



**PRINCE EDWARD COUNTY  
BOARD OF SUPERVISORS  
March 8, 2016**

**AGENDA**

5:30 p.m.	Board Work Session – Commonwealth Regional Council	
7:00 p.m.	1. The Chairman will Call to Order the <u>March</u> meeting of the Board of Supervisors.	1
	2. Invocation	1
	3. Pledge of Allegiance	1
	4. <b><u>PUBLIC PARTICIPATION:</u></b> <i>Citizens wishing to address the Board are asked to please sign the Public Participation Register prior to the beginning of the meeting.</i>	3
	5. Board of Supervisors Comments	5
	6. <u>Consent Agenda:</u>	
	a. Treasurer’s Report: January 2016	7
	b. Approval of Minutes: February 4, 2016 @ 3:30 p.m.	11
	February 4, 2016 @ 5:30 p.m.	20
	February 9, 2016	24
	February 26, 2016	47
	February 27, 2016	51
	c. Review of Accounts & Claims	53
	d. The County Administrator reported that checks have been issued pursuant to the order of the Board of Supervisors as to salaries, etc., the amount of which salaries have been heretofore approved.	77
	e. Appropriations	79
	7. Highway Matters	81
	8. <b><u>PUBLIC HEARING – SCHOOL BOARD APPOINTMENTS</u></b> – <i>The Board will hold a public hearing at which citizens will have an opportunity to submit names of candidates to be considered for appointment to the School Board in Leigh District 301 (Supervisor Townsend) and Buffalo District 501 (Supervisor Timmons).</i>	83
	9. Fire Department Capital Expenditure Financing Fund	87
	10. <u>County Administrator’s Report:</u>	103
	a. VDOT Revenue Sharing Resolution	104
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**County of Prince Edward  
Board of Supervisors  
Agenda Summary**

**Meeting Date:** March 8, 2016  
**Item No.:** 1, 2, 3  
**Department:** Board of Supervisors  
**Staff Contact:** W.W. Bartlett  
**Issue:** Call To Order, Invocation, Pledge of Allegiance

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

**Attachments:**

**Recommendation:**

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

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

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

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





County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** March 8, 2016  
**Item No.:** 4  
**Department:** Board of Supervisors  
**Staff Contact:** W.W. Bartlett  
**Issue:** Public Participation

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**Summary:**

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

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

**Attachments:** Public Participation Tracking Form

**Recommendation:** None.

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

# PUBLIC INPUT TRACKING LOG

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



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

**Meeting Date:** March 8, 2016  
**Item No.:** 5  
**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

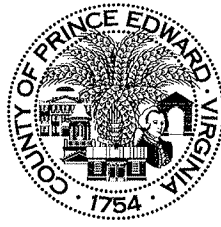
**Recommendation:** None.

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:** March 8, 2016  
**Item No.:** 6-a  
**Department:** Treasurer  
**Staff Contact:** Donna Nunnally  
**Issue:** Treasurer's Report

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

**Attachments:** January 2016 Treasurer's Report

**Recommendation:** Approval

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

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

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

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

**Prince Edward Board of Supervisors Treasurer's Report - January 2016**

<b>Name of Bank</b>	<b>Bank Balance</b>		<b>Available Balance</b>
Benchmark Pooled Fund Account	\$ 12,414,645.13		\$ 12,414,645.13
Wells Fargo Social Services	\$ 112,939.07		\$ 112,939.07
Bank of America School Fund	\$ 92,427.31		\$ 92,427.31
Bank of America Food Service	\$ 4,425.06		\$ 4,425.06
Benchmark School Fund	\$ 1,164,875.85		\$ 1,164,875.85
Benchmark Food Service	\$ 370,692.27		\$ 370,692.27
<b>TOTAL</b>			<b>\$ 14,160,004.69</b>
<b>Certificate of Deposits</b>			
Benchmark			\$ 558,004.20
Citizens Bank Recreation			\$ 16,518.43
Citizens Bank Underground Storage			\$ 20,260.84
Farmers Bank			\$ 206,189.44
<b>TOTAL</b>			<b>\$ 800,972.91</b>
<b>GRAND TOTAL</b>			<b>\$ 14,960,977.60</b>

**Prince Edward Board of Supervisors Treasurers Report - January 2015**

<b>Name of Bank</b>	<b>Bank Balance</b>	<b>Deposit in Transit/Adj.</b>	<b>Outstanding Checks</b>	<b>Available Balance</b>
Benchmark Pooled Fund Account	\$ 12,836,149.12		\$ 394,385.99	\$ 12,441,763.13
Wells Fargo Social Services	\$ 357,226.81		\$ 75,594.02	\$ 281,632.79
Bank of America School Fund	\$ 1,110,753.44		\$ 906,764.19	\$ 203,989.25
Bank of America Food Service	\$ 148,350.84	\$ 309.94	\$ 11,103.78	\$ 137,557.00
Benchmark Food Service	\$ 166,166.39			\$ 166,166.39
<b>TOTAL</b>				<b>\$ 13,231,108.56</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				\$ 162,459.47
<b>TOTAL</b>				<b>\$ 921,588.55</b>
<b>GRAND TOTAL</b>				<b>\$ 14,152,697.11</b>





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

**Meeting Date:** March 8, 2016  
**Item No.:** 6-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:** February 4, 2016 @ 3:30 p.m.  
February 4, 2016 @ 5:30 p.m.  
February 9, 2016  
February 26, 2016  
February 27, 2016

**Recommendation:** Approval

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

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

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

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

February 4, 2016

At the special meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Thursday, the 4<sup>th</sup> day of February, 2016, at 3:30 p.m., there were present:

Pattie Cooper-Jones

Calvin L. Gray

Robert M. Jones

Odessa H. Pride

Howard F. Simpson

C. Robert Timmons, Jr.

Jerry R. Townsend

Jim R. Wilck

Absent: Robert M. Jones, Vice-Chairman

Also present: Wade Bartlett, County Administrator; Sarah Elam Puckett, Assistant County Administrator; and Jim Ennis, County Attorney.

Chairman Simpson called the reconvened meeting to order.

In Re: Resolution Affirming Declaration of Local Emergency

Mrs. Sarah Elam Puckett, Assistant County Administrator, said that Section 44-146.21 of the Code of Virginia requires a Declaration of Local Emergency be affirmed by the governing body at its next regularly scheduled meeting or at a special meeting within fourteen days of the declaration, whichever occurs first. She explained that while we did not have a catastrophic event this time, the Declaration of Local Emergency helps the County to be more flexible in responding to the emergency and the recovery but also helps support the case if there is a Presidential Declaration for reimbursement of the cost.

Supervisor Timmons made a motion, seconded by Supervisor Townsend, to authorize the County Administrator to approve the Resolution of Affirmation of Declaration of Local Emergency; the motion carried:

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

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

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

The severe Winter Storm that of January 22, 2016 through January 24, 2016, that produced significant periods of sustained heavy snowfall, sleet and gusty winds, with total accumulations in the County of 8 to 10+ inches, caused dangerous public safety conditions and peril to life and property, and necessitated the Declaration of Local Emergency, effective 5:00 p.m. Thursday, January 21, 2016, in the County of Prince Edward, Virginia, has now abated;

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

In Re: Memorandum of Understanding, Vehicle Fire Training Prop

Mrs. Puckett stated the Town of Farmville is pursuing the development of a regional fire training center for area Volunteer Fire Departments. At present, the Farmville Burn Building is under construction and the Town is pursuing a \$50,000 grant through the Virginia Department of Fire Programs for the purchase of a mobile Vehicle Fire Training Prop and a flat-bed trailer on which to haul it. The grant funds will cover the purchase cost of both the prop and the trailer.

One of the eligibility requirements for the grant application is the Town, as the lead locality applicant, must document the existence of a multi-jurisdictional regional training partnership.

A Memorandum of Understanding has been drafted by the Town regarding the use of the Vehicle Fire Training Prop by the volunteer fire departments in Prince Edward County. She pointed out that the Town reserves the right to request financial support from the participating localities but funding is not a prerequisite for the County's volunteer fire departments to use the burn building or the training prop.

Supervisor Gray questioned the longevity of the vehicle prop; Mrs. Puckett stated it is specially fabricated for fire training prop. Mr. Bartlett added it should last at least ten years; it is a shell with no seats or anything to pollute the air.

Supervisor Pride asked if training will be done at different times for the localities. Mrs. Puckett stated there will most likely be training at different times and explained the ways training has taken place in the past. She added the use of the prop will be handled through the Farmville Fire Department.

Supervisor Timmons made a motion, seconded by Supervisor Wilck, to authorize the County Administrator to execute the Memorandum of Understanding with the Town of Farmville; the motion carried:

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

**Memorandum of Understanding  
Multi-jurisdictional Regional Fire Training Partnership  
For Use of a Vehicle Fire Training Prop  
Between  
The Town of Farmville, Farmville Volunteer Fire Department  
And  
Prince Edward County**

**Purpose:**

The Town of Farmville and the Farmville Fire Department recognizes the value of a regional partnership in fire service related training as well as Virginia Department of Fire Programs Certification Training. The purpose of this Memorandum of Understanding (MOU) is to provide an outline for the use of a vehicle fire training prop used by multiple jurisdictions to enhance fire training in the Division 3 Area.

**Scope:**

This MOU provides that the Town of Farmville will maintain the fire training prop and provide the participating fire departments with access to the training prop as needed, unless otherwise in use. The participating fire department shall be responsible for the replacement of fuel for the training prop. Also the liability shall be assumed by the participating fire department utilizing the training prop. While the lead fire department participants (Town of Farmville, Charlotte, Cumberland and Prince Edward Counties) shall be the primary users, the prop will be made available upon request and at the discretion of the Town of Farmville. Agencies shall operate under the same guidelines as provided and a qualified operator shall be onsite to oversee the training operation.



**Term:**

The period of the MOU shall be based on the fiscal year, beginning on July 1<sup>st</sup> of the current year and end on June 30<sup>th</sup> of the following year. The MOU shall be evaluated each year and any changes shall be incorporated into the next year’s MOU. The agreement shall exist for the serviceable life of the prop.

**Monetary Terms:**

This MOU further outlines that each use of the training prop shall be documented and the amount of propane used shall be replenished after each use to ensure a state of readiness. The Town of Farmville reserves the right to request, but shall not require, funding from the participating localities should operating and maintenance expenditures become excessive.

In Re: Closed Session

Supervisor Cooper-Jones made a motion, seconded by Supervisor Gray, that the Board convene in Closed Session for consultation with legal counsel pertaining to pending 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 consultation with legal counsel regarding specific legal matters requiring the provision of legal advice by such counsel concerning The Manor and the Poplar Hill Community Development Authority, pursuant to the exemption provided for in Section 2.2-3711(A)(7) of the *Code of Virginia*; the motion carried:

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

The Board returned to regular session by motion of Supervisor Cooper-Jones, seconded by Supervisor Wilck, 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
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On motion of Supervisor Timmons 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.

In Re: FY17 County Budget

Mr. Bartlett presented and reviewed a budget schedule; he stated it closely follows last year's schedule.

Mrs. Puckett stated the proposed budget schedule assumes the General Assembly adopts the budget.

Supervisor Cooper-Jones made a motion, seconded by Supervisor Gray, to approve the budget schedule as presented; 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

DATE	ACTIVITY	TIME/LOCATION
February 1, 2016	Budget Preparation Guide distributed to County Departments and Constitutional Offices	
February 1, 2016	Donation Request forms distributed	
February 5-Mar 10, 2016	Budget work sessions between Departments and County Administrator	
February 4, 2016	Board of Supervisors Budget Planning meeting	3:30 p.m. 3 <sup>rd</sup> Floor Conference Room
February 4, 2016	Joint meeting of Board of Supervisors and School Board	5:30 p.m. Career Technical Center
February 26, 2016	Budget worksheets submitted to County Administrator	
March 15, 2016	Joint budget work session of Board of Supervisors and School Board	5:30 p.m. Career Technical Center
March 17, 2016	School Superintendent submits local funding request to County Administrator	
March 22, 2016	Revenue estimates completed by County Administrator	
March 22, 2016	Presentation of County Administrator's proposed budget to Board of Supervisors	5:30 p.m. Board of Supervisors Room
March 29, 2016	Board of Supervisors budget work session – presentations by Outside Agencies	2:00 p.m. Board of Supervisors Room
April 5, 2016	Board of Supervisors authorizes Public Hearing for April 19 (Ad dates-April 8 & 15)	5:30 p.m. Board of Supervisors Room
April 5, 2016	Board of Supervisors budget work session-presentation of School Budget	5:30 p.m. Board of Supervisors Room
April 12, 2016	Board of Supervisors Budget Work Session	5:30 p.m. 3 <sup>rd</sup> Floor Conference Room
April 19, 2016	Board of Supervisors Budget Work Session	5:30 p.m. 3 <sup>rd</sup> Floor Conference Room
April 19, 2016	Joint Public Hearing on County & School Budgets & Tax Rates	7:00 p.m. Board of Supervisors Room
April 26, 2016	Budget Work Session, Adoption of County & School Budgets & Tax Rates	7:00 p.m. Board of Supervisors Room
June 14, 2016	Approval of Appropriations	7:00 p.m. Board of Supervisors Room

Mr. Bartlett then stated the Finance Committee discussed the direction for the County Administrator to follow regarding outside agencies and a few state agencies. The Finance Committee directed Mr. Bartlett to develop a spreadsheet containing all of the outside agencies that the County has funded in the past. Mr. Bartlett provided a spreadsheet showing the 10-year funding history of such organizations. He added if funding is mandated, those organizations were not added in this worksheet. The Finance Committee directed these agencies to be set at \$0. The only exemptions are the Fire and EMS agencies.

Supervisor Timmons stated that the Finance Committee did not recommend these agencies be funded at \$0. This process would force discussion and agreement on each agency. He reminded the Board that currently, Prince Edward County is at \$1.2 million over budget this year, plus another \$200,000 for the roof.

Mr. Bartlett reviewed the budget update:

*Overall, I estimate revenues will exceed the budget by almost \$169,000 which is about seven-tenths of one percent. The greatest positive variance involves General Property Taxes which I forecast will exceed the budget by about \$174,500. The greatest negative variance belongs to Court Fines and Forfeitures with an expected shortfall of approximately \$65,300. This shortfall was created by staffing turnover in the Sheriff's office, a situation that is now resolved. The sheriff expects the revenue collections from this source will increase, but I assumed the collections would continue at the current rate. If collections return to FY15 levels an additional \$30-\$40k will be collected.*

*Another significant shortfall can be found in the vehicle licenses revenue line. It is expected that revenue source will be \$40,540 under the budget. This is being caused by a delay in the payment to the Town of \$68,903 for the FY15 amounts collected from Town residents. This amount would normally have been charged to FY15 and reduced the revenues in FY15; instead it was charged to the current FY. Because of the timing issue revenues in FY15 were \$541,664 versus a budget of \$460,000 or a positive variance of \$81,664. Over the two year period this revenue source exceeded the budgeted amounts by \$41,124.*

*On the Expenditure side of the equation I am estimating we will under expend the budget by \$201,637. The majority of the under expenditure will occur in Jail Costs (\$83,500), Building Official (\$41,600) and Planning Department (\$55,000). The savings in the last two departments is because of a position being vacant in each department. I expect this amount is conservative and would not be surprised to see even greater savings once I am further along in the budget process.*

*When adding the positive variances of the revenues and expenditures we should expect the draw on the fund balance to decrease by \$371,000. But this estimate is based on collection as of December 31, 2015. Thus the increase in the budget for the roofing contract of \$205,500 is not included in these calculations.*

As you will recall the FY16 budget was approved with a transfer from the fund balance of slightly over \$1 million. Our challenge this FY will be to close that shortfall by either (1) decreasing spending; (2) increasing revenues; or (3) a combination of both.

We have received some good news. The County's VRS rate will fall by 28% from a rate of 11.4% to 8.91%. Based on current salaries that decrease will save the County approximately \$90,000 in FY17. On the other hand the County's Group Life Insurance rate will increase from 1.19% to 1.31%. This will increase our costs by about \$4,400. Overall the County should expect a net decrease in those two items of about \$85,000.

In the current year we have \$100,000 in a capital line item. Hopefully, this line item can be reduced if not eliminated, thereby saving those funds. We have been advised the Victim Witness grant will increase approximately \$7,000. There will be no need to increase expenditures in that program, thus allowing those funds to fall to the bottom line. The Sheriff will request to purchase two cars in FY17. The FY16 budget contained \$108,000 which allowed him to buy three cars. Thus, we should see a decrease of about \$38,000 of which he will ask for \$30,000 to buy a new repeater and place it on the Tower on Leigh Mountain. This will result in a net savings of \$8,000. At this time we know of two retirements which have the potential to reduce expenses several thousand dollars; the final amount to be determined after the positions are filled but I would estimate the savings will be at least \$15,000.

Adding these various anticipated savings results in an amount of \$130,000. If we include the \$85,000 in savings from the reduced VRS rate brings the total to \$215,000. Based on the FY16 review of real estate and personal property collection and adding normal growth in those two areas I anticipate revenue estimates will increase. But because the Commissioner of Revenue has just begun the assessment process for the year I have no empirical data to make an estimate with any level of confidence at this time.

Mr. Bartlett then asked the Board for direction in the development of the budget. He suggested the Board think about the presentation and give recommendations at the monthly meeting. The Board concurred.

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

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

the meeting was recessed at 5:17 p.m. until Thursday, February 4, 2016 at 5:30 p.m. in the Prince Edward County Public School Career Technical Center, 1419 Zion Hill Road, Farmville, Virginia..

February 4, 2016

At the special meeting of the Board of Supervisors of Prince Edward County, held at the Career Technical Center, 1419 Zion Hill Road, Farmville, VA, thereof, on Thursday, the 4<sup>th</sup> day of February, 2016; at 5:30 p.m., there were present:

Board of Supervisors

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

School Board

Russell L. Dove, Chairman  
Dr. Timothy W. Corbett, Sr.  
Dr. Peter Gur  
Sherry Honeycutt  
Chapman Hood Frazier  
Darin Thomas  
Lawrence C. Varner  
Beulah M. Womack

Also present: Wade Bartlett, County Administrator; Dr. K. David Smith, Superintendent; and Cindy Wahrman, Division Director of Finance.

Chairman Simpson called the meeting to order.

Dr. K. David Smith, Superintendent, stated information regarding the Governor's budget which was presented in January [2016] is available; the Senate and House budgets are still not available. He reviewed information in comparison to the Governor's budget only. Dr. Smith said there has been discussion that the funds allocated can be spent on a few instructional aides targeted to intervention. At this time, it appears that there will be no local match requirement.

Cindy Wahrman, Division Director of Finance, began by reviewing the Governor's proposed budget, comparing the FY15-16 budget to FY16-17 proposed budget. She said the composite index for the current year is 0.3274; next year, the composite index will be 0.3377, which indicates the State determined the local ability to pay is being increased. This decreases the amount of funding from the State. Mrs. Wahrman then reviewed the ADM and Standards of Quality (SOQ) funding. She continued discussing the programs funded by the lottery. Mrs. Wahrman stated the increase in State funding based on the Governor's proposed ADM of 1,990 is \$374,868.

Mrs. Wahrman then reviewed 2016-2017 Budget Requirements and Budget Goals:

**2016-2017 Budget Requirements**

Approved signing bonus, math, science, special education	\$ 20,000
Two elementary Teachers K-3	137,760
Health insurance projected premium increase 15%	257,200
VRS projected 0.71% increase	80,590
Debt Service	150,618
<b>Sub-Total Requirements</b>	<b>\$ 646,168</b>

**2016-2017 Budget Goals**

1% Salary increase for all employees	263,400
Elementary K-1 instruction aides (7)	220,500
Public Information Officer part time	37,731
Two foreign language teachers high school (German, Latin)	137,760
Two teaching positions (replacing Virtual Virginia classes high school)	137,760
One High School Physics teacher	68,880
Transportation one bus	103,000
<b>Sub-Total Goals</b>	<b>\$ 969,031</b>

Mrs. Wahrman continued her review of 2016-2017 Budget Requests:

**2016-2017 Budget Requests**

Elementary school requested increase	\$ 10,955
Middle school requested increase	3,244
Middle school part-time chorus teacher	37,731
Robotics teacher, serving middle and high school	
High school requested increase	4,648
High school biology teacher	68,880
Coaching stipend increase 40 coaches	35,000
Athletic trainer, middle school football season	800
Maintenance requested increase	12,500
Facilities, site improvement	100,000
<b>Sub-Total Requests</b>	<b>\$ 273,758</b>

**Total 2016-2017 Preliminary Budget Increase \$ 1,888,957**

Mrs. Wahrman reviewed Preliminary Funding Increases, Reductions, Expenditure increases, and stated the Net Preliminary Revenue Shortfall is \$1,749,839. She then discussed the class size ratios in the elementary and middle schools. Mrs. Wahrman reviewed the Total Budget and Local Funding Comparison (\$24,337,426 and \$8,317,182, respectively); she reviewed the changes that have taken place over the past five years, and stated the Food Service Department is self-supporting and based on the budget, a 1% salary increase has been requested. The Food Service Director stated that the budget can be maintained with the

1% salary increase. The food department is required to have an average of three months funding at the end of the year to begin the next year because it takes several months for the Federal reimbursement funds to come in.

Mrs. Wahrman stated the Weldon-Cooper Center provided a report for Prince Edward County Schools for the projections on ADM for this year and next year. She said the School Board approved the budget base on an ADM of 1,990.00 for the 2016-2017 year.

Mrs. Wahrman then reviewed the Tentative Capital Improvement Plan. She stated any of the projects that were incorporated into the Honeywell project have been removed from the Capital Improvement Plan. They include:

**2016-2017**

Replace classroom and office locks (\$120,000)  
Elementary School Chiller (\$100,000)  
Middle School Rooftop units repairs-compressors (\$85,000)  
Bus replacement cycle – 3 per year (\$300,000)  
Year One Total: \$605,000

**2017-2018**

Athletic Complex Renovation (\$5,300,000)  
Replace plumbing lines, Buildings B, E & F (\$300,000)  
Bus replacement cycle – 3 per year (\$300,000)  
Year Two Total: \$5,900,000

**2018-2019**

Renovation of High School Auditorium (\$180,000)  
Roof Replacement (\$1,076,944)  
Renovate tennis courts (\$78,000)  
Bus replacement cycle – 3 per year (\$300,000)  
Year Three Total: \$1,634,944

**2019-2020**

Roof repairs/replacements, Buildings B, D, E & G (\$1,119,934)  
Bus replacement cycle – 3 per year (\$300,000)  
Year Four Total: \$1,419,934

**2020-2021**

Bus replacement cycle – 3 per year (\$300,000)  
Year Five Total: \$300,000

Five Year Total: \$9,859,878



Supervisor Timmons questioned the number of buses purchased last year. Dr. Smith stated two were purchased. Mrs. Wahrman added three were listed in the Capital Improvement Plan. Discussion followed.

Supervisor Gray asked if there has been an assessment on the main seating area of the sports complex. Mr. Dove stated it was evaluated five years ago and was reported to be structurally sound. Discussion followed.

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

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

the meeting was adjourned at 7:15 p.m.

February 9, 2016

At the regular meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 9<sup>th</sup> day of February, 2016, at 7:00 p.m., there were present:

Pattie Cooper-Jones

Calvin L. Gray

Robert M. Jones

Odessa H. Pride

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; Jim Ennis, County Attorney; Sharon Lee Carney, Economic Development Director; Rob Fowler, Zoning Administrator; and Scot Shippee, Resident Engineer, VDOT.

