUNTY OF PRINCE EDWARD, VIRGINIA**

THIS COOPERATIVE AGREEMENT, effective as of January 1, 2016, between the Commonwealth's Attorney and the Board of Supervisors of the County of Prince Edward, Virginia.

**ARTICLE I - SCOPE OF AGREEMENT**

This agreement extends the coverage of the County's personnel policies and procedures to all employees of the Commonwealth's Attorney. This Agreement recognizes that employees of the Commonwealth's Attorney and other County employees all serve the residents of Prince Edward County.

Therefore, this Agreement seeks to establish a uniform personnel system so that the Commonwealth's Attorney's employees will have the same rights and benefits and will be subject to the same policies, procedures and regulations as other County employees, except as provided herein. The inclusion of such employees in the County Pay and Classification Plan shall not change the status of such employees as appointees of a constitutional officer who serve at the will and pleasure of the Commonwealth's Attorney and concurrent with the term of office of the Commonwealth's Attorney; nor shall it deprive the Commonwealth's Attorney of control over the actions of his appointees, but shall serve as the basis for supplementation of salaries as permitted by law.

Employees will be subject to the County's personnel policies and procedures, except the grievance procedure and Sections 11.6.D and 11.6.E of the Personnel Policies Manual. All employees of the Commonwealth's Attorney, whether funded by the Compensation Board or by the County, shall be placed on the County's pay plan, shall be eligible for the same benefits, and shall receive salary adjustments consistent with those received by other County Employees. This is an endeavor to maintain parity among County and Compensation Board funded positions as it pertains to general employee compensation.

The Commonwealth's Attorney understands that future increases offered by the State through the Compensation Board will not be passed automatically to the staff due to the fact that they would be covered under the county system. Regardless of what the county pay and classification plan states it is understood that the salaries for the Commonwealth's Attorney's staff will be no less than the salaries approved by the Compensation Board, as is required by state law. In the event that the salary established by the Compensation Board for a given position is higher than that determined by the County's pay plan, the salary set by the Compensation Board shall be applicable to the position.

Nothing in the Agreement shall be interpreted to infringe upon the authority of the Commonwealth's Attorney to retain control over the operations of his office, including, without limitation, the authority to:

- Direct the work of employees and deputies;
- Hire, promote, transfer or appoint employees and deputies; and
- Discipline, suspend, demote, dismiss or terminate the appointment of any employee or deputy.



Such authority shall be exercised by the Commonwealth's Attorney; however, the procedures shall be in accordance with the County's personnel policies and procedures. In addition, the Commonwealth's Attorney's authority pursuant to Virginia Code Section 15.2-1626 to terminate the appointment of an assistant is not intended to be infringed by this Agreement.

The Commonwealth's Attorney does not agree to include employees under the County Grievance Policy or Procedure, as the employees serve as an extension of the Commonwealth's Attorney and derive all powers from the status of the Commonwealth's Attorney as an elected Constitutional Officer.

The Commonwealth's Attorney does agree to abide by all applicable State and Federal laws regarding FLSA, FMLA, EEO/AA and other such applicable statutes as applied to appointees of elected officials.

## **ARTICLE II - TIME OF PERFORMANCE**

This Agreement shall commence as of January 1, 2016 and is effective until the below named Constitutional Officer leaves office.

## **ARTICLE III - LAWS, PERMITS AND RESTRICTIONS**

This Agreement shall be governed in all respects, whether as to validity, construction, capacity or performance by the laws of the Commonwealth of Virginia.

## **ARTICLE IV- POLICIES**

The Commonwealth's Attorney agrees to comply with the policies included in the County's Personnel Policy Manual, adopted by the Board of Supervisors on December 20, 2005, and which may be amended from time to time.

The Commonwealth's Attorney and County agree that employees and deputies in the office of the Commonwealth's Attorney shall be incorporated in the County Uniform Pay Plan, as approved by the Board of Supervisors on December 20, 2005, as amended.

## **ARTICLE V - AMENDMENT TO POLICIES**

The County agrees to provide the Commonwealth's Attorney with written notice of any change to all policies and procedures, and any new policies within thirty (30) days after adoption by the Board. The Commonwealth's Attorney agrees to respond in writing to the County within thirty (30) days of receipt of such notice as to his agreement or disagreement with such amended/new policy. No amendments or new policies may be incorporated within this agreement without the written consent of the Commonwealth's Attorney and the County.

