



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

AGENDA

7:00 p.m.	1.	The Chairman will call to order the <u>November</u> meeting of the Board of Supervisors.	1
	2.	Invocation	1
	3.	Pledge of Allegiance	1
	4.	Conflict of Interest Act Disclosures	3
	5.	<u>PUBLIC PARTICIPATION:</u> <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: September 2016	11
		b. Approval of Minutes	15
		c. Review of Accounts & Claims	37
		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.	63
	8.	Highway Matters	65
7:30 p.m.	9.	<u>PUBLIC HEARING: Amendments to County Zoning Ordinance</u> -- <i>The Board will receive citizen input prior to considering amendments to the County Zoning Ordinance.</i>	67
	10.	<u>PUBLIC HEARING: Special Use Permit – Barry & Gwendolyn Martin</u> – <i>The Board will receive citizen input prior to considering this request to operate a Bed & Breakfast located at 248 Pisgah Church Road, Rice, VA.</i>	75
	11.	<u>PUBLIC HEARING: Special Use Permit – BRW Enterprise, LLC</u> – <i>The Board will receive citizen input prior to considering this request to allow retails sales located at 152 Patrick Henry Highway, Meberrin, VA.</i>	85
	12.	<u>County Administrator's Report</u>	95
	13.	<u>Committee Reports:</u>	97
		a. Strategic Planning Committee	
	14.	<u>Correspondence/Informational:</u>	111
		a. Appointment of Katy Overby, Acting Unit Coordinator, Va. Coop. Extension	112
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	15.	<u>Monthly Reports:</u>	125
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(NOTE: Additional agenda items may be added to the Table Pack is available for review after 4:30 p.m. on Tuesday, November 8, 2016.)



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

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

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

Attachments:

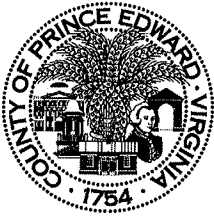
Recommendation:

Motion _____
Second _____

Cooper-Jones _____
Gray _____
Jones _____

Pride _____
Simpson _____
Timmons _____

Townsend _____
Wilck _____



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: November 8, 2016
Item No.: 4
Department: Board of Supervisors
Staff Contact: W.W. Bartlett
Issue: Conflict of Interest Act Disclosures

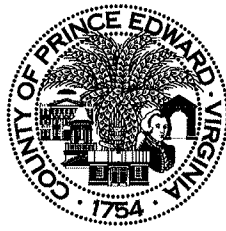
Summary: The County Attorney recommends this item be added to the Board agenda as a permanent item, to serve as a monthly reminder of the requirements of the *Virginia State and Local Government Conflict of Interests Act*.

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: _____

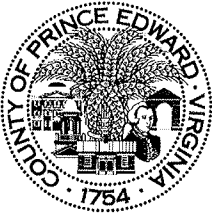
DECLARATION OF ACCURACY

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: November 8, 2016
Item No.: 5
Department: Board of Supervisors
Staff Contact: W.W. Bartlett
Issue: Public Participation

Summary:

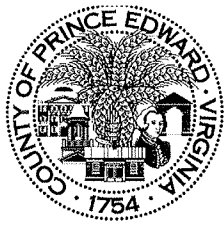
Public Participation is a time set aside for citizens to share their thoughts, ideas and concerns. An official record is made of each person's contribution tonight and will be directed to the County Administrator for follow-up; any necessary follow-up will be noted and tracked. Follow-up may consist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

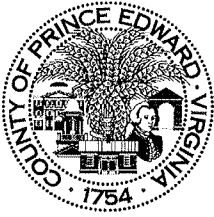
PROTOCOL FOR PUBLIC PARTICIPATION

- 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: November 8, 2016
Item No.: 6
Department: Board of Supervisors
Staff Contact: W.W. Bartlett
Issue: Board of Supervisors Comments

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 _____	



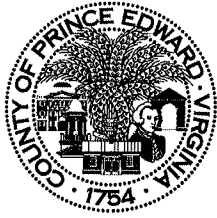
Mission Statement of the Board of Supervisors of the County of Prince Edward

"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: November 8, 2016
Item No.: 7-a
Department: Treasurer
Staff Contact: Donna Nunnally
Issue: Treasurer's Report

Summary: The September 2016 Treasurer's Report is attached.

Attachments: September 2016 Treasurer's Report

Recommendation:

Motion _____
Second _____

Cooper-Jones _____
Gray _____
Jones _____

Pride _____
Simpson _____
Timmons _____

Townsend _____
Wilck _____

Prince Edward Board of Supervisors Treasurer's Report -September 2016

Name of Bank	Bank Balance			Available Balance
Benchmark Pooled Fund Account	\$ 3,552,169.87			\$ 3,552,169.87
Wells Fargo Social Services	\$ 156,125.69			\$ 156,125.69
Benchmark School Fund	\$ 1,085,436.01			\$ 1,085,436.01
Benchmark Food Service	\$ 356,216.10			\$ 356,216.10
TOTAL				\$ 5,149,947.67
Certificate of Deposits				
Benchmark				\$ 357,397.98
Citizens Bank Recreation				\$ 16,518.43
Farmers Bank				\$ 435,784.50
TOTAL				\$ 809,700.91
GRAND TOTAL				\$ 5,959,648.58

Prince Edward Board of Supervisors Treasurer's Report - September 2015

Name of Bank	Bank Balance		Available Balance
Benchmark Pooled Fund Account	\$ 5,893,635.48		\$ 5,893,635.48
Wells Fargo Social Services	\$ 24,302.56		\$ 24,302.56
Bank of America School Fund	\$ 74,111.12		\$ 74,111.12
Bank of America Food Service	\$ 4,425.06		\$ 4,425.06
Benchmark School Fund	\$ 458,065.51		\$ 458,065.51
Benchmark Food Service	\$ 353,063.84		\$ 353,063.84
TOTAL			\$ 6,807,603.57
Certificate of Deposits			
Benchmark			\$ 558,004.20
Citizens Bank Recreation			\$ 16,518.43
Citizens Bank Underground Storage			\$ 20,260.84
Farmers Bank			\$ 206,189.44
TOTAL			\$ 800,972.91
GRAND TOTAL			\$ 7,608,576.48



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: November 8, 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: October 11, 2016 Draft Minutes

Recommendation: Approval.

Motion _____
Second _____

Cooper-Jones _____
Gray _____
Jones _____

Pride _____
Simpson _____
Timmons _____

Townsend _____
Wilck _____

October 11, 2016

At the regular meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 11th day of October, 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; 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

Megan Clark, Commonwealth's Attorney, addressed the Board in support of the proposed 2% salary increase for her staff. Ms. Clark stated that in terms of the cost of living and the economic environment, she believes that a salary increase is necessary for these positions and an increase would improve employee retention and morale. She said their hard work is not mirrored through their salaries.

Sheriff Wesley Reed, Prince Edward County Sheriff, briefed the Board on the Vice Presidential debate and thanked the Board for their support in funding for overtime. He added he was involved in the planning for the debate which went well and without incident. Sheriff Reed commended his department for their professionalism, and added the new radios for the Department were right on time, allowing the Department to speak on their own frequency for the first time in Prince Edward County. Sheriff Reed then asked the Board to consider providing the 2% salary increase for the employees.

Roma Morris, Prince Edward County Social Services Director, shared statistical information on services provided by Social Services. She stated the caseloads for food stamp and Medicaid eligibility are much higher than ever before, averaging 400-500 cases per employee and that Prince Edward County is one of the poorest counties in Virginia. She stated her office serves over 6,000 people each month and has an error rate of nearly zero. She requested the Board consider the salary increase. Ms. Morris stated the State and Federal government give Prince Edward County \$39,471,846 with Medicaid and Food Stamps; the local share of that is \$965,645, which was the amount brought into the county by Social Services in 2015.

Jennifer Cox, Longwood University Director of Local Community Relations, thanked the Board members for the partnership with Longwood University; she thanked Sheriff Reed, Mr. Bartlett and Mrs. Puckett for their assistance in making the event successful.

Supervisor Timmons commended Ms. Cox, stating he has never before attended any function anywhere that was so well organized.

In Re: Board of Supervisors Comments

Supervisor Townsend thanked all in attendance for the meeting.

Supervisor Cooper-Jones thanked Sheriff Reed, Mr. Bartlett and Mrs. Puckett and all the police officers and departments, and Longwood University for the fantastic job during the Vice Presidential debate event. She stated she was honored to attend the event.

Chairman Simpson thanked the Social Services employees in attendance.

In Re: Consent Agenda

Supervisor Timmons requested the addition of “and last year’s budget shortfall of \$1.1 million” be inserted to clarify the reduction in fund balances on page 4 in the minutes of September 13, 2016.

On motion of Supervisor Timmons, seconded by Supervisor Wilck, and carried:

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

the Board accepted the Treasurer's Report for August 2016; the minutes of the meeting held September 13, 2016, with corrections; Accounts and Claims; and Salaries.

Prince Edward Treasurer's Report - August 2016

<u>Name of Bank</u>	<u>Bank Balance</u>	<u>Available Balance</u>
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
TOTAL		6,381,654.42
Certificates of Deposit		
Benchmark		357,397.98
Citizens Bank Recreation		16,518.43
Farmers Bank		434,112.82
TOTAL		808,029.23
GRAND TOTAL		7,189,683.65
<u>MOTOR VEHICLE LICENSE TAXES</u>		
Town of Farmville	Decal reimbursement	68,288.18
<u>BOARD OF SUPERVISORS</u>		
Farmville Newsmedia	Advertising	245.51
Richmond Times Dispatch	Advertising	109.40
Business Card	Lodging	201.68
<u>COUNTY ADMINISTRATOR</u>		
US Cellular	Phone	138.48
Clerk of Circuit Court	Notary renewal	10.00
Diamond Springs Water, Inc.	Water & equipment rental	15.94
Treasurer of Virginia	Notary renewal	45.00
Matthew Bender & Company, Inc.	Admin. Law Appdx. 2016	49.08
<u>LEGAL SERVICES</u>		
Clerk of Circuit Court	Serv. Of Process fee	72.00

Local Government Attorney of VA, Inc.	Dues		350.00
<u>COMMISSIONER OF REVENUE</u>			
Treasurer of Virginia	Online service		74.20
National Appraisal Guides	RV / motorcycle / ATV	70.00	
	Old used car / marine	70.00	140.00
<u>TREASURER</u>			
ComputerPlus Sales / Service	Printer service contract		602.55
Benchmark Community Bank	Payflow / Paypal		1.00
Treasurer of Virginia	Online service		74.21
Mail Finance	Equipment lease		1,592.55
<u>INFORMATION TECHNOLOGY</u>			
Business Data of Virginia, Inc.	Contract agreement	3,900.00	
	Travel expenses	1,375.00	
	Lodging	79.65	
	Meals	8.75	5,363.40
SiteVision, Inc.	Web hosting service		179.85
ComputerPlus Sales / Service	Printer service contract		79.00
<u>ELECTORAL BOARD AND OFFICIALS</u>			
Unilect Corporation	Software support		4,345.00
Key Office Supply	Adhesive notes	10.34	
	Paper cutter	62.67	
	Paper / binders / tray	43.25	
	Copy paper	119.93	
	Desktop letter folder	397.84	634.03
<u>REGISTRAR</u>			
U. S. Postal Service	Box rent		138.00
Farmville Printing	Envelopes		235.00
Lynette Wright	Book binding		18.92
<u>CIRCUIT COURT</u>			
U. S. Postal Service	Box rent		84.00
Matthew Bender & Company, Inc.	Criminal law supp.		162.43
<u>GENERAL DISTRICT COURT</u>			
US Cellular	Phone		24.21
ESI	Postage machine ink		76.00
Key Office Supply	Batteries		3.99
Mail Finance	Equipment lease		752.34
STEPS, Inc.	Shredding service		35.00
Dana Franklin	Refrigerator		100.00
<u>SPECIAL MAGISTRATES</u>			
Key Office Supply	Repair shredder		50.00

CLERK OF THE CIRCUIT COURT

Whitecom Systems	Alarm monitoring		258.00
ESI	Postage machine ink		155.00
Mail Finance	Equipment lease		407.13
CenturyLink	Phone		45.31
Machelle J. Eppes	Mileage	165.24	
	Lodging	331.32	496.56
VA Court Clerk's Association	Financial course		250.00
Key Office Supply	Labels	12.29	
	Copier paper	267.86	
	Planners	164.31	444.46
T&N Printing	Plats		15.00

LAW LIBRARY

AT&T	Phone		43.22
CenturyLink	Phone		268.00
Relx, Inc DBA LexisNexis	Monthly subscription		268.00
Matthew Bender & Company, Inc.	Admin Law Appdx 2016		49.08

COMMONWEALTH'S ATTORNEY

Software Unlimited Corporation	Software yearly maintenance		5,110.40
STEPS, Inc.	Shredding service		35.00
Cook & Wiley, Inc.	Transcripts		37.15
Key Office Supply	Wireless mouse		19.99
Farmville Newsmedia	Advertising		50.00

VICTIM WITNESS ASSISTANCE PROGRAM

VVAN	Registration		225.00
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SHERIFF

Prince Edward Health Department	Immunizations		59.86
B & G Automotive	Repair AC/shocks	835.29	
	Water pump	342.24	
	A/C hose assembly	154.00	
	Rack & pinion	1,068.79	2,400.32
East End Motor Company, Inc.	Tow charge	250.00	
	Service call & labor	77.00	
	Inspection & labor	53.00	
	Brake rotors / pads	311.96	
	Tire repair	18.50	
	Bulb installation	18.00	
	Inspection	16.00	
	Battery cable end	38.15	
	Tires	135.04	
	Bulbs	8.49	
	Wiper blade	18.98	945.12
Express Care	Oil changes		576.15
Kenbridge Tire & Auto	Calibrations		325.00
Wohlford's Radar	Calibrations		192.00
Southern Copier Sales & Service	Copier maintenance contract		588.88

U. S. Postal Service	Box rent		84.00
Chris Joyner	Postage		6.45
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		1,830.00
Andy Cary	Meals		19.02
Robby Franklin	Meal		11.11
Robert Goldman	Meals		13.95
Joseph Sprague	Meals		20.38
Key Office Supply	Binders / labels / tabs	50.76	
	Binders	22.67	
	Labels	29.07	
	File folders / pockets	191.71	
	File pockets	35.16	
	Cups	32.19	361.56
VALEAC	Dues		100.00
Diamond Springs Water, Inc.	Water & equipment rental		90.65
Farmville Printing	Envelopes		540.60
Walmart Community / RFCSLLC	Office supplies		14.29
Southside Electric Cooperative	Virso Rec center		15.14
Galls, LLC	Lockout tool kit	73.00	
	Uniforms	45.50	118.50
Taser International	Taser batteries		89.14
Town Police Supply	Ammunition	3,448.80	
	Targets	74.15	3,522.95
Southern Police Equipment Company	Duty belt		58.09
Matthew Bender & Company, Inc.	Crime & traffic law		69.08
<u>FARMVILLE VOLUNTEER FIRE DEPARTMENT</u>			
McNeil & Company, Inc.	Insurance renewal		2,626.00
<u>RICE VOLUNTEER FIRE DEPARTMENT</u>			
Dominion Virginia Power	Electric service		467.98
<u>PROSPECT VOLUNTEER FIRE DEPARTMENT</u>			
Atlantic Emergency	Credit	-193.61	
	Draeger, Cal Gas	273.00	79.39
C W Williams	SCBA Flow test		1,498.68
Davis GMC Truck, Inc.	Inspection	16.00	
	Vehicle repairs	154.62	
	Inspection / oil change	49.95	220.57
Farmville Wholesale Electric	Connector		16.98
Ferguson Enterprises, Inc.	PVC cap		6.60
Fisher Auto Parts, Inc.	Replacement lens		10.84
Liberty Mutual Insurance	Workers compensation		7,090.00
Prince Edward County Public Schools	Diesel		22.22
Rockwell Audio	Siren		334.49
Prince Edward County Treasurer	Gas		130.11

Trumbull Software Assoc.	Rover subscription		300.00
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HAMPDEN-SYDNEY VOLUNTEER FIRE DEPARTMENT

Arc3 Gases	Cylinder rental		25.20
Fire & Safety Equipment Company	Batteries		198.00
CenturyLink	Phone		133.01
Dominion Virginia Power	Electric service		384.43
Your First Due, Inc.	Website hosting		299.40

PAMPLIN VOLUNTEER FIRE DEPARTMENT

AT&T	Phone		63.64
Commtronics of Virginia	Battery pack		21.50
Fire & Safety Equipment Company	Gas meter maintenance		475.99
Foster Fuels, Inc.	Propane		429.29
National Auto Parts, Inc.	Vehicle maintenance		44.33
Pamplin Exxon	Fuel		196.63
Piedmont Fleet Service	Vehicle maintenance		3,575.26
Truck Enterprises Lynchburg	Batteries	647.53	
	Battery core return	-142.16	505.37
Verizon	Phone		260.78
Vest's Sales & Service, Inc.	Truck repair / maintenance		435.10
Dominion Virginia Power	Electric service		793.96

MEHERRIN VOLUNTEER FIRE DEPARTMENT

Atlantic Emergency	Valves / gauge		203.99
Parker Oil Company, Inc.	Repair A/C	163.54	
	Diesel	1,109.18	1,272.72
Verizon	Phone		189.48
Dominion Virginia Power	Electric service		630.82

FOREST FIRE PREVENTION

State Forester	Fire suppression		11,687.22
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EMERGENCY SERVICES

Timmons Group	911 Addressing		90.00
Korman Signs	Signs / posts / hardware		1,693.34

REGIONAL JAIL & DETENTION

Irongate Boundary Management	Electronic monitoring		1,383.75
Piedmont Regional Juvenile Detention Center	Juvenile detention		5,100.00

BUILDING OFFICIAL

Davis GMC Truck, Inc.	Inspection / wiper blades		34.50
US Cellular	Phone		27.21

ANIMAL CONTROL

Dominion Virginia Power	Electric service		145.26
CenturyLink	Phone		118.75
US Cellular	Phone		93.19

Prince Edward Health Department	Immunizations - Johnson	522.98
Walmart Community / RFCSLLC	Food / litter / spray bottle	186.76
Galls, Inc.	Name plate	17.74

REFUSE DISPOSAL

Resource International	Assessment monitoring	26,239.52	
	Misc. work tasks	1,619.25	
	Storm water compliance	539.75	28,398.52
Cavalier Hose & Fittings	Fittings		25.06
Farmville Wholesale Electric	Wire / splice kit / tape	50.43	
	Breaker / ground kit	19.96	
	Bulbs / fuses	45.02	115.41
Lowe's	PVC / cement / adapters	54.68	
	Bug / wasp spray	18.94	
	Adapters / bushings	8.55	
	Lightbulbs / PVC / cement	154.78	
	Adhesive	45.48	
	Adhesive / knife blade	47.58	
	PVC / gloves / cement	132.73	
	Knife blades / nails	18.93	481.67
NAPA of Farmville	Cap screw / nut / washer	7.84	
	Airfitting / grease gun	74.45	
	Def / oil	45.96	128.25
Poulston's	Air conditioner		299.95
Jimmy Whirley	Washed / cleaned truck		75.00
Republic Services #974	Trash collection		411.21
Wright's Excavating, LLC	Landfill operation		48,093.75
Emanuel Tire of Virginia	Tire recycling		1,794.90
STEPS, Inc.	Recycling fee		2,476.30
Synergy Recycling, LLC	Electronic recycling		2,722.55
Southside Electric Cooperative	DH site	49.26	
	Virso site	72.21	121.47
Dominion Virginia Power	Rice site	35.17	
	Cell C pump station	23.61	
	Green Bay site	52.39	
	Leachate pump	288.13	
	Worsham site	38.54	
	Prospect site	44.02	
	Scalehouse	58.91	
	Landfill site	31.68	572.45
CenturyLink	Phone		304.57
US Cellular	Phone		24.21
Verizon	Phone		269.93
O. O. Stiff, Inc.	Monthly service		702.50
Treasurer of Virginia	Annual fee		2,242.12
Prince Edward County Public Schools	Diesel		1,300.88
Fisher Auto Parts, Inc.	Battery		160.84

GENERAL PROPERTIES

Dodson Brothers Exterminating	Pest control	237.00
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Land Tech Group of VA, Inc.	Design fee	1,500.00
Daikin Applied	Chillr maintenance contract	3,116.00
Robertson's Mobile Service	Powerwash CH	1,842.00
Davis GMC Truck, Inc.	Inspection	16.00
East End Motor Company, Inc.	Install tube	20.99
	Inspection / bulb	32.75
Southside Electric Cooperative	SRR lights	29.74
Dominion Virginia Power	Roy Clark monument	11.62
	SCOPE Building	176.94
	Courthouse	12,447.34
	Sheriff Department shed	6.59
	Worsham Clerk office	17.85
	Lights at Rice	110.88
	Ag building	1,070.62
	Shop	19.36
		13,861.20
Town of Farmville	Water & sewer	153.83
AT&T	Phone	43.21
CenturyLink	Phone	140.06
US Cellular	Phone	121.63
O. O. Stiff, Inc.	Monthly service	100.00
Diamond Paper Company	Trash bags / towels	963.96
Unifirst Corporation	Janitorial supplies	86.78
Diamond Springs Water, Inc.	Water & equipment rental	22.93
Farmville Wholesale Electric	Cable ties	27.72
Fisher Auto Parts, Inc.	GoJo / hand towels	23.42
Lowe's	Concrete leveler	27.36
	Concrete / bolts / washers	48.02
	Rebar / lumber / concrete	62.38
	Lumber	3.16
	Air filter	18.97
	Valves	14.06
	Post / rope	16.25
		190.20
NAPA of Farmville	Batteries	564.00
	5 Gal dex 3	64.99
		628.99
Price Supply Company, Inc.	Hot/cold steam units	254.88
	PVC / cement / valve	17.03
		271.91
Cintas Corporation #524	Uniform rental	403.95
Southern States	Weed spray	199.75
Prince Edward County Public Schools	Diesel	399.56
Taylor-Forbes Equipment Company	Mower parts	60.55
	<u>CANNERY</u>	
Virginia Food Works	Contract payment	2,916.67
Southside Electric Cooperative	Electric service	430.87
Ellington Energy Service	Fuel oil	534.19
CenturyLink	Phone	246.59
Lowe's	Batteries	9.47
	Paper towels	9.48
		18.95

	<u>HEALTH DEPARTMENT</u>	
Prince Edward Health Department	2nd Quarter support	40,681.50
	<u>CHAPTER X BOARD</u>	
Crossroads Services Board	1st Quarter support	15,000.00
	<u>COMPREHENSIVE SERVICES ACT</u>	
Blue Ridge Autism & Achievement Center	Professional service	3,300.00
Blue Ridge Therapy Associates	Professional service	320.00
Rescare / Braley & Thompson	Professional service	7,781.00
Center for Pediatric Therapies	Professional service	640.00
Centra Health	Professional service	16,530.00
Elk Hill	Professional service	600.00
Family & Community Support	Professional service	1,857.00
Grafton School, Inc.	Professional service	29,521.00
Harbor Point Behavioral	Professional service	3,700.00
Ifetayo Imanchinello	Foster care	2,127.00
Intercept Youth Services	Professional service	4,248.55
Keystone Newport News, LLC	Professional service	4,255.00
Ashley Long	Foster care	3,608.00
Mountain Youth	Professional service	2,375.00
Voices Speech Therapy	Professional service	600.00
	<u>PLANNING</u>	
US Cellular	Phone	54.22
	<u>TOURISM</u>	
Dominion Virginia Power	Electric service	324.49
Town of Farmville	Water & sewer	7.50
Business Card	UPS	13.44
CenturyLink	Phone	357.67
	<u>COOPERATIVE EXTENSION OFFICE</u>	
CenturyLink	Phone	105.62
	<u>GENERAL EXPENSE</u>	
Lumos Networks	Phone	2,670.90
James River Solutions	Gas	6,824.68
	<u>CAPITAL PROJECTS</u>	
Metal Roof & Building	Courthouse roof service	2,350.00
Treasurer of Virginia	Plan review	710.00
	<u>DEBT SERVICE</u>	
US Bank	GO Refunding - Interest	43,234.38
	GO Refunding - Principal	250,000.00
	Refinancing - Interest	49,137.51
	Refinancing - Principal	87,181.00
		429,552.89

<u>LANDFILL CONSTRUCTION FUND</u>		
Sargent Corporation	Cell E construction	39,857.85
Resource International	Cell E construction	4,197.50
<u>WATER FUND</u>		
Town of Farmville	Water	46.33
US Bank	Refinancing - Principal	111,296.00
	Refinancing - Interest	62,729.63
		174,025.63
<u>SEWER FUND</u>		
Dominion Virginia Power	Sewer pump	51.69
US Bank	Refinancing - Principal	41,523.00
	Refinancing - Interest	23,404.74
		64,927.74
<u>RETIREMENT BENEFIT FUND</u>		
Vicki K. Johns	Retiree benefit	1,129.00
<u>ECONOMIC DEVELOPMENT FUND</u>		
Mecklenburg County	FY17 Contribution	23,368.00
<u>PIEDMONT COURT SERVICES</u>		
Farmville Newsmedia	Advertising	107.40
Dominion Virginia Power	Electric service	202.68
CenturyLink	Phone	70.25
Lumos Networks	Phone	299.96
Jessica Harding	Mileage	246.24
	Newspapers	3.00
		249.24
Renee T. Maxey	Mileage	168.88
	Newspaper	1.00
		169.88
Ashley Nash	Mileage	258.66
Megan Newman	Mileage	416.88
<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	77.92

In Re: Highway Matters

Supervisor Timmons stated he emailed a request regarding a pothole at the railroad crossing on Route 670 (Spring Creek Road), about 100 yards into the county from the county line. Mr. Bartlett said Mrs. Puckett already forwarded the concern to Mr. Shippee with VDOT.

