

## MISSION STATEMENT

*"The mission of the Board of Supervisors of the County of Prince Edward is to represent all citizens, provide leadership, create vision and set policy to accomplish positive change and planned growth and to provide essential services, enhancing the quality of life and maintaining fiscal responsibility."*





PRINCE EDWARD COUNTY  
BOARD OF SUPERVISORS

October 11, 2016

AGENDA

|           |     |  |     |
|-----------|-----|--|-----|
| 7:00 p.m. | 1.  | The Chairman will call to order the <u>October</u> meeting of the Board of Supervisors.  | 1   |
|           | 2.  | Invocation   | 1   |
|           | 3.  | Pledge of Allegiance   | 1   |
|           | 4.  | Conflict of Interest Act Disclosures   | 3   |
|           | 5.  | <b><u>PUBLIC PARTICIPATION:</u></b> <i>Citizens wishing to address the Board are asked to please sign the Public Participation Register prior to the beginning of the meeting.</i>                   | 5   |
|           | 6.  | Board of Supervisors Comments  | 9   |
|           | 7.  | <u>Consent Agenda:</u>   |     |
|           |     | a. Treasurer's Report: August 2016   | 11  |
|           |     | b. Approval of Minutes   | 15  |
|           |     | c. Review of Accounts & Claims   | 47  |
|           |     | 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. | 71  |
|           | 8.  | Highway Matters  | 73  |
|           | 9.  | Citizen Volunteer Appointments   | 75  |
|           | 10. | <u>County Administrator's Report:</u>  | 77  |
|           |     | a. VACo Voting Credentials   | 78  |
|           |     | b. RFP for A/E Services  |     |
|           |     | c. VDOT Smart Scale  |     |
|           | 11. | <u>Correspondence/Informational:</u>   | 81  |
|           |     | a. Letter, RE: Retirement of Peggy Epperson, Director of the Library   | 82  |
|           |     | b. Commonwealth Regional Council, Monthly Meeting Agenda and Minutes   | 83  |
|           |     | c. News Article: Prince Edward Cannery   | 93  |
|           |     | d. News Article: Virginia Growth Alliance  | 95  |
|           | 12. | <u>Monthly Reports:</u>  | 97  |
|           |     | a. Animal Control  | 98  |
|           |     | b. Building Official   | 99  |
|           |     | c. Cannery   | 100 |
|           |     | d. Cannery-Commercial  | 101 |
|           |     | e. Prince Edward County Public Schools   | 102 |
|           |     | f. Tourism   | 106 |

(NOTE: Additional agenda items may be added to the Table Pack is available for review after 4:30 p.m. on Tuesday, October 11, 2016.)





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

**Meeting Date:** October 11, 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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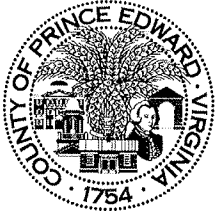
**Summary:** The Chairman will call to order the **October** meeting of the Prince Edward Board of Supervisors, ask for an invocation, and lead the Pledge of Allegiance.

**Attachments:**

**Recommendation:**

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





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

**Meeting Date:**           **October 11, 2016**  
**Item No.:**               **4**  
**Department:**           **Board of Supervisors**  
**Staff Contact:**       **W.W. Bartlett**  
**Issue:**                   **Conflict of Interest Act Disclosures**

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**Summary:**     The County Attorney recommends this item be added to the Board agenda as a permanent item, to serve as a monthly reminder of the requirements of the *Virginia State and Local Government Conflict of Interests Act*.

The Chairman will wish to ask if any member has a conflict or disclosure regarding any item pending before the Board of Supervisors. A disclosure form is attached, if needed.

**Attachments:**            Conflict of Interest Disclosure

**Recommendation:**

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



## STATEMENT OF DISCLOSURE

### DECLARATION OF INTEREST

1. Transaction Under Discussion/Consideration: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

2. Nature of Public Official's Personal Interest Affected by the Transaction: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

3. Identify Membership in Business, Profession, Occupation or Group of Members that are Affected by the Transaction: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

4. I do hereby certify and declare that I am able to participate in the above identified transaction fairly, objectively and in the public interest: Yes \_\_\_\_\_ No \_\_\_\_\_

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

### DECLARATION OF ACCURACY

I, the undersigned, certify that all statements in this statement of disclosure are true and correct to the best of my knowledge, are accurate and complete, and include all information required by the *Virginia Conflict of Interest Act*, Title 2.2, Chapter 31, of the *Code of Virginia*.

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

Print Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_





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

**Meeting Date:**           **October 11, 2016**  
**Item No.:**               **5**  
**Department:**           **Board of Supervisors**  
**Staff Contact:**       **W.W. Bartlett**  
**Issue:**                 **Public Participation**

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**Summary:**

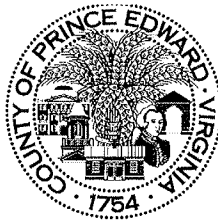
*Public Participation is a time set aside for citizens to share their thoughts, ideas and concerns. An official record is made of each person's contribution tonight and will be directed to the County Administrator for follow-up; any necessary follow-up will be noted and tracked. Follow-up may consist 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:**           Protocol for Public Participation  
                                  Public Participation Tracking Form

**Recommendation:**   None.

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



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

*"The mission of the Board of Supervisors of the County of Prince Edward is to represent all citizens, provide leadership, create vision and set policy to accomplish positive change and planned growth and to provide essential services, enhancing the quality of life and maintaining fiscal responsibility."*

## **PROTOCOL FOR PUBLIC PARTICIPATION**

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

Adopted: 2006

# PUBLIC INPUT TRACKING LOG

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





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

**Meeting Date:** October 11, 2016  
**Item No.:** 6  
**Department:** Board of Supervisors  
**Staff Contact:** W.W. Bartlett  
**Issue:** Board of Supervisors Comments

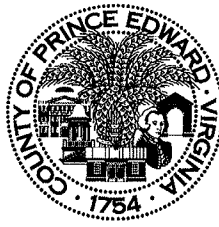
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**Summary:** The Board has set aside ten minutes for Board members to respond to citizen input from Public Participation.

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

**Recommendation:** None.

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



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

*"The mission of the Board of Supervisors of the County of Prince Edward is to represent all citizens, provide leadership, create vision and set policy to accomplish positive change and planned growth and to provide essential services, enhancing the quality of life and maintaining fiscal responsibility."*

**PROTOCOL FOR BOARD OF SUPERVISORS COMMENTS**

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

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



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

**Meeting Date:**        **October 11, 2016**  
**Item No.:**            **7-a**  
**Department:**        **Treasurer**  
**Staff Contact:**      **Donna Nunnally**  
**Issue:**                **Treasurer's Report**

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**Summary:**        The August 2016 Treasurer's Report is attached.

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

**Recommendation:**

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

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

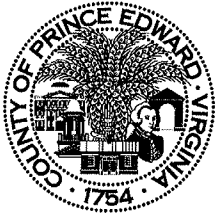
| <b>Name of Bank</b>            | <b>Bank Balance</b> |  | <b>Available Balance</b> |
|--------------------------------|---------------------|--|--------------------------|
| Benchmark Pooled Fund Account  | \$ 5,493,232.02     |  | \$ 5,493,232.02          |
| Wells Fargo Social Services    | \$ 91,646.14        |  | \$ 91,646.14             |
| Benchmark School Fund          | \$ 433,377.93       |  | \$ 433,377.93            |
| Benchmark Food Service         | \$ 363,398.33       |  | \$ 363,398.33            |
|                                |                     |  | \$ 6,381,654.42          |
| <b>Certificate of Deposits</b> |                     |  |                          |
| Benchmark                      |                     |  | \$ 357,397.98            |
| Citizens Bank Recreation       |                     |  | \$ 16,518.43             |
| Farmers Bank                   |                     |  | \$ 434,112.82            |
| <b>TOTAL</b>                   |                     |  | \$ 808,029.23            |
|                                |                     |  |                          |
|                                |                     |  |                          |
| <b>GRAND TOTAL</b>             |                     |  | \$ 7,189,683.65          |



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

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





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

**Meeting Date:**           **October 11, 2016**  
**Item No.:**               **7-b**  
**Department:**           **County Administration**  
**Staff Contact:**       **Karin Everhart**  
**Issue:**                   **Approval of Minutes**

---

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

**Attachments:**       September 13, 2016 @ 6:00 p.m.  
                              September 13, 2016 @ 7:00 p.m.  
                              September 16, 2016 @6:00 p.m.

**Recommendation:**   Approval.

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

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

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

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

September 13, 2016

At the regular meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 13<sup>th</sup> day of September, 2016, at 6:30 p.m., there were present:

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

Also present: Wade Bartlett, County Administrator; Dr. Barbara Johnson, Prince Edward County Schools Superintendent; Sheriff Reed; and Major David Wilmoth.

Chairman Simpson called the meeting to order.

In Re: Closed Session

Supervisor Townsend made a motion, seconded by Supervisor Timmons, that the Board convene in Closed Session for a briefing by the Sheriff on the planning for the Vice Presidential Debate at Longwood University, pursuant to the exemption provided for in Section 2.2-3711(A)(19) of the *Code of Virginia*; the motion carried:

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

Supervisor Jones entered the meeting during Closed Session.

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

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

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

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

On motion of Supervisor Gray, seconded by Supervisor Cooper-Jones, and adopted by the following 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 meeting was adjourned at 6:51 p.m.

DRAFT

September 13, 2016

At the regular meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 13<sup>th</sup> day of September, 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; and James R. Ennis, County Attorney.

Chairman Simpson called the meeting to order. Reverend Earl Wallace offered the invocation and led the Pledge of Allegiance.

In Re: Public Participation

**Sarah Maddox**, Piedmont Area Veterans Council and Community Resources, requested a temporary space to meet with the Veterans in order to assist them with filling the gaps in services for a period of six months, meeting one day a month. She stated that just last month, she was able to collect over \$400,000 in benefits for residents. She stated the pro bono service coordinates benefits for Veterans; currently she is meeting 40 to 60 per month, meeting with them at restaurants and other public spaces. Ms. Maddox stated if someone comes in for services, she can refer them to agencies that have resources for non-Veterans. She said the information is personal and these interviews need to be conducted in a private space. Ms. Maddox added the heaviest Veteran population is in Prince Edward County. She added she is seeking a permanent space to hold the interviews and only needs space temporarily.

Following discussion, Supervisor Jones made a motion, seconded by Supervisor Timmons, to provide space at the Worsham Clerk's office one day a week, for a period of six months at which time an evaluation will be held; the motion carried unanimously:

|      |                        |           |
|------|------------------------|-----------|
| 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           |           |

**Kenneth Jackson**, Lockett District, thanked the Board for the State of the County that is upcoming in the agenda and for the information received, but has more questions regarding the 2017 budget. He questioned the amount being paid for water and sewer and remarked that he didn't realize that almost 60% of our money is coming from grants, state and federal funding. He then commented on the job market and the need for living-wage jobs in the county and stated there is a need for trade schools in the area.

**Bemeché Hicks**, Lockett District, questioned the amount of real estate tax given to the schools and requested clarification on the difference in numbers presented by the County budget and the documents from the Schools. He stated the General Property Tax was \$12,093,765 on the budget and the School Budget presented Local Funds of \$7,000,753.94; this shows a five million dollar shortage.

Mr. Bartlett explained that the General Property tax is made up of the Real Estate, Personal Property tax, Machinery and Tools, Merchant's Capital, Public Service Corporation Tax. The Real Estate taxes are only about \$7.5 million; all the rest of those make up the other amount. Mr. Bartlett stated all those are local taxes, without the Communications tax, the Consumer Utility Tax, Local Sales Tax; that is already half of our budget. So the remark that we get 60% from State and grants, that isn't correct.

Mr. Hicks then stated there was a repair budget of \$75,000 for the schools but there is a \$1.5 million renovation project. He asked if that was in the budget for this year.

Mr. Bartlett stated that is a capitalized item; it is not in the budget as an expense. It is expensed each year as it is depreciated. He said the actual amount provided for education is over \$8 million; all the local revenue goes into the General Fund. The Real Estate Tax collected is approximately \$7.5 million, and



the County provides \$8.3 million to the Schools, which is more than just the Real Estate Taxes and that is why it is labeled “Local Funds.”

Mr. Hicks then stated of the \$51,192,000 budget and subtracted \$21 million for the General Fund, the County is depending on the State and Federal government of \$29,777,790.

Mr. Bartlett stated that is the total budget, which includes the Schools, Landfill Construction Fund and several other funds; he said much of that is reported twice. The Real Estate Revenue is reported in the General Fund and in the School Fund. A greater amount of State and Federal dollars are used for the School system than the regular County budget. The County’s composite Index is approximately 30% which means the County provides about 30% of the cost of the Schools, and the rest comes from the State, and the Federal funding which is a very small amount. Every locality in the state has its own Composite Index based on the County’s ability to pay. The vast majority of State funding the County receives for the General Fund goes to support the Constitutional Officers.

**Jennifer Cox**, Longwood University Director of Local Community Relations, reported on the items and upcoming events coming up surrounding the Vice-Presidential debate over the next three weeks. She invited the Board to the “Rock the Block” event, and thanked Mr. Bartlett and Mrs. Puckett for their cooperation and assistance.

**Theresa Clark**, Professor and Chair of Social Work & Communication Sciences, introduced her class; the students are learning about social policy development and bodies that are making policies.

In Re: Board of Supervisors Comments

Supervisor Gray, Supervisor Pride, Chairman Simpson, Supervisor Townsend and Supervisor Cooper-Jones thanked all for attending and for bringing the Longwood University students.

Supervisor Wilck offered to assist with looking at the applications received for the Economic Development position.

Mr. Bartlett stated that on August 7, 2015, he sent out a copy of a response to a request from Taikein Cooper. This email contained three attachments, two of which were Attorney General’s opinions from 1998-009, December 16, 1998, and 1999-061 dated May 18, 2000; all Attorney General opinions state the governing body is only authorized to look at personnel files that they control. He said there was a Freedom

of Information opinion which is not on the email, an Advisory Opinion covering the same issue that was dated February 14, 2003, which states the employee applications have all been found to be personnel records.

Mr. Jim Ennis, County Attorney, stated the County Administrator’s contract states specifically that the Board employs the County Administrator; all other employees of the county work for the County Administrator. He added that historically, personnel records have not been available to individual Board members because those positions are hired and potentially subject to being fired by the County Administrator, not the Board. Some discussion followed.

In Re: Consent Agenda

Supervisor Timmons clarified the fund balances on the Treasurer’s Reports from 2015 to 2016; he stated the reduction in the fund balances represent the payment to cover the shortfall due to the landfill cell and the roof project.

On motion of Supervisor Timmons, seconded by Supervisor Wilck, 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 July 2016; the minutes of the meeting held August 9, 2016; Accounts and Claims; Salaries; and appropriations as follows:

| FY 2017 Budget Amendment |      |       |        |                                    |          |          |
|--------------------------|------|-------|--------|------------------------------------|----------|----------|
| REV/EXP                  | FUND | DEPT  | OBJECT | DESCRIPTION                        | DEBIT    | CREDIT   |
| 3 (Rev)                  | 105  | 41050 | 0105   | Forfeited Asset Fund Balance       |          | \$ 5,000 |
| 4 (Exp)                  | 105  | 31700 | 6010   | Forfeited Assets – Police Supplies | \$ 5,000 |          |

**Prince Edward Treasurer's Report - July 2016**

| <b>Name of Bank</b>            | <b>Bank Balance</b> | <b>Available Balance</b> |
|--------------------------------|---------------------|--------------------------|
| Benchmark Pooled Fund Account  |                     | 5,547,351.20             |
| Wells Fargo Social Services    |                     | 121,924.86               |
| Benchmark School Fund          |                     | 894,137.99               |
| Benchmark Food Service         |                     | 445,307.21               |
| <b>TOTAL</b>                   |                     | <b>7,008,721.26</b>      |
| <b>Certificates of Deposit</b> |                     |                          |
| Benchmark                      |                     | 357,397.98               |
| Citizens Bank Recreation       |                     | 16,518.43                |
| Farmers Bank                   |                     | 434,112.82               |
| <b>TOTAL</b>                   |                     | <b>808,029.23</b>        |
| <b>GRAND TOTAL</b>             |                     | <b>7,816,750.49</b>      |

**BOARD OF SUPERVISORS**

|                     |                     |        |        |
|---------------------|---------------------|--------|--------|
| Farmville Newsmedia | Advertising         |        | 261.39 |
| VACORP              | Liability insurance |        | 300.00 |
| Howard F. Simpson   | Mileage             |        | 515.16 |
| Business Card       | Meals               | 105.85 |        |
|                     | Water & sodas       | 49.09  |        |
|                     | Training            | 350.00 | 504.94 |

**COUNTY ADMINISTRATOR**

|                                |                      |  |        |
|--------------------------------|----------------------|--|--------|
| VACORP                         | Workers compensation |  | 55.75  |
| Business Card                  | UPS                  |  | 6.20   |
| US Cellular                    | Phone                |  | 138.48 |
| Matthew Bender & Company, Inc. | Code Anno Citator    |  | 92.08  |

**LEGAL SERVICES**

|        |                      |  |      |
|--------|----------------------|--|------|
| VACORP | Workers compensation |  | 6.50 |
|--------|----------------------|--|------|

**COMMISSIONER OF REVENUE**

|                         |                         |  |          |
|-------------------------|-------------------------|--|----------|
| VACORP                  | Workers compensation    |  | 32.25    |
| Treasurer of Virginia   | Online service          |  | 74.20    |
| Wampler-Eanes Appraisal | Assess new construction |  | 6,050.00 |

|                                 |                      | <u>TREASURER</u> |          |
|---------------------------------|----------------------|------------------|----------|
| VACORP                          | Workers compensation |                  | 31.50    |
| TotalFunds by Hasler            | Postage              |                  | 1,000.00 |
| Benchmark Community Bank        | Payflow / Paypal     |                  | 1.40     |
| Treasurer of Virginia           | Online service       |                  | 74.21    |
| Donna Nunnally                  | Gas                  | 30.00            |          |
|                                 | Lodging              | 489.52           |          |
|                                 | Meals                | 152.60           | 672.12   |
| Business Data of Virginia, Inc. | Norton updates       |                  | 179.70   |
| STEPS, Inc.                     | Shredding service    |                  | 35.00    |
| Bank of America                 | Analysis charge      |                  | 35.49    |
| Southern Copier Sales & Service | Copier               |                  | 5,295.00 |

|                                 |                          | <u>INFORMATION TECHNOLOGY</u> |          |
|---------------------------------|--------------------------|-------------------------------|----------|
| Business Data of Virginia, Inc. | Contract agreement       | 3,900.00                      |          |
|                                 | Travel expenses          | 875.00                        | 4,775.00 |
| ComputerPlus Sales / Service    | Printer service contract |                               | 79.00    |

|                   |                     | <u>ELECTORAL BOARD AND OFFICIALS</u> |        |
|-------------------|---------------------|--------------------------------------|--------|
| Key Office Supply | Chairs / hole punch |                                      | 503.46 |

|                |                      | <u>REGISTRAR</u> |        |
|----------------|----------------------|------------------|--------|
| VACORP         | Workers compensation |                  | 10.25  |
| Tina Aubin     | Mileage              | 113.40           |        |
|                | Meals                | 13.26            | 126.66 |
| Lynette Wright | Mileage              | 46.44            |        |
|                | Lodging              | 210.74           |        |
|                | Meals                | 64.66            | 321.84 |

|                                |                      | <u>CIRCUIT COURT</u> |       |
|--------------------------------|----------------------|----------------------|-------|
| VACORP                         | Workers compensation |                      | 5.00  |
| Matthew Bender & Company, Inc. | Case finder supp     |                      | 96.08 |

|                   |                   | <u>GENERAL DISTRICT COURT</u> |       |
|-------------------|-------------------|-------------------------------|-------|
| US Cellular       | Phone             |                               | 24.21 |
| Key Office Supply | Ink cartridge     |                               | 93.56 |
| STEPS, Inc.       | Shredding service |                               | 35.00 |

|                      |                      | <u>CLERK OF THE CIRCUIT COURT</u> |        |
|----------------------|----------------------|-----------------------------------|--------|
| VACORP               | Workers compensation |                                   | 53.25  |
| CenturyLink          | Phone                |                                   | 45.52  |
| Machelle J. Eppes    | Mileage              | 72.90                             |        |
|                      | Lodging              | 302.52                            | 375.42 |
| Gene R. Abel         | Juror                |                                   | 60.00  |
| Susan P. Anderson    | Juror                |                                   | 60.00  |
| Victoria B. Bailey   | Juror                |                                   | 30.00  |
| Larry D. Boyd        | Juror                |                                   | 60.00  |
| Monica J. Brown-Peck | Juror                |                                   | 30.00  |
| John E. Burger       | Juror                |                                   | 60.00  |

|                          |                |        |        |
|--------------------------|----------------|--------|--------|
| Debra A. Campbell        | Juror          |        | 60.00  |
| Patricia G. Cave         | Juror          |        | 30.00  |
| Lucinda S. Davis         | Juror          |        | 60.00  |
| Peggy E. Dunn            | Juror          |        | 60.00  |
| Lynn E. Eanes, Jr.       | Juror          |        | 30.00  |
| John E. Burger           | Juror          |        | 30.00  |
| Philip Frietas           | Juror          |        | 30.00  |
| Paula J. Hornstein       | Juror          |        | 60.00  |
| Ladesha A. Hughes        | Juror          |        | 60.00  |
| Joe P. Irving, Jr.       | Juror          |        | 30.00  |
| Timothy M. Jenkins       | Juror          |        | 60.00  |
| Michael P. Kendall       | Juror          |        | 60.00  |
| Jordan E. Lamon          | Juror          |        | 60.00  |
| Cynthia B. Lee           | Juror          |        | 60.00  |
| Linda R. Lewis           | Juror          |        | 60.00  |
| Savannah L. McIntosh     | Juror          |        | 60.00  |
| Fareed S. Muhammad       | Juror          |        | 60.00  |
| Jessica L. Nachtigal     | Juror          |        | 30.00  |
| Lee J. Owens             | Juror          |        | 60.00  |
| Vicky S. Page            | Juror          |        | 30.00  |
| Bonita C. Redd           | Juror          |        | 30.00  |
| Ronald D. Schneider      | Juror          |        | 60.00  |
| Shirley S. Spencer       | Juror          |        | 60.00  |
| Sherri L. Stoches-Marken | Juror          |        | 30.00  |
| Christopher L. Swanson   | Juror          |        | 60.00  |
| Rodney J. Vance          | Juror          |        | 60.00  |
| Rosa M. Vaughan          | Juror          |        | 60.00  |
| John W. Williams         | Juror          |        | 30.00  |
| Melissa O. Booker        | Juror          |        | 30.00  |
| Thomas O. Booth          | Juror          |        | 30.00  |
| Anita M. Bozelli         | Juror          |        | 30.00  |
| David A. Clifford        | Juror          |        | 30.00  |
| Roberta P. Cole          | Juror          |        | 30.00  |
| Sherby E. Lee            | Juror          |        | 30.00  |
| Catherine J. Noraas      | Juror          |        | 30.00  |
| Kathryn W. Schuler       | Juror          |        | 30.00  |
| Norman D. Tinsley        | Juror          |        | 30.00  |
| Key Office Supply        | Thermal rolls  | 6.00   |        |
|                          | Ink cartridges | 277.98 |        |
|                          | Stamp          | 24.99  | 308.97 |

LAW LIBRARY

|                                |                      |  |        |
|--------------------------------|----------------------|--|--------|
| AT&T                           | Phone                |  | 43.04  |
| Relx Inc., DBA LexisNexis      | Monthly subscription |  | 268.00 |
| Matthew Bender & Company, Inc. | Anno citator         |  | 92.08  |

COMMONWEALTH'S ATTORNEY

|                                 |                         |  |        |
|---------------------------------|-------------------------|--|--------|
| VACORP                          | Workers compensation    |  | 63.50  |
| William E. Green                | Mileage                 |  | 179.40 |
| Southern Copier Sales & Service | Copier service contract |  | 300.00 |

|                               |                     |          |          |
|-------------------------------|---------------------|----------|----------|
| Pitney Bowes                  | Postage meter lease |          | 153.00   |
| Wendy Hannah                  | Mileage & tolls     | 136.52   |          |
|                               | Lodging             | 1,042.68 |          |
|                               | Meals               | 199.01   | 1,378.21 |
| George Pisano                 | Lodging             | 940.08   |          |
|                               | Meals               | 39.06    | 979.14   |
| STEPS, Inc.                   | Shredding service   |          | 35.00    |
| Town Police Supply - Richmond | Badges              |          | 208.00   |

VICTIM WITNESS ASSISTANCE PROGRAM

|        |                      |  |      |
|--------|----------------------|--|------|
| VACORP | Workers compensation |  | 7.50 |
|--------|----------------------|--|------|

SHERIFF

|                                   |                          |        |          |
|-----------------------------------|--------------------------|--------|----------|
| VACORP                            | Workers compensation     |        | 4,357.50 |
| Medtox Laboratories, Inc.         | Drug testing             |        | 50.00    |
| B & G Automotive                  | Repair A/C               |        | 197.62   |
| Express Care                      | Oil                      | 4.98   |          |
|                                   | Oil changes              | 714.30 | 719.28   |
| Third Street Wrecker Service      | Windshield repair        |        | 45.00    |
| Business Card                     | Postage                  | 16.80  |          |
|                                   | Storage containers       | 59.99  | 76.79    |
| Treasurer of Virginia             | VCIN                     |        | 50.91    |
| Kinex Networking Solutions        | Remote data backup       |        | 19.95    |
| CenturyLink                       | Phone                    | 10.36  |          |
|                                   | VCIN                     | 7.97   | 18.33    |
| US Cellular                       | Phone                    |        | 771.87   |
| Robert Goldman                    | Meals                    |        | 17.67    |
| Farmville Printing                | Policy book inserts      |        | 123.40   |
| Diamond Springs Water, Inc.       | Water & equipment rental |        | 80.45    |
| Farmville Printing                | Log sheets               |        | 82.20    |
| Key Office Supply                 | Ink cartridges           | 35.98  |          |
|                                   | File cabinet             | 149.00 | 184.98   |
| Southside Electric Cooperative    | Virso Rec Center         |        | 9.47     |
| Sirchie Finger Print Labs         | Evidence bags            |        | 157.70   |
| Southern Police Equipment Company | Uniform star             | 14.49  |          |
|                                   | Belt                     | 29.49  | 43.98    |
| Town Police Supply - Richmond     | Bullet-proof vests       |        | 1,130.00 |