This Agreement constitutes the sole Agreement existing between the parties with respect to this subject matter and there are not other written or oral understandings or agreements with respect thereto. No variation or modification of this Agreement and no waiver of its provisions shall be valid unless agreed to in writing and signed by the County, and the Constitutional Officer.

**ARTICLE VI - TERMINATION**

- (1) This Agreement may be canceled by either party by giving thirty (30) days written notice to the other, or
- (2) This Agreement shall be suspended in the event Board of Supervisors fails to appropriate or allocate funds for the purpose of continuation of this Agreement, or
- (3) In the event of breach by either party to this Agreement, the other party may give written notice to the party deemed to be in breach specifying the manner in which the Agreement has been breached. If such notice of breach is given, the party sending the notice may suspend performance of any or all of its corresponding obligations under this Agreement, and if the party receiving the notice has not substantially corrected the breach within thirty (30) days of receipt of the written notice, the party sending the notice shall have the right to terminate this Agreement.

**ARTICLE VII – PERSONNEL RECORDS AND REPORTS**

The County Administrator or designee shall maintain the official time records of all employees of the Commonwealth’s Attorney. The Commonwealth’s Attorney agrees to keep and maintain current records of all of his employees regarding accumulated sick leave, annual leave, etc. and to report each pay period any usage. The Commonwealth’s Attorney agrees to provide the County Administrator or designee all relevant information needed to administer the Personnel Plan, upon request. Records and forms will be maintained and submitted in accordance with established procedures. Additionally, the Commonwealth’s Attorney agrees to provide to the County Administrator an annual accounting as of December 31, of all accrued leave balances.

Witness the following signatures and seals:

\_\_\_\_\_  
Commonwealth’s Attorney  
County of Prince Edward

\_\_\_\_\_  
Chairman, Board of Supervisors  
County of Prince Edward

BY:

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

Approved as to Form:

\_\_\_\_\_  
County Attorney



County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** January 12, 2016  
**Item No.:** 21  
**Department:** County Administrator  
**Staff Contact:** W.W. Bartlett  
**Issue:** Sheriff – At Will Overtime Program

---

**Summary:**

At the July 2015 meeting the Board approved a six month extension of the “At-Will” traffic enforcement program.

For the first half of FY16 this program has cost a total of \$20,179 to include FICA costs. Tickets written by patrol operating under this program was approximately \$35,740 for the same period. As has been the case for every reporting period the program is self-funded.

Personnel turmoil in the Sheriff’s department has caused a decrease in collections. The department has had several vacancies over the last six months. The shortage of personnel did not allow the Sheriff to staff the program at normal levels which contributed to the decrease in revenues but at the same time also reduced expenses. The Sheriff is actively recruiting for replacements and when that is complete there are no reasons the program should not return to prior operational levels.

This program provides benefits other than financial and traffic enforcement. It frees deputies from routine traffic duties to concentrate on other law enforcement duties – crime prevention, solving crimes and increasing visibility and availability of law enforcement personnel throughout the County. It is a no cost program that effectively increases the number of deputies on shift. The Sheriff will be at the meeting to discuss this program.

**Attachments:**

**Recommendations:** The Board will need to decide if it will continue to authorize this program. No budget action is required.

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

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

Pride \_\_\_\_\_  
Simpson \_\_\_\_\_  
Timmons \_\_\_\_\_

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





County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** January 12, 2016  
**Item No.:** 22  
**Department:** County Administrator  
**Staff Contact:** W.W. Bartlett  
**Issue:** County Administrator's Report

**Summary:**

1. Retirement of Chief Animal Control Officer – The County’s chief animal control officer will be retiring on February 29, 2016. Unless otherwise directed by the Board, I will advertise this vacancy beginning next week.
  
2. New Landfill Cell – A topographic survey of the landfill was completed in November 2015 to determine the available airspace remaining in the County’s landfill. Approximately 65,558 cubic yards of useable airspace is remaining. Based on the County’s utilization rate the landfill has approximately 18 months of airspace remaining. The County’s engineering firm recommends the construction of Cell E be a bid in February 2016 with construction to begin in July 2016, which would coincide with the start of Fiscal Year 2017. Bidding services would cost \$7,500 and would include the preparation of Bid Documents and Drawings, proctoring of a pre-bid meeting and preparation of minutes of the meeting. Respond to bidders questions, preparation and attendance at the Bid Opening, review and evaluations of all bids, preparation of a Bid Tabulation, and making a recommendation to the County on which bidder to award the contract. The cost of these services are not contained in the existing FY16 budget. It is recommended the Board authorize preparation of Bid Documents and amend the budget in the Landfill Construction Fund as shown below. The budget amendment decreases the amount that would be placed in the fund balance of the Landfill Construction Fund and increases the amount spent for professional services.
  