Supervisor Pride announced that on September 28, her request regarding the safety issues on Route 604 was denied by VDOT. She said on September 30, a serious accident occurred; and on October 4, another

serious accident occurred at the same location. She reported she sent another letter to Mr. Bartlett who forwarded it to Scot Shippee, VDOT; she said she still considers this a dangerous road and will continue her efforts.

Supervisor Gray questioned the rotation on VDOT's efforts on grass cutting and trash pick-up.

In Re: Citizen Volunteer Appointments

Chairman Simpson stated the following Board and Commission vacancies for which the Board of Supervisors will make appointments at the December Board meeting:

- Two members of the Planning Commission whose terms expire on December 31, 2016: Donald Gilliam (County Representative) and Preston Hunt (County Representative)
- One member of the Board of Zoning Appeals whose term expires on December 31, 2016: Vincent Eanes

Supervisor Wilck made a motion, seconded by Supervisor Cooper-Jones, to authorize advertisement of the Citizen Volunteer Appointments to be made at the December Board of Supervisors meeting; the motion carried:

Aye:	Pattie Cooper-Jones	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: County Administrator's Report

Voting Credentials for VACo Annual Meeting

Mr. Bartlett stated the Board will wish to designate its voting delegate and alternate for the VACo Annual Business Meeting. Historically, this has been the Chairman and Vice-Chair. As the Vice Chair is unable to attend, the Board will wish to appoint another Board member who is able to attend the Tuesday morning business meeting.

Supervisor Cooper-Jones made a motion, seconded by Supervisor Timmons, to appoint Supervisor Pride as Alternate for the VACo Annual Business Meeting; 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

Court House RFP

Mr. Bartlett stated the advertisement for the A&E firm ran in the August 28, 2016 edition of the Richmond Times Dispatch. The County received seven proposals by the September 30, 2016 deadline. He stated he and Supervisor Timmons reviewed the submissions, and recommended a meeting of the Property Committee to review the submissions to make a recommendation to the full Board.

Supervisor Timmons led discussion on a tentative date for the meeting, which will be coordinated through the Administrator's office.

Smart Scale

Mr. Bartlett reported the County submitted the projects prior to the deadline of October 3, 2016. VDOT declined to scope the project involving the intersection of US 15 and Route 628 by the Prince Edward County Schools. VDOT stated they studied that intersection in 2015 and made improvements at that time. They stated not enough time has passed to provide sufficient data to justify additional work at this time. Mr. Bartlett stated he is attempting to obtain from VDOT what improvements were made in 2016. He stated other projects being considered are the interchange at Third and Route 460 and on Route 626 in Prospect, where they recommend timed flashers and may work to improve sight distance.

Mr. Bartlett then stated the County has Vice Presidential banners; five are road-side banners and two are hanging banners. He recommended allowing Emergency Services first right of refusal to hang them in their hall. Citizens can view them on display at these locations. Discussion followed, with suggestions of the Tourism Center, in the Courthouse atrium, the Fire Departments and Rescue Squad and at the public schools.

Supervisor Timmons stated VDOT seems to have forgotten two safety issues: Abilene Road and County Line Road intersection, where there is a sight issue; and safety issues at Pin Oak Road and Hendricks, and Sulphur Springs Road intersection. He said these areas need to be kept in VDOT's attention.

In Re: Appropriations

Mr. Bartlett stated the Schools have notified the County they will be receiving \$58,189 from the Security Equipment Grant Program. There is a 25% local match requirement which will be funded from the existing budget. The funds will be used to purchase security alarm systems for all three schools and the technical education center, and additional electronic door access controls.

The acceptance of this grant will be revenue neutral for the School and General Fund.

Supervisor Cooper-Jones made a motion, seconded by Supervisor Gray, to approve the FY17 budget amendment and appropriate the same funds, as follows:

FY 2017 Budget Amendment						
REV/EXP	FUND	DEPT	OBJECT	DESCRIPTION	DEBIT	CREDIT
3 (Rev)	250	24020	0106	Safety & Security Grant		\$58,189
4 (Exp)	250	66000	6020	Safety & Security Grant	\$58,189	

The motion carried:

<p>Aye:</p> <ul style="list-style-type: none"> 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 	<p>Nay: None</p>
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In Re: Finance Committee Report

Mr. Bartlett stated the Finance Committee met on October 6, 2016. The committee is comprised of Supervisor Cooper-Jones (Chair), Supervisor Jones, Supervisor Simpson, and Supervisor Timmons; Supervisor Jones was absent. The Committee voted 2-1 to recommend to the full Board the pay raise be removed from the budget because the State was not providing their share of the funding.

At this time because of the revenue shortfall for the Commonwealth, the proposed 2% pay raise effective December 1, 2016 for state employees will not be implemented. The County's approved FY17 budget included the same 2% pay raise for all employees, to include Constitutional Offices effective December 1, 2016. The County's FY17 budget includes the increase in revenue from the State Compensation Board for the Constitutional Offices for the raise. This revenue will not be received.

Mr. Bartlett stated the expense, which can be found in the budget under General Expenses in a line called Pay Raise Reserve (91000-5011) contains \$72,000 for seven months in FY17. If the raise is provided it will mean an annual increase of \$123,429 for FY18 and beyond, all of which must be locally funded.

The FY17 budget contains \$37,513 in revenue from the Comp Board which now will not be received. As of now, the pay raise is not authorized and the Governor will not present his budget amendments to the General Assembly until December 16, 2016. For FY18 and beyond, the County would have received \$64,308 from the Comp Board for the pay raise. This means in order to balance the FY17 budget, either revenue will need to increase by \$37,513 or expenses will need to be decreased by that same amount. For FY18 and beyond the County will experience lost revenue of \$64,308.

Mr. Bartlett stated that in FY17, because of vacancies, the extension office estimates we will see savings of about \$15,000. The County received \$30,298 from the state for timbering in State Forest; the budget did not contain any funds from this revenue source. Thus these two items will provide approximately \$45,298 in expense savings or unanticipated revenues which are greater than the amount which will be lost due to the forgone pay raise. While the amount of lost revenue for FY17 can be resolved, the out year impact of \$64,308 will have to be addressed every year. He reviewed revenue collections for the first three months of FY17 and except for the timbering mentioned above, he did not see any other revenues that are particularly exceeding or falling short of the budget, but it is very early in the fiscal year. There are some expense lines where the County is experiencing savings but there are some that are over budget, particularly in Animal Control and Legal; overall they are balancing each other. One other expense that is not included in the budget is the cost of hiring the Architectural firm for the Courthouse project. The actual cost will not be known until the contract is awarded but will be considerable.

Mr. Bartlett reported that before making their decision, the Finance Committee reviewed the impact the failure of providing the raise will have on the School Budget. Failure to receive the state funding would

mean local dollars would have to be used to make up the shortfall. For FY17, the school budget contained almost \$101,000 in state revenue that will now not be received. For FY18 and beyond, this amount would be slightly more than \$161,000.

Taken together in FY18 and beyond, the County and School budgets will not receive \$225,000 which will have to be made up with local tax dollars if the 2% raise is implemented.

Supervisor Timmons made a motion, seconded by Supervisor Cooper-Jones, to amend the budget by removing the funds associated with the pay raise; the motion carried:

FY 2017 Budget Amendment						
REV/EXP	FUND	DEPT	OBJECT	DESCRIPTION	DEBIT	CREDIT
3 (Rev)	100	23000	0010	Shared Expense – Commonwealth’s Attorney	\$ 6,952	
3 (Rev)	100	23000	0020	Shared Expense – Sheriff	\$21,642	
3 (Rev)	100	23000	0030	Shared Expense – Commissioner Of Revenue	\$ 1,540	
3 (Rev)	100	23000	0040	Shared Expense – Treasurer	\$ 2,402	
3 (Rev)	100	23000	0070	Shared Expense – Clerk of Court	\$ 4,977	
3 (Rev)	100	93000	0100	To General Fund Balance	\$34,487	
4 (Exp)	100	91000	5011	Pay Raise Reserve		\$72,000

Supervisor Timmons made a motion, seconded by Supervisor Cooper-Jones, to not provide a salary increase for the employees this fiscal year. Discussion followed regarding a bonus for the employees.

Chairman Simpson requested the bonus be provided to the employees by the 15th of December [2016]. Discussion followed.

Supervisor Cooper-Jones asked Mr. Bartlett to explain to the audience what the County is facing and why providing a raise at this time would hurt Prince Edward County.

Mr. Bartlett stated the Treasurer’s Report shows the County has a Fund Balance of approximately \$7.1 million and last year, the Fund Balance was approximately \$9.5 million. He said the following expenses caused the decrease: approximately \$200,000 for the new Courthouse roof, approximately \$1.4 million for the cost of the work on the new landfill cell, and the use of approximately \$1.1 million to balance the budget last fiscal year. He said that decrease put the General Fund balance down by \$2.4 million.

Supervisor Jones added the security issues for the Courthouse building could be over \$1 million.

Supervisor Timmons restated his motion, seconded by Supervisor Cooper-Jones, to not provide a salary increase for the employees this fiscal year; 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

Mr. Bartlett stated the County has 83 full time employees, not including Social Services, ten full-time employees making \$70,000 or more; there are 38 part-time employees. He stated the full time employees' salaries equal about \$3.5 million annually. Discussion followed on the impact of a salary increase versus a one-time bonus and the various scenarios for an employee bonus.

Supervisor Townsend made a motion to provide a bonus of \$375 to full-time employees making under \$70,000 annually, \$200 to those making over \$70,000 annually, and \$100 to the part-time employees.

After some discussion, Supervisor Timmons made a substitute motion to provide bonuses that would be budget-neutral. Mr. Bartlett said he will adjust the amounts to make it budget neutral. He added he did not consider a caveat that employees hired since July 1, 2016 not be eligible for the bonus; the Board concurred to add that to the requirement.

Supervisor Wilck stated the people in the middle are the ones that have been here the longest and work hardest; he said he would like to see those making over \$70,000 should be changed to \$0, and part-time employee bonuses should be \$50, and the employees in the middle get the majority of it.

Supervisor Timmons stated the part-time employees at the landfill work hard and work on holidays and weekends. After further discussion, Supervisor Timmons rescinded his motion.

Supervisor Townsend restated his motion, seconded by Supervisor Gray, to provide a bonus of \$100 to part-time employees, \$200 to those making over \$70,000 annually, and \$350 or \$400 to full-time employees making under \$70,000 annually, and keeping the bonuses budget-neutral and not to exceed \$34,487, and with employees hired after July 1, 2016 being ineligible; the motion carried:

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

Nay: None

In Re: Closed Session

Supervisor Jones made a motion, seconded by Supervisor Cooper-Jones, that the Board convene in Closed Session for discussion to consider the acquisition of real property for a public purpose, where discussion in an open meeting could adversely affect the negotiating strategy of the County, pursuant to the exemption provided for in Section 2.2-3711(A)(3) of the *Code of Virginia*; the motion carried:

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

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

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	

On motion of Supervisor Jones and seconded by Supervisor Cooper-Jones and carried by the following roll call 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 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: Town Hall Meetings

Supervisor Townsend announced he will hold a Town Hall meeting Saturday, November 5, 2016 at 9:00 a.m. until 11:00 a.m., at the Cedar Crest [Conference Center, Twin Lakes State Park].

Supervisor Timmons stated he will hold a Town Hall meeting Monday, October 24, 2016 at 7:00 p.m. at the Darlington Heights Fire Department.

Supervisor Pride announced she will hold a Town Hall meeting Thursday, December 8, 2016 at 6:00 p.m., at Venable Hall, Hampden Sydney College.

In Re: Animal Warden's Report

Mr. S. Ray Foster and Kathryn Johnson, Animal Wardens, submitted a report for the month of September 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 September 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 September 2016, which was reviewed and ordered to be filed with the Board papers.

In Re: Cannery (Commercial)

Ms. Allie Hill, Board President & Commercial Manager, submitted a report for September 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 September 2016, which was reviewed and ordered to be filed with the Board papers.

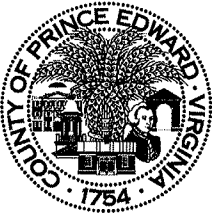
In Re: Tourism and Visitor Center Report

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

On motion of Supervisor Timmons, seconded by Supervisor Wilck, 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 adjourned at 8:24 p.m.



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

Meeting Date: November 8, 2016
Item No.: 7-c
Department: County Administration
Staff Contact: Barbara Poulston
Issue: Review of Accounts & Claims

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

Attachments: October 2016 Bill List

Recommendation:

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

10/27/2016

FROM DATE- 10/01/2016
TO DATE- 10/27/2016

ACCOUNTS PAYABLE CHECKS
PRINCE EDWARD

PAGE 1

FUND NO.	DESCRIPTION	\$\$\$ PAY \$\$\$
100	GENERAL FUND	\$862,088.50
105	FORFEITED ASSETS FUND	\$2,057.40
301	SCHOOL CONSTRUCTION FUND	\$1,300.00
331	LANDFILL CONSTRUCTION FUND	\$485.00
501	WATER FUND	\$43.05
502	SEWER FUND	\$38.10
732	RETIREMENT BENEFIT FUND	\$1,129.00
741	PIEDMONT COURT SERVICES FUND	\$4,547.17
	TOTAL	871,688.22

AP375H
10/27/2016
FUND # - 100 GENERAL FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 10/01/2016 -- 10/27/2016

AFTER CHECKS
PAGE 1

MAJOR# ACCT# 011010	VENDOR NUMBER BOARD OF SUPERVISORS	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5510	Travel-Mileage				
	12805	COOPER-JONES PATTIE	JULY-SEPT 2016	MILEAGE	39.96
	16679	GRAY CALVIN	JULY-SEPT 2016	MILEAGE	28.62
	19875	JONES ROBERT M	JULY-SEPT 2016	MILEAGE	16.20
	25738	PRIDE ODESSA H	JULY-SEPT 2016	MILEAGE	353.16
	28425	SIMPSON HOWARD F	JULY-SEPT 2016	MILEAGE	443.88
	29269	TIMMONS C ROBERT JR	JULY-SEPT 2016	MILEAGE	331.56
	29368	TOWNSEND JERRY R	JULY-SEPT 2016	MILEAGE	337.50
	32539	WILCK JAMES ROBERT	JULY-SEPT 2016	MILEAGE	23.05
				ACCOUNT TOTAL	1,573.93 *
5530	Travel-Subsistence & Lodg				
	11894	BUSINESS CARD	3722 PUCKET1016	HOMESTEAD RESERVATIO	1,150.92
	32138	WALMART COMMUNITY/RFC	3927	SOFT DRINKS	3.33
				ACCOUNT TOTAL	1,154.25 *
5540	Travel-Convention & Educa				
	11894	BUSINESS CARD	3722 PUCKET1016	VACO REGISTRATIONS	1,125.00
				ACCOUNT TOTAL	1,125.00 *
				MAJOR TOTAL	3,853.18 **
012110	COUNTY ADMINISTRATOR				
5210	Postal Services				
	11894	BUSINESS CARD	3722 PUCKET1016	POSTAGE	54.40
	11894	BUSINESS CARD	3722 PUCKET1016	UPS	6.20
				ACCOUNT TOTAL	60.60 *
5230	Telecommunications				
	30440	US CELLULAR	816442183 1016	PHONE	138.49
				ACCOUNT TOTAL	138.49 *
5540	Travel-Convention & Educa				
	11894	BUSINESS CARD	3722 PUCKET1016	VACO REGISTRATION	225.00
				ACCOUNT TOTAL	225.00 *
6001	Office Supplies				
	11894	BUSINESS CARD	3722 PUCKET1016	REIMBURSED TO COUNTY	15.00
	13369	DIAMOND SPRINGS WATER INC	11393100 1016	WATER & EQUIP RENTAL	22.93
	15380	FARMVILLE PRINTING	CO ADMR 1016	COPIES & BINDING	214.00
	27756	ROCHETTE'S FLORIST	9722	RIBBON	50.00
	27756	ROCHETTE'S FLORIST	9724	FERN RENTAL	24.00
				ACCOUNT TOTAL	325.93 *
6012	Books and Subscriptions				
	22211	MATTHEW BENDER & CO INC	86768905	RVOLS 1B,3,5,5A	290.61
	22211	MATTHEW BENDER & CO INC	87119722	2015 LOCAL TAX	125.43
				ACCOUNT TOTAL	416.04 *
				MAJOR TOTAL	1,166.06 **
012210	LEGAL SERVICES				
3151	Real Estate Tax Collectio				
	11944	BRIAN T BUTLER PLC	156	POSTAGE/PROCESS FEE	23.12

AP375H
10/27/2016
FUND # - 100 GENERAL FUND

PRINCE EDWARD
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MAJOR#	ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
012310			COMMISSIONER OF REVENUE			
5210		15380	Postal Services FARMVILLE PRINTING	2016 00039	SERV OF PROCESS FEES	470.00
5230		13325	Telecommunications TREASURER OF VIRGINIA	2016 00044	SERV OF PROCESS FEES	470.00 *
6001		15380	Office Supplies FARMVILLE PRINTING	2016 00063	SERV OF PROCESS FEES	74.20
6014		20600	Other Operating Supplies KEY OFFICE SUPPLY	488984	ENVELOPES	74.20 *
		20600	Other Operating Supplies KEY OFFICE SUPPLY	489196	RIBBONS	169.60
012410		11353	Other Operating Supplies BMS DIRECT	106347	HALOGEN BULBS	7.47
5210		11353	Postal Services BMS DIRECT	103794P	PROCESSING PP/RE BKS	189.06 *
5230		13325	Telecommunications TREASURER OF VIRGINIA	107627P		19.56
5540		30378	Travel-Convention & Educa UNIVERSITY OF VIRGINIA	29479	POSTAGE-PPTY BILLS	19.56 *
6001		14794	Office Supplies ESI	29487	POSTAGE-RE BILLS	752.82 **
6014		28866	Other Operating Supplies STEPS, INC	IN537614		
012510			INFORMATION TECHNOLOGY	IN537630		
3160		11902	Professional Services BUSINESS DATA OF VA, INC.	12233	SHREDDING SERVICE	35.00
					CONTRACT AGREEMENT	35.00 *
						8,905.78 **
						3,900.00

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3320		11902	BUSINESS DATA OF VA, INC.	1579 2016	TRAVEL EXPENSE	125.00
		11902	BUSINESS DATA OF VA, INC.	1583 2016	TRAVEL EXPENSE	125.00
			Maintenance Service			4,150.00 *
		12762	COMPUTERPLUS SALES/SERVIC	MC0000184246	PRINTER SERV CONTRACT	79.00
						79.00 *
						4,229.00 **
013100			ELECTORAL BOARD AND OFFICIALS			
1100			Salaries & Wages			
		10173	AKERS-BOOKER GWENDOLYN	JULY-OCT 2016	SALARY	1,053.00
		22152	MARTIN SAMUEL A JR	JULY-OCT 2016	SALARY	526.74
		28445	SMITH GORDON V	JULY-OCT 2016	SALARY	526.74
						2,106.48 *
3500			Printing			
		15380	FARMVILLE PRINTING	1717	BALLOTS	365.00
						365.00 *
3600			Advertising			
		15241	FARMVILLE HERALD	REGISTRAR 1016	ADVERTISING	133.25
						133.25 *
6001			Office Supplies			
		11209	BATTERY BARN OF VA INC	294831	BATTERIES	256.65
		25905	PRINTELECT	RAMP 1016	RAMP	144.95
		999999	TINSLEY DALLAS	REIMB 1016	HANDICAP DOOR KNOB	31.56
						433.16 *
						3,037.89 **
013200			REGISTRAR			
3600			Advertising			
		15240	FARMVILLE NEWSMEDIA	CO ADM 1016	SCHL BD PETITION	438.85
						438.85 *
5210			Postal Services			
		30550	U S POSTAL SERVICE	POSTAGE 1016	STAMPS	639.00
		30550	U S POSTAL SERVICE	POSTAGE 1016A	STAMPS	470.00
		32961	WRIGHT LYNETTE	POSTAGE 1016	POSTAGE	88.00
		32961	WRIGHT LYNETTE	POSTAGE 1016	POSTAGE	105.04
		32961	WRIGHT LYNETTE	POSTAGE 1016A	STAMPS	47.00
						1,349.04 *
6001			Office Supplies			
		32961	WRIGHT LYNETTE	EXPENSES 1016	BOXES/TOOLS/TAPE	61.35
		32961	WRIGHT LYNETTE	EXPENSES 1016A	LAMINATED SIGNS	57.76
		32961	WRIGHT LYNETTE	EXPENSES 1016A	PAPER TOWELS	10.52
						129.63 *
						1,917.52 **
021100			CIRCUIT COURT			
6001			Office Supplies			
		20600	KEY OFFICE SUPPLY	488825	COPY PAPER	59.90
						59.90 *
						59.90 **

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MAJOR# ACCT# 021200	VENDOR NUMBER GENERAL DISTRICT COURT	VENDOR NAME GENERAL DISTRICT COURT	INV#	DESCRIPTION	AMOUNT
3320	28587	Maintenance Service Contr SOUTHERN COPIER SALES &	160718 0032	ANNUAL MAINT CONTRACT	535.62 *
5230	30440	Telecommunications US CELLULAR	816442183 1016	PHONE	535.62 *
6001	20600	Office Supplies KEY OFFICE SUPPLY	485535	DESKTOP PRINTER	24.21
	20600	KEY OFFICE SUPPLY	488710	COPY PAPER/ROLODEX	24.21 *
	20600	KEY OFFICE SUPPLY	489019	INK CARTRIDGE	349.00
	28866	STEPS, INC	12229	SHREDDING SERVICE	96.32
					79.99
					35.00
				ACCOUNT TOTAL	560.31 *
				MAJOR TOTAL	1,120.14 **
021600		CLERK OF THE CIRCUIT COURT			
5230	21319	Telecommunications CENTURYLINK	309863799 1016	PHONE	45.31
5510	14781	Travel-Mileage EPPE MACHELLE J	MILEAGE 1016	MILEAGE	45.31 *
5530	14781	Travel-Subsistence & Lodg EPPE MACHELLE J	EXPENSES 1016A	MEALS	263.52
	14781	EPPE MACHELLE J	EXPENSES 1016A	LODGING	263.52 *
	14781	EPPE MACHELLE J	EXPENSES 1016A	LODGING	36.45
					299.85
					309.96
				ACCOUNT TOTAL	646.26 *
5560	14781	Travel-Convention & Educa EPPE MACHELLE J	EXPENSES 1016	TRAINING REGISTRATIO	250.00
5850	999999	Jurors/Witnesses ARMENTROUT BARBARA	JUROR 1016	JUROR	250.00 *
	999999	BLAUVELT JOSEPH III	JUROR 1016	JUROR	30.00
	999999	CLARK BRANDON	JUROR 1016	JUROR	30.00
	999999	FORD KATRITA	JUROR 1016	JUROR	30.00
	999999	GRAY CALVIN	JUROR 1016	JUROR	30.00
	999999	LAWMAN SUSAN	JUROR 1016	JUROR	30.00
				ACCOUNT TOTAL	180.00 *
6001	20600	Office Supplies KEY OFFICE SUPPLY	488761	TONER	139.99
				ACCOUNT TOTAL	139.99 *
				MAJOR TOTAL	1,525.08 **
021800		LAW LIBRARY			
5230	10105	Telecommunications AT&T	0542720100 1016	PHONE	43.05

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MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	PHONE	AMOUNT
6012	21319	CENTURYLINK	309478607			42.24
		Books and Subscriptions				85.29 *
	21761	RELX INC DBA LEXISNEXIS	3090686261	MONTHLY SUBSCRIPTION		281.00
	22211	MATTHEW BENDER & CO INC	86785362	RVOLS 1B,3,5,&5A		290.61
	22211	MATTHEW BENDER & CO INC	87022338	MODEL JURY INST CRIM		305.31
	22211	MATTHEW BENDER & CO INC	87316455	VA FORMS 2016 LL REV		236.10
				ACCOUNT TOTAL		1,113.02 *
				MAJOR TOTAL		1,198.31 **
022100		COMMONWEALTH'S ATTORNEY				
3320	12772	Maintenance Service Contr	16 10 204ME	VCIN LICENSE MAINT		173.40
		COMPUTER PROJECTS OF IL				173.40 *
5210	30637	Postal Services	BOX RENT 1016	BOX RENT		138.00
		U S POSTAL SERVICE				138.00 *
5510	17334	Travel-Mileage	MILEAGE 1016	MILEAGE		149.04
		HANNAH WENDY				149.04 *
5810	23255	Dues & Association Member	104287	DUES		177.00
	31411	NATL DISTRICT ATTY ASSOC	8270 1016	DUES		1,050.00
		VA ASSOC OF COMM ATTY				1,227.00 *
				ACCOUNT TOTAL		35.00
5899	28866	Miscellaneous	12230	SHREDDING SERVICE		35.00 *
		STEPS, INC				
6001	17334	Office Supplies	MILEAGE 1016	FOAM BD/BOX CUTTER		19.75
	20600	HANNAH WENDY	488881	FOLDERS/BATTERIES		161.09
		KEY OFFICE SUPPLY				180.84 *
				ACCOUNT TOTAL		1,903.28 **
				MAJOR TOTAL		
022200		VICTIM WITNESS ASSISTANCE PROGRAM				
5530	999999	Travel-Subsistence & Lodg	SAMS CINDY 1016	LODGING		328.58
		COMFORT SUITES				328.58 *
				ACCOUNT TOTAL		328.58 **
				MAJOR TOTAL		
031200		SHERIFF				
3311	11005	Repairs & Maint-Auto & Eq	60114	AUTO REPAIRS		157.28
	11005	B & G AUTOMOTIVE	60205	INSPECTION		16.00
	11005	B & G AUTOMOTIVE	60261	HEADLIGHT BULB		9.46
	11775	BURKEVILLE BODY SHOP	31670	REPAIR DENT/PAINT		660.50
	14300	EAST END MOTOR CO INC	138065	TOWING		65.00