SHERIFF - COURTS

|        |                      |  |          |
|--------|----------------------|--|----------|
| VACORP | Workers compensation |  | 1,157.00 |
|--------|----------------------|--|----------|

FARMVILLE VOLUNTEER FIRE DEPARTMENT

|                                     |                        |           |           |
|-------------------------------------|------------------------|-----------|-----------|
| Elecom, Inc.                        | Batteries / belt clip  | 127.00    |           |
|                                     | Radio repair           | 135.00    | 262.00    |
| Farmville Volunteer Fire Department | Truck payment          | 34,604.77 |           |
|                                     | Workers comp insurance | 10,710.00 | 45,314.77 |
| Fire Protection Equipment Company   | Flow test              |           | 1,975.55  |
| Key Office Supply                   | Labels                 |           | 46.77     |
| Creative Monogramming               | Shirt                  |           | 26.00     |
| Safeware, Inc.                      | Coveralls              |           | 442.33    |

|                                 |          |  |       |
|---------------------------------|----------|--|-------|
| Taylor-Forbes Equipment Company | Motormix |  | 62.00 |
|---------------------------------|----------|--|-------|

RICE VOLUNTEER FIRE DEPARTMENT

|                         |                  |  |        |
|-------------------------|------------------|--|--------|
| John Deere Financial    | Diesel           |  | 87.92  |
| Dominion Virginia Power | Electric service |  | 479.77 |

PROSPECT VOLUNTEER FIRE DEPARTMENT

|                                     |              |  |           |
|-------------------------------------|--------------|--|-----------|
| Prince Edward County Public Schools | Diesel       |  | 185.84    |
| Prince Edward County Treasurer      | Loan payment |  | 39,549.66 |

DARLINGTON HEIGHTS VOLUNTEER FIRE DEPARTMENT

|   |                          |  |           |
|---|--------------------------|--|-----------|
| Cyrus Pest Control Company              | Exterminating service    |  | 45.00     |
| Darlington Heights Volunteer Fire Dept. | Strip / buff / wax floor |  | 750.00    |
| East End Motor Company, Inc.            | Inspect / rotate tires   |  | 39.00     |
| Southside Electric Cooperative          | Electric service         |  | 456.56    |
| Prince Edward County Treasurer          | Loan payment             |  | 25,826.58 |

MEHERRIN VOLUNTEER FIRE DEPARTMENT

|                          |                          |        |        |
|--------------------------|--------------------------|--------|--------|
| Commtronics of Virginia  | Repair lightbar - tanker | 425.00 |        |
|                          | Repair lightbar - squad  | 305.00 | 730.00 |
| Parker Oil Company, Inc. | Diesel                   |        | 505.98 |
| Verizon                  | Phone                    |        | 185.38 |
| Dominion Virginia Power  | Electric service         |        | 609.73 |

EMERGENCY SERVICES

|              |                  |  |        |
|--------------|------------------|--|--------|
| Korman Signs | Signs & hardware |  | 278.70 |
|--------------|------------------|--|--------|

REGIONAL JAIL & DETENTION

|  |                       |  |          |
|--|-----------------------|--|----------|
| Irongate Boundary Management                   | Electronic monitoring |  | 2,767.50 |
| Piedmont Regional<br>Juvenile Detention Center | Juvenile detention    |  | 5,700.00 |

BUILDING OFFICIAL

|                         |                      |       |        |
|-------------------------|----------------------|-------|--------|
| VACORP                  | Workers compensation |       | 206.50 |
| East End Chevron        | Oil change           |       | 33.40  |
| US Cellular             | Phone                |       | 30.21  |
| Coy Leatherwood         | Meal                 | 8.58  |        |
|                         | Meeting registration | 15.00 | 23.58  |
| Farmville Printing      | Labels               |       | 77.40  |
| Fisher Auto Parts, Inc. | Battery              |       | 119.94 |

ANIMAL CONTROL

|                              |                      |        |          |
|------------------------------|----------------------|--------|----------|
| VACORP                       | Workers compensation |        | 171.25   |
| East End Motor Company, Inc. | Rack & pinion        |        | 1,287.77 |
| Dominion Virginia Power      | Electric service     |        | 156.13   |
| CenturyLink                  | Phone                |        | 118.75   |
| US Cellular                  | Phone                |        | 78.42    |
| Ridge Animal Hospital        | Euthanasia           |        | 114.30   |
| Walmart Community/RFCSLLC    | Dog food             | 159.84 |          |
|                              | Gloves / soap        | 22.45  | 182.29   |

REFUSE DISPOSAL

|                                     |                                 |          |           |
|-------------------------------------|---------------------------------|----------|-----------|
| VACORP                              | Workers compensation            |          | 2,311.75  |
| Resource International              | Misc. work tasks                | 983.75   |           |
|                                     | Storm water compliance          | 929.00   |           |
|                                     | Groundwater monitoring          | 3,015.25 | 4,928.00  |
| Cavalier Hose & Fittings            | Fittings                        |          | 48.96     |
| Grainger                            | Coupler / valve / adaptor       |          | 142.38    |
| Lowe's                              | Bolts                           | 4.16     |           |
|                                     | Tool bag / pliers / screwdriver | 53.35    | 57.51     |
| Mid-Atlantic Irrigation             | Pump primer                     |          | 81.69     |
| NAPA of Farmville                   | Bulb / backup alarm             | 125.35   |           |
|                                     | Grease gun / nuts / screws      | 30.79    |           |
|                                     | DEF                             | 39.96    | 196.10    |
| Business Card                       | Compactor motor / pump          | 2,379.64 |           |
|                                     | Compactor parts                 | 650.00   | 3,029.64  |
| East End Motor Company, Inc.        | Inspection                      | 51.00    |           |
|                                     | Re-inspect                      | 1.00     |           |
|                                     | Tires                           | 811.75   |           |
|                                     | Recap                           | 285.50   | 1,149.25  |
| James P. Childress, Jr.             | Hydraulic hose                  | 352.35   |           |
|                                     | Truck maintenance               | 1,157.80 | 1,510.15  |
| Llweelwyn Metal Works, Inc.         | Repaired tarp bar               |          | 292.00    |
| Rod & Staff, LLC                    | Make / install bumper           |          | 988.23    |
| Republic Services #974              | Trash collection                |          | 411.94    |
| Wright's Excavating, LLC            | Landfill operation              |          | 48,093.75 |
| Emanuel Tire of Virginia            | Tire recycling                  |          | 615.60    |
| STEPS, Inc.                         | Recycling fee                   |          | 4,384.12  |
| Southside Electric Cooperative      | DH site                         | 46.19    |           |
|                                     | Virso site                      | 68.79    | 114.98    |
| Dominion Virginia Power             | Rice site                       | 42.51    |           |
|                                     | Cell C pump station             | 38.34    |           |
|                                     | Green Bay site                  | 57.47    |           |
|                                     | Leachate pump                   | 323.25   |           |
|                                     | Worsham site                    | 41.33    |           |
|                                     | Prospect site                   | 49.48    |           |
|                                     | Scalehouse                      | 63.36    |           |
|                                     | Landfill site                   | 35.06    | 650.80    |
| CenturyLink                         | Phone                           |          | 300.63    |
| US Cellular                         | Phone                           |          | 24.21     |
| O. O. Stiff, Inc.                   | Monthly service                 |          | 702.50    |
| Prince Edward County Public Schools | Diesel                          |          | 1,544.29  |

GENERAL PROPERTIES

|                                |                             |  |        |
|--------------------------------|-----------------------------|--|--------|
| VACORP                         | Workers compensation        |  | 817.50 |
| Dodson Brothers Exterminating  | Pest control                |  | 237.00 |
| Dodson Pest Control            | Annual fee - SCOPE building |  | 108.00 |
| Hudson-Payne Electronics       | Fire alarm service          |  | 382.00 |
| East End Chevron               | Oil                         |  | 12.00  |
| Southside Electric Cooperative | SRR lights                  |  | 30.02  |



|  |                                   |           |           |
|--|-----------------------------------|-----------|-----------|
| Dominion Virginia Power                | Roy Clark monument                | 11.03     |           |
|  | SCOPE Building                    | 212.86    |           |
|  | Courthouse                        | 13,041.42 |           |
|  | Sheriff Department shed           | 6.59      |           |
|  | Worsham Clerk office              | 87.19     |           |
|  | Lights at Rice                    | 110.91    |           |
|  | Ag building                       | 1,287.07  |           |
|  | Shop                              | 20.82     | 14,777.89 |
| Town of Farmville                      | Water & sewer                     |           | 158.45    |
| AT&T                                   | Phone                             |           | 43.03     |
| CenturyLink                            | Phone                             |           | 140.48    |
| US Cellular                            | Phone                             |           | 123.88    |
| O. O. Stiff, Inc.                      | Monthly service                   |           | 100.00    |
| Diamond Paper Company                  | Trash bags / towels               |           | 744.70    |
| Unifirst Corporation                   | Janitorial supplies               |           | 41.55     |
| Business Card                          | Manlift                           | 500.00    |           |
|  | Chair casters                     | 59.00     |           |
|  | Tire                              | 106.62    | 665.62    |
| East End Chevron                       | Ice                               |           | 8.40      |
| Farmer's Daughters                     | Gravel                            |           | 60.00     |
| Lowe's                                 | Earplugs                          | 14.19     |           |
|  | Roundup / rope / pin / wheel      | 78.73     | 92.92     |
| NAPA of Farmville                      | Sealant                           | 7.69      |           |
|  | Def                               | 19.98     | 27.67     |
| Cintas Corporation #524                | Uniform rental                    |           | 384.40    |
| Prince Edward County Public Schools    | Diesel                            |           | 1,826.28  |
| Baldwin's Small Engine                 | Repair oil leak - mower           | 55.00     |           |
|  | Install mower blades              | 10.00     | 65.00     |
| Fisher Auto Parts, Inc.                | Oil & filter                      |           | 56.01     |
| Taylor-Forbes Equipment Company        | Oil                               |           | 14.86     |
|  | <u>CANNERY</u>                    |           |           |
| VACORP                                 | Workers compensation              |           | 68.50     |
| Virginia Food Works                    | Contract payment                  |           | 2,916.67  |
| Southside Electric Cooperative         | Electric service                  |           | 415.10    |
| Ellington Energy Service               | Fuel oil                          |           | 676.00    |
| CenturyLink                            | Phone                             |           | 246.59    |
| Diamond Paper Company                  | Detergent & gloves                |           | 138.64    |
| Hanna Instruments                      | PH electrode                      |           | 127.00    |
|  | <u>COMPREHENSIVE SERVICES ACT</u> |           |           |
| Accurate Interpretation                | Foster care                       |           | 520.00    |
| Blue Ridge Autism & Achievement Center | Professional service              |           | 6,000.00  |
| Blue Ridge Therapy Associates          | Professional service              |           | 280.00    |
| Rescare / Braley & Thompson            | Professional service              |           | 8,981.00  |
| Centra Health                          | Professional service              |           | 6,385.00  |
| Family & Community Support             | Professional service              |           | 2,227.50  |
| Grafton School, Inc.                   | Professional service              |           | 25,756.00 |
| Harbor Point Behavioral                | Professional service              |           | 3,515.00  |
| Ifetayo Imanchinello                   | Foster care                       |           | 2,127.00  |

|                            |                      |          |          |
|----------------------------|----------------------|----------|----------|
| Intercept Youth Services   | Professional service |          | 4,248.55 |
| Keystone Newport News, LLC | Professional service |          | 3,700.00 |
| Ashley Long                | Foster care          | 3,608.00 |          |
|                            | Professional service | 520.73   | 4,128.73 |
| Mountain Youth             | Professional service |          | 2,500.00 |

OTHER WELFARE / SOCIAL SERVICES

|                                 |                      |  |          |
|---------------------------------|----------------------|--|----------|
| Longwood Center for Visual Arts | Arts challenge grant |  | 2,000.00 |
|---------------------------------|----------------------|--|----------|

SUPERVISION OF PARKS & RECREATION

|                                |                     |  |           |
|--------------------------------|---------------------|--|-----------|
| Southside Virginia Family YMCA | 16-17 Local support |  | 16,000.00 |
|--------------------------------|---------------------|--|-----------|

PLANNING

|                           |                      |        |        |
|---------------------------|----------------------|--------|--------|
| VACORP                    | Workers compensation |        | 361.25 |
| Donald B. Gilliam         | Commission meeting   | 100.00 |        |
|                           | Mileage              | 21.60  | 121.60 |
| Preston Hunt              | Commission meeting   | 100.00 |        |
|                           | Mileage              | 21.60  | 121.60 |
| Clifford Jack Leatherwood | Commission meeting   |        | 100.00 |
| Robert Christopher Mason  | Commission meeting   | 100.00 |        |
|                           | Mileage              | 9.72   | 109.72 |
| John W. Peery, Jr.        | Commission meeting   | 100.00 |        |
|                           | Mileage              | 1.62   | 101.62 |
| John C. Prengaman         | Commission meeting   | 100.00 |        |
|                           | Mileage              | 5.40   | 105.40 |
| John F. Townsend, III     | Commission meeting   | 100.00 |        |
|                           | Mileage              | 8.10   | 108.10 |
| Brett Von Cannon Watson   | Commission meeting   |        | 100.00 |
| Farmville Newsmedia       | Advertising          |        | 87.13  |
| US Cellular               | Phone                |        | 55.72  |

ECONOMIC DEVELOPMENT

|                     |                      |  |       |
|---------------------|----------------------|--|-------|
| VACORP              | Workers compensation |  | 6.50  |
| Farmville Newsmedia | Advertising          |  | 79.44 |
| VML                 | Advertising          |  | 25.00 |
| Key Office Supply   | Ink cartridge        |  | 19.98 |

TOURISM

|                         |                      |  |          |
|-------------------------|----------------------|--|----------|
| VACORP                  | Workers compensation |  | 5.50     |
| Dominion Virginia Power | Electric service     |  | 347.17   |
| Town of Farmville       | Water & sewer        |  | 170.30   |
| Business Card           | UPS                  |  | 12.52    |
| CenturyLink             | Phone                |  | 354.00   |
| Virginia's Retreat      | 16-17 Support        |  | 4,500.00 |

GENERAL EXPENSE

|                         |                        |  |          |
|-------------------------|------------------------|--|----------|
| James River Solutions   | Gas                    |  | 5,088.09 |
| Digital Insurance, Inc. | HRA Administration fee |  | 5,000.00 |

|                                 |  |            |
|---------------------------------|--|------------|
|                                 | <u>CAPITAL PROJECTS</u>                  |            |
| Business Card                   | Shipping Depot plans                     | 231.13     |
|                                 | <u>FORFEITED ASSETS</u>                  |            |
| Piedmont Regional Task Force    | Dues                                     | 2,800.00   |
|                                 | <u>LANDFILL CONSTRUCTION FUND</u>        |            |
| Sargent Corporation             | Cell E construction                      | 275,692.61 |
| Resource International          | Cell E construction                      | 39,946.78  |
|                                 | <u>WATER FUND</u>                        |            |
| Town of Farmville               | Water                                    | 22.73      |
|                                 | <u>SEWER FUND</u>                        |            |
| Dominion Virginia Power         | Sewer pump                               | 44.02      |
|                                 | <u>RETIREMENT BENEFIT FUND</u>           |            |
| Vicki K. Johns                  | Retiree benefit                          | 1,129.00   |
|                                 | <u>PIEDMONT COURT SERVICES FUND</u>      |            |
| VACORP                          | Workers compensation                     | 55.00      |
| Amelia Bulletin Monitor         | Advertising                              | 29.25      |
| Crewe-Burkeville Journal        | Advertising                              | 35.00      |
| Farmville Newsmedia             | Advertising                              | 196.00     |
| News & Record                   | Advertising                              | 60.00      |
| Southside Messenger             | Advertising                              | 24.00      |
| Valley Publishing Corporation   | Advertising                              | 63.00      |
| Womack Publishing Company, Inc. | Advertising                              | 114.30     |
| Dominion Virginia Power         | Electric service                         | 195.46     |
| CenturyLink                     | Phone                                    | 71.23      |
| Lumos Networks                  | Phone                                    | 305.12     |
| Prince Edward County Treasurer  | Fire insurance                           | 75.00      |
| Stacy Ayers                     | Mileage                                  | 155.52     |
| Connie Stimpson                 | Mileage                                  | 16.10      |
| Jessica Harding                 | Mileage                                  | 171.72     |
|                                 | Newspapers                               | 2.00       |
| Renee T. Maxey                  | Mileage                                  | 148.70     |
|                                 | Meal                                     | 9.91       |
| Ashley Nash                     | Mileage                                  | 158.61     |
| Joshua Williams                 | Mileage                                  | 196.02     |
|                                 |  | 100.98     |
|                                 | <u>PCS SUPERVISION FEES EXPENDITURES</u> |            |
| SRP Corporation, LLC            | Rent                                     | 2,500.00   |
|                                 | <u>PCS DRUG TESTING FEES</u>             |            |
| Alere Toxicology Services, Inc. | Drug testing                             | 38.96      |

In Re: Personal Property Tax Relief

Mr. Bartlett stated the Commissioner of Revenue has computed the Personal Property Tax Relief Act (PPTRA) percentage of tax relief from the Commonwealth for 2016 to be 36.5% of assessed value based upon guidelines provided by the State. (Note: the percentage for 2015 was 39%.)

Supervisor Gray made a motion, seconded by Supervisor Timmons, to adopt the PPTRA Resolution for 2016; the motion carried:

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

**PPTRA RESOLUTION FOR 2016  
County of Prince Edward, Virginia**

In accordance with the requirements set forth in VA. CODE ANN. §58.1-3524 C.2. and §58.1-3912 E., as amended by *Chapter 1 of the Acts of Assembly* (2004 Special Session I) and as set forth in *Item 503.E. (Personal Property Tax Relief Program) of Chapter 951 of the 2005 Acts of Assembly*, any qualifying vehicle situated within the County of Prince Edward, Virginia commencing January 1, 2016, shall receive personal property tax relief in the following manner:

- Personal use vehicles with assessed value of \$1,000 or less will be eligible for 36.5% tax relief; and
- Personal use vehicles with assessed value of \$1,001 or more shall receive only 36.5% tax relief on the first \$20,000 in assessed value; and
- All other vehicles which do not meet the definition of “qualifying” (such as business use vehicles, motor homes, etc.) will not be eligible for any form of tax relief under this program; and
- In accordance with *Item 503.D.1. of Chapter 951 of the 2005 Acts of Assembly*, the entitlement to personal property tax relief for qualifying vehicles for tax year 2005 and all prior tax years shall expire on September 1, 2006. Supplemental assessments for tax years 2005 and prior years that are made on or after September 1, 2006 shall be deemed “non-qualifying” for purposes of state tax relief and the local share due from the taxpayer shall represent 100% of the tax assessable.

In Re: Highway Matters

Mr. Scot Shippee, VDOT Resident Engineer, reported mowing continues on the secondary routes and mowing on the primary roadways will begin next week. He said the soft spot on Route 659 has been addressed; normal maintenance such as pothole repair and customer service request continues. Mr. Shippee then stated the design scopes on the three Smart Scale projects for the County; the proposed roundabout at Kingsville has an estimated construction date of Fall of 2020. He announced the turn lanes at the intersection of Route 15 and Route 665 project has a bid date of the Spring of 2021; additionally, the intersection reconstruction at Routes 307 and 460 is also projected to begin in the fall of 2020.

Supervisor Pride thanked Mr. Shippee for attending the Town Hall meeting she held, and presented a report on a study done on Route 604, detailing the issues and accidents over the past five years. She asked that VDOT reevaluate the safety of this road and requested a reduction in the speed limit on behalf of herself and her constituents in the Hampden district.

Supervisor Timmons questioned the ability of the Board to present a “firm request” to have the speed limit reduced to 45 mph; he said there is increased building along the roadway, traffic is picking up and the knoll at the intersection of County Line Road and Abilene Road presents a serious problem. Discussion followed.

Mr. Shippee stated, regarding the knoll, if an allocation is given from Safety & Improvement funds, they may be able to cut the knoll if the funding is enough for state forces to do it. He said part of the Six Year Plan program funding may be able to be used; he will check for that availability. He said based on these reports, the only significant change for Route 604 would be a reconstruction of the geometry of the road. The incidents reported were largely due to weather and driver behavior and not directly related to the statutory 55 mph speed limit. If the speed limit is lowered, it will fall on the County for additional enforcement.

Supervisor Timmons stated the Johnson grass on Darlington Heights Road has grown and is a sight hazard. He reported there are trees covering the road on Route 663 and Route 698; on Route 665 to Route 47, the curve warning sign is in a ditch. He reported the Moton Museum signs on Routes 360 and 460 need work; he thanked Mr. Shippee for sending the crew to remove the tree on Morris Creek Road.

Chairman Simpson reported the 65mph sign on the bypass ramp heading east on Route 460 is down, there is a pile of tree trimmings and bags of trash on the ramp. He added that towards Rice, there are limbs

piled along Route 460. Chairman Simpson then said someone has created a shortcut from the new Granite Falls Boulevard and Zion Hill Road, and have put ruts in the land.

Supervisor Jones thanked Mr. Shippee and the VDOT crew for the shoulder improvement work on Route 630.

Supervisor Townsend commended Mr. Shippee for the shoulder work done on Routes 633 and 634.

In Re: State of the County

Mr. Bartlett presented the State of the County report:

*Good evening,*

*I'd like to take a moment to acknowledge the members of the Prince Edward County Board of Supervisors. The accomplishments I will speak of tonight are due to their actions.*

*Howard Simpson, Chairman of the Board, representing District 101*

*Bobby Jones, Vice-Chair, representing District 201*

*Jerry Townsend, representing Districts 301 & 302*

*Dr. Odessa Pride, representing District 401*

*Bob Timmons, representing Districts 501 & 502*

*Rev. Calvin Gray, representing District 601*

*Jim Wilck, representing District 701*

*Pattie Cooper-Jones, representing District 801*

*Decisions and actions these ladies and gentlemen have taken have directly caused the successes I am about to enumerate. But they would be the first to tell you they are not the only reason Prince Edward County is strong and becoming stronger. They realize our greatest accomplishments are realized when we all work together. I will touch more on that later.*

*I will start by speaking about some of our latest accomplishments and basic financial reviews. The remainder of the time will be focused on the future. Past accomplishments are noteworthy and help secure the future by delivering dividends in the future but these accomplishments are historical and rooted in the past. It is the future that is the most important and provides us the opportunity to improve the lives of the citizens of Prince Edward County.*

*Over the last year there have been improvements in our infrastructure. In partnership with the School Board, the Board of Supervisors approved a \$5.1M school renovation project. The project replaced leaking roofs, improved security for our children, reduced energy and operating costs and improved the learning environment for our students and the working environment for faculty and staff. The annual guaranteed energy savings achieved through these renovations will pay for much of the cost of the project, while reduced debt payments will fund the remainder. The end result is a project that will result in a better learning environment and prolong the life of existing facilities while not increasing the annual debt service.*

*Another infrastructure improvement, while not costly, will significantly increase the safety of our citizens and our law enforcement personnel. As of today, the Prince Edward County Sheriff's Office is benefitting from a significantly enhanced public safety communications system. This was accomplished through a collaborative effort between the Board of Supervisors, the Sheriff's Office,*

*and the Virginia State Police. This enhancement eliminates most of our communication dead zones that impacted the Sheriff's office. The Board's efforts on public safety communications continue with a pending grant application for a western tower that could also be of benefit to our volunteer fire and EMS agencies.*

*Due to the actions of the Sheriff's office, the Commonwealth Attorney, and increased community policing the citizens of Prince Edward are safer. The number of offenses reported in 2016 is approximately 40% less than in 2015.*

*Prior Boards worked hard to place Prince Edward on firm financial footing. At the end of FY15 the County had over \$10M in reserve. The sudden shock of the regional jail adding a new expense of over \$1.1M to our annual budget created a temporary hurdle. At the same time the sale of a local trash collection company to an out of County firm caused a loss of \$230,000 in landfill revenue. In a budget our size this is a large jolt. To try to plug that hole by only increasing revenues would have required an increase in the real estate tax rate of at least nine cents.*

*When several people are responsible for making a decision there are bound to be different ideas on how the final decision should be shaped. The Board had to make hard choices, to solve this budget challenge. The Board did not panic, but instead gathered themselves by creating a finance committee and working the last two years to adjust operating expenses while maintaining service levels and maintaining funding to the public schools. The Board worked together, members made compromises on many issues and solved the challenge. During last year's budget process the board solved about a third of the challenge. Entering the current fiscal year (FY17) the budget shortfall had been reduced to about \$1M. In FY16 the Board used approximately \$1M from the reserve to balance the budget. During the FY17 budget process the Board once again made hard choices and balanced the budget without the use of any reserves.*

*The Board also approved other capital expenditures that will serve the County's citizens for years to come. They approved the construction of a new cell at the landfill which should serve our citizens for the next 7 or 8 years. The cost of this project was slightly more than \$1.4M and was paid from reserves contained in the Landfill Construction Fund. The Board has had the vision to anticipate expenses associated with the landfill and has built cash reserves to allow the costs to be paid without the use of debt. The Board also approved contracts concerning the Courthouse roof. The contracts called for the replacement of the sloped roofs with metal and the repair and sealing of the existing flat roofs which will extend their life by at least 20 years. The cost of this project was almost \$262,000.*

