



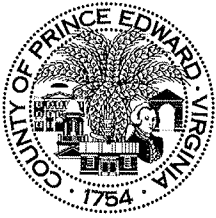
**PRINCE EDWARD COUNTY  
BOARD OF SUPERVISORS  
December 13, 2016**

**AGENDA**

7:00 p.m.	1.	The Chairman will call to order the <u>December</u> meeting of the Board of Supervisors.	1
	2.	Invocation	1
	3.	Pledge of Allegiance	1
	4.	Conflict of Interest Act Disclosures	3
	5.	<b><u>PUBLIC PARTICIPATION:</u></b> <i>Citizens wishing to address the Board are asked to please sign the Public Participation Register prior to the beginning of the meeting.</i>	5
	6.	Board of Supervisors Comments	9
	7.	<u>Consent Agenda:</u>	
		a. Treasurer's Report: October 2016	11
		b. Approval of Minutes: November 8, 2016	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
		e. Appropriations: Clerk of Court	65
		f. Dance Hall Permits: New Fevers Restaurant & Lounge The Fishin' Pig	67
	8.	Highway Matters	75
7:30 p.m.	9.	<b><u>JOINT PUBLIC HEARING: Amendments to County Zoning Ordinance –</u></b> <i>The Board will receive citizen input prior to considering amendments to the County Zoning Ordinance to establish a Transitional Living Facility in the A1, Agricultural Conservation and A2, Agricultural Residential Zoning Districts by Special Use Permit.</i>	77
	10.	<b><u>JOINT PUBLIC HEARING: Special Use Permit – Farmville Area Rescue Mission –</u></b> <i>The Board will receive citizen input prior to considering this application to operate a Transitional Living Facility in an A1, Agricultural Conservation District, located at 3777 Back Hampden-Sydney Road (Tax Parcel #036-3-A), Farmville, VA.</i>	83
	11.	Citizen Volunteer Appointments	95
	12.	Piedmont Regional Jail Authority	101
	13.	<u>County Administrator's Report</u>	139
		a. Request from Piedmont Regional Jail Board	141
		b. Library Escrow Account	143
	14.	<u>Committee Reports:</u>	145
		a. Property & Community Development Committee	
	15.	<u>Closed Session:</u>	147
		a. <i>Code of Virginia</i> , Section 2.2-3711(a)(7) – Consultation with Legal Counsel	
		b. <i>Code of Virginia</i> , Section 2.2-3711(a)(5) – Prospective Business	
	16.	<u>Upcoming:</u>	149
		a. 2017 VACo Committee Interest and Reappointment Form	150
		b. 2017 VACo/VML Finance Forum	152
		c. 2017 Rural Caucus Reception & Dinner	153
		d. VACo County Government Day 2017	154
		e. Virginia County Board Chairpersons' Institute	155

<b>17.</b>	<u>Correspondence/Informational:</u>	157
	a. 2017 County Rabies Clinics	158
	b. 2017 County Holiday Schedule	159
	c. Governor's Order for Special Election for 22 <sup>nd</sup> Senate District	160
	d. Commonwealth Regional Council, Monthly Meeting Agenda and Minutes	161
<b>18.</b>	<u>Monthly Reports:</u>	169
	a. Animal Control	170
	b. Building Official	171
	c. Cannery	172
	d. Cannery-Commercial	173
	e. Prince Edward County Public Schools	174
	f. Tourism	178

(NOTE: *Additional agenda items may be added to the Table Pack is available for review after 4:30 p.m. on Tuesday, December 13, 2016.*)



County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: December 13, 2016  
Item No.: 1, 2, 3  
Department: Board of Supervisors  
Staff Contact: W.W. Bartlett  
Issue: Call To Order, Invocation, Pledge of Allegiance

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

**Attachments:**

**Recommendation:**

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

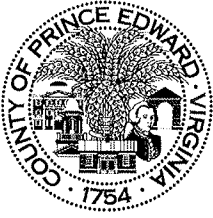
Cooper-Jones \_\_\_\_\_  
Gray \_\_\_\_\_  
Jones \_\_\_\_\_

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

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







County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** December 13, 2016  
**Item No.:** 4  
**Department:** Board of Supervisors  
**Staff Contact:** W.W. Bartlett  
**Issue:** Conflict of Interest Act Disclosures

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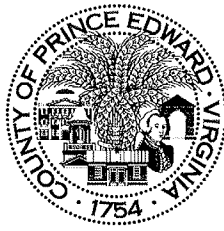
**Summary:** The County Attorney recommends this item be added to the Board agenda as a permanent item, to serve as a monthly reminder of the requirements of the *Virginia State and Local Government Conflict of Interests Act*.

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

**Attachments:** Conflict of Interest Disclosure

**Recommendation:**

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



**STATEMENT OF DISCLOSURE**

**DECLARATION OF INTEREST**

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

\_\_\_\_\_  
\_\_\_\_\_

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

\_\_\_\_\_  
\_\_\_\_\_

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

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

**DECLARATION OF ACCURACY**

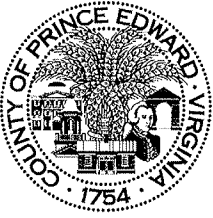
I, the undersigned, certify that all statements in this statement of disclosure are true and correct to the best of my knowledge, are accurate and complete, and include all information required by the *Virginia Conflict of Interest Act*, Title 2.2, Chapter 31, of the *Code of Virginia*.