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

In Re: Public Participation

**Bemeché Hicks**, Lockett District, reported several road issues at High Rock Road and Haskins Lane. He stated there are large potholes along the road and it appears to be sinking. Mr. Hicks then stated that along Route 460, nothing has been done to provide a ditch line; water runs into his back yard and ponds on approximately one-quarter of his property. He requested a ditch line be dug along Route 460 to alleviate this problem.

**Kenneth Jackson**, Lockett District, presented a letter to the Board regarding a proposed business and stated the Virginia Ordinance allows discussion in public session; he said certain topics can be divulged such as potential revenue and projected jobs generated in the area. He then stated the Board needs to focus on several items, such as the election of School Board members, adding or removing a Supervisor

to make the membership an odd number, and asked the Board to watch spending because co-signing a \$2.5 million loan doesn't look good.

Supervisor Timmons asked which note Mr. Jackson referred to. Mr. Jackson said it was for the YMCA; Supervisor Timmons stated the Board did not co-sign for that requested loan.

**Cornell Walker**, Prospect District, reported a traffic hazard on Pin Oak Road at the intersection of Hendricks Road and Sulphur Springs Road. He said at the December [2015] meeting, it was discussed there was \$25,000 which could have been used for safety items. He added that after Supervisor Gray's Town Hall Meeting, it was suggested that two mirrors be installed so drivers can see what is approaching on Pin Oak Road. He questioned the discussion of allowing the Town of Farmville to have that funding for safety items.

Several Supervisors indicated the Town did not receive the funds.

Mr. Walker stated previously it was requested that the hill be cut down; he asked the Board to consider the installation of two mirrors to allow drivers to see both directions.

**Jennifer Bowen**, 4-H Extension Agent, introduced nine members of the 4-H InnoVative Leadership Academy.

**Ellen Wood**, Hampden District, requested that the Board fully fund the schools and fund the search for the new Superintendent of Schools. She stated the Board does have a major impact on the schools and its hiring of a new superintendent by its financial control.

**Theresa Clark**, Longwood University, Social Work Program Department Chair, introduced the students from Longwood University from the Development of Social Policy class, attending to see the government in action.

In Re: Board of Supervisors Comments

Supervisor Gray welcomed all to the meeting and thanked them for their participation.

Supervisor Pride welcomed all and stated all have a say in the government. She thanked the Board members for making her feel welcome and thanked Mr. Bartlett and Mrs. Puckett for their guidance.

Supervisor Timmons welcomed all in attendance adding it was encouraging to see all the young people involved in 4-H and the Longwood University students.

Chairman Simpson welcomed all in attendance.

Supervisor Townsend welcomed the citizens in attendance and said he hopes to see all again next month.

Supervisor Wilck reminded the Board members of the Leadership Day at the Prince Edward County Elementary school Wednesday morning.

Supervisor Cooper-Jones welcomed all and thanked Dr. Clark and Ms. Bowen for taking the time to bring their youth groups and asked all to come again.

In Re: Consent Agenda

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

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

Nay: None

the Board accepted the Treasurer's Report for December 2015; the minutes of the meetings held January 12, 2016; Accounts and Claims; Salaries; and appropriations as follows:

<b>FY 2016 Budget Amendment</b>						
<b>REV/EXP</b>	<b>FUND</b>	<b>DEPT</b>	<b>OBJECT</b>	<b>DESCRIPTION</b>	<b>DEBIT</b>	<b>CREDIT</b>
3 (Rev)	100	23000	0080	Tech Trust Fund Revenues		\$ 893.00
4 (Exp)	100	21600	5880	Tech Trust Fund	\$ 893.00	

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

<b>Name of Bank</b>	<b>Bank Balance</b>	<b>Available Balance</b>
Benchmark Pooled Fund Account	13,317,746.00	13,317,746.00
Wells Fargo Social Services	126,038.50	126,038.50
Bank of America School Fund	87,802.97	87,802.97
Bank of America Food Service	4,425.00	4,425.00
Benchmark School Fund	1,405,981.39	1,405,981.39
Benchmark Food Service	362,709.08	362,709.08
<b>TOTAL</b>		<b>15,304,702.94</b>
 <b>Certificates of Deposit</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>16,105,675.85</b>

**BOARD OF SUPERVISORS**

Farmville Herald	Advertising		271.63
Calvin Gray	Mileage		205.33
Robert M. Jones	Mileage		17.25
Howard F. Simpson	Mileage	734.85	
	Tips	45.00	779.85
C. Robert Timmons, Jr.	Mileage		328.90
VML	Finance Forum		55.00

**COUNTY ADMINISTRATOR**

US Cellular	Phone		276.96
Business Card	Meals		65.48
Business Data of Virginia, Inc.	Norton updates		59.90
Diamond Springs Water, Inc.	Water & equipment rental		38.75
Farmville Printing	Business cards		39.00
Key Office Supply	Copy paper	239.60	
	Name plates	24.00	263.60
Pairret's, Inc.	Plaques		164.60
Matthew Bender & Company, Inc.	VA Adv Crt Rules		96.08

	<u>COMMISSIONER OF REVENUE</u>		
Treasurer of Virginia	Online service		76.86
VAAO	Dues		30.00
	<u>ASSESSOR</u>		
Farmville Herald	Advertising		153.75
	<u>TREASURER</u>		
M&W Printers, Inc.	Postage - Delinquent Real Estate	615.00	
	Postage - Delinquent Property	2,327.00	
	Window envelopes	339.06	3,281.06
Benchmark Community Bank	Payflow/Paypal		12.90
Treasurer of Virginia	Online service		76.86
Barbara Lee	Rabies Clinic mileage		9.87
Donna Nunnally	Rabies Clinic mileage		30.08
Stephanie Bappert	Rabies Clinic mileage		16.52
Sheridan L. Curtis	Rabies Clinic mileage		4.86
Jenna C. Powell	Rabies Clinic mileage		16.20
University of Virginia	Accounting course		200.00
Business Data of Virginia, Inc.	Norton updates		89.95
Key Office Supply	Ink cartridges	338.97	
	Copy paper	73.90	
	Green bar paper	113.18	
	Post-its / tape / ink	89.87	
	Planner	13.95	629.87
Farmville Herald	Subscription		38.00
STEPS, Inc.	Shredding service		35.00
	<u>INFORMATION TECHNOLOGY</u>		
Business Data of Virginia, Inc.	Contract agreement	7,400.00	
	Travel expenses	1,875.00	9,275.00
ComputerPlus Sales / Service	Printer maintenance contract		79.00
	<u>ELECTORAL BOARD AND OFFICIALS</u>		
Unilect Corporation	Ballot cards / ribbons		340.41
	<u>REGISTRAR</u>		
Lynette Wright	Meal		16.00
VRAV	Dues		170.00
Business Data of Virginia, Inc.	Norton update		29.95
	<u>CIRCUIT COURT</u>		
Matthew Bender & Company, Inc.	Crim Law Case Finder	300.31	
	VA Law of Evidence	310.31	610.62
Virginia Bar Association	Dues		275.00
	<u>GENERAL DISTRICT COURT</u>		
US Cellular	Phone		48.42

STEPS, Inc.	Shredding service		105.00
Key Office Supply	Stools	249.98	
	Planner	14.39	264.37

SPECIAL MAGISTRATES

Key Office Supply	Ink cartridge		95.99
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CLERK OF THE CIRCUIT COURT

Treasurer of Virginia	Jury questionnaires	1,748.00	
	Record Management system maint.	4,000.00	5,748.00
CenturyLink	Phone		48.48
Key Office Supply	Ink cartridges	446.97	
	Copy paper	110.97	
	Sign	12.00	
	Ink / labels / hand towels	466.96	1,036.90

LAW LIBRARY

AT&T	Phone		42.84
CenturyLink	Phone		81.63
LexisNexis	Monthly subscription		268.00
Matthew Bender & Company, Inc.	Code service	74.96	
	Supp Set & Index	616.61	691.57

COMMONWEALTH'S ATTORNEY

Treasurer of Virginia	IPad service		131.22
Robert Bauer	Mileage	139.14	
	Lodging	104.00	
	Meals	42.51	285.65
Capitol Process Services	Process subpoenas		65.00
Farmville Herald	Advertising		117.00
STEPS, Inc.	Shredding service		340.00
Key Office Supply	Mesh rotary / stack letter		20.21
Matthew Bender & Company, Inc.	VA Police Crimes		428.01

SHERIFF

Commtronics of Virginia	Radio repairs		77.94
East End Motor Company, Inc.	Engine fuse box	1,460.00	
	Brake pads & rotors	449.98	
	Flat repair	23.00	
	Tires	300.08	2,233.06
Express Care	Oil change		1,213.88
First Choice Mobile	Auto detailing		90.00
Farmville Newsmedia	Advertising		876.42
UPS	UPS		28.40
Treasurer of Virginia	VCIN		52.74
Kinex Networking Solutions	Remote data backup		19.95
CenturyLink	Phone	10.36	
	VCIN	7.97	18.33
US Cellular	Phone		851.26
Business Card	Meals	23.41	

	Business cards	19.39	
	Napkins	50.58	
	Gas	112.27	205.65
International Association	Training seminar		375.00
IAPE	Membership dues		150.00
Business Data of Virginia, Inc.	Norton updates		59.90
Diamond Springs Water, Inc.	Water & equipment rental		86.65
Key Office Supply	Ink cartridges	284.96	
	Flash drives	39.98	
	Copy paper	149.75	474.69
Staples Advantage	Batteries / office supplies		258.04
Walmart Community/RFCSELLC	Sugar / plates	14.80	
	Creamer / cups / plates	63.83	78.63
National Neighborhood Watch	Signs		1,151.00
RDJ Specialties, Inc.	Frisbees / bracelets	1,158.01	
	Pens	484.20	1,642.21
Southside Electric Cooperative	Virso community site		9.84
Michael Hicks	Gas		15.00
Kustom Signals, Inc.	Mount windshield		74.00
Walmart Community/RFCSELLC	Jump starter		69.97
Sirchie Finger Print Labs	Mats for prints		38.19
Galls, LLC	Boots	727.55	
	Oxfords	253.05	
	Windbreaker	21.13	
	Shoes	112.50	1,114.23

FARMVILLE VOLUNTEER FIRE DEPARTMENT

Fire & Safety Equipment Company	Badges		890.50
Fire Protection Equipment Company	Flow test / O-Ring kit		274.04
ISG Infrasy	Refurb battery		230.00
Key Office Supply	Copy paper		29.95
Nafeco, Inc.	Braids	25.55	
	Dress uniforms	1,382.45	1,408.00
Star City Communications	Pager / battery		76.58

RICE VOLUNTEER FIRE DEPARTMENT

Dominion Virgini Power	Electric service		301.13
Watkins Insurance Agency	Auto insurance	4,023.00	
	Property / liability / crime insurance	3,753.00	7,776.00

PROSPECT VOLUNTEER FIRE DEPARTMENT

Davis GMC Truck, Inc.	Truck repairs		790.56
Fisher Auto Parts, Inc.	Brush / wax / glass cleaner	30.96	
	Liquid perf diesel	25.24	56.20
Foster Fuels, Inc.	Propane		396.11
Pamplin Exxon	Fuel		117.50
Prince Edward County Public School	Diesel		111.10
Prince Edward County Treasurer	Gas		88.01
Watkins Insurance Agency	Auto insurance	5,193.00	
	Property / liability / crime insurance	3,659.00	8,852.00



DARLINGTON HEIGHTS VOLUNTEER FIRE DEPARTMENT

BB&T	Internet		87.41
Cyrus Pest Control Company	Exterminating service		90.00
Ellington Energy Service	Gas	354.57	
	Diesel	527.73	882.30
Pairer's, Inc.	Plaques / engraving		131.25
Southside Electric Cooperative	Electric service		573.43
Watkins Insurance Agency	Auto insurance	3,170.00	
	Property / liability / crime insurance	3,463.00	6,633.00

HAMPDEN-SYDNEY VOLUNTEER FIRE DEPARTMENT

Foster Fuels, Inc.	Propane		313.33
Dominion Virginia Power	Electric service		664.74
Watkins Insurance Agency	Auto insurance	5,335.00	
	Property / liability / crime insurance	3,384.00	8,719.00

PAMPLIN VOLUNTEER FIRE DEPARTMENT

AT&T	Phone		22.52
Commtronics of Virginia	Radio repair		58.80
Farmville Wholesale Electric	Band saw & blades	244.76	
	Light bulb	5.01	249.77
Foster Fuels, Inc.	Propane		596.63
Jamerson Building Supply	Mop head / handle / stick		32.97
Verizon	Phone		269.65
Dominion Virginia Power	Electric service		382.57
Watkins Insurance Agency	Auto insurance	4,894.00	
	Property / liability / crime insurance	4,233.00	9,127.00

MEHERRIN VOLUNTEER FIRE DEPARTMENT

Parker Oil Company, Inc.	Propane	319.02	
	Diesel	423.21	
	Gas	233.70	975.93
Verizon	Phone		371.81
Dominion Virginia Power	Electric service		333.71
Watkins Insurance Agency	Auto insurance	8,145.00	
	Property / liability / crime insurance	5,928.00	14,073.00
Watts Auto Service	Tires	900.00	
	Alignment	89.95	989.95

REGIONAL JAIL & DETENTION

Piedmont Regional Jail	Inmate days - 3rd quarter		282,220.13
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BUILDING OFFICIAL

US Cellular	Phone		51.42
Cumberland County Treasurer	Mileage		144.90
Coy Leatherwood	Meals	15.59	
	Meeting registration (2)	30.00	45.59
Treasurer of Virginia	Permit levy - 2nd quarter		226.35

<u>ANIMAL CONTROL</u>		
Dominion Virginia Power	Electric service	385.18
CenturyLink	Phone	99.21
US Cellular	Phone	96.84
Walmart Community / RFCSLLC	Dog food	159.84
	Cleaning supplies	26.35
	Boots	85.94
		272.13
<u>MEDICAL EXAMINER</u>		
Treasurer of Virginia	Coroner	60.00
<u>REFUSE DISPOSAL</u>		
Resource International	Groundwater monitoring	13,602.23
	Misc. work tasks	2,920.50
	Storm water compliance	2,680.40
		19,203.13
Farmville Wholesale Electric	Light bulbs / pliers	100.98
	Light fixtures	256.50
Lowe's	Drywall	
		29.22
Southern States	Rake & gloves	40.35
	Rake	18.99
		59.34
James P. Childress, Jr.	Truck maintenance	85.00
	Service call at Virso	125.00
		210.00
Virginia Truck Center	Seat	385.00
	Repair rear drive	16,947.87
		17,332.87
Republic Services #974	Trash collection	406.19
Wright's Excavating	Landfill operation	48,093.75
Emanuel Tire of Virginia	Tire recycling	2,588.40
STEPS, Inc.	Recycling fee	3,544.92
Synergy Recycling, LLC	Electronic recycling	3,922.10
Southside Electric Cooperative	DH site	96.07
	Virso site	165.67
		261.74
Dominion Virginia Power	Rice site	127.71
	Cell C pump station	29.28
	Green Bay site	126.77
	Leachate pump	723.73
	Worsham site	137.19
	Prospect site	245.36
	Scalehouse	252.86
	Landfill site	174.76
		1,817.66
AT&T	Phone	55.99
CenturyLink	Phone	350.77
US Cellular	Phone	48.42
Verizon	Phone	276.39
O. O. Stiff, Inc.	Monthly service	702.50
Prince Edward County Public Schools	Diesel	1,155.45
Charles Watkins	Diesel	20.00
East End Motor Company, Inc.	Tire recycling	486.42
NAPA of Farmville	Def / oil	53.96
	Pliers / wrench set	50.94
	Def / bolts / lock / washers	42.82
		147.72

Ronald Van Eps	Trailer registrations	10.00
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GENERAL PROPERTIES

Dodson Brothers Exterminating	Pest control - Cannery	38.00	
	Pest control - Worsham	38.00	
	Pest control - SCOPE	38.00	
	Pest control - Courthouse	85.00	
	Pest control - Visitor's Center	38.00	237.00
ThyssenKrupp Elevator	Service contract - Jan-Mar		2,696.82
Davis GMC Truck, Inc.	Inspection / fuses		28.00
East End Motor Company, Inc.	Inspection		16.00
Southside Electric Cooperative	SRR lights		30.80
Dominion Virginia Power	Roy Clark monument	24.27	
	SCOPE Building	257.61	
	Courthouse	11,054.59	
	Sheriff Department shed	6.59	
	Worsham Clerk office	170.15	
	Lights at Rice	111.01	
	Ag building	1,631.14	
	Shop	35.59	13,290.95
Ellington Energy Service	Heating fuel		2,214.00
Town of Farmville	Water & sewer		119.18
AT&T	Phone		42.83
CenturyLink	Phone		135.06
US Cellular	Phone		239.79
W. A. Watson & Sons Insurance	Flood insurance		1,891.00
O. O. Stiff, Inc.	Monthly service		100.00
Ararmark	Janitorial supplies		321.28
Diamond Paper Company	Trash bags		203.28
Unifirst Corporation	Janitorial supplies		208.88
Air Conditioning Equipment	Actuator		360.75
Diamond Springs Water, Inc.	Water & equipment rental		24.85
Fisher Auto Parts, Inc.	Gojo soap / hand towels		33.47
Grainger	Ballasts	55.52	
	Regulator kit	50.46	105.98
Lowe's	Hitch / lock	59.81	
	Gutter caps	210.50	
	Data plug / brackets	41.14	311.45
Cintas Corporation #524	Uniform rental		448.50
Southern States	Gloves / snow shovel	35.37	
	Ice melt	133.80	169.17
Taylor-Forbes Equipment Company	Pins		5.04
East End Chevron	Diesel		30.00
Prince Edward County Public Schools	Diesel		166.44
Ronald Van Eps	Diesel		55.50
Business Card	Vehicle registration		5.00
NAPA of Farmville	Battery		119.00
Apple Ford of Lynchburg	2016 Ford Truck		35,665.70

<u>CANNERY</u>		
Virginia Food Works	Contract payment	2,916.67
Factory Direct Food Service	Suction feet	25.57
Farmville Wholesale Electric	Light fixtures / bulbs	548.82
	Electrical supplies	40.86
	Light fixture / connectors	158.09
Ferguson Enterprises, Inc.	Modine heater	695.34
Grainger	Pipeline strainer	43.28
Lowe's	Chain / pulley / rope	23.27
Southside Electric Cooperative	Electric service	324.59
CenturyLink	Phone	240.40
Key Office Supply	Ink cartridge	70.19
Walmart Community / RFCSLLC	Janitorial supplies	20.82

<u>HEALTH DEPARTMENT</u>		
Prince Edward Health Department	3rd Quarter support	40,683.50

<u>CHAPTER X BOARD</u>		
Crossroad Services Board	3rd Quarter support	15,000.00

<u>COMPREHENSIVE SERVICES ACT</u>		
Accurate Interpretation	Professional service	1,200.00
Bear Creek Academy	Professional service	2,310.00
Rescare / Braley & Thompson	Professional service	6,231.00
Centra Health	Professional service	21,950.00
Elk Hill	Professional service	5,440.00
Family & Community Support	Professional service	3,322.50
Grafton School, Inc.	Professional service	21,718.50
Hallmark Youthcare - Richmond	Professional service	1,716.00
Ifetayo Imanchinello	Foster care	2,085.00
Ashley Long	Foster care	4,222.00
Northstar Academy, Inc.	Professional service	2,332.00
United Methodist Family Services	Professional service	2,966.08

<u>PLANNING</u>		
Preston Hunt	Commission meeting	100.00
	Mileage	23.00
Timothy Mark Jenkins	Commission meeting	100.00
	Mileage	12.65
Robert M. Jones	Commission meeting	100.00
	Mileage	5.75
Clifford Jack Leatherwood	Commission meeting	100.00
Robert Christopher Mason	Commission meeting	100.00
	Mileage	9.72
John W. Peery, Jr.	Commission meeting	100.00
	Mileage	1.72
John C. Prengaman	Commission meeting	100.00
	Mileage	5.75
John F. Townsend, III	Commission meeting	100.00
	Mileage	8.62

Brett Von Cannon Watson	Commission meeting	100.00	
Farmville Herald	Advertising	184.50	
Business Card	Postage	31.24	
US Cellular	Phone	109.19	
Business Data of Virginia, Inc.	Norton update	29.95	

ECONOMIC DEVELOPMENT

Business Card	Postage - EZ Mailing	307.12	
	Meals	150.58	
	Fee	1.00	458.70
Sharon Lee Carney	Postage	39.15	
	Parking	15.00	
	Meals	194.26	
	Copies - EZ meeting	268.62	517.03

TOURISM

Dominion Virginia Power	Electric service	186.70	
Town of Farmville	Water & sewer	47.65	
Business Card	UPS	47.64	
CenturyLink	Phone	356.47	
Key Office Supply	Desk calendar	3.99	

COOPERATIVE EXTENSION OFFICE

Treasurer, Virginia Tech	Local support	15,219.76	
CenturyLink	Phone	107.64	

GENERAL EXPENSE

Lumos Networks	Phone	5,149.42	
Petroleum Traders Corporation	Gas	14,173.17	

CAPITAL PROJECTS

Business Card	Walk-through metal detector	281.25	
Phelps Locksmith Service	Electronic door lock	745.00	

DEBT SERVICE

Citizens & Farmers Bank	YMCA loan - interest	14,163.15	
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CDA SPECIAL LEVY FUND

Booth & Company, Inc.	CDA Special levy	20,297.00	
Poplar Hill			
Community Development Authority	CDA Special levy	40,594.00	
		-40,594.00	0.00

SCHOOL CONSTRUCTION FUND

Dunlap & Partners	Roofing inspection	3,900.00	
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WATER FUND

Town of Farmville	Water	28.62	
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	<u>SEWER FUND</u>	
Dominion Virginia Power	Sewer pump	268.16

	<u>RETIREMENT BENEFIT FUND</u>	
Vicki K. Johns	Retiree benefit	1,129.00

	<u>PIEDMONT COURT SERVICES FUND</u>	
Amelia Bulletin Monitor	Advertising	29.25
Crewe-Burkeville Journal	Advertising	30.00
Farmville Herald	Advertising	54.60
Womack Publishing Company, Inc.	Advertising	50.80
Dominion Virginia Power	Electric service	201.10
Mail Finance	Postage meter lease	190.68
CenturyLink	Phone	63.58
Lumos Networks	Phone	285.98
Business Data of Virginia, Inc.	Norton updates	269.55

	<u>PCS SUPERVISION FEES EXPENDITURES</u>	
SRP Corporation, LLC	Rent	2,500.00
Connie Stimpson	Mileage	8.14
	Hand soap / clock	25.95
Jessica Harding	Mileage	142.86
	Newspapers	3.00
Renee T. Maxey	Mileage	120.40
	Post it tabs	6.79
Ashley Nash	Mileage	156.07
Megan Newman	Mileage	227.46
Jeanene Rice	Mileage	84.50

In Re: Highway Matters

Scot Shippee, Resident Engineer, VDOT, advised the Board maintenance on pot holes and other safety issues is being done currently; he stated gravel is being added to unpaved roads when possible. He added brush cutting, cleaning ditches and adding pipes will be done in the coming months, as soon as possible.