*The use of the reserve to balance the FY16 budget and the capital projects mentioned above caused the expenditure of approximately \$2.7M of the County's reserve. The audit will be completed later this fall and we will know the exact amount of the FY16 ending fund balance but I estimate it will be in the neighborhood of \$7.5 M. This is enough to provide the cash we need until the real estate and personal property tax bills are delivered and provide a reserve for any emergencies. Financially, the County is strong with one of the lowest tax rates in the Commonwealth. The ranking of Farmville as the second most tax-friendly community in Virginia for retirees by SmartAsset.com validates that statement.*

*The future of the County is bright. It is bright because your Board is made up of responsible leaders, leaders focused on putting people over politics. Leaders who are making difficult choices, embracing and in fact initiating change as they look to the future.*

*The local economy is strong and becoming stronger. In the first eight months of 2015 we had only 1 building permit issued for a commercial activity. For the same period in 2016 that number is 11. Increased commercial activity means more jobs for our citizens. Over the last three years hundreds of new jobs have been created. The list of companies who have opened or expanded is long – Immigration Centers of America, Paris Ceramics, Tri-Boro Rack, Tri-Boro Shelving, Lapp Metals, Nature Chem, Power Secure, Centra, J.R. Tharpe Trucking, Helton House, Luck Stone, W.C.*

*Newman, Adams Construction and several small shops downtown - all either added jobs to existing businesses or announced the opening of a new business creating new jobs. These announcements have helped diversify our economy and have provided jobs that pay a wide spectrum of wages. This growth has not stopped; we are seeing an increase in prospect visits and hope to announce the arrival of new businesses in the near future.*

*The recent announcements of three new hotels mean even greater growth. Once completed these hotels will add about 270 new rooms to the local economy. Assuming an occupancy rate of 75 % and an average local expenditure of only \$200 per nightly room stay, which includes the cost of the room, almost \$15M of new money will churn through the local economy. We are confident this increase in revenue will generate new investment in other retail establishments generating even more jobs and revenue for our local economy.*

*The last few years have been one of tremendous transition for our community. Fully one-half of the Board of Supervisors are in their first term of office, there is a new Director of Planning and Community Development and the office of economic development will have new personnel and a renewed focus. The County has just recently joined the regional economic development organization – the Virginia Growth Alliance (VGA). The VGA is a regional alliance consisting of 10 counties and the City of Emporia. It is working closely with Longwood's Small Business Development Center, the region's community colleges and the workforce development boards that represent the members. It is a collaborative partnership which meshes well with the recently approved strategic vision the Board is developing of which I will speak more of later.*

*This transitional wave has also flowed over other organization in our County. The Prince Edward County Public Schools have a new Chairman and Vice-Chair of the School Board and a new superintendent. Hampden-Sydney College has a new president and Farmville has a new Mayor. The Farmville Downtown Partnership has a new manager and the Chamber of Commerce has a new executive director and the citizens elected a new Commonwealth's Attorney. Finally, Longwood University recently appointed a new president.*

*The new leadership has created a burst of energy. The organizations listed above are taking a renewed look at how they achieve their missions and the impact each has on Prince Edward. Collaboration is thick in the air. There is the realization that all of us are linked together, that we are stronger working as a team. Just one example of this collaboration is the creation of a new website designed to increase tourism. I encourage all of you to go to the new site – [VisitFarmville.com](http://VisitFarmville.com). This website was created as the result of a collaborative effort between the Town of Farmville, Longwood and Prince Edward County. I want to thank Longwood and President Reveley for providing the financing needed to create this site.*

*As described above the Board of Supervisors have tackled and solved many of our most pressing challenges. They have now turned their attention to the future. They have started the process to make Prince Edward County the destination that both people and businesses can call home. They are working to ensure growth and prosperity, what we can do together to become a more vibrant community. They understand we must compete in the 21<sup>st</sup> century economy. We must create the conditions that allow diverse jobs for our youth, with a skilled labor force capable of meeting the needs of business.*

*The Board has started the process of developing a strategic path forward. They have adopted a new vision statement and mission statement and strategic direction and priorities. The Board identified 7 critical target areas or strategic priorities which will become the major focus areas to achieve the Board's vision. The seven strategic priorities are (1) Economic Development, (2) Mobility, (3) Fiscal Responsibility, (4) Cultural Center, (5) Education, (6) Public Safety, and (7) Collaboration. After identifying the 7 critical target areas the Board identified 3-year priorities considered most critical to advancing the vision for each critical target area. The Board has directed staff to create a 3-year strategic work plan to address the Vision and priorities established. You will be hearing more about that plan in the near future.*



*One theme that permeates all of the 7 critical areas is collaboration. The priorities in all 7 critical areas contain the word “collaboration” or a phrase with the same meaning. The Board realizes it is time to work together to move Prince Edward County forward.*

*The Board is looking to the future. They are setting the groundwork which will make the work of future Boards easier. They are tackling the tough questions now, working to ensure future generations have a more economically secure and prosperous community.*

In Re: County Administrator’s Report

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

- County-owned property at the Prince Edward County Landfill;
- County-owned property at the Prince Edward County Industrial Park;
- County-owned land along Granite Falls Boulevard; and
- County-owned property adjoining the Piedmont Regional Jail.

The exception to this posting is for duck hunting at the Sandy River Reservoir, with the exception of Sundays as set forth in the Prince Edward County Ordinance Sec. 82-31 (a)(4).

Supervisor Timmons made a motion, seconded by Supervisor Townsend, to authorize Prince Edward County Animal Control to post county-owned land for no hunting; 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           |           |

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

Supervisor Timmons made a motion, seconded by Supervisor Gray, to approve the Governing Body Resolution; 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

**GOVERNING BODY RESOLUTION**  
**County of Prince Edward, Virginia**

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

*Howard F. Simpson, Chairman or Robert M. Jones, Vice Chair,*

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

*Sarah Elam Puckett, Assistant County Administrator*

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

Mr. Bartlett then reported that in an effort to improve the landscaping of the Courthouse prior to the Vice-Presidential debate, County staff contacted 14 landscaping or brick contractors. Ten stated they could not meet the deadline, two have not responded and two have come to the Courthouse and reviewed the job. Of those two, only one has provided an estimate of the cost. That estimate was much higher than we had hoped.

Mr. Bartlett recommended the County staff (1) power wash the front sidewalk, removing the sand between the existing brick and filling the cracks with polymeric sand; (2) remove the Camille bushes that are dying in the front and replace with a conical shaped holly as recommended by the consultant; (3) trim existing vegetation/bushes, remove weeds and other unwanted vegetation around the entire Courthouse; (4) power wash the front of the Courthouse and finish painting outside trim and clean the atrium glass walls. After the debate, Mr. Bartlett said the brick work will be advertised to allow more time for contractors which should result in more bids being received.

Supervisor Townsend made a motion, seconded by Supervisor Gray, to approve the recommendation of the County Administrator for County staff to perform the necessary improvements to the Courthouse lawn and building and advertise for the brick work after the debate; 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           |           |

Mr. Bartlett then stated the advertisement for the A&E firm ran in the August 28, 2016 edition of the Richmond Times Dispatch. The link to the RFP is on the County's home page. Mr. Bartlett stated he was contacted by several firms and conducted tours of the Courthouse for four firms; there is considerable interest in the project. Mr. Bartlett stated the proposals are to be received by September 30, 2016.

In Re: Property and Community Development Committee Report

Mr. Bartlett stated the County has received requests from the developers of both the TRU hotel and the Hotel WEYANOKE requesting tax incentives for their projects. The Property & Community Development Committee, consisting of Supervisor Timmons (Chair), Townsend and Wilck, met on August 30, 2016 to discuss the request. The Committee unanimously agreed to recommend to the full Board that each project be provided tax rebates of 100% for the first five years on both the real estate and personal property tax. The recommended incentives are merely a rebate of the taxes these investments will pay the County and as such are not a drain on the County's revenues. In fact, over a ten year period, the County will realize over \$550,000 in new revenue from these projects just from the property taxes. Over a ten year period, the County will recoup all of the incentives recommended from the property taxes alone. Additional tax payments will produce even more revenues.

Mr. Bartlett stated the incentive package recommended for the Hotel Weyanoke would be \$69,000 each year for five years. The Hotel Weyanoke project will produce 70 full-time equivalent jobs with an annual payroll of \$1,750,000. Assuming an occupancy rate of 75% with a room rate of \$100 per room, the hotel would generate revenues of \$1,916,250. Assuming the employees of the hotel spend 50% of their wages

locally, the 1% local sales tax they would pay on that spending would generate \$8,750 in local sales tax. The 1% local sales tax applied to the hotel revenues would generate an additional \$19,163 in local sales tax. Combined, this would be \$27,913 in local revenues. Additionally, the School system receives an equivalent amount which would bring the total to almost \$56,000. Factoring in the revenue generated by the two restaurants and the coffee shop, plus the multiplier impact of the payroll and hotel revenues, plus the additional local spending on the part of Hotel patrons in other local establishments, the revenues generated from this project will produce local revenues greater than the incentives recommended.

The incentive package recommended for the Tru by Hilton would be \$42,380 each year for five years. The Tru will create 25 full and part-time jobs with a payroll of \$550,000. Assuming an occupancy rate of 75% with a room rate of \$100 per room, the Hotel would generate revenues of \$2,901,750. Assuming the employees of the hotel would spend 50% of their wages locally, the 1% local sales tax they would pay on that spending would generate \$2,750 in local sales tax. The 1% local sales tax applied to the Hotel revenues would generate an additional \$29,018 in local sales tax. Combined, this would be \$31,768 in local revenues. Additionally, the School system receives an equivalent amount which would bring the total to almost \$64,000. Factoring in the multiplier impact of the payroll and hotel revenues, plus the additional local spending on the part of Hotel patrons in other local establishments, the revenues generated from this project will produce local revenues greater than the incentives recommended.

Supervisor Townsend made a motion, seconded by Supervisor Wilck, to approve the incentive charts and authorize the County administrator to sign the chart and request the IDA approve the incentives, and agree to make the payments for the reinvestment grant; 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           |           |

In Re: Disclosure

Mr. Ennis stated there is a \$100 aggregate cap on the value of a gift under the Conflict of Interest Act. Very few rulings have come down on interpreting the statutes. Mr. Ennis stated the schools have provided a pass to Prince Edward County athletic events, which includes all James River District events. The aggregate value of all of those sporting events would exceed the \$100 limitation. He advised the Board members would need to disclose that value in January on the Statement of Economic Interest under the “Gifts” section unless the members did not use the pass. It does not meet the definition of a gift unless it is used. Mr. Ennis stated for a gift of \$20 or less, the Board would not have to disclose nor add to a total to achieve the \$100 aggregate. He added if the Board members choose to pay for the pass or make a donation in a reasonable dollar figure, it would not constitute as a gift.

In Re: Economic Development Presentation

Mr. Joe Hines, P.E., with Timmons Group, made a presentation to the Board entitled “Economic Development 101; Are Your Sites and Community Prospect Ready?” The presentation focused on trends in Economic Development and Site Selection, Prospect Readiness and the VEDP Site Readiness program. He also covered the Virginia’s Growth Alliance Site Analysis Study and GIS Site Selection Study currently underway and how it connects with Prince Edward County and the work underway in the Commonwealth of Virginia.

Supervisor Timmons questioned how Go VA initiative tie in: Mr. Hines said the Go VA philosophy and approach encourages regionalism.

In Re: October 4, 2016 Office Closing

Chairman Simpson stated he spoke with Sheriff Reed regarding the Debate; he stated the Court system, the Health Department and the Prince Edward County Schools will be closed on Tuesday, October 4, 2016 due to the Vice-Presidential debate being held at Longwood University.

Chairman Simpson made a motion, seconded by Supervisor Cooper-Jones, to close the Courthouse offices at 12:00 noon on Tuesday, October 4, 2016 due to the Vice-Presidential debate; the motion carried:

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

Nay: C. Robert Timmons, Jr.

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 regarding an appeal to the Circuit Court of a real estate tax assessment, pursuant to the exemption provided for in Section 2.2-3711(A)(7) of the Code of Virginia; and for the discussion of a prospective business, where no previous public announcement has been made, pursuant to the exemption provided for in Section 2.2-3711(A)(5) of the *Code of Virginia*; 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

The Board returned to regular session by motion of Supervisor Jones, seconded by Supervisor Gray, 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 Jones and seconded by Supervisor Gray 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. Mark Cronk, Animal Warden, submitted a report for the month of August 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 August 2016, which was reviewed and ordered to be filed with the Board papers.

In Re: Cannery

Mrs. Patty Gulick, Cannery Manager, submitted a report for August 2016, which was reviewed and ordered to be filed with the Board papers.

In Re: Cannery (Commercial)

Mr. Brian Serway, Commercial Manager, submitted a report for August 2016, which was reviewed and ordered to be filed with the Board papers.

In Re: Prince Edward County Public Schools

Dr. Barbara Johnson, School Superintendent, submitted a financial summary report for the month of August 2016, which was reviewed and ordered to be filed with the Board papers.

In Re: Tourism and Visitor Center Report

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

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

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

the meeting was recessed at 10:54 p.m. until Friday, September 16, 2016 at 6:00 p.m. in the Board of Supervisors Conference Room.



September 16, 2016

At the regular meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 16<sup>th</sup> day of September, 2016, at 6:00 p.m., there were present:

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

Absent: Robert M. Jones, Jerry R. Townsend

Also present: Wade Bartlett, County Administrator.

Chairman Simpson called the meeting to order.

In Re: Closed Session

Supervisor Timmons made a motion, seconded by Supervisor Cooper-Jones, that the Board convene in Closed Session for the discussion of a prospective business, where no previous public announcement has been made, pursuant to the exemption provided for in Section 2.2-3711(A)(5) of the *Code of Virginia*; the motion carried:

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

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

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

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

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

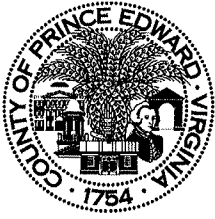
WHEREAS, Section 2.2-3712 of the *Code of Virginia* requires a certification by this Board of Supervisors that such closed meeting was conducted in conformity with Virginia law;

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.

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

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

the meeting was adjourned at 6:36 p.m.



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

**Meeting Date:**           October 11, 2016  
**Item No.:**                7-c  
**Department:**           County Administration  
**Staff Contact:**         Barbara Poulston  
**Issue:**                  Review of Accounts & Claims

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

**Attachments:**        September 2016 Bill List

**Recommendation:**

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

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

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

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

9/28/2016

FROM DATE- 9/01/2016  
TO DATE- 9/30/2016

ACCOUNTS PAYABLE CHECKS  
PRINCE EDWARD

| FUND NO. | DESCRIPTION                  | \$\$\$ PAY \$\$\$ |
|----------|------------------------------|-------------------|
| 100      | GENERAL FUND                 | \$847,948.58      |
| 331      | LANDFILL CONSTRUCTION FUND   | \$44,055.35       |
| 501      | WATER FUND                   | \$174,071.96      |
| 502      | SEWER FUND                   | \$64,979.43       |
| 732      | RETIREMENT BENEFIT FUND      | \$1,129.00        |
| 737      | ECONOMIC DEVELOPMENT FUND    | \$23,368.00       |
| 741      | PIEDMONT COURT SERVICES FUND | \$4,352.87        |
|          | TOTAL                        | 1,159,905.19      |

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FUND # - 100

LISTING OF INVOICES FOR 9/01/2016 -- 9/30/2016

AFTER CHECKS  
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| MAJOR# | VENDOR NUMBER               | VENDOR NAME  | INV#            | DESCRIPTION          | ACCOUNT TOTAL | MAJOR TOTAL | AMOUNT       |
|--------|-----------------------------|--|-----------------|----------------------|---------------|-------------|--------------|
| 012050 | MOTOR VEHICLE LICENSE TAXES |  |                 |                      |               |             |              |
| 2015   | 29332                       | Motor Vehicle Licenses-20<br>TOWN OF FARMVILLE         | DECALS 916      | DECAL REIMBURSEMENT  | 68,288.18     | 68,288.18 * | 68,288.18 ** |
| 011010 | BOARD OF SUPERVISORS        |  |                 |                      |               |             |              |
| 3600   | 15240                       | Advertising<br>FARMVILLE NEWSMEDIA                     | CO ADMR 916     | ADVERTISING          | 245.51        |             |              |
|        | 27497                       | RICHMOND TIMES DISPATCH                                | 3020045 916     | ADVERTISING          | 109.40        |             |              |
| 5530   | 11894                       | Travel-Subsistence & Lodg<br>BUSINESS CARD             | 3722 PUCKETT916 | LODGING              | 354.91 *      |             |              |
| 012110 | COUNTY ADMINISTRATOR        |  |                 |                      |               |             |              |
| 5230   | 30440                       | Telecommunications<br>US CELLULAR                      | 816442183 916   | PHONE                | 201.68        | 201.68 *    | 556.59 **    |
| 6001   | 12302                       | Office Supplies<br>CLERK OF CIRCUIT COURT              | NOTARY-BP 916   | NOTARY RENEWAL       | 138.48        |             |              |
|        | 13369                       | DIAMOND SPRINGS WATER INC                              | 11393100 916    | WATER & EQUIP RENTAL | 138.48 *      |             |              |
|        | 29592                       | TREASURER OF VIRGINIA                                  | NOTARY-BP 916   | NOTARY RENEWAL       | 10.00         |             |              |
| 6012   | 22211                       | Books and Subscriptions<br>MATTHEW BENDER & CO INC     | 86060414        | ADMIN LAW APPDX 2016 | 15.94         |             |              |
| 012210 | LEGAL SERVICES              |  |                 |                      |               |             |              |
| 3151   | 12302                       | Real Estate Tax Collectio<br>CLERK OF CIRCUIT COURT    | 2016 00037      | SERV OF PROCESS FEE  | 45.00         |             |              |
|        | 12302                       | CLERK OF CIRCUIT COURT                                 | 2016 00047      | SERV OF PROCESS FEE  | 70.94 *       |             |              |
| 5810   | 21775                       | Dues & Association Member<br>LOCAL GOVT ATTY OF VA INC | FY17 115        | DUES                 | 49.08         | 49.08 *     | 258.50 **    |
| 012310 | COMMISSIONER OF REVENUE     |  |                 |                      |               |             |              |
| 5230   | 13325                       | Telecommunications<br>TREASURER OF VIRGINIA            | T302272         | ONLINE SERVICE       | 24.00         |             |              |
|        |                             |  |                 |                      | 48.00         |             |              |
|        |                             |  |                 |                      | 72.00 *       |             |              |
|        |                             |  |                 |                      | 350.00        | 350.00 *    | 422.00 **    |
|        |                             |  |                 |                      | 74.20         |             |              |
|        |                             |  |                 |                      | 74.20 *       |             |              |

| MAJOR# | VENDOR NUMBER                 | VENDOR NAME               | DESCRIPTION           | INV#           | AMOUNT      |
|--------|-------------------------------|---------------------------|-----------------------|----------------|-------------|
| 6012   | 23162                         | Books & Subscriptions     | RV/MOTORCYCLE/ATV     | 268 TR R1 1/16 | 70.00       |
|        | 23162                         | NATIONAL APPRAISAL GUIDES | OLD USED CAR/MARINE   | 350 T4 R1 1/16 | 70.00       |
|        |                               |                           |                       |                | 140.00 *    |
|        |                               |                           |                       |                | 214.20 **   |
| 012410 | TREASURER                     |                           |                       |                |             |
| 3320   | 12762                         | Maintenance Service Contr | PRINTER SERV CONTRACT | MC0000183974   | 602.55      |
|        |                               | COMPUTERPLUS SALES/SERVIC |                       |                | 602.55 *    |
| 5230   | 11250                         | Telecommunications        | PAYFLOW/PAYPAL        | 7596 TREAS 916 | 1.00        |
|        | 13325                         | BENCHMARK COMMUNITY BANK  | ONLINE SERVICE        | T302272        | 74.21       |
|        |                               | TREASURER OF VIRGINIA     |                       |                | 75.21 *     |
| 5410   | 22079                         | Lease/Rent Equipment      | EQUIPMENT LEASE       | H6103728       | 1,592.55    |
|        |                               | MAIL FINANCE              |                       |                | 1,592.55 *  |
|        |                               |                           |                       |                | 2,270.31 ** |
| 012510 | INFORMATION TECHNOLOGY        |                           |                       |                |             |
| 3160   | 11902                         | Professional Services     | CONTRACT AGREEMENT    | SEPTEMBER 2016 | 3,900.00    |
|        | 11902                         | BUSINESS DATA OF VA, INC. | TRAVEL EXPENSE        | 1542 2016      | 125.00      |
|        | 11902                         | BUSINESS DATA OF VA, INC. | TRAVEL EXPENSE        | 1545 2016      | 125.00      |
|        | 11902                         | BUSINESS DATA OF VA, INC. | TRAVEL EXPENSE        | 1549 2016      | 125.00      |
|        | 11902                         | BUSINESS DATA OF VA, INC. | TRAVEL EXPENSE        | 1552 2016      | 125.00      |
|        | 11902                         | BUSINESS DATA OF VA, INC. | TRAVEL EXPENSE        | 1557 2016      | 125.00      |
|        | 11902                         | BUSINESS DATA OF VA, INC. | TRAVEL EXPENSE        | 1558 2016      | 125.00      |
|        | 11902                         | BUSINESS DATA OF VA, INC. | TRAVEL EXPENSE        | 1564 2016      | 125.00      |
|        | 11902                         | BUSINESS DATA OF VA, INC. | TRAVEL EXPENSE        | 1564 2016      | 79.65       |
|        | 11902                         | BUSINESS DATA OF VA, INC. | MEAL                  | 1564 2016      | 8.75        |
|        | 11902                         | BUSINESS DATA OF VA, INC. | TRAVEL EXPENSE        | 1565 2016      | 125.00      |
|        | 11902                         | BUSINESS DATA OF VA, INC. | TRAVEL EXPENSE        | 1568 2016      | 125.00      |
|        | 11902                         | BUSINESS DATA OF VA, INC. | TRAVEL EXPENSE        | 1571 2016      | 125.00      |
|        | 11902                         | BUSINESS DATA OF VA, INC. | TRAVEL EXPENSE        | 1574 2016      | 125.00      |
|        |                               |                           |                       |                | 5,363.40 *  |
| 3161   | 28330                         | Webpage Services          | WEB HOSTING SERVICE   | 17664          | 179.85      |
|        |                               | SITEVISION INC            |                       |                | 179.85 *    |
| 3320   | 12762                         | Maintenance Service       | PRINTER SERV CONTRACT | MC0000183975   | 79.00       |
|        |                               | COMPUTERPLUS SALES/SERVIC |                       |                | 79.00 *     |
|        |                               |                           |                       |                | 5,622.25 ** |
| 013100 | ELECTORAL BOARD AND OFFICIALS |                           |                       |                |             |
| 3320   | 20214                         | Maintenance Service Contr | SOFTWARE SUPPORT      | 16 1787        | 4,345.00    |
|        |                               | UNILECT CORPORATION       |                       |                | 4,345.00 *  |

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LISTING OF INVOICES FOR 9/01/2016 -- 9/30/2016

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| MAJOR# | VENDOR NUMBER          | VENDOR NAME             | INVT#         | DESCRIPTION         | AMOUNT      |
|--------|------------------------|-------------------------|---------------|---------------------|-------------|
| 6001   | 20600                  | Office Supplies         | 487248        | ADHESIVE NOTES      | 10.34       |
|        | 20600                  | KEY OFFICE SUPPLY       | 487273        | PAPERCUTTER         | 62.67       |
|        | 20600                  | KEY OFFICE SUPPLY       | 487379        | PAPER/BINDERS/TRAY  | 43.25       |
|        | 20600                  | KEY OFFICE SUPPLY       | 487380        | COPY PAPER          | 119.93      |
|        | 20600                  | KEY OFFICE SUPPLY       | 487407        | DESKTOP LTR FOLDER  | 397.84      |
|        |                        |                         |               | ACCOUNT TOTAL       | 634.03 *    |
|        |                        |                         |               | MAJOR TOTAL         | 4,979.03 ** |
| 013200 | REGISTRAR              |                         |               |                     |             |
| 5210   | 30550                  | Postal Services         | BOX RENT 916  | BOX RENT            | 138.00      |
|        |                        | U S POSTAL SERVICE      |               | ACCOUNT TOTAL       | 138.00 *    |
| 6001   | 15380                  | Office Supplies         | REGISTRAR 916 | ENVELOPES           | 235.00      |
|        | 32961                  | FARMVILLE PRINTING      | REIMB 916     | BOOK BINDING        | 18.92       |
|        |                        | WRIGHT LYNETTE          |               | ACCOUNT TOTAL       | 253.92 *    |
|        |                        |                         |               | MAJOR TOTAL         | 391.92 **   |
| 021100 | CIRCUIT COURT          |                         |               |                     |             |
| 5210   | 30545                  | Postal Services         | BOX RENT 916  | BOX RENT            | 84.00       |
|        |                        | U S POSTAL SERVICE      |               | ACCOUNT TOTAL       | 84.00 *     |
| 6012   | 22211                  | Books & Subscriptions   | 85240664      | CRIM LAW SUPP       | 162.43      |
|        |                        | MATTHEW BENDER & CO INC |               | ACCOUNT TOTAL       | 162.43 *    |
|        |                        |                         |               | MAJOR TOTAL         | 246.43 **   |
| 021200 | GENERAL DISTRICT COURT |                         |               |                     |             |
| 5230   | 30440                  | Telecommunications      | 816442183 916 | PHONE               | 24.21       |
|        |                        | US CELLULAR             |               | ACCOUNT TOTAL       | 24.21 *     |
| 6001   | 14794                  | Office Supplies         | INS09421      | POSTAGE MACHINE INK | 76.00       |
|        | 20600                  | ESI                     | 488793        | BATTERIES           | 3.99        |
|        | 22079                  | KEY OFFICE SUPPLY       | N6108010      | EQUIPMENT LEASE     | 752.34      |
|        | 28866                  | MAIL FINANCE            | 12150         | SHREDDING SERVICE   | 35.00       |
|        |                        | STEPS, INC              |               | ACCOUNT TOTAL       | 867.33 *    |
| 6030   | 999999                 | Non-Capital Equipment   | REFRIG        | REFRIGERATOR        | 100.00      |
|        |                        | FRANKLIN DANA           |               | ACCOUNT TOTAL       | 100.00 *    |
|        |                        |                         |               | MAJOR TOTAL         | 991.54 **   |
| 021300 | SPECIAL MAGISTRATES    |                         |               |                     |             |
| 6001   | 20600                  | Office Supplies         | 486997        | REPAIR SHREDDER     | 50.00       |
|        |                        | KEY OFFICE SUPPLY       |               | ACCOUNT TOTAL       | 50.00 *     |
|        |                        |                         |               | MAJOR TOTAL         | 50.00 **    |