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	14300	EAST END MOTOR CO INC	141346	MOUNT/BALANCE TIRES	28.00
	14300	EAST END MOTOR CO INC	141442	OIL CHG/INSPECT	112.41
	14300	EAST END MOTOR CO INC	141514	MOUNT/BALANCE TIRES	34.00
	14300	EAST END MOTOR CO INC	141556	AUTO REPAIR	77.21
	14300	EAST END MOTOR CO INC	141588	TOWING/MOUNT TIRES	141.00
	14300	EAST END MOTOR CO INC	141606	CK ENGINE LGHT/COIL	151.75
	14300	EAST END MOTOR CO INC	141616	BRAKE PADS/ROTORS	452.99
	14300	EAST END MOTOR CO INC	141738	HEADLIGHT BULB/CKET	118.93
	14300	EAST END MOTOR CO INC	142281	BATTERY/FUEL MODULE	689.99
	14915	EXPRESS CARE	8799	OIL/FILTER CHANGE	114.95
	14915	EXPRESS CARE	8833	OIL/FILTER CHANGE	71.16
	14915	EXPRESS CARE	8870	OIL CHANGE	96.96
	14915	EXPRESS CARE	8958	OIL CHANGE	89.07
	14915	EXPRESS CARE	9083	OIL CHANGE	49.17
	14915	EXPRESS CARE	9096	OIL CHANGE	69.17
	14915	EXPRESS CARE	9102	OIL CHANGE	58.08
	14915	EXPRESS CARE	9341	OIL CHANGE	58.08
	14915	EXPRESS CARE	9373	OIL/FILTER CHANGE	109.01
	14915	EXPRESS CARE	9417	OIL CHANGE	48.08
	14915	EXPRESS CARE	9430	OIL CHANGE	58.08
	14915	EXPRESS CARE	9476	OIL CHANGE	69.17
	14915	EXPRESS CARE	9498	OIL CHANGE	69.17
	17004	HALEY AUTO MALL	667657251	INSPECTION	16.00
	20323	KENBRIDGE TIRE & AUTO	172016	CALIBRATIONS	50.00
	20323	KENBRIDGE TIRE & AUTO	763096	CALIBRATION	25.00
	25911	PRO AUTO LLC	25206	OIL CHANGE	44.33
	29199	THIRD ST WRECKER SERVICE	17419	TOWING/TIRE PLUGS	75.00
5210		Postal Services			3,885.00 *
	11894	BUSINESS CARD	0555 SHERIF1016	POSTAGE	8.83
5230		Telecommunications			8.83 *
	13325	TREASURER OF VIRGINIA	T303627	VCIN	50.91
	20904	KINEX NETWORKING SOLUTION	161001 0016	REMOTE DATA BACKUP	19.95
	21319	CENTURYLINK	309468839 1016	PHONE	10.36
	21319	CENTURYLINK	309558628 1016	VCIN	7.97
	30440	US CELLULAR	156322768 1016	CREDIT	21.38-
	30440	US CELLULAR	159332731 1016	PHONE	856.90
5510		Travel-Mileage			924.71 *
	11894	BUSINESS CARD	0555 SHERIF1016	PARKING	1.00
5530		Travel-Subsistence & Lodg			1.00 *
	12318	CNTRL VA CRIMINAL JUSTICE	3298	MEAL	22.00
	16653	GOLDMAN ROBERT	MEALS 1016	MEALS	22.93
5810		Dues & Association Member			44.93 *
	31893	VA SHERIFFS ASSOCIATION	201792	DUES	1,593.00
					1,593.00 *

MAJOR# ACCT# 6001	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
	13369	Diamond Springs Water Inc	27961300 1016	Water & Equip Rental	87.20
	20600	Office Supplies	488426	Shredder	139.00
	20600	KEY OFFICE SUPPLY	488932	Office Supplies	87.02
	20600	KEY OFFICE SUPPLY	489054	Keyboard/Mouse	49.95
	20600	KEY OFFICE SUPPLY	489194	Flash Drives	39.70
	20600	KEY OFFICE SUPPLY	489461	Copy Paper	144.95
	20600	KEY OFFICE SUPPLY	489462	Storage Boxes/Toner	143.88
	28757	Staples Advantage	8041021945	Office Supplies	158.86
	32138	Walmart Community/RFCSLLC	1464	Office/Creamer/Sugar	20.58
	32138	Walmart Community/RFCSLLC	2117 SHERIF1016	Office Supplies	68.81
	32138	Walmart Community/RFCSLLC	2304	Zip Bags	12.56
	32138	Walmart Community/RFCSLLC	2390	Coffee/Bug Spray	21.86
6003	32138	Public Education/Crime Pr	1464	Halloween Candy	974.37 *
6004	28640	Virso Comm Center Crime P	526776002 1016	Virso Rec Center	83.58
	28869	Stiff O O Inc	5545	Porta John Set-Up	83.58 *
6008	11894	Vehicle & Powered Equip F	0555 SHERIF1016	GAS	15.00
6009	14300	Vehicle & Powered Equip S	141556	Tires	15.00 *
	14300	EAST END MOTOR CO INC	142240	Tires	427.68
6010	11894	Police Supplies	0555 SHERIF1016	AMMO/RESPIRATOR	252.45
	11894	BUSINESS CARD	0555 SHERIF1016	CREDIT	680.13 *
	13012	DMV	16274737	SPECIAL ID	214.93
	16102	GALLS LLC	6184881	FLASHLIGHT/CUFF CASE	29.60-
	29048	TASER INTERNATIONAL	SI1455540	BATTERIES	10.00
	32138	WALMART COMMUNITY/RFCSLLC	2117 SHERIF1016	POLICE SUPPLIES	195.81
6011	11894	Uniforms & Wearing Appare	0555 SHERIF1016	UNIFORMS	89.14
	12318	BUSINESS CARD	3298	UNIFORMS	40.76
	32138	CNTRL VA CRIMINAL JUSTICE	2117 SHERIF1016	UNIFORMS	521.04 *
6012	22211	Books & Subscriptions	86782037	RVOLS 1B,3,5,&5A	37.82
8203	12742	Matthew Bender & CO INC	220947	COMMUNICATION EQUIP	80.90
	12742	COMMUNICATIONS EQUIPMENT	511800	COMMUNICATION EQUIP	23.96
		COMMUNICATIONS OF VIRGINIA		COMMUNICATION EQUIP	142.68 *
		COMMUNICATIONS OF VIRGINIA		COMMUNICATION EQUIP	290.61
		COMMUNICATIONS OF VIRGINIA		COMMUNICATION EQUIP	290.61 *
		COMMUNICATIONS OF VIRGINIA		COMMUNICATION EQUIP	1,550.00
		COMMUNICATIONS OF VIRGINIA		COMMUNICATION EQUIP	4,505.00
		COMMUNICATIONS OF VIRGINIA		COMMUNICATION EQUIP	6,055.00 *
		COMMUNICATIONS OF VIRGINIA		COMMUNICATION EQUIP	15,259.88 **

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
7001	14527	ELECOM INC	35625	PAGERS	2,135.00
	15680	FIRE PROTECTION EQUIP CO	65899	CALIBRATED METERS	239.00
	16670	GRAINGER	9226690106	ABSORBENT	67.40
	20600	KEY OFFICE SUPPLY	488839	COPY PAPER	29.99
	20600	KEY OFFICE SUPPLY	489195	INK	151.29
	23166	NAFECO INC	843068	SHIRTS	253.67
	23166	NAFECO INC	843830	SHIRTS	145.66
	32734	WITMER PUBLIC SAFETY GRP	E1498689	GLOVES	353.94
				ACCOUNT TOTAL	3,375.95 *
7002		Payment to Rice VFD			
	11240	BENCHMARK COMMUNITY BANK	RICE TRK 1016	TRUCK PAYMENT	41,777.32
	19490	JOHN DEERE FINANCIAL	8706	DIESEL	267.10
	19490	JOHN DEERE FINANCIAL	8708	GAS	63.11
	31846	DOMINION VA POWER	4500495009 1016	ELECTRIC SERVICE	374.59
	31846	DOMINION VA POWER	5487358649 1016	ELECTRIC SERVICE	9.11
				ACCOUNT TOTAL	42,491.23 *
7003		Payment to Prospect VFD			
	10002	434 GENERATOR SERVICE LLC	1069	ANNUAL SERVICE	301.76
	15597	FERGUSON ENTERPRISES INC	3955298	BATTERIES	119.00
	16658	GOODMAN TRUCK & TRACTOR	118653	INSPECTION & SERVICE	735.04
	16658	GOODMAN TRUCK & TRACTOR	118825	TRUCK MAINTENANCE	875.89
	21319	CENTURYLINK	309983930 1016	PHONE	107.92
	25210	PAMPLIN EXXON	PROSPECT FD1016	FUEL	206.65
	25680	PRICE SUPPLY CO INC	881129	HVAC AIR FILTERS	30.60
	25782	PRINCE EDWARD CO PBLC SCH	DIESEL-SEPT 16	DIESEL	110.29
	31846	DOMINION VA POWER	7020850009 1016	ELECTRIC SERVICE	342.55
	31846	DOMINION VA POWER	7600812502 1016	ELECTRIC SERVICE	6.59
	31846	DOMINION VA POWER	8898799252 1016	ELECTRIC SERVICE	37.61
				ACCOUNT TOTAL	2,873.90 *
7004		Payment to Darlington VFD			
	12996	CYRUS PEST CONTROL CO	SEPTEMBER 2016	EXTERMINATING SERVIC	45.00
	14300	EAST END MOTOR CO INC	140223	INSPECTION/CAB LIGHT	66.99
	14300	EAST END MOTOR CO INC	140274	INSPECTION	16.00
	14300	EAST END MOTOR CO INC	140456	INSPECTION	51.00
	28640	SOUTHSIDE ELECTRIC COOP	38156001 1016	ELECTRIC SERVICE	458.26
				ACCOUNT TOTAL	637.25 *
7005		Payment to Hampden-Sydney			
	12024	C W WILLIAMS	595734	VEHICLE REPAIR	144.26
	12024	C W WILLIAMS	595935	HOSE	407.85
	14527	ELECOM INC	35610	HEADSETS	6,915.70
	14527	ELECOM INC	35611	SIREN REPAIR	116.00
	15656	FIRE & SAFETY EQUIP CO	78632	FIRE EXTINGUISHER	46.95
	15908	FOSTER FUELS INC	723524	PROPANE LINE REPAIR	679.81
	21319	CENTURYLINK	310187773 1016	PHONE	67.39
	31846	DOMINION VA POWER	8350720002 1016	ELECTRIC SERVICE	391.69
				ACCOUNT TOTAL	8,769.65 *

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MAJOR# ACCT# 7006	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
	19651	JOHNSON BENJAMIN H CPA	PAMPLIN VFD1016	CPA	1,550.00
	31335	VERIZON	248 6100 1016	PHONE	77.94
	31335	VERIZON	248 6690 1016	PHONE	59.84
	31846	DOMINION VA POWER	4743517221 1016	ELECTRIC SERVICE	301.69
	31846	DOMINION VA POWER	6280980001 1016	ELECTRIC SERVICE	52.58
7007		Payment to Meherrin VFD		ACCOUNT TOTAL	2,042.05 *
	25246	PARKER OIL CO INC	61957	PROPANE	547.79
	25246	PARKER OIL CO INC	62011	PROPANE	297.69
	31335	VERIZON	736 0633 1016	PHONE	189.04
	31846	DOMINION VA POWER	0519881510 1016	ELECTRIC SERVICE	585.72
	31846	DOMINION VA POWER	1913347348 1016	ELECTRIC SERVICE	25.40
	31846	DOMINION VA POWER	2725824417 1016	ELECTRIC SERVICE	16.19
7010		First Responders		ACCOUNT TOTAL	1,661.83 *
	17776	HAMPDEN-SYDNEY VOL FIRE	16-17 SUPERT2/4	16-17 SUPPORT	1,250.00
032300		AMBULANCE AND RESCUE SERVICES		ACCOUNT TOTAL	1,250.00 *
				MAJOR TOTAL	63,101.86 **
7005	25880	Prince Edward Rescue Squa	16-17 SUPERT2/4	16-17 SUPPORT	16,500.00
7008	22349	Meherrin Rescue	16-17 SUPERT2/4	16-17 SUPPORT	16,500.00 *
032500		EMERGENCY SERVICES		ACCOUNT TOTAL	3,250.00
				MAJOR TOTAL	3,250.00 *
3160	29280	Professional Service E-91	185194	911 ADDRESSING	19,750.00 **
033200		REGIONAL JAIL & DETENTION		ACCOUNT TOTAL	20.00
				MAJOR TOTAL	20.00 *
3150	12954	Legal Services	678	AUTHORITY DOCUMENTS	2,004.49
7001	25380	Piedmont Regional Jail-Pe	2831	INMATE PER DIEM	242,779.84
034100		BUILDING OFFICIAL		ACCOUNT TOTAL	242,779.84 *
				MAJOR TOTAL	244,784.33 **
3311	14287	Repairs & Maint-Auto	SEPT 30 2016	OIL CHANGE	33.40
		EAST END CHEVRON			

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5230	30440	Telecommunications US CELLULAR	816442183 1016	PHONE	24.21
5530	21498	Travel-Subsistence & Lodg LEATHERWOOD COY	EXPENSES 1016	MEAL	24.21 *
5540	21498	Travel-Convention & Educa LEATHERWOOD COY	EXPENSES 1016	MTG REGISTRATION	8.58
5880	29642	2% Blg Permit Surchage TREASURER OF VIRGINIA	LV201701	2% LEVY ON PERMITS	8.58 *
6009	23248	Vehicle & Powered Equip S NAPA OF FARMVILLE	159909	BATTERY	15.00
035100	ANIMAL CONTROL				15.00 *
5110	31846	Electrical Services DOMINION VA POWER	0890745003 1016	ELECTRIC SERVICE	278.46
5230	21319	Telecommunications CENTURYLINK	310119726 1016	PHONE	278.46 *
6001	30440	Office Supplies US CELLULAR	816442183 1016	PHONE	128.99
6011	11353	BMS DIRECT	104254	DOG TAGS	128.99 *
6011	16102	Uniforms and Wearing Appa GALLS LLC	6215889	UNIFORMS	667.92 **
035300	MEDICAL EXAMINER				128.99 *
3110	29459	Professional Health Serv TREASURER OF VIRGINIA	6259423	UNIFORMS	667.92 **
042300	REFUSE DISPOSAL		3929	UNIFORMS	556.00
3160	27191	Professional Services RESOURCE INTERNATIONAL			556.00 *
					524.71
					158.97
					96.71
					780.39 *
					1,634.34 **
					20.00
					20.00 *
					20.00 **
					4,568.12

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MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INVOICE NUMBER	DESCRIPTION	AMOUNT
3310	27191	RESOURCE INTERNATIONAL	43077	MISC WORK TASKS	3,278.00
	27191	RESOURCE INTERNATIONAL	43080	STORM WTR COMPLIANCE	571.50
				ACCOUNT TOTAL	8,417.62 *
3310	12281	Repairs/Maintenance	113105	DIVERTER VALVE	406.19
	16671	CAVALIER EQUIPMENT CORP	9242516061	FIRST AID KIT	90.16
	21811	LOWE'S	901105	EXTENSION CORDS	44.23
	21811	LOWE'S	901957	DOOR KNOB	37.98
	22669	MOORE SCALE SRV-WSTRN VA	5160	SERVICED SCALE	200.00
				ACCOUNT TOTAL	778.56 *
3840	10254	Contract Landfill - POS	487926	TRASH COLLECTION	177.65
	10254	REPUBLIC SERVICES #974	487927	TRASH COLLECTION	116.90
	10254	REPUBLIC SERVICES #974	487928	TRASH COLLECTION	116.90
	32953	WRIGHT'S EXCAVATING LLC	OCTOBER 2016	LANDFILL OPERATION	48,093.75
				ACCOUNT TOTAL	48,505.20 *
3841	14723	Purchase of Serv - Recycli	42227	TIRE RECYCLING	628.80
	14723	EMANUEL TIRE OF VIRGINIA	482169	TIRE RECYCLING	550.80
	14723	EMANUEL TIRE OF VIRGINIA	482197	TIRE RECYCLING	594.00
	14723	EMANUEL TIRE OF VIRGINIA	482232	TIRE RECYCLING	586.80
	28866	STEPS, INC	SEPTEMBER 2016	RECYCLING FEE	1,742.24
	29029	SYNERGY RECYCLING LLC	1600854	ELECTRONIC RECYCLING	2,446.00
				ACCOUNT TOTAL	6,548.64 *
5110	28640	Electrical Services	114379001	DH SITE	54.12
	28640	SOUTHSIDE ELECTRIC COOP	114379003	VIRSO SITE	71.17
	31846	DOMINION VA POWER	0599507431	RICE SITE	38.29
	31846	DOMINION VA POWER	0670040567	CELL C PUMP STATION	27.54
	31846	DOMINION VA POWER	1144204110	GREEN BAY SITE	34.51
	31846	DOMINION VA POWER	5181167213	LEACHATE PUMP	311.06
	31846	DOMINION VA POWER	7471653571	WORSHAM SITE	46.90
	31846	DOMINION VA POWER	8601161519	PROSPECT SITE	50.57
	31846	DOMINION VA POWER	8970737501	SCALEHOUSE	46.15
	31846	DOMINION VA POWER	9176847250	LANDFILL SITE	29.53
				ACCOUNT TOTAL	709.84 *
5230	21319	Telecommunications	309326764	PHONE	53.31
	21319	CENTURYLINK	309480181	PHONE	54.38
	21319	CENTURYLINK	309553498	PHONE	45.68
	21319	CENTURYLINK	309615846	PHONE	50.31
	21319	CENTURYLINK	309714661	PHONE	54.35
	21319	CENTURYLINK	310039285	PHONE	50.25
	30440	US CELLULAR	816442183	PHONE	24.21
	31335	VERIZON	348 5696	PHONE	48.70
	31335	VERIZON	736 2828	PHONE	85.71
				ACCOUNT TOTAL	466.90 *
5440	28869	Portable Toilet Rental	5581	MONTHLY SERVICE	702.50
		STIFF O INC			702.50 *

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MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
6009	25782	PRINCE EDWARD CO PBLC SCH	DIESEL-SEPT 16	DIESEL	1,102.87 *
		Vehicle & Powered Equip S			1,102.87 *
	12281	CAVALIER EQUIPMENT CORP	113018	TARP FOR HOOK-LIFT	741.53
	12281	CAVALIER EQUIPMENT CORP	113045	ROLL-OFF DIAPER	79.00
	14300	EAST END MOTOR CO INC	141548	TIRES	575.50
	14300	EAST END MOTOR CO INC	141608	SERVICE CALL/TIRE	762.82
	23248	NAPA OF FARMVILLE	158727	DEF & OIL	42.96
	23248	NAPA OF FARMVILLE	159150	DEF	25.98
	23248	NAPA OF FARMVILLE	159425	DEF & OIL	44.35
	23248	NAPA OF FARMVILLE	159719	OIL	21.28
				ACCOUNT TOTAL	2,293.42 *
				MAJOR TOTAL	69,525.55 **
042610		SANDY RIVER RESERVOIR			
3310	25440	Repairs/Maintenance PIEDMONT SOIL & WATER	#12 MOWING 1016	MOWING DAM #12	2,400.00
				ACCOUNT TOTAL	2,400.00 *
				MAJOR TOTAL	2,400.00 **
043200		GENERAL PROPERTIES			
3310	10172	Repairs/Maintenance AIR CONDITIONING EQUIPMT	156764	SERVICE CALL	480.00
	13730	DODSON BROS EXTERMINATING	158003 1016	PEST CONTROL-CANNERY	38.00
	13730	DODSON BROS EXTERMINATING	158005 1016	PEST CONTROL-WORSHAM	38.00
	13730	DODSON BROS EXTERMINATING	158006 1016	PEST CONTROL-SCOPE	38.00
	13730	DODSON BROS EXTERMINATING	158007 1016	PEST CONTROL-CH	85.00
	13730	DODSON BROS EXTERMINATING	158010 1016	PEST CONTROL-VIS CTR	38.00
	29242	THYSSENKRUPP ELEVATOR	3002778108	SERV CONTRACT/OCT-DEC	2,696.82
				ACCOUNT TOTAL	3,413.82 *
3311	15721	Repairs & Maint-Auto & Eq FISHER AUTO PARTS, INC.	165655	ALTERNATOR	267.22
				ACCOUNT TOTAL	267.22 *
5110	28640	Electrical Services SOUTHSIDE ELECTRIC COOP	114379002 1016	SRR LIGHTS	29.74
	31846	DOMINION VA POWER	1230385005 1016	ROY CLARK MONUMENT	12.13
	31846	DOMINION VA POWER	1545926683 1016	SCOPE BLDG	149.56
	31846	DOMINION VA POWER	2786281903 1016	COURTHOUSE	12,541.72
	31846	DOMINION VA POWER	4951935039 1016	SHERIFF DEPT SHED	6.59
	31846	DOMINION VA POWER	5856894620 1016	WORSHAM CLERK OFFICE	14.24
	31846	DOMINION VA POWER	6669158583 1016	LIGHTS AT RICE	110.88
	31846	DOMINION VA POWER	8105475944 1016	AG BLDG	939.92
	31846	DOMINION VA POWER	9670710004 1016	SHOP	20.96
				ACCOUNT TOTAL	13,825.74 *
5130	29332	Water & Sewer TOWN OF FARMVILLE	AG BLDG 1016	WATER & SEWER	101.33

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MAJOR#	ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5230		29332	TOWN OF FARMVILLE	CH IRRIG 1016	WATER	10.75
		29332	TOWN OF FARMVILLE	SCOPE BLDG 1016	WATER & SEWER	46.74
			Telecommunications			158.82 *
		10105	At&T	7305055660 1016	PHONE	43.04
		21319	CENTURYLINK	310262069 1016	PHONE	55.91
		21319	CENTURYLINK	310441360 1016	PHONE	84.12
		30440	US CELLULAR	816442183 1016	PHONE	117.90
					ACCOUNT TOTAL	300.97 *
5440		28869	Portable Toilet Rental			100.00
			STIFF O O INC	5581	MONTHLY SERVICE	100.00 *
6005		13367	Janitorial Supplies			1,572.34
		13367	DIAMOND PAPER COMPANY	179284	TRSHBAG/TOWEL/TISSUE	78.29
		30239	DIAMOND PAPER COMPANY	179358	TOWELS/GLOVES	45.23
		30239	UNIFIRST CORPORATION	899030	JANITORIAL SUPPLIES	45.23
		30239	UNIFIRST CORPORATION	900977	JANITORIAL SUPPLIES	1,741.09 *
6007			Repairs and Maintenance S			333.00
		11025	B & M GREENHOUSE	10004	2 HOLLY TREES	8.95
		13369	DIAMOND SPRINGS WATER INC	11393100 1016	EQUIP RENTAL	14.70
		14287	EAST END CHEVRON	SEPT 30 2016	ICE	249.60
		15560	FARMVILLE WSALE ELECTRIC	595586	LIGHT BULBS	54.44
		15560	FARMVILLE WSALE ELECTRIC	596592	PLIERS	3.06
		15560	FARMVILLE WSALE ELECTRIC	596757	LIGHT BULB	300.00
		18908	J R THARPE TRUCKING CO	40013	MULCH	300.00
		18908	J R THARPE TRUCKING CO	40014	MULCH	11.95
		21811	LOWE'S	901537	BATTERIES	11.86
		21811	LOWE'S	901625 1016	CAUTION TAPE	22.75
		21811	LOWE'S	901888	CABLE TIES/ROPE	164.17
		21811	LOWE'S	902532	GLOVES/SAND	55.96
		21811	LOWE'S	907521	DRAIN OPNR/CONCRETE	61.70
		21811	LOWE'S	908670	LANDSCAPE CLOTH/PINS	154.07
		21811	LOWE'S	909525	TARP/TANK/WEEDKILLER	161.34
		21811	LOWE'S	913115	SAND/BOARDS	647.28
		21811	LOWE'S	913410	SAND	65.00
		27770	ROD & STAFF LLC	57650	HANDRAIL	482.45
		27922	CINTAS CORPORATION #524	524 09428 1016	UNIFORM RENTAL	64.68
		28352	SHERWIN WILLIAMS CO	93946	PAINT	3,166.96 *
6008			Vehicle & Powered Equip F			153.72
		25782	PRINCE EDWARD CO PBLIC SCH	DIESEL-SEPT 16	DIESEL	153.72 *
6009		15721	Vehicle & Powered Equip S			137.86
			FISHER AUTO PARTS, INC.	165820	BATTERY	137.86 *
					ACCOUNT TOTAL	23,266.20 **
043400			CANNERY			
3161		31653	Professional Services-Can			2,916.67
			VIRGINIA FOOD WORKS	PEC 10/16	CONTRACT PAYMENT	2,916.67 *