Mr. Shippee then reported the Route 632, Falkland Road, structure replacement is underway and should be completed in 14 weeks, which will be approximately the last week of April. He said Route 619, Lockett Road, has been bid but there is no notice of award yet; that project should be complete by the end of November [2016]. Mr. Shippee then stated the Secondary Six Year Plan will need to be discussed and he requested a workshop with the Board, tentatively in late March or early April. He stated Route 628,

Campbell Crossing, consisting of nine-tenths of a mile, is slated for action in late summer, through the Rural Rustic program. He said typically they coordinate all Rural Rustic programs in all of the counties to better manage their resources.

Supervisor Timmons requested the intersection brought up by Mr. Walker, at Hendricks Road, Sulphur Spring Road and Pin Oak Road, needs to be reviewed. Mr. Shippee stated mirrors are not an approved traffic safety device; he will review the intersection.

Supervisor Timmons requested the issue brought up by Mr. Hicks regarding water on his property be inspected. Mr. Shippee stated that he will do so, adding that any citizen may telephone Customer Service to report an issue and get a ticket number.

Supervisor Townsend asked where brush cutting is being done currently. Mr. Shippee stated brush cutting is not being done as the crews are working on winter weather issues.

Supervisor Gray asked that the issue on Sulphur Spring Road is reviewed.

In Re: Public Hearing: Special Use Permit - Frank and Mary Lacey

Chairman Simpson announced that this was the date and time scheduled for a public hearing on a request by Frank and Mary Lacey for a Special Use Permit to operate a Bed and Breakfast located at 665 Dry Bridge Road on property identified as Tax Map Parcel 021-8-3. Notice of this hearing was advertised according to law in the Friday, January 29, 2016 and Friday, February 5, 2016 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Chairman Simpson opened the public hearing.

Mr. Rob Fowler, Planning and Zoning Director, stated the County received a Special Use Permit application from Frank and Mary Lacey to permit the operation of a two-room Bed and Breakfast in an existing single-family residence located at 665 Dry Bridge Road on Tax Map Parcel 012-8-3, owned by Frank and Mary Lacey. The property is zoned A-1, Agricultural Conservation, and this zoning classification permits a Bed and Breakfast by Special Use Permit.

Mr. Fowler stated the property is approximately six acres; no exterior improvements are planned and the location has ample parking on site.

Mr. Fowler then stated the Planning Commission conducted a public hearing on January 19, 2016 concerning this application; no one spoke at the public hearing. He added staff has no concerns of negative impacts on the surrounding properties associated with the request.

Supervisor Timmons asked if approval would automatically change the property to commercial; Mr. Fowler stated that it would not change it to a commercial designation, and that it will need a building official's review. Mr. Fowler added it is on six acres and has handicapped access.

Supervisor Gray asked about maximum occupancy. Mr. Fowler stated there are two bedrooms available; the property is owner-occupied.

Supervisor Wilck asked if it was approved by the Planning Commission; Mr. Fowler answered to the affirmative.

Supervisor Timmons questioned the process in case of expansion. Mr. Fowler stated that a change in additional rooms being used would require an amendment to the Special Use Permit.

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

Supervisor Timmons made a motion, seconded by Supervisor Wilck, to approve the Special Use Permit application request by Frank and Mary Lacey to permit the operation of a two-room Bed and Breakfast in an existing single-family residence located at 665 Dry Bridge Road on Tax Map Parcel 012-8-3; the motion carried:

Aye:	Pattie Cooper-Jones Calvin L. Gray Robert M. Jones Odessa H. Pride Howard F. Simpson C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck	Nay: None
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In Re: Public Hearing - Amendments to County Zoning Ordinance

Chairman Simpson announced that this was the date and time scheduled for a public hearing on a Zoning Ordinance amendment to add a Special Use Permit process for Day Care Centers in the R-2, General Residential Districts. Notice of this hearing was advertised according to law in the Friday, January



29, 2016 and Friday, February 5, 2016 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Fowler stated the Prince Edward County Planning Commission conducted a Public Hearing at its January 19, 2016 meeting to consider adding a Special Use Permit process for Day Care Centers in R-2, General Residential Districts, amending the County Zoning Ordinance. There were no inquiries and no citizens spoke at the public hearing. He stated the County was approached by a couple who registered to open a day care center in the R-2, General Residential District; after review of the ordinance, there is no current process that would allow this to take place. The A-1, A-2 and C-1 Districts do allow this type of operation. Currently the R-2 District would allow a convenience store or a gasoline station by Special Use Permit. During the discussion, there was no concern that the day care center would be a bigger traffic generator than a convenience store would be, and the suggestion is to amend the ordinance to allow a day care center by Special Use Permit in the R-2, General Residential District.

Chairman Simpson opened the public hearing.

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

Supervisor Timmons made a motion, seconded by Supervisor Wilck, to adopt the amendment to the County Zoning Ordinance, to add a Special Use Permit process for Day Care Centers in R-2, General Residential Districts; the motion carried:

Aye:	Pattie Cooper-Jones Calvin L. Gray Robert M. Jones Odessa H. Pride Howard F. Simpson C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck	Nay: None
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In Re: Public Hearing - Amendments to County Subdivision Ordinance

Mr. Fowler requested this public hearing be continued until next month; after review with the County Attorney, it was discovered there is an additional subdivision ordinance that needs review, and they may be amended together.

In Re: School Board Appointments

Supervisor Timmons announced the Citizen Committee for District 501:

Wilkie Chaffin  
2747 Singleton Road  
Pamplin, Virginia 23958  
(434) 574-6803

Alix Fink  
2876 Bloomfield Road  
Cullen, Virginia 23934  
(434) 607-1016

Sarah Hardy  
2876 Darlington Heights Road  
Cullen, Virginia 23034  
(434) 248-6030

Melanie Holman  
987 Moore Road  
Farmville, Virginia 23901  
(434) 223-7530

Marshall Thackston  
6 Morris Creek Road  
Charlotte Court House, Virginia 23923  
(434) 315-3533

Supervisor Townsend announced the Citizen Committee for District 301:

Mrs. Sarah Edmondson, Chair  
307 Walton Road  
Meherrin, Virginia 23954  
(434) 736-9433

Ms. Cynthia Johnson  
5461 Green Bay Road  
Green Bay, Virginia 23942  
(434) 392-4367

Mr. Manuel Ortiz  
491 Meherrin Road  
Meherrin, Virginia 23954  
(434) 390-2429

Supervisor Timmons made a motion, seconded by Supervisor Townsend, to authorize the advertisement of the Citizen Committees for the purpose of encouraging citizens to submit nominations to the Committee: the motion carried:

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

Nay: None

Supervisor Timmons made a motion, seconded by Supervisor Townsend, to authorize a Public Hearing for the March 8, 2016 Board of Supervisors meeting, at which citizens will have an opportunity to submit names of candidates to be considered for appointment to the School Board for Districts 301 and 501; the motion carried:

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

Nay: None

In Re: County Administrator's Report - Tobacco Commission Grant Application

Mr. Bartlett stated the Tobacco Commission has recently announced a second Southside Economic Development Grant round for communities that still have funds in their local allocations. Currently, Prince Edward County has \$145,405 available. These funds, if awarded, could be used towards the design and construction of a new Industrial Access Road at the Prince Edward Industrial Park.

The County has already received a total of \$377,475 (\$328,395 and \$49,080) from the Commission toward the projected cost of the Access Road, which is \$1,058,650.

The scope of work for the road project is to construct a 1,500 foot road acceptable for transfer to the VDOT road system once complete. This will include road clearing, road grading, erosion and sediment control, ditch line protection, storm water management, culvert pipe, headwall/wing-walls, asphalt paving, and 900 feet of 12-inch waterline. In addition, dirt will need to be moved from the adjoining Lot #11 to equalize the grade of the road, thus eliminating a steep drop in the topography. A bonus to utilizing the dirt from Lot #11 is that the lot will be nearly ready as a "ready-to-go" pad site.

Supervisor Timmons questioned if the funding could be used for any other project. Mr. Bartlett stated that it must be used for Economic Development.

Mrs. Sharon Carney, Economic Development Director, stated the grant must be submitted by March 1; it will go before the committee at its March 15 meeting and if accepted, will go before the full Commission for approval in April.

Supervisor Timmons made a motion, seconded by Supervisor Cooper-Jones, to approve submittal of a Tobacco Commission Southside Economic Development Grant in the amount of \$145,405, and to approve the Tobacco Commission Southside Economic Development Grant Resolution of Support; the motion carried:

Aye:	Pattie Cooper-Jones Calvin L. Gray Robert M. Jones Odessa H. Pride Howard F. Simpson C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck	Nay:	None
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**A RESOLUTION OF THE BOARD OF SUPERVISORS  
OF THE COUNTY OF PRINCE EDWARD, VIRGINIA**

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

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

**WHEREAS**, the Board of Supervisors of the County of Prince Edward would like to submit a grant application for \$145,405 to the Virginia Tobacco Indemnification and Community Revitalization Commission from the "Southside Economic Development Grant Fund" due by March 1, 2016;

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

**BE IT FURTHER RESOLVED**, that the Board of Supervisors of the County of Prince Edward, Virginia does hereby authorize the Board Chair and/or County Administrator to

execute the application, and sign all necessary grant documents, grant reports and grant contract.

In Re: County Administrator’s Report - Surplus Vehicles

Mr. Bartlett stated the following vehicles are no longer required by the County and it is requested the Board declare them surplus. Once declared surplus, the County will dispose of the vehicles. It is staff’s intention to sell the first vehicle on the list to the Nottoway County School System.

<b>Sheriff</b>	
2000 Ford Crown Vic	2FAFP71WOPYX114536
2008 Ford Crown Vic	2FAHP71VX8X145308
1985 Chev SUV	1G8ED18JXFF204382
1986 Chev SUV	1G8ED18J7GF169376
2008 Ford Crown Vic	2FAHP71V68X145306
2009 Dodge Charger	2B3LA43T79H540799
1986 Chev Pickup	1GBHD34J8F407586
2006 Ford Crown Vic	2FAHP71W68X110451
2009 Chev SUV	1GNEC03099R261701
2000 Jeep SUV	1J4FF48SOYL215131
<b>Administration</b>	
2001 Ford Crown Vic	2FAFP71W71X190583
2002 Ford SUV	1FMDU73W22U50890

Supervisor Timmons made a motion, seconded by Supervisor Townsend, to declare the vehicles listed as surplus and to authorize the County Administrator to dispose of the property; the motion carried:

Aye:	Pattie Cooper-Jones Calvin L. Gray Robert M. Jones Odessa H. Pride Howard F. Simpson C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck	Nay: None
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In Re: County Administrator’s Report – Upcoming Meetings

Mr. Bartlett stated staff received notice from the Commonwealth Regional Council and Virginia’s Growth Alliance regarding a meeting scheduled for Thursday, February 18, from 6:00 to 8:00 p.m. in the

Blackwell Room at Longwood University. Their final meeting is to seek input on economic strategies and directions for an updated regional economic plan. Mr. Bartlett stated staff will RSVP for the Board.

Mr. Bartlett then stated Mary Hickman, Executive Director of the Commonwealth Regional Council, would like to schedule a meeting with the Board to obtain additional information to adjust its services to better serve the district. A suggestion was made that it be held March 8, 2016 at 5:30 p.m.; the Board concurred.

In Re: Closed Session

Supervisor Jones made a motion, seconded by Supervisor Gray, that the Board convene in Closed Session for discussion of the disposition of publicly-held real property in the Prince Edward County Industrial Park, where discussion in an open meeting would adversely affect the negotiating strategy of the County, pursuant to the exemptions provided for in Section 2.2-3711(A)(3) of the *Code of Virginia*; the motion carried:

Aye:	Pattie Cooper-Jones Calvin L. Gray Robert M. Jones Odessa H. Pride Howard F. Simpson C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck	Nay: None
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The Board returned to regular session by motion of Supervisor Jones, seconded by Supervisor Cooper-Jones, and adopted as follows:

Aye:	Pattie Cooper-Jones Calvin L. Gray Robert M. Jones Odessa H. Pride Howard F. Simpson C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck	Nay: None
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On motion of Supervisor Simpson and seconded by Supervisor Cooper-Jones and carried by the following roll call vote:

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

Nay: None

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

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

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

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

In Re: Animal Warden's Report

Mr. Ray Foster, Animal Warden, submitted a report for the month of January 2016, 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 January 2016, which was reviewed and ordered to be filed with the Board papers.

In Re: Cannery Report

Ms. Patty Gulick, Cannery Manager, submitted a report for the month of January 2016, 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 January 2016, which was reviewed and ordered to be filed with the Board papers.

In Re: Cooperative Extension Report

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

In Re: Tourism and Visitor Center Report

Mrs. Magi Van Eps, Tourism & Visitor Center Coordinator, submitted a report for the month of January 2016, which was reviewed and ordered to be filed with the Board papers.

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

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

the meeting was recessed at 8:25 p.m. until Friday, February 26, 2016 at 12:00 noon at the Prince Edward County Rescue Squad.



February 26, 2016

At the special meeting of the Board of Supervisors of Prince Edward County, held at the Prince Edward Volunteer Rescue Squad Training Room, thereof, on Friday, the 26<sup>th</sup> day of February, 2016, at 12:00 p.m., there were present:

Pattie Cooper-Jones

Calvin L. Gray

Robert M. Jones

Odessa H. Pride

Howard F. Simpson

C. Robert Timmons, Jr.

Jerry R. Townsend

Jim R. Wilck

Also present: Wade Bartlett, County Administrator; and Sarah Elam Puckett, Assistant County Administrator.

Chairman Simpson called the reconvened meeting to order. Supervisor Townsend provided the invocation.

In Re: Resolution – Tobacco Commission Grant

Supervisor Timmons made a motion, seconded by Supervisor Wilck, to adopt the Virginia Tobacco Indemnification and Community Revitalization Commission Project Endorsement Resolution; the motion carried:

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

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

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

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

**WHEREAS**, the County of Prince Edward Board of Supervisors would like to submit a grant application for \$194,485 to the Virginia Tobacco Indemnification and Community Revitalization Commission from the “Southside Economic Development Grant Fund” due by March 1, 2016.

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

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

In Re: Closed Session

Supervisor Jones made a motion, seconded by Supervisor Wilck, that the Board convene in Closed Session for consultation with legal counsel pertaining to pending litigation concerning a personnel matter, pursuant to the exemptions provided for in Section 2.2-3711(A)(7) of the *Code of Virginia*; the motion carried:

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

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

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

Nay: None

On motion of Supervisor Timmons and seconded by Supervisor Wilck and carried by the following roll call vote:

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

Nay: None

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

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

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

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

In Re: Board of Supervisors Planning Retreat

The Board of Supervisors participated in a Planning Retreat to identify a collective strategic direction for the County with long-range outcomes and near term priorities, with strategies to support implementation.

The Board members discussed perspectives and desired change initiatives for the County; identified strategic target areas; and developed a core vision and outcomes for the Board's long term agenda and strategic plan for the County.

On motion of Supervisor Jones, seconded by Supervisor Gray, and adopted by the following vote:

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

the meeting was recessed at 8:25 p.m. until Saturday, February 27, 2016 at 8:30 a.m. at the Prince Edward Volunteer Rescue Squad.

February 27, 2016

At the special meeting of the Board of Supervisors of Prince Edward County, held at the Prince Edward Volunteer Rescue Squad Training Room, thereof, on Saturday, the 27<sup>th</sup> day of February, 2016, at 8:30 a.m., there were present:

Pattie Cooper-Jones

Calvin L. Gray

Robert M. Jones

Odessa H. Pride

Howard F. Simpson

C. Robert Timmons, Jr.

Jerry R. Townsend

Jim R. Wilck

Also present: Wade Bartlett, County Administrator; and Sarah Elam Puckett, Assistant County Administrator.

Chairman Simpson called the reconvened meeting to order.

In Re: Strategic Planning Retreat

The Board discussed three-year strategic priorities to achieve the determined vision and outcomes, and developed a plan for Vision Communication and Staff Alignment.

Supervisor Gray and Supervisor Cooper-Jones left during the Strategic Planning Retreat.

On motion of Supervisor Wilck, seconded by Supervisor Jones, and adopted by the following vote:

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

the meeting was recessed at 1:05 p.m. until Tuesday, March 8, 2016 at 5:30 p.m. at the Prince Edward County Courthouse.





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

**Meeting Date:** March 8, 2016  
**Item No.:** 6-c  
**Department:** County Administration  
**Staff Contact:** Barbara Poulston  
**Issue:** Review of Accounts & Claims

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

**Attachments:** February 2016 Bill List

**Recommendation:**

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

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

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

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

2/25/2016

FROM DATE- 2/01/2016  
TO DATE- 2/29/2016

ACCOUNTS PAYABLE CHECKS  
PRINCE EDWARD

PAGE 1

FUND NO.	DESCRIPTION	\$\$\$ PAY \$\$\$
100	GENERAL FUND	\$329,075.70
110	Expenditures - Recreation Fund	\$2,500.00
125	DARE FUND	\$164.00
501	WATER FUND	\$60.77
502	SEWER FUND	\$63.54
732	RETIREMENT BENEFIT FUND	\$1,129.00
741	PIEDMONT COURT SERVICES FUND	\$11,841.46
	TOTAL	344,834.47



AP375H  
2/25/2016  
FUND # - 100 GENERAL FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 2/01/2016 -- 2/29/2016

AFTER CHECKS  
PAGE 1

MAJOR# ACCT# 011010	VENDOR NUMBER BOARD OF SUPERVISORS	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
3600	15241	Advertising FARMVILLE HERALD	CO ADMR 216	ADVERTISING	205.01
	15241	FARMVILLE HERALD	CO ADMR 216A	ADVERTISING	336.20
				ACCOUNT TOTAL	541.21 *
5510	22287	Travel-Mileage MCKAY CHARLES W	OCT-DEC 2015	MILEAGE	46.00
	29368	TOWNSEND JERRY R	OCT-DEC 2015	MILEAGE	224.25
				ACCOUNT TOTAL	270.25 *
5530	11894	Travel-Subsistence & Lodg BUSINESS CARD	3722 PUCKETT216	LODGING	515.53
				ACCOUNT TOTAL	515.53 *
5540	11894	Travel-Convention & Educa BUSINESS CARD	3722 PUCKETT216	REGISTRATIONS	160.00
				ACCOUNT TOTAL	160.00 *
				MAJOR TOTAL	1,486.99 **
012110		COUNTY ADMINISTRATOR			
5230	30440	Telecommunications US CELLULAR	816442183 216	PHONE	138.48
				ACCOUNT TOTAL	138.48 *
5540	11894	Travel-Convention & Educa BUSINESS CARD	3722 PUCKETT216	REGISTRATION	40.00
				ACCOUNT TOTAL	40.00 *
6001	20600	Office Supplies KEY OFFICE SUPPLY	477965	RING BINDERS	165.12
	20600	KEY OFFICE SUPPLY	477966	INK CARTRIDGE	199.00
	20600	KEY OFFICE SUPPLY	478203	INK CARTRIDGES/TONER	558.54
				ACCOUNT TOTAL	922.66 *
				MAJOR TOTAL	1,101.14 **
012310		COMMISSIONER OF REVENUE			
5210	22058	Postal Services M&W PRINTERS INC	96651	POSTAGE	1,216.05
				ACCOUNT TOTAL	1,216.05 *
5230	13325	Telecommunications TREASURER OF VIRGINIA	T295297	ONLINE SERVICE	76.86
				ACCOUNT TOTAL	76.86 *
5810	12749	Dues & Association Member COMMISSIONER OF REV ASSOC	2016 DUES	DUES	25.00
				ACCOUNT TOTAL	25.00 *
6001	20600	Office Supplies KEY OFFICE SUPPLY	478003	STORAGE BOXES	70.32
				ACCOUNT TOTAL	70.32 *
6014	11902	Other Operating Supplies BUSINESS DATA OF VA, INC.	1350 2016	DMV DOWNLOAD	3,271.53

AP375H  
2/25/2016  
FUND # - 100 GENERAL FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 2/01/2016 -- 2/29/2016

AFTER CHECKS  
PAGE 2

MAJOR# ACCT#	VENDOR NUMBER NAME	INV#	DESCRIPTION	AMOUNT
012410	TREASURER	96651	PERSONAL PTY FORMS	
			ACCOUNT TOTAL	3,768.07
			MAJOR TOTAL	7,039.60 *
				8,427.83 **
5230	Telecommunications			
	11250 BENCHMARK COMMUNITY BANK	7596 TREAS 216	PAYFLOW/PAYPAL	28.70
	13325 TREASURER OF VIRGINIA	T295297	ONLINE SERVICE	76.86
			ACCOUNT TOTAL	105.56 *
5510	Travel-Mileage			
	23965 NUNNALLY DONNA	ACCOUNTING 216	MILEAGE	119.02
			ACCOUNT TOTAL	119.02 *
5530	Travel-Subsistence & Lodg			
	23965 NUNNALLY DONNA	ACCOUNTING 216	LODGING	235.66
	23965 NUNNALLY DONNA	ACCOUNTING 216	MEALS	28.77
			ACCOUNT TOTAL	264.43 *
6001	Office Supplies			
	14552 ELECTRONIC SYSTEMS INC	IN364890	INK CARTRIDGE	215.00
	20600 KEY OFFICE SUPPLY	477580	RECEIPT BKS/BINDERS	52.76
	20600 KEY OFFICE SUPPLY	478078	CORRECTION TAPE	11.40
	20600 KEY OFFICE SUPPLY	478512	STAMP PADS/INK/CLIPS	116.05
			ACCOUNT TOTAL	395.21 *
6014	Other Operating Supplies			
	28866 STEPS, INC	11619	SHREDDING SERVICE	35.00
			ACCOUNT TOTAL	35.00 *
			MAJOR TOTAL	919.22 **
012510	INFORMATION TECHNOLOGY			
3160	Professional Services			
	11902 BUSINESS DATA OF VA, INC.	FEBRUARY 2016	CONTRACT AGREEMENT	3,700.00
	11902 BUSINESS DATA OF VA, INC.	1162 2014	TRAVEL EXPENSE	125.00
	11902 BUSINESS DATA OF VA, INC.	1164 2014	TRAVEL EXPENSE	125.00
	11902 BUSINESS DATA OF VA, INC.	1165 2014	TRAVEL EXPENSE	125.00
	11902 BUSINESS DATA OF VA, INC.	1167 2014	TRAVEL EXPENSE	125.00
	11902 BUSINESS DATA OF VA, INC.	1334 2015	TRAVEL EXPENSE	125.00
	11902 BUSINESS DATA OF VA, INC.	1335 2015	TRAVEL EXPENSE	125.00
	11902 BUSINESS DATA OF VA, INC.	1336 2015	TRAVEL EXPENSE	125.00
	11902 BUSINESS DATA OF VA, INC.	1337 2015	TRAVEL EXPENSE	125.00
	11902 BUSINESS DATA OF VA, INC.	1342 2015	TRAVEL EXPENSE	125.00
	11902 BUSINESS DATA OF VA, INC.	1343 2015	TRAVEL EXPENSE	125.00
	11902 BUSINESS DATA OF VA, INC.	1349 2016	TRAVEL EXPENSE	125.00
	11902 BUSINESS DATA OF VA, INC.	1352 2015	TRAVEL EXPENSE	125.00
	11902 BUSINESS DATA OF VA, INC.	1354 2016	TRAVEL EXPENSE	125.00
	11902 BUSINESS DATA OF VA, INC.	1358 2016	TRAVEL EXPENSE	125.00
	11902 BUSINESS DATA OF VA, INC.	1361 2016	TRAVEL EXPENSE	125.00
	11902 BUSINESS DATA OF VA, INC.	1377 2016	TRAVEL EXPENSE	125.00
			ACCOUNT TOTAL	5,700.00 *