3. Courthouse Roof – At the September 8, 2015 meeting of the Board of Supervisors the Board authorized the hiring of Metal Roof and Building Consultants to serve as the County’s consultant in regard to bids and as the job inspector for the roof replacement/repair of the Courthouse roof. After the initial bid process only two companies bid on the project. It was decided to rebid the project. The County reissued the bid with a December 11, 2015 bid opening date. The County received four bids. All bids were greater than the consultant’s estimate of \$215,000, but the two low bids were very close, Attachment (1). The Consultant and representative from the County meet with the two lowest bidders on December 30, 2015. The meeting allowed the County to interview each company to gain a better understanding of the strength and weaknesses of each and to allow each company to gain a better understanding of the job requirements and ask them to revise their bids based on this information. Both companies revised their bids, Attachment (1). Attachment (2) contains the consultants review of the information received at the meeting and his recommendation. Based on the responses the recommendation is to award the contract to TeamCraft Roofing at a cost of \$205,500 and amend the General Fund Budget as shown below. This includes a metal roof over the existing

|              |                    |               |                |
|--------------|--------------------|---------------|----------------|
| Motion _____ | Cooper-Jones _____ | Pride _____   | Townsend _____ |
| Second _____ | Gray _____         | Simpson _____ | Wilck _____    |
|              | Jones _____        | Timmons _____ |                |



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

shingle roof with a 30 year warranty and a silicone coating over the flat roofs with a 20 year warranty. Current collections in Real Estate and Personnel Property Taxes combined with historical collection amounts from January – June indicate revenues in those two revenue lines will exceed budgeted amounts by over \$200,000. But I am reluctant to recommend adjusting budget amounts this early in the budget year. I am recommending the budget be adjusted to allow a draw from the fund balance, if required.

4. Budget Planning Session – Historically, the Board of Supervisors has met for several hours prior to the start of the County Budget to discuss the budget outlook and give the County Administrator guidance on the preparation of the budget. The County Administrator will discuss with the Board its wishes regarding the scheduling of a preliminary budget planning session. It is usually held in late January.

**FY16 BUDGET AMENDMENTS**

| Rev/Exp | Fund | Dept  | Object | Description                | Debit   | Credit  |
|---------|------|-------|--------|----------------------------|---------|---------|
| 4 (Exp) | 331  | 93000 | 0331   | To Landfill Const Fund Bal |         | 7,500   |
| 4 (Exp) | 331  | 94000 | 3180   | Professional Services- Eng | 7,500   |         |
|         |      |       |        |                            |         |         |
| 3 (Rev) | 100  | 41050 | 0100   | From General Fund Balance  |         | 205,500 |
| 4 (Exp) | 100  | 94000 | 0024   | Physical Plant             | 205,500 |         |

**Attachments:**

- (1) Roofing Bid tabulation and Revised Bids after Vendor interviews
- (2) E-mail dated Jan 4, 2016 from Roofing Consultant

**Recommendations:**

1. Authorize preparation of Landfill Bid Documents and amend the budget in the Landfill Construction Fund as shown above. The budget amendment decreases the amount that would be placed in the fund balance of the Landfill Construction Fund and increases the amount spent for professional services.
2. Award the roof contract to TeamCraft Roofing at a cost of \$205,500 and amend the General Fund Budget as shown above.

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

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

Pride \_\_\_\_\_  
Simpson \_\_\_\_\_  
Timmons \_\_\_\_\_

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

PRINCE EDWARD ROOFING BIDS  
Bid Opening - December 11, 2015

| COMPANY            | BASE<br>BID | BOND<br>PRICE | DECKING<br>REPLACEMENT |
|--------------------|-------------|---------------|------------------------|
| CHU Contracting    | 259,400.00  | 3,891.00      | \$8/ Sqft              |
| Teamcraft Roofing  | 217,640.00  | 2,100.00      | \$23/Sqft              |
| Air Tech Solutions | 215,100.00  | 4,218.00      | \$6/Sqft               |
| AAR of NC          | 267,910.00  | 4,000.00      | \$12/ SqFt             |

REVISED BIDS AFTER DECEMBER 30, 2015 INTERVIEWS

| COMPANY            | BASE<br>BID | BOND<br>PRICE | DECKING<br>REPLACEMENT |
|--------------------|-------------|---------------|------------------------|
| Teamcraft Roofing  | 205,500.00  | 2,100.00      | \$8/ Sqft              |
| Air Tech Solutions | 202,100.00  | 4,016.00      | \$6/Sqft               |

**Wade Bartlett**

# 2

**From:** Rob Moore <RobM@MRB-C.com>  
**Sent:** Monday, January 04, 2016 3:32 PM  
**To:** wbartlett@co.prince-edward.va.us  
**Subject:** Roof replacement meeting 12/30/15

Mr. Bartlett,

Regarding the meetings of 12/30/2015 with the two, low-bid contractors for the Prince Edward County Roof Replacement project.