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MAJOR#	VENDOR NUMBER	VENDOR NAME	INVOICE#	DESCRIPTION	ACCOUNT TOTAL	AMOUNT
3310	23248	Repairs & Maintenance NAFA OF FARMVILLE	158846	COUPLINGS	362.19 *	17.68
5110	28640	Electrical Services SOUTHSIDE ELECTRIC COOP	44435001 1016	ELECTRIC SERVICE	362.19 *	17.68 *
5120	14700	Heating Services ELLINGTON ENERGY SERVICE	51611	HEATING OIL	645.83	645.83 *
5230	21319	Telecommunications CENTURYLINK	310248529 1016	PHONE	246.39	246.39 *
6014	25560	Other Operating Supplies POULSTON'S	106551	REFRIGERATOR	544.00	544.00 *
053500		COMPREHENSIVE SERVICES ACT			544.00 *	4,732.76 **
3160		CSA Programs				
	11306	BLUE RIDGE AUTISM &	8313	PROFESSIONAL SERVICE	6,000.00	
	11327	BLUE RIDGE THERAPY ASSOC	GL 1016	PROFESSIONAL SERVICE	640.00	
	11490	RESCARE/BRALEY & THOMPSON	DKW 1016	PROFESSIONAL SERVICE	2,850.00	
	11490	RESCARE/BRALEY & THOMPSON	EK 1016	PROFESSIONAL SERVICE	2,340.00	
	11490	RESCARE/BRALEY & THOMPSON	FK 1016	PROFESSIONAL SERVICE	2,340.00	
	12277	CENTER FOR PEDIATRIC	JN 1016	PROFESSIONAL SERVICE	1,200.00	
	12280	CENTRA HEALTH	GL 1016	PROFESSIONAL SERVICE	7,140.00	
	12280	CENTRA HEALTH	JH 1016	PROFESSIONAL SERVICE	4,704.00	
	12280	CENTRA HEALTH	KR 916A	PROFESSIONAL SERVICE	3,675.00	
	12280	CENTRA HEALTH	KW 1016	PROFESSIONAL SERVICE	4,704.00	
	12280	CENTRA HEALTH	MB 1016	PROFESSIONAL SERVICE	4,704.00	
	12280	CENTRA HEALTH	SG 1016	PROFESSIONAL SERVICE	4,704.00	
	12280	CENTRA HEALTH	WC 1016	PROFESSIONAL SERVICE	4,704.00	
	14575	ELK HILL	MG 1016	PROFESSIONAL SERVICE	4,200.00	
	14924	FAMILY & COMMUNITY SUPPRT	KT 1016	PROFESSIONAL SERVICE	945.00	
	16672	GRAFTON SCHOOL INC	AG 1016	PROFESSIONAL SERVICE	5,175.00	
	16672	GRAFTON SCHOOL INC	CS 1016	PROFESSIONAL SERVICE	5,655.00	
	16672	GRAFTON SCHOOL INC	NL 1016	PROFESSIONAL SERVICE	5,290.00	
	16672	GRAFTON SCHOOL INC	NMA 1016	PROFESSIONAL SERVICE	6,965.00	
	16672	GRAFTON SCHOOL INC	SH 1016	PROFESSIONAL SERVICE	4,590.00	
	16672	GRAFTON SCHOOL INC	TJ 1016	PROFESSIONAL SERVICE	5,575.00	
	17328	HARBOR POINT BEHAVIORIAL	KG 1016	PROFESSIONAL SERVICE	3,515.00	
	18667	IMANCHINELLO IFETAYO	OCTOBER 2016	FOSTER CARE	2,127.00	
	18816	INTERCEPT YOUTH SERVICES	CC 1016	PROFESSIONAL SERVICE	4,111.50	
	20662	KEYSTONE NEWPORT NEWS LLC	JY 1016	PROFESSIONAL SERVICE	3,700.00	
	21807	LONG ASHLEY	OCTOBER 2016	FOSTER CARE	3,608.00	
	23918	NORTHSTAR ACADEMY INC	HT 1016	PROFESSIONAL SERVICE	3,375.00	
	31981	VOICES SPEECH THERAPY	GL 1016	PROFESSIONAL SERVICE	700.00	
				ACCOUNT TOTAL	109,236.50 *	
				MAJOR TOTAL	109,236.50 **	

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MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5610	28866	STEPS Inc.	16-17 SUPPRT2/4	16-17 SUPPORT	5,000.00 *
		STEPS, INC			5,000.00 *
5615	28866	STEPS-Community Action Pr	16-17 CAP 2/4	16-17 SUPPORT	3,622.00 *
		STEPS, INC			3,622.00 *
					8,622.00 **
073500		PUBLIC LIBRARY			
5640	15400	Contribution To Library	16-17 SUPPRT2/4	16-17 SUPPORT	51,165.75
		FARMVILLE-PE COMM LIBRARY			51,165.75 *
					51,165.75 **
081100		PLANNING			
3161	16195	Planning Commission	OCT 25 2016	COMMISSION MTG	100.00
	17883	GILLIAM DONALD B	OCT 25 2016	COMMISSION MTG	100.00
	19458	HUNT PRESTON	OCT 25 2016	COMMISSION MTG	100.00
	21525	JENKINS TIMOTHY MARK	OCT 25 2016	COMMISSION MTG	100.00
	22170	LEATHERWOOD CLIFFORD JACK	OCT 25 2016	COMMISSION MTG	100.00
	25607	MASON ROBERT CHRISTOPHER	OCT 25 2016	COMMISSION MTG	100.00
	29386	PRENGAMAN JOHN C	OCT 25 2016	COMMISSION MTG	100.00
		TOWNSEND JOHN F III	OCT 25 2016	COMMISSION MTG	100.00
		Telecommunications			700.00 *
5230	30440	US CELLULAR	816442183 1016	PHONE	54.22
					54.22 *
5510	15919	Travel-Mileage	FALL CONF 1016	MILEAGE	64.80
	16195	FOWLER ROB	OCT 25 2016	MILEAGE	21.60
	17883	GILLIAM DONALD B	OCT 25 2016	MILEAGE	21.60
	19458	HUNT PRESTON	OCT 25 2016	MILEAGE	11.88
	22170	JENKINS TIMOTHY MARK	OCT 25 2016	MILEAGE	9.72
	25607	MASON ROBERT CHRISTOPHER	OCT 25 2016	MILEAGE	5.40
	29386	PRENGAMAN JOHN C	OCT 25 2016	MILEAGE	8.10
		TOWNSEND JOHN F III	OCT 25 2016	MILEAGE	143.10 *
5530	15919	Travel-Subsistence & Lodg	FALL CONF 1016	MEALS	32.61
		FOWLER ROB			32.61 *
					929.93 **
081600		TOURISM			
5110	31846	Electrical Services	0675198071 1016	ELECTRIC SERVICE	115.70
		DOMINION VA POWER			

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MAJOR#	ACT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5130		31846	DOMINION VA POWER	1059387447	ELECTRIC SERVICE	34.35
			Water & Sewer			150.05 *
5230		29332	TOWN OF FARMVILLE	MOORE BLDG 1016	WATER & SEWER	56.12
			Telecommunications			56.12 *
5530		21319	CENTURYLINK	310393238	PHONE	360.84
			Travel-Subsistence & Lodg			360.84 *
5540		31199	VANEPS MAGI	EXPENSES 1016	MEAL	12.94
			Travel-Convention & Educa			12.94 *
6001		11894	BUSINESS CARD	3722 PUCKET1016	TOURISM SUMMIT	249.00
			Office Supplies			249.00 *
		31199	VANEPS MAGI	EXPENSES 1016	FALL DECORATIONS	28.82
						28.82 *
082400			SOIL & WATER CONSERVATION DISTRICT			857.77 **
5641			Donation - PS&WCD			2,960.00
		25440	PIEDMONT SOIL & WATER	16-17 SUPPRT2/4	16-17 SUPPORT	2,960.00 *
						2,960.00 **
083500			COOPERATIVE EXTENSION OFFICE			
5230			Telecommunications			105.62
		21319	CENTURYLINK	309520098	PHONE	105.62 *
						105.62 **
091000			GENERAL EXPENSE			
5230			Internal Telecom Account			2,716.80
		23933	LUMOS NETWORKS	165866886	PHONE	2,652.35
		23933	LUMOS NETWORKS	165866886	PHONE	5,369.15 *
5803			Internal Fuel Account			1,976.07
		19230	JAMES RIVER SOLUTIONS	S238802	GAS	1,976.40
		19230	JAMES RIVER SOLUTIONS	S242460	GAS	1,976.24
		19230	JAMES RIVER SOLUTIONS	S242461	GAS	1,976.56
		19230	JAMES RIVER SOLUTIONS	S242462	GAS	1,964.38
		19230	JAMES RIVER SOLUTIONS	S242463	GAS	9,869.65 *
						15,238.80 **
094000			CAPITAL PROJECTS			
0023			Physical Plant			2,350.00
		22394	METAL ROOF & BUILDING	PECNT CRTS	FINAL INSPECTION	2,350.00 *

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MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
0045	32000	AFID Grant W W ASSOCIATES INC	15039	CANNRY PRE-CONST PLN	1,500.00
				ACCOUNT TOTAL	1,500.00 *
				MAJOR TOTAL	3,850.00 **
095000	DEBT SERVICE				
0017	29332	Library - Principal TOWN OF FARMVILLE	LIBRARY 1016	LOAN-PRINCIPAL	158,079.25
				ACCOUNT TOTAL	158,079.25 *
0018	29332	Library - Interest TOWN OF FARMVILLE	LIBRARY 1016	LOAN-INTEREST	35,775.38
				ACCOUNT TOTAL	35,775.38 *
				MAJOR TOTAL	193,854.63 **
				FUND TOTAL	862,088.50

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MAJOR#	VENDOR	NUMBER	VENDOR	NAME	INV#	DESCRIPTION	AMOUNT
6010	12742	031700	Police Supplies - Sheriff	COMMTRONICS OF VIRGINIA	511770	UHF PORTS	2,057.40
						ACCOUNT TOTAL	2,057.40 *
						MAJOR TOTAL	2,057.40 **
						FUND TOTAL	2,057.40

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FUND # - 301

SCHOOL CONSTRUCTION FUND

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MAJOR#	VENDOR	VENDOR	INV#	DESCRIPTION	AMOUNT
ACCT#	NUMBER	NAME			
094000	CAPITAL	PROJECTS			
0111	13724	Energy Audit-Inspections DUNLAP & PARTNERS	19396	PERFORMNCE INSPECTIO	1,300.00
				ACCOUNT TOTAL	1,300.00 *
				MAJOR TOTAL	1,300.00 **
				FUND TOTAL	1,300.00

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
3180	27191	Professional Services - E RESOURCE INTERNATIONAL	43081	CELL E CONSTRUCTION	485.00
				ACCOUNT TOTAL	485.00 *
				MAJOR TOTAL	485.00 **
				FUND TOTAL	485.00

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FUND # - 501 WATER FUND

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MAJOR#	VENDOR	INV#	DESCRIPTION	AMOUNT
ACCT#	VENDOR			
043200	NUMBER			
	GENERAL			
	PROPERTIES			
5130	Water Service			
	TOWN OF FARMVILLE			
	29332	WATER TANK 1016	WATER	43.05
				43.05 *
				43.05 **
			ACCOUNT TOTAL	
			MAJOR TOTAL	
			FUND TOTAL	43.05

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FUND # - 502 SEWER FUND

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MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
043200	31846	Electrical Services GENERAL PROPERTIES	4148700281	SEWER PUMP	38.10
5110		DOMINION VA POWER			38.10 *
				ACCOUNT TOTAL	38.10 **
				MAJOR TOTAL	
				FUND TOTAL	38.10

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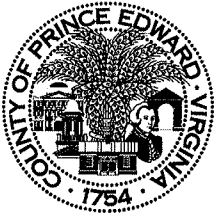
RETIREMENT BENEFIT FUND

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

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
021400	PIEDMONT COURT SERVICES				
5110	31846	Electrical Service			
	31846	DOMINION VA POWER	4324962309 1016	ELECTRIC SERVICE	77.53
	31846	DOMINION VA POWER	4324962309/1016	ELECTRIC SERVICE	60.57
	31846	DOMINION VA POWER	7218131923 1016	ELECTRIC SERVICE	122.33
	31846	DOMINION VA POWER	7218131923/1016	ELECTRIC SERVICE	97.46
				ACCOUNT TOTAL	357.89 *
5210	22079	Postal Services			
		MAIL FINANCE	N6150089	POSTAGE METER LEASE	190.68
				ACCOUNT TOTAL	190.68 *
5230	21319	Telecommunications			
	23933	CENTURYLINK	310357807 1016	PHONE	67.87
		LUMOS NETWORKS	174057257 1016	PHONE	303.34
				ACCOUNT TOTAL	371.21 *
5510	16944	Travel - Mileage			
	17363	STIMPSON CONNIE	MILEAGE 1016	MILEAGE	62.40
	23340	HARDING JESSICA	EXPENSES 1016	MILEAGE	129.60
	23713	NASH ASHLEY	MILEAGE 1016	MILEAGE	182.52
	28833	NEWMAN MEGAN	MILEAGE 1016	MILEAGE	259.20
		STATON REBECCA	EXPENSES 1016	MILEAGE	39.04
				ACCOUNT TOTAL	672.76 *
5540	15953	Travel - Convention and E			
		FRED PRYOR SEMINARS	20756662	TRAINING	39.00
		FRED PRYOR SEMINARS	20881031	TRAINING	60.00
				ACCOUNT TOTAL	99.00 *
6001	16944	Office Supplies			
		STIMPSON CONNIE	MILEAGE 1016	OFFICE SUPPLIES	1.00
				ACCOUNT TOTAL	1.00 *
6012	17363	Books & Subscriptions			
	28833	HARDING JESSICA	EXPENSES 1016	NEWSPAPER	1.00
		STATON REBECCA	EXPENSES 1016	NEWSPAPER	1.05
				ACCOUNT TOTAL	2.05 *
				MAJOR TOTAL	1,694.59 **
097001	PCS SUPERVISION FEES EXPENDITURES				
5420	28724	PCS - Lease/Rent of Build			
		SRP CORPORATION LLC	RENT 1016	RENT	2,500.00
				ACCOUNT TOTAL	2,500.00 *
5560	16944	PCS - CCJB Meetings			
		STIMPSON CONNIE	MEALS 1016	PCCJB DINNER MTG	255.18
				ACCOUNT TOTAL	255.18 *
				MAJOR TOTAL	2,755.18 **
097002	PCS DRUG TESTING FEES				
0001	28095	PCS Drug Testing Fees			
		ALERE TOXICOLOGY SERV INC	L085141	DRUG TESTING	97.40
				ACCOUNT TOTAL	97.40 *
				MAJOR TOTAL	97.40 **
				FUND TOTAL	4,547.17



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

Meeting Date: November 8, 2016
Item No.: 7-d
Department: County Administration
Staff Contact: Cheryl Stimpson
Issue: Salaries

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

Attachments: None

Recommendation: None

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



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

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

Summary: Scot Shippee, VDOT Resident Engineer, will be present at the November Board meeting to update the Board and discuss any highway matters.

Attachments:

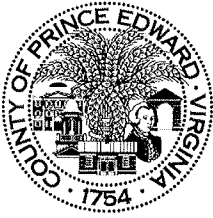
Recommendation:

Motion _____
Second _____

Cooper-Jones _____
Gray _____
Jones _____

Pride _____
Simpson _____
Timmons _____

Townsend _____
Wilck _____



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

Meeting Date: November 8, 2016
Item No.: 9
Department: Planning and Community Development
Staff Contact: Rob Fowler
Issue: Public Hearing: Amendments to the Zoning Ordinance

Summary:

The Planning Commission conducted a Public Hearing on October 25, 2016 to consider the following proposed amendments to the County Zoning Ordinance:

1. Adding a Special Use Permit process for “Retail Sales Establishments” in the A1, Agricultural Conservation and A2, Agricultural Residential Districts to allow additional retail sales establishments.
2. Removing the language regarding Manufactured Home Subdivisions from the A1, Agricultural Conservation and A2, Agricultural Residential zoning classifications along with the definition of Manufactured Home Subdivision from Article VI, Section 6-200.3 (C)

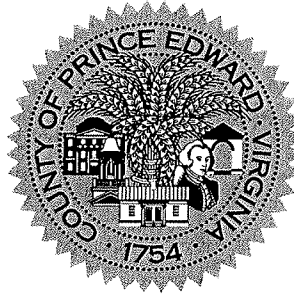
Following the Public Hearing, at which there was no public input, the Planning Commission voted to recommend to the Board of Supervisors the approval of the two proposed amendments to the County Zoning Ordinance.

Attachments:

1. Public Hearing Notice
2. Proposed Amendments to the Prince Edward County Zoning Ordinance

Recommendation: Following the Public Hearing, the Board will wish to consider the Planning Commission’s recommendation to approve the proposed amendments to the County Zoning Ordinance.

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



Notice of Public Hearings

The Prince Edward County Board of Supervisors will hold three public hearings on Tuesday, November 8, 2016 commencing at 7:30 p.m. in the Board of Supervisors Room located on the 3rd floor of the Prince Edward County Courthouse, 111 South Street, Farmville, Virginia, to receive citizen input prior to considering the recommendations from the Prince Edward County Planning Commission on the following:

1. Amendments to the County Zoning Ordinance to allow retail sales including firearms and ammunition in the A1, Agricultural Conservation and A2 Agricultural Residential Districts by Special Use Permit; and to amend the A1, Agricultural Conservation and A2, Agricultural Residential Districts pertaining to Manufactured Home Subdivisions.
2. A request by Barry and Gwendolyn Martin for a Special Use Permit to operate a Bed and Breakfast located at 248 Pisgah Church Road on property identified as Tax Map Parcel 041-19-1. This is an A1, Agricultural Conservation District.
3. A request by BRW Enterprises, LLC for a Special Use Permit to allow retail sales located at 152 Patrick Henry Highway on property identified as Tax Map 120-A-32A. This is an A1, Agricultural Conservation District.

A complete copy of the proposed amendments to the Zoning Ordinance and the Special Use Permit applications are available for public review in the office of the Prince Edward County Administrator, 111 South Street, 3rd Floor, Farmville, VA, or on the county website at www.co.prince-edward.va.us. It is the County's intent to comply with the Americans with Disabilities Act. Should you need special accommodations, please contact W. W. Bartlett, County Administrator at 434-392-8837.

(B) The following uses are permitted by special use permit in the A1 Agricultural Conservation District, subject to all other applicable requirements contained in this ordinance. An asterisk (*) indicates that the use is subject to additional, modified or more stringent standards as listed in Article III, Use and Design Standard.

1. Agricultural Use Types

(None)

2. Residential Use Types

Family Day Care Home *

3. Civic Use Types

Educational Facilities, College/University
Educational Facilities, Primary/Secondary

4. Office Use Types

Financial Institutions
General Offices

5. Commercial Use Types

Auto Repair Services - Minor
Campgrounds
Commercial/outdoor sports and recreation
Construction Sales and Services
Convenience Stores
Day Care Center *
Gasoline Stations
Golf Course
Hotel/Motel/Motor Lodge
Kennel, Commercial
Restaurant
Sawmill and Woodyard
Retail Sales

6. Industrial Use Types

Meat Packing and Related Industries

Sec. 6-200.3 Residential Use Types

ACCESSORY APARTMENT - A second dwelling unit within a detached single family dwelling or within an accessory structure on the same lot as the detached single family dwelling, which is clearly incidental and subordinate to the main dwelling unit.

FAMILY DAY CARE HOME - A single family dwelling in which more than five but less than 10 individuals, are received for care, protection and guidance during only part of a twenty-four hour day. Individuals related by blood, legal adoption or marriage to the person who maintains the home shall not be counted towards this total. The care of 5 or less individuals for portions of a day shall be considered a home occupation.

HOME OCCUPATION - An accessory use of a dwelling unit for gainful employment involving the on-site production, provision, or sale of goods and/or services.

MANUFACTURED HOME - A single or multi-sectional manufactured home.

MANUFACTURED HOME, ACCESSORY - A manufactured home that is subordinate to a single family dwelling on a single lot.

MANUFACTURED HOME, EMERGENCY - A manufactured home used temporarily for the period of reconstruction or replacement of an uninhabitable dwelling lost or destroyed by fire, flood, or other act of nature, or used temporarily as housing relief to victims of a federally declared disaster in accordance with Sec. 300-100.3.

~~MANUFACTURED HOME SUBDIVISION - A 10-acre or larger community of manufactured home dwellings with lots that are subdivided for individual ownership.~~

MANUFACTURED HOME PARK - A 3 acre or larger tract of land intended to accommodate a manufactured home community of three or more spaces for lease or condominium ownership. A manufactured home park is also referred to as a "mobile home park".

MULTI-FAMILY DWELLING - A building or portion thereof which contains three or more dwelling units for permanent occupancy, regardless of the method of ownership. Included in the use type would be garden apartments, low and high rise apartments, apartments for elderly housing and condominiums.

RESIDENTIAL HUMAN CARE FACILITY - A building used as a group home where not more than 8 mentally ill, mentally retarded or other developmentally disabled persons, not related by blood or marriage, reside, with one or more resident counselors or other staff persons and for which the Virginia Department of Mental Health, Mental Retardation and Substance Abuse Services is the licensing authority, pursuant to Sec. 15.2-2291 of the Code of Virginia. Excluded from this definition are drug or alcohol rehabilitation centers, half-way houses and similar uses.

SINGLE FAMILY DWELLING - A site built or modular building designed for or used exclusively as one dwelling unit for permanent occupancy.

DETACHED - A single family dwelling which is surrounded by open space or yards on all sides is located on its own individual lot, and which is not attached to any other dwelling by any means.

ATTACHED - Two single family dwellings sharing a common wall area, each on its own individual lot.

TOWNHOUSE - A grouping of three or more attached single family dwellings in a row in which each unit has its own front and rear access to the outside, no unit is located over another unit, and each unit is separated from any other unit by one or more common walls.

TWO FAMILY DWELLING - The use of an individual lot for two dwelling units which share at least one common wall, each occupied by one family. A two family dwelling is also referred to as a "duplex."

ARTICLE II DISTRICT REGULATIONS

Sec. 2-100 A1 Agricultural Conservation District

Sec. 2-100.1 Statement of Intent

The A1 Agricultural Conservation District applies to those areas designated as agricultural and forestal on the future land use map of the Prince Edward County Comprehensive Plan. Agricultural, forestry and related uses are encouraged within A1 Districts. Very low-density residential and related uses are allowed in recognition that very low density residential development can be compatible with agricultural and forestry activities. The A1 District also allows certain limited commercial uses in recognition of the County's historic development patterns.

Sec. 2-100.3 Permitted Uses

(A) The following uses are permitted by right in the A1 Agricultural Conservation District, subject to all other applicable requirements contained in this ordinance. An asterisk (*) indicates that the use is subject to additional, modified or more stringent standards as listed in Article III, Use and Design Standards.

1. Agricultural Use Types

- Agriculture *
- Commercial Feed Lots *
- Farm Employee Housing
- Farm Stand
- Forestry Operation
- Stable *

2. Residential Use Types

- Accessory Apartment *
- Home Occupation *
- Manufactured Home
- Manufactured Home, Accessory *
- Manufactured Home, Emergency *
- ~~Manufactured Home Subdivision~~
- Residential Human Care Facility
- Single Family Dwelling, Detached
- Two Family Dwelling

Sec. 2–200 A2 Agricultural Residential District

Sec. 2–200.1 Statement of Intent

The A2 Agricultural Residential District applies to those areas designated as Development on the future land use map of the Prince Edward County Comprehensive Plan. Agricultural, forestry and related uses are allowed within A2 Districts. Residential development and related uses are also encouraged as this district is intended to be the location of most new residential development in the County.

Sec. 2–200.3 Permitted Uses

(A) The following uses are permitted by right in the A2 Agricultural Residential District, subject to all other applicable requirements contained in this ordinance. An asterisk (*) indicates that the use is subject to additional, modified or more stringent standards as listed in Article III, Use and Design Standards

1. Agricultural Use Types

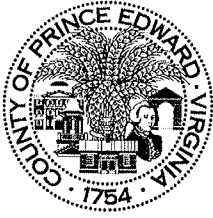
Agriculture *
Farm Employee Housing
Farm Stand
Forestry Operation
Stable *

2. Residential Use Types

Accessory Apartment * Home
Occupation * Manufactured
Home Manufactured Home,
Accessory
Manufactured Home, Emergency *
~~Manufactured Home Subdivision~~
Residential Human Care Facility
Single Family Dwelling, Detached
Two Family Dwelling

3. Civic Use Types

Administrative Services



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

Meeting Date: November 8, 2016
Item No.: 10
Department: Planning and Community Development
Staff Contact: Rob Fowler
Issue: PUBLIC HEARING: Special Use Permit-Barry and Gwendolyn Martin

Summary:

The County has received a special use permit application from Barry and Gwendolyn Martin to permit the operation of a one room Bed and Breakfast in an existing detached structure located at 248 Pisgah Church Road on Tax Map Parcel 041-19-1 owned by Barry and Gwendolyn Martin. The property is zoned A1, Agricultural Conservation, and this zoning classification permits a Bed and Breakfast by Special Use Permit.