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MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INVOICE NUMBER	DESCRIPTION	ACCOUNT TOTAL	MAJOR TOTAL	AMOUNT
3320	12762	Maintenance Service COMPUTERPLUS SALES/SERVIC	MC0000181866	PRINTER MAINT CNTRCT	79.00	79.00 *	79.00
					5,779.00	5,779.00 **	
013100		ELECTORAL BOARD AND OFFICIALS					
1100		Salaries & Wages					
	10173	AKERS-BOOKER GWENDOLYN	NOV 15-FEB 16	SALARY	1,053.00		1,053.00
	22152	MARTIN SAMUEL A JR	NOV 15-FEB 16	SALARY	526.52		526.52
	28445	SMITH GORDON V	NOV 15-FEB 16	SALARY	526.52		526.52
3500		Printing					
	20214	UNILECT CORPORATION	16 1725	PAPER BALLOTS	285.00		285.00
3600		Advertising					
	15241	FARMVILLE HERALD	REGISTRAR 216	ADVERTISING	285.00 *		285.00 *
6001		Office Supplies					
	20600	KEY OFFICE SUPPLY	477263	DESK CALENDARS	133.25		133.25
	20600	KEY OFFICE SUPPLY	477706	DATE STAMP/PAPER	133.25 *		133.25 *
	20600	KEY OFFICE SUPPLY	477757	DATE STAMP	31.78		31.78
	20600	KEY OFFICE SUPPLY	477758	LABELS	36.16		36.16
	20600	KEY OFFICE SUPPLY	478143	INK CARTRIDGES	3.99		3.99
					12.67		12.67
					171.16		171.16
					255.76 *		255.76 *
					2,780.05 **		2,780.05 **
013200		REGISTRAR					
5210		Postal Services					
	32961	WRIGHT LYNETTE	POSTAGE 216	POSTAGE	7.60		7.60
	32961	WRIGHT LYNETTE	POSTAGE 216A	POSTAGE	13.20		13.20
6001		Office Supplies					
	32961	WRIGHT LYNETTE	EXPENSES 216	HOLDERS FOR VOTR SIGN	20.80 *		20.80 *
021200		GENERAL DISTRICT COURT					
5230		Telecommunications					
	30440	US CELLULAR	816442183 216	PHONE	33.47		33.47
021300		SPECIAL MAGISTRATES					
6001		Office Supplies					
	20600	KEY OFFICE SUPPLY	477517	CANON CARTRIDGE	24.21 *		24.21 *
					24.21 **		24.21 **
					95.99		95.99

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021600	20600	KEY OFFICE SUPPLY	477754	CHAIRMAT	34.85
	20600	KEY OFFICE SUPPLY	477755	COUNTERFEIT DETECTOR	59.99
	20600	KEY OFFICE SUPPLY	477991	SEALING TAPE	6.49
				ACCOUNT TOTAL	197.32 *
				MAJOR TOTAL	197.32 **
3310	20600	Repairs/Maintenance	477449	COPIER MAINT CONTRACT	795.68
	20600	KEY OFFICE SUPPLY	477450	FAX MAINT CONTRACT	201.00
				ACCOUNT TOTAL	996.68 *
5230	21319	Telecommunications	309863799	PHONE	48.63
				ACCOUNT TOTAL	48.63 *
5850	999999	Jurors/Witnesses	JUROR 216	JUROR	30.00
	999999	BRYANT HARRY III	JUROR 216	JUROR	30.00
	999999	CHAMBERS EDDIE JR	JUROR 216	JUROR	30.00
	999999	EPPE PHYLLIS	JUROR 216	JUROR	30.00
	999999	HOLMAN MELANIE	JUROR 216	JUROR	30.00
	999999	TERRY WILLIAM JR	JUROR 216	JUROR	30.00
	999999	WATSON VIRGINIA	JUROR 216	JUROR	30.00
	999999	ALLEN BETTY	JUROR 216A	JUROR	30.00
	999999	BARKER DONALD R	JUROR 216A	JUROR	30.00
	999999	BLESSING SUSAN B	JUROR 216A	JUROR	30.00
	999999	BROOKS GWENDOLYN L	JUROR 216A	JUROR	30.00
	999999	CALHOUN DEBORAH A	JUROR 216A	JUROR	30.00
	999999	COLE KATHERINE D	JUROR 216A	JUROR	30.00
	999999	DAVIS JENNIFER F	JUROR 216A	JUROR	30.00
	999999	FLEISHER SARAH J	JUROR 216A	JUROR	30.00
	999999	IRVING COURTNEY L	JUROR 216A	JUROR	30.00
	999999	KELSEY ABIGAIL E	JUROR 216A	JUROR	30.00
	999999	LETTNER-RUST HEATHER G	JUROR 216A	JUROR	30.00
	999999	MACRACHAN TABITHA C	JUROR 216A	JUROR	30.00
	999999	MARMORSTEIN ROBERT M	JUROR 216A	JUROR	30.00
	999999	MCQUEEN JANET G	JUROR 216A	JUROR	30.00
	999999	NIXON JOHN R	JUROR 216A	JUROR	30.00
	999999	OSTRANDER PAMELA P	JUROR 216A	JUROR	30.00
	999999	REYNOLDS JAMES S III	JUROR 216A	JUROR	30.00
	999999	SADLER CHRISTOPHER K	JUROR 216A	JUROR	30.00
	999999	SMITH JACQUELINE T	JUROR 216A	JUROR	30.00
	999999	STOKES MARGARET L	JUROR 216A	JUROR	30.00
	999999	TOWNSEND JENNIFER P	JUROR 216A	JUROR	30.00
	999999	WADE FRAZIER W	JUROR 216A	JUROR	30.00
	999999	WAGGONER ANNETTE R	JUROR 216A	JUROR	30.00
	999999	WILLIAMS ANTHONY T	JUROR 216A	JUROR	30.00
	999999	WOODALL AMELIA C	JUROR 216A	JUROR	30.00
				ACCOUNT TOTAL	930.00 *
6012	29038	Books and Subscriptions	225588	PLATS	7.00
		T&N PRINTING			7.00 *
				ACCOUNT TOTAL	1,982.31 **

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021800	10105	Telecommunications AT&T	0542720100 216	PHONE	42.84
	21319	CENTURYLINK	309478607 216	PHONE	40.85
				ACCOUNT TOTAL	83.69 *
6012	21761	Books and Subscriptions LEXISNEXIS	3090443705	MONTHLY SUBSCRIPTION	268.00
				ACCOUNT TOTAL	268.00 *
				MAJOR TOTAL	351.69 **
022100		COMMONWEALTH'S ATTORNEY			
5230	13325	Telecommunications TREASURER OF VIRGINIA	T295721	IPAD SERVICE	131.22
				ACCOUNT TOTAL	131.22 *
5899	15380	Miscellaneous FARMVILLE PRINTING	COMM ATTY 216	BUSINESS CARDS	17.00
	28866	STEPS, INC	11617	SHREDDING SERVICE	148.00
				ACCOUNT TOTAL	165.00 *
6001	20600	Office Supplies KEY OFFICE SUPPLY	477260	INK/ORGANIZERS/FLDRS	341.53
	20600	KEY OFFICE SUPPLY	477674	FOLDERS	13.99
	20600	KEY OFFICE SUPPLY	478348	FOLDERS	83.94
				ACCOUNT TOTAL	439.46 *
6030	20600	Non-Capital Equipment KEY OFFICE SUPPLY	477367	EXECUTIVE CHAIR	179.00
	28587	SOUTHERN COPIER SALES &	67132	COPIER	5,995.00
				ACCOUNT TOTAL	6,174.00 *
				MAJOR TOTAL	6,909.68 **
022200		VICTIM WITNESS ASSISTANCE PROGRAM			
5210	30674	Postal Services U S POSTAL SERVICE	BOX RENT 2016	BOX RENT	60.00
				ACCOUNT TOTAL	60.00 *
6001	20600	Office Supplies KEY OFFICE SUPPLY	477264	INK CARTRIDGE	78.89
	20600	KEY OFFICE SUPPLY	478345	BULLETTIN BD/INK/PINS	201.16
				ACCOUNT TOTAL	280.05 *
				MAJOR TOTAL	340.05 **
031200		SHERIFF			
3170	22347	Drug Testing MEDTOX LABORATORIES INC	01201694888	DRUG TESTING	50.00
				ACCOUNT TOTAL	50.00 *
3310	12742	Repairs/Maintenance-Radio COMMTRONICS OF VIRGINIA	217752	CHECKED SIRRS	605.00
				ACCOUNT TOTAL	605.00 *

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MAJOR# ACCT# 3311	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
	14300	Repairs & Maint-Auto & Eq			
	14300	EAST END MOTOR CO INC	130903	TOWING SERVICE	70.00
	14300	EAST END MOTOR CO INC	131773	ENGINE	6,390.85
	14300	EAST END MOTOR CO INC	131928	OIL CHG/PLUGS/GASKETS	664.38
	14300	EAST END MOTOR CO INC	132023	INSPECTION	16.00
	14300	EAST END MOTOR CO INC	132245	INSPECTION	16.00
	15920	FOURTH STREET MOTOR CO	48220	VEHICLE REPAIR	4,435.47
	20323	KENBRIDGE TIRE & AUTO	141087	CALIBRATION	25.00
	20323	KENBRIDGE TIRE & AUTO	921944	CALIBRATION	25.00
	20323	KENBRIDGE TIRE & AUTO	921950	CALIBRATION	25.00
	29199	THIRD ST WRECKER SERVICE	16361	TOWING SERVICE	175.00
				ACCOUNT TOTAL	11,842.70 *
3600	15241	Advertising			
		FARMVILLE HERALD	SHERIFF 216	ADVERTISING	629.60
				ACCOUNT TOTAL	629.60 *
5210	11894	Postal Services			
	30402	BUSINESS CARD	0555 SHERIFF216	SHIPPING & POSTAGE	169.79
		UPS	RY9495036 116	UPS	12.58
				ACCOUNT TOTAL	182.37 *
5230	13325	Telecommunications			
	20904	TREASURER OF VIRGINIA	T295685	ONLINE SERVICE	52.74
	21319	KINEX NETWORKING SOLUTION	160201 0016	REMOTE DATA BACKUP	19.95
	21319	CENTURYLINK	309468839 216	PHONE	10.52
	21319	CENTURYLINK	309558628 216	VCIN	7.97
	30440	US CELLULAR	850361128 216	PHONE	40.81
	30440	US CELLULAR	918210747 216	PHONE	40.81
				ACCOUNT TOTAL	1,158.18
5530	11894	Travel-Subsistence & Lodg			
		BUSINESS CARD	0555 SHERIFF216	MEALS	1,290.17 *
				ACCOUNT TOTAL	40.82 *
6001	11894	Office Supplies			
	11902	BUSINESS CARD	0555 SHERIFF216	FEES	37.12
	13369	BUSINESS DATA OF VA, INC.	1165 2014	NORTON UPDATE	59.90
	20600	DIAMOND SPRINGS WATER INC	27961300 216	WATER & EQUIP RENTAL	79.90
	20600	KEY OFFICE SUPPLY	477194	CD/DVD CASES	25.99
	20600	KEY OFFICE SUPPLY	477377	PLANNER	13.95
	20600	KEY OFFICE SUPPLY	477530	FLASH DRIVE	13.99
	20600	KEY OFFICE SUPPLY	477890	CANON CARTRIDGES	19.99
	20600	KEY OFFICE SUPPLY	478362	HOLE PUNCH	395.96
	20600	KEY OFFICE SUPPLY	478478	LABELS	58.78
	29137	THE PRODUCT CENTER	71726146253	INK CARTRIDGES	23.99
	32138	WALMART COMMUNITY/RFC5LLC	2117 SHERIFF116	TABS & BINDERS	530.15
				ACCOUNT TOTAL	1,261.98 *
6004	28640	Virso Comm Center Crime P			
		SOUTHSIDE ELECTRIC COOP	526776002	VIRSO COMMUNITY SITE	9.66
				ACCOUNT TOTAL	9.66 *
6008	11894	Vehicle & Powered Equip F			
	27165	BUSINESS CARD	0555 SHERIFF216	GAS	98.02
		REED WESLEY	GAS 216	GAS	47.50
				ACCOUNT TOTAL	145.52 *

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6009	11894	BUSINESS CARD	0555 SHERIFF216	WIPE FLUID	14.95
	14300	EAST END MOTOR CO INC	131646	TIRES	597.76
	14300	EAST END MOTOR CO INC	131750	TIRES	527.04
	14300	EAST END MOTOR CO INC	131913	TIRES	368.09
	14300	EAST END MOTOR CO INC	131947	TIRES	300.08
	15721	FISHER AUTO PARTS, INC.	147263	BATTERY	119.29
	23248	NAPA OF FARMVILLE	149213	BATTERY	292.00
	23248	NAPA OF FARMVILLE	149268	CORE CREDIT	54.00-
6010		Police Supplies		ACCOUNT TOTAL	2,165.21 *
	28592	SOUTHERN POLICE EQUIP CO	183551	MAGLITE BATTERY	30.50
6011		Uniforms & Wearing Appare		ACCOUNT TOTAL	30.50 *
	16102	GALLS LLC	4725612	BOOTS	99.00
	16102	GALLS LLC	4726932	CUSTOM LOGO	16.26
	16102	GALLS LLC	4769999	BOOTS	89.45
	16102	GALLS LLC	4770000	WINDBREAKER JACKET	21.52
	16102	GALLS LLC	4771470	BOOTS	133.50
	28592	SOUTHERN POLICE EQUIP CO	183530	BOOTS	85.00
	28592	SOUTHERN POLICE EQUIP CO	183551	BELT KEEPER	28.80
	28592	SOUTHERN POLICE EQUIP CO	183595	SHOES	69.00
	28592	SOUTHERN POLICE EQUIP CO	183704	INSIGNIA	31.92
				ACCOUNT TOTAL	574.45 *
				MAJOR TOTAL	18,827.98 **
032200		VOLUNTEER FIRE DEPARTMENT			
7001	20600	Payment to Farmville VFD	477625	WIRELESS ROUTER	49.99
	22397	KEY OFFICE SUPPLY	704785 SNV	RESPONDER PARKAS	1,525.07
		MUNICIPAL EMERGENCY SERV		ACCOUNT TOTAL	1,575.06 *
7002		Payment to Rice VFD			
	19490	JOHN DEERE FINANCIAL	6349	LP FUEL	191.28
	31846	DOMINION VA POWER	4500495009 216	ELECTRIC SERVICE	277.77
	31846	DOMINION VA POWER	4500495009 216A	ELECTRIC SERVICE	240.26
	31846	DOMINION VA POWER	5487358649 216	ELECTRIC SERVICE	9.27
				ACCOUNT TOTAL	718.58 *
7003	25782	Payment to Prospect VFD			
		PRINCE EDWARD CO PBLC SCH	DIESEL-JAN 2016	DIESEL	145.44
				ACCOUNT TOTAL	145.44 *
7004		Payment to Darlington VFD			
	12996	CYRUS PEST CONTROL CO	FEBRUARY 2016	EXTERMINATING SERVIC	45.00
	14700	ELLINGTON ENERGY SERVICE	PRE-BUY BALANCE	PRE-BUY BALANCE	342.45-
	14700	ELLINGTON ENERGY SERVICE	40774	PROPANE	209.00
	14700	ELLINGTON ENERGY SERVICE	40810	PROPANE	311.04
	28640	SOUTHSIDE ELECTRIC COOP	38156001 216	ELECTRIC SERVICE	290.67
				ACCOUNT TOTAL	513.26 *
7006	10105	Payment to Pamplin VFD	0543346172 216	PHONE	42.84

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7007	11491 ARC3 GASES	2933246	CYLINDER LEASE	260.00
	12024 C W WILLIAMS	590229	FIRE HOSE NOZZLES	2,221.93
	15908 FOSTER FUELS INC	286800U	PROPANE	310.77
	15908 FOSTER FUELS INC	287104T	PROPANE	330.88
	15908 FOSTER FUELS INC	287249T	PROPANE	141.90
	15908 FOSTER FUELS INC	308151T	PROPANE	359.16
	25210 PAMPLIN EXXON	PAMPLIN FD 216	FUEL	252.09
	31335 PAMPLIN EXXON	PAMPLIN FD 216	INSPECTION/OIL CHG	70.57
	31335 VERIZON	248 6100 216	PHONE	75.40
	31335 VERIZON	248 6690 216	PHONE	59.54
	31846 DOMINION VA POWER	4743517221 216	ELECTRIC SERVICE	341.68
	31846 DOMINION VA POWER	6280980001 216	ELECTRIC SERVICE	132.56
			ACCOUNT TOTAL	4,599.32 *
032500	EMERGENCY SERVICES			
3160	Professional Service E-91			
	29280 TIMMONS GROUP	92023537	KEYPAD/SPEAKER MIC	284.59
		832848	PROPANE	322.84
		838648	PROPANE	218.65
		838702	DIESEL	377.57
		850107	PROPANE	317.30
		9F418793	WORKER COMP INSURANC	11,733.00
		736 0633 216	PHONE	184.09
		0519881510 216	ELECTRIC SERVICE	313.76
		1913347348 216	ELECTRIC SERVICE	32.33
		2725824417 216	ELECTRIC SERVICE	13.76
			ACCOUNT TOTAL	13,797.89 *
			MAJOR TOTAL	21,349.55 **
3161	USGS Gage			
	29332 TOWN OF FARMVILLE	177278	911 ADDRESSING	270.00
			ACCOUNT TOTAL	270.00 *
033200	REGIONAL JAIL & DETENTION			
3196	Purchase of Services - Ja			
	18743 IRONGATE BOUNDARY MNGT	JW 216	ELECTRONIC MONITORIN	708.75
	18743 IRONGATE BOUNDARY MNGT	LM 216	ELECTRONIC MONITORIN	540.00
	18743 IRONGATE BOUNDARY MNGT	LM 216A	ELECTRONIC MONITORIN	1,046.25
	18743 IRONGATE BOUNDARY MNGT	MW 216	ELECTRONIC MONITORIN	1,046.25
	18743 IRONGATE BOUNDARY MNGT	MW 216A	ELECTRONIC MONITORIN	1,046.25
	18743 IRONGATE BOUNDARY MNGT	TB 216	ELECTRONIC MONITORIN	67.50
	25375 PIEDMONT RGNL JUVENILE	1427	JUVENILE DETENTION	10,575.00
	25375 PIEDMONT RGNL JUVENILE	1434	JUVENILE DETENTION	12,600.00
			ACCOUNT TOTAL	27,630.00 *
			MAJOR TOTAL	27,630.00 **



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034100	14287	Repairs & Maint-Auto EAST END CHEVRON	JAN 31 2016	OIL CHANGE	37.69 *
				ACCOUNT TOTAL	37.69 *
5230	30440	Telecommunications US CELLULAR	816442183 216	PHONE	24.21
				ACCOUNT TOTAL	24.21 *
				MAJOR TOTAL	61.90 **
035100		ANIMAL CONTROL			
5110		Electrical Services			
	31846	DOMINION VA POWER	0890745003 216	ELECTRIC SERVICE	531.60
	31846	DOMINION VA POWER	0890745003 216A	ELECTRIC SERVICE	607.13
				ACCOUNT TOTAL	1,138.73 *
5230		Telecommunications			
	21319	CENTURYLINK	310119726 216	PHONE	99.21
	30440	US CELLULAR	816442183 216	PHONE	48.42
				ACCOUNT TOTAL	147.63 *
6001		Office Supplies			
	32138	WALMART COMMUNITY/RFCSELLC	7267	OFFICE SUPPLIES	50.82
				ACCOUNT TOTAL	50.82 *
6002		Supplies for Shelter			
	32138	WALMART COMMUNITY/RFCSELLC	7267	DOG FOOD	191.76
				ACCOUNT TOTAL	191.76 *
6009		Vehicle & Powered Equip S			
	14300	EAST END MOTOR CO INC	132032	TIRES	558.28
				ACCOUNT TOTAL	558.28 *
				MAJOR TOTAL	2,087.22 **
042300		REFUSE DISPOSAL			
3160		Professional Services			
	27191	RESOURCE INTERNATIONAL	42433	GROUNDWTR MONITORING	3,120.00
	27191	RESOURCE INTERNATIONAL	42436	MISC WORK TASKS	1,906.05
	27191	RESOURCE INTERNATIONAL	42437	CELL E BIDDING SERV	1,466.75
	27191	RESOURCE INTERNATIONAL	42438	STORM WTR COMPLIANCE	412.75
	31202	VANEPS RONALD	REIMB 216	VDOT DRIVER PHYSICAL	160.00
				ACCOUNT TOTAL	7,065.55 *
3310		Repairs/Maintenance			
	10900	AYERS BLDG. & SUPPLY CO	285689	PADLOCKS	21.90
	15560	FARMVILLE WHSALE ELECTRIC	577815	DUSK TO DAWN LIGHT	256.50
	21811	LOWE'S	901962	BOARDS/NAILS/STAIN	168.88
	28352	SHERWIN WILLIAMS CO	13787	PRIMER/BRUSH/TRAY	59.07
				ACCOUNT TOTAL	506.35 *
3311		Repairs & Maint-Auto & Eq			
	12032	C & L MACHINE & WELDING	167909	REPAIR TARP BRACKET	55.00
	15721	FISHER AUTO PARTS, INC.	148079	BODYFILLER/SANDBAPER	25.65

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3840	19033 CHILDRESS JAMES P JR 28596 SOUTHERN STATES 31884 VIRGINIA TRUCK CENTER	FEB 9 2016 35033 10298662	SERVICE CALL GLOVES SENSOR/BRAKE BUZZER	99.00 18.36 132.71 330.72 *
			ACCOUNT TOTAL	
3841	Contract Landfill - POS 10254 REPUBLIC SERVICES #974 10254 REPUBLIC SERVICES #974 10254 REPUBLIC SERVICES #974 32953 WRIGHT'S EXCAVATING LLC	473130 473131 473132 FEBRUARY 2016	TRASH COLLECTION TRASH COLLECTION TRASH COLLECTION LANDFILL OPERATION	174.76 114.14 114.14 48,093.75 48,496.79 *
			ACCOUNT TOTAL	
5110	Purchase of Serv - Recycli 14723 EMANUEL TIRE OF VIRGINIA 28866 STEPS, INC	480059 JANUARY 2016	TIRE RECYCLING RECYCLING FEE	877.20 1,180.60 2,057.80 *
			ACCOUNT TOTAL	
5230	Electrical Services 10105 SOUTHSIDE ELECTRIC COOP 10105 SOUTHSIDE ELECTRIC COOP 21319 CENTURYLINK 21319 CENTURYLINK 21319 CENTURYLINK 21319 CENTURYLINK 21319 CENTURYLINK 30440 US CELLULAR 31335 VERIZON	114379001 216 114379003 216 059507431 216 1144204110 216 7471653571 216 7471653571 216A	DH SITE VIRSO SITE RICE SITE GREEN BAY SITE WORSHAM SITE WORSHAM SITE	119.55 174.45 125.80 125.08 168.08 151.87 864.83 *
			ACCOUNT TOTAL	
5440	Telecommunications 10105 AT&T 10105 AT&T 21319 CENTURYLINK 21319 CENTURYLINK 21319 CENTURYLINK 21319 CENTURYLINK 30440 US CELLULAR 31335 VERIZON	0206193130 216 0543347181 216 309326764 216 309553498 216 309615846 216 309714661 216 310039285 216 816442183 216 736 2828 216	PHONE PHONE PHONE PHONE PHONE PHONE PHONE PHONE PHONE	55.99 11.07 54.78 42.58 48.92 51.58 42.38 24.21 83.95 415.46 *
			ACCOUNT TOTAL	
6008	Portable Toilet Rental 28869 STIFF O O INC	5138	MONTHLY SERVICE	702.50 702.50 *
			ACCOUNT TOTAL	
6009	Vehicle & Powered Equip F 25782 PRINCE EDWARD CO PBLC SCH	DIESEL-JAN 2016	DIESEL	1,064.54 1,064.54 *
			ACCOUNT TOTAL	
3310	Vehicle & Powered Equip S 14300 EAST END MOTOR CO INC 23248 NAPA OF FARMVILLE 23248 NAPA OF FARMVILLE	131822 148644 148908	TIRE DIESEL EXHAUST FLUID DEF/POWR SERV DIESEL	228.50 38.97 43.96 311.43 *
			ACCOUNT TOTAL	
043200	GENERAL PROPERTIES		MAJOR TOTAL	61,815.97 **
3310	Repairs/Maintenance 13730 DODSON BROS EXTERMINATING	158003 216	PEST CONTROL	38.00