Both roofing companies had representation available at the appointed times. Both companies were able to satisfy the requirements set forth in the RFP and appear to be qualified bidders. Both companies had well designed safety plans. The purpose of the meeting was to understand the intent of the companies with regards to scheduling and execution of the project as specified

Team Craft roofing stated that they had just completed a project with a similar scope of work. The installation they completed included installing hat channels over a shingle roof system and installing a "T" seam roofing panel over the hat channels. They are currently approved with several manufacturers of similar metal roof systems as well as several silicone applicators. Their RFI packet contained product information from manufacturers mentioned in the specification.

Air Tech Solutions listed a variety of projects that they have completed, as general contractor as well as roofing installer. They said that they have installed a similar scope but did not identify the project. They are approved by a variety of manufacturers as well, not those mentioned in the specification. The metal roofing product information they included was not similar to the product specified. They seemed unaware that the manufacturer they suggested did not make the panel profile we have specified.

Air Tech Solutions has installation approvals from commodity roof manufacturing companies, not from the more engineered systems. My concern is that they may not have the experience with the specified details. Team Craft has recently installed a system similar in scope and details. Although Team Craft Roofing has supplied a price that is 1.7% higher, I believe they are more qualified for this project.

Please let me know how you would like to proceed.



Rob Moore, CSI  
Principal  
Metal Roof and Building Consultants, LLC  
(804) 263-3343  
[www.MRB-C.com](http://www.MRB-C.com)





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

**Meeting Date:** January 12, 2016  
**Item No.:** 23  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett/Sarah Elam Puckett  
**Issue:** Closed Session

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**Summary:**

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

- a) For the discussion of a prospective business, where no previous public announcement has been made, pursuant to the exemption provided for in Section 2.2-3711(A)(5) of the *Code of Virginia*; and
- b) For the discussion of public safety communications plans related to the safety and security of the Prince Edward County Sheriff's Department, pursuant to the exemption provided for in Section 2.2-3711(A)(19) of the *Code of Virginia*.

**Attachments:**

**Recommendation:** Convene in Closed Session.

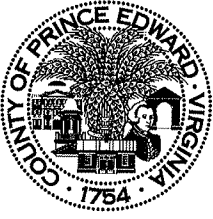
Motion \_\_\_\_\_  
Second \_\_\_\_\_

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

Pride \_\_\_\_\_  
Simpson \_\_\_\_\_  
Timmons \_\_\_\_\_

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





County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** January 12, 2016  
**Item No.:** 24  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett/Sarah Elam Puckett  
**Issue:** Upcoming

---

**Summary:** Please review the attached flyers regarding the upcoming VACo programs.

**Attachments:** Rural Caucus Reception & Dinner – February 10, 2016  
VACo County Government Day – February 11, 2016  
VACo County Board Chairpersons’ Institute – February 12-13, 2016

**Recommendation:** Please let Sarah know if you wish to register for any of these programs.

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

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

Pride \_\_\_\_\_  
Simpson \_\_\_\_\_  
Timmons \_\_\_\_\_

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

# VACo | VML | Center for Rural Virginia



## Rural Caucus Reception and Dinner

Omni Richmond Hotel at 5:30 p.m.

February 10, 2016

Register at this link - [VACo County Government Day 2016](#)

Name \_\_\_\_\_

Title \_\_\_\_\_

County \_\_\_\_\_

Mailing address \_\_\_\_\_

Phone number \_\_\_\_\_ FAX number \_\_\_\_\_ E-mail \_\_\_\_\_

My guest's name is \_\_\_\_\_

Total enclosed \_\_\_\_\_ (\$60/dinner per person)

Please check here if you desire a vegetarian dinner \_\_\_\_\_

Charge options:

\_\_\_\_\_ VISA \_\_\_\_\_ American Express \_\_\_\_\_ MasterCard

Card number \_\_\_\_\_

Expiration date \_\_\_\_\_

Print cardholder's name (as it appears on the card) \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Register today by faxing this completed form with credit card information to: 804.788.0083 or mail this form with a check to: VACo, 1207 East Main Street, Suite 300, Richmond, VA 23219-3627.