The property is approximately 31 acres; no exterior improvements are planned; and the location has ample parking on site. The Planning Commission conducted a public hearing on October 25, 2016 concerning this application. No one spoke at the public hearing.

The Planning Commission unanimously recommends to the Board approval of this request for a Special Use Permit with no conditions.

Impacts:

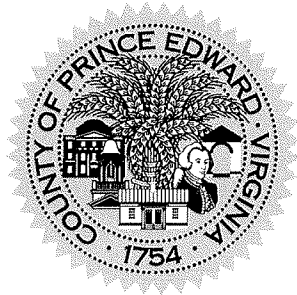
Staff does not have any concerns of negative impacts on the surrounding properties associated with the request.

Attachments:

1. Public Hearing Notice
2. Special Use Permit Application
3. List of adjoining property owners
4. Sample letter sent to adjoining property owners
5. Plat of Tax Parcel

Recommendation: Following the Public Hearing, consider the Planning Commission's recommendation for the Special Use Permit Application.

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



Notice of Public Hearings

The Prince Edward County Board of Supervisors will hold three public hearings on Tuesday, November 8, 2016 commencing at 7:30 p.m. in the Board of Supervisors Room located on the 3rd floor of the Prince Edward County Courthouse, 111 South Street, Farmville, Virginia, to receive citizen input prior to considering the recommendations from the Prince Edward County Planning Commission on the following:

1. Amendments to the County Zoning Ordinance to allow retail sales including firearms and ammunition in the A1, Agricultural Conservation and A2 Agricultural Residential Districts by Special Use Permit; and to amend the A1, Agricultural Conservation and A2, Agricultural Residential Districts pertaining to Manufactured Home Subdivisions.
2. A request by Barry and Gwendolyn Martin for a Special Use Permit to operate a Bed and Breakfast located at 248 Pisgah Church Road on property identified as Tax Mad Parcel 041-19-1. This is an A1, Agricultural Conservation District.
3. A request by BRW Enterprises, LLC for a Special Use Permit to allow retail sales located at 152 Patrick Henry Highway on property identified as Tax Map 120-A-32A. This is an A1, Agricultural Conservation District.

A complete copy of the proposed amendments to the Zoning Ordinance and the Special Use Permit applications are available for public review in the office of the Prince Edward County Administrator, 111 South Street, 3rd Floor, Farmville, VA, or on the county website at www.co.prince-edward.va.us. It is the County's intent to comply with the Americans with Disabilities Act. Should you need special accommodations, please contact W. W. Bartlett, County Administrator at 434-392-8837.

COMMENTS: _____

PERMIT/APPLICATION NO _____
 ZONING DISTRICT AT
 MAGISTERIAL DISTRICT _____
 DATE SUBMITTED 10/3/16

County of Prince Edward

PLEASE PRINT OR TYPE

PRINCE EDWARD COUNTY APPLICATION
 FOR SPECIAL USE PERMIT

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

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

Applicant's Name: BARRY W + GWENDOLYN J. MARTIN
 Applicant's Address: 248 PISGAH CHURCH ROAD RICE, VA. 23966
 Applicant's Telephone Number: (434) 392-6049 (910-622-0885) cell

Present Land Use: FARM

Legal Description of Property with Deed Book and Page No. or Instrument No. RICES Bend FARM
SUBDIVISION LOT 1 D-BK PG 2004-3360
P-BK PG A314-2

Tax Map # 041-19-1 Acreage: 31.770

Narrative statement evaluating effects on adjoining properties (noise, odor, dust, fumes, etc.): (Attach additional sheet if necessary.) See ATTACHED

Statement of general compatibility with adjacent and other properties in the zoning district. (Attach additional sheet if necessary.) See ATTACHED

Height of Principal Building (s): Feet 16 Stories 1

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

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

Signature of Applicant (if not property owner) _____ Date _____

PROPERTY OWNER(S) STATEMENT:

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

[Signature] _____ Date 9-7-16
 Signature of Property Owner(s)

[Signature] _____ Date 9-7-16
 Signature of Property Owner(s)

Signature of Property Owner(s) _____ Date _____

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

Application Fee \$300.00 Fee Received by [Signature] Date 10/3/16
(ck# 2534)

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

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

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

Robert Fowler

Prince Edward County Application for Special Use Permit
Applicant's Name: Barry W & Gwendolyn J Martin
Applicant's Address 248 Pisgah Church Road, Rice, VA 23966
Applicant's Telephone Number: 434-392-6049 (home), 910-622-0885 (mobile)

Continuation from application dated 9/15/16

Narrative Statement evaluating effects on adjoining properties (noise, odor, dust, fumes, etc.):

The primary use will be for our daughter's family to spend the night when visiting. She, her husband and their son all have allergies to our pets which prohibit them for spending more than a few hours in our house. They have taken to sleeping in a tent in the back yard, which during warm and dry weather is fine but won't do once it gets wet or cold.

We have considered possibly using this for occasional single family housing for small families coming to the area for the Rails to Trails, or parents attending graduation of their children, or other family events at Longwood and Hampden Sydney. Since this will be within constant sight of our home we would be able to ensure that people using the dwelling for this type of use were who they said they were and that they behaved accordingly while on our property.

Statement of general compatibility with adjacent and other properties in the zoning district

Since this is for occasional housing for short term family and guests, we see no negative impact to the adjoining neighbors, other than a shared driveway with our neighbor Earl Townsend (246 Pisgah Church Road). Our daughter already travels this driveway when she visits so there would be no increase traffic for that. The only additional traffic would be the possible occasional rental.

Prince Edward County

Special Use Permit

Applicant: Barry & Gwendolyn Martin

Date: October 12, 2016

Schedule B

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

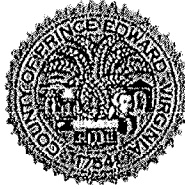
Parcel ID	Owner	Address	Note
040-3-2	Crystal Howard	648 Rices Depot Road Rice, VA 23966	
041-A-45	George & Linda Lewis	P.O. Box 57 Rice, VA 23966	
041-A-44	James & Beth Anne Bell	P.O. Box 895 Farmville, VA 23901	
041-A-46	Bryan & Caryn Kayton	P.O. Box 68 Rice, VA 23966	
041-A-50	William & Brenda Collins	342 Pisgah Church Road Rice, VA 23966	

BOARD OF SUPERVISORS

HOWARD F. SIMPSON
CHAIRMAN

PATTIE COOPER-JONES
VICE CHAIRMAN

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



COUNTY ADMINISTRATOR
W.W. BARTLETT

POST OFFICE BOX 382
FARMVILLE, VA 23901

(434) 392-6837 VOICE
(434) 392-6603 FAX

WBARTLETT@CO.PRINCE-EDWARD.VA.US

COUNTY OF PRINCE EDWARD, VIRGINIA

October 11, 2016

RE: Special Use Permit Application at 248 Pisgah Church Road

To Whom It May Concern:

The Prince Edward County Planning Commission has scheduled a Public Hearing on Tuesday, October 25, 2016 at 7:00 p.m. to consider a Special Use Permit Application by Barry and Gwendolyn Martin. The Planning Commission meeting will be held in the Board Room on the Third Floor of the Prince Edward County Courthouse. A public hearing gives the Planning Commission the opportunity to gather citizen input prior to considering the special use request.

The County has received a request by Barry and Gwendolyn Martin to permit the operation of a Bed and Breakfast in an existing building located at 248 Pisgah Church Road on Tax Map 041-19-1 owned by Barry and Gwendolyn Martin. The property is presently zoned A1, Agricultural Conservation District, and this zoning classification permits a Bed and Breakfast by Special Use Permit.

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

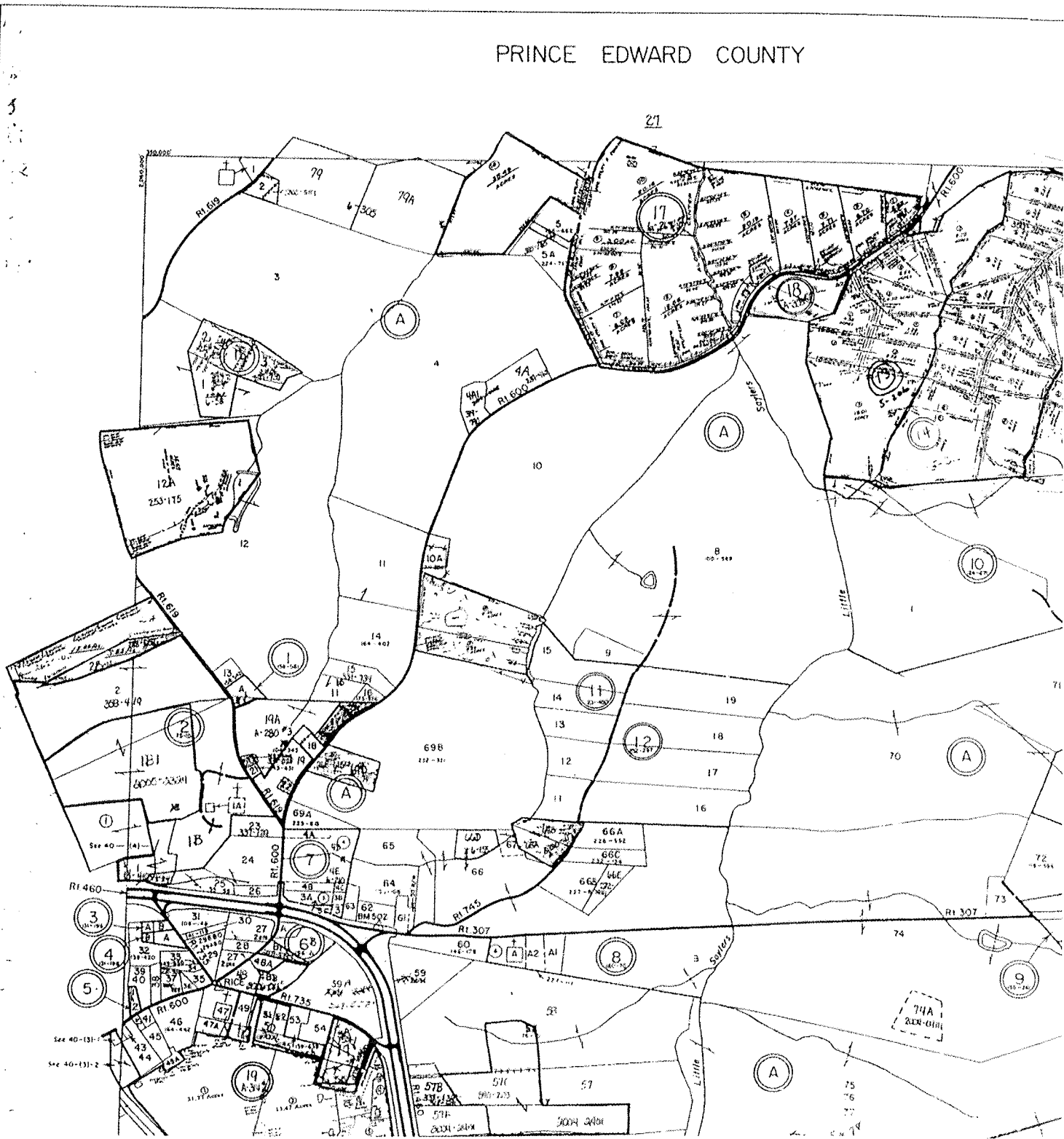
Sincerely,

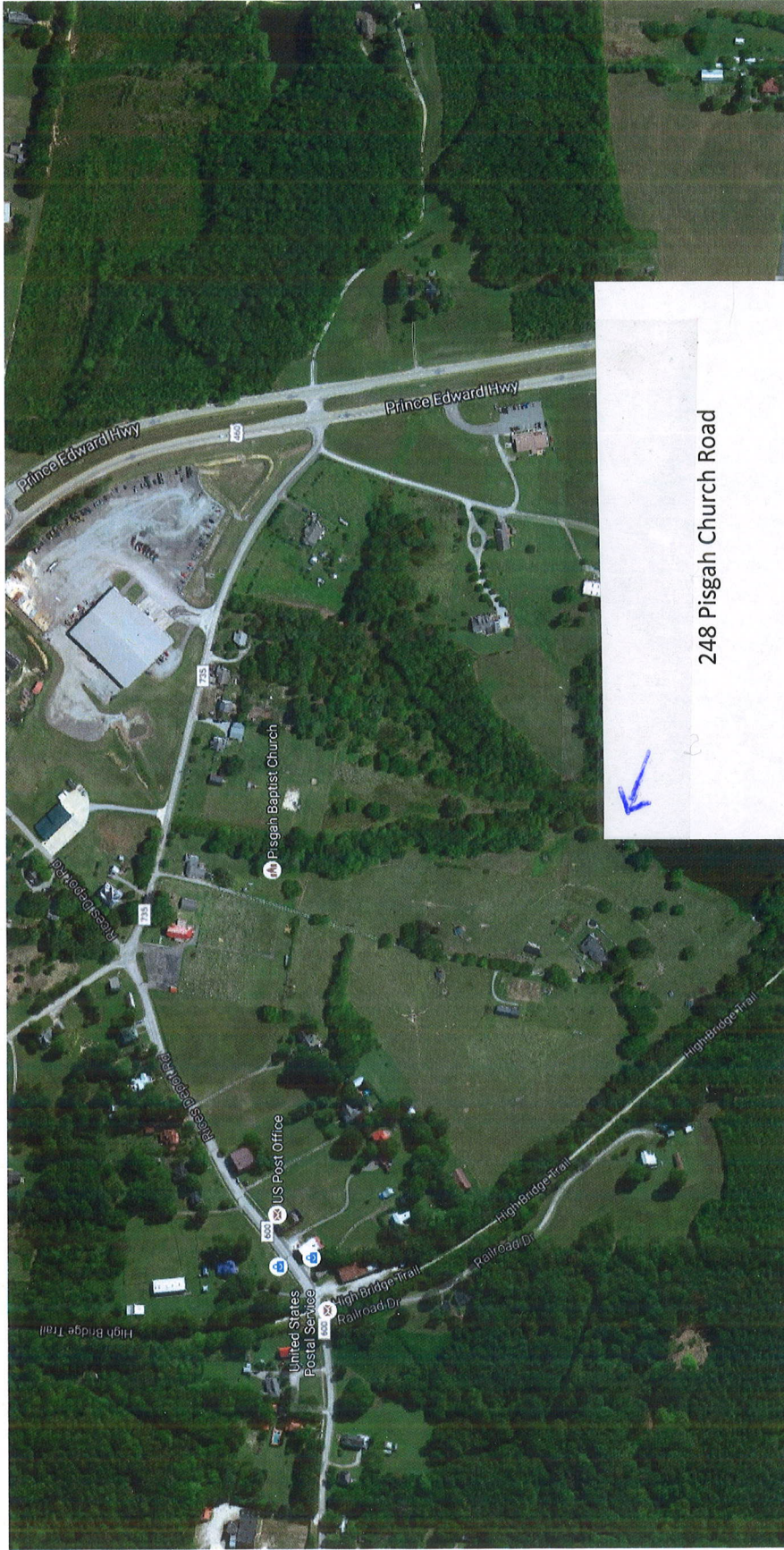
Robert S. Fowler
Director
Planning and Community Development

41

PRINCE EDWARD COUNTY

21





248 Pisgah Church Road



Imagery ©2016 Google, Map data ©2016 Google 200 ft



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: November 8, 2016
Item No.: 11
Department: Planning and Community Development
Staff Contact: Rob Fowler
Issue: PUBLIC HEARING: Special Use Permit-BRW Enterprises, LLC

Summary:

The County has received a special use permit application from BRW Enterprises, LLC to permit retail sales of sporting good, firearms and ammunition within an existing building located at 152 Patrick Henry Highway on Tax Map Parcel 120-A-32A owned by Jason Badeaux. The property is zoned A1, Agricultural Conservation, and this zoning classification permits Retail Sales by Special Use Permit.

The property is approximately 3.9 acres; no exterior improvements are planned; and the location has ample parking on site. The Planning Commission conducted a public hearing on October 25, 2016 concerning this application. No one spoke at the public hearing.

The Planning Commission unanimously recommends to the Board approval of this request for a Special Use Permit, with the following conditions:

1. Owner must receive licensure through ATF;
2. The square footage of the retail sales area is limited to 800 square feet. Any expansion of the footprint of the retail operation beyond 800 square feet will require an additional Special Use Permit.

Impacts:

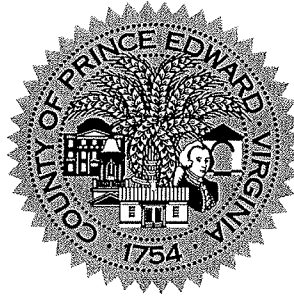
Staff does not have any concerns of negative impacts on the surrounding properties associated with the request.

Attachments:

1. Public Hearing Notice
2. Special Use Permit Application
3. List of adjoin property owners
4. Sample letter sent to adjoining property owners
5. Plat of Tax Parcel

Recommendation: Following the Public Hearing, consider the Planning Commission’s recommendation for the Special Use Permit Application with the conditions listed above.

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



Notice of Public Hearings

The Prince Edward County Board of Supervisors will hold three public hearings on Tuesday, November 8, 2016 commencing at 7:30 p.m. in the Board of Supervisors Room located on the 3rd floor of the Prince Edward County Courthouse, 111 South Street, Farmville, Virginia, to receive citizen input prior to considering the recommendations from the Prince Edward County Planning Commission on the following:

1. Amendments to the County Zoning Ordinance to allow retail sales including firearms and ammunition in the A1, Agricultural Conservation and A2 Agricultural Residential Districts by Special Use Permit; and to amend the A1, Agricultural Conservation and A2, Agricultural Residential Districts pertaining to Manufactured Home Subdivisions.
2. A request by Barry and Gwendolyn Martin for a Special Use Permit to operate a Bed and Breakfast located at 248 Pisgah Church Road on property identified as Tax Map Parcel 041-19-1. This is an A1, Agricultural Conservation District.
3. A request by BRW Enterprises, LLC for a Special Use Permit to allow retail sales located at 152 Patrick Henry Highway on property identified as Tax Map 120-A-32A. This is an A1, Agricultural Conservation District.

A complete copy of the proposed amendments to the Zoning Ordinance and the Special Use Permit applications are available for public review in the office of the Prince Edward County Administrator, 111 South Street, 3rd Floor, Farmville, VA, or on the county website at www.co.prince-edward.va.us. It is the County's intent to comply with the Americans with Disabilities Act. Should you need special accommodations, please contact W. W. Bartlett, County Administrator at 434-392-8837.

COMMENTS: _____

PERMIT/APPLICATION NO _____
ZONING DISTRICT A1
MAGISTERIAL DISTRICT _____
DATE SUBMITTED 9/15/16

County of Prince Edward

PLEASE PRINT OR TYPE

PRINCE EDWARD COUNTY APPLICATION
FOR SPECIAL USE PERMIT

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

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

Applicant's Name: BRW Enterprises dba Tri-County Guns & Ammo / Jason Endeaux
Applicant's Address: 150 Kings Hwy Keysville VA 23947 / Jacob Rompage
Applicant's Telephone Number: (834) 547-4468 434-315-4784 601-575-3283 / David Walters

Present Land Use: Restaurant on 2/3 of building 1/3 separated an empty

Legal Description of Property with Deed Book and Page No. or Instrument No. 150 Kings Hwy Keysville VA 23947

Tax Map # 120-A-32A Acreage: 3.690

Narrative statement evaluating effects on adjoining properties (noise, odor, dust, fumes, etc.): (Attach additional sheet if necessary.) No odor, dust or fumes, minimal noise.

Statement of general compatibility with adjacent and other properties in the zoning district. (Attach additional sheet if necessary.) Will be an outdoor supply store in a rural area selling fishing, hunting, & camping supplies and dog food.

Height of Principal Building (s): Feet 5234 sq ft Stories 1

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

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

Signature of Applicant (if not property owner) _____ Date _____

PROPERTY OWNER(S) STATEMENT:

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

Signature of Property Owner(s) _____ Date 9-19-2016

Signature of Property Owner(s) _____ Date _____

Signature of Property Owner(s) _____ Date _____

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

Application Fee \$300.00 Fee Received by [Signature] Date 9/19/16

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

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

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

Tri-County Guns & Ammo Narrative

Our mission is to provide a local outdoor supply/sporting goods store servicing Prince Edward and surrounding counties. We plan to supply items for camping, hunting, dog kennels, fishing, boating, canoeing/kayaking, hiking, competitive shooting, recreational shooting, trapping, tracking, and archery. We will also apply to become a check station and a licensed agent for the Virginia Department of Game and Inland Fisheries in order to sell hunting and fishing licenses. With the close proximity of various ponds, lakes, rivers, public wildlife management areas, and private hunting clubs we feel that this would provide a valuable service in this area. Our planned hours of operation are 12:00 pm – 7:00 pm Monday – Saturday and closed Sundays as well as Thanksgiving and Christmas.

Sincerely,

Jason, Jake, & David

Prince Edward County
Special Use Permit

Applicant: BRW Enterprises, LLC

Date: October 12, 2016

Schedule B

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

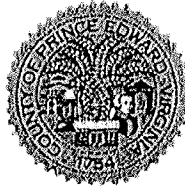
Parcel ID	Owner	Address	Note
120-A-27	Calvin & Berta Duffer	7035 Cabbage Patch Road, Keysville, VA 23947	
120-A-31 120-A-32	James Whitlock C/O Ryan Norton	504 King Street Keysville, VA 23947	
041-19-2	524 Pisgah Church Road, LLC	24478 Prince Edward Highway Rice, VA 23966	

BOARD OF SUPERVISORS

HOWARD F. SIMPSON
CHAIRMAN

PATTIE COOPER-JONES
VICE CHAIRMAN

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



COUNTY ADMINISTRATOR
W.W. BARTLETT

POST OFFICE BOX 382
FARMVILLE, VA 23901

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

WBARTLETT@CO.PRINCE-EDWARD.VA.US

COUNTY OF PRINCE EDWARD, VIRGINIA

October 11, 2016

RE: Special Use Permit Application at 152 Prince Edward Highway

To Whom It May Concern:

The Prince Edward County Planning Commission has scheduled a Public Hearing on Tuesday, October 25, 2016 at 7:00 p.m. to consider a Special Use Permit Application by BRW Enterprises, LLC. The Planning Commission meeting will be held in the Board Room on the Third Floor of the Prince Edward County Courthouse. A public hearing gives the Planning Commission the opportunity to gather citizen input prior to considering the special use request.

Request by BRW Enterprises, LLC to allow retail sales of sporting/outdoor supplies, firearms and ammunition in an existing building located at 152 Prince Edward Highway on Tax Map 120-A-32A owned by Jason Badeaux. The property is presently zoned A1, Agricultural Conservation District, and this zoning classification permits retail sales after issuance of a Special Use Permit.

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

Sincerely,

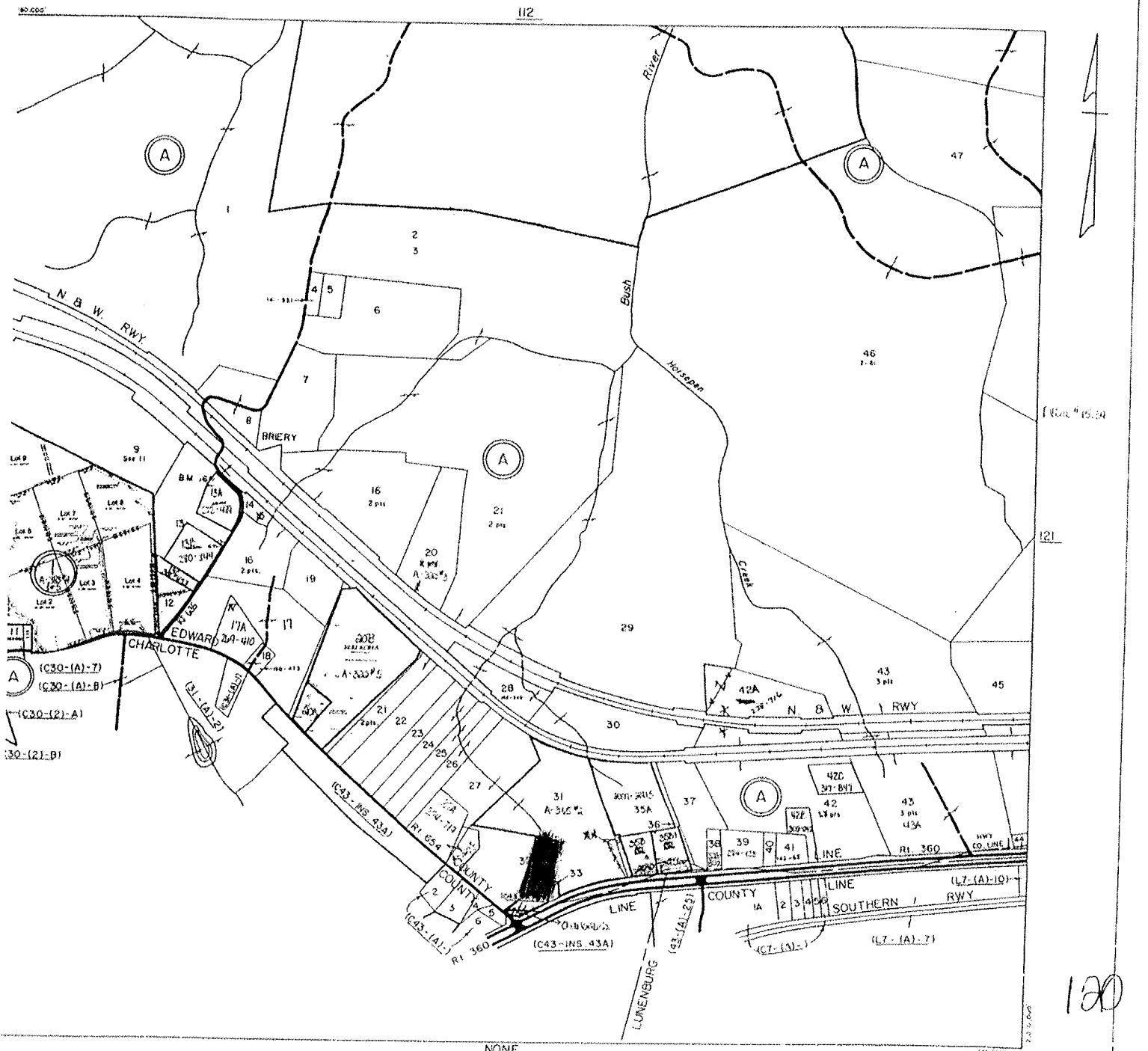
Robert S. Fowler
Director
Planning and Community Development

PRINCE EDWARD COUNTY BOARD OF SUPERVISORS

MISSION STATEMENT

TO REPRESENT ALL CITIZENS, PROVIDE LEADERSHIP, CREATE VISION AND SET POLICY TO ACCOMPLISH EFFECTIVE CHANGE, PLANNED GROWTH AND PROVIDE ESSENTIAL SERVICES WHILE MAINTAINING AND ENHANCING THE QUALITY OF LIFE IN PRINCE EDWARD COUNTY.