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MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
3311	23248	Repairs & Maint-Auto & Eq NAPA OF FARMVILLE	149456	DEF/REPAIR KIT	78.96 *
5110	28640	Electrical Services SOUTHSIDE ELECTRIC COOP	114379002 216	SRR LIGHTS	30.80
	31846	DOMINION VA POWER	1230385005 216	ROY CLARK MONUMENT	15.04
	31846	DOMINION VA POWER	1545926683 216	SCOPE BLDG	360.43
	31846	DOMINION VA POWER	2786281903 216	COURTHOUSE	9,565.52
	31846	DOMINION VA POWER	4951935099 216	SHERIFF DEPT SHED	6.59
	31846	DOMINION VA POWER	4951935099 216A	SHERIFF DEPT SHED	8.29
	31846	DOMINION VA POWER	5856894620 216	WORSHAM CLERK OFFICE	344.53
	31846	DOMINION VA POWER	5856894620 216A	WORSHAM CLERK OFFICE	442.10
	31846	DOMINION VA POWER	6669158583 216	LIGHTS AT RICE	110.99
	31846	DOMINION VA POWER	8105475944 216	AG BLDG	2,147.18
	31846	DOMINION VA POWER	9670710004 216	SHOP	67.36
	31846	DOMINION VA POWER	9670710004 216A	SHOP	52.64
5120		Heating Services		ACCOUNT TOTAL	13,151.47 *
	25247	PARKER OIL COMPANY INC	833398	HEATING FUEL	215.12
	25247	PARKER OIL COMPANY INC	852327	HEATING OIL	2,612.51
	25247	PARKER OIL COMPANY INC	852525	HEATING OIL	1,797.85
5130		Water & Sewer		ACCOUNT TOTAL	4,625.48 *
	29332	TOWN OF FARMVILLE	AG BLDG 216	WATER & SEWER	86.33
	29332	TOWN OF FARMVILLE	CH IRRIG 216	WATER	10.75
	29332	TOWN OF FARMVILLE	SCOPE 216	WATER & SEWER	33.65
5230		Telecommunications		ACCOUNT TOTAL	130.73 *
	10105	AT&T	7305055660 216	PHONE	42.83
	21319	CENTURYLINK	310262069 216	PHONE	54.16
	21319	CENTURYLINK	310441360 216	PHONE	81.20
	30440	US CELLULAR	816442183 216	PHONE	117.90
5303		Flood Insurance		ACCOUNT TOTAL	296.09 *
	23790	W A WATSON & SONS INSURAN	FLOOD INS 216	ADDITIONAL PREMIUM	3,898.00
5440		Portable Toilet Rental		ACCOUNT TOTAL	3,898.00 *
	28869	STIFF O O INC	5138	MONTHLY SERVICE	100.00
				ACCOUNT TOTAL	100.00 *

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MAJOR# ACCT# 6005	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
	13367	Janitorial Supplies	159176 216	RETURN	203.28-
	13367	DIAMOND PAPER COMPANY	160751	TOWELS/TISSUE/SOAP	695.21
	13367	DIAMOND PAPER COMPANY	163916	TOWELS/TISSUE/SUPPLI	1,539.53
	21811	LOWE'S	901259 216	CLEANING SUPPLIES	60.58
	30239	UNIFIRST CORPORATION	2020863188	JANITORIAL SUPPLIES	36.20
	30239	UNIFIRST CORPORATION	2020865179	JANITORIAL SUPPLIES	37.57
	30239	UNIFIRST CORPORATION	2020867136	JANITORIAL SUPPLIES	36.02
	30239	UNIFIRST CORPORATION	2020869176	JANITORIAL SUPPLIES	34.38
6007		Repairs and Maintenance S		ACCOUNT TOTAL	2,236.21 *
	10900	AYERS BLDG. & SUPPLY CO	284877	SURGE PROTECTOR	7.29
	16671	GRAINGER	9029620219	WTR CIRCULATOR PUMP	392.18
	21811	LOWE'S	901962	PHONE JACKS	23.70
	21811	LOWE'S	907054	LOCKS/WALL PLATE	21.44
	21811	LOWE'S	907851	SOLDERING IRON	33.24
	21811	LOWE'S	910438	WTR HEATR THERMOSTAT	21.52
	23248	NAPA OF FARMVILLE	149456	EXHAUST FAN BELT	17.87
	27922	CINTAS CORPORATION #524	524 09428 216	UNIFORM RENTAL	376.89
6008		Vehicle & Powered Equip F		ACCOUNT TOTAL	894.13 *
	25782	PRINCE EDWARD CO PBLC SCH	DIESEL-JAN 2016	DIESEL	385.21
6009		Vehicle & Powered Equip S		ACCOUNT TOTAL	385.21 *
	23248	NAPA OF FARMVILLE	148818	DIGITAL BRAKE CONTRL	103.86
	23248	NAPA OF FARMVILLE	148907	OIL & FILTERS	79.26
	27770	ROD & STAFF LLC	45413	TRAILER TIRES	185.00
043400	CANNERY			ACCOUNT TOTAL	368.12 *
				MAJOR TOTAL	29,754.40 **
3161	31653	Professional Services-Can	PEC 2/16	CONTRACT PAYMENT	2,916.67
				ACCOUNT TOTAL	2,916.67 *
3310	21811	Repairs & Maintenance	901259 216	PIPE	19.88
	21811	LOWE'S	909229	PIPE & PLUG	4.21
5110	28640	Electrical Services	44435001 216	ELECTRIC SERVICE	24.09 *
		SOUTHSIDE ELECTRIC COOP		ACCOUNT TOTAL	290.12
5120	25247	Heating Services	832495	HEATING FUEL	290.12 *
		PARKER OIL COMPANY INC		ACCOUNT TOTAL	500.09
5230	21319	Telecommunications	310248529 216	PHONE	500.09 *
		CENTURYLINK		ACCOUNT TOTAL	240.38
6005	13367	Janitorial Supplies	163918	JANITORIAL SUPPLIES	240.38 *
		DIAMOND PAPER COMPANY		ACCOUNT TOTAL	284.57
				MAJOR TOTAL	284.57 *
				ACCOUNT TOTAL	4,255.92 **

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MAJOR# ACCT# 053500	VENDOR NUMBER NAME COMPREHENSIVE SERVICES ACT	INVOICE#	DESCRIPTION	AMOUNT
3160	CSA Programs			
10120	ACCURATE INTERPRETATION	FEBRUARY 2016	FOSTER CARE	400.00
11191	BEAR CREEK ACADEMY	641	PROFESSIONAL SERVICE	2,310.00
11306	BLUE RIDGE AUTISM &	JN 216	PROFESSIONAL SERVICE	5,220.00
11490	RESCARE/BRALEY & THOMPSON	DWK 216	PROFESSIONAL SERVICE	2,759.00
11490	RESCARE/BRALEY & THOMPSON	EK 216	PROFESSIONAL SERVICE	1,736.00
11490	RESCARE/BRALEY & THOMPSON	FK 216	PROFESSIONAL SERVICE	1,736.00
12277	CENTER FOR PEDIATRIC	PEC101BR 216	PROFESSIONAL SERVICE	240.00
12277	CENTER FOR PEDIATRIC	PEC101BR 216A	PROFESSIONAL SERVICE	80.00
12277	CENTER FOR PEDIATRIC	PEC201BR 216	PROFESSIONAL SERVICE	240.00
12277	CENTER FOR PEDIATRIC	PEC201BR 216A	PROFESSIONAL SERVICE	240.00
12277	CENTER FOR PEDIATRIC	PEC301BR 216	PROFESSIONAL SERVICE	320.00
12277	CENTER FOR PEDIATRIC	PEC301BR 216A	PROFESSIONAL SERVICE	240.00
12280	CENTRA HEALTH	GL 216	PROFESSIONAL SERVICE	4,620.00
12280	CENTRA HEALTH	105 216	PROFESSIONAL SERVICE	3,300.00
12280	CENTRA HEALTH	106 216	PROFESSIONAL SERVICE	3,300.00
12280	CENTRA HEALTH	107 216	PROFESSIONAL SERVICE	3,300.00
12280	CENTRA HEALTH	118 216	PROFESSIONAL SERVICE	3,300.00
12280	CENTRA HEALTH	125 216	PROFESSIONAL SERVICE	4,230.00
12280	CENTRA HEALTH	130 216	PROFESSIONAL SERVICE	3,300.00
12280	CENTRA HEALTH	146 216	PROFESSIONAL SERVICE	3,300.00
14575	ELK HILL	MG 216	PROFESSIONAL SERVICE	2,550.00
14924	FAMILY & COMMUNITY SUPPRT	GL 216	PROFESSIONAL SERVICE	560.00
14924	FAMILY & COMMUNITY SUPPRT	KW 216	PROFESSIONAL SERVICE	300.00
14924	FAMILY & COMMUNITY SUPPRT	NL 216	PROFESSIONAL SERVICE	500.00
14924	FAMILY & COMMUNITY SUPPRT	OF 216	PROFESSIONAL SERVICE	212.50
14924	FAMILY & COMMUNITY SUPPRT	TC 216	PROFESSIONAL SERVICE	400.00
14924	FAMILY & COMMUNITY SUPPRT	102015NL	PROFESSIONAL SERVICE	440.00
14924	FAMILY & COMMUNITY SUPPRT	122015DJ	PROFESSIONAL SERVICE	40.00
14924	FAMILY & COMMUNITY SUPPRT	122015LH	PROFESSIONAL SERVICE	200.00
16672	GRAFTON SCHOOL INC	1854 216	PROFESSIONAL SERVICE	4,078.75
16672	GRAFTON SCHOOL INC	2068 216	PROFESSIONAL SERVICE	4,363.75
16672	GRAFTON SCHOOL INC	3197 216	PROFESSIONAL SERVICE	4,608.75
16672	GRAFTON SCHOOL INC	7041 216	PROFESSIONAL SERVICE	6,930.75
16672	GRAFTON SCHOOL INC	8374 216	PROFESSIONAL SERVICE	3,883.75
17065	HALLMARK YOUTH-CARE-RICHMD	3271 216	PROFESSIONAL SERVICE	2,640.00
18667	IMANCHINELLO IFETAYO	FEBRUARY 2016	FOSTER CARE	2,085.00
20662	KEYSTONE NEWPORT NEWS LLC	JY 216	PROFESSIONAL SERVICE	2,975.00
20662	KEYSTONE NEWPORT NEWS LLC	JY 216	PROFESSIONAL SERVICE	3,325.00
20662	KEYSTONE NEWPORT NEWS LLC	KR 216	PROFESSIONAL SERVICE	2,975.00
20662	KEYSTONE NEWPORT NEWS LLC	KR 216	PROFESSIONAL SERVICE	3,325.00
21807	LONG ASHLEY	FEBRUARY 2016	FOSTER CARE	4,222.00
22932	MOUNTAIN YOUTH	142 216	PROFESSIONAL SERVICE	2,500.00
22932	MOUNTAIN YOUTH	32071	PROFESSIONAL SERVICE	250.00
23918	NORTHSTAR ACADEMY INC	14175	PROFESSIONAL SERVICE	3,024.00
30415	UNITED METHODIST FAMILY	CC 216	PROFESSIONAL SERVICE	2,966.08
			ACCOUNT TOTAL	103,586.33 *
			MAJOR TOTAL	103,586.33 **

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MAJOR# ACCT# 081100	VENDOR NUMBER PLANNING	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
3600	15241	Advertising FARMVILLE HERALD	CO ADMR 216	ADVERTISING	174.26 *
5210	11894	Postal Services BUSINESS CARD	3722 PUCKETT216	POSTAGE	174.26 *
5230	30440	Telecommunications US CELLULAR	816442183 216	PHONE	6.25 *
081500		ECONOMIC DEVELOPMENT			6.25 *
5510	11894	Travel-Mileage BUSINESS CARD	3411 CARNEY 216	PARKING	14.00 *
5530	11894	Travel-Subsistence & Lcdg BUSINESS CARD	3411 CARNEY 216	MEALS	14.00 *
5899	22264	Special Projects MCCAIN PRINTING CO INC	22861	EZ BROCHURES	26.48 *
081600		TOURISM			26.48 *
5110	31846	Electrical Services DOMINION VA POWER	0675198071 216	ELECTRIC SERVICE	570.00 *
	31846	DOMINION VA POWER	0675198071 216A	ELECTRIC SERVICE	570.00 *
	31846	DOMINION VA POWER	1059387447 216	ELECTRIC SERVICE	610.48 **
	31846	DOMINION VA POWER	1059387447 216A	ELECTRIC SERVICE	
5130	29332	Water & Sewer TOWN OF FARMVILLE	MOORE BLDG 216	WATER & SEWER	529.73 *
5230	21319	Telecommunications CENTURYLINK	310393238 216	PHONE	47.65 *
6001	32138	Office Supplies WALMART COMMUNITY/RFCSELLC	723	OFFICE SUPPLIES	47.65 *
083500		COOPERATIVE EXTENSION OFFICE			345.52 *
5230	21319	Telecommunications CENTURYLINK	309520098 216	PHONE	345.52 *
				ACCOUNT TOTAL	29.65 *
				MAJOR TOTAL	29.65 *
				ACCOUNT TOTAL	952.55 **
				ACCOUNT TOTAL	107.94 *
				MAJOR TOTAL	107.94 *
				ACCOUNT TOTAL	107.94 **
				MAJOR TOTAL	107.94 **

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MAJOR# ACCT# 091000	VENDOR NUMBER GENERAL EXPENSE	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5803	25343	Internal Fuel Account			
	25343	PETROLEUM TRADERS CORP	976301	GAS	2,134.12
	25343	PETROLEUM TRADERS CORP	976304	GAS	1,807.57
	25343	PETROLEUM TRADERS CORP	978324	GAS	2,053.29
				ACCOUNT TOTAL	5,994.98 *
5809	13362	HRA-Administrative Fee			5,000.00
		DIGITAL INSURANCE INC	PEC0715	HRA-ADMIN FEE	5,000.00 *
				ACCOUNT TOTAL	10,994.98 **
094000		CAPITAL PROJECTS			
0023	21811	Physical Plant			
		LOWE'S	907054	ELECTRONIC DOOR KNOB	115.98
				ACCOUNT TOTAL	115.98 *
0028	12077	Prospect Depot VDOT Grant			8,765.26
		CJMW ARCHITECTURE	17513	REVISED BLDG PLANS	8,765.26 *
				ACCOUNT TOTAL	8,881.24 **
				FUND TOTAL	329,075.70

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5601	31782	Virso Recreation Center VIRSO RECREATION CENTER	15-16	BALANCE	2,500.00
				15-16 SUPPORT BALANC	2,500.00 *
					2,500.00 **
				ACCOUNT TOTAL	
				MAJOR TOTAL	
				FUND TOTAL	2,500.00



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MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
031299	0001	***DARE FUND EXPENSES***			
		Expenditures - Dare Donat			
	15240	FARMVILLE NEWSMEDIA	SHERIFF DARE216	ADVERTISING	164.00
				ACCOUNT TOTAL	164.00 *
				MAJOR TOTAL	164.00 **
				FUND TOTAL	164.00

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FUND # - 501 WATER FUND

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MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
030000	29332	Repairs & Maintenance TOWN OF FARMVILLE	15721.0	WATER ANALYSIS	40.00
				ACCOUNT TOTAL	40.00 *
				MAJOR TOTAL	40.00 **
043200		GENERAL PROPERTIES			
5130	29332	Water Service TOWN OF FARMVILLE		WATER TANK 216	20.77
				ACCOUNT TOTAL	20.77 *
				MAJOR TOTAL	20.77 **
				FUND TOTAL	60.77

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MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5110	31846	Electrical Services DOMINION VA POWER	4148700281	SEWER PUMP	63.54
				ACCOUNT TOTAL	63.54 *
				MAJOR TOTAL	63.54 **
				FUND TOTAL	63.54

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RETIREMENT BENEFIT FUND

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MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
002230	25257	LEOS Disbursements JOHNS VICKI K	FEBRUARY 2016	RETIREE BENEFIT	1,129.00
				ACCOUNT TOTAL	1,129.00 *
				MAJOR TOTAL	1,129.00 **
				FUND TOTAL	1,129.00

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FUND # - 741

PIEDMONT COURT SERVICES FUND

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MAJOR# ACCT# 021400	VENDOR NUMBER PIEDMONT COURT SERVICES	VENDOR NAME PIEDMONT COURT SERVICES	INV#	DESCRIPTION	AMOUNT
3600	15241 23928	Advertising FARMVILLE HERALD NOTTOWAY PUBLISHING CO	PCS 216 PCS 216	ADVERTISING ADVERTISING	30.75 44.00 74.75 *
5110	31846 31846	Electrical Service DOMINION VA POWER DOMINION VA POWER	4324962309 216 7218131923 216	ELECTRIC SERVICE ELECTRIC SERVICE	118.69 242.93 361.62 *
5230	21319 23933	Telecommunications CENTURYLINK LUMOS NETWORKS	310357807 216 174057257 216	PHONE PHONE	64.82 289.30 354.12 *
5306	12182	Surety Bonds CNA SURETY	69499427 216	SURETY BONDS	212.63 212.63 *
5510	16944 17363 23340 23713 27285	Travel - Mileage STIMPSON CONNIE HARDING JESSICA NASH ASHLEY NEWMAN MEGAN RICE JEANENE	MILEAGE 216 MILEAGE 216 MILEAGE 216 MILEAGE 216 MILEAGE 216	MILEAGE MILEAGE MILEAGE MILEAGE MILEAGE	4.58 157.68 203.58 91.26 54.00 511.10 *
5540	15953	Travel - Convention and E FRED PRYOR SEMINARS	19102746	TRAINING	99.00 99.00 *
6001	15380 16944	Office Supplies FARMVILLE PRINTING STIMPSON CONNIE	PCS 216 MILEAGE 216	BUSINESS CARDS PAPER/BATTERIES/MRKR	74.88 96.93 171.81 *
6012	17363	Books & Subscriptions HARDING JESSICA	MILEAGE 216	NEWSPAPERS	2.00 2.00 *
6040	12726	ADP Equipment COMPRO COMPUTERS	2084 0717	COMPUTER	744.95 744.95 *
097001	PCS SUPERVISION FEES EXPENDITURES				2,531.98 **
3161	32834 32834	PCS - Professional Servic WOODS ROGERS ATTYS AT LAW WOODS ROGERS ATTYS AT LAW	310575 311207	PROFESSIONAL SERVICE PROFESSIONAL SERVICE	1,949.80 4,820.72 6,770.52 *
5420	28724	PCS - Lease/Rent of Build SRP CORPORATION LLC	RENT 216	RENT	2,500.00 2,500.00 *
				ACCOUNT TOTAL	9,270.52 **

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
097002	PCS DRUG TESTING FEES				
0001	PCS Drug Testing Fees				
28095	ALERE TOXICOLOGY SERV INC	L053918		DRUG TESTING	38.96
					38.96 *
					38.96 **
				FUND TOTAL	11,841.46
				ACCOUNT TOTAL	
				MAJOR TOTAL	
				TOTAL DUE	344,834.47

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

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



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

**Meeting Date:** March 8, 2016  
**Item No.:** 6-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.

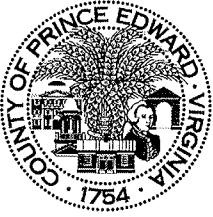
**Attachments:** None

**Recommendation:** None

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







County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: March 8, 2016  
 Item No.: 6-e  
 Department: County Administration  
 Staff Contact: W.W. Bartlett  
 Issue: Appropriations

**Summary:**

The Sheriff has received a donation in the amount of \$850 for the Dare program. The Drug Abuse Resistance Education (DARE) Program has been dormant for a few years but the Sheriff and the School Superintendent worked together to restart this program in the school system. To assist in the start-up of the program the Sheriff received a donation of \$850 for the program. The Sheriff is requesting these funds be appropriated as depicted below. It should be noted these funds are not tax payers dollars and were specifically donated for this program.

FY16 BUDGET AMENDMENT

Rev/Exp	Fund	Dept	Object	Description	Debit	Credit
3 (Rev)	125	18999	0001	Dare Fund - Donations		\$850.00
4 (Exp)	125	31299	0001	Expenditure – Dare Donations	\$850.00	

**Attachments:**

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

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





County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** March 8, 2015  
**Item No.:** 7  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett/Sarah Elam Puckett  
**Issue:** Highway Matters

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**Summary:** Scot Shippee, Resident Engineer, VDOT-Dillwyn will not be present at the Board meeting. Staff will relay any highway matters to VDOT.

**Attachments:**

**Recommendation:** None.

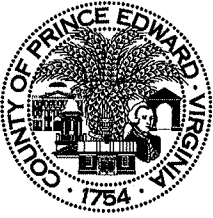
Motion \_\_\_\_\_  
Second \_\_\_\_\_

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

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

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





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

**Meeting Date:** March 8, 2016  
**Item No.:** 8  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett  
**Issue:** PUBLIC HEARING: 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)

The purpose of tonight’s public hearing is to give the citizens of Prince Edward County an opportunity to submit names of candidates to be considered for appointment to the School Board. Following the Public Hearing, each Citizen Committee shall interview and seriously consider all individuals who are nominated and express willingness to serve.

Below is a complete 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:** Public Hearing Notice  
Criteria for Selection of School Board Members

**Recommendations:**

1. Supervisor Townsend and Supervisor Timmons will wish to introduce the members of their respective Citizen Committees who attend the Public Hearing at the March Board meeting.
2. Hold the Public Hearing, at which, citizens have an opportunity to submit names of candidates to be considered for appointment to the School Board.

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



Please publish the following on Friday, February 26, 2016 and Friday, March 4, 2016 editions of The Farmville Herald. Please provide a Certificate of Publication to the County Administrator's Office.