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| MAJOR#<br>ACCT#<br>021600 | VENDOR<br>NUMBER<br>CLERK OF THE CIRCUIT COURT | VENDOR<br>NAME<br>CLERK OF THE CIRCUIT COURT                                  | INV#  | DESCRIPTION                                  | AMOUNT   |
|---------------------------|--|---|---|--|--|
| 3310                      | 32515  | Repairs/Maintenance<br>WHITECOM SYSTEMS                                       | 16607   | ALARM MONITORING                             | 258.00 *   |
| 5210                      | 14794<br>22079                                 | Postal Services<br>ESI<br>MAIL FINANCE  | IN489587<br>N6108009                              | POSTAGE MACHINE INK<br>EQUIPMENT LEASE       | 258.00 *<br>155.00<br>407.13<br>562.13 *             |
| 5230                      | 21319  | Telecommunications<br>CENTURYLINK   | 309863799 916                                     | PHONE  | 45.31<br>45.31 *                                     |
| 5510                      | 14781  | Travel-Mileage<br>EPPE MACHELLE J   | MILEAGE 916                                       | MILEAGE                                      | 165.24<br>165.24 *                                   |
| 5530                      | 14781  | Travel-Subsistence & Lodg<br>EPPE MACHELLE J                                  | LODGING 916                                       | LODGING                                      | 331.32<br>331.32 *                                   |
| 5540                      | 31475  | Travel-Convention & Educa<br>VA COURT CLERK'S ASSOC                           | TRAINING 916                                      | FINANCIAL COURSE                             | 250.00<br>250.00 *                                   |
| 6001                      | 20600  | Office Supplies<br>KEY OFFICE SUPPLY  | 487048  | LABELS                                       | 12.29  |
|                           | 20600  | KEY OFFICE SUPPLY   | 487369  | COPIER PAPER                                 | 267.86   |
|                           | 20600  | KEY OFFICE SUPPLY   | 487982  | PLANNERS                                     | 164.31<br>444.46 *                                   |
| 6012                      | 29038  | Books and Subscriptions<br>T&N PRINTING                                       | 244547  | PLATS  | 15.00<br>15.00 *                                     |
| 021800                    | LAW LIBRARY                                    |   |   | MAJOR TOTAL                                  | 2,071.46 **  |
| 5230                      | 10105<br>21319<br>21319                        | Telecommunications<br>AT&T<br>CENTURYLINK<br>CENTURYLINK                      | 0542720100 916<br>309478607 916<br>309478607 916A | PHONE<br>PHONE<br>PHONE                      | 43.22<br>42.27<br>42.27                              |
| 6012                      | 21761<br>22211                                 | Books and Subscriptions<br>RELX INC DBA LEXISNEXIS<br>MATTHEW BENDER & CO INC | 3090652115<br>86067427                            | MONTHLY SUBSCRIPTION<br>ADMIN LAW APPDX 2016 | 127.76 *<br>268.00<br>49.08<br>317.08 *<br>444.84 ** |
| 022100                    | COMMONWEALTH'S ATTORNEY                        |   |   | MAJOR TOTAL                                  |  |
| 3320                      | 28526  | Maintenance Service Contr<br>SOFTWARE UNLIMITED CORP                          | 7   | SOFTWARE YRLY MAINT                          | 5,110.40<br>5,110.40 *                               |



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| MAJOR# | VENDOR NUMBER | VENDOR NAME                       | INV#           | DESCRIPTION          | AMOUNT      |
|--------|---------------|-----------------------------------|----------------|----------------------|-------------|
| 6001   | 28866         | Miscellaneous                     | 12151          | SHREDDING SERVICE    | 35.00       |
|        | 999999        | COOK & WILEY INC                  | 16 1759        | TRANSCRIPTS          | 37.15       |
|        |               |                                   |                | ACCOUNT TOTAL        | 72.15 *     |
| 6012   | 20600         | Office Supplies                   | 488292         | WIRELESS MOUSE       | 19.99       |
|        |               | KEY OFFICE SUPPLY                 |                |                      | 19.99 *     |
|        | 15240         | Books and Subscriptions           | COMM ATTY 916  | ADVERTISING          | 50.00       |
|        |               | FARMVILLE NEWSMEDIA               |                |                      | 50.00 *     |
|        |               |                                   |                | ACCOUNT TOTAL        | 5,252.54 ** |
| 022200 |               | VICTIM WITNESS ASSISTANCE PROGRAM |                |                      |             |
| 5540   | 31848         | Travel-Convention & Educa         | CONFERENCE 916 | REGISTRATION         | 225.00      |
|        |               | VVAN                              |                |                      | 225.00 *    |
|        |               |                                   |                | ACCOUNT TOTAL        | 225.00 **   |
| 031200 |               | SHERIFF                           |                |                      |             |
| 3160   | 25840         | Professional Services             | 133264905      | IMMUNIZATIONS        | 59.86       |
|        |               | PRINCE EDWARD HEALTH DPT          |                |                      | 59.86 *     |
| 3311   |               | Repairs & Maint-Auto & Bq         |                |                      |             |
|        | 11005         | B & G AUTOMOTIVE                  | 59876          | REPAIR AC/SHOCKS     | 835.29      |
|        | 11005         | B & G AUTOMOTIVE                  | 59991          | WATER PUMP           | 342.24      |
|        | 11005         | B & G AUTOMOTIVE                  | 60052          | A/C HOSE ASSEMBLY    | 154.00      |
|        | 11005         | B & G AUTOMOTIVE                  | 60060          | RACK & PINION        | 1,068.79    |
|        | 14300         | EAST END MOTOR CO INC             | 138997         | TOW CHARGE           | 250.00      |
|        | 14300         | EAST END MOTOR CO INC             | 139457         | SERVICE CALL & LABOR | 77.00       |
|        | 14300         | EAST END MOTOR CO INC             | 139459         | INSPECTION & LABOR   | 34.00       |
|        | 14300         | EAST END MOTOR CO INC             | 139790         | INSPECTION & LABOR   | 19.00       |
|        | 14300         | EAST END MOTOR CO INC             | 139801         | BRAKE ROTORS/PADS    | 311.96      |
|        | 14300         | EAST END MOTOR CO INC             | 139824         | TIRE REPAIR          | 18.50       |
|        | 14300         | EAST END MOTOR CO INC             | 139892         | BULB INSTALLATION    | 18.00       |
|        | 14300         | EAST END MOTOR CO INC             | 140275         | INSPECTION           | 16.00       |
|        | 14300         | EAST END MOTOR CO INC             | 140346         | BATTERY CABLE END    | 38.15       |
|        | 14915         | EXPRESS CARE                      | 7864           | OIL CHANGE           | 58.08       |
|        | 14915         | EXPRESS CARE                      | 7884           | OIL CHANGE           | 94.16       |
|        | 14915         | EXPRESS CARE                      | 7916           | OIL CHANGE           | 89.16       |
|        | 14915         | EXPRESS CARE                      | 7922           | OIL CHANGE           | 58.08       |
|        | 14915         | EXPRESS CARE                      | 7933           | OIL CHANGE           | 58.08       |
|        | 14915         | EXPRESS CARE                      | 8046           | OIL CHANGE           | 51.17       |
|        | 14915         | EXPRESS CARE                      | 8125           | OIL CHANGE           | 44.08       |
|        | 14915         | EXPRESS CARE                      | 8460           | OIL CHANGE           | 69.17       |
|        | 14915         | EXPRESS CARE                      | 8512           | OIL CHANGE           | 54.17       |
|        | 20323         | KENBRIDGE TIRE & AUTO             | 162579         | CALIBRATION          | 175.00      |
|        | 20323         | KENBRIDGE TIRE & AUTO             | 319317         | CALIBRATION          | 25.00       |

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| MAJOR#<br>ACCT# | VENDOR<br>NUMBER                                   | VENDOR<br>NAME   | INV#  | DESCRIPTION  | AMOUNT   |
|-----------------|--|--|---|--|--|
| 3320            | 28587  | Maintenance Service Contr<br>SOUTHERN COPIER SALES &   | 160912 0017   | COPIER MAINT CONTRCT   | 588.88   |
|                 |  |  |   |  | 588.88 *   |
| 5210            | 30666<br>999999                                    | Postal Services<br>U S POSTAL SERVICE<br>JOYNER CHRIS  | BOX RENT 916<br>POSTAGE 916   | BOX RENT<br>POSTAGE  | 84.00<br>6.45  |
|                 |  |  |   |  | 90.45 *  |
| 5230            | 13325<br>20904<br>21319<br>21319<br>30440<br>30440 | Telecommunications<br>TREASURER OF VIRGINIA<br>KINEX NETWORKING SOLUTION<br>CENTURYLINK<br>CENTURYLINK<br>US CELLULAR<br>US CELLULAR                           | T302647<br>160901 0016<br>309468839 916<br>309558628 916<br>918210747 916<br>918210747 916A | VCIN<br>REMOTE DATA BACKUP<br>PHONE<br>VCIN<br>PHONE<br>PHONE  | 50.91<br>19.95<br>10.36<br>7.97<br>916.03<br>913.97  |
|                 |  |  |   |  | 1,919.19 *   |
| 5530            | 12261<br>12261<br>15945<br>16653<br>28703          | Travel-Subsistence & Lodg<br>CARY ANDY<br>CARY ANDY<br>FRANKLIN ROBBY<br>GOLDMAN ROBERT<br>SPRAGUE JOSEPH  | MEAL 916<br>MEAL 916A<br>MEAL 916<br>MEALS 916<br>MEAL 916                                  | MEAL<br>MEAL<br>MEAL<br>MEALS<br>MEALS   | 11.88<br>7.14<br>11.11<br>13.95<br>20.38             |
|                 |  |  |   |  | 64.46 *  |
| 5801            | 20600<br>20600<br>20600                            | Accreditation<br>KEY OFFICE SUPPLY<br>KEY OFFICE SUPPLY<br>KEY OFFICE SUPPLY   | 488247<br>488265<br>488284  | BINDERS/LABELS/TABS<br>BINDERS<br>LABELS   | 50.76<br>22.67<br>29.07                              |
|                 |  |  |   |  | 102.50 *   |
| 5810            | 31092  | Dues & Association Member<br>VALEAC  | 2016 DUES   | DUES   | 100.00   |
|                 |  |  |   |  | 100.00 *   |
| 6001            | 13369<br>15380<br>20600<br>20600<br>20600<br>32138 | Office Supplies<br>DIAMOND SPRINGS WATER INC<br>FARMVILLE PRINTING<br>KEY OFFICE SUPPLY<br>KEY OFFICE SUPPLY<br>KEY OFFICE SUPPLY<br>WALMART COMMUNITY/RFCSLLC | 27961300 916<br>SHERIFF 916<br>487170<br>487355<br>487942<br>2117 SHERIFF916                | WATER & EQUIP RENTAL<br>ENVELOPES<br>FILE FOLDERS/POCKETS<br>FILE POCKETS<br>CUPS<br>OFFICE SUPPLIES | 90.65<br>540.60<br>191.71<br>35.16<br>32.19<br>14.29 |
|                 |  |  |   |  | 904.60 *   |
| 6004            | 28640  | Virso Comm Center Crime P<br>SOUTHSIDE ELECTRIC COOP   | 526776002 916   | VIRSO REC CENTER   | 15.14  |
|                 |  |  |   |  | 15.14 *  |
| 6009            | 14300  | Vehicle & Powered Equip S<br>EAST END MOTOR CO INC   | 139457  | TIRES  | 135.04   |
|                 |  |  |   |  |  |

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|-----------------|---------------------------|----------------------|----------------|--------------|
| 6010            | EAST END MOTOR CO INC     | BULBS                | 139459         | 8.49         |
|                 | EAST END MOTOR CO INC     | WIPER BLADE          | 139790         | 18.98        |
|                 |                           | ACCOUNT TOTAL        |                | 162.51 *     |
| 6011            | Police Supplies           | LOCKOUT TOOL KIT     | 5847053        | 73.00        |
|                 | GALLS LLC                 | TASER BATTERIES      | S11452021      | 89.14        |
|                 | TASER INTERNATIONAL       | AMMUNITION           | R80198         | 3,448.80     |
|                 | TOWN POLICE SUPPLY        | TARGETS              | R80237         | 38.75        |
|                 | TOWN POLICE SUPPLY        | TARGETS              | R8244          | 35.40        |
|                 |                           | ACCOUNT TOTAL        |                | 3,685.09 *   |
| 6012            | Uniforms & Wearing Appare | UNIFORMS             | 5997742        | 45.50        |
|                 | GALLS LLC                 | DUTY BELT            | 186553         | 58.09        |
|                 | SOUTHERN POLICE EQUIP CO  |                      |                | 103.59 *     |
|                 |                           | ACCOUNT TOTAL        |                | 207.18       |
|                 | Books & Subscriptions     | CRIME & TRAFFIC LAW  | 85575453       | 69.08        |
|                 | MATTHEW BENDER & CO INC   |                      |                | 69.08 *      |
|                 |                           | ACCOUNT TOTAL        |                | 12,141.43 ** |
| 032200          | VOLUNTEER FIRE DEPARTMENT |                      |                |              |
| 7001            | Payment to Farmville VFD  | INSURANCE RENEWAL    | 27088120       | 2,626.00     |
|                 | MONEIL & COMPANY INC      |                      |                | 2,626.00 *   |
| 7002            | Payment to Rice VFD       | ELECTRIC SERVICE     | 4500495009 916 | 458.96       |
|                 | DOMINION VA POWER         | ELECTRIC SERVICE     | 5487358649 916 | 9.02         |
|                 | DOMINION VA POWER         |                      |                | 467.98 *     |
| 7003            | Payment to Prospect VFD   | CREDIT               | CM11424EQU     | 193.61-      |
|                 | ATLANTIC EMERGENCY        | DRAEGER, CAL GAS     | 12683EQU       | 273.00       |
|                 | ATLANTIC EMERGENCY        | SCBA FLOW TEST       | 594327         | 1,498.68     |
|                 | C W WILLIAMS              | INSPECTION           | 44221          | 16.00        |
|                 | DAVIS GMC TRUCK INC       | VEHICLE REPAIRS      | 44390          | 154.62       |
|                 | DAVIS GMC TRUCK INC       | INSPECTION/OIL CHNG  | 45328          | 49.95        |
|                 | DAVIS GMC TRUCK INC       | CONNECTOR            | 591733         | 16.98        |
|                 | FARMVILLE WHSALE ELECTRIC | PVC CAP              | 3773252        | 6.60         |
|                 | FERGUSON ENTERPRISES INC  | REPLACEMENT LENS     | 056 161681     | 10.84        |
|                 | FISHER AUTO PARTS, INC.   | WORKERS COMPENSATION | 5543088 916    | 7,090.00     |
|                 | LIBERTY MUTUAL INSURANCE  | DIESEL               | 8271           | 22.22        |
|                 | PRINCE EDWARD CO PBLC SCH | SIREN                | GAS-AUG 16     | 334.49       |
|                 | ROCKWELL AUDIO            | GAS                  | GAS-JUL 2016   | 83.17        |
|                 | PRINCE EDWARD CO TREAS    | GAS                  | 10013967       | 46.94        |
|                 | PRINCE EDWARD CO TREAS    | ROVER SUBSCRIPTION   |                | 300.00       |
|                 | TRUMBULL SOFTWARE ASSOC   |                      |                | 9,709.88 *   |
| 7005            | Payment to Hampden-Sydney | CYLINDER RENTAL      | 3140838        | 25.20        |
|                 | ARC3 GASES                | BATTERIES            | 77891          | 198.00       |
|                 | FIRE & SAFETY EQUIP CO    | PHONE                | 310187773 916  | 65.77        |
|                 | CENTURYLINK               |                      |                |              |

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|-----------------|------------------|-----------------------------|-----------------|---------------------|--------------|
| 7006            |                  | Payment to Pamplin VFD      |                 |                     | 1,040.04 *   |
|                 | 10105            | AT&T                        | 248 6100 916    | PHONE               | 63.64        |
|                 | 12742            | COMMTRONICS OF VIRGINIA     | 219997          | BATTERY PACK        | 21.50        |
|                 | 15656            | FIRE & SAFETY EQUIP CO      | 77721           | GAS METER MAINT     | 475.99       |
|                 | 15908            | FOSTER FUELS INC            | 287944U         | PROPANE             | 179.86       |
|                 | 15908            | FOSTER FUELS INC            | 287945U         | PROPANE             | 249.43       |
|                 | 23462            | NATIONAL AUTO PARTS INC     | 28874           | VEHICLE MAINTENANCE | 44.33        |
|                 | 25210            | PAMPLIN EXXON               | PAMPLIN VFD 916 | FUEL                | 196.63       |
|                 | 25366            | PIEDMONT FLEET SERVICE      | 261772          | VEHICLE MAINTENANCE | 3,575.26     |
|                 | 29985            | TRUCK ENTERPRISES LYNCHBERG | L192737         | BATTERIES           | 647.53       |
|                 | 29985            | TRUCK ENTERPRISES LYNCHBERG | L196391         | BATTERY CORE RETURN | 142.16-      |
|                 | 31335            | VERIZON                     | 248 6100 916    | PHONE               | 75.77        |
|                 | 31335            | VERIZON                     | 248 6100 916A   | PHONE               | 75.77        |
|                 | 31335            | VERIZON                     | 248 6690 916    | PHONE               | 54.36        |
|                 | 31335            | VERIZON                     | 248 6690 916A   | PHONE               | 54.88        |
|                 | 31359            | VEST'S SALE & SERVICE INC   | 12003           | TRUCK REPAIR/MAINT  | 435.10       |
|                 | 31846            | DOMINION VA POWER           | 4743517221 916  | ELECTRIC SERVICE    | 308.79       |
|                 | 31846            | DOMINION VA POWER           | 4743517221 916A | ELECTRIC SERVICE    | 394.83       |
|                 | 31846            | DOMINION VA POWER           | 6280980001 916  | ELECTRIC SERVICE    | 40.25        |
|                 | 31846            | DOMINION VA POWER           | 6280980001 916A | ELECTRIC SERVICE    | 50.09        |
| 7007            |                  | Payment to Meherrin VFD     |                 |                     | 6,801.85 *   |
|                 | 10851            | ATLANTIC EMERGENCY          | 2378RIC         | VALVES/GAUGE        | 203.99       |
|                 | 25246            | PARKER OIL CO INC           | WRK ORDER 81816 | REPAIR A/C          | 163.54       |
|                 | 25246            | PARKER OIL CO INC           | 27250           | DIESEL              | 575.13       |
|                 | 25246            | PARKER OIL CO INC           | 53130           | DIESEL              | 534.05       |
|                 | 31335            | VERIZON                     | 735 0633 916    | PHONE               | 189.48       |
|                 | 31846            | DOMINION VA POWER           | 0519881510 916  | ELECTRIC SERVICE    | 589.84       |
|                 | 31846            | DOMINION VA POWER           | 1913347348 916  | ELECTRIC SERVICE    | 27.22        |
|                 | 31846            | DOMINION VA POWER           | 2725824417 916  | ELECTRIC SERVICE    | 13.76        |
| 032400          |                  | FOREST FIRE PREVENTION      |                 |                     | 2,297.01 *   |
| 3840            |                  | Forest Fire Service         |                 |                     | 22,942.76 ** |
|                 | 28864            | STATE FORESTER              | 20170281        | FIRE SUPPRESSION    | 11,687.22    |
| 032500          |                  | EMERGENCY SERVICES          |                 |                     | 11,687.22 *  |
| 3160            |                  | Professional Service E-91   |                 |                     | 11,687.22 ** |
|                 | 29280            | TIMMONS GROUP               | 184125          | 911 ADDRESSING      | 90.00        |
|                 |                  |                             |                 |                     | 90.00 *      |

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|-------------------------|---------------------------|--|----------------|-------------------------------------|---------------|-------------|-------------|
| 033200                  | REGIONAL JAIL & DETENTION |  |                |                                     |               |             |             |
| 3196                    |                           | Purchase of Services - Ja                                  |                |                                     |               |             |             |
|                         | 18743                     | IRONGATE BOUNDARY MNGT                                     | CK 916         | ELECTRONIC MONITORIN                |               |             | 1,046.25    |
|                         | 18743                     | IRONGATE BOUNDARY MNGT                                     | DH 916         | ELECTRONIC MONITORIN                |               |             | 101.25      |
|                         | 18743                     | IRONGATE BOUNDARY MNGT                                     | PR 916         | ELECTRONIC MONITORIN                |               |             | 236.25      |
|                         | 25375                     | PIEDMONT RGNL JUVENILE                                     | 1486           | JUVENILE DETENTION                  |               |             | 5,100.00    |
|                         |                           |  |                |                                     | ACCOUNT TOTAL |             | 6,483.75 *  |
|                         |                           |  |                |                                     | MAJOR TOTAL   |             | 6,483.75 ** |
| 034100                  | BUILDING OFFICIAL         |  |                |                                     |               |             |             |
| 3311                    |                           | Repairs & Maint-Auto                                       |                |                                     |               |             |             |
|                         | 13166                     | DAVIS GMC TRUCK INC  | 45591          | INSPECTION/WIPERBLAD                |               |             | 34.50       |
|                         |                           |  |                |                                     | ACCOUNT TOTAL |             | 34.50 *     |
| 5230                    |                           | Telecommunications   |                |                                     |               |             |             |
|                         | 30440                     | US CELLULAR  | 816442183 916  | PHONE                               |               |             | 27.21       |
|                         |                           |  |                |                                     | ACCOUNT TOTAL |             | 27.21 *     |
|                         |                           |  |                |                                     | MAJOR TOTAL   |             | 61.71 **    |
| 035100                  | ANIMAL CONTROL            |  |                |                                     |               |             |             |
| 5110                    |                           | Electrical Services  |                |                                     |               |             |             |
|                         | 31846                     | DOMINION VA POWER  | 0890745003 916 | ELECTRIC SERVICE                    |               |             | 145.26      |
|                         |                           |  |                |                                     | ACCOUNT TOTAL |             | 145.26 *    |
| 5230                    |                           | Telecommunications   |                |                                     |               |             |             |
|                         | 21319                     | CENTURYLINK  | 310119726 916  | PHONE                               |               |             | 118.75      |
|                         | 30440                     | US CELLULAR  | 816442183 916  | PHONE                               |               |             | 93.19       |
|                         |                           |  |                |                                     | ACCOUNT TOTAL |             | 211.94 *    |
| 5899                    |                           | Miscellaneous  |                |                                     |               |             |             |
|                         | 25840                     | PRINCE EDWARD HEALTH DPT                                   | 133264907      | IMMUNIZATIONS-JOHNNS                |               |             | 522.98      |
|                         |                           |  |                |                                     | ACCOUNT TOTAL |             | 522.98 *    |
| 6002                    |                           | Supplies for Shelter                                       |                |                                     |               |             |             |
|                         | 32138                     | WALMART COMMUNITY/RFCSLLC                                  | 003408         | FOOD/LITTER/SPRAYBTL                |               |             | 186.76      |
|                         |                           |  |                |                                     | ACCOUNT TOTAL |             | 186.76 *    |
| 6011                    |                           | Uniforms and Wearing Appa                                  |                |                                     |               |             |             |
|                         | 16102                     | GALLS LLC  | 6020398        | NAMEPLATE                           |               |             | 17.74       |
|                         |                           |  |                |                                     | ACCOUNT TOTAL |             | 17.74 *     |
|                         |                           |  |                |                                     | MAJOR TOTAL   |             | 1,084.68 ** |
| 042300                  | REFUSE DISPOSAL           |  |                |                                     |               |             |             |
| 3160                    |                           | Professional Services                                      |                |                                     |               |             |             |
|                         | 27191                     | RESOURCE INTERNATIONAL                                     | 42981          | ASSESSMENT MONITORIN                |               |             | 26,239.52   |