PRINCE EDWARD COUNTY



120



Imagery ©2016 Commonwealth of Virginia, Google, Map data ©2016 Google 200 ft



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

Meeting Date: November 8, 2016
Item No.: 12
Department: County Administration
Staff Contact: W.W. Bartlett
Issue: County Administrator's Report

Summary: The County Administrator has no additional items to report at this time.

Attachments: None

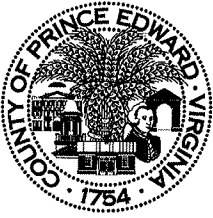
Recommendation: None

Motion _____
Second _____

Cooper-Jones _____
Gray _____
Jones _____

Pride _____
Simpson _____
Timmons _____

Townsend _____
Wilck _____



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

Meeting Date: November 8, 2016
Item No.: 13
Department: County Administration
Staff Contact: W.W. Bartlett
Issue: Committee Report – Strategic Planning Committee

Summary:

At the June 14, 2016 meeting of the Board of Supervisors the Board approved the Vision Statement for the County, the revised Missions Statement for the Board of Supervisors and a list of Strategic Direction & Priorities, Encl (1). The Board then tasked County staff to draft a three-year Strategic Work Plan to be reviewed by the Strategic Planning Committee. The Strategic Planning Committee was to develop a final three-year Strategic Work Plan and submit it to the Board of Supervisors for approval.

The purpose of the Committee’s work was to review the Strategic Work Plan developed by County staff, make amendments it deemed appropriate and present a completed Strategic Work Plan to the full Board. The Strategic Planning Committee met on September 12th and October 25th. The committee is comprised of Supervisors Gray, (chair), Simpson, Timmons, and Townsend.

During the September 12th meeting the Committee, after considerable review and discussion, determined the number of priorities for some of the Critical Target Areas was too large to manage effectively and should be reduced. The committee is recommending the following amendments to the Strategic Direction & Priorities approved by the Board of Supervisors at the June 14, 2016 meeting.

1. Reduce from five to three the number of Economic Development Priorities by combining the first three.
2. Move the first two priorities in the Mobility critical target Area to the operations Strategic Work Plan.

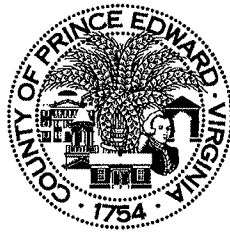
Attachment 2 is the Committee’s recommended Three Year Strategic Work Plan which County staff will utilize to achieve the Board’s Strategic Priorities.

Attachments:

1. Vision Statement, Mission Statement and Strategic Direction & Priorities
2. Recommended Strategic Work Plan

Recommendation: Approve the Strategic Work Plan as submitted and request semi-annual updates to be provided in June and December

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



VISION STATEMENT

"A progressive, diverse and inclusive county that honors its heritage and collaborates with our citizens to achieve prosperity, educational excellence and lasting public safety, while ensuring fiscal responsibility."

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."

STRATEGIC DIRECTION & PRIORITIES

Economic Development:

1. Establish collaborative partnerships for a "community economic development effort".
2. Roles and focus of economic development function.
3. Inventory of business-ready sites and buildings.
4. Expansion of agricultural and forestry/timber industries.
5. Access to high-speed internet/broadband and other critical infrastructure.

Mobility:

1. Work strategically and collaboratively with VDOT on identifying County road priorities to enable the Board to implement an effective Six-Year Plan process and take advantage of VDOT funding opportunities like HB2 and Revenue Sharing.

2. Develop a project tracking system for county road maintenance and upgrades and other related projects.
3. Annual review of public transportation in the County.

Fiscal Responsibility:

1. Work collaboratively with county departments, Constitutional Officers and other county-funded agencies to provide the most efficient County services for our citizens; requiring accountability for spending.
2. Ensure the Board's knowledge of the County's fiscal health (i.e. fund balance, cash flow, etc.)
3. Identify and promote greater usage of County owned properties that are underutilized in the achievement of our goals
4. Maintain a budgeting process that supports the County's competitive tax structure and balanced budget.

Cultural Center

1. Expand the collaboration of the Visitors Center with community and regional partners to promote the full spectrum of cultural events, festivals, museums, sites, and activities such as the Visual Arts Center, Longwood University and Hampden-Sydney College events, state parks, the Waterworks Theater, etc.

Education

1. Develop and implement specific strategies to enhance the trust, understanding and communications between the Board of Supervisors and School Board.

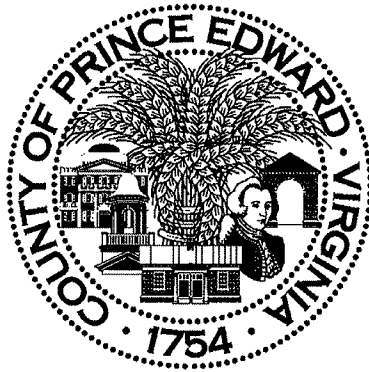
2. Implement a County/Schools budgeting process that assures fiscal responsibility and accountability from the School Board and equitable funding from the Board of Supervisors to support the community's goals for the Prince Edward County Public Schools.

Public Safety

1. Develop a collaborative anti-crime commission to explore and implement innovative public safety strategies to encompass the journey from at-risk youth to offenders returning to the community.
2. Assess the County's public safety communication systems and develop an achievable long-term plan to provide maximum county-wide coverage for law enforcement, fire, and EMS.
3. Work with the Board of Supervisors, Courthouse Security Committee, Judges, Sheriff, and other courthouse offices to create and implement a cost-effective courthouse security plan that will provide for the safety of our employees and the public.

Collaboration

1. Identify opportunities to engage collaborative partners to achieve mutual goals.



PRINCE EDWARD COUNTY
THREE-YEAR
STRATEGIC WORK PLAN

Adopted:

BACKGROUND AND PROCESS

Strategic planning is an organizational management activity used by the governing body of an organization to define a strategy of achieving a desired outcome or set of outcomes. The strategic planning process identifies the desired outcomes, and develops a plan (Strategic Plan) to achieve those desired outcomes. The strategic plan is both a communication document and a resource allocation document.

The strategic plan serves as a communication document by articulating to the public and to the members of the County staff the County's goals, and the actions needed to achieve those goals. The strategic plan serves as a resource allocation guide because it sets priorities and lists actions required to achieve those priorities. Listing actions to be accomplished will require the mobilization of resources to execute those actions.

During the September 8, 2015 meeting of the Prince Edward County Board of Supervisors the Board initiated the development of a strategic plan. At that meeting the Board decided a vision for the County needed to be developed and directed the staff to research possible consultants who could serve as a facilitator for a strategic retreat at which a strategic plan would be developed. On December 8, 2015 the Board approved the hiring of Mrs. Tyler St. Clair to serve as the facilitator for a strategic planning session.

The Board held the strategic planning session February 26-27, 2016. The purpose of the session was for the Board to work together to identify a collective strategic direction for the County with long-range outcomes and near term priorities, along with strategies that would support implementation. The Board identified critical target areas and used those to develop both a vision and mission statement. Next the Board identified major areas that should have major focus placed on them in order to achieve the core vision. The Board then developed long-term outcome statements for each of the critical target areas. Finally, the Board identified 3-year priorities considered most critical to advancing the Visions and each long-term outcome. The Board then directed the staff to create a 3-year strategic work plan to address the Vision and priorities established by the Board. This report details the key tasks and action steps recommended to achieve the 3-year priorities.

The Board of Supervisors 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 identified 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 following document is the Three Year Strategic Work Plan approved by the Board of Supervisors.

CRITICAL TARGET AREAS/STRATEGIC PRIORITIES

Critical Target Area 1 – Economic Development

Long Term Outcome Statement – Promote business development with a focus on expanding the tax base and creating jobs through collaboration with community partners in order to strengthen, enlarge, and diversify our economy.

Economic Development Priority 1 (EDP1) – Establish collaborative partnerships for a community development effort. Develop an inventory of assets and determine how these assets could be used to shape the Economic Development focus.

Key Tasks/Activities

1. Develop a list of local organizations that can assist the County in achieving its goals. Reach out to those organizations identified; obtain their buy-in to assist the County. Work with those willing to determine existing gaps in the County's business community and identify opportunities for business development
2. Develop a matrix of the Communities strengths and weaknesses. Determine if existing strengths can be harnessed to close business gaps identified above. Where existing assets are found to be insufficient develop plans to close the gaps.
3. Where it is determined existing assets are not adequate, determine if the gap is significant enough to expend resources to overcome identified weaknesses
4. Using findings developed in steps 1-3 develop a long-term Economic Development Strategic Plan.

Economic Development Priority 2 – Expansion of agricultural and forestry/timber industries.

Key Tasks/Activities

1. Inventory assets for agriculture and timber industries.
2. Gather input from regional businesses and individuals working/associated with these industries. Identify impediments to these industries in Prince Edward County.
3. Research the resources required to eliminate these impediments.
4. Consult with the Virginia Department of Agriculture and Consumer Services (VDACS) and the Virginia Department of Forestry.

Economic Development Priority 3 – Access to high-speed internet/broadband and other critical infrastructure.

Key Tasks/Activities

1. Develop a needs assessment strategy for collecting data from citizens and businesses on the need for expanded/improved broadband access.
2. Develop a propagation study to determine areas that are not or are underserved.
3. Evaluate the findings of the needs assessment and the propagation study and determine if there is the demand and the need to move forward.
4. If the decision is made to move forward, work with private service providers to determine their willingness to serve the needs identified.
5. Research state/federal programs that assist in the expansion of broadband service.
6. Determine actions on the part of the County that could motivate private providers to expand service.
7. If it is determined private providers are not willing/able to provide service in underserved areas research best practices used by local governments to provide the service.
8. Develop cost-benefit analysis of best practices and present to the Board of Supervisors for determination of next steps.

CRITICAL TARGET AREA 2 – Mobility

Long Term Outcome Statement – Provide our citizens and visitors with updated, safe transportation resources and excellent roads as we move through the 21st century.

Mobility Development Priority 1 - Annual review of public transportation in the County.

Key Tasks/Activities

1. Work strategically and collaboratively with VDOT on identifying County road priorities to enable the Board to implement an effective Six-Year Planning process and take advantage of VDOT funding opportunities like HB2 and Revenue Sharing.
2. Develop a project tracking system for County road maintenance and other related projects.

3. Determine public transportation assets/options available for County residents. Survey County Residents on public transportation desires. Compare desires with assets and determine if additional public transportation assets are needed.
4. Track annual ridership of existing assets. Survey current riders for recommendations.

CRITICAL TARGET AREA 3 – Fiscal Responsibility

Long Term Outcome Statement – Preserve the County’s low tax rate by planned responsible spending, managing debt service, maintaining a strong balance sheet, and requiring accountability from all parties.

Fiscal Responsibility Priority 1 – Provide effective and efficient services to citizens (best quality in the most cost effective manner).

Key Tasks/Activities

1. Meet with staff to review processes with the goal of identifying redundancies and inefficiencies.
2. Review best practices used by other localities for each delivery of services to citizens.
3. Review County Ordinances to ensure procedures outlined in the ordinance are efficient.
4. Develop revised processes/ordinances to eliminate identified redundancies and inefficiencies.
5. Adopt best practices identified above that will improve the effectiveness and efficiency of the delivery of services.
6. Propose ordinance amendments to the Board that are anticipated to improve effectiveness and efficiency.

Fiscal Responsibility Priority 2 – Ensure the Board’s knowledge of the County’s Fiscal health (i.e. fund balance, cash flow etc.)

Key Tasks/Activities

1. Develop quarterly reports to be submitted to the Board each quarter.
2. Board approves the quarterly reports both in terms of content and format.

Fiscal Responsibility Priority 3 – Identify and promote greater usage of County owned properties that are underutilized in the achievement of our goals

Key Tasks/Activities

1. Create a listing of all County property to include School property.
2. Review best practices used by other localities regarding use of County owned properties.
3. Request School Superintendent review best practices used by Schools in other localities.
4. County and School staff meet to review the findings of the practices used elsewhere. Determine what if any changes should be recommended to the respective Boards.
5. Respective Boards approve amendments to policies regarding use or properties.
6. Develop a marketing campaign to promote usage of County and School owned property.

Fiscal Responsibility Priority 4 – Maintain a budgeting process that supports the County's competitive tax structure and balanced budget.

Key Tasks/Activities

1. Review best practices of localities and organizations such as Government Finance Officers Association (GFOA).
2. Board amends its By-Laws requiring a balanced budget and requiring all financial decisions, which would amend the budget to be reviewed by the Finance Committee prior to being presented to the full Board of Supervisors. Additionally, the Finance Committee would provide recommendations to the County Administrator during the development of the annual budget and review the County's administrator's budget prior to submission to the full Board.
3. Identify parameters for achieving and maintaining a structurally balanced budget where recurring revenues are equal to recurring expenditures.
4. Identify recurring revenues and recurring expenditures.
5. Establish budget priorities linked to strategic priorities.

CRITICAL TARGET AREA 4 – CULTURAL CENTER

Long Term Outcome Statement – Foster an environment that all citizens and visitors in Prince Edward County will have knowledge of and access to our museums, parks, galleries, historical buildings, theaters and golf courses to improve their cultural experience.

Cultural Development Priority 1 – Expand the collaboration of the Visitors Center with community and regional partners to promote the full spectrum of cultural events, festivals, museums, sites, and activities such as the Visual Arts Center, Longwood University and Hampden-Sydney College events, state parks, the Waterworks Theater, etc.

Key Tasks/Activities

1. Develop a list of organizations that can provide positive benefits and assistance in improving the County's cultural promotion efforts.
2. Establish contact with the organizations identified in item 1.
3. Conduct a survey to receive input requesting recommendations for achieving the long term outcome.
4. Review the recommendations received in item 3. Determine the ability to implement the recommendations.
5. Review existing partnerships and relations to include the stated function/goal of each.
6. Determine what if any changes should be made to the membership and functions of existing partnerships.
7. Contact the Virginia Tourism Corporation and identify best practices regarding collaboration and marketing.

CRITICAL TARGET AREA 5 – EDUCATION

Long Term Outcome Statement – Support the Prince Edward County Schools by supporting qualified School Board members, providing adequate funding, fostering a safe environment, and requiring high education performance, including workforce training.

Education Development Priority 1 – Develop and implement specific strategies to enhance the trust, understanding and communications between the Board of Supervisors and School Board.

Key Tasks/Activities

1. Notify the School Board, the Board of Supervisors desire to schedule a joint meeting of the two boards to discuss strategies to enhance the trust, understanding and communications between the two boards.
2. School Superintendent and County Administrator hold quarterly meetings.
3. Review results of citizen survey conducted in 2013.

Education Development Priority 2 – Implement a County/Schools budgeting process that assures fiscal responsibility and accountability from the School Board and equitable funding from the Board of Supervisors to support the community’s goals for Prince Edward County Public Schools (PECPS).

Key Tasks/Activities

1. Create task force of Superintendent, County Administrator and financial staff.
2. Task force will review statewide financial and operational data to ascertain funding and staffing norms.
3. Compare County funding and staffing levels to state norms.
4. If PECPS funding and staffing levels are within state norms research operating policies of schools achieving adequate results and how they differ from PECPS policies.
5. If PECPS funding and staffing levels are not within state norms determine the amount of the funding shortfall and develop a plan to increase funding. If staffing levels are not within state norms determine if operational changes can be implemented to bring PECPS in line with state norms.
6. Identify existing workforce programs.
7. Create task force with representatives from County, Schools, SVCC, and Workforce Development Board to research best practices for workforce development.
8. Identify unmet needs of existing businesses.
9. Develop programs to meet the unmet needs identified above.

CRITICAL TARGET AREA 6 – PUBLIC SAFETY

Long Term Outcome Statement – Ensure high quality, long lasting public safety through effective fire and EMS and law enforcement. Find innovative solutions that assure that we are safe and secure in our community. Provide those entrusted in our care with re-entry services and programs that enable offenders to become law abiding and productive citizens when they return to the community.

Public Safety Priority 1 – Develop a collaborative anti-crime commission to explore and implement innovative public safety strategies to encompass the journey from at-risk youth to offenders returning to the community.

Key Tasks/Activities

1. Create anti-crime commission with representatives of the Board of Supervisors, Sheriff, Commonwealth Attorney, Police Chiefs, Juvenile Probations, Judges, state probation, and Piedmont Court Services.
2. Research evidence based practices in areas of weakness and implement programs that have proved successful.
3. Research re-entry programs. Develop pro/con of such programs. Determine funding sources of such programs; develop an offender workforce to enhance County needs. Present findings to the board of Supervisors.
4. Develop programs for at-risk youth to reduce incarceration and/or detention

Public Safety Priority 2 – Assess the County’s public safety communication system and develop an achievable long-term plan to provide maximum county-wide coverage for law enforcement, fire and EMS.

Key Tasks/Activities

1. We will comply with all state and Federal mandates.

Public Safety Priority 3 – Work with the Board of Supervisors, Courthouse Security Committee, Judges, Sheriff and other courthouse offices to create and implement a cost-effective courthouse security plan that will provide for the safety of our employees and the public.

Key Tasks/Activities

1. Using Courthouse security report as a reference, issue an RFP for Architectural services.
2. Selected firm work with the group listed above to develop a cost-benefit matrix to determine if specific security/courthouse upgrades are financially justified.

3. Research best practices with a focus on cost-effective solutions.
4. Weigh impact on the public and employees of various security upgrades.
5. Make final decision on what upgrades will be made to the courthouse.
6. Issue bid for construction/renovations.

CRITICAL TARGET AREA 7 – COLLABORATION

Long Term Outcome Statement- Develop and implement an effective partnership to promote opportunities for collaborative efforts between Prince Edward County, Prince Edward County Public Schools, the local business community, the Town of Farmville, the colleges, Centra, and our neighboring counties to enhance business development, problem solving, and our quality of life.

Collaboration Priority 1 – Identify opportunities to engage collaborative partners to achieve mutual goals.

Key Tasks/Activities

1. Create matrix listing all existing organizations which foster collaborative efforts in which the County participates.
2. List the focus/role of each of the organizations.
3. Review matrix and determine existing gaps in collaborative opportunities.
4. Initiate discussions with existing organizations to determine if specific gaps can be closed by expanding the role of the existing organizations.
5. After completion of step 4 review gaps that still exist.
6. Determine which community/regional organizations should be involved in closing specific gaps.
7. Initiate discussions with organizations identified in number 6 above to achieve organizational buy-in. Create community/regional teams from willing organizations to work to solve specific challenges that are not currently being addressed.



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: November 8, 2016
Item No.: 14
Department: County Administration
Staff Contact: W.W. Bartlett/Sarah Elam Puckett
Issue: Correspondence/Informational

Summary: Please see attachments.

Attachments:

- a. Letter, RE: Appointment of Katy Overby as Acting Unit Coordinator for the Virginia Cooperative Extension Prince Edward Office
- b. Commonwealth Regional Council, Monthly Meeting Agenda and Minutes
- c. Agent Orange Symposium

Recommendation:

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

October 27, 2016

Mrs. Katy Overby
VCE-Prince Edward Office
P. O. Box 322
Farmville, VA 23901

Dear Katy:

This letter serves to appoint you as Acting Unit Coordinator for the Virginia Cooperative Extension Prince Edward office, effective November 10, 2016. This appointment will be in effect for a minimum of six months, at which time the position will be assessed and the opportunity will be offered to you and other AP faculty in the unit to indicate their interest in this position.

I look forward to working with you in the months ahead and will look to you as a liaison with the county government. This Acting Unit Coordinator appointment carries a \$2,000 annual supplement. This supplement will be discontinued should this position be relinquished. I have enclosed a handout outlining responsibilities of a Unit Coordinator.

Please confirm in writing your acceptance of this position. I appreciate your willingness to accept this responsibility.

Please feel free to contact me if you have questions about this position.

Sincerely,



Daniel L. Goerlich
District Director

lbj

Enclosure

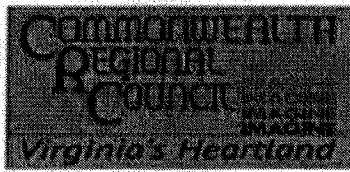
c: Wade Bartlett, Prince Edward County Administrator

Invent the Future

VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY

Extension is a joint program of Virginia Tech, Virginia State University, the U.S. Department of Agriculture, and state and local governments.

Virginia Cooperative Extension programs and employment are open to all, regardless of age, color, disability, gender, gender identity, gender expression, national origin, political affiliation, race, religion, sexual orientation, genetic information, veteran status, or any other basis protected by law. An equal opportunity/affirmative action employer.



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

Meeting Agenda
Thursday, November 3, 2016, 11:00 a.m.
Sheldon's Restaurant
Keysville, Virginia

- I. Welcome & Call to Order Chairman Wingold
- II. Invocation
- III. Approval of Minutes of October 6, 2016 Meeting Secretary Walker
- IV. Treasurers' Report – October Financial Statements, **Attachment 1**..... Treasurer Timmons
- V. Report of Officers & Committees
 - A. Chairman's Report..... Chairman Wingold
 - 1) Report on Chief Administrative Officers Meeting, **Attachment 2**
 - 2) Scheduling of Mid-Year Financial Review
- VI. Scoping the Future – Discussion of Innovative/Regional Ideas, **Attachment 3**..... 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 4** Mary Hickman
 - 2) GO Virginia Update, **Attachment 5**..... Mary Hickman
 - 3) State Homeland Security Program Grant – Score Sheet , **Attachment 6**..... Melody Foster
 - 4) CRC Hazard Mitigation Plan Update..... Todd Fortune
 - 5) EfficientGov Trial Online for Member Localities Mary Hickman
 - 6) Reminder - CRC/SPDC/VGA Event-USDA Rural Development Roundtable Scheduled, **Attachment 7**..... Mary Hickman
 - 7) Assistance to Firefighters Grant (AFG) Applications-CRC Assistance Melody Foster
 - 8) FOIA Officer Online Training Update, **Attachment 8** Melody Foster
 - 9) Virginia Outdoor Plan Regional Meeting Held, **Attachment 9** Andre' Gilliam
 - 10) Natural Heritage Data Explorer Training Workshop Held Todd Fortune
 - 11) Council Member Comments
- VIII. New Business Chairman Wingold
 - A. Staff Reports
 - 1) FY 15-16 CRC Audit Presentation, Burnett & Sneed, LLC (**Separate Insert**) Larry Sneed
 - 2) VDOT Fall Public Meetings, **Attachment 10** Melody Foster
 - 3) Governor's Announcement – Plan to Balance FY 2016-2017 Budgets, **Attachment 11** Mary Hickman
 - 4) 2017 General Assembly – Key Dates, **Attachment 12** Mary Hickman
 - 5) Council Member Comments
- IX. Commonwealth Intergovernmental Review Process, None
- X. Other Business
- XI. Council Member Comments
- XII. Adjourn – Next Meeting Date – December 1, 2016

COMMONWEALTH REGIONAL COUNCIL
One Mill Street, Suite 101 | P.O. Box P
Farmville, VA 23901 | 434-392-6104 PHONE
www.virginiasheartland.org

**Commonwealth Regional Council
1 Mill Street, Farmville, VA
October 6, 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. Dunnavant gave the invocation.