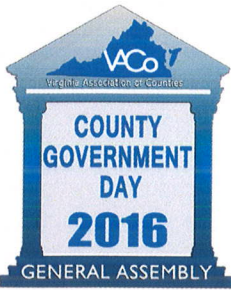
### **Hotel Information**

Officials who need to stay overnight at the Omni Richmond Hotel can get a special rate of \$129 for a room. To reserve a hotel room, call 1.800.THE.OMNI **by January 20, 2016** with the following code: [VACo County Government Day](#). For more information about County Government Day, call VACo at 804.788.6652.

### **Refund Policy**

Requests for registration refunds are honored if received by 10 a.m. on January 20, 2016. However, substitutions are accepted at any time. For questions, please call VACo at 804.788.6652.

# VACo County Government Day 2016



The Virginia Association of Counties invites county officials to **VACo County Government Day** on **February 11** at the **Omni Richmond Hotel**.

Join us  
February  
11

VACo staff will report on legislation affecting local governments, then county officials are encouraged to go to the Capitol to participate in committee meetings and lobby state legislators. In the evening, county officials are strongly encouraged to invite their state legislators to dinner. Please invite them soon.

**To register, mail this form by January 20, 2016 and a check (payable to VACo) for \$40 per person to:**  
VACo, 1207 East Main Street, Suite 300, Richmond, VA 23219-3627. VACo's fax number is 804.788.0083.

Officials who need to stay overnight at the **Omni Richmond Hotel** can get a special room rate of \$129. For reservations, call 1.800.THE.OMNI by **January 20, 2016** with the following code: **VACo Legislative Day** or you can reserve a room at this link [VACo County Government Day 2016](#).

**Refund Policy:** Requests for registration refunds are honored if received by January 20, 2016. However, substitutions are accepted at any time. For more information, call VACo at 804.788.6652.

|                  |                                                                                |
|------------------|--------------------------------------------------------------------------------|
| <b>9 a.m.</b>    | <b>VACo Board of Directors' Meeting</b>                                        |
| <b>11 a.m.</b>   | <b>Registration</b>                                                            |
| <b>Noon</b>      | <b>Keynote Speaker   VACo staff legislative briefings (box lunch provided)</b> |
| <b>Afternoon</b> | <b>Visit Capitol and lobby legislators</b>                                     |
| <b>Evening</b>   | <b>Make plans to take your state legislators to dinner</b>                     |

The following people will attend VACo County Government Day on **February 11, 2016**. Accompanying this form is a check for \$40 per person or a charge authorization.

Charge options:     American Express     MasterCard     VISA

Card number: \_\_\_\_\_ Expiration date: \_\_\_\_\_

Cardholder's name \_\_\_\_\_

Authorized signature \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_

Mailing Address \_\_\_\_\_

County/City/Town Organization \_\_\_\_\_

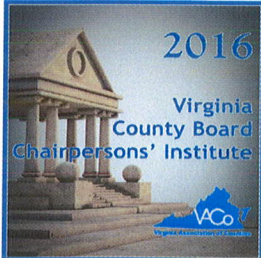
Phone \_\_\_\_\_ E-mail \_\_\_\_\_

Special Accommodations \_\_\_\_\_

# VACo County Board Chairpersons' Institute

## February 12-13, 2016

Omni Richmond Hotel  
100 S 12th Street | Richmond, VA 23219



**The Institute:** Virginia Association of Counties offers the County Board Chairpersons' Institute to Board Chairs to focus on the specific roles of that position, including meeting management, internal and external communications, work relationships, leadership, and goal setting. An overview of county government and the work of county supervisors is also covered.

**Who should attend:** New and incumbent County Board Chairs and their chief county administrative officers will come away with information they need to guide their Board through their leadership cycle.

**Enrollment:** Will be limited to about 25 participants.

**Conference Registration Details:** The registration fee for County Officials is \$295, which covers conference materials, Friday lunch and dinner and Saturday breakfast. Spouses and guests (non-County Officials) who attend may register for \$150, which covers meals. To register, mail or fax this form along with a check or charge authorization to VACo, 1207 East Main Street, Suite 300, Richmond, VA 23219.

**Hotel Reservation Details:** Lodging costs are not covered in either registration fee. The conference is held at the Omni Richmond Hotel, 100 S. 12<sup>th</sup> Street, Richmond, VA 23219. Room rates are \$129. To reserve a hotel room, call 1-800-THE-OMNI by January 20 with this code: [VACo County Government Day 2016](#) or at this link [VACo County Government Day 2016](#).