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|-----------------|------------------|----------------------------|----------------|----------------------|---------------|-------------|
| 3310            | 27191            | RESOURCE INTERNATIONAL     | 43012          | MISC WORK TASKS      |               | 1,619.25    |
|                 | 27191            | RESOURCE INTERNATIONAL     | 43013          | STORM WTR COMPLIANCE |               | 539.75      |
|                 |                  |                            |                |                      | ACCOUNT TOTAL | 28,398.52 * |
|                 | 12282            | Repairs/Maintenance        |                | FITTING              |               | 25.06       |
|                 | 15560            | CAVALIER HOSE & FITTINGS   | 36195          | WIRE/SPLICE KIT/TAPE |               | 50.43       |
|                 | 15560            | FARMVILLE WHSALE ELECTRIC  | 593353         | BREAKER/GROUNDKIT    |               | 19.96       |
|                 | 15560            | FARMVILLE WHSALE ELECTRIC  | 593358         | BULBS/FUSES          |               | 45.02       |
|                 | 21811            | FARMVILLE WHSALE ELECTRIC  | 594501         | PVC/CEMENT/ADAPTERS  |               | 54.68       |
|                 | 21811            | LOWE'S                     | 904227         | BUG/WASP SPRAY       |               | 18.94       |
|                 | 21811            | LOWE'S                     | 907422         | ADAPTERS/BUSHINGS    |               | 8.55        |
|                 | 21811            | LOWE'S                     | 909105         | LGHTBULBS/PVC/CEMENT |               | 154.78      |
|                 | 21811            | LOWE'S                     | 909117         | ADHESIVE             |               | 45.48       |
|                 | 21811            | LOWE'S                     | 909445         | ADHESIVE/KNIFE BLADE |               | 47.58       |
|                 | 21811            | LOWE'S                     | 909472         | PVC/GLOVES/CEMENT    |               | 132.73      |
|                 | 21811            | LOWE'S                     | 909474         | KNIFE BLADES/NAILS   |               | 18.93       |
|                 | 21811            | LOWE'S                     | 909907         | CAP SCREW/NUT/WASHER |               | 7.84        |
|                 | 23248            | NAPA OF FARMVILLE          | 158180         | AIRFITTING/GREASEGUN |               | 74.45       |
|                 | 23248            | NAPA OF FARMVILLE          | 158180         | AIR-CONDITIONER      |               | 299.95      |
|                 | 25560            | POULSTON'S                 | 107183         |                      | ACCOUNT TOTAL | 1,004.38 *  |
| 3311            | 32425            | Repairs & Maint-Auto & Eq  |                | WASHED/CLEANED TRUCK |               | 75.00       |
|                 |                  | WHIRLEY JIMMY              | 1233           |                      | ACCOUNT TOTAL | 75.00 *     |
| 3840            | 10254            | Contract Landfill - POS    |                | TRASH COLLECTION     |               | 177.57      |
|                 | 10254            | REPUBLIC SERVICES #974     | 486243         | TRASH COLLECTION     |               | 116.82      |
|                 | 10254            | REPUBLIC SERVICES #974     | 486244         | TRASH COLLECTION     |               | 116.82      |
|                 | 32953            | WRIGHT'S EXCAVATING LLC    | 486245         | LANDFILL OPERATION   |               | 48,093.75   |
|                 |                  |                            | SEPTEMBER 2016 |                      | ACCOUNT TOTAL | 48,504.96 * |
| 3841            | 14723            | Purchase of Serv - Recylli |                | TIRE RECYCLING       |               | 424.80      |
|                 | 14723            | EMANUEL TIRE OF VIRGINIA   | 481837         | TIRE RECYCLING       |               | 633.60      |
|                 | 14723            | EMANUEL TIRE OF VIRGINIA   | 481838         | TIRE RECYCLING       |               | 736.50      |
|                 | 28866            | STEPS, INC                 | 481904         | RECYCLING FEE        |               | 2,476.30    |
|                 | 29029            | SYNERGY RECYCLING LLC      | AUGUST 2016    | ELECTRONIC RECYCLING |               | 2,722.55    |
|                 |                  |                            | 1600722        |                      | ACCOUNT TOTAL | 6,993.75 *  |
| 5110            | 28640            | Electrical Services        |                | DH SITE              |               | 49.26       |
|                 | 28640            | SOUTHSIDE ELECTRIC COOP    | 114379001      | VIRSO SITE           |               | 72.21       |
|                 | 31846            | SOUTHSIDE ELECTRIC COOP    | 114379003      | RICE SITE            |               | 35.17       |
|                 | 31846            | DOMINION VA POWER          | 0599507431     | CELL C PUMP STATION  |               | 23.61       |
|                 | 31846            | DOMINION VA POWER          | 0670040567     | GREEN BAY SITE       |               | 52.39       |
|                 | 31846            | DOMINION VA POWER          | 1144204110     | LEACHATE PUMP        |               | 288.13      |
|                 | 31846            | DOMINION VA POWER          | 5181167213     | WORSHAM SITE         |               | 38.54       |
|                 | 31846            | DOMINION VA POWER          | 7471653571     | PROSPECT SITE        |               | 44.02       |
|                 | 31846            | DOMINION VA POWER          | 8601161519     | SCALEHOUSE           |               | 58.91       |
|                 | 31846            | DOMINION VA POWER          | 8970737501     | LANDFILL SITE        |               | 31.68       |
|                 | 31846            | DOMINION VA POWER          | 9176847250     |                      | ACCOUNT TOTAL | 693.92 *    |
| 5230            | 21319            | Telecommunications         |                | PHONE                |               | 51.41       |
|                 |                  | CENTURYLINK                | 309326764      |                      | ACCOUNT TOTAL | 51.41       |

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|-----------------|---------------------------|---|-----------------------|--------------------|-----------------|
| 5440            | 28869                     | Portable Toilet Rental<br>STIFF O O INC                                   | 5528                  | MONTHLY SERVICE    | 702.50 *        |
| 5601            | 29503                     | Annual Landfill Permit<br>TREASURER OF VIRGINIA                           | 904043                | ANNUAL FEE         | 2,242.12        |
| 6008            | 25782                     | Vehicle & Powered Equip F<br>PRINCE EDWARD CO PBLC SCH                    | DIESEL-AUG 16         | DIESEL             | 1,300.88 *      |
| 6009            | 15721<br>23248            | Vehicle & Powered Equip S<br>FISHER AUTO PARTS, INC.<br>NAPA OF FARMVILLE | 163736<br>157580      | BATTERY<br>DEF/OIL | 160.84<br>45.96 |
| 043200          | GENERAL PROPERTIES        |   |                       | ACCOUNT TOTAL      | 206.80 *        |
| 3310            | Repairs/Maintenance       |   |                       | MAJOR TOTAL        | 90,721.54 **    |
| 13730           | DODSON BROS EXTERMINATING | 158003 916  | PEST CONTROL          |                    | 38.00           |
| 13730           | DODSON BROS EXTERMINATING | 158005 916  | PEST CONTROL          |                    | 38.00           |
| 13730           | DODSON BROS EXTERMINATING | 158006 916  | PEST CONTROL          |                    | 38.00           |
| 13730           | DODSON BROS EXTERMINATING | 158007 916  | PEST CONTROL          |                    | 85.00           |
| 21280           | LAND TECH GROUP OF VA INC | 158010 916  | PEST CONTROL          |                    | 38.00           |
| 22322           | DAIKIN APPLIED            | 2750PC  | DESIGN FEE            |                    | 1,500.00        |
| 999999          | ROBERTSON'S MOBILE SERVIC | 3108251   | CHILLR MAINT CONTRACT |                    | 3,116.00        |
| 3311            | Repairs & Maint-Auto & Eq | POWERWASH CH916   | POWERWASH CH          | ACCOUNT TOTAL      | 1,842.00 *      |
| 13166           | DAVIS GMC TRUCK INC       | 45580   | INSPECTION            |                    | 16.00           |
| 14300           | EAST END MOTOR CO INC     | 140026  | INSTALL TUBE          |                    | 20.99           |
| 14300           | EAST END MOTOR CO INC     | 140791  | INSPECTION/BULB       |                    | 32.75           |
| 5110            | Electrical Services       |   |                       | ACCOUNT TOTAL      | 69.74 *         |
| 28640           | SOUTHSIDE ELECTRIC COOP   | 114379002 916   | SRR LIGHTS            |                    | 29.74           |
| 31846           | DOMINION VA POWER         | 1230385005 916  | ROY CLARK MONUMENT    |                    | 11.62           |
| 31846           | DOMINION VA POWER         | 1545926683 916  | SCOPE BLDG            |                    | 176.94          |
| 31846           | DOMINION VA POWER         | 2786281903 916  | COURTHOUSE            |                    | 12,447.34       |
| 31846           | DOMINION VA POWER         | 4951935099 916  | SHERIFF DEPT SHED     |                    | 6.59            |

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|-----------------|------------------|---------------------------|----------------|----------------------|--------------|
| 5130            | 31846            | DONINION VA POWER         | 5856894620 916 | WORSHAM CLERK OFFICE | 17.85        |
|                 | 31846            | DONINION VA POWER         | 6669158583 916 | LIGHTS AT RICE       | 110.88       |
|                 | 31846            | DONINION VA POWER         | 8105475944 916 | AG BLDG              | 1,070.62     |
|                 |                  |                           | 9670710004 916 | SHOP                 | 19.36        |
|                 |                  |                           |                | ACCOUNT TOTAL        | 13,890.94 *  |
|                 | 29332            | Water & Sewer             |                |                      |              |
|                 | 29332            | TOWN OF FARMVILLE         | AG BLDG 916    | WATER & SEWER        | 100.19       |
|                 | 29332            | TOWN OF FARMVILLE         | CH IRRIG 916   | WATER                | 10.75        |
|                 | 29332            | TOWN OF FARMVILLE         | SCOPE BLDG 916 | WATER & SEWER        | 42.89        |
|                 |                  |                           |                | ACCOUNT TOTAL        | 153.83 *     |
| 5230            | 10105            | Telecommunications        |                |                      |              |
|                 | 21319            | AT&T                      | 7305055660 916 | PHONE                | 43.21        |
|                 | 21319            | CENTURLINK                | 310262069 916  | PHONE                | 55.94        |
|                 | 30440            | CENTURLINK                | 310441360 916  | PHONE                | 84.12        |
|                 |                  | US CELLULAR               | 816442183 916  | PHONE                | 121.63       |
|                 |                  |                           |                | ACCOUNT TOTAL        | 304.90 *     |
| 5440            | 28869            | Portable Toilet Rental    |                |                      |              |
|                 |                  | STIFF O O INC             | 5528           | MONTHLY SERVICE      | 100.00       |
|                 |                  |                           |                | ACCOUNT TOTAL        | 100.00 *     |
| 6005            | 13367            | Janitorial Supplies       |                |                      |              |
|                 | 30239            | DIAMOND PAPER COMPANY     | 176436         | TOWELS/TISSUE        | 963.96       |
|                 | 30239            | UNIFIRST CORPORATION      | 2020893106     | JANITORIAL SUPPLIES  | 41.55        |
|                 |                  | UNIFIRST CORPORATION      | 2020897064     | JANITORIAL SUPPLIES  | 45.23        |
|                 |                  |                           |                | ACCOUNT TOTAL        | 1,050.74 *   |
| 6007            |                  | Repairs and Maintenance S |                |                      |              |
|                 | 13369            | DIAMOND SPRINGS WATER INC | 11393100 916   | WATER & EQUIP RENTAL | 22.93        |
|                 | 15560            | FARMVILLE WHSALE ELECTRIC | 593873         | CABLE TIES           | 27.72        |
|                 | 15721            | FISHER AUTO PARTS, INC.   | 163739         | GOJO/HAND TOWELS     | 23.42        |
|                 | 21811            | LOWE'S                    | 901323 916     | CONCRETE LEVELER     | 27.36        |
|                 | 21811            | LOWE'S                    | 901394         | CONCRETE/BOLTS/WSHRS | 48.02        |
|                 | 21811            | LOWE'S                    | 901853 916     | REBAR/LUMBER/CONCRET | 62.38        |
|                 | 21811            | LOWE'S                    | 901883         | LUMBER               | 3.16         |
|                 | 21811            | LOWE'S                    | 909117 916     | AIR FILTER           | 18.97        |
|                 | 21811            | LOWE'S                    | 909558         | VALVES               | 14.06        |
|                 | 21811            | LOWE'S                    | 913254         | POST/ROPE            | 16.25        |
|                 | 23248            | NAPA OF FARMVILLE         | 157611         | BATTERIES            | 564.00       |
|                 | 23248            | NAPA OF FARMVILLE         | 157658         | 5 GAL DEX 3          | 64.99        |
|                 | 25680            | PRICE SUPPLY CO INC       | 880844         | HOT/COLD STEAM UNITS | 254.88       |
|                 | 25680            | PRICE SUPPLY CO INC       | 881494         | PVC/CEMENT/VALVE     | 17.03        |
|                 | 27922            | CINTAS CORPORATION #524   | 524 09428 916  | UNIFORM RENTAL       | 403.95       |
|                 | 28596            | SOUTHERN STATES           | 39436          | WEED SPRAY           | 199.75       |
|                 |                  |                           |                | ACCOUNT TOTAL        | 1,768.87 *   |
| 6008            | 25782            | Vehicle & Powered Equip F |                |                      |              |
|                 |                  | PRINCE EDWARD CO PBLC SCH | DIESEL-AUG 16  | DIESEL               | 399.56       |
|                 |                  |                           |                | ACCOUNT TOTAL        | 399.56 *     |
| 6009            | 29083            | Vehicle & Powered Equip S |                |                      |              |
|                 |                  | TAYLOR-FORBES EQUIP CO    | IN46934        | MOWER PARTS          | 60.55        |
|                 |                  |                           |                | ACCOUNT TOTAL        | 60.55 *      |
|                 |                  |                           |                | MAJOR TOTAL          | 24,494.13 ** |



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| MAJOR#<br>ACCT#<br>043400 | VENDOR<br>NUMBER<br>NAME   | INV#  | DESCRIPTION  | AMOUNT   |
|---------------------------|--|---|--|--|
| 3161                      | Professional Services-Can<br>31653 VIRGINIA FOOD WORKS   | PEC 9/16  | CONTRACT PAYMENT   | 2,916.67 *   |
| 5110                      | Electrical Services<br>28640 SOUTHSIDE ELECTRIC COOP   | 44435001 916  | ELECTRIC SERVICE   | 430.87   |
| 5120                      | Heating Services<br>14700 ELLINGTON ENERGY SERVICE   | 803500  | FUEL OIL   | 534.19 *   |
| 5230                      | Telecommunications<br>21319 CENTURLINK   | 310248529 916   | PHONE  | 246.59 *   |
| 6001                      | Office Supplies<br>21811 LOWE'S  | 909105  | BATTERIES  | 9.47   |
| 6005                      | Janitorial Supplies<br>21811 LOWE'S  | 909105  | PAPER TOWELS   | 9.48 *   |
| 051100                    | HEALTH DEPARTMENT  |   | MAJOR TOTAL  | 4,147.27 **  |
| 5610                      | Payment To Local Health D<br>25840 PRINCE EDWARD HEALTH DPT  | 2ND QTR 916   | 2ND QTR SUPPORT  | 40,681.50 *  |
| 052500                    | CHAPTER X BOARD  |   | MAJOR TOTAL  | 40,681.50 **   |
| 5640                      | Payment to Crossroad Ser<br>12928 CROSSROAD SERVICES BOARD   | 1ST QTR 916   | 1ST QTR SUPPORT  | 15,000.00 *  |
| 053500                    | COMPREHENSIVE SERVICES ACT   |   | MAJOR TOTAL  | 15,000.00 **   |
| 3160                      | CSA Programs<br>11306 BLUE RIDGE AUTISM &<br>11327 BLUE RIDGE THERAPY ASSOC<br>11490 RESCARE/BRALEY & THOMPSON<br>11490 RESCARE/BRALEY & THOMPSON<br>11490 RESCARE/BRALEY & THOMPSON<br>12277 CENTER FOR PEDIATRIC<br>12277 CENTER FOR PEDIATRIC<br>12277 CENTER FOR PEDIATRIC<br>12280 CENTRA HEALTH<br>12280 CENTRA HEALTH | JN 916<br>GL 916<br>DWK 916<br>EK 916<br>FK 916<br>PEC101BR 916<br>PEC201BR 916<br>PEC301BR 916<br>GL 916<br>JH 916 | PROFESSIONAL SERVICE<br>PROFESSIONAL SERVICE<br>PROFESSIONAL SERVICE<br>PROFESSIONAL SERVICE<br>PROFESSIONAL SERVICE<br>PROFESSIONAL SERVICE<br>PROFESSIONAL SERVICE<br>PROFESSIONAL SERVICE<br>PROFESSIONAL SERVICE<br>PROFESSIONAL SERVICE | 3,300.00<br>320.00<br>2,945.00<br>2,418.00<br>2,418.00<br>160.00<br>160.00<br>320.00<br>4,420.00<br>1,792.00 |

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| MAJOR#<br>ACCT# | VENDOR<br>NUMBER | VENDOR<br>NAME                     | INV#            | DESCRIPTION          | AMOUNT       |
|-----------------|------------------|------------------------------------|-----------------|----------------------|--------------|
|                 | 12280            | CENTRA HEALTH                      | KR 916          | PROFESSIONAL SERVICE | 3,150.00     |
|                 | 12280            | CENTRA HEALTH                      | KW 916          | PROFESSIONAL SERVICE | 1,792.00     |
|                 | 12280            | CENTRA HEALTH                      | MB 916          | PROFESSIONAL SERVICE | 1,792.00     |
|                 | 12280            | CENTRA HEALTH                      | SG 916          | PROFESSIONAL SERVICE | 1,792.00     |
|                 | 12280            | CENTRA HEALTH                      | WC 916          | PROFESSIONAL SERVICE | 1,792.00     |
|                 | 14575            | ELK HILL                           | MG 916          | PROFESSIONAL SERVICE | 600.00       |
|                 | 14924            | FAMILY & COMMUNITY SUPPRT          | BR 916          | PROFESSIONAL SERVICE | 1,000.00     |
|                 | 14924            | FAMILY & COMMUNITY SUPPRT          | JF 916          | PROFESSIONAL SERVICE | 250.00       |
|                 | 14924            | FAMILY & COMMUNITY SUPPRT          | KT 916          | PROFESSIONAL SERVICE | 607.50       |
|                 | 16672            | GRAFTON SCHOOL INC                 | AG 916          | PROFESSIONAL SERVICE | 5,305.00     |
|                 | 16672            | GRAFTON SCHOOL INC                 | CS 916          | PROFESSIONAL SERVICE | 5,630.00     |
|                 | 16672            | GRAFTON SCHOOL INC                 | NL 916          | PROFESSIONAL SERVICE | 120.00       |
|                 | 16672            | GRAFTON SCHOOL INC                 | NMA 916         | PROFESSIONAL SERVICE | 5,160.00     |
|                 | 16672            | GRAFTON SCHOOL INC                 | SH 916          | PROFESSIONAL SERVICE | 6,926.00     |
|                 | 16672            | GRAFTON SCHOOL INC                 | TJ 916          | PROFESSIONAL SERVICE | 510.00       |
|                 | 17328            | HARBOR POINT BEHAVIORIAL           | KG 916          | PROFESSIONAL SERVICE | 5,870.00     |
|                 | 18816            | IMANCHINELLO IFETAYO               | SEPT 2016       | FOSTER CARE          | 3,700.00     |
|                 | 20662            | INTERCEPT YOUTH SERVICES           | CC 916          | PROFESSIONAL SERVICE | 2,127.00     |
|                 | 21807            | KEYSTONE NEWFORT NEWS LLC          | JY 916          | PROFESSIONAL SERVICE | 4,248.55     |
|                 | 22932            | LONG ASHLEY                        | SEPT 2016       | FOSTER CARE          | 4,255.00     |
|                 | 31981            | MOUNTAIN YOUTH                     | BR 916          | PROFESSIONAL SERVICE | 3,608.00     |
|                 | 31981            | VOICES SPEECH THERAPY              | GL 916          | PROFESSIONAL SERVICE | 2,375.00     |
|                 | 31981            | VOICES SPEECH THERAPY              | GL 916A         | PROFESSIONAL SERVICE | 400.00       |
|                 |                  |                                    |                 | ACCOUNT TOTAL        | 200.00       |
|                 |                  |                                    |                 | MAJOR TOTAL          | 81,463.05 ** |
| 081100          | PLANNING         |                                    |                 |                      |              |
| 5230            | 30440            | Telecommunications<br>US CELLULAR  | 816442183 916   | PHONE                | 54.22        |
|                 |                  |                                    |                 | ACCOUNT TOTAL        | 54.22 *      |
|                 |                  |                                    |                 | MAJOR TOTAL          | 54.22 **     |
| 081600          | TOURISM          |                                    |                 |                      |              |
| 5110            | 31846            | Electrical Services                | 0675198071 916  | ELECTRIC SERVICE     | 212.40       |
|                 | 31846            | DOMINION VA POWER                  | 1059387447 916  | ELECTRIC SERVICE     | 112.09       |
|                 |                  |                                    |                 | ACCOUNT TOTAL        | 324.49 *     |
| 5130            | 29332            | Water & Sewer<br>TOWN OF FARMVILLE | MOORE BLDG 916  | WATER & SEWER        | 7.50         |
|                 |                  |                                    |                 | ACCOUNT TOTAL        | 7.50 *       |
| 5210            | 11894            | Postal Services<br>BUSINESS CARD   | 3722 PUCKETT916 | UPS                  | 13.44        |
|                 |                  |                                    |                 | ACCOUNT TOTAL        | 13.44 *      |
| 5230            | 21319            | Telecommunications<br>CENTURLINK   | 310393238 916   | PHONE                | 357.67       |
|                 |                  |                                    |                 | ACCOUNT TOTAL        | 357.67 *     |
|                 |                  |                                    |                 | MAJOR TOTAL          | 703.10 **    |

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PRINCE EDWARD  
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| MAJOR# | VENDOR NUMBER | VENDOR NAME  | INV#            | DESCRIPTION          | AMOUNT        |
|--------|---------------|--|-----------------|----------------------|---------------|
| 083500 | 21319         | Telecommunications<br>CENTURYLINK                  | 309520098 916   | PHONE                | 105.62 *      |
|        |               |  |                 | ACCOUNT TOTAL        | 105.62 *      |
|        |               |  |                 | MAJOR TOTAL          | 105.62 **     |
| 091000 |               | GENERAL EXPENSE                                    |                 |                      |               |
| 5230   | 23933         | Internal Telecom Account<br>LUMOS NETWORKS         | 165866886 916   | PHONE                | 2,670.90 *    |
|        |               |  |                 | ACCOUNT TOTAL        | 2,670.90 *    |
| 5803   | 19230         | Internal Fuel Account<br>JAMES RIVER SOLUTIONS     | S238577         | GAS                  | 1,235.91      |
|        | 19230         | JAMES RIVER SOLUTIONS                              | S238787         | GAS                  | 1,801.98      |
|        | 19230         | JAMES RIVER SOLUTIONS                              | S238788         | GAS                  | 1,811.70      |
|        | 19230         | JAMES RIVER SOLUTIONS                              | S238801         | GAS                  | 1,975.09      |
|        |               |  |                 | ACCOUNT TOTAL        | 6,824.68 *    |
|        |               |  |                 | MAJOR TOTAL          | 9,495.58 **   |
| 094000 |               | CAPITAL PROJECTS                                   |                 |                      |               |
| 0023   | 22394         | Physical Plant<br>METAL ROOF & BUILDING            | PECNT CRT4      | COURTHOUSE ROOF SERV | 2,350.00      |
|        |               |  |                 | ACCOUNT TOTAL        | 2,350.00 *    |
| 0028   | 29597         | Prospect Depot VDOT Grant<br>TREASURER OF VIRGINIA | DEPOT 916       | PLAN REVIEW          | 710.00        |
|        |               |  |                 | ACCOUNT TOTAL        | 710.00 *      |
|        |               |  |                 | MAJOR TOTAL          | 3,060.00 **   |
| 095000 |               | DEBT SERVICE                                       |                 |                      |               |
| 0105   | 30420         | 2011 Gen Oblig Refunding-<br>US BANK               | BOND 916        | GO REFUNDING-INTERES | 43,234.38     |
|        |               |  |                 | ACCOUNT TOTAL        | 43,234.38 *   |
| 0106   | 30420         | 2011 GO Refunding-Princip<br>US BANK               | BOND 916        | GO REFUNDING-PRINCIL | 250,000.00    |
|        |               |  |                 | ACCOUNT TOTAL        | 250,000.00 *  |
| 0110   | 30420         | 2011 Lease Revenue-Intere<br>US BANK               | REFINANCING 916 | REFINANCING-INTEREST | 49,137.51     |
|        |               |  |                 | ACCOUNT TOTAL        | 49,137.51 *   |
| 0111   | 30420         | 2011 Lease Revenue-Princi<br>US BANK               | REFINANCING 916 | REFINANCING-PRINCIPL | 87,181.00     |
|        |               |  |                 | ACCOUNT TOTAL        | 87,181.00 *   |
|        |               |  |                 | MAJOR TOTAL          | 429,552.89 ** |
|        |               |  |                 | FUND TOTAL           | 847,948.58    |

| MAJOR# | VENDOR NUMBER | VENDOR NAME                                      | INV#     | DESCRIPTION         | ACCOUNT TOTAL | AMOUNT      |
|--------|---------------|--|----------|---------------------|---------------|-------------|
| 0051   | 28057         | Landfill Construction SARGENT CORPORATION        | 46303 #4 | CELL E CONSTRUCTION | 39,857.85     | 39,857.85 * |
| 3180   | 27191         | Professional Services - E RESOURCE INTERNATIONAL | 43014    | CELL E CONSTRUCTION | 4,197.50      | 4,197.50 *  |
|        |               |  |          | MAJOR TOTAL         | 44,055.35     | **          |
|        |               |  |          | FUND TOTAL          | 44,055.35     |             |

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| MAJOR# | VENDOR NUMBER | VENDOR NAME                         | INV#            | DESCRIPTION          | AMOUNT        |
|--------|---------------|-------------------------------------|-----------------|----------------------|---------------|
| 5130   | 29332         | Water Service<br>TOWN OF FARMVILLE  | WATER TANK 916  | WATER                | 46.33         |
|        |               |                                     |                 | ACCOUNT TOTAL        | 46.33 *       |
|        |               |                                     |                 | MAJOR TOTAL          | 46.33 **      |
| 095000 |               | DEBT SERVICE                        |                 |                      |               |
| 0022   | 30420         | Bond Series 11-Principal<br>US BANK | REFINANCING 916 | REFINANCING-PRINCIPL | 111,296.00    |
|        |               |                                     |                 | ACCOUNT TOTAL        | 111,296.00 *  |
| 0023   | 30420         | Bond Series 11-Interest<br>US BANK  | REFINANCING 916 | REFINANCING-INTEREST | 62,729.63     |
|        |               |                                     |                 | ACCOUNT TOTAL        | 62,729.63 *   |
|        |               |                                     |                 | MAJOR TOTAL          | 174,025.63 ** |
|        |               |                                     |                 | FUND TOTAL           | 174,071.96    |