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

Amelia:

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

Mr. Thomas R. Gleason
(Vice-Chairman)

Buckingham:

Mr. E. Morgan Dunnavant
*Ms. Rebecca Carter

Mr. E. Morgan Dunnavant

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
Ms. Melody Foster, Regional Planner
Mr. Andre' Gilliam, Community Development Planner
Mr. Todd Fortune, Community Development Planner

GUEST

Ms. Anne Herring, USDA Rural Development, Virginia Rural Development Coordinator (was present by Conference Call)

Guest Speaker (by Conference Call) – Anne Herring, USDA Rural Development, Virginia Rural Development Coordinator: Ms. Herring invited everyone to attend the November 3rd Rural Development Roundtable that will be held at SVCC in Keysville, that will be co-hosted by the CRC/SPDC/VGA and USDA. Ms. Herring stated the Development Roundtable will provide more in depth information on the many programs provided by USDA and will include breakout sessions. Ms. Herring reminded everyone that USDA is primarily a federal lender with a small grant component. Ms. Herring stated the programs are designed for affordability which lends well in the rural areas served by the CRC. USDA put \$1 billion dollars into the Virginia economy in the past fiscal year ending September 30th. Ms. Herring encouraged members to get the word out of the Roundtable so that the programs can be taken advantaged of for funding. Ms. Herring thanked Ms. Hickman, Ms. Moody and Mr. Reed for their assistance in putting together USDA's first Regional Roundtable Meeting.

Mr. Timmons asked if there is funding available to improve Broadband services in the rural areas. Ms. Herring stated they have several programs that can address this issue.

CRC/SPDC/VGA Event – USDA Rural Development Roundtable Meeting Scheduled: Ms. Hickman stated the Roundtable is geared towards elected officials, local government staff, including: administrators, managers, planners, economic development, public safety, public works, as well as Chambers of Commerce, K-12 Education, Higher Education, Emergency Services, Health Care Officials, and Non-Profit Organizations. Ms. Hickman stated invitations are being sent electronically to the mentioned areas in the CRC region. Registration is also being taken electronically. Registration will generate a list of anticipated attendees. Ms. Hickman stated an invitation was sent to County Administrators with the request that it be forwarded to each member of their respective Board of Supervisors. Ms. Hickman asked that the CRC Representatives be on the look-out for their electronic invitation that will be arriving in the coming days.

Ms. Hickman reminded Council Representatives that the CRC will hold it's November 3rd CRC Meeting at 11:00 a.m. at Sheldon's Restaurant in Keysville. Representatives then will be afforded the opportunity to attend the Roundtable following the meeting, if they so choose. Ms. Hickman stated a copy of the flyer for the event was included in the CRC Representatives packet.

Approval of Minutes of September 1, 2016 Meeting

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

Treasurer's Report

September Financial Statements: The Treasurer reported he had reviewed the report and had found all information in order. Mr. Timmons stated he would be out of town the next time checks

would need to be signed and requested the Chairman schedule signing checks with Ms. Foster and Ms. Hickman.

Mr. Gleason moved and Mr. Dunnavant seconded to approve the September Financial Statement as presented. Motion carried.

Report of Officers & Committees

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

Report on Chief Administrative Officers (CAO) Meeting: Ms. Hickman stated the September CAO meeting was canceled due to scheduling conflicts.

Scoping the Future – Discussion of Innovative/Regional Ideas: No comment.

CRC Economic Development Administration (EDA) Economic Development District (EDD) Designation Update: Ms. Hickman stated at the September CRC meeting the Council elected to pursue EDA funding for the development of a Comprehensive Economic Development Strategy (CEDS) with the ultimate goal of it being approved by EDA. Ms. Hickman stated she was instructed to begin obtaining the grant application and process required. Ms. Hickman stated she began a dialogue with Mr. Gittler (Virginia EDA Representative) on the CEDS process and the grant application requirements. Ms. Hickman stated the CRC Representatives were provided an attachment with the Project Overview for consideration and submission. The Project Overview includes the project description, benefits, organizing strategy, staffing, budget and implementation timeline. Ms. Hickman stated Mr. Gittler had reviewed the initial document and had made comments and suggestions which have been incorporated in the presented Project Overview.

Ms. Hickman stated the main item the Council needed to confirm from the presentation in order for her to proceed with the submission is centered around the project budget. Ms. Hickman stated in order to provide inclusion of CRC eligible non-member localities; she utilized the CRC Participation Policy for Non-Members based on the 25% plus for the required match. Ms. Hickman stated the Policy further states the ability of non-members to participate in a regional project with the associated fees that may be charged or eliminated at the discretion of the Council. Ms. Hickman stated the Council will need to confirm non-member locality terms for the EDA Project if the non-members choose to participate. Ms. Hickman stated if the Council elects to include eligible non-member localities in the regional project application, all eligible non-member localities would receive written notification of the CRC sponsored project and request their confirmation as to their desire of participation as a non-member and that they were given the opportunity to participate under the terms set by the Council. Ms. Hickman stated the project budget requires a 50/50 match. Ms. Hickman stated Mr. Gittler indicated EDA favors cash match over mixtures of in-kind match. Ms. Hickman stated therefore, the options, including CRC Members only or CRC Members and Non-Members could include a \$30,000 cash match with the staff time being presented as a source of the match. The staff time would include general support and other identified items that may be accomplished in-house as proposed in the refined scope of services with a professional firm or partner to work with the Council, Council Staff and the CEDS Committee to create the EDA approved CEDS. Ms. Hickman stated therefore, the Council would need to confirm its match under the EDA project based on participation of the non-member localities as well as the request for grant funds which would be \$60,000 for CRC Members only or \$75,000 for CRC Members and Non-Members. Ms. Hickman stated she also would need authorization for the Chairman and herself to sign

and submit the Application to EDA per the confirmed scope and budget.

There was discussion on the options of the proposed Project Overview pertaining to CRC Members and Non-Members match. It was also pointed out that while the CRC has a Participation Policy regarding non-members and associated fees, the Policy does provide that the CRC has discretion to waive or eliminate the fee at any time.

It was discussed that in order for a locality to participate in the CEDS they should become an active member of the CRC, not just pay a fee to participate. It was noted that the CRC is not required by EDA to include non-members in the CEDS process. However, if a locality is not included in the approved CEDS, they cannot be added at a later date after the CEDS has been approved. Discussion also centered on not wanting non-member localities to lose out on funding opportunities that they would be eligible for if they were a part of an approved CEDS. There was discussion on the many types of projects localities could apply for funding, including needed infrastructure projects that at this time none of the localities in the region are eligible to apply for funding. It was felt this information needed to be presented to the Board of Supervisors and explained in person in order that the non-member Boards of Supervisors understand the opportunity being presented and the missed opportunity if they turn the offer down.

It was clarified that Ms. Hickman at this point, needed direction on the non-members match in order to proceed.

There was discussion on the matter.

Mr. Walker moved and Mr. Gleason seconded for a letter to be sent to the Nottoway and Cumberland County Administrators (non-members) requesting to be on the next Board of Supervisors Agenda to make a presentation to the board members to ask them to join the CRC in order to seek EDA funds for the development of a Comprehensive Economic Development Strategy. The presentation will include that the CRC will waive the match requirement for non-members, however, non-members will be required to become an active member (paying dues) of the CRC if the Application for EDA funds is successful, if not, then there will not be an obligation to become a CRC Member unless they so choose. The presentation will also include the benefits of being part of the CEDS. Action is requested the night of the presentation. Motion carried.

There was also discussion on the importance of Council Representatives attending the Board of Supervisors meeting with the Executive Director. Mr. Timmons stated he would be out of Town for the next meeting but suggested Mr. Bartlett, who is very familiar with the EDA Program to attend the Nottoway Board of Supervisors meeting with Ms. Hickman. Ms. Hickman was asked to send the dates for the Nottoway and Cumberland Board of Supervisors meeting to Council Representatives and if they are available, attend the meetings as well.

Old Business

Staff Reports:

GO Virginia Update: Ms. Hickman stated an update report was provided in the Council Representatives packet. Ms. Hickman stated a Go Virginia Work Group including representatives from Southside PDC, CRC and the Virginia Growth Alliance was established in June by VGA to begin

discussions on coming up with potential names for the Go Virginia Regional Council that would encompass this region. The Group met on October 5th at the Virginia's Heartland Business Park building in Keysville, Virginia. Ms. Hickman stated the Chairman and herself attended on behalf of the CRC. Ms. Hickman stated not all of the members of the Working Group were in attendance. In attendance were representatives of SPDC, VGA, CRC, Mecklenburg Economic Development, Southside Workforce Investment Board and the Brunswick County Administrator. Ms. Hickman stated the group put together a list of possible names that may be interested in serving on the Region's Go Virginia Regional Council. Ms. Hickman stated the Go Virginia Regional Council will need to include representatives from education (K-12 & higher education), economic and workforce development sector, local government, PDC's, and non-profits. The majority of the members shall be from the private sector with demonstrated significant private-sector business experience. Ms. Hickman stated much of the discussion from the meeting focused on the areas of education, economic and workforce development sectors and private sectors. Ms. Hickman stated Ms. Gail Moody, Executive Director of SPDC, submitted the listing of suggested names following the meeting to Charles Major and Delegate Ruff, both of whom serve on the State Go Virginia Board. Ms. Hickman stated that by Code, the Go Virginia Regional Councils will have no more than 23 members to represent the entire region (including 3 PDCs). Ms. Hickman stated the group felt that all of the names collected should be submitted to ensure the availability of all localities to be represented even though a smaller number may be selected.

Ms. Hickman noted that a similar working group meeting was held in South Boston on September 14th where various invitees were brought together by Senator Ruff and Ben Davenport (both on the GO Virginia State Board) to have a similar discussion on potential names for the GO Virginia Regional Council representing the region. Ms. Hickman noted the CRC is proposed to be included in the region with Southside PDC and West Piedmont PDC to form this area's Go Virginia Region. Mr. Walker, who attended this meeting, stated the group will be meeting again on October 14th.

State Homeland Security Program Grant "Regional Emergency Communications Tower Improvements to Alleviate Dead Zones in the CRC Region" Update: Ms. Foster stated unfortunately the CRC did not receive grant funding for the Regional Emergency Communication Tower Improvements to Alleviate Dead Zones in the CRC Region. Ms. Foster noted in the Announcement Listing the largest award made was \$95,000, the CRC was requesting \$1,296,856 for a regional project covering 5 counties. Ms. Foster stated she has requested the score sheet and a debriefing on the application to assess where this type of project stands in the future but have not received this information as of this date. The next round for funding is supposed to occur early next year but this has not been confirmed.

FY 18 VDOT Transportation Alternatives Set-Aside Program Deadline: Ms. Foster stated this a reminder the deadline for the VDOT Transportation Alternatives Set-Aside Program is November 1st. Ms. Foster stated, at this time, the staff were not aware of any localities interested in submitting an application. However, there has been some discussion by VDOT officials that if a locality applies, for instance, for Smart Scale Project funding, but VDOT feels the project would be a better fit in the Transportation Alternatives Program, they may request the project be reapplied or moved to this program area. Ms. Foster noted last year Lunenburg's HB2 Project was funded through the Highway Safety Improvement Program (HSIP) instead. This may be a trend in the future.

CRC Assisted VDOT Smart Scale Project Applications Submitted: Amelia & Charlotte: Ms.

Foster provided a copy of both applications that were submitted for those in attendance to view. Ms. Foster stated both applications were submitted online by the deadline. Ms. Foster stated the CRC assisted Charlotte County in submitting a project to construct a roundabout at the intersection of Route 15 & 360B due to safety concerns. The CRC assisted Amelia County in submitting a project to construction sidewalks surrounding the Elementary, Middle and High Schools where they currently do not exist and also to construct a roundabout at the intersection of Route 38 & 614. In Amelia County's case, VDOT suggested submitting an additional identical application with the exclusion of the roundabout to try ensure one of the applications would be funded. Amelia County submitted the other application.

CRC Hazard Mitigation Plan Update: Mr. Fortune stated the CRC is close to having a Draft ready of the CRC Hazard Mitigation Plan Update and has scheduled a Workshop on October 14th at the offices of the Piedmont Health District in Farmville, Virginia. The workshop will focus on working with localities and interested stakeholders to update the mitigation strategies in the Plan.

CRC Regional Workshop for Local Planning Commissions: Ms. Hickman stated the CRC staff have been looking into the idea of organizing a regional educational workshop for CRC Member Local Planning Commissions. Ms. Hickman stated during September she contacted CRC Member County Administrators, Town Managers and County Planners or Planning Commission Clerks to include each of them in the preparation and selection of workshop objectives. Ms. Hickman stated they were requested to provide thoughts on issues the local Planning Commissions have dealt with in their respective locality. Localities came up with many educational topics which were listed in the Council Representatives packet. Ms. Hickman stated the CRC staff will be working toward fine tuning these comments to identify specific objectives for focus at a future regional workshop specifically for CRC Member localities.

EfficientGov Trial Online Tour Held for Member Localities: Ms. Hickman stated the EfficientGov Online Tour was held on Thursday, September 29th at the CRC office online with four representatives of the CRC Member localities in attendance. Ms. Hickman stated she will be contacting each respective locality to obtain the name of the assigned staff to ensure full access to the tool during the 3-month trial period. The trial period will assist the CRC staff to gauge the interest of its members for this service, as well as allow the CRC to provide an additional member service.

Council Member Comments: There were none.

New Business

Staff Reports

FY 15-16 CRC Audit Presentation, Burnett & Sneed, LLC: Audit presentation was postponed until November CRC Meeting.

CRC Resolution of Support for Amelia, Charlotte and Prince Edward Counties VDOT Smart Scale Applications: Ms. Foster stated enclosed in the Council Representatives packet were 3 CRC Resolutions of Support for the Amelia, Charlotte and Prince Edward Counties VDOT Smart Scale Applications. Ms. Foster stated the Resolutions for both Amelia and Charlotte Counties, while not mandatory, are suggested to show support for the projects. Prince Edward County's project requires a

Resolution of Support from the Regional Planning District for their project due to it being located on a Corridor of Statewide Significance (Route 460 East Interchange).

Mr. Dunnavant moved and Mr. Timmons seconded to approve all 3 CRC Resolutions of Support: Amelia, Charlotte and Prince Edward for VDOT Smart Scale Applications. Motion carried.

Town of Phenix and CRC Agreement for Grant Writing Services for USDA Construction Fund Application (Repairs to Water System): Mr. Fortune stated the CRC is assisting the Town of Phenix in applying to USDA to receive funds to undertake upgrades to the water system, improvements to the water lines and a new storage tower. Mr. Fortune stated the total project budget is approximately \$2.4 million dollars.

Mr. Walker moved and Mr. Dunnavant seconded to approve the CRC Agreement for Grant Writing Services for the Town of Phenix to prepare a USDA Construction Fund Application. Motion carried.

Announcement of Assistance to Firefighters Grant (AFG) Application Period Opening: Ms. Foster stated the Assistance to Firefighters Grant Program will be opening on October 11th and will close on November 18th. Ms. Foster stated this Program is a National Program and is competitive. Ms. Foster stated notices were sent out to all of the Fire Departments. Ms. Foster noted she requested updated email addresses from each locality before sending the notice out.

MOU for Kenbridge Volunteer Fire Department, AFG Application: Ms. Foster stated the CRC will be assisting the Kenbridge Volunteer Fire Department in preparing an Assistance to Firefighters Grant Application. Ms. Foster stated Kenbridge applied last year to receive funds for an Exhaust Removal System for the Fire Department Building. This Application was not successful; however, Kenbridge would like to reapply this year. A copy of the Memorandum of Understanding for these services was provided.

Mr. Walker moved and Mr. Wingold seconded to approve the MOU as presented. Motion carried.

Report on Staff Discussion with VDEM on Local Disaster Response: Mr. Fortune stated he has spoken to Chris Bruce, Virginia Department of Emergency Management, All-Hazard Emergency Planner for Region 3, and Sarah Puckett, Assistant County Administrator for Prince Edward County about the CRC providing support services for disaster response. Areas discussed included damage assessments, emergency service support functions, etc. A meeting is planned to be held with representatives to discuss this in more detail in the near future. Mr. Fortune stated he will keep the CRC informed.

FY 17 Virginia Tobacco Region Revitalization Commission, Grant Program Deadlines: Mr. Gilliam stated the Tobacco Commission's Agribusiness Program Deadline was October 3rd and the Southside Economic Development Program deadline is October 14th. Mr. Gilliam stated a copy of the Allocation Summary was provided in the Council packet.

Virginia Outdoor Plan Regional Meeting Scheduled: Mr. Gilliam stated the Virginia Department of Conservation and Recreation will be holding their annual Virginia Outdoors Plan Meeting on October 25th at 2 p.m. at the Farmville Community Library. This meeting is to collect input on the Virginia Outdoors Plan for the region to prepare for the update in 2018.

CRC Hosting Natural Heritage Data Explorer Training Workshop: Mr. Fortune stated he was contacted by Ms. Allie Baird with the Virginia Department of Conservation and Recreation concerning localities that are not registered and trained to utilize the Natural Heritage Data Explorer Website. Through communications it was determined which localities needed to be invited to a Workshop to offer training to these localities. Mr. Fortune stated this Workshop will also provide training to some localities in Southside PDC, as well as Region 2000. Mr. Fortune stated once the localities representative registers and receives credentials they will be able to attend the training workshop. Mr. Fortune stated the Workshop will be held on October 21st at SVCC in Keysville, Virginia.

Council Member Comments: There were none.

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

-VDPES Permit No. VA0091979 Reissuance Amelia Lumber Company, Inc. Release industrial stormwater into an unnamed tributary of South Branch Nibbs Creek in Amelia County in the Chesapeake Bay Watershed.

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

Other Business: Ms. Hickman stated she had a meeting with the new Hampden-Sydney College President, Dr. Larry Stimpert on October 3, 2016. Ms. Hickman stated she presented him with a FY 14-15 Annual Report and discussed with him the Commonwealth Regional Council and Hampden-Sydney College's membership eligibility. Ms. Hickman stated she advised Dr. Stimpert of the Council's action in December 2015 inviting eligible non-members the opportunity to appoint a non-voting representative to the CRC to participate in monthly discussions. Ms. Hickman stated she had contacted Hampden-Sydney previously but it was advised it would be better to wait until the new President came on board. Ms. Hickman stated Dr. Stimpert appeared to be very favorable to appointing a non-voting representative and will be following up with her in the near future as to the name of the appointed representative. Ms. Hickman stated with Hampden-Sydney's appointment the CRC will have representatives of all three Higher Education Institutions.

Council Member Comments: Mr. Walker suggested Ms. Hickman and Mr. Bartlett request the Farmville Herald to write an article on the CRC seeking funding for a Comprehensive Economic Development Strategy (CEDS) and what it will mean to the region's localities. This can assist in getting the word out on the benefits of the CEDS. Mr. Timmons stated he would be meeting with Mr. Bartlett and would discuss this with him and coordinate with Ms. Hickman.

Mr. Timmons inquired on the required training for FOIA Officers. Ms. Foster stated staff had contacted the Virginia Freedom of Information Advisory (FOIA) Council repeatedly to find out when they will begin offering the online training for FOIA officers. Ms. Foster stated just a few days ago the FOIA Council stated they will begin offering the training on October 18th on their website. Ms. Foster stated she had passed this information onto the localities, who are also looking for this mandated training. Ms. Foster cautioned some information in the past had been stated but then not followed through.

Ms. Hickman reminded Council Representatives the November CRC meeting will be on Thursday, November 3rd at 11:00 a.m. at Sheldon's Restaurant in Keysville, Virginia.

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

Mr. Gary Walker, Secretary

Sarah Puckett

To: spuckett@co.prince-edward.va.us
Subject: FW: Agent Orange Symposium for Agent Orange Veterans

From: Sarah Dunn [<mailto:pavc23901@aol.com>]
Sent: Wednesday, November 02, 2016 8:52 PM
To: undisclosed-recipients:
Subject: Agent Orange Symposium for Agent Orange Veterans

I want to personally express my gratitude to the many organizations who offered the use of their facility to the Piedmont Area Veterans Council and Community Resources (PAVC-CR) to hold our Agent Orange Symposium for Vietnam Era Veterans. Thanks to the generosity of Ms. Sharon Harrup we will be able to use the STEPS building located in Farmville for this event!

Special Guest Speakers, Vietnam War veterans and their families will be invited to participate in an open forum about the health effects they've experienced because of wartime exposure to Agent Orange at the symposium. Piedmont Area Veterans Council believes much as Vietnam Veterans of America (VVA) that children and grandchildren of exposed veterans also are suffering from cancer, birth defects and other health impacts. Many of our VVA Chapters have been active in pushing legislation that would direct the Department of Veterans Affairs to establish a center to conduct research into those links.

The date for our Agent Orange Symposium is December 10th beginning at 1pm until 4pm. I will forward a follow up email with the names of special guest speakers. We will have light refreshments and some break out sessions to meet with various agencies who can assist with educational information to include Veteran Service Officers. If anyone would like to recommend names of any local Vietnam Veterans that we may contact to speak at this event please contact me. I would like to elected officials or their representatives attend from all counties in the Piedmont area. This symposium to a tribute to our many Vietnam Era Veterans who have honorably served our Country. Please begin to share this information with as many Vietnam Era Veteran's as possible and their family members. Let's make this a very special event for them!

Very Respectfully.
Ed and Sarah Dunn
434-213-3661 (Sarah) or 434-485-1591 (Ed)
Co- Founders, Piedmont Area Veterans Council and Community Resources
<http://pavc23901.weebly.com/>
pavc23901@aol.com



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: November 8, 2016
Item No.: 15
Department: County Administration
Staff Contact: W.W. Bartlett/Sarah Elam Puckett
Issue: Monthly Reports

Summary: Please see attachments.

Attachments:

- a. Animal Control
- b. Building Official
- c. Cannery
- d. Cannery – Commercial Operations
- e. Prince Edward County Public Schools
- f. Prince Edward Extension
- g. Tourism

Recommendation:

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



Animal Control Monthly Report

"October 2016"

Dogs		Wildlife	
Surrendered	2	Handled	0
Picked Up	19	Euthanized	0
Claimed By Owner	8	Rabies Case	0
Adopted	1		
Died in Kennel	0	Livestock	
Euthanized	4	Returned to Owner	0
Transferred to SPCA	7	Died in Kennel	0
Dead on Arrival	0	Adopted	0
Escaped from Shelter	0	Fees Collected	\$0.00
Seized	4		
Fees Collected	\$215.00	Other Companion Animals	
		Returned to Owner	0
Cats			
Surrendered	1	Number of Calls to Shelter	118
Picked Up	0	Summons Issued	4
Claimed By Owner	0	Warrants Served	0
Adopted	0	Days in Court	1
Euthanized	0	Nuisance Dogs	24
Died in Kennel	0	Dangerous Dogs	0
Transferred to SPCA	1		
Dead on Arrival	0		
Fees Collected	\$0.00	Total Fees Collected	\$215.00

Bill the Town of Farmville

0 cats housed.

Total \$0.00

Kathryn Johnson, Animal Control Officer
Adam Mumma, Animal Control Officer

BUILDING OFFICIAL

Permits Issued Report
10/01/2016 Through 10/31/2016

ADDITIONS	- Issued		8
	- Value		\$127,300.00
	- Permit Fees		\$1,179.00
	- 2.00% STATE TAX		\$23.58
	- Fees Collected		\$.00
CHURCH (ADD/REN/E/P/M)	- Issued		1
	- Value		\$7,700.00
	- Permit Fees		\$75.00
	- 2.00% STATE TAX		\$1.50
	- Fees Collected		\$.00
DEMOLITIONS	- Issued		1
	- Value		\$500.00
	- Permit Fees		\$50.00
	- 2.00% STATE TAX		\$1.00
	- Fees Collected		\$.00
ONE & TWO FAMILY DWELLING	- Issued		2
	- Value		\$242,000.00
	- Permit Fees		\$566.40
	- 2.00% STATE TAX		\$11.33
	- Fees Collected		\$.00
ELECTRICAL	- Issued		15
	- Value		\$27,500.00
	- Permit Fees		\$985.00
	- 2.00% STATE TAX		\$19.70
	- Fees Collected		\$.00
FARM BUILDINGS	- Issued		1
	- Value		\$800,000.00
	- Permit Fees		\$.00
	- 2.00% STATE TAX		\$.00
	- Fees Collected		\$.00
MECHANICAL	- Issued		5
	- Value		\$2,000.00
	- Permit Fees		\$250.00
	- 2.00% STATE TAX		\$5.00
	- Fees Collected		\$.00
MECHANICAL/GAS	- Issued		3
	- Value		\$3,172.00
	- Permit Fees		\$150.00
	- 2.00% STATE TAX		\$3.00
	- Fees Collected		\$.00
MANUFACTURED HOMES	- Issued		3
	- Value		\$215,000.00
	- Permit Fees		\$420.40
	- 2.00% STATE TAX		\$8.41
	- Fees Collected		\$.00
OCCUPANCY	- Issued		1
	- Value		\$.00
	- Permit Fees		\$.00
	- 2.00% STATE TAX		\$.00
	- Fees Collected		\$.00
PLUMBING	- Issued		5
	- Value		\$2,000.00
	- Permit Fees		\$250.00
	- 2.00% STATE TAX		\$5.00
	- Fees Collected		\$.00
REMODELING	- Issued		2
	- Value		\$6,750.00
	- Permit Fees		\$150.00
	- 2.00% STATE TAX		\$3.00
	- Fees Collected		\$.00
TANK REMOVAL	- Issued		1
	- Value		\$1,900.00
	- Permit Fees		\$75.00
	- 2.00% STATE TAX		\$1.50
	- Fees Collected		\$.00
IN LIEU OF SOIL & EROSION	- Issued		1
	- Value		\$.00
	- Permit Fees		\$.00
	- Fees Collected		\$.00
Total Permits - Issued			49
Total Permits - Value			\$1,435,822.00
Total Permits - Permit Fees			\$4,150.80
Total Permits - Sales Tax 2%			<u>\$ 83.02</u>
			\$ 4,233.82

PRINCE EDWARD COUNTY CANNERY

7916 Abilene Road
Farmville, Virginia 23901

Patty Gulick
Cannery Manager
434-223-8664

October 2016 Cannery Report

Cannery report is as follows:

878 (qts.)	@.48 =	\$ 421.44
263 (pts.)	@.40 =	\$ 105.20
1 Gallons	@1.25 =	\$ 1.25
21 Patrons usage	@1.00 =	\$ 21.00
30% out of County =		\$ 43.79
Non-processing fees =		\$ 170.00*
50 LBS. Meat Cut	@.25 =	\$ 12.50

*(Non-processing fees include a \$50.00 donation from the Prince Edward Chapters Methodist Men and \$100.00 donation from the Ruritans)

Total

\$ 775.18

On October 20th and 21st 2016, the cannery donated the facilities use including 8 hrs. of boiler usage to the Ruritans for their yearly charity event. And on October 21st 2016, the cannery also donated 2-1/2 hrs. of boiler usage and 3 hrs. of employee labor to the Prince Edward Chapters Methodist Men for the preparation of their yearly charity event. This event enabled the PECMM to donate over \$700.00 to different nonprofit shelters in our area. The cannery received a \$50.00 donation from the PECMM group and \$100.00 donation from the Ruritans for our participation in their events.