**Refund Policy:** Requests for registration refunds are honored if received by January 20, 2016. However, substitutions are accepted at any time. For more information, call VACo at 804.788.6652.

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Name \_\_\_\_\_

County \_\_\_\_\_ Phone \_\_\_\_\_ E-mail \_\_\_\_\_

Mailing Address \_\_\_\_\_

Guest Name \_\_\_\_\_

Payment Method: Check \_\_\_ VISA \_\_\_ American Express \_\_\_ MasterCard \_\_\_

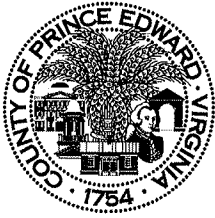
Card Number \_\_\_\_\_ Expiration Date \_\_\_\_\_

Card Holder's Name \_\_\_\_\_

Authorized Signature \_\_\_\_\_



**Please return to VACo with payment by January 20, 2016:  
1207 East Main Street, Suite 300, Richmond VA 23219-3627.  
Credit card payments may be faxed to 804.788.0083.**



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

**Meeting Date:** January 12, 2016  
**Item No.:** 25  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett/Sarah Elam Puckett  
**Issue:** Correspondence/Informational

---

**Summary:** Please see attachments.

**Attachments:**

- a. VDHCD Letter – Approval of Enterprise Zone Boundary Amendments
- b. APA Letter – Audit of Treasurer, Commissioner of Revenue and Sheriff

**Recommendation:**

|              |                    |               |                |
|--------------|--------------------|---------------|----------------|
| Motion _____ | Cooper-Jones _____ | Pride _____   | Townsend _____ |
| Second _____ | Gray _____         | Simpson _____ | Wilck _____    |
|              | Jones _____        | Timmons _____ |                |



Terence R. McAuliffe  
Governor

Maurice A. Jones  
Secretary of Commerce  
and Trade

# COMMONWEALTH of VIRGINIA

## DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

William C. Shelton  
Director

December 1, 2015

The Honorable Howard F. Simpson  
Chairman, Prince Edward County Board of Supervisors  
P.O. Box 625  
Farmville, Virginia 23901

Dear Mr. Simpson:

The Department of Housing and Community Development recently received an application from Prince Edward County requesting a boundary amendment for Enterprise Zone 48C.

After reviewing this application, the Department hereby notifies you that the proposed revision to Enterprise Zone 48C, as outlined in the application is accepted. The revised boundaries will become formal components of the County's Enterprise Zone. Businesses and investors in the newly incorporated areas may qualify for program incentives beginning with the 2015 calendar year.

I am pleased to be of assistance to you in your economic development efforts.

Sincerely,

Bill Shelton  
Director

cc: Mr. Wade W. Bartlett, County Administrator  
Ms. Sharon Carney, Local Zone Administrator

Partners for Better Communities



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





Martha S. Mavredes, CPA  
Auditor of Public Accounts

# Commonwealth of Virginia

*Auditor of Public Accounts*

P.O. Box 1295  
Richmond, Virginia 23218

December 21, 2015

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

County of Prince Edward

Dear Mr. Simpson:

We have reviewed the Commonwealth collections and remittances of the Treasurer, Commissioner of the Revenue, and Sheriff of the locality indicated for the year ended June 30, 2015. Our primary objectives were to determine that the officials have maintained accountability over Commonwealth collections, established internal controls, and complied with state laws and regulations.

The results of our tests found the constitutional officers complied, in all material respects, with state laws, regulations and other procedures relating to the receipt, disbursement, and custody of state funds.

Sincerely,

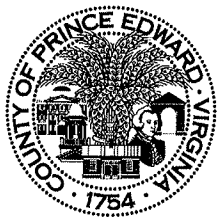
A handwritten signature in black ink that reads "Martha S. Mavredes".