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| MAJOR# | VENDOR NUMBER | VENDOR NAME                              | INV#            | DESCRIPTION          | AMOUNT       |
|--------|---------------|--|-----------------|----------------------|--------------|
| 043200 | 31846         | Electrical Services<br>DOMINION VA POWER | 4148700281      | SEWER PUMP           | 51.69        |
|        |               |  |                 | ACCOUNT TOTAL        | 51.69 *      |
|        |               |  |                 | MAJOR TOTAL          | 51.69 **     |
| 095000 |               | DEBT SERVICE                             |                 |                      |              |
| 0022   | 30420         | Bond Series 11-Principal<br>US BANK      | REFINANCING 916 | REFINANCING-PRINCIPL | 41,523.00    |
|        |               |  |                 | ACCOUNT TOTAL        | 41,523.00 *  |
| 0023   | 30420         | Bond Series 11-Interest<br>US BANK       | REFINANCING 916 | REFINANCING-INTEREST | 23,404.74    |
|        |               |  |                 | ACCOUNT TOTAL        | 23,404.74 *  |
|        |               |  |                 | MAJOR TOTAL          | 64,927.74 ** |
|        |               |  |                 | FUND TOTAL           | 64,979.43    |

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RETIREMENT BENEFIT FUND

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| MAJOR# | VENDOR NUMBER | VENDOR NAME                         | INV#           | DESCRIPTION     | AMOUNT      |
|--------|---------------|-------------------------------------|----------------|-----------------|-------------|
| 002230 | 25257         | LEOS Disbursements<br>JOHNS VICKI K | SEPTEMBER 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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ECONOMIC DEVELOPMENT FUND

PRINCE EDWARD  
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| MAJOR# | VENDOR                   | INVOICE#     | DESCRIPTION       | AMOUNT       |
|--------|--------------------------|--------------|-------------------|--------------|
| ACCT#  | NUMBER                   |              |                   |              |
| 081500 | ENTERPRISE ZONE          |              |                   |              |
| 5602   | VA Growth Alliance Dues  |              |                   |              |
|        | 22341 MECKLENBURG COUNTY | FY17 SUPPORT | FY17 CONTRIBUTION | 23,368.00    |
|        |                          |              | ACCOUNT TOTAL     | 23,368.00 *  |
|        |                          |              | MAJOR TOTAL       | 23,368.00 ** |
|        |                          |              | FUND TOTAL        | 23,368.00    |



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PIEDMONT COURT SERVICES FUND

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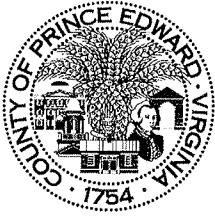
| MAJOR# | VENDOR NUMBER                     | VENDOR NAME | INV#           | DESCRIPTION      | AMOUNT       |
|--------|-----------------------------------|-------------|----------------|------------------|--------------|
| 021400 | PIEDMONT COURT SERVICES           |             |                |                  |              |
| 3600   | Advertising                       |             |                |                  |              |
| 15240  | FARMVILLE NEWSMEDIA               |             | PCS 916        | ADVERTISING      | 107.40 *     |
| 5110   | Electrical Service                |             |                |                  |              |
| 31846  | DOMINION VA POWER                 |             | 4324962309 916 | ELECTRIC SERVICE | 78.85        |
| 31846  | DOMINION VA POWER                 |             | 7218131923 916 | ELECTRIC SERVICE | 123.83       |
|        |                                   |             |                | ACCOUNT TOTAL    | 202.68 *     |
| 5230   | Telecommunications                |             |                |                  |              |
| 21319  | CENTURLINK                        |             | 310357807 916  | PHONE            | 70.25        |
| 23933  | LUMOS NETWORKS                    |             | 174057257 916  | PHONE            | 299.96       |
|        |                                   |             |                | ACCOUNT TOTAL    | 370.21 *     |
| 5510   | Travel - Mileage                  |             |                |                  |              |
| 17363  | HARDING JESSICA                   |             | MILEAGE 916    | MILEAGE          | 246.24       |
| 22217  | MAXEY RENEE T                     |             | MILEAGE 916    | MILEAGE          | 168.88       |
| 23340  | NASH ASHLEY                       |             | MILEAGE 916    | MILEAGE          | 258.66       |
| 23713  | NEWMAN MEGAN                      |             | MILEAGE 916    | MILEAGE          | 416.88       |
|        |                                   |             |                | ACCOUNT TOTAL    | 1,090.66 *   |
| 6001   | Office Supplies                   |             |                |                  |              |
| 22217  | MAXEY RENEE T                     |             | MILEAGE 916    | NEWSPAPER        | 1.00         |
|        |                                   |             |                | ACCOUNT TOTAL    | 1.00 *       |
| 6012   | Books & Subscriptions             |             |                |                  |              |
| 17363  | HARDING JESSICA                   |             | MILEAGE 916    | NEWSPAPERS       | 3.00         |
|        |                                   |             |                | ACCOUNT TOTAL    | 3.00 *       |
|        |                                   |             |                | MAJOR TOTAL      | 1,774.95 **  |
| 097001 | PCS SUPERVISION FEES EXPENDITURES |             |                |                  |              |
| 5420   | PCS - Lease/Rent of Build         |             |                |                  |              |
| 28724  | SRP CORPORATION LLC               |             | RENT 916       | RENT             | 2,500.00     |
|        |                                   |             |                | ACCOUNT TOTAL    | 2,500.00 *   |
|        |                                   |             |                | MAJOR TOTAL      | 2,500.00 **  |
| 097002 | PCS DRUG TESTING FEES             |             |                |                  |              |
| 0001   | PCS Drug Testing Fees             |             |                |                  |              |
| 28095  | ALERE TOXICOLOGY SERV INC         |             | L081016        | DRUG TESTING     | 77.92        |
|        |                                   |             |                | ACCOUNT TOTAL    | 77.92 *      |
|        |                                   |             |                | MAJOR TOTAL      | 77.92 **     |
|        |                                   |             |                | FUND TOTAL       | 4,352.87     |
|        |                                   |             |                | TOTAL DUE        | 1,159,905.19 |

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

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

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





County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** October 11, 2016  
**Item No.:** 7-d  
**Department:** County Administration  
**Staff Contact:** Cheryl Stimpson  
**Issue:** Salaries

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

**Attachments:** None

**Recommendation:** None

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

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

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

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





County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** October 11, 2016  
**Item No.:** 8  
**Department:** County Administration  
**Staff Contact:** Sarah Elam Puckett  
**Issue:** Highway Matters

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**Summary:** Scot Shippee, VDOT Resident Engineer, will not be present at the October Board meeting to update the Board and discuss any highway matters.

**Attachments:**

**Recommendation:**

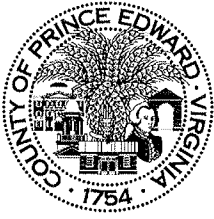
Motion \_\_\_\_\_  
Second \_\_\_\_\_

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

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

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





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

**Meeting Date:**           **October 11, 2016**  
**Item No.:**               **9**  
**Department:**           **County Administration**  
**Staff Contact:**       **W.W. Bartlett/Sarah Elam Puckett**  
**Issue:**                   **Citizen Volunteer Appointments**

---

**Summary:**     Listed below are the Board/Commission vacancies for which the Board of Supervisors will make appointments at the December Board meeting.

- 1. There are two members of the Planning Commission whose terms expire on December 31, 2016, as follows:

Donald Gilliam (County Representative)  
Preston Hunt (County Representative)

- 2. The term of office for one member of the Board of Zoning Appeals expires on December 31, 2016, as follows:

Vincent Eanes

**Attachments:**

**Recommendation:**    Authorize advertising.

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







County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:**        **October 11, 2016**  
**Item No.:**            **10**  
**Department:**        **County Administration**  
**Staff Contact:**      **W.W. Bartlett**  
**Issue:**                **County Administrator's Report**

**Summary:**

- a. Voting Credentials for VACo Annual Meeting -- The Board will wish to designate its voting delegate and alternate for the VACO Annual Business Meeting, (Attachment 1). This has historically been the Chairman and Vice Chair.

**Attachment:**        VACo Letter w/ attachments.

**Recommendation:** As the Vice Chair is unable to attend, the Board will wish to appoint the Chairman and another Board member who is able to attend the Tuesday morning business meeting.

- b. Court House RFP -- As the Board is aware, the advertisement for the A&E firm ran in the August 28, 2016 edition of the Richmond Times Dispatch. The County received 7 proposals by the September 30, 2016 deadline. Mr. Timmons and I are reviewing the submissions.

**Recommendation:** Set a meeting of the Property Committee to review the submissions and make a recommendation to the full Board.

- c. Smart Scale -- The County submitted our projects before the deadline (Oct 3, 2016). VDOT declined to scope the project involving the intersection of US 15 and Route 628 by the Schools. VDOT stated they studied that intersection in 2015 and made improvements. They stated not enough time has passed to provide sufficient data to justify additional work at this time. I am attempting to obtain from VDOT what improvements were made in 2015 and hope to have the answer by the Board meeting.

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

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

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

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

**President**  
Judy S. Lyttle  
Surry County

**President-Elect**  
Mary W. Biggs  
Montgomery County

**First Vice President**  
William A. Robertson, Jr.  
Prince George County

**Second Vice President**  
Sherrin C. Alsop  
King and Queen County

**Secretary-Treasurer**  
Donald L. Hart, Jr.  
Accomack County

**Immediate Past President**  
Penelope A. Gross  
Fairfax County

**Executive Director**  
Dean A. Lynch, CAE

**General Counsel**  
Phyllis A. Errico, Esq., CAE

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

**FROM:** Dean A. Lynch, Executive Director

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

**DATE:** September 27, 2016



The 2016 Annual Business Meeting of the Virginia Association of Counties will be held on Tuesday, November 15, at 11:00 a.m. at The Homestead in Bath County.

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

For your county to be certified to vote at the Annual Business Meeting, (1) your annual dues must be paid in full and (2) either a completed Voting Credentials Form or a Proxy Statement must be submitted to VACo by November 1, 2016. Alternatively, this information may be submitted to the Credentials Committee at its meeting on Monday, November 14, at 1:00 p.m. in the Monroe Room or to the conference registration desk before this meeting.

#### NOMINATING COMMITTEE

The Nominating Committee will meet at 5:00 p.m. in the Mt. Vernon Room on Monday, November 14th during VACo's Annual Conference at the Homestead. The committee is charged to nominate a candidate for President-Elect, First Vice President, Second Vice President, and Secretary-Treasurer to be elected at the Annual Business Meeting. Please send your expressions of interest and nominations to the Committee or to VACo's Executive Director.

#### REGIONAL DIRECTORS

Pursuant to VACo's By-Laws, "regional directors shall be selected at the Annual Meeting by the member counties located within the region which the director will represent." Regional caucuses will be scheduled during the Annual Meeting to select directors. Incumbent regional directors should chair the caucuses. Reports should be given to VACo's Executive Director by 6:00 p.m. on Monday, November 14th. The attached list shows the regional directors that must be selected.

#### Attachments

cc: VACo Board of Directors  
Nominations Committee

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

Phone: 804.788.6652  
Fax: 804.788.0083

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

**VACo 2016 Annual Meeting  
Voting Credentials Form**  
Form may be returned by mail, fax (804-788-0083), or by email to  
vsteinruck@vaco.org

Voting Delegate:  
(Supervisor)

Name \_\_\_\_\_

Title \_\_\_\_\_

Locality \_\_\_\_\_

Alternate Delegate:  
(Supervisor)

Name \_\_\_\_\_

Title \_\_\_\_\_

Locality \_\_\_\_\_

Certified by:  
(Clerk of the Board)

Name \_\_\_\_\_

Title \_\_\_\_\_

Locality \_\_\_\_\_

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**VACo 2016 Annual Meeting  
Proxy Statement**

\_\_\_\_\_ County authorizes the following person to cast its vote at the 2016 Annual Meeting of the Virginia Association of Counties on November 15, 2016.

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

**-OR-**

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

This authorization is:

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

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

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

Title \_\_\_\_\_

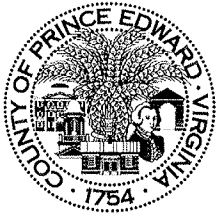
Locality \_\_\_\_\_

- Region 1.....John M. Seward (Surry County)
- Region 3.....Patricia S. O’Bannon\* (Henrico County)
- Region 5.....Ann H. Mallek (Albemarle County)
- Region 6.....Barbara J. Byrd (Clarke County)
- Region 7.....Stephanie Koren (Louisa County)
- Region 8.....John Vihstadt (Arlington County)
- Region 8.....Daniel G. Storck (Fairfax County)
- Region 8.....Sharon S. Bulova\* (Fairfax County)
- Region 8.....Phyllis J. Randall (Loudoun County)
- Region 10.....Sara E. Carter (Appomattox County)
- Region 11.....Bill Thomasson (Bedford County)
- Region 12.....Timothy A. Reeves, Sr. (Wythe County)

Past Presidents:

Penelope A. Gross  
 Harrison A. Moody

\* ineligible for reappointment (term limit)  
 VACo Bylaws: Article IX, Section 4



County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: October 11, 2016  
Item No.: 11  
Department: County Administration  
Staff Contact: W.W. Bartlett/Sarah Elam Puckett  
Issue: Correspondence/Informational

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Summary: Please see attachments.

**Attachments:**

- a. Letter, RE: Retirement of Peggy Epperson, Director of the Library
- b. Commonwealth Regional Council, Monthly Meeting Agenda and Minutes
- c. News Article: Prince Edward Cannery
- d. News Article: Virginia Growth Alliance

**Recommendation:**

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



Central Virginia  
Regional Library

September 18, 2016

Mr. Wade Bartlett  
Prince Edward County Courthouse  
Farmville, VA

Dear Mr. Bartlett,

I want to thank you for your help with the library. During the time that you have been in Prince Edward County, you have had the tough job of keeping the county's finances in order. I appreciate the fair and evenhanded way you have managed this task.

I have resigned as Director of the library, and the Library Board has appointed the Farmville-Prince Edward Branch Manager as Acting Director. The Library Board anticipates a period of two to three months to hire a new director. Ruth's business card is enclosed with this letter as a contact for the library.

Please convey to Sarah Puckett my thanks for her help with library board appointments. I think the County is lucky to have her.

Sincerely,

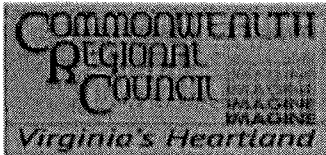
Peggy Epperson  
Director

**Ruth Stubbs**  
Branch Manager



Central Virginia Regional Library  
Farmville-Prince Edward Branch  
1303 West Third St  
Farmville, Va 23901

434.392.6924  
rstubbs@cvrl.net  
www.cvrl.net



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

**Meeting Agenda**  
**Thursday, October 6, 2016, 12:00 Noon**  
(Light lunch will be provided)  
Commonwealth Regional Council Office  
One Mill Street, Suite 202, (2<sup>nd</sup> Floor) Farmville, Virginia

- I. Welcome & Call to Order ..... Chairman Wingold
- II. Invocation
- III. Approval of Minutes of September 1, 2016 Meeting ..... Secretary Walker
- IV. Treasurers' Report – September 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**
- VI. Scoping the Future – Discussion of Innovative/Regional Ideas, **Attachment 2**..... Council Members
- VII. Old Business ..... Chairman Wingold
  - A. Staff Reports
    - 1) CRC Comprehensive Economic Development Strategy (CEDS) Project, EDA – Economic Development Support for Planning Organizations Program, **Attachment 3** ..... Mary Hickman
    - 2) GO Virginia Update, **Attachment 4**..... Mary Hickman
    - 3) State Homeland Security Program Grant “Regional Emergency Communications Tower Improvements to Alleviate Dead Zones in CRC Region” Update, **Attachment 5** ... Melody Foster
    - 4) FY 18 VDOT Transportation Alternatives Program Deadline, **Attachment 6** ..... Melody Foster
    - 5) CRC Assisted VDOT Smart Scale Project Applications Submitted: Amelia & Charlotte ... Melody Foster
    - 6) CRC Hazard Mitigation Plan Update..... Todd Fortune
    - 7) CRC Regional Workshop for Local Planning Commissions, **Attachment 7**..... Mary Hickman
    - 8) EfficientGov Trial Online Tour Held for Member Localities, **Attachment 8**..... Mary Hickman
    - 9) CRC/SPDC/VGA Event-USDA Rural Development Roundtable Scheduled, **Attachment 9**..... Mary Hickman
    - 10) Council Member Comments
- VIII. New Business ..... Chairman Wingold
  - A. Staff Reports
    - 1) FY 15-16 CRC Audit Presentation, Burnett & Sneed, LLC (**Emailed Separately**) ..... Larry Sneed
    - 2) Guest Speaker (Conference Call) – Anne Herring, USDA Rural Development, Virginia Rural Development Coordinator, **Attachment 10**..... Anne Herring
    - 3) CRC Resolution of Support for Amelia County VDOT Smart Scale Applications, **Attachment 11** ..... Melody Foster
    - 4) CRC Resolution of Support for Charlotte County VDOT Smart Scale Application, **Attachment 12** ..... Melody Foster
    - 5) CRC Resolution of Support for Prince Edward County VDOT Smart Scale Applications, **Attachment 13**..... Melody Foster

- 6) Town of Phenix and CRC Agreement for Grant Writing Services for USDA Construction Fund Application (Repairs to Water System), **Attachment 14** ..... Todd Fortune
  - 7) Announcement of Assistance to Firefighters Grant (AFG) Application Period Opening, **Attachment 15** ..... Melody Foster
  - 8) MOU for Kenbridge Volunteer Fire Department, AFG Application, **Attachment 16** ..... Melody Foster
  - 9) Report on Staff Discussion with VDEM on Local Disaster Response ..... Todd Fortune
  - 10) FY 17 Virginia Tobacco Region Revitalization Commission, Grant Program Deadlines, **Attachment 17** ..... Andre' Gilliam
  - 11) Virginia Outdoor Plan Regional Meeting Scheduled, **Attachment 18** ..... Andre' Gilliam
  - 12) CRC Hosting Natural Heritage Data Explorer Training Workshop, **Attachment 19** ..... Todd Fortune
  - 13) Council Member Comments
- IX. Commonwealth Intergovernmental Review Process, **Attachment 20**
- X. Other Business
- XI. Council Member Comments
- XII. Adjourn – Next Meeting Date – November 3, 2016 – 11:00 a.m. at Sheldon’s Restaurant, Keysville, VA\*\*



**Commonwealth Regional Council  
1 Mill Street, Farmville, VA  
September 1, 2016**

**Welcome & Call to Order**

The Chairman called the Meeting to order at 12:00 Noon at the Commonwealth Regional Council Office, 1 Mill Street, Suite 202, Farmville, Virginia.

**Invocation**

Mr. Dunnivant gave the invocation.

**ROLL CALL**MEMBERSPRESENTABSENT

## 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

## 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)

Non Members:

## SVCC:

\*\*Mr. Keith Harkins

\*\*Mr. Keith Harkins

## Longwood University:

\*\*Ms. Sheri McGuire

\*\*Ms. Sheri McGuire

NOTE: \*Denotes Alternates  
\*\*Denotes Non-Voting Member Attending

**STAFF**

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

**GUEST**

Dr. Dale Jones, Vice President for Strategy, Administration, and Board Affairs, Hampden-Sydney College

**Approval of Minutes of August 4, 2016 Meeting**

Mr. Walker moved to approve the minutes as presented. Motion carried.

**Treasurer's Report**

**August Financial Statements:** The Treasurer reported he had reviewed the report and had found all information in order. Mr. Gleason moved to approve the August Financial Statement as presented. Motion carried.

**Report of Officers & Committees**

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

**CRC Economic Development Administration (EDA) Economic Development District (EDD) Designation Update:** Mr. Bob Gittler, Virginia Economic Development Administration Representative, was called and a conference call was held with representatives to discuss the potential of CRC Economic Development Administration, Economic Development District Designation.

Mr. Timmons referred to the Federal Regulations (e-CFR, Title 13, Chapter III, Part 304.2 (2), regarding the make-up of the District Organization governing body. Mr. Timmons stated it was the understanding that the makeup of the governing body would need to include all of the general areas listed and if an elected official also served in the capacity of any of the other listed interests then they could that meet the criteria as well. Mr. Gittler stated he wished he could give a definitive answer one way or the other, unfortunately he could not. When the regulations were changed in January of 2016 they became open to interpretation. This however, can be used as an argument that many elected officials have day jobs and do not serve fulltime in the capacity of an elected official.

Mr. Timmons asked what the definition of a "labor group" is? Mr. Gittler stated typically this would be trade union. Mr. Gitter stated if you do not have these types of labor unions in your area probably a workforce development representative would substitute. Mr. Gittler stated if you do not have these types of unions then they do not need to be represented.

Mr. Timmons also asked what the statement each district organization must meet the requirements of adequate staff to perform its economic development functions and its authorities and responsibilities for carrying out economic development functions means. Mr. Gittler stated basically means the district organization can follow through on what it promises it will do. Mr. Gittler stated this would be expressed in the bylaws of the organization. Mr. Gittler stated the CRC is supported because of the way PDC's are structured by State Code would probably take care of this statement in that PDC's mission are very similar to this requirement. Mr. Gittler stated this statement is made to ensure an

organization is not a "shadow" organization with no supporting staff to carry out the requirements. Mr. Gittler stated the CRC already has professional staff on board and therefore, would meet this requirement.

Mr. Timmons also confirmed the CRC would need to update the CRC's Bylaws to include voting representatives who are citizens in order to meet EDA Regulations of the governing body. Currently the CRC's representatives are all elected officials. Mr. Gittler concurred.

Mr. Timmons stated the CRC would be making a decision on whether to proceed with requesting the EDD designation. Mr. Timmons asked how long will it take for the CRC to receive a determination of being an EDD from the time of submission? Mr. Gittler stated when an organization applies, it goes through a multi-layer review process including a legal review, headquarters review and concurrence from the State. Six months would be a good estimate. However, with a new Presidential Administration coming into office things could change. Also, there is a caveat; the organization will need to have an EDA approved Comprehensive Economic Development Strategy (CEDS). An organization cannot apply for EDD designation until it receives CEDS approval. Therefore, the first step is to create a CEDS for approval. The timeframe for getting approval of the CEDS is typically a year. Mr. Timmons asked if Ms. Hickman had what she needed to begin the CEDS process. Ms. Hickman clarified with Mr. Gittler the first step in the CEDS process would be to develop a CEDS Committee. However, Mr. Gittler stated this did not need to be done prior to requesting funding assistance from EDA to develop a CEDS. Mr. Gittler stated EDA provides grants at 50% with 50% match to assist organizations in developing CEDS. Mr. Gittler recommended applying for an EDA Grant to assist with the CEDS, then form the CEDS Committee, then begin the CEDS application for approval.

Mr. Timmons asked if there was anything the CRC could do concurrently regarding the creation of the CEDS and the request for EDD designation or did they have to be done one before the other? Mr. Gittler stated it seemed the CRC has already identified the need to modify its governing board in order to meet the EDA regulations and this could be done at the same time as the CEDS. Mr. Gittler stated the CRC probably should look at section 304 of the regulations to make sure it is meeting all of the requirements; however, the CRC is already structured to hold public meetings, make meeting minutes public, annual financial audits, etc.

Ms. McGuire asked if a synopsis of the CEDS process could be provided to those unfamiliar with the process. Ms. Hickman stated this was provided to the CRC at the beginning of this discussion but certainly could be provided again for review.

Mr. Gittler stated information on the CEDS process is available on the EDA website including a webinar on the CEDS process. Mr. Gittler pointed out 3 main points on the CEDS: 1) once an organization has an EDA approved CEDS it does not need an EDD designation to apply for EDA Grant program funds (sometimes this is overlooked); 2) the CEDS is designed to be an interagency document utilized by other State and Federal Agencies for funding programs; 3) the CEDS has an innate value of bringing people to the table and provides regional collaboration.

Ms. Hickman clarified that the regulation requirements for the governing body makeup is only an issue for applying for EDD designation and is not relevant for the CEDS designation. Mr. Gittler confirmed this statement; however there are similar requirements for the CEDS Committee that would need to be met.

Mr. Walker asked if the CRC had a plan in place but not executed for changing the structure of the governing body before submitting an application for EDD designation would that be acceptable? Mr. Gittler stated the regulations state the existing entity would need to meet the criteria when the application is submitted; however if a plan has been laid out is underway, then maybe it would be acceptable. A provisional designation may be provided as a possibility. Mr. Gittler stated he has never encountered this situation before, he would enquire if this could occur.

Mr. Dunnavant inquired regarding the CRC being eligible for EDA funding once it has a CEDS Committee. Mr. Gittler clarified, once the CRC has an EDA approved CEDS, it would be eligible to apply for EDA program funding. Mr. Dunnavant asked what are the benefits of the CEDS and EDD designation? Mr. Gittler stated being eligible for EDA programs funds, which the CRC region is not presently, having an approved CEDS that can be useful for other agency funding programs such as USDA and DHCD as well as the process helps to bring the region together to collaborate regionally on issues. Mr. Gittler suggested contacting surrounding regions that have approved CEDS/EDD designation such as Gail Moody at Southside PDC to discuss the benefits. Mr. Dunnavant questioned what the EDA Economic Adjustment funding program is? Mr. Gittler stated it is a flexible funding program that has been used to fund construction, incubators, things that may not fit in the public works funding program.