### PUBLIC HEARING NOTICE

Pursuant to Section 22.1-29.1 of the *Code of Virginia*, the Prince Edward County Board of Supervisors will hold a Public Hearing on **Tuesday, March 8, 2016, at 7:30 p.m.** in the Board of Supervisors Room, 3<sup>rd</sup> Floor, Prince Edward County Courthouse, 111 South Street, Farmville, Virginia. The purpose of this public hearing is to receive citizen input and recommendations on candidates to be considered for appointment to the Prince Edward County School Board from District 301 (Leigh) and District 501 (Buffalo). **Citizens interested in being a candidate for the School Board are encouraged to attend.** It is the County's intent to comply with the requirements of the Americans with Disabilities Act. Should you need special accommodations, please contact W.W. Bartlett, County Administrator, at 434-392-8837, prior to March 7, 2016.

### NOTICE TO THE CITIZENS OF ELECTION DISTRICTS 301 (LEIGH) AND 501 (BUFFALO)

#### APPOINTMENT OF PRINCE EDWARD COUNTY SCHOOL BOARD MEMBERS

The terms of office for the Prince Edward County School Board members for District 301 (Leigh) and District 501 (Buffalo) expire effective June 30, 2016. To fill these vacancies, Citizen Committees for District 301 and District 501 have been appointed to review and select eligible candidates from their respective districts for consideration by the Board of Supervisors. The Citizen Committees are as follows:

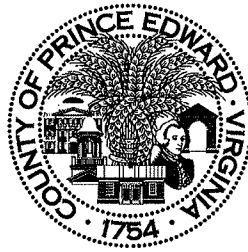
**District 301 (Leigh)**  
**Jerry R. Townsend, Supervisor**

Sarah Edmondson, Chair  
307 Walton Road  
Meherrin, Virginia 23954  
(434) 736-9433  
  
Cynthia Johnson  
5461 Green Bay Road  
Green Bay Virginia 23942  
(434) 392-4367  
  
Manuel Ortiz  
491 Meherrin Road  
Meherrin, Virginia 23954  
(434) 390-2429

**District 501 (Buffalo)**  
**C. Robert Timmons, Jr., Supervisor**

Alix Fink, Chair  
2876 Bloomfield Road  
Cullen, VA 23934  
(434) 607-1016  
  
Maurice Finney  
P.O. Box 1159  
Pamplin, VA 23958  
(434) 248-6188  
  
Sarah Hardy  
2193 Darlington Heights Road  
Cullen, VA 23034  
(434) 248-6030  
  
Melanie Holman  
987 Moore Road  
Farmville, VA 23901  
(434) 223-7530  
  
Marshall Thackston  
6 Morris Creek Road  
Charlotte Court House, VA 23923  
(434) 315-3533

Persons interested in serving on the School Board for District 301 or District 501 are asked to please contact a member of the Citizen Committee for your district and to submit a letter of interest with resume or a County Citizen Volunteer Application, which is available in the Prince Edward County Administrator's Office or on the county website at [www.co.prince-edward.va.us](http://www.co.prince-edward.va.us). Should you have questions or need additional information, please call the County Administrator's office at 434-392-8837.



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:** March 8, 2016  
**Item No.:** 9  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett  
**Issue:** Fire Department Capital Expenditure Financing Fund

**Summary:** In 2011, the Board of Supervisors approved the creation of the Fire Department Capital Expenditure Financing Fund (Attachment 1). In summary, the County will make available up to a total of \$600,000 in low interest financing to the members of the Prince Edward Area Firefighters Association (to include Prince Edward Volunteer Rescue Squad) for the purchase of trucks and apparatus.

Section 15.2-954 of the *Code of Virginia* authorizes any locality to make loans to any nonprofit organization furnishing firefighting or rescue services (Attachment 2).

At present, the Darlington Heights Volunteer Fire Department has the only outstanding loan. They borrowed \$110,000 and will make their final payment of \$25,826 on August 1 of this year.

Attachment 3 is a copy of the master agreement. This agreement, signed by all of the VFD and the Rescue Squad contains the procedures by which the Fire Association will request funds to be provided and for which organization, the County will create a promissory note, and provides that in the event of a default each member of the Association guarantees repayment of the loan.

At its February 25, 2016 meeting, the Prince Edward Area Firefighters Association approved a request from the Prospect Volunteer Fire Department for \$188,000 of funding to finance a fire truck. See the attached letter from Fire Association President Ralph Crawley. The County received the request from the Fire Association on February 26, 2016, (Attachment 4).

Attachment 5 is a copy of the existing Promissory Note with Darlington Heights VFD. This note was developed by the County Attorney and will be used as a template to develop the Note with Prospect VFD.

- Attachments:**
- (1) Excerpt of the July 12, 2011 Board minutes.
  - (2) Section 15.2-954 Code of Virginia
  - (3) Master Agreement
  - (4) Prince Edward Area Firefighters Association Letter dated Feb 26, 2016
  - (5) Promissory Note for \$120,000 for Darlington Heights VFD

**Recommendation:** After considering the request from the Prospect Volunteer Fire Department, the Board will wish to: (1) authorize the County Attorney to draft the financing agreement between Prospect Volunteer Fire Department and the County; and (2) authorize the County Administrator to execute the agreement on behalf of the County.

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

July 12, 2011

The following is an excerpt of the minutes of the regular meeting of the Prince Edward County Board of Supervisors held July 12, 2011.

In Re: Fire Department Capital Equipment Financing Committee Report

Supervisor Gantt thanked the Fire and Rescue Squad members for attending the meeting. He stated the Fire Department Capital Equipment Financing Committee, comprising himself, Supervisor McKay and Supervisor Wilck, met with the Fire Association on July 6, 2011 to discuss the draft Capital Expenditure/Finance Agreement. The draft agreement met the majority of the requirements discussed by the Board of Supervisors; the Committee added three requirements and made it clear that this funding is a one-time event and will not be an annual donation.

Discussion followed regarding Prince Edward Volunteer Rescue Squad becoming a member of the Fire Association, and regarding the anticipated specifics of the process in which the funding would be used.

Supervisor Simpson made a motion to allocate \$100,000 to be used by the Prince Edward Volunteer Rescue Squad with the same stipulations set forth in the draft Capital Expenditure/Finance Agreement. After some discussion, Supervisor Simpson withdrew his motion.

Supervisor Simpson then made a motion to allocate an additional \$100,000 to the \$500,000 already available to the Firefighters Association for the low financing rate through the Fire Department Capital Equipment Financing Fund; the motion carried:

Aye:	William G. Fore, Jr. Don C. Gantt, Jr. Robert M. Jones Charles W. McKay Howard F. Simpson Jim R. Wilck Mattie P. Wiley	Nay: None	Abstain: Howard M. Campbell
------	--	-----------	-----------------------------

Supervisor Wilck made a motion to approve the concept of the Prince Edward County Firefighters Association Capital Expenditure/Finance Agreement, and to have the County Attorney draw up a formal contract to present to the Board for final approval; the motion carried:

Aye: William G. Fore, Jr.      Nay: None      Abstain: Howard M. Campbell  
Don C. Gantt, Jr.  
Robert M. Jones  
Charles W. McKay  
Howard F. Simpson  
Jim R. Wilck  
Mattie P. Wiley

**Prince Edward County Firefighters Association  
Capital Expenditure/Finance Agreement**

**Purpose:** To provide low interest finance to the Prince Edward County Firefighters Association Department Members, for the upgrading and purchase of apparatus. (Apparatus: Pumpers, Tankers, and Specialty Vehicles approved by Association.)

**Funds:** Funding will be provided to this project from Prince Edward County Board of Supervisors at an annual interest rate of 1.5% annually. This rate will remain in effect annually and reviewed each year at the counties regular June meeting. Any changes required to the rate will take effect July of that calendar year.

**Amount:** The County will provide funding, up to \$600,000, for capital purchases approved by the association membership. At no time shall the total of a loan/ or loans from any member department exceed the fund amount minus \$50,000. It is the intent of the association to maintain a reserve of \$50,000 for use by Department Members in cases of emergency.

**Terms:** 5 years/60 months for all purchases

**Payments:** Monthly, Annually, Semi-Annually, or Quarterly

**Interest:** Prince Edward Rate 1.5% + Association Rate 1.5% annually = Current Rate 3.0%

**Additional Requirements:**

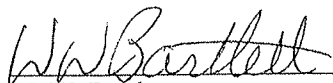
1. Prince Edward County will hold title to vehicle purchased
2. Prince Edward County agrees that the 1.5% interest charges, for the Association, will be rolled back into the fund (\$500,000) to increase the amount of available capital for additional purchases.

**Administration:**

1. Members must request money at a regular monthly business meeting of Prince Edward Firefighters Association.
2. Requested monies will be approved by the chiefs within the association or their designee at a special called meeting by the President of the association, provided the Treasurer has confirmed that funds are available for the project.
3. The President of the Association will make the request for the money from Prince Edward County Board or their designated committee.

4. Members agree to pay off all loan activities within the 5 year/60 month cycle, or seek additional funding on their own to pay off such loan, if they are unable to complete their obligation within the terms provided by the Association.
5. Members can pay off the loan early with no additional fees or interest charges, other than interest due during the time of the loan.
6. Prince Edward County will provide an amortization schedule, and payment amount for each purchase.
7. If payments are not made, the Board of Supervisors at their own discretion could:
  - a. Defer payment
  - b. Hold back the annual contribution
  - c. Take possession of the truck
8. Funding is also to be made available to rescue squads.

CERTIFIED TRUE COPY

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

Code of Virginia  
Title 15.2. Counties, Cities and Towns  
Chapter 9. General Powers of Local Governments


## § 15.2-954. Loans to volunteer firefighting and rescue organizations.

Any locality may make loans of money appropriated from public funds to any nonprofit organization furnishing firefighting or rescue services for the construction of facilities or the acquisition of equipment that is to be used for the purpose of providing firefighting or rescue services.

1990, c. 125, § 15.1-24.1; 1997, c. 587.

3/3/


### Virginia Law Library

The Code of Virginia, Constitution of Virginia, Charters, Authorities, Compacts and Uncodified Acts are now available in both EPub and MOBI eBook formats. 

### Helpful Resources

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[Virginia Register of Regulations](#)  
[U.S. Constitution](#)

### For Developers

The Virginia Law website data is available via a web service. 

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AGREEMENT

THIS AGREEMENT, made this 12<sup>th</sup> day of July, 2011, by and the **COUNTY OF PRINCE EDWARD, VIRGINIA**, (hereinafter referred to as “County”); the **PRINCE EDWARD AREA FIREFIGHTERS ASSOCIATION, INC.**, a Virginia Corporation, (hereinafter referred to as “Association”); the **PRINCE EDWARD VOLUNTEER RESCUE SQUAD, INC.**, a Virginia Corporation, (hereinafter referred to as the “Squad”); the **HAMPDEN-SYDNEY VOLUNTEER FIRE DEPARTMENT, INC.**, a Virginia Corporation, (hereinafter referred to as “Hampden-Sydney”); the **PROSPECT VOLUNTEER FIRE DEPARTMENT, INC.**, a Virginia Corporation, (hereinafter referred to as “Prospect”); the **RICE VOLUNTEER FIRE DEPARTMENT, INC.**, a Virginia Corporation, (hereinafter referred to as “Rice”), the **DARLINGTON HEIGHTS VOLUNTEER FIRE DEPARTMENT, INC.**, a Virginia Corporation, (hereinafter referred to as “Darlington Heights”); the **PAMPLIN VOLUNTEER FIRE DEPARTMENT & EMS, INC.**, a Virginia Corporation, (hereinafter referred to as “Pamplin”); and the **MEHERRIN VOLUNTEER FIRE & RESCUE, INC., ENGINE CO. NO. 5**, a Virginia Corporation, (hereinafter referred to as “Meherrin”).

**WHEREAS**, County has expressed a desire to provide a fund of \$600,000.00, from which it will make low interest loans to the parties hereto for the purpose of purchasing needed equipment and other capital expenditures in order to continue to provide for the safety of

the citizens of Prince Edward County; and

**WHEREAS**, Squad, Hampden-Sydney, Prospect, Rice, Pamplin, Darlington Heights and Meherrin have formed the Association for the mutual benefit of the parties hereto in order to determine the amount of any loan from the fund as well as the priority of the equipment needs of the various departments; and

**WHEREAS**, the parties hereto wish to establish the guidelines and procedures which will be used in order to secure a loan from said fund;

**NOW THEREFORE**, in consideration of the premises and the mutual covenants contained herein, the parties do hereby agree as follows:

1. Upon the execution of this agreement by all of the parties hereto, County will appropriate the sum of \$600,000.00 to be used as a loan fund for the parties hereto for the purchase of equipment.
2. The Association shall make all decisions concerning the priorities and the amounts of any loans from the fund to any of the parties hereto.
3. Upon receipt of a written notice from the Association which advises County of the party to whom money is to be lent from the fund and the amount of the loan request, County will cause a promissory note to be prepared for execution by the borrowing party. Said promissory note shall be in the amount stated in the notice from Association and shall bear simple interest at the rate of three per cent (3%) per annum and shall be payable in equal monthly installments of principle and interest to County over a term not to exceed sixty (60) months. Each member of the Association which executes this document does hereby guarantee the repayment of said loan and shall be liable for 14.285 per cent (14.285%) of the outstanding balance of principle and interest due in the event of a default by the maker of the note. In the event that a default shall occur, each

signatory department shall have thirty days from the date of receipt of written notice of default to remit to County the full amount of their share of the principle and interest due. In the event that said payment is not received within the said thirty day period, County may withhold said payment amount from any funds that have been or will be appropriated by County to the said member.

4. All written notices required by the terms of this agreement shall be sent to County c/o County Administrator, 111 South Street, Farmville, Virginia 23901 and to the other parties hereto at the registered address of the other parties hereto as reflected in the records of the State Corporation Commission and shall be by certified mail with return receipt requested.

5. In the event that the maker of the note shall make all payments due thereon annually in a timely fashion and there are no other events of default which occur during the term of the note, County will pay to the Association an amount equal to fifty per cent (50%) of the interest received by County during the preceding twelve months.

6. Each maker of a note under this agreement shall name County as a co-insured on any property and casualty insurance policy and any liability insurance policy placed on said equipment and shall provide County with evidence of said insurance and a copy of any endorsement thereto which names County as a co-insured. Failure to provide evidence of insurance shall constitute an event of default and County shall have the right to purchase insurance on said equipment and add the expense thereof to the balance due on said note and receive interest thereon.

7. The parties to this agreement represent that they have the authority to enter into this agreement as evidenced by the resolutions attached hereto and made a part hereof by reference.

**IN WITNESS WHEREOF**, the parties have set their hands and seals.



**PRINCE EDWARD COUNTY  
BOARD OF SUPERVISORS**

BY

*William J. Jones, Jr.*  
Chairman

Attest:

*W. W. Bartlett*  
Clerk

**PRINCE EDWARD COUNTY  
FIREFIGHTERS ASSOCIATION, INC.**

BY

*Ralph A. Crawley*  
President

Attest:

*Renee D. Gilliam*  
Secretary

**PRINCE EDWARD VOLUNTEER  
RESCUE SQUAD, INC.**

BY

*Bill Hayes*  
President

Attest:

*[Signature]*  
Secretary

**HAMPDEN-SYDNEY VOLUNTEER  
FIRE DEPARTMENT, INC.**

BY

*Ralph A. Crawley*  
President

Attest:

*[Handwritten Signature]*  
Secretary

**PROSPECT VOLUNTEER FIRE  
DEPARTMENT, INC.**

BY *[Handwritten Signature]*  
President

Attest:

*[Handwritten Signature]*  
Secretary

**RICE VOLUNTEER FIRE  
DEPARTMENT, INC.**

BY *[Handwritten Signature]*

Attest:

*[Handwritten Signature]*  
Secretary

**DARLINGTON HEIGHTS VOLUNTEER  
FIRE DEPARTMENT, INC.**

BY *[Handwritten Signature]*  
President

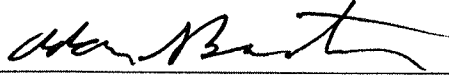
Attest:

*[Handwritten Signature]*  
Secretary

**PAMPLIN VOLUNTEER FIRE  
DEPARTMENT & EMS, INC.**

BY *[Handwritten Signature]*  
PRESIDENT

Attest:

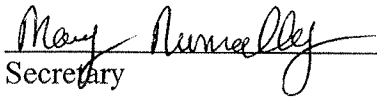


Secretary

**MEHERRIN VOLUNTEER FIRE &  
RESCUE, INC., ENGINE CO. NO. 5**

BY How E Kof. Christ  
President

Attest:



Secretary

Prince Edward Area Firefighters Association

Post Office Box 143  
Farmville, Virginia 23901

February 26, 2016

Prince Edward County Board of Supervisors  
c/o Mr. W.W. Bartlett, County Administrator  
County of Prince Edward  
Post Office Box 382  
Farmville, Virginia 23901

Dear Mr. Bartlett:

At its February 25, 2016 meeting held at the Darlington Heights Volunteer Fire Department, the Prince Edward Area Firefighters Association unanimously approved the request of the Prospect Volunteer Fire Department for \$188,000 of funding to finance a fire truck through the Prince Edward County Fire Department Capital Expenditure Financing Fund.

Should you need additional information, please do not hesitate to contact me or Chief Al Mason.

Sincerely,



Ralph Crawley  
President

cc: Al Mason, Chief, Prospect Volunteer Fire Department

PROMISSORY NOTE

\$ 120,000.00

Farmville, Virginia  
February 20, 2012

For Value Received, the undersigned, Darlington Heights Volunteer Fire Department, Inc., a Virginia Corporation, promise(s) to pay to the County of Prince Edward, Virginia, or order, the principal sum of \$120,000.00, with interest from date at rate of 3% per annum on the unpaid balance until paid. The said principal and interest shall be payable at the Office of the County Administrator, 111 South Stree, Farmville, Virginia, or at such other place as the holder may designate in writing, in five (5) annual installments on the 1<sup>st</sup> day of August of each year. The first installment shall be due on the 1<sup>st</sup> day of August 2012 and shall be in the amount of \$25,650.00. The next three annual installment payments of principal and interest shall be in the amount of \$25,826.60 commencing on the 1st day of August, 2013. The fifth (5<sup>th</sup>) or last installment shall fall due on August 1, 2016, on which date the entire unpaid principal of the Note, together with all accrued interest thereon, shall be immediately due and payable.

If default be made in any payment as above provided the unpaid balance of this Note with all accrued interest thereon may, at the option of the holder, be declared due and payable at once. Failure to exercise this option shall not constitute a waiver of the right to exercise the same in the event of any subsequent default.

Each and every maker and endorser of this note severally waives presentment, demand, protest and notice of dishonor, as well as the benefit of any exemption under the homestead laws, and agrees to remain bound for the payment hereof notwithstanding any agreement or agreements for the extension of the due date of any of said installments, in whole or in part, made by the holder before, on, or after maturity thereof, even though without their or any of their consent, or without notice to them or any of them, but reserve the right of anticipation, and agrees to pay a twenty per cent attorney's fee if placed in the hands of an attorney for collection.

NOTICE: THE DEBT SECURED HEREBY IS SUBJECT TO CALL IN FULL OR THE TERMS THEREOF BEING MODIFIED IN THE EVENT OF SALE OR CONVEYANCE OF THE PROPERTY SECURED HEREBY.

WITNESS the following signature and seal:

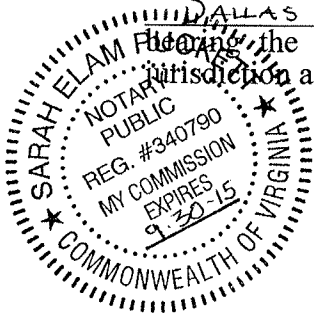
**DARLINGTON HEIGHTS VOLUNTEER  
FIRE DEPARTMENT, INC.**

By: *Dallas Tinsley* (SEAL)  
**DALLAS TINSLEY, PRESIDENT  
AND DULY AUTHORIZED AGENT**

**STATE OF VIRGINIA,**

**AT LARGE, to-wit:**

I, the undersigned, a Notary Public in and for the jurisdiction aforesaid, whose commission expires 9-30-15, do hereby certify that DALLAS TINSLEY, whose name is signed to the foregoing Promissory Note bearing the date of February 17, 2012, has acknowledged the same before me in my jurisdiction aforesaid on this 17 day of FEBRUARY, 2012.



*Sarah Elam Fickel*  
Notary Public

Prince Edward County Firefighters Association

Capital Expenditure Request

At the regular January meeting of the Prince Edward Fire Fighters Association, Darlington Heights Vol. Fire Dept requested a financial loan, in the amount of \$ 120,000.00, for the purchase of a new pumper.

Furthermore the association has approved the following payment terms and conditions. Darlington Heights Vol. Fire Dept. has agreed to pay the loan in 5 installments not to exceed 5 months (years) The money for this project will be needed by 2-15-2012.

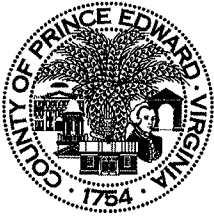
Approved by:	(Chief or Designee)	(Date)
Darlington Heights Fire	<u>Dallas Tinsley</u>	<u>1-25-12</u>
Hampden Sydney Fire	<u>Ralph A. Crawley</u>	<u>1-25-12</u>
Pamplin Fire	<u>Dalton Elder</u>	<u>1-26-12</u>
Prospect Fire	<u>D. Moore</u>	<u>1-25-12</u>
Meherrin Fire	<u>APL E. B. J.</u>	<u>1-25-12</u>
Rice Fire	<u>APL</u>	<u>1-25-12</u> <i>claf</i>
Prince Edward Rescue	<u>Bill Hogan</u>	<u>1-25-12</u>

Prince Edward Fire Fighters Association

President	<u>Ralph A. Crawley</u>	<u>1-25-2012</u>
Secretary	<u>Gene O. Gilliam</u>	<u>1/25/12</u>







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

**Meeting Date:** March 8, 2016  
**Item No.:** 10  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett  
**Issue:** County Administrator's Report

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**Summary:**

1. At its December 8, 2015 meeting, the Board of Supervisors unanimously approved the transfer of the County's residual allocation of VDOT Revenue Sharing Funds to the Town of Farmville contingent on approval by VDOT. The Board authorized the County Administrator to sign any required documents. Such a transfer of funds is outside the normal operations of VDOT and they had to research if such a transfer was allowed and if so, what process to follow. VDOT has determined they will allow the transfer of the funds, but require that the Board adopt the attached resolution.
2. During its February 4, 2016 meeting, the Board of Supervisors was provided a preview of the FY17 Budget. This preview discussed some of the challenges that will be faced and provided a synopsis of various items that were already known and that will impact the FY17 Budget.

Additionally, Board members discussed the possibility of directing the County Administrator to present a budget to the Board that would have zero funding for most of the entity's that are considered "Outside Agencies." These are nonprofit or other governmental entities that provide various services to our citizens. Several members of the Board indicated they would like to think about the issue before making a decision and asked that the matter be tabled and discussed later. This is the last Board meeting until March 22, 2016, when I present the County Administrator's budget.

If no direction is provided, I will present my recommendation and the Board can then make the final decision on the amount of funding each organization will receive. This is the process that has been used during my tenure as the County Administrator. The attachment displays the organizations that fit this description and shows a ten-year funding history.

**Attachments:**

1. Resolution approving the transfer of revenue sharing funds to the Town of Farmville
2. "Outside Agencies" Ten-Year Funding History

**Recommendation:**

1. Approve the resolution and authorize the Chairman and County Administrator to execute the resolution.
2. Provide guidance on the development of the FY17 Budget or direct the County Administrator to develop the budget using best judgement, realizing the Board can make any adjustments it desires prior to approving the final budget.