P. Gulick

kef



Allie Hill
Board President
(434) 960-8958

October 2016 Summary

As the growing season winds down Virginia Food Works was glad to host 2 new clients in the creation of large batches of their product. Vittick's Switchel processed 2 large batches of their specialty ginger drink, taking the final product back to the DC for resale. Manakintowne Farms successfully completed a 1400+ bottle batch of their blisteringly delicious Espellette Pepper sauce.

September Revenue: \$ 1182.00

Interested parties:

Clients: 3

Days Used for Commercial Activity: 5

Products Created:

- Switchel Drink
- Espellette Pepper Sauce
- Tomato Soup (test batch)
- Mushroom Vinaigrette (test batch)

Other items to note:

- The Ruritan Club made use of the cannery to produce their Brunswick Stew
- Manakintowne Farms was very pleased and has already scheduled another batch of pepper sauce to be processed in November.
- Farmville celebrated Food Day on October 22 where both Virginia Food Works and the PE Cannery were represented, passing out literature on the Cannery's opportunities.

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

Month of October 2016

Receipts:	Fiscal 2016			Fiscal 2017			Diff.
	Budgeted	Rec. YTD	Percent	Budgeted	Rec. YTD	Percent	
Sales Tax	2,856,772	960,041	33.61	2,966,126	964,388	32.51	-1.09
Basic Aid	5,965,221	1,906,698	31.96	6,042,245	1,892,707	31.32	-0.64
Other State	<u>4,998,282</u>	<u>1,084,464</u>	21.70	<u>5,116,926</u>	<u>1,046,631</u>	20.45	-1.24
Total State	13,820,275	3,951,204	28.59	14,125,297	3,903,726	27.64	-0.95
Federal Funds	1,959,570	721,101	36.80	2,029,416	433,032	21.34	-15.46
Local Funds	8,317,182	1,282,001	15.41	8,317,182	1,755,596	21.11	5.69
Cash Book	<u>454,310</u>	<u>236,949</u>	52.16	<u>473,479</u>	<u>200,189</u>	42.28	-9.88
Total Revenue	\$24,551,337	\$6,191,255	25.22	\$24,945,374	\$6,292,543	25.23	0.01
Expenditures:	Budgeted	Expended YTD	Percent	Budgeted	Expended YTD	Percent	Diff.
Instruction	17,476,125	4,233,960	24.23	17,982,676	4,285,767	23.83	-0.39
Administration	1,519,865	413,944	27.24	1,517,144	398,613	26.27	-0.96
Transportation	2,054,749	403,261	19.63	1,882,742	420,127	22.31	2.69
Maintenance	1,814,303	521,589	28.75	1,669,023	453,476	27.17	-1.58
Facilities	189,020	8,646	4.57	208,189	17,675	8.49	3.92
Debt Service	458,763	320,334	69.83	599,330	468,812	78.22	8.40
Technology	<u>1,038,512</u>	<u>289,520</u>	27.88	<u>1,086,270</u>	<u>248,073</u>	22.84	-5.04
Total Expenditures	\$24,551,337	\$6,191,255	25.22	\$24,945,374	\$6,292,543	25.23	0.01

Saved as October Expense Compare

Prince Edward County Public Schools
Summary Financial Report
October 2016

<u>Revenues</u>	Current Month	Year to Date	Budget	Variance Actual Under (Over) Budget	YTD as a Percent of Budget
From the State:					
State Sales Tax	\$ 233,184	\$ 964,388	\$ 2,966,126	\$ 2,001,738	32.51
Basic School Aid	\$ 473,177	\$1,892,707	\$ 6,042,245	\$ 4,149,538	31.32
All Other	\$ 234,144	\$1,046,631	\$ 5,116,926	\$ 4,070,295	20.45
Total State	\$ 940,505	\$3,903,726	\$ 14,125,297	\$ 10,221,571	27.64
From the Federal Gov't.	\$ 130,908	\$ 433,032	\$ 2,029,416	\$ 1,596,384	21.34
General Fund (County)	\$ 729,487	\$1,755,596	\$ 8,317,182	\$ 6,561,586	21.11
Cash Book -Local	\$ 7,250	\$ 200,189	\$ 473,479	\$ 273,290	42.28
Total Revenues	\$1,808,150	\$6,292,543	\$ 24,945,374	\$ 18,652,831	25.23

<u>Expenditures</u>	Current Month	Year to Date	Outstanding Encumbrances	Budget	Expended & Encumbered (Over) Under Budget	Expn. & Encumbrance as a % of Budget
1000-Instruction	\$1,362,938	\$4,285,767	\$ 10,762,300	\$ 17,982,676	\$ 2,934,609	83.68
2000-Admin.,Health/Atten.	\$ 111,747	\$ 398,613	\$ 733,984	\$ 1,517,144	\$ 384,547	74.65
3000-Transportation	\$ 138,574	\$ 420,127	\$ 738,564	\$ 1,882,742	\$ 724,051	61.54
4000-Operation/Maintenance	\$ 113,999	\$ 453,476	\$ 283,373	\$ 1,669,023	\$ 932,174	44.15
6000-Facilities	\$ -	\$ 17,675	\$ 6,722	\$ 208,189	\$ 183,792	11.72
7000 - Debt. Service	\$ -	\$ 468,812	\$ 127,881	\$ 599,330	\$ 2,637	99.56
8000 - Technology	\$ 80,891	\$ 248,073	\$ 348,704	\$ 1,086,270	\$ 489,493	54.94
Total Expenditures	\$1,808,150	\$6,292,543	\$ 13,001,528	\$ 24,945,374	\$5,651,303	77.35

Saved as October 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 October 2016

Receipts:	Fiscal 2016			Fiscal 2017			Diff.
	Budgeted	Rec. YTD	Percent	Budgeted	Rec. YTD	Percent	
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
Total State	80,452	10,316	12.82	130,661	81,571	62.43	49.61
Federal Reimbursement	766,651	167,053	21.79	774,498	142,659	18.42	-3.37
Cash Book - Local	241,324	56,580	23.45	241,324	73,024	30.26	6.81
Total Revenue	\$1,088,427	\$233,949	21.49	\$1,146,483	\$297,254	25.93	4.43
Expenditures:	Budgeted	Expended YTD	Percent	Budgeted	Expended YTD	Percent	Diff.
Salary	369,496	94,361	25.54	349,353	96,254	27.55	2.01
Fringe Benefits	149,762	31,707	21.17	151,212	34,740	22.97	1.80
Purchased Services	59,997	15,105	25.18	66,766	11,378	17.04	-8.13
Refunds	112	9	8.04	112	0	0.00	-8.04
Travel	2,500	210	8.40	2,500	0	0.00	-8.40
Materials & Supplies	25,000	8,790	35.16	25,000	17,226	68.90	33.74
Food Supplies	420,000	83,998	20.00	440,000	92,949	21.12	1.13
Repairs & Maintenance	6,769	4,021	0.00	12,640	1,154	0.00	0.00
Furniture/Equipment	54,791	358	0.65	40,844	40,198	98.42	
Equipment Grant	0	0	0.00	58,056	54,872	94.52	94.52
Total Expenditures	\$1,088,427	\$238,560	21.92	\$1,146,483	\$348,771	30.42	8.50

Prince Edward County Public Schools
2016-2017

**Food Service Department
Summary Financial Report
October 30, 2016**

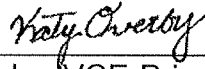
<u>Revenues</u>	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>Variance Actual Under (Over) Budget</u>	<u>YTD as a Percent of Budget</u>
From the State:					
State School Food	\$ -	\$ 10,568	\$ 12,605	\$ 2,037	83.84
Fresh Fruit & Vegetable	\$ -	\$ 16,131	\$ 60,000	\$ 43,869	0.00
State Equipment Grant	\$ -	\$ 54,872	\$ 58,056	\$ 3,184	0.00
Total State Funds	\$ -	\$ 81,571	\$ 130,661	\$ 49,090	62.43
Federal Reimbursement	\$ 91,377	\$ 142,659	\$ 774,498	\$ 631,839	18.42
Cash Book - Local	\$ 27,208	\$ 73,024	\$ 241,324	\$ 168,300	30.26
Total Revenues	\$118,585	\$ 297,254	\$ 1,146,483	\$ 849,229	25.93

<u>Expenditures</u>	<u>Current Month</u>	<u>Year to Date</u>	<u>Outstanding Encumbrances</u>	<u>Budget</u>	<u>Expended & Encumbered (Over) Under Budget</u>	<u>Expen. & Encumbrance as a % of Budget</u>
Salary	\$ 28,398	\$ 96,254	\$ 243,637	\$ 349,353	\$ 9,462	97.29
Fringe Benefits	\$ 11,255	\$ 34,740	\$ 99,575	\$ 151,212	\$ 16,897	88.83
Purchased Services	\$ 1,416	\$ 11,378	\$ 3,535	\$ 66,766	\$ 51,853	22.34
Refunds	\$ -	\$ -	\$ -	\$ 112	\$ 112	0.00
Travel	\$ -	\$ -	\$ -	\$ 2,500	\$ 2,500	0.00
Materials & Supplies	\$ 2,106	\$ 17,226	\$ 3,290	\$ 25,000	\$ 4,484	82.06
Food Supplies	\$ 39,530	\$ 92,949	\$ 26,344	\$ 440,000	\$ 320,707	27.11
Repairs & Maintenance	\$ -	\$ 1,154	\$ -	\$ 12,640	\$ 11,486	9.13
Furniture/Equipment	\$ -	\$ 40,198	\$ 646	\$ 40,844	\$ (0)	100.00
Equipment Grant	\$ -	\$ 54,872	\$ -	\$ 58,056	\$ 3,184	94.52
Total Expenditures	\$ 82,704	\$ 348,771	\$ 377,027	\$ 1,146,483	\$420,685	63.31

October 27, 2016

TO: County Administration and Board of Supervisors

FR:



Katy Overby, VCE-Prince Edward County Agriculture & Natural Resources
Extension Agent and Acting Unit Coordinator

RE: Third Quarterly Report – VCE Prince Edward County Office

The following are brief updates on local Virginia Cooperative Extension programs for the third quarter of 2016:

Administrative Update:

- Katy Overby was appointed as the Acting Unit Coordinator following Jennifer Bowen's transfer to Mecklenburg County.

4-H Program Update

- The 4-H/Youth Development Extension agent position is scheduled to open for application during the first week of November.

FCS Program Update

Caitlin Miller, Extension Agent, FCS

- The Grow Your Own sustainable vegetable gardening series continued in July and August. Topics included harvesting, home food preservation, transitioning to fall crops, overwintering, cover crops, storing vegetables, seed saving, and planting and care of perennials.
- In July, I participated in the Interfaith Community Potluck planning meeting. This event will take place in January with the purpose of creating unity and celebrating diversity. Participants will be encouraged to prepare dishes that represent their faith and heritage.
- I participated on the Centra Community Health Needs Assessment Advisory Council to identify health needs in Prince Edward County in addition to helping develop community health improvement strategies that Centra will dedicate time and funds to implementing.
- For six weeks, I taught 18 middle school students how to knit as a part of the school's new "Power Up" SOL remediation program. At the beginning of the six-week period, only 1 student knew how to knit using needles. By the end of the six weeks, 16 students felt that they could start and finish a project on their own by casting on, knitting, and casting off. Fifteen students reported that they will continue to knit.

Invent the Future

VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY

Extension is a joint program of Virginia Tech, Virginia State University, the U.S. Department of Agriculture, and state and local governments.

Virginia Cooperative Extension programs and employment are open to all, regardless of race, color, national origin, sex, religion, age, disability, political beliefs, sexual orientation, genetic information, marital, family, or veteran status, or any other basis protected by law. An equal opportunity/affirmative action employer.



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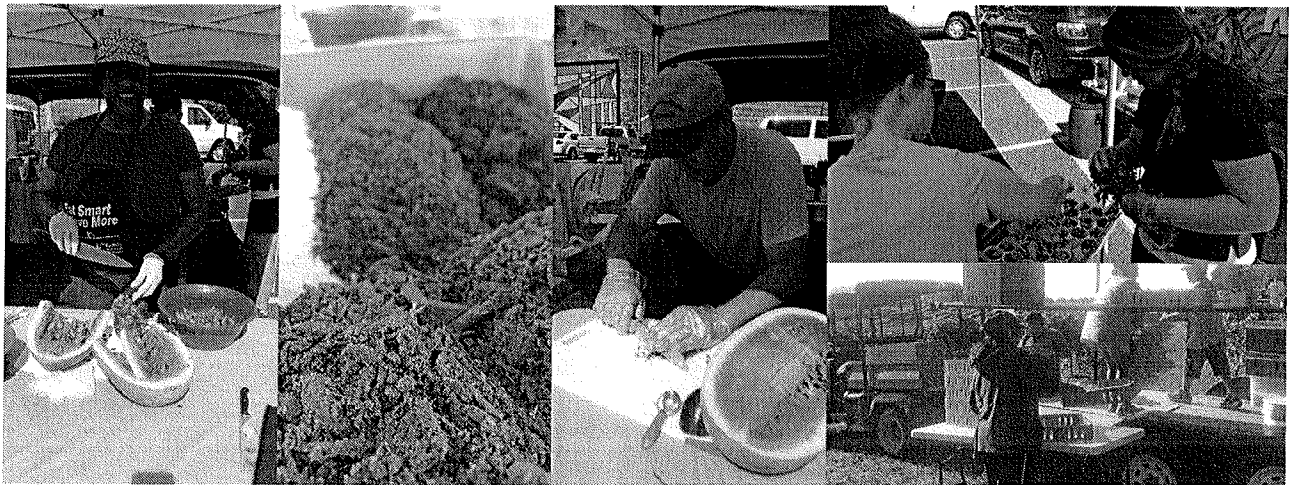
- As a part of the Eat Smart Move More at the Farmers Markets initiative, I organized an event at the Farmville Community Marketplace along with the Prince Edward Snap-Ed Agent, Food Safety Agent, ANR Agent, and 4-H agent. Container gardening and cooking demonstrations were conducted. The featured recipes included black bean and corn salsa, curry dip with summer vegetables, and spicy watermelon salad.
- I promoted Buy Fresh Buy Local during a training for VCE Master Food Volunteers. My presentation demonstrated how Master Food Volunteers can assist community-based organizations focused on food and agriculture.
- Fall for Fitness, the autumn version of Spring into Health, is a program of the Piedmont Community Health Coalition designed to encourage community members of the Piedmont Health District to participate in healthy eating and active living resources. Throughout September, I led the planning of this initiative in partnership with Coalition Coordinator.
- As a member of the Virginia Beginning Farmer & Rancher Coalition Marketing Team, I reviewed and provided feedback on the VCE publication, "Sell What You Grow: A guide to Navigating Your Virginia Farm Product Marketing Options" in addition to the "Market Ready: Farm to Fork Direct Marketing" training materials.

ANR Program Update

Katy Overby, Extension Agent, ANR

- For the months of July and August, the FCS Local Foods Agent and I continued our Grow Your Own Sustainable Vegetable Gardening Series covering various topics pertaining to the garden during the summer season.
- In late July, I did a Master Gardener retraining at the Heart of Virginia Master Gardener meeting that is held every other month. I administered a scavenger hunt for identifying pests and diseases in the garden. Master Gardeners assist me with meeting these needs throughout the community, therefore training is essential.
- As part of the Eat Smart Move More at Farmers Markets initiative, I assisted the Prince Edward Local Foods Agent, Snap-Ed Agent, Food Safety Agent, and 4-H agent by demonstrating and explaining container gardening and soil mixtures to the clients at the Farmville Community Marketplace.
- At the end of August, I attended a Tobacco Region Revitalization Commission meeting to better understand and get ideas of how these monies can be used through grant opportunities in our area.
- In September, I attended the Pesticide In-service for extension agents in Roanoke. This is a two-day training to update us on pesticide use and legal updates in the state of Virginia.
- Also in September, my counterpart in Nottoway and I were invited to the Southern Region Small Fruit Consortium In-service Training Pest Management Practices for: Blueberry, Blackberry, and Muscadines in Shelby, NC. Because we have taken a lead role in Southside Virginia on general fruit programming, we were chosen to attend this to gain knowledge about pest management for these specific fruits.

- I attended one day of the 7th National Small Farm Conference in Virginia Beach to learn more about topics that can be discussed in future small farmer programs. We are starting a series of programs related to this subject in November.
- As part of my involvement in the Virginia Association of Agriculture Extension Agents, we assisted the Block and Bridal Club at Virginia Tech with managing a booth by serving food at the Virginia State Fair.
- I was asked to speak at the Ruth Adams Garden Club of flower arrangements at the end of September. I did a presentation and flower arranging demonstrations for the club.
- The Heart of Virginia Master Gardeners have a monthly Lunch and Learn Program where the participants come and bring a bagged lunch and learn about different gardening topics. I did a demonstration and talk about what to do with grocery store flowers and how you can use them to decorate your home.
- The Heart of Virginia Master Gardener Coordinator and I have worked to create an in-service for current Master Gardeners. There has been some restructuring and reorganizing at the state level that needs to reach the volunteers and we used three days to relay this information to the current Master Gardeners. This in-service will be an annual program required for current active Master Gardeners in Prince Edward, Cumberland, and Buckingham Counties.
- I presented a demonstration on landscape assessment and design for the Southside Region Master Gardeners group that includes Nottoway, Lunenburg, Mecklenburg, and Brunswick.
- I also presented on Natives and Invasives to the Weyanoke Garden Club in late October.
- I also assisted my colleagues with a Forestry Field Day in Nottoway and Dinwiddie Counties.
- I continue assisting clients that come into the office on a daily basis with agriculture and horticulture related questions.



Nutrition Education Program Update

Pauline Stokes, Extension Agent, SNAP-Ed

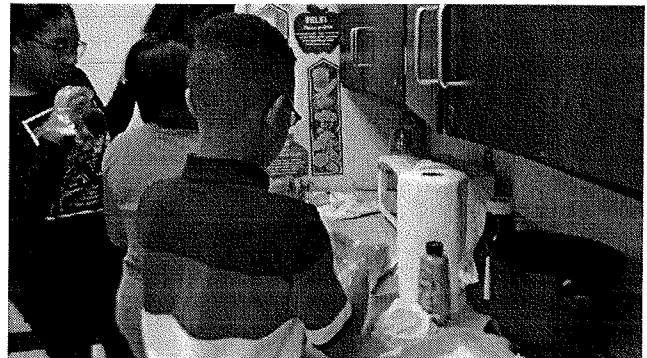
- Each month during the regular produce season, the Farmville Community Market hosts cooking demonstrations through The Family Nutrition Program SNAP-ED program. The program is operated by Virginia Cooperative Extension staff and volunteers. We use seasonal produce to create simple dishes for interested shoppers. This also opens dialogue for more general cooking questions. The market promotes the program to SNAP recipients while they conduct transactions at the market manager booth.



The demonstrations are engaging and open to all, especially SNAP customers who are new to shopping at farmer's markets. On that particular day about 64 men and women were reached. Traffic at the market has increased as has EBT use. There are several programs scheduled for this growing season.

- Participated in two advisory council meetings for the Centra Southside Community Strategic Health Needs and Assessment Plan for the year 2016-2019.
- Exhibitor at the VA School Health Summer School Nurses Training at Longwood University. Forty-seven attendees signed up for addition information about nutrition programming in school.
- Continued Nutrition Education Programming, collaborating with the Family Preservation Organization at the Prince Edward County School building. Twenty students participated in this program.
- Presenter on Healthy Life Style and Eating at the Annual Bluestone Harmony Association convention. Over 100 missionaries and leaders were reached.
- Participated on the STEPS Head Start Health Advisory Board.
- Represented the Virginia Cooperative Extension SNAP-ED Program at the Danville Farmer's Market. It was Senior Fresh Fruits and Vegetable Coupon Day. Over 200 seniors received coupon books, nutrition information and recipes.
- Collaborated with the Nottoway Extension Office and participated in the ESMM at the Nottoway Farmer's Markets.
- Collaborated with the Lynchburg City Extension Office and participated in the ESMM at the Lynchburg Farmer's Market. Presented to over 150 youth about Healthy Eating and Myplate.
- Participated in Open House at Prince Edward Elementary School. Reached about 100 parents with nutrition information. Ten parents signed up for the ESMM Slim Down Program.
- Champion for the 80% by 2018 Colorectal Cancer Initiative. Attended weekly WebEx information sessions of the initiative.

- Vendor at the Back to School Care Fair given by Johnson Health Center in Lynchburg VA. Reached over 700 parents with nutrition, healthy recipes and back to school information.
- Met with new superintendent, Dr. Johnson, Prince Edward County Schools. We discussed how we can collaborate and partner with the Prince Edward County Schools with nutrition information and resources.
- Partnered with a counselor receiving the PSSF grant with nutrition resources (per Jennifer Bowen). The populations of children for whom these services shall be made available include those alleged or found to be abused, neglected, or dependent; emotionally or behaviorally disturbed; undisciplined or delinquent; and/or have medical needs that--with assistance--could be managed in the home.
- Met with food service directors of Cumberland and Buckingham County Schools. Offering nutrition information for the school web page to reach parents and nutrition information for school.
- Continued promoting the Farmville Grows Community Garden. Lowes completed their upgrade with 12 new raised beds, rain water cistern system, and overhead shelter.
- Continued to collaborate with the 21st CCLC program at Prince Edward County Middle After School. A total of 30 students are participating in the Teen Cuisine Curriculum.



Tourism & Visitor Center Monthly Report for October 2016

VIRGINIA'S HEARTLAND REGIONAL VISITOR CENTER GUESTBOOK SIGNINGS:				
	Virginia Guests	Other States	Other Countries	Total Guests
YTD 2016	274	140	14	428
2015	4,120	610	166	4,896
				Average Visitors per Month:
				42.8
				Total / 10 Months
				408.0
				Total / ALL of 2015

Stacked Arms Pins:	
This Month:	Virginia's Retreat Passport Program:
YTD:	Passports redeemed this month: Passports redeemed YTD:

Requests for Information:

	Phone Inquiries	Mail Requests	Emailed Requests	Center Visits	Tablet/Cell Web Hits	Monthly Totals:
October 2016	73	85	6	428	5710	6,302
October 2015	77	124	10	367	1598	2,176
% Difference	-5.19%	-31.45%	-40.00%	16.62%	257.32%	189.61%

	Total YTD	Inquiries:
2016 YTD	923	30,044
2015 YTD	861	18,214
% Difference	7.20%	64.95%

Report to November Board of Supervisors:

- VP Debate numbers in the Visitor Center. Two members of the media came into the Visitor Center seeking information on expected impact to the region. Both were referred to the County Administrator. Three local B&Bs requested we refer them as potential places to stay for media or visitors. A total of 66 of the visitors reported above sought information on where to go while attending the VP Debate. 22 visitors after the Debate, stated they were here because they watched the Debate and wanted to know about Farmville. Those are hard conversion numbers.
- We've been seeing an increase in cyclists in our region; not just for High Bridge Trail travelling the secondary roads. One group was several Germans cycling the world.
- There has also been a steady incline in the number of people stopping by this visitor center, not to find out where those secondary roads are, because they carry maps and GPS guided smartphones, but solely to ask what they could expect to see when they take this secondary road or that one. We have had as many as four different secondary road travelers in any given day this Fall.
- Dramatic increase in web stats numbers this month due to first release of visitfarmville.com, which is the new joint tourism site. It is being well received.
- Virginia's Retreat is seeing the first work from Eddy Communication regarding the rebranding. This information about cyclists and secondary road travelers will be included in the new marketing plan to be developed late winter/early spring of 2017.