Mr. Gittler was thanked for his time to discuss the process.

There was discussion on the information shared during the conference call.

Ms. Hickman reiterated two main points: the CRC does not have to change its' board composition to pursue funding from EDA to complete the CEDS process. If the CEDS is approved by EDA, and the CRC chooses to pursue EDD designation it would then have to address changing the CRC's Bylaws and Charter to meet the criteria to pursue EDD designation. If the CRC gets an approved CEDS it becomes eligible for EDA funding programs.

Ms. McGuire stated it is possible that through the CEDS process additional board representatives may become identified that could be appointed to the CRC to meet the criteria for EDD designation.

Mr. Walker stated based on what Mr. Gittler said earlier, it is possible the CRC could complete the CEDS process and become CEDS approved. The CRC would be eligible for EDA program funding and may decide the CRC does not want to pursue EDD designation and therefore would not need to change the boards composition.

Ms. Hickman stated it is her understanding the EDD designation makes the organization eligible for support funding on annual basis. The CEDS approval makes the CRC region eligible for EDA program funding. It was also stated there is funding available from EDA to complete the CEDS based on a 50% match. Ms. Hickman stated EDA likes to see a cash match but has allowed in-kind personnel time as a match. Ms. Hickman stated it is also possible they may allow time spent on the process by Longwood or Hampden-Sydney personnel to count towards the match as well.

Mr. Gleason moved and Mr. Timmons seconded for the CRC to pursue Comprehensive Economic Development Strategy (CEDS) funding through EDA. Motion carried.

Mr. Walker asked the higher education representatives present their thoughts on the CRC pursuing the

CEDS designation. Dr. Jones stated he was impressed with the CRC's extensive deliberations and consideration of all the factors on the subject. Ms. McGuire and Mr. Harkins both stated they felt pursuing the CEDS designation is the right thing to do for the region.

Mr. Walker voiced the CRC's appreciation for Dr. Jones, Ms. McGuire and Mr. Harkins attending meetings as non-voting members and participating in the discussion. Mr. Gleason stated the CRC valued their opinions very much.

Mr. Timmons stated Ms. Hickman could proceed with obtaining the CEDS Grant Application and start the process and get information on the Grant process.

Ms. Hickman stated she will contact Mr. Gittler to begin the dialogue on the CEDS process, start putting the EDA Grant Application together and confirming with EDA what needs to be confirmed by the CRC and begin the discussion with Longwood University, Hampden-Sydney and SVCC to see how their regional resources can be utilized in support of this process. Ms. Hickman stated she will put together a scope of work, budget and timeline for the CRC. Ms. Hickman stated the CRC will need to confirm the budget because of the 50% match.

Mr. Timmons stated at the next meeting he would like to see a schedule for moving forward.

**Appointment of Charter and Bylaws Committee:** It was decided this was not needed at this time.

**Report on Chief Administrative Officers (CAO) Meeting:** Ms. Hickman stated the August Chief Administrative Officers Meeting Agenda was provided for information. Ms. Hickman stated as requested by the CRC, she would provide more detail on the CAO meeting held but would try to keep it brief due to the length of the CRC meeting thus far. Ms. Hickman stated there was a discussion on the concept of a Regional School Bus System as a way to save money. Ms. Hickman stated this was brought to discussion by Mr. Harvie who was contacted by Powhatan County to see if there was any interest in pursuing this concept. Mr. Harvie requested more specific information but never received it. Therefore, there was no additional discussion. Ms. Hickman stated she reported to the CAO's that during the recent Dialogue Meetings with member locality staff there was stated a need for more educational workshops for local planning commissions that could be held regionally. Ms. Hickman reported that she had contacted Dr. Mike Chandler and Mr. Jonah Fogel with the Land Use Education Program at Virginia Tech to seek assistance. Ms. Hickman stated the CAO suggested contacting County Planners, Town Clerks to hold a Worksession to develop topics for the Workshop that would be more focused on the rural area of this region. Ms. Hickman asked for feedback from the CRC on whether they would like for the CRC staff to proceed on this matter. There were no objections. Ms. Hickman stated Mr. Gleason sat in on the CAO meeting this past month. Mr. Gleason stated the meeting was informative.

Mr. Timmons stated a subject has been brought to his attention in light of the Tornado that went through Appomattox County. Most localities in the region do not have full-time Emergency Management Staff to handle FEMA and other required responses to natural disasters. Mr. Timmons stated the CRC has been mentioned as a possible regional staffing for Disaster Emergency Management situations. Mr. Timmons stated it is his understanding there is free training available. Mr. Timmons requested Ms. Hickman contact Ms. Sarah Puckett at Prince Edward County to see if this is something the CRC can provide assistance with in the future. Ms. Hickman stated this subject was

discussed during the recent CAO meeting and Mr. Fortune has already contacted Mr. Chris Bruce with Virginia Department of Emergency Management who has an office in Farmville. Ms. Hickman stated Mr. Bruce will be attending a future CAO meeting to discuss the issue. Mr. Timmons requested that Ms. Puckett be contacted, as she had a lot of information on the subject.

**Scoping the Future – Discussion of Innovative/Regional Ideas:** Ms. Hickman noted the attachment has been updated to include the Council's direction for items to be stricken, indicating the items have been either addressed or pursued.

### **Old Business**

### **Staff Reports:**

**GO Virginia Update:** Ms. Hickman stated the State GO Virginia State Board appointments; both legislative and citizen, have been made and are included in the Attachment provided in the Council Representatives packet. Ms. Hickman stated she also included in the Attachment the Powers and Duties of the State Board. Ms. Hickman stated the State Working Group met on August 15 and included a representative from the VAPDC. Ms. Hickman stated the only map presented to the State Working Group for possible Regional Councils was the one presented by the VAPDC. This also was included in the CRC's packet. Ms. Hickman stated the CRC is proposed to be in the same region with Southside and West Piedmont PDC's. The VAPDC representative of the Working Group stated there was general consensus on the map presented but there was noted concern on the commuting patterns and economic development similarities within the overall regional borders. It anticipated that the GO Virginia State Board will adopt guidelines and the GO Virginia Regions as recommended by the Workgroup late October or early November.

**State Homeland Security Program Grant "Regional Emergency Communications Tower Improvements to Alleviate Dead Zones in the CRC Region" Update:** Ms. Hickman stated Ms. Foster inquired with the Virginia Department of Emergency Management to confirm if Grant Award Letters were sent out the week of August 8<sup>th</sup> as stated on the State's website. Ms. Foster was told the Grant Awards will be delayed until Mid-September.

**VDOT Transportation Alternatives Program Workshop Attended:** Ms. Hickman stated Ms. Foster and Mr. Gilliam attended the VDOT Transportation Alternatives Program Workshop that was held in Farmville on August 9<sup>th</sup>. Mr. Gilliam stated the name of the program has changed this year to VDOT Transportation Alternative Set-Aside. Mr. Gilliam stated the 80% State, with 20% Local match, still applies and also the 10 criteria categories for funding.

**Hampden-Sydney Volunteer Fire Department Rescue Squad Assistance Fund Grant Submitted:** Ms. Hickman stated as reported at the August CRC meeting, the CRC was contacted by the Hampden-Sydney Volunteer Fire Department for assistance in applying for funds from the Rescue Squad Assistance Fund (RSAF) to purchase extrication equipment. Ms. Hickman stated Ms. Foster assisted Hampden-Sydney in submitting the electronic RSAF Application on August 26<sup>th</sup>. The deadline for the application is September 15<sup>th</sup>. Ms. Hickman stated announcements are anticipated in early January. Ms. Hickman stated there are two competition rounds each year, the next round will be in March 2017.

There was discussion on the number of Hampden-Sydney College students who serve on the

Hampden-Sydney Volunteer Fire Department and the effect it has on the Fire Department when the students graduate.

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

### **New Business**

### **Staff Reports**

**CRC/DHCD FY 2017 Financial Assistance Contract:** Ms. Hickman stated she submitted the Annual Report to the Virginia Department of Housing and Community Development on August 11<sup>th</sup> as required by the Regional Cooperation Act. Ms. Hickman stated a copy of the CRC's Annual Contract for State Planning Funds was included in the CRC's packet for authorization.

Mr. Walker moved and Mr. Timmons seconded to authorize the Executive Director to execute the Contract between the CRC and the Virginia Department of Housing and Community Development for State Planning Funds. Motion carried.

**GrantFinder Website Proposal for CRC (Member Benefit):** Ms. Hickman stated during the Member Dialogue Meetings there were comments relating to membership value. Ms. Hickman stated while it was acknowledged that the CRC does provide valuable services as the region's Planning District Council, staff continue to be alert to opportunities to enhance the CRC's purpose and services for its members. Ms. Hickman stated she was contacted by Mr. Corey Andrade with EfficientGov. EfficientGov is offering to help agencies investigate ways it can provide an additional service to its members. EfficientGov is a website tool that provides assistance in finding grant funding as well as management of applications, task, deadlines, users and reports – in one central online platform. Ms. Hickman stated more information on the website tool was included in the CRC's packet. Ms. Hickman stated this could be utilized not only for internal purposes, but also to enhance the value of CRC services provided to the member localities. Ms. Hickman stated EfficientGov has offered a 5-seat free trial for 3 months to the Commonwealth Regional Council for access to the GrantFinder and Grant Tracker Services. During the 3 month free trial, the CRC would be the host provider with the CRC current five member localities having access to the services directly also. This will help the CRC gauge the interest of this service by the member localities, while at the same time allowing the CRC to provide an additional member service. If after the 3-month trial period the current CRC Member localities find the service valuable, the CRC could re-visit it for further investigation as an annual service. If there is lack of interest by the member localities, the trial service would end and the benefit would no longer exist. Ms. Hickman stated this opportunity is provided for discussion and consideration by the CRC.

It was stated the annual cost for the service would be \$1700 for the CRC to be the host and provide 5 seats for the member localities.

There was discussion on this matter.

Mr. Gleason moved and Mr. Dunnavant seconded for the CRC to participate in the free 3-month trial offer by EfficientGov for the CRC to be the host and all five member localities have a seat as well for access to the GrantFinder and Grant Tracking services. Motion carried.

**Governor's Statement – Utility-Scale Solar Project in Buckingham County:** Ms. Hickman stated this Announcement was provided for information.

Mr. Dunnavant stated this is wonderful news for Buckingham and Virginia.

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

**Commonwealth Intergovernmental Review Process (CIRP):** Ms. Hickman stated there were two local projects:

- Environmental Impact Report – Dept. of Game and Inland Fisheries, Horsepen Lake Dam Upgrade, Buckingham County
- Grant to Build Farmers Market in the Town of Kenbridge

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

**Other Business:** Ms. Hickman stated at the August CRC Meeting the Council took action to move the November CRC Meeting to Keysville, Virginia to allow CRC Representatives the opportunity to attend the USDA Roundtable Meeting that will be held the same day at SVCC. The CRC meeting was proposed to be held at the Heartland Business Park in the conference room if available. This site was not available. Ms. Hickman stated she also contacted SVCC and Mr. Harkins about space in SVCC but the only available space was a computer lab. Ms. Hickman stated she did contact Sheldon's Restaurant and found available space at the Restaurant.

There was concurrence that this would work. Therefore, the November CRC meeting will be held on Thursday, November 3<sup>rd</sup> at 11:00 a.m. at Sheldon's Restaurant in Keysville, Virginia.

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

**Adjournment:** The meeting adjourned at 1:40 p.m.

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Mr. Gary Walker, Secretary



# Community Canning: a Tradition, a Necessity

## Preserving a Tradition, Feeding Rural Virginia Families and Boosting the State's Economy

**NOEL OLIVER**  
Virginia Correspondent

FARMVILLE, Va. — Community canneries, or "county canneries" as they are sometimes referred to, were once commonplace in Virginia. In fact, they were once a common facility at the county level throughout the entire nation. Visiting the local cannery to put up the season's garden harvest was not only a necessary way of life for many rural residents, it was a chance to socialize with neighbors. Today, for many folks, it is still a tradition.

The Prince Edward County Cannery and Commercial Kitchen in Farmville is one of only 11 canneries in Virginia that are open seasonally for public use. The canneries are located in nine different counties across the Commonwealth of Virginia.

The Prince Edward facility is open for home canning, that is, canning for personal use, three days a week from June through December. During the 2015 harvest season, the cannery's records indicate that 116 individuals, largely Prince Edward County residents, signed up for use of the facility. Most of the residents that signed up came back more than once and often brought friends or family members to lend a hand when preserving larger batches. In total, nearly 8,500 cans of produce were canned at the Prince Edward cannery for personal consumption last year. The facility also helps local organizations with various social events.

Emily Wells, the former head of Virginia Food Works, an organization that has developed close ties to the cannery, explained in an article in the local Farmville Herald newspaper how the facility also goes above and beyond to help its community. "The cannery has been available to help with church and other service organizations' fundraisers, 4-H lessons and school field trips, and hosting Virginia Cooperative Extension workshops," she said.

Patty Gulick is the current manager of the cannery's "commercial side."

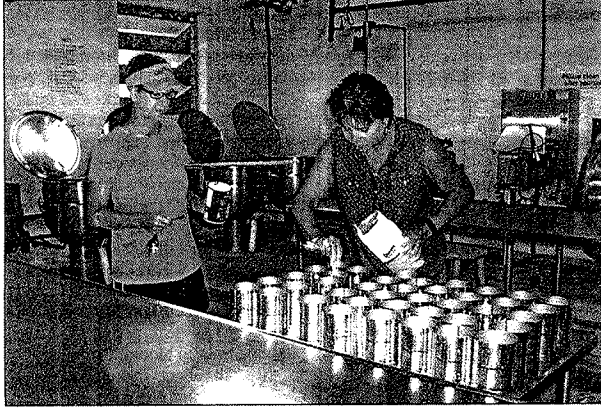


Photo by Patty Gulick

These two women are getting the seasoning just right on a batch of homemade tomato juice at the Prince Edward County Cannery and Commercial Kitchen in Farmville, Virginia.



Photo by Patty Gulick

Cannery staff worker Rodney Scott helps a client fill cans with snap beans.

"This isn't just a place to come to put up your harvest for the winter," Gulick said. "Most of the folks that come in here know each other or are family. It's like that. It's a place to socialize, share recipes, compare harvests. Most of the people that are here this year, well, were here last year."

Gulick motioned toward the impressive layout of industrial-grade pressure cookers, grinders, cauldrons and other equipment and added: "If you do happen to be here for the first time, or are not familiar with all of the equipment, we have staff that is more than happy to help you. We even have some recipes here that we have developed over the years. They are quite good, we think."

Like most community canneries or commercial kitchens in Virginia, the lion's share of the funding needed to run the Prince Edward facility is provided by the local county government.

"The members of the county government are our biggest supporters," Gulick said. "It's a good feeling, knowing that they appreciate and stand behind what we do for the community." The Prince Edward cannery



Photo by Noel Oliver

These are just a few of the commercial products that are processed for resale through Virginia Food Works at the cannery.

does charge residents a modest, daily, flat rate fee of \$1 per day and then a small charge for the cans used for home-canning. That cost varies by the size of the cans used.

The Prince Edward cannery also enjoys the distinction of being USDA-certified and approved to process value-added foods for resale for commercial ventures. In 2010, with grant funding from the Tobacco Indemnification Commission, the cannery was retrofitted to become the Prince Edward County Cannery and Commercial Kitchen. Not only is this a boon for the cannery in terms of income potential, it represents a big opportunity for small producers that are just starting out or selling their items at retail on a small scale.

The nonprofit organization, Virginia Food Works, was hired to manage the commercial operation. It offers a number of vital services to retail producers. According to the website, they can "... work with existing and prospective producers of value-added foods, providing expertise and guidance on the steps involved from product development to final production. We also offer contract packing services, specializing in the creation of value-added foods from locally grown ingredients."

Virginia Food Works even offers a co-pack option to commercial producers that may not, for one reason or another, be able to process and pack their own goods for resale.

"Drop off your produce to us and we will return it, processed, labeled and ready to go to market," stated Virginia Food Works on the site.

Gulick said, "Some of our commercial customers come from as far as the Northern Virginia area. They will rent the kitchen for a couple (days) or three days in a row. They will fill up a truck with product and head back home."

The origin of the county or community cannery came about during

up all over, to help those citizens that didn't have the equipment needed to can.

After WWI, interest in canning fell off, only to experience an increase again during World War II, when the campaign re-emerged. But later, as food demands dwindled after the war ended, so too, did interest in Victory Gardens and canning.

Today, as citizens have become more health conscious, they have naturally looked to their eating habits. Following a growing desire to be able to conscientiously control what they consume, citizens again are beginning to take matters into their own hands. Home gardens are springing up again, often with a focus on organic crop care, and the local cannery is getting new visitors again.

"I'd say that a full one-third of our visitors are in the 30- to 50-year-old age bracket now," Gulick said. "Whether they are commercial producers that want to be hands-on with their product or people that just want to put up the food from their garden, we have what they need to do it here. We are more than happy to have them come in!"

For more information on The Prince Edward County Cannery, Virginia Food Works or to visit, go online to [http://www.co.prince-edward.va.us/cannery\\_index.shtml](http://www.co.prince-edward.va.us/cannery_index.shtml) or <https://virginiafoodworks.org/> or call Virginia Food Works at 434-960-8958.

Noel Oliver is a freelance writer in Southside Virginia.



Photo by Noel Oliver

Cannery manager Patty Gulick readies a batch of red peppers for pepper jelly, one of the cannery's favorite recipes.

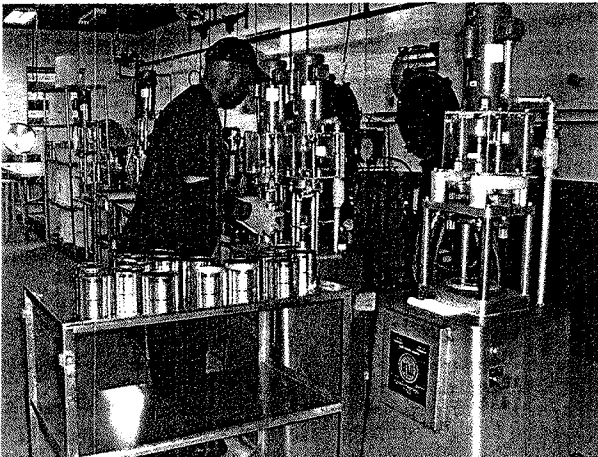
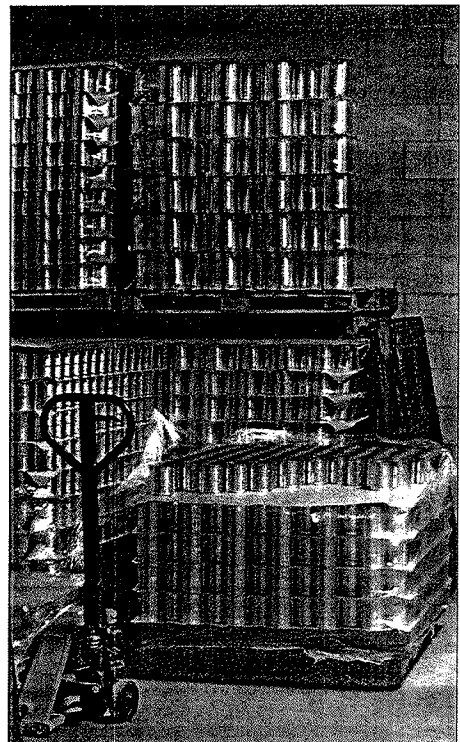


Photo by Patty Gulick

These lids are being sealed onto cans before the trip into one of the industrial pressure cookers standing in the background.



New cans are stocked floor to ceiling ahead of home-canning season. In 2015, nearly 8,500 cans of produce were canned for personal consumption at the Prince Edward facility.

Photo by Noel Oliver



|                                 |                                    |                                       |   |   |
|---------------------------------|------------------------------------|---------------------------------------|---|---|
| Cover<br>Story (/cover-story)   | CEO's<br>Message (/ceo-message)    | Hot<br>Deals (/hot-deals)             | International<br>Trade (/international-trade) | Regional<br>Highlight (/regional-highlight) |
| E.D.<br>Notebook (/ed-notebook) | Virginia<br>in the News (/va-news) | Research<br>Corner (/research-corner) | Did<br>You Know (/did-you-know)               | About<br>VEDP (/about-vedp)                 |

# Virginia's Growth Alliance Emerges as a Prime Location for Unmanned Systems



**Virginia's Growth Alliance (VGA) is strategically located midway between Richmond, Virginia, and Raleigh, North Carolina, and includes the counties of Amelia, Brunswick, Buckingham, Charlotte, Cumberland, Greenville, Lunenburg, Mecklenburg, Nottoway, Prince Edward and the City of Emporia. From Microsoft and HP to Georgia-Pacific and Amcor, the region is home to an array of world-class companies, which benefit from the area's skilled workforce, low cost of living, fast fiber broadband and convenient transportation network.**

While many established corporations have chosen to locate in the Southern Virginia region, the area is also forging a path for an industry changing so fast that there is no standard definition for it—unmanned systems (UMS).

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"Unmanned systems technology is the next generation of research and data analytics, and our investment in this technology gives Virginia companies the edge in competing in the global market," Governor Terry McAuliffe said in a May 20 press release. "With these groundbreaking initiatives, Virginia's researchers and engineers can expand technical capabilities in the aviation and energy fields and grow these critical sectors of the new Virginia economy."

UMS manufacturing industries include firms that produce finished vehicles, components and instruments. Nonmanufacturing industries consist of specialized technology, design, programming and consulting services, which are inputs of the manufacturing industries.

Unmanned systems include more than just aircraft. Intelligent cars, self-guiding tractors, water surface and underwater vehicles are all technologies that make up this emerging field which holds the potential to benefit our citizens and industries in countless ways. Advances in automation and similar technologies have led to an exponential growth in demand for unmanned systems services and applications.

Despite the tremendous push from the commercial sector to develop the UAS (Unmanned Aerial Systems) industry, the Federal Aviation Administration (FAA) has been especially cautious in crafting guidelines that protect the safety of our citizens, while leaving many regulations up to the states.

Virginia is strategically positioned to be a UAS development leader. The Commonwealth has led the way in becoming a friendly partner for unmanned aircraft systems, relying upon the FAA to regulate air space while also maintaining certain limitations on law enforcement use that puts the public's mind at ease and cultivates investment from industry.

The UAS industry was pushed forward in 2013 when Virginia Tech, along with partners in Maryland and New Jersey, was chosen by the FAA to be one of only six test sites. AA This Mid-Atlantic Aviation Partnership (MAAP) has been leading the U.S. in providing productive test flights and research for public and private organizations and students.

It's through the work of partnerships like MAAP, and the enthusiastic support of Governor Terry McAuliffe, that the Commonwealth was recently awarded a Certificate of Authorization (COA) from the FAA for research flights up to 7,000 feet in altitude in an area of nearly 5,000 square miles in central Virginia. This new FAA-approved flight corridor will accelerate testing and development to further safe commercial integration of unmanned aircraft systems. The recently authorized airspace covers more than 10 percent of the state's land area, including critical infrastructure such as airports, power plants, electric lines, energy assets and rail lines.

The new COA stretches across seven counties within VGA's 10-county region, covering land in Buckingham, Nottoway, Cumberland, Prince Edward, Charlotte, Amelia and Lunenburg, in addition to eight other counties.

VGA's willingness to be an industry leader has enabled companies like UAV Pro and Textron Systems Unmanned Systems to call the VGA home. With assistance from the Virginia Tech MAAP, which obtained the COA for aeronautical research, as well as UAV Pro, Textron Systems has moved its training and global service facility from its original location at Fort Pickett to a larger and more comprehensive Unmanned Systems Service and Support Center.

Located on the Allen C. Perkinson Airport/Blackstone Army Airfield Taxiway, the new 14,700-square-foot facility spans two buildings, which expanded Textron Systems' space by approximately 1,700 square feet. The facility includes three classrooms with capacity for 12 students in each, as well as two simulator rooms that can operate up to 12 total flight simulators. The facilities also include an engine test cell and a air vehicle test cell, along with space for air vehicle assembly, composite and engine maintenance, repair and operations. The buildings will also have access to the airport for UAS operations directly outside the facility doors. Additionally, the buildings have an expandable and modular design, allowing for growth with business and product changes.

"The grand opening of a larger Unmanned Systems Service and Support Center is important to us because the UAS industry is growing—and we are excited to expand our location to accommodate this growth," said Textron Systems Unmanned System Senior Vice President and General Manager Bill Irby. "With this expansion, we have the opportunity to train more operators, maintain additional UAS and continue our research on integrating UAS into national airspace."

UAV Pro Inc., also located on the Allen C. Perkinson Airport/Blackstone Army Airfield Taxiway, employs highly experienced personnel with a proven track record of exemplary achievements with unmanned vehicles. UAV Pro assists their partners in achieving their program goals by providing operations, engineering and training support personnel on a contract or in-house basis.

"Virginia offers an incredible environment for the UAS industry," said David Yoel, Chief Executive Officer of American Aerospace Technologies Inc. "The energy infrastructure, the interest and backing of the energy companies, the services offered by the Virginia Tech Mid-Atlantic Aviation Partnership, and the active support of the Governor's office have made Virginia the obvious choice to pursue this research."

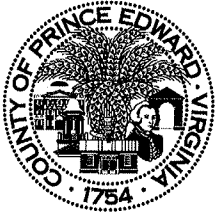
For more information about the VGA, its initiatives, incentives and opportunities, visit [www.vagrowth.com](http://www.vagrowth.com) or contact Executive Director Jeffrey Reed at [jeff@vagrowth.com](mailto:jeff@vagrowth.com) (<mailto:jeff@vagrowth.com>).