Auditor of Public Accounts

MSM: ljh

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





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

**Meeting Date:** January 12, 2016  
**Item No.:** 26  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett/Sarah Elam Puckett  
**Issue:** Monthly Reports

---

**Summary:** Please see attachments.

**Attachments:**

- a. Animal Control
- b. Building Official
- c. Cannery
- d. Tourism

**Recommendation:**

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

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

Pride \_\_\_\_\_  
Simpson \_\_\_\_\_  
Timmons \_\_\_\_\_

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



## Animal Control Monthly Report

**"December 2015"**

|                                   |          |                                   |          |
|-----------------------------------|----------|-----------------------------------|----------|
| <b>Dogs</b>                       |          | <b>Wildlife</b>                   |          |
| Surrendered                       | 11       | Handled                           | 0        |
| Picked Up                         | 21       | Euthanized                        | 0        |
| Claimed By Owner                  | 3        | Rabies Case                       | 0        |
| Adopted                           | 1        |                                   |          |
| Died in Kennel                    | 0        | <b>Livestock</b>                  |          |
| Euthanized                        | 11       | Returned to Owner                 | 0        |
| Transferred to SPCA               | 17       | 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>             | \$100.00 | <b>Other Companion Animals</b>    |          |
|                                   |          | Returned to Owner                 | 0        |
| <b>Cats</b>                       |          |                                   |          |
| Surrendered                       | 6        | <b>Number of Calls to Shelter</b> | 120      |
| Picked Up                         | 0        | <b>Summons Issued</b>             | 1        |
| Claimed By Owner                  | 0        | <b>Warrants Served</b>            | 0        |
| Adopted                           | 0        | <b>Days in Court</b>              | 0        |
| Euthanized                        | 6        | <b>Nuisance Dogs</b>              | 5        |
| Died in Kennel                    | 0        | <b>Dangerous Dogs</b>             | 0        |
| Transferred to SPCA               | 0        |                                   |          |
| Dead on Arrival                   | 0        |                                   |          |
| <b>Fees Collected</b>             | \$0.00   | <b>Total Fees Collected</b>       | \$100.00 |
| <br>                              |          |                                   |          |
| <b>Bill the Town of Farmville</b> |          |                                   |          |
| 0 cat housed (0 days each)        |          |                                   |          |
| <b>Total</b>                      | \$0.00   |                                   |          |

*S. Ray Foster, Animal Control Officer*

# BUILDING OFFICIAL

Permits Issued Report  
12/01/2015 Through 12/31/2015

|                           |                   |                    |
|---------------------------|-------------------|--------------------|
| ADDITIONS                 | - Issued          | 4                  |
|                           | - Value           | \$90,000.00        |
|                           | - Permit Fees     | \$376.20           |
|                           | - 2.00% STATE TAX | \$7.52             |
|                           | - Fees Collected  | \$.00              |
| ONE & TWO FAMILY DWELLING | - Issued          | 3                  |
|                           | - Value           | \$470,000.00       |
|                           | - Permit Fees     | \$1,743.20         |
|                           | - 2.00% STATE TAX | \$34.86            |
|                           | - Fees Collected  | \$.00              |
| ELECTRICAL                | - Issued          | 12                 |
|                           | - Value           | \$18,400.00        |
|                           | - Permit Fees     | \$635.00           |
|                           | - 2.00% STATE TAX | \$12.70            |
|                           | - 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          | 9                  |
|                           | - Value           | \$23,600.00        |
|                           | - Permit Fees     | \$500.00           |
|                           | - 2.00% STATE TAX | \$10.00            |
|                           | - Fees Collected  | \$.00              |
| MANUFACTURED HOMES        | - Issued          | 1                  |
|                           | - Value           | \$97,000.00        |
|                           | - Permit Fees     | \$160.00           |
|                           | - 2.00% STATE TAX | \$3.20             |
|                           | - Fees Collected  | \$.00              |
| PLUMBING                  | - Issued          | 5                  |
|                           | - Value           | \$3,000.00         |
|                           | - Permit Fees     | \$300.00           |
|                           | - 2.00% STATE TAX | \$6.00             |
|                           | - Fees Collected  | \$.00              |
| IN LIEU OF SOIL & EROSION | - Issued          | 2                  |
|                           | - Value           | \$.00              |
|                           | - Permit Fees     | \$.00              |
|                           | - Fees Collected  | \$.00              |
| Total Permits             | - Issued          | 40                 |
| Total Permits             | - Value           | \$704,000.00       |
| Total Permits             | - Permit Fees     | \$3,914.40         |
| Total Permits             | - Sales Tax 2%    | <u>\$ 78.28</u>    |
|                           |                   | <b>\$ 3,992.68</b> |

INSPECTIONS FOR DECEMBER 53

# PRINCE EDWARD COUNTY CANNERY

7916 Abilene Road  
Farmville, Virginia 23901

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

## December 2015 Cannery Report

Cannery report is as follows:

|                       |       |   |                        |
|-----------------------|-------|---|------------------------|
| 863 (qts.)            | @.48  | = | \$414.24               |
| 89 (pts.)             | @.40  | = | \$ 35.60               |
| 48 Gallons            | @1.25 | = | \$ 60.00               |
| 23 Patrons usage      | @1.00 | = | \$ 23.00               |
| 30% out of County =   |       |   | \$ 30.30               |
| Non-processing fees = |       |   | \$ 40.00               |
| 38 LBS. Meat Cut      | @.25  | = | \$ 9.50                |
| <b>Total</b>          |       |   | <b><u>\$612.64</u></b> |