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

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

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

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

**BOARD OF SUPERVISORS**

Howard F. Simpson  
Chairman

Robert M. Jones  
Vice Chairman

Pattie Cooper-Jones

Calvin L. Gray, Th.D.

Odessa H. Pride, Ed.D.

C. Robert Timmons, Jr.

Jerry R. Townsend

James R. Wilck



**COUNTY OF PRINCE EDWARD, VIRGINIA**

**COUNTY ADMINISTRATOR**

W.W. Bartlett

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Farmville, VA 23901

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**A RESOLUTION OF THE BOARD OF SUPERVISORS  
APPROVING THE REALLOCATION OF REVENUE SHARING FUNDS  
FROM PRINCE EDWARD COUNTY TO THE TOWN OF FARMVILLE**

**WHEREAS**, the County of Prince Edward participated in the Fiscal Year 2005 Revenue Sharing Program to fund a project for a new location of Route 628, Project 0628-073-207, UPC 72615; and

**WHEREAS**, this project has been completed and has a surplus of funds that the County requests to be reallocated to a paving project being administered within the incorporated Town of Farmville; and

**WHEREAS**, in reallocating these funds Prince Edward County relinquishes all interest, responsibility, or obligation associated with the administration of these funds under the Revenue Sharing Program;

**NOW THEREFORE, BE IT RESOLVED**, the Board of Supervisors of the County of Prince Edward does hereby request the Virginia Department of Transportation to reallocate surplus funds of \$158,745 on UPC 72615 from Fiscal Year 2005 to the Town of Farmville to pave various routes that have been identified on Project 9999-144-R30, UPC 108420.

Certification

*I hereby certify that the foregoing resolution was duly considered by the Board of Supervisors of the County of Prince Edward, Virginia at a regular board meeting in Prince Edward County, Virginia, at which a quorum was present and that same was passed this 8<sup>th</sup> day of March, 2016.*

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

ATTEST:

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

**OUTSIDE AGENCIES 10 YEAR FUNDING HISTORY**

	FY07	FY08	FY09	FY10	FY11	FY12	FY13	FY14	FY15	FY16	FY17	
<b>VOLUNTEER FIRE DEPARTMENTS</b>												
32200	7001	Payment to Farmville VFD	\$ 72,285	\$ 68,001	\$ 67,836	\$ 68,156	\$ 67,843	\$ 61,544	\$ 74,823	\$ 67,270	\$ 82,127	\$ 74,800
32200	7002	Payment to Rice VFD	\$ 120,840	\$ 80,943	\$ 70,351	\$ 67,865	\$ 68,111	\$ 65,810	\$ 70,157	\$ 64,334	\$ 75,260	\$ 74,800
32200	7003	Payment to Prospect VFD	\$ 76,094	\$ 68,004	\$ 67,734	\$ 47,457	\$ 78,397	\$ 78,405	\$ 67,730	\$ 67,502	\$ 69,920	\$ 74,800
32200	7004	Payment to Darlington VFD	\$ 76,001	\$ 68,091	\$ 68,000	\$ 67,978	\$ 63,514	\$ 58,895	\$ 76,595	\$ 68,878	\$ 63,436	\$ 74,800
32200	7005	Payment to Hampden-Sydney VFD	\$ 51,115	\$ 61,212	\$ 47,442	\$ 14,178	\$ 124,297	\$ 98,538	\$ 93,991	\$ 60,212	\$ 87,147	\$ 74,800
32200	7006	Payment to Pamplin VFD	\$ 61,386	\$ 72,166	\$ 72,768	\$ 31,938	\$ 81,036	\$ 101,593	\$ 46,080	\$ 44,150	\$ 31,481	\$ 74,800
32200	7007	Payment to Meherrin VFD	\$ 68,023	\$ 67,995	\$ 61,854	\$ 72,987	\$ 68,779	\$ 68,307	\$ 62,111	\$ 69,067	\$ 71,172	\$ 74,800
32200	7008	Payment to Burkeville VFD	\$ 1,200	\$ 1,200	\$ 1,200	\$ 800	\$ 800	\$ 800	\$ 800	\$ 800	\$ 800	\$ 800
32200	7009	Payment to Keysville VFD	\$ 1,100	\$ 1,100	\$ 1,100	\$ 1,100	\$ 1,100	\$ 1,100	\$ 1,100	\$ 1,100	\$ 1,100	\$ 1,100
32200	7010	First Responders	\$ 22,935	\$ 10,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
32200	8010	PE Firefighters Assoc	\$ 6,000	\$ 65,900	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 12,000	\$ 6,000	\$ 8,000
<b>AMBULANCE AND RESCUE SERVICES</b>												
32300	7005	Prince Edward Rescue Squad	\$ 67,612	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 66,000	\$ 66,000
32300	7006	Pamplin Rescue Squad	\$ 25,000	\$ 10,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 7,000	\$ 5,000	\$ 5,000
32300	7008	Meherrin Rescue Squad	\$ 12,612	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 13,000	\$ 13,000	\$ 13,000
32300	7009	Charlotte Rescue Squad	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
32300	7010	Appomattox Rescue Squad	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500
32300	7011	Nottoway Rescue Squad	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500
32300	7012	Chesterfield Med Flight	\$ 500	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 1,000	\$ 1,000
32300	7013	Old Dominion EMS-Leigh Mt Tower										
<b>CROSSROADS</b>												
52500	5640	Payment to Crossroad Ser Bd	\$ 65,940	\$ 62,643	\$ 62,643	\$ 62,643	\$ 62,643	\$ 62,643	\$ 62,643	\$ 62,643	\$ 60,000	\$ 60,000
<b>OTHER WELFARE/SOCIAL SERVICE</b>												
53501	5608	SCOPE/Meals on Wheels	\$ 10,000	\$ 9,500	\$ 9,500	\$ 9,500	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
53501	5609	Piedmont Senior Resources	\$ 1,616	\$ 1,616	\$ 1,616	\$ 1,616	\$ 1,616	\$ 1,616	\$ 1,616	\$ 2,000	\$ 2,000	\$ 2,000
53501	5610	STEPS Inc.	\$ 28,665	\$ 27,232	\$ 27,232	\$ 27,232	\$ 27,232	\$ 27,232	\$ 27,232	\$ 25,000	\$ 25,000	\$ 25,000
53501	5612	Pamplin Community Center	\$ 500	\$ 475	\$ 475	\$ 475	\$ 475	\$ 475	\$ 475	\$ 475	\$ 250	\$ 250
53501	5613	Jolly Glee Senior Citizens	\$ 2,000	\$ 1,900	\$ 1,900	\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,400	\$ 1,400
53501	5615	STEPS - Community Action Program	\$ 4,500	\$ 4,275	\$ 4,275	\$ 4,275	\$ 4,275	\$ 4,275	\$ 4,275	\$ 4,275	\$ 14,488	\$ 14,488
53501	5637	FACES	\$ 250	\$ 238	\$ 200	\$ 200	\$ 200	\$ 200	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
53501	5640	Special Olympics Area 12	\$ 2,000	\$ 1,900	\$ 1,900	\$ 1,900	\$ 1,900	\$ 1,900	\$ 1,900	\$ 1,900	\$ 1,500	\$ 1,500
53501	5645	VA Legal Aid Society	\$ 13,000	\$ 9,500	\$ 9,500	\$ 9,500	\$ 9,500	\$ 9,500	\$ 9,500	\$ -	\$ -	\$ -
53501	5646	HOPE	\$ 3,000	\$ 2,850	\$ 2,850	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
53501	5648	YMCA	\$ 3,500	\$ 3,325	\$ 3,325	\$ 3,325	\$ 3,325	\$ 3,325	\$ 3,325	\$ 3,325	\$ 3,000	\$ 3,000
53501	5650	Tri-County Life Learners	\$ 5,000	\$ 4,750	\$ 4,750	\$ 4,750	\$ 4,750	\$ 4,750	\$ 4,750	\$ 7,500	\$ 6,000	\$ 6,000
53501	5651	Southside Center for Violence Prev	\$ 2,625	\$ 2,494	\$ 2,494	\$ 2,494	\$ 2,494	\$ 2,494	\$ 2,494	\$ 2,494	\$ 2,000	\$ 2,000
53501	5652	Heart of Virginia Free Clinic	\$ 5,000	\$ 4,750	\$ 4,750	\$ 4,750	\$ 4,750	\$ 4,750	\$ 4,750	\$ 4,750	\$ 4,000	\$ 4,000
53501	5653	Longwood Center for Visual Arts	\$ 1,000	\$ 950	\$ 950	\$ 950	\$ 950	\$ 950	\$ 950	\$ 950	\$ 950	\$ 950
53501	5654	Habitat for Humanity	\$ 500	\$ 475	\$ 475	\$ 475	\$ 475	\$ 475	\$ 475	\$ 475	\$ 475	\$ 475
53501	5655	P E After Prom Party	\$ 500	\$ 475	\$ 475	\$ 475	\$ 475	\$ 475	\$ 475	\$ 475	\$ 475	\$ 475
53501	5656	Fuqua After Prom Party	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500
53501	5660	Piedmont Regional Disability	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500
53501	5666	Arts challenge Grant	\$ 4,572	\$ 4,816	\$ 5,518	\$ 5,161	\$ 6,956	\$ 5,203	\$ 5,203	\$ 5,014	\$ 5,000	\$ 5,000
<b>CONTRIBUTIONS TO COLLEGES</b>												
68100	5640	Payment to Community Colleges	\$ 7,446	\$ 7,074	\$ 7,074	\$ 7,074	\$ 7,074	\$ 7,074	\$ 7,074	\$ 15,000	\$ 7,500	\$ 7,500
68100	5643	Longwood Small Bus Dev Center										
<b>PARKS &amp; RECREATION</b>												
71100	5640	PE/Fairville Youth Association	\$ 24,000	\$ 24,000	\$ 24,000	\$ 24,000	\$ 24,000	\$ 24,000	\$ 24,000	\$ 24,000	\$ 24,000	\$ 24,000
71100	5641	Mary E Branch Comm Center	\$ 25,000	\$ 23,750	\$ 23,750	\$ 23,750	\$ 23,750	\$ 23,750	\$ 23,750	\$ 2,850	\$ 2,850	\$ 2,500
71100	5642	Heart of Virginia Festival	\$ 8,500	\$ 2,850	\$ 2,850	\$ 2,850	\$ 2,850	\$ 2,850	\$ 2,850	\$ 2,850	\$ 2,500	\$ 2,500
71100	5643	Southside VA Family YMCA	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
71100	5644	Heart of VA Fireworks	\$ 25,000	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,000	\$ 2,000
71100	5647	YMCA-Summer Program	\$ -	\$ -	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000





County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: March 8, 2016  
Item No.: 11  
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 discussion of the disposition of publicly-held real property in the Prince Edward County Industrial Park, where discussion in an open meeting would adversely affect the negotiating strategy of the County, pursuant to the exemption provided for in Section 2.2-3711(A)(3) of the *Code of Virginia*.

**Attachments:**

**Recommendation:** Convene in Closed Session.

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

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

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

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





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

**Meeting Date:** March 8, 2016  
**Item No.:** 12  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett/Sarah Elam Puckett  
**Issue:** Correspondence/Informational

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**Summary:** Please see attachments.

**Attachments:**

- a. CRC Agenda and Minutes

**Recommendation:**

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

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

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

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



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

**Meeting Agenda**  
**Thursday, March 3, 2016**  
**12:00 Noon – CRC Meeting**  
(Light lunch will be provided)  
Commonwealth Regional Council Office  
One Mill Street, Suite 101, Farmville, Virginia

- I. Welcome & Call to Order ..... Chairman Wingold
- II. Invocation
- III. Approval of Minutes of February 4, 2016 Meeting ..... Secretary Walker
- IV. Treasurers’ Report – December, January & February Financial Statements, **Attachment 1** ..... Treasurer Timmons
- V. Report of Officers & Committees
  - A. Chairman’s Report..... Chairman Wingold
    - 1) Report on Chief Administrative Officers Meeting, Canceled
    - 2) Scheduling of CRC Member Dialogue Meetings with Boards of Supervisors, **Attachment 2**
    - 3) Scheduling of April FY16-17 CRC Budget Committee Meeting
- VI. Scoping the Future – Discussion of Innovative/Regional Ideas, **Attachment 3**..... Council Members
- VII. Old Business ..... Chairman Wingold
  - A. Staff Reports
    - 1) Update on Meetings with Eligible Non-Members ..... Mary Hickman
    - 3) Update on Economic Development District (EDD) Designation, **Attachment 4** ..... Mary Hickman
    - 4) Update on CRC Hazard Mitigation Plan Update ..... Todd Fortune
    - 5) CRC/Virginia Growth Alliance (VGA) Stronger Economies Together (SET) Expansion Project 2<sup>nd</sup> Regional Meeting Held, **Attachment 5** ..... Mary Hickman
    - 6) Update on FY 16-17 CRC Budget Requests-Membership ..... Mary Hickman
    - 7) Update on PDC Funding 2016-2018 Biennial Budget..... Mary Hickman
    - 7) 2016 VACO/VAPDC County Government Day & VAPDC Winter Conference Held..... Mary Hickman
    - 8) Update on CRC Projects, **Attachment 6** ..... Mary Hickman
    - 9) Update Ride-Along Day to View VDOT Projects, **Attachment 7**..... Melody Foster
    - 10) Update on GO Virginia, **Attachment 8** ..... Mary Hickman
    - 11) Council Member Comments
- VIII. New Business ..... Chairman Wingold
  - A. Staff Reports
    - 1) Guest Speaker – Mr. Jeff Edwards, Southside Electric Cooperative, President & CEO ..... Jeff Edwards
    - 2) Adoption of CRC 2016 VCDBG Program Regional Priorities, **Attachment 9** ..... Todd Fortune
    - 3) Adoption of CRC Policy – VCDBG Program Regional Priorities, **Attachment 10** ..... Todd Fortune
    - 4) 2016 Staff for Adequate Fire and Emergency Response (SAFER) Grants, **Attachment 11** Melody Foster
    - 5) HB2 Update – Funding for Lunenburg County Hardy Road Project, **Attachment 12**..... Melody Foster
    - 6) 2015 Population Estimates for Virginia Counties & Cities, **Attachment 13** ..... Andre’ Gilliam
    - 7) New Virginia Grants Website Available..... Andre’ Gilliam
    - 8) Council Member Comments
- IX. Commonwealth Intergovernmental Review Process, **Attachment 14**
- X. Other Business
- XI. Council Member Comments
- XII. Adjourn – Next Meeting Date – April 7, 2016

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



**Commonwealth Regional Council  
Heartland Business Park, Keysville, VA  
February 4, 2016**

**Welcome & Call to Order**

The Chairman called the Meeting to order at 12:00 Noon at the Heartland Business Park, 200 Heartland Drive, Keysville, Virginia.

**Invocation**

Mr. Timmons gave the invocation.

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

## Amelia:

Mr. Thomas R. Gleason  
\*Mr. Ralph A. Whitaker, Jr.

Mr. Thomas R. Gleason  
(Vice-Chairman)

## Buckingham:

Mr. E. Morgan Dunnivant  
\*Ms. Rebecca Carter

Mr. E. Morgan Dunnivant

## Charlotte:

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

Mr. Gary Walker  
(Secretary)

## Lunenburg:

Mr. David Wingold  
\*Ms. Beverley Hawthorne

Mr. David Wingold  
(Chairman)

## Prince Edward:

Mr. C.R. "Bob" Timmons, Jr.  
\*Dr. Odessa H. Pride

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

NOTE: \*Denotes Alternates

**STAFF**

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

**GUEST**

There were none.

**Approval of Minutes of December 3, 2015 Meeting**

Mr. Walker moved that the minutes be approved as presented. Motion carried.

### **Treasurer's Report**

**December and January Financial Statements:** The Treasurer requested approval for the December and January Financial Statements be tabled until the March meeting.

### **Report of Officers & Committees**

**Chairman's Report:** The Chairman did not have a report.

**Appointment of CRC Vice-Chairman:** Ms. Hickman stated the past Vice-Chairman was Ms. Cassandra Stish. Ms. Stish no longer serves on the Buckingham Board of Supervisors and is no longer a CRC Representative. Therefore, the CRC will need to appoint a new Vice-Chairman.

Ms. Hickman stated the CRC Bylaws states the Vice-Chairman shall perform the duties and have the powers of the Chairman during the absence or disability of the Chairman, and he or she shall perform such other duties and have such other powers as the Council shall designate from time to time.

Mr. Walker moved and Mr. Dunnivant seconded to nominate Mr. Gleason as the CRC Vice-Chairman. Motion carried.

**Report on Chief Administrative Officers (CAO) Meeting:** The Chairman stated the CAO meeting for January was canceled.

**Scheduling of CRC Member Dialogue Meetings with Board of Supervisors:** Ms. Hickman stated the CRC Representatives and Staff held Dialogue Meetings with County/Town Staff during the month of November. At that time, the CRC Representatives requested that the Dialogue Meetings with Boards of Supervisors be scheduled after January when newly elected county officials would take office.

Ms. Hickman stated she contacted the County Administrators of the five member localities of the CRC to schedule CRC Member Dialogue Meetings with the Boards of Supervisors. Ms. Hickman stated enclosed in the Council packet was the information sent to localities including a calendar.

Ms. Hickman stated Mr. Harvie would be following up with the Amelia Board of Supervisors at their February 17<sup>th</sup> meeting for consideration of a March Work Session. Ms. Hickman stated Ms. Carter requested a letter from the CRC as an attachment for the February 15<sup>th</sup> Board of Supervisors meeting board packet suggesting a March 14<sup>th</sup> work session prior to the Board meeting. Ms. Hickman stated she had not heard back from Charlotte, Lunenburg or Prince Edward.

Ms. Hickman stated she planned to attend the February Amelia and Buckingham Board of Supervisors meeting to answer questions if they arise due to both localities having new representation on the CRC. Ms. Hickman also offered to attend the other Board of Supervisors meeting in February if so requested. Mr. Walker stated it would not be necessary in Charlotte. Mr. Timmons stated it would not be necessary in Prince Edward. Ms. Hickman stated she would have a scheduling conflict with the Lunenburg Board of Supervisors meeting. Mr. Wingold stated he would discuss the matter with the County Administrator.

There was discussion on what would be the appropriate time for the Boards of Supervisors to hold the Dialogue meetings with the CRC Representatives and Staff.

**Scoping the Future – Discussion of Innovative/Regional Ideas:** Ms. Hickman stated this attachment is provided each month for the discussion of Innovative and/or Regional Ideas. Ms. Hickman noted the listing also provides room for CRC Representatives to jot down ideas that can be added to the listing and discussed during the monthly Council meeting.

Mr. Timmons stated Prince Edward County is having problems with the County having “dead zone” areas where fire & rescue cannot be reached by radio communications. Mr. Timmons stated the County has commissioned a study on the problem to locate the dead zone areas and the equipment necessary to eradicate the problem. Other representatives stated their counties are having similar problems. It was stated that this problem does not stop at county boundary lines and this issue may be something that can be addressed at a regional level as a cost saving measure.

There was discussion on the matter.

Staff were asked to discuss this issue with the County Administrators at the Chief Administrators Officers meeting.

### **Old Business**

#### **Staff Reports:**

**FY 2014-2015 CRC Annual Report Brochure:** Ms. Hickman stated the CRC Representatives were sent a FY 2014-2015 CRC Annual Report in the Council packet for their information.

**Update on Meetings with Eligible Non-Members:** Ms. Hickman stated at the December CRC meeting it was requested that she take the lead in meeting with all eligible Planning District 14 non-members to request that they appoint a non-voting representative to attend the CRC monthly meetings to participate in discussions. Ms. Hickman stated in January she met with representatives from Nottoway, Cumberland, Farmville, and Blackstone to provide them with a CRC Annual Report Brochure, discuss the request and to confirm she would be making a presentation before the Board of Supervisors/Town Councils. Ms. Hickman stated she also met with representatives from Hampden-Sydney College in January.

Ms. Hickman stated she made a presentation at the January Nottoway County Board of Supervisors meeting. Mr. Gilliam also attended the meeting. The Board considered the request but decided to table the matter until February. Ms. Hickman stated she plans to also attend the February meeting.

Ms. Hickman stated she will be making presentations during the February meetings of the Cumberland Board of Supervisors and the Blackstone Town Council. Ms. Hickman stated she also will be making a presentation to the Farmville Town Council at their March meeting. Ms. Hickman stated she is currently working on setting up a meeting with both SVCC and Longwood University to discuss the request.

### **Update on Economic Development Administration (EDA), Economic Development District**

**(EDD) Status:** Ms. Hickman stated in December the CRC took action to poll CRC Representatives in January after new CRC representatives were appointed to the CRC to determine their backgrounds in order to provide this information to the Economic Development Administration (EDA) to determine if the current Council makeup would meet the needs of board representation for an Economic Development District (EDD) designation status. If not, to determine from EDA what types of representation would need to be added. Ms. Hickman stated the last new representative was appointed on January 20<sup>th</sup>. Therefore, she would be polling all Representatives in the near future to find out their backgrounds.

Ms. Hickman stated EDA previously had required that 35% of the governing board had to have a diverse representation, broader than strictly elected officials. Under this scenario, the CRC's current Council structure, without change, would not meet this guideline. However, the most recent Code of Federal Regulations relating to an EDA designated EDD, the percentage requirement is no longer in place. Ms. Hickman stated however, even if the CRC meets the requirements, it is not guaranteed if it applies that it will receive designation as an EDD. Ms. Hickman also stated before the CRC could become an EDD it will need to have an EDA approved Comprehensive Economic Development Strategy (CEDS). Ms. Hickman stated included in the council packet was a summary of requirements for completing a CEDS. Ms. Hickman stated the benefit of an EDD designation for the region would include annual funding for the CRC to carry out the EDA approved CEDS which currently is \$70,000 with a dollar for dollar match requirement. In addition, member localities would have access to EDA funding programs for projects that they currently are ineligible to apply for because there is no designated EDD for this region. Ms. Hickman went over a map included in the Council packet displaying there are currently 10 EDD's in Virginia all following Planning District boundaries. There are also 5 EDA approved CEDS regions, also following Planning District regions, that are awaiting EDA designation of their EDD. There are 6 regions that do not have an approved CEDS or EDD region.

There was discussion on the matter in ways to bring the Council representation in compliance if needed.

Mr. Timmons moved and Mr. Walker seconded for the Executive Director to poll CRC representatives on their backgrounds to see if the CRC will qualify for EDD designation, as defined by Federal Regulation Title 13 Chapter III, Part 304.2(c)(2). If so, then move forward in completing a Comprehensive Economic Development Strategy. If not, then doing whatever is necessary to add representation to meet this requirement including as an example, adding at-large members to the council, then proceeding with the completion of the CEDS in a six month timeframe. Motion carried.

**Update on CRC Regional Hazard Mitigation Plan Update:** Mr. Fortune stated the Commonwealth Regional Council is currently working on an update of the Regional Hazard Mitigation Plan for Planning District 14 including all of the counties, except for Cumberland which chose not to participate. The Regional Hazard Mitigation Plan will identify ways to mitigate the effects of hazards, mainly natural hazards. By participating in an approved Plan, localities become eligible to apply for FEMA funding.

A kick-off meeting originally was scheduled for January 26<sup>th</sup> but due to inclement weather conditions, it was rescheduled to February 16, 2016 at 2:00 p.m. The meeting will be held in The Mill Conference Room which is located in the basement of the CRC office building.