UNMANNED VEHICLE SYSTEMS in Virginia 2016, published by CACI International, Inc.  
Virginia Governor Terry McAuliffe's Newsroom, Press Release dated May 20, 2016  
Uavpro.com newsroom, Press Release dated May 15, 2016  
Textron.com newsroom, Press Release dated May 10, 2016



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If you have any questions, please contact Vince Barnett at [vbarnett@YesVirginia.org](mailto:vbarnett@YesVirginia.org) (<mailto:vbarnett@yesvirginia.org>) or 804-545-5815.

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County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** October 11, 2016  
**Item No.:** 12  
**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. Prince Edward County Public Schools
- f. Tourism

**Recommendation:**

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

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

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

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



## Animal Control Monthly Report

**"September 2016"**

|                       |                 |                                   |                 |
|-----------------------|-----------------|-----------------------------------|-----------------|
| <b>Dogs</b>           |                 | <b>Wildlife</b>                   |                 |
| Surrendered           | 8               | Handled                           | 0               |
| Picked Up             | 29              | Euthanized                        | 1               |
| Claimed By Owner      | 8               | Rabies Case                       | 0               |
| Adopted               | 3               |                                   |                 |
| Died in Kennel        | 0               | <b>Livestock</b>                  |                 |
| Euthanized            | 2               | Returned to Owner                 | 0               |
| Transferred to SPCA   | 23              | Died in Kennel                    | 0               |
| Dead on Arrival       | 1               | Adopted                           | 0               |
| Escaped from Shelter  | 0               | <b>Fees Collected</b>             | \$0.00          |
| Seized                | 0               |                                   |                 |
| <b>Fees Collected</b> | <b>\$390.00</b> | <b>Other Companion Animals</b>    |                 |
|                       |                 | Returned to Owner                 | 0               |
| <b>Cats</b>           |                 |                                   |                 |
| Surrendered           | 16              | <b>Number of Calls to Shelter</b> | 147             |
| Picked Up             | 0               | <b>Summons Issued</b>             | 2               |
| Claimed By Owner      | 0               | <b>Warrants Served</b>            | 0               |
| Adopted               | 0               | <b>Days in Court</b>              | 1               |
| Euthanized            | 0               | <b>Nuisance Dogs</b>              | 18              |
| Died in Kennel        | 0               | <b>Dangerous Dogs</b>             | 0               |
| Transferred to SPCA   | 16              |                                   |                 |
| Dead on Arrival       | 0               |                                   |                 |
| <b>Fees Collected</b> | <b>\$0.00</b>   | <b>Total Fees Collected</b>       | <b>\$390.00</b> |

**Bill the Town of Farmville**

0 cats housed. **1 dog housed** (9/1/16 - 9/27/16 = 27 days x \$10.00 = \$270.00)

**Total** \$270.00

*S. Ray Foster, Animal Control Officer*  
*Kathryn Johnson, Deputy Animal Control Officer*

# BUILDING OFFICIAL

Permits Issued Report  
9/01/2016 Through 9/30/2016

|                              |                   |                    |
|------------------------------|-------------------|--------------------|
| ADDITIONS                    | - Issued          | 4                  |
|                              | - Value           | \$31,000.00        |
|                              | - Permit Fees     | \$387.60           |
|                              | - 2.00% STATE TAX | \$21.94            |
|                              | - Fees Collected  | \$.00              |
| ONE & TWO FAMILY DWELLING    | - Issued          | 8                  |
|                              | - Value           | \$533,850.00       |
|                              | - Permit Fees     | \$1,463.20         |
|                              | - 2.00% STATE TAX | \$29.26            |
|                              | - Fees Collected  | \$.00              |
| ELECTRICAL                   | - Issued          | 14                 |
|                              | - Value           | \$11,815.66        |
|                              | - Permit Fees     | \$985.00           |
|                              | - 2.00% STATE TAX | \$19.70            |
|                              | - Fees Collected  | \$.00              |
| MECHANICAL                   | - Issued          | 10                 |
|                              | - Value           | \$12,150.00        |
|                              | - Permit Fees     | \$1,175.00         |
|                              | - 2.00% STATE TAX | \$23.50            |
|                              | - Fees Collected  | \$.00              |
| MECHANICAL/GAS               | - Issued          | 2                  |
|                              | - Value           | \$1,400.00         |
|                              | - Permit Fees     | \$100.00           |
|                              | - 2.00% STATE TAX | \$2.00             |
|                              | - Fees Collected  | \$.00              |
| PLUMBING                     | - Issued          | 8                  |
|                              | - Value           | \$4,800.00         |
|                              | - Permit Fees     | \$700.00           |
|                              | - 2.00% STATE TAX | \$14.00            |
|                              | - Fees Collected  | \$.00              |
| REMODELING                   | - Issued          | 1                  |
|                              | - Value           | \$30,000.00        |
|                              | - Permit Fees     | \$.00              |
|                              | - 2.00% STATE TAX | \$.00              |
|                              | - Fees Collected  | \$.00              |
| TANK REMOVAL                 | - Issued          | 2                  |
|                              | - Value           | \$8,000.00         |
|                              | - Permit Fees     | \$150.00           |
|                              | - 2.00% STATE TAX | \$3.00             |
|                              | - Fees Collected  | \$.00              |
| SIGN                         | - Issued          | 1                  |
|                              | - Value           | \$5,200.00         |
|                              | - Permit Fees     | \$40.00            |
|                              | - 2.00% STATE TAX | \$.80              |
|                              | - Fees Collected  | \$.00              |
| IN LIEU OF SOIL & EROSION    | - Issued          | 1                  |
|                              | - Value           | \$.00              |
|                              | - Permit Fees     | \$.00              |
|                              | - Fees Collected  | \$.00              |
| Total Permits - Issued       |                   | 51                 |
| Total Permits - Value        |                   | \$638,215.66       |
| Total Permits - Permit Fees  |                   | \$5,000.80         |
| Total Permits - Sales Tax 2% |                   | <u>\$ 114.20</u>   |
|                              |                   | <b>\$ 5,115.00</b> |

INSPECTIONS FOR SEPTEMBER 74

# PRINCE EDWARD COUNTY CANNERY

7916 Abilene Road  
Farmville, Virginia 23901

Patty Gulick  
Cannery Manager  
434-223-8664

## June 2016 Cannery Report

Cannery report is as follows:

|                                |         |                  |
|--------------------------------|---------|------------------|
| 696 (qts.)                     | @.48 =  | \$334.08         |
| 101 (pts.)                     | @.40 =  | \$ 40.40         |
| 47 (gals)                      | @1.25=  | \$ 58.75         |
| 16 Patrons usage               | @1.00 = | \$ 16.00         |
| 30% out of County              | =       | \$ 55.03         |
| Non-processing fees            | =       | \$ 20.00         |
| 30 LBS. Meat Cut (\$10.00min.) |         | \$ 10.00         |
| <b>Total</b>                   |         | <b>\$ 534.26</b> |

On September 10<sup>th</sup> 2016, the cannery was represented by myself and Allie Hill of Virginia Food Works at the 10<sup>th</sup> annual Heritage Harvest Festival at Monticello. We were presenters at the farmer's tent speaking on using Virginia Canneries. This opportunity allowed us to meet with the public and share information about Prince Edward County, food preservation and the economics of utilizing such a valuable public service. We distributed flyers, answered questions and shared recipes with the attendees.

On September 7<sup>th</sup> and 12<sup>th</sup>, the cannery was interviewed by Lancaster Farming magazine for a possible article on the necessity of community canneries. We received a phone call that the article was accepted and printed in the September 17<sup>th</sup> southern edition. This representation of Prince Edward County was distributed to 20,000 paid subscribers and over 1 million total readership members including on-line readers. Potentially this article could have reached over 1/2 of a million readers. Since it was printed I have been contacted by out of state family members, friends from our church, neighbors and work colleagues of my husband in Lynchburg Va. We are very thankful for this opportunity.

P. Gulick

kef





**Allie Hill**  
**Board President**  
**(434) 960-8958**

### ***September 2016 Summary***

In September, Virginia Food Works and the Cannery saw a variety of clients both old and new. Back Pocket Provisions was able to complete their 2016 production of Bloody Mary Mix which is now being offered on the shelves of Whole Foods in Pentagon City as well as many other locations. A new client, Vitick's Switchel completed their first test batch and will be completing a 2 day production in early October. Three of our regular clients; Agriberry, Wenger's Grapes and Homegrown Virginia also popped in to create new products.

**September Revenue: \$ 815.00**

**Interested parties: 9**

**Clients: 6**

**Days Used for Commercial Activity: 7**

#### **Products Created:**

- Bloody Mary Mix
- Wine Jelly
- Switchel
- Grape Jelly
- Pureed Fruit for further resale

#### **Other items to note:**

- Home Cannery Manager, Patty Gulick, and Virginia Food Works' Board President, Allie Hill spoke at the Heritage Harvest Festival at Monticello on Sept 10<sup>th</sup>, raising awareness and promoting the Home Canning side of the PE Cannery. They spoke to a crowd of interested patrons and we have already seen many of those faces show up at the cannery since the Festival!
- One new client is prepping to process a hot pepper sauce in October. A second client will be using the cannery to make a creamed honey.

Prince Edward County Public Schools  
**2016-2017**  
**Comparative Receipts and Expenditures**  
**Year to Date**

**Month of September 2016**

| <b>Receipts:</b>          | <b>Fiscal 2016</b>  |                     |                | <b>Fiscal 2017</b>  |                     |                | <b>Diff.</b> |
|---------------------------|---------------------|---------------------|----------------|---------------------|---------------------|----------------|--------------|
|                           | <b>Budgeted</b>     | <b>Rec. YTD</b>     | <b>Percent</b> | <b>Budgeted</b>     | <b>Rec. YTD</b>     | <b>Percent</b> |              |
| Sales Tax                 | 2,856,772           | 724,742             | 25.37          | 2,966,126           | 731,204             | 24.65          | -0.72        |
| Basic Aid                 | 5,965,221           | 1,430,024           | 23.97          | 6,042,245           | 1,419,530           | 23.49          | -0.48        |
| Other State               | <u>4,998,282</u>    | <u>683,906</u>      | 13.68          | <u>5,116,926</u>    | <u>812,486</u>      | 15.88          | 2.20         |
| <b>Total State</b>        | 13,820,275          | 2,838,672           | 20.54          | 14,125,297          | 2,963,221           | 20.98          | 0.44         |
| Federal Funds             | 1,959,570           | 484,778             | 24.74          | 2,029,416           | 302,124             | 14.89          | -9.85        |
| Local Funds               | 8,317,182           | 853,460             | 10.26          | 8,317,182           | 1,026,110           | 12.34          | 2.08         |
| Cash Book                 | <u>415,290</u>      | <u>193,873</u>      | 46.68          | <u>415,290</u>      | <u>192,938</u>      | 46.46          | -0.23        |
| <b>Total Revenue</b>      | <b>\$24,512,317</b> | <b>\$4,370,783</b>  | <b>17.83</b>   | <b>\$24,887,185</b> | <b>\$4,484,393</b>  | <b>18.02</b>   | 0.19         |
| <br>                      |                     |                     |                |                     |                     |                |              |
| <b>Expenditures:</b>      | <b>Budgeted</b>     | <b>Expended YTD</b> | <b>Percent</b> | <b>Budgeted</b>     | <b>Expended YTD</b> | <b>Percent</b> | <b>Diff.</b> |
| Instruction               | 17,316,356          | 1,506,409           | 8.70           | 17,982,676          | 2,922,829           | 16.25          | 7.55         |
| Administration            | 1,519,865           | 197,942             | 13.02          | 1,517,144           | 286,866             | 18.91          | 5.88         |
| Transportation            | 2,039,627           | 149,491             | 7.33           | 1,882,742           | 281,552             | 14.95          | 7.63         |
| Maintenance               | 1,814,303           | 204,303             | 11.26          | 1,669,023           | 339,478             | 20.34          | 9.08         |
| Facilities                | 150,000             | 0                   | 0.00           | 150,000             | 17,675              | 11.78          | 11.78        |
| Debt Service              | 458,763             | 320,334             | 69.83          | 599,330             | 468,812             | 78.22          | 8.40         |
| Technology                | <u>1,038,512</u>    | <u>79,099</u>       | 7.62           | <u>1,086,270</u>    | <u>167,182</u>      | 15.39          | 7.77         |
| <b>Total Expenditures</b> | <b>\$24,337,426</b> | <b>\$2,457,578</b>  | <b>10.10</b>   | <b>\$24,887,185</b> | <b>\$4,484,393</b>  | <b>18.02</b>   | 7.92         |

Saved as September Expense Compare

Prince Edward County Public Schools  
**Summary Financial Report**  
**September 2016**

| <u>Revenues</u>         | Current<br>Month   | Year to<br>Date    | Budget               | Variance                         | YTD as a<br>Percent of<br>Budget |
|-------------------------|--------------------|--------------------|----------------------|----------------------------------|----------------------------------|
|                         |                    |                    |                      | Actual Under<br>(Over)<br>Budget |                                  |
| From the State:         |                    |                    |                      |                                  |                                  |
| State Sales Tax         | \$ 221,430         | \$ 731,204         | \$ 2,966,126         | \$ 2,234,922                     | 24.65                            |
| Basic School Aid        | \$ 473,177         | \$1,419,530        | \$ 6,042,245         | \$ 4,622,715                     | 23.49                            |
| All Other               | \$ 344,198         | \$ 812,486         | \$ 5,116,926         | \$ 4,304,440                     | 15.88                            |
| <b>Total State</b>      | <b>\$1,038,805</b> | <b>\$2,963,221</b> | <b>\$ 14,125,297</b> | <b>\$ 11,162,076</b>             | <b>20.98</b>                     |
| From the Federal Gov't. | \$ 302,124         | \$ 302,124         | \$ 2,029,416         | \$ 1,727,292                     | 14.89                            |
| General Fund (County)   | \$ 580,871         | \$1,026,110        | \$ 8,317,182         | \$ 7,291,072                     | 12.34                            |
| Cash Book -Local        | \$ 6,270           | \$ 192,938         | \$ 415,290           | \$ 222,352                       | 46.46                            |
| <b>Total Revenues</b>   | <b>\$1,928,071</b> | <b>\$4,484,393</b> | <b>\$ 24,887,185</b> | <b>\$ 20,402,792</b>             | <b>18.02</b>                     |

| <u>Expenditures</u>        | Current<br>Month   | Year to<br>Date    | Outstanding<br>Encumbrances | Budget               | Expended &             | Expen. &<br>Encumbrance<br>as a % of<br>Budget |
|----------------------------|--------------------|--------------------|-----------------------------|----------------------|------------------------|--|
|                            |                    |                    |                             |                      | (Over) Under<br>Budget |  |
| 1000-Instruction           | \$1,437,005        | \$2,922,829        | \$ 11,982,797               | \$ 17,982,676        | \$ 3,077,050           | 82.89  |
| 2000-Admin.,Health/Atten.  | \$ 121,009         | \$ 286,866         | \$ 823,046                  | \$ 1,517,144         | \$ 407,233             | 73.16  |
| 3000-Transportation        | \$ 135,857         | \$ 281,552         | \$ 815,522                  | \$ 1,882,742         | \$ 785,668             | 58.27  |
| 4000-Operation/Maintenance | \$ 138,114         | \$ 339,478         | \$ 318,573                  | \$ 1,669,023         | \$ 1,010,973           | 39.43  |
| 6000-Facilities            | \$ 17,675          | \$ 17,675          | \$ 4,618                    | \$ 150,000           | \$ 127,707             | 14.86  |
| 7000 - Debt. Service       | \$ -               | \$ 468,812         | \$ 127,881                  | \$ 599,330           | \$ 2,637               | 99.56  |
| 8000 - Technology          | \$ 78,411          | \$ 167,182         | \$ 445,632                  | \$ 1,086,270         | \$ 473,456             | 56.41  |
| <b>Total Expenditures</b>  | <b>\$1,928,071</b> | <b>\$4,484,393</b> | <b>\$ 14,518,069</b>        | <b>\$ 24,887,185</b> | <b>\$5,884,723</b>     | <b>76.35</b>                                   |

Saved as September 16-17 summary financial report

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

**2016-2017  
Comparative Receipts and Expenditures  
Food Service Department  
Year to Date**

**Month of September 2016**

| <b>Receipts:</b>          | <b>Fiscal 2016</b> |                     |                | <b>Fiscal 2017</b> |                     |                |              |
|---------------------------|--------------------|---------------------|----------------|--------------------|---------------------|----------------|--------------|
|                           | <b>Budgeted</b>    | <b>Rec. YTD</b>     | <b>Percent</b> | <b>Budgeted</b>    | <b>Rec. YTD</b>     | <b>Percent</b> | <b>Diff.</b> |
| State School Food         | 20,452             | 10,316              | 50.44          | 12,605             | 10,568              | 83.84          | 33.40        |
| Fresh Fruit & Vegetable   | 60,000             | 0                   | 0.00           | 60,000             | 16,131              | 0.00           | 0.00         |
| State Equipment Grant     | 0                  | 0                   | 0.00           | 58,056             | 54,872              | 0.00           | 0.00         |
| <b>Total State</b>        | <b>80,452</b>      | <b>10,316</b>       | <b>12.82</b>   | <b>130,661</b>     | <b>81,571</b>       | <b>62.43</b>   | <b>49.61</b> |
| Federal Reimbursement     | 766,651            | 80,394              | 10.49          | 774,498            | 51,282              | 6.62           | -3.87        |
| Cash Book - Local         | 241,324            | 40,721              | 16.87          | 241,324            | 45,815              | 18.98          | 2.11         |
| <b>Total Revenue</b>      | <b>\$1,088,427</b> | <b>\$131,431</b>    | <b>12.08</b>   | <b>\$1,146,483</b> | <b>\$178,668</b>    | <b>15.58</b>   | <b>3.51</b>  |
| <br>                      |                    |                     |                |                    |                     |                |              |
| <b>Expenditures:</b>      | <b>Budgeted</b>    | <b>Expended YTD</b> | <b>Percent</b> | <b>Budgeted</b>    | <b>Expended YTD</b> | <b>Percent</b> | <b>Diff.</b> |
| Salary                    | 369,496            | 66,345              | 17.96          | 349,353            | 67,856              | 19.42          | 1.47         |
| Fringe Benefits           | 174,553            | 21,506              | 12.32          | 162,056            | 23,485              | 14.49          | 2.17         |
| Purchased Services        | 59,997             | 11,791              | 19.65          | 66,766             | 9,962               | 14.92          | -4.73        |
| Refunds                   | 112                | 9                   | 8.04           | 112                | 0                   | 0.00           | -8.04        |
| Travel                    | 2,500              | 0                   | 0.00           | 2,500              | 0                   | 0.00           | 0.00         |
| Materials & Supplies      | 25,000             | 4,937               | 19.75          | 25,000             | 15,120              | 60.48          | 40.73        |
| Food Supplies             | 420,000            | 33,793              | 8.05           | 440,000            | 53,419              | 12.14          | 4.09         |
| Repairs & Maintenance     | 6,769              | 3,991               | 0.00           | 12,640             | 1,154               | 0.00           | 0.00         |
| Furniture/Equipment       | 30,000             | 0                   | 0.00           | 40,198             | 40,198              | 100.00         |              |
| Equipment Grant           | 0                  | 0                   | 0.00           | 58,056             | 54,872              | 94.52          | 94.52        |
| <b>Total Expenditures</b> | <b>\$1,088,427</b> | <b>\$142,372</b>    | <b>13.08</b>   | <b>\$1,156,681</b> | <b>\$266,067</b>    | <b>23.00</b>   | <b>9.92</b>  |

Prince Edward County Public Schools  
**2016-2017**  
**Food Service Department**  
**Summary Financial Report**  
**September 30, 2016**

| <u>Revenues</u>         | <u>Current Month</u> | <u>Year to Date</u> | <u>Budget</u>       | <u>Variance Actual Under (Over) Budget</u> | <u>YTD as a Percent of Budget</u> |
|-------------------------|----------------------|---------------------|---------------------|--|-----------------------------------|
| From the State:         |                      |                     |                     |  |                                   |
| State School Food       | \$ 10,568            | \$ 10,568           | \$ 12,605           | \$ 2,037                                   | 83.84                             |
| Fresh Fruit & Vegetable | \$ 16,131            | \$ 16,131           | \$ 60,000           | \$ 43,869                                  | 0.00                              |
| State Equipment Grant   | \$ 54,872            | \$ 54,872           | \$ 58,056           | \$ 3,184                                   | 0.00                              |
| Total State Funds       | \$ 81,571            | \$ 81,571           | \$ 130,661          | \$ 49,090                                  | 62.43                             |
| Federal Reimbursement   | \$ 51,282            | \$ 51,282           | \$ 774,498          | \$ 723,216                                 | 6.62                              |
| Cash Book - Local       | \$ 16,369            | \$ 45,815           | \$ 241,324          | \$ 195,509                                 | 18.98                             |
| <b>Total Revenues</b>   | <b>\$149,222</b>     | <b>\$ 178,668</b>   | <b>\$ 1,146,483</b> | <b>\$ 967,815</b>                          | <b>15.58</b>                      |

| <u>Expenditures</u>       | <u>Current Month</u> | <u>Year to Date</u> | <u>Outstanding Encumbrances</u> | <u>Budget</u>       | <u>Expended &amp; Encumbered (Over) Under Budget</u> | <u>Expen. &amp; Encumbrance as a % of Budget</u> |
|---------------------------|----------------------|---------------------|---------------------------------|---------------------|--|--|
| Salary                    | \$ 27,590            | \$ 67,856           | \$ 271,227                      | \$ 349,353          | \$ 10,270  | 97.06  |
| Fringe Benefits           | \$ 11,193            | \$ 23,485           | \$ 110,767                      | \$ 151,858          | \$ 17,606  | 88.41  |
| Purchased Services        | \$ 9,962             | \$ 9,962            | \$ 1,416                        | \$ 66,766           | \$ 55,388  | 17.04  |
| Refunds                   | \$ -                 | \$ -                | \$ -                            | \$ 112              | \$ 112   | 0.00   |
| Travel                    | \$ -                 | \$ -                | \$ -                            | \$ 2,500            | \$ 2,500   | 0.00   |
| Materials & Supplies      | \$ 15,120            | \$ 15,120           | \$ 2,106                        | \$ 25,000           | \$ 7,774   | 68.90  |
| Food Supplies             | \$ 53,419            | \$ 53,419           | \$ 39,530                       | \$ 440,000          | \$ 347,051   | 21.12  |
| Repairs & Maintenance     | \$ 1,154             | \$ 1,154            | \$ -                            | \$ 12,640           | \$ 11,486  | 9.13   |
| Furniture/Equipment       | \$ 40,198            | \$ 40,198           | \$ -                            | \$ 40,198           | \$ -   | 100.00   |
| Equipment Grant           | \$ -                 | \$ 54,872           | \$ -                            | \$ 58,056           | \$ 3,184   | 94.52  |
| <b>Total Expenditures</b> | <b>\$158,636</b>     | <b>\$ 266,067</b>   | <b>\$ 425,045</b>               | <b>\$ 1,146,483</b> | <b>\$455,371</b>                                     | <b>60.28</b>                                     |

## Tourism & Visitor Center Monthly Report for September 2016

| VIRGINIA'S HEARTLAND REGIONAL VISITOR CENTER GUESTBOOK SIGNINGS: |                    |                  |                     |                  |                                |  |
|--|--------------------|------------------|---------------------|------------------|--------------------------------|--|
|  | Virginia<br>Guests | Other<br>States  | Other<br>Countries  | Total Guests     | Average Visitors per<br>Month: |  |
| YTD 2016   | 439                | 65               | 6                   | 510              | 56.7                           | Total / 9 Months   |
| 2015   | 4,120              | 610              | 166                 | 4,896            | 408.0                          | Total / ALL of 2015  |
| <b>Requests for Information:</b>                                 |                    |                  |                     |                  |                                |  |
| Stacked Arms Pins:<br>This Month: 81<br>YTD: 979                 | Phone<br>Inquiries | Mail<br>Requests | Emailed<br>Requests | Center<br>Visits | Tablet/Cell<br>Web Hits        | Virginia's Retreat Passport Program:<br>Passports redeemed this month: 31<br>Passports redeemed YTD: 166 |
| September 2016   | 96                 | 91               | 14                  | 510              | 2305                           | Monthly Totals:  |
| September 2015   | 88                 | 188              | 26                  | 499              | 1313                           | 3,016  |
| % Difference   | 9.09%              | -51.60%          | -46.15%             | 2.20%            | 75.55%                         | 2,114  |
|  |                    |                  |                     |                  |                                | 42.67%   |
| <b>TOTAL YTD</b>   |                    |                  |                     |                  |                                | <b>Total YTD Inquiries:</b>  |
| 2016 YTD   | 850                | 1,186            | 126                 | 3,015            | 18,565                         | 23,742   |
| 2015 YTD   | 784                | 2,062            | 246                 | 4,549            | 8,397                          | 16,038   |
| % Difference   | 8.42%              | -42.48%          | -48.78%             | -33.72%          | 121.09%                        | 48.04%   |

### Report to October Board of Supervisors:

- Preparations for the VP Debate were dominating factors in September. New banners were created, ordered and installed at entrances to Prince Edward County, and on the front of the County Courthouse. Worked with Longwood, Farmville, Chamber and Downtown partners to make sure everything looked good for the attention of the world for a few short days in October.
- Virginia's Retreat has retained Cowan Gates law offices to work through filing for non-profit status as well as other organizational changes. This process will take a large portion of fiscal year 2017. Additionally, EDDY Communications from Roanoke was retained to assist Virginia's Retreat with branding, positioning and developing a targeted marketing campaign. They will also develop a new website and travel brochure.
- The Fall VTC Marketing Leveraging Grant Application cycle is now open. Virginia's Retreat will be writing a grant requesting one third of the funds be reimbursed from these two large projects.
- visitfarmville.com went live in September and is now the page all of the Travel/Tourism links on the County website will draw visitors to. I anticipate that webstats will be available for reporting, starting next month; however, DIA, the organization who developed this site, reported over 2,000 hits the first week it went live.