On December 2<sup>nd</sup> 2015, the cannery co-ordinated an Applesauce workshop with Virginia Food Works. The purpose of this workshop was to help educate and instruct 8 participants from the county governments of Pittsylvania, Caswell N.C. & the City of Danville through the use of our facility. This cannery tour/home canning experience was part of a commercial kitchen/home canning research study for theirs and surrounding counties.

P. Gulick

kef

## Tourism & Visitor Center Monthly Report for December 2015

| VIRGINIA'S HEARTLAND REGIONAL VISITOR CENTER GUESTBOOK SIGNINGS: |                 |              |                 |                                  |
|------------------------------------------------------------------|-----------------|--------------|-----------------|----------------------------------|
|                                                                  | Virginia Guests | Other States | Other Countries | Total Guests                     |
| YTD 2015                                                         | 4,068           | 1188         | 91              | 5,347                            |
| 2014                                                             | 4,120           | 610          | 166             | 4,896                            |
|                                                                  |                 |              |                 | Average Visitors per Month:      |
|                                                                  |                 |              |                 | <b>445.6</b>                     |
|                                                                  |                 |              |                 | Total / 12 Months                |
|                                                                  |                 |              |                 | <b>408.0</b>                     |
|                                                                  |                 |              |                 | Total / ALL of 2014              |
|                                                                  |                 |              |                 | <b>408.0</b>                     |
| <b>Virginia's Retreat Passport Program:</b>                      |                 |              |                 |                                  |
|                                                                  |                 |              |                 | Passports redeemed this month: 3 |
|                                                                  |                 |              |                 | Passports redeemed YTD: 233      |

Stacked Arms Pins:

This Month: 104

YTD: 4,010

### Requests for Information:

|               | Phone Inquiries | Mail Requests | Emailed Requests | Center Visits | Tablet/Cell Web Hits | Monthly Totals: |
|---------------|-----------------|---------------|------------------|---------------|----------------------|-----------------|
| December 2015 | 64              | 59            | 8                | 247           | 1704                 | 2,082           |
| December 2014 | 35              | 363           | 16               | 238           | 1440                 | 2,092           |
| % Difference  | 82.86%          | -83.75%       | -50.00%          | 3.78%         | 18.33%               | -0.48%          |

| TOTAL YTD | 2015 YTD | 2014 YTD | % Difference | Total YTD Inquiries: |
|-----------|----------|----------|--------------|----------------------|
|           | 948      | 2,328    | 276          | 20,652               |
|           | 618      | 5,099    | 382          | 16,153               |
|           | 53.40%   | -54.34%  | -27.75%      | 9.21%                |
|           |          |          |              | 27.85%               |
|           |          |          |              | 29,551               |
|           |          |          |              | 27,148               |
|           |          |          |              | 8.85%                |

### Report to January Board of Supervisors:

- Visitor Center Year to Date (YTD) numbers reflect the times: web hits from cell phones and tablets are up substantially, as are phone requests for information. While physical visitation numbers are also up, requests by mail, and even email, surprisingly, are down. Potential visitors want instant gratification, so our contributions should comply if we are to see continues increases in visitation and profitability for our amenities, which will translate into increased revenues to the County.
- The visitor log shows that High Bridge Trail is the number one reason people stop by the Visitor Center followed closely by Information on the area. And that 65.3% found us because of the trailblazing signs throughout Farmville, but that 78.6% got off of 460 because of the signs directing them to the Visitor Center.
- The Heart of Your Adventure will be spending a lot of time this calendar year working to prepare for the Vice-Presidential Debate scheduled for October 4 2016. We will be meeting with Virginia Tourism Corporation in January to find out what support and assistance they will supply.
- 10 of the 12 voting members in Virginia's Retreat approved the non-profit status Resolution. The other two communities will decide in January. The organization will now start looking at the process, the benefits, and the costs. As this process moves forward, every major step will be brought to the counties for approval.
- The Best Part of the Civil War ... The End is restructuring. With the Sesquicentennial behind us, we are looking at bringing in more partners focusing on education to drive business from one educational stop to the next stop making a fun, learning experience, where our amenities can provide goods and services.