**Kenbridge Volunteer Fire Department 2015 Assistance to Firefighters Grant (AFG) Application Submission:** Ms. Foster reported the CRC assisted the Kenbridge Volunteer Fire

Department in applying for FEMA, Assistance to Firefighters Grant Assistance Funds to purchase a Vehicle Exhaust Removal System for the Fire Department Facility. The total budget for the project is \$57,475. The Federal Request for funds is \$54,739, with the Applicant providing a 5% match of \$2,736. The Application was submitted January 14, 2016. This is a national grant program; therefore fire departments are competing nationwide for these funds. Grant awards should begin in the spring. Grant awards are usually posted weekly until all funds are expended.

There was discussion on the AFG program.

**CRC/Virginia Growth Alliance (VGA) Stronger Economies Together (SET) Expansion Project Regional Meeting Held:** Ms. Hickman stated a regional meeting was held on January 18<sup>th</sup> at Longwood University on the CRC/VGA SET Expansion Project. At this meeting, the Virginia Tech Office of Economic Development shared regional data from the digital survey/phone survey that was conducted throughout the VGA and CRC region. Ms. Hickman stated the CRC's role in this process was to help engage CRC member localities new to the VGA region which include Amelia, Buckingham and Prince Edward. They which were not part of the original SET Project when the VGA Regional Economic Development Strategic Plan was developed. Ms. Hickman stated the CRC also assisted in helping draw connections between Town economic activity and county and regional efforts. Ms. Hickman handed out a copy of the survey results provided at the meeting for council members' information. Ms. Hickman noted the VGA region included several additional localities not included in the CRC region. Ms. Hickman stated the meeting was very well attended. Ms. Hickman stated another regional meeting is scheduled for the evening of February 18<sup>th</sup> also at Longwood University to allow for those unable to attend a day meeting. Ms. Hickman stated information on both meetings was shared with all CRC member localities including the respective towns. Administrative staff were asked to provide this information to the Boards of Supervisors and Town Council Members.

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

### **New Business**

### **Staff Reports**

**Governor's 2016-2018 Biennial Budget & PDC Funding:** Ms. Hickman stated the attachment provided in the council packet provides an overview of the Governor's proposed FY 2106-2018 Biennium Budget Proposal as analyzed by Mr. Jim Regimbal of Fiscal Analytics for the Virginia's Association of Counties (VACO). Ms. Hickman stated of particular interest for the region is the GO Virginia Initiative. While falling under the Department of Housing and Community Development in the proposed budget, GO Virginia is being covered under a separate line item for funding. Under the proposed legislation, planning district commissions/regional councils will play a role. Also, additional funding opportunities will be available for localities and regional initiatives.

Ms. Hickman also noted planning district commissions/regional councils state funding which also falls under the Department of Housing and Community Development in the budget, are currently proposed at the same amount as last year with no decrease in funding.

**FY 16-17 CRC Budget Requests-Membership:** Ms. Hickman stated she has inquired to counties for FY 16-17 Budget Request materials. Ms. Hickman stated as of this date, she had heard back from the following counties: Buckingham – request package due February 12<sup>th</sup>; Charlotte – budget request

due by March 1<sup>st</sup>, and Prince Edward – request package due by February 26<sup>th</sup>. Ms. Hickman stated she had not heard back from Amelia or Lunenburg.

Ms. Hickman noted the Council voted in December to keep the CRC Annual Dues at \$15,700 which is the same amount originally set back in 2005.

**New CRC Representative Appointments & CRC Representative/Alternate Manual:** Ms. Hickman stated as part of the orientation for new CRC Representatives and Alternates, she had created a Manual that will help the new appointees be well informed about their role and informed about how the organization operates. Ms. Hickman stated the Manuals were mailed to the two newly appointed representatives and one alternate. Upon reflection, she decided to provide current members with the manuals as well. Ms. Hickman handed out Manuals to current representatives present. Ms. Hickman stated this will be living document that can be added to, to be kept up-to-date on CRC policies, issues and financial matters.

**Grant Award – Charlotte County Volunteer Rescue Squad, Rescue Squad Assistance Fund (RSAF) Application Funded:** Ms. Foster stated the CRC assisted the Charlotte County Volunteer Rescue Squad in applying for funds to purchase 3 Patient Lift Systems and 6 Monitor/Defibrillators. The Squad was awarded \$35,617.07 to purchase the 3 Patient Lift Systems. Unfortunately, they were not awarded funds to purchase the Monitor/Defibrillators. Since this award, the Rescue Squad has decided it is more of a priority to receive the Monitors than the Patient Lift Systems. They have been in contact with the State Department of Health that oversees this program and have determined they can request a Modification to their award. However, it is not guaranteed it will be granted. The Rescue Squad has decided to pursue a Modification to request that the award instead be used to purchase the Monitors. The CRC has been asked to assist in this Modification which we are currently working on at this time. I will keep you informed as to how this turns out.

The new RSAF Cycle for Applications began February 1 and closes on March 15, 2016. We would like to request a blanket approval for request, if the CRC receives them, to assist Rescue Squads in applying for this assistance. This will be on a first come, first serve basis as staff are available. Notification went out today to Rescue Squads/Fire Departments.

Mr. Timmons moved and Mr. Wingold seconded to allow the CRC to assist Rescue Squads or Fire Departments if requested to apply for RSAF Grant funds by the March 15, 2015 deadline. Motion carried.

**HB2 Funding Recommendations & Project Scores:** Ms. Foster stated the Commonwealth Transportation Board (CTB) met on January 19<sup>th</sup> and were presented by staff the HB2 funding recommendations and HB2 project scores. Ms. Foster stated VDOT received 321 HB2 applications with 287 of them deemed eligible to advance in the evaluation process. A summary report of the CRC's member locality projects scores and ranking was provided in the council members' packet. Ms. Foster stated she had listened to the CTB meeting via online video and stated this item on the agenda included a two hour discussion. Ms. Foster stated there seemed to be genuine surprise at how well the rural localities did in the scoring process. Ms. Foster noted Prince Edward Counties project at the intersection of US 460 and VA 307 ranked 4<sup>th</sup> in the State of Virginia out of 287 projects. Ms. Foster stated this was impressive for rural localities and the region. Ms. Foster stated there was some concern by CTB members over the recommendation of how statewide priority funds would be utilized. Under the current recommendation projects competing at the district level were scored and prioritized

and recommended for funding based on the scores spending down the funds available for each district. However, because the requested cost for projects did not equally match funding available in each district, monies were usually left over in each district. The recommendation utilized the state priority funding pot of funds to "pick up" the next highest scored project in each district until all funds were exhausted. It was felt that this utilized all of the funding available in a more economical manner. However, because the next highest scored project in each district varied considerably in cost, the State monies utilized in each district varied considerably from each other. CTB members varied in opinions on different ways this could have been addressed. The CTB still have the final say and will continue to discuss this matter over the next 5 months before adoption in June. If the CTB should decide to vary from the scoring process they will have to provide a basis for this in a public meeting. Public Hearings will held in the Spring to receive input on the recommendations. Ms. Hickman noted that the Lunenburg County HB2 Project competed in the Richmond District and did not score well. However, Ms. Foster stated she had inquired on the scoring of this project because it was submitted under the safety category and data was provided regarding the safety issues, yet Lunenburg's application received no points under the safety issue. Ms. Foster stated she has not heard back from VDOT on this matter at this time. Ms. Foster also stated the new CTB member for the Richmond District asked a lot of questions during the meeting and may be of assistance for Lunenburg.

Ms. Foster stated she has invited Ms. Shannon Valentine, CTB Member for the Lynchburg District, to participate in a Ride-Along Tour of the project sites for the seven submitted HB2 projects in the CRC member region and also to tour the project site of the submitted Transportation Alternative Project for the Town of Charlotte Court House.

**Virginia Initiative for Growth and Opportunity (GO Virginia):** Ms. Hickman stated the GO Virginia Initiative includes two pending legislative bills in the General Assembly in both the House and Senate. Ms. Hickman stated background information on this Initiative was included in the Council members' packet. Ms. Hickman passed out current copies of each bill for members present.

Ms. Hickman stated there are two bills in each legislature, one bill deals with the funding pot and the other with state incentives. The House has assigned both bills to the Agriculture, Commerce, Technology and Natural Resources Sub-Committee. This Sub-Committee met on February 3<sup>rd</sup> and recommended reporting both bills with amendments. The Appropriations Committee reported both appropriations with a substitute. The Senate Finance Committee will consider both bills on either February 9<sup>th</sup> or 10<sup>th</sup>.

The biggest area of disagreement among legislators over the bills centers on the composition of the state-level Growth and Opportunity Board. The House version of the bill proposes a Board of 23 members, while the Senate Bill calls for 13 members. At issue is the size of the Board as well as the allotment of appointees to the Board by the House, Senate and Governor.

Ms. Hickman stated there is also an attachment in the Council packet from the GO Virginia Coalition requesting the CRC consider signing an endorsement of the Initiative. Ms. Hickman stated the VAPDC has been working to ensure that PDC/RC's are recognized as an important player in this legislation and if approved, it has been requested that each PDC/RC endorse GO Virginia by becoming a member of the GO Virginia Coalition. Ms. Hickman pointed out quite a few PDCs/RCs have already endorsed the GO Virginia Coalition. Ms. Hickman stated this was originally planned to be acted on at the January CRC meeting, which was canceled.

There was discussion on the matter.

Mr. Walker stated it is his understanding that the funding for this Initiative in the Governor's proposed budget is tied to the revenues from the Medicaid Expansion Proposal. This proposal is currently not going anywhere in the General Assembly.

**2016 VACO County Government Day & 2016 VAPDC Winter Conference:** Ms. Hickman stated on February 11<sup>th</sup>, VAPDC will join VACO to host the Annual County Government Day in Richmond, Virginia. The VAPDC Winter Conference also begins on February 11<sup>th</sup> and continues on February 12<sup>th</sup>. The VADPC participants will be meeting on various topics including a presentation on the current status of the GO Virginia and also a series of speakers from the Federal Reserve Bank. Ms. Hickman stated VAPDC just sent out a revised agenda that now includes Mr. Bob Gittler with EDA making a presentation as well. Ms. Hickman stated she will be discussing with him the CRC's endeavor to become designated as an EDD.

Ms. Hickman stated Ms. Foster and herself will be attending these meetings as well as an Annual Programming Meeting with VDOT on February 10<sup>th</sup>.

**2016 Virginia Community Development Block Grant (VCDBG) Program:** Mr. Fortune stated enclosed in the Council members packet was information on the 2016 VCDBG Program. Mr. Fortune noted the deadline for competitive grants is March 23, 2016 by 5:00 p.m. Mr. Fortune stated there is also an Open Submission Program that allows for applying for funding beginning January 1<sup>st</sup> through September 30<sup>th</sup> or until all of the funding is committed. There are different program areas for both funding programs. Mr. Fortune stated any locality considering applying for a competitive grant should be well into the planning process at this point. Mr. Fortune stated the attachment also lists various projects member localities have implemented in the last 25 years with funding received through the VCDG Program. Mr. Fortune also noted the Town of Dillwyn is currently in the planning stage of a potential housing rehab project and have opted to not apply for VCDBG funds this year but possibly next year.

**Virginia Business Appreciation Month – May 2016:** Mr. Gilliam stated the attachment provided is a reminder that Virginia Business Appreciation Month is the Month of May. The CRC as well localities and the public are asked to join the Governor, the Virginia Secretary of Commerce and Trade to recognize the accomplishments of our existing businesses. More information on this recognition should be forthcoming.

**CRC GIS Services:** Ms. Foster stated the staff provides Geographic Information Services (GIS) to member localities on various projects that are requested. Ms. Foster stated the staff like to provide an update on this service every so often so it is not forgotten as a service. Ms. Foster stated recently Lunenburg County requested that a map of the County be created that would show the election districts with roads depicted that could be formatted in a PDF version to be put on the County's website. Ms. Foster stated she also included on the map two sub-sections that showed close-ups of both towns located in Lunenburg County. Ms. Foster passed around a copy of the completed map for members present to view. Ms. Foster stated she is also working with the Town of Kenbridge on their Zoning Map that the CRC recently produced. The Town is now updating some of their zoning. Ms. Foster stated another request the CRC received was from Charlotte County to assist the County's School System in preparing a map for a grant application that would depict the addresses of school children in the County receiving reduced lunches. Unfortunately, the CRC was not able to assist in this



endeavor due to confidentiality rules. The CRC had the GIS Software to complete the task in the CRC office and the County had the address file data. However, the County could not allow the address files to leave the County office due to strict confidentiality rules. Therefore, the CRC did not have the data to complete the task. Ms. Foster stated it is her understanding from the School Superintendent they were able to produce the Map by other means. Ms. Foster stated hopefully the CRC can work with them on other projects in the future.

Council members present were interested in receiving a map similar to the Lunenburg Map for their counties. Ms. Foster did note the counties received a Redistricting Map which outlined the election districts when the CRC assisted the localities with the Redistricting process back in 2011. Ms. Foster stated she would work on getting all of the member counties a map showing election districts and roads in a PDF format.

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

**Commonwealth Intergovernmental Review Process (CIRP):** Ms. Foster stated the following CIRP's were recommended for a Level One, No comment:

- Environmental Review Report – Town of Phenix Water System Upgrade
- Environmental Review Report – Town of Keysville Water System Upgrade
- John Kerr Reservoir – Revision to Existing Water Control Plan
- Reissuance of VDPDES Permit No. VA0084433, Drakes Branch Waste Water Treatment Plant
- Special Evaluation Assistance for Rural Communities & Households Program (SEARCH)/Predevelopment Planning Grant – Buckingham County Sprouses Corner Sewer Evaluation

Mr. Walker moved and Mr. Timmons seconded to give the listed CIRP's a Level One, No Comment. Motion carried.

### **Other Business:**

**Virginia Community Development Block Grant (VCDBG) Program Regional Priorities for the CRC Region:** Mr. Fortune stated the Virginia Department of Housing and Community Development (DHCD) each year request the Planning District Commissions/Regional Councils to set Regional Priorities for the VCDBG competitive grant program. This usually involves the CRC contacting all of the localities in Planning District 14 (member and non-member) to ask for their input on ranking the Priorities as well as ask what Projects than plan to submit for funding. There are nine different project types that are ranked into three priority groups, with the top priority ranked receiving 50 points, middle ranking receiving 30 points and the bottom priority 15 points. Mr. Fortune stated staff felt this process may need to be revisited due to recent CRC policies regarding providing services to non-members. Mr. Fortune stated the CRC has contacted DHCD to see if there would be any ramifications to the CRC if it did not include non-members in the process of ranking the VCDBG Regional Priorities. Mr. Fortune stated the CRC wanted to make sure we would not be putting State Planning Funding in jeopardy because of the duties of PDCs/RCs through the Regional Cooperation Act. Mr. Fortune stated we have not heard back from DHCD at this point. Mr. Fortune stated the CRC's VCDBG Regional Priorities are due to DHCD by March 18, 2016. This would mean the CRC would need to take action on the proposed CRC VCDBG Regional Priorities at the upcoming March 4<sup>th</sup> CRC meeting. Mr. Fortune stated the CRC has not sent any information out yet to localities due to waiting for guidance from DHCD first.

Mr. Fortune stated as an option, the CRC could go ahead and contact all localities, as in the past. If a non-member locality lists a project that will be submitted for the grant competition, that category would be ranked in the lowest category because they are a non-member.

In addition, Mr. Fortune stated if DHCD responds that there are no ramifications to the CRC for excluding non-members would the Council like for the staff to draft a policy to be acted on at the March 4<sup>th</sup> CRC meeting.

There was discussion on the matter.

It was the consensus of the members present, if there is no fallout from DHCD to exclude non-members in the ranking of CRC VCDBG Regional Priorities, staff send the request to all localities, but exclude non-member projects from the top priority. It was also requested that a formal policy be put together for the March 4<sup>th</sup> CRC meeting for consideration.

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

**Adjournment:** The meeting adjourned at 1:48 p.m.

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Mr. Gary Walker, Secretary



County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: March 8, 2016  
Item No.: 13  
Department: County Administration  
Staff Contact: W.W. Bartlett/Sarah Elam Puckett  
Issue: Monthly Reports

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Summary: Please see attachments.

**Attachments:**

- a. Animal Control
- b. Building Official
- c. Cannery
- d. Cannery – Commercial Operations
- e. Tourism

**Recommendation:**

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

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

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

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



## Animal Control Monthly Report

**"February 2016"**

<b>Dogs</b>		<b>Wildlife</b>	
Surrendered	2	Handled	0
Picked Up	12	Euthanized	0
Claimed By Owner	3	Rabies Case	0
Adopted	0		
Died in Kennel	0	<b>Livestock</b>	
Euthanized	8	Returned to Owner	0
Transferred to SPCA	3	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>	\$110.00	<b>Other Companion Animals</b>	
		Returned to Owner	0
<b>Cats</b>			
Surrendered	0	<b>Number of Calls to Shelter</b>	110
Picked Up	0	<b>Summons Issued</b>	0
Claimed By Owner	0	<b>Warrants Served</b>	0
Adopted	0	<b>Days in Court</b>	1
Euthanized	0	<b>Nuisance Dogs</b>	6
Died in Kennel	0	<b>Dangerous Dogs</b>	0
Transferred to SPCA	0		
Dead on Arrival	0		
<b>Fees Collected</b>	\$0.00	<b>Total Fees Collected</b>	\$110.00

**Bill the Town of Farmville**

0 cat housed (0 days each)

**Total** \$0.00

*S. Ray Foster, Animal Control Officer*

# BUILDING OFFICIAL

Permits Issued Report  
2/01/2016 Through 2/29/2016

ADDITIONS	- Issued		5
	- Value		\$160,200.00
	- Permit Fees		\$345.00
	- 2.00% STATE TAX		\$6.90
	- Fees Collected		\$.00
COMMERCIAL	- Issued		6
	- Value		\$1,039,000.00
	- Permit Fees		\$.00
	- 2.00% STATE TAX		\$.00
	- Fees Collected		\$.00
ONE & TWO FAMILY DWELLING	- Issued		3
	- Value		\$317,189.00
	- Permit Fees		\$1,038.40
	- 2.00% STATE TAX		\$20.77
	- Fees Collected		\$.00
ELECTRICAL	- Issued		14
	- Value		\$8,700.00
	- Permit Fees		\$385.00
	- 2.00% STATE TAX		\$7.70
	- Fees Collected		\$.00
MECHANICAL	- Issued		10
	- Value		\$9,450.00
	- Permit Fees		\$300.00
	- 2.00% STATE TAX		\$6.00
	- Fees Collected		\$.00
MANUFACTURED HOMES	- Issued		2
	- Value		\$52,000.00
	- Permit Fees		\$234.40
	- 2.00% STATE TAX		\$4.69
	- Fees Collected		\$.00
PLUMBING	- Issued		10
	- Value		\$7,400.00
	- Permit Fees		\$300.00
	- 2.00% STATE TAX		\$6.00
	- Fees Collected		\$.00
TANK REMOVAL	- Issued		1
	- Value		\$500.00
	- Permit Fees		\$50.00
	- 2.00% STATE TAX		\$1.00
	- Fees Collected		\$.00
IN LIEU OF SOIL & EROSION	- Issued		1
	- Value		\$.00
	- Permit Fees		\$.00
	- Fees Collected		\$.00
Total Permits	- Issued		52
Total Permits	- Value		\$1,594,439.00
Total Permits	- Permit Fees		\$2,652.80
Total Permits	- Sales Tax 2%		<u>\$ 53.06</u>
			<b>\$ 2,705.86</b>

INSPECTIONS FOR FEBRUARY 19

# PRINCE EDWARD COUNTY CANNERY

7916 Abilene Road  
Farmville, Virginia 23901

Patty Gulick  
Cannery Manager  
434-223-8664

## February 2016 Cannery Report

Cannery report is as follows:

0 (qts.)	@.48 =	\$0.00
0 (pts.)	@.40 =	\$0.00
0 Gallons	@1.25=	\$0.00
2 Patrons usage	@1.00 =	\$2.00
30% out of County =		\$0.00
Non-processing fees =		\$140.00*

\*(Non-processing fees include \$100.00 donation from the Va. Conservation Police Association)

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**TOTAL**

**\$142.00**

On 2-27-16 the Cannery donated the facilities use including 8 hrs. of boiler usage and 8 hrs. of employee labor, to the Va. Conservation Police Association for their yearly charity event. The cannery received a \$100.00 donation from the association for our participation in their event.

P. Gulick

kef



# Virginia Food Works

*Commercial Management at Prince Edward County Cannery*

Emily Wells  
Commercial Manager  
(434) 547-4280

## ***February 2016 Summary***

In February, the Board of Virginia Food Works met and discussed progress during 2015 as well as upcoming grant opportunities for the Cannery in 2016.

February Revenue: \$210.00

Interested parties: 9

Clients: 2

Days Used for Commercial Activity: 2

Products Created:

- Pepper Jelly
- Sweet Potato Hot Sauce

Other services provided:

- Facilitated successful inspection of a local Buckingham farm.
- Consulted with Home Canning manager about processing glass in addition to metal for public use in 2016.
- Presented options for fundraising, home canning, and commercial canning to Palmyra's OWLS group.
- Offered consultation about local food opportunities at Albemarle County's agribusiness meeting.
- Represented at Southside interests at Virginia Food Systems Council meeting.

## Tourism & Visitor Center Monthly Report for February 2016

VIRGINIA'S HEARTLAND REGIONAL VISITOR CENTER GUESTBOOK SIGNINGS:					
	Virginia Guests	Other States	Other Countries	Total Guests	Average Visitors per Month:
YTD 2016	225	49	6	280	140.0
2015	4,120	610	166	4,896	408.0
Total / 2 Months Total / ALL of 2015					
Virginia's Retreat Passport Program: Passports redeemed this month: 62 Passports redeemed YTD: 65					

Stacked Arms Pins:  
This Month: 85  
YTD: 150

### Requests for Information:

	Phone Inquiries	Mail Requests	Emailed Requests	Center Visits	Tourism Web Hits	Monthly Totals:
February 2016	110	143	12	191	1762	2,218
February 2015	68	483	42	208	1658	2,459
% Difference	61.76%	-70.39%	-71.43%	-8.17%	6.27%	-9.80%

TOTAL YTD	2016 YTD	2015 YTD	% Difference	Total YTD Inquiries:
	162	260	20	4,471
	122	801	56	4,851
	32.79%	-67.54%	-64.29%	-7.83%
		280	473	10.30%
		-40.80%		

### Report to March Board of Supervisors:

- Visitation was pretty good, despite poor weather through the month of February. The expression, "quality over quantity" is applicable here; we had visitors from California, New Jersey, New York, Pennsylvania, Texas, Missouri and even Quebec. They were here for High Bridge, Green Front, and several even told me they come at this time of year because the places they like to visit are so quiet. Five different couples were here researching whether this is where they wish to live now that the kids are grown and gone. We were more than happy to show them the benefits of living in Prince Edward County.
- Virginia's Retreat Annual Letter and request for continued level funding was sent to the voting members County Administrators last month. During the data gathering for this report, it was discovered that since 2015 this region has seen a 395,000+ increase in visitation to the communities of the Virginia's Retreat consirium. This is not all from the Sesquicentennial, which did account for approximately 8% increase in 2015. While there remains a great deal to do in promoting this region as a Tourism Destination, visitors are increasingly coming here for history, for culture, for adventure - for life.
- The Heart of Your Adventure continues partnering resources and skill sets in preparation for the Vice-Presidential Debate scheduled for October 4, 2016.