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

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

Address \_\_\_\_\_

\_\_\_\_\_



County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** December 13, 2016  
**Item No.:** 5  
**Department:** Board of Supervisors  
**Staff Contact:** W.W. Bartlett  
**Issue:** Public Participation

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**Summary:**

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

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

**Attachments:** Protocol for Public Participation  
Public Participation Tracking Form

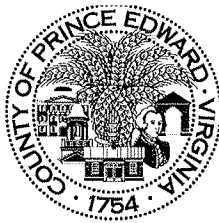
**Recommendation:** None.

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

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

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

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



*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**

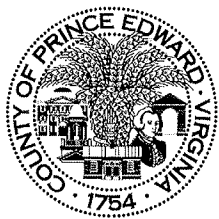
- The Board of Supervisors sets aside twenty (20) minutes near the beginning of each regular board meeting for citizen comment.
- This regular agenda item is termed "Public Participation". During this period the Board receives comment from any citizen of Prince Edward County on any matter not scheduled 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:** December 13, 2016  
**Item No.:** 6  
**Department:** Board of Supervisors  
**Staff Contact:** W.W. Bartlett  
**Issue:** Board of Supervisors Comments

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

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

**Recommendation:** None.

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

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

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

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



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

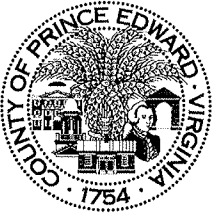
*"The mission of the Board of Supervisors of the County of Prince Edward is to represent all citizens, provide leadership, create vision and set policy to accomplish positive change and planned growth and to provide essential services, enhancing the quality of life and maintaining fiscal responsibility."*

**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: December 13, 2016  
Item No.: 7-a  
Department: Treasurer  
Staff Contact: Donna Nunnally  
Issue: Treasurer's Report

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

Attachments: October 2016 Treasurer's Report

Recommendation:

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

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

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

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

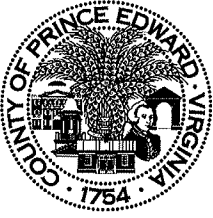
**Prince Edward Board of Supervisors Treasurer's Report - October 2016**

<b>Name of Bank</b>	<b>Bank Balance</b>		<b>Available Balance</b>
Benchmark Pooled Fund Account	\$ 3,940,660.41		\$ 3,940,660.41
Wells Fargo Social Services	\$ 243,730.36		\$ 243,730.36
Benchmark School Fund	\$ 731,862.51		\$ 731,862.51
Benchmark Food Service	\$ 298,677.93		\$ 298,677.93
<b>TOTAL</b>			<b>\$ 5,214,931.21</b>
<b>Certificate of Deposits</b>			
Benchmark			\$ 360,026.66
Citizens Bank Recreation			\$ 16,518.43
Farmers Bank			\$ 435,784.50
<b>TOTAL</b>			<b>\$ 812,329.59</b>
<b>GRAND TOTAL</b>			<b>\$ 6,027,260.80</b>

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

<b>Name of Bank</b>	<b>Bank Balance</b>		<b>Available Balance</b>
Benchmark Pooled Fund Account	\$ 5,914,443.63		\$ 5,914,443.63
Wells Fargo Social Services	\$ 136,825.16		\$ 136,825.16
Bank of America School Fund	\$ 69,863.63		\$ 69,863.63
Bank of America Food Service	\$ 4,425.06		\$ 4,425.06
Benchmark School Fund	\$ 300,475.62		\$ 300,475.62
Benchmark Food Service	\$ 365,416.45		\$ 365,416.45
<b>TOTAL</b>			<b>\$ 6,791,449.55</b>
<b>Certificate of Deposits</b>			
Benchmark			\$ 558,004.20
Citizens Bank Recreation			\$ 16,518.43
Citizens Bank Underground Storage			\$ 20,260.84
Farmers Bank			\$ 206,189.44
Wells Fargo Advantage Fund			
<b>TOTAL</b>			<b>\$ 800,972.91</b>
<b>GRAND TOTAL</b>			<b>\$ 7,592,422.46</b>





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

**Meeting Date:** December 13, 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:** November 8, 2016 Draft Minutes

**Recommendation:** Approval.

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

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

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

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

November 8, 2016

At the regular meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 8<sup>th</sup> day of November, 2016, at 7:00 p.m., there were present:

Calvin L. Gray

Robert M. Jones

Odessa H. Pride

Howard F. Simpson

C. Robert Timmons, Jr.

Jerry R. Townsend

Jim R. Wilck

Absent: Pattie Cooper-Jones

Also present: Wade Bartlett, County Administrator; Sarah Elam Puckett, Assistant County Administrator; Rob Fowler, Planning and Zoning Director; 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

**Katy Overby**, Agriculture and Natural Resources Extension Agent and Acting Unit Coordinator, advised the Board on Jennifer Bowen's acceptance of a position with Mecklenburg. She said the Youth Development Position will be opening in the near future. She thanked the Board for their continued support.

**Wilkie Chaffin**, Piedmont Soil & Water Conservation, briefed the Board on the assistance provided to farmers for installation of their conservation practices; the Little Sandy Creek Watershed is no longer polluted due to these efforts. He stated \$185,000 in incentive funds were provided to Prince Edward County farmers over the last year. He then advised the Board of the Virginia Conservation Assistance Program (VCAP), a statewide program to assist with urban practices. He said it is open to localities, businesses and individuals in the Chesapeake Bay Watershed; \$500,000 is available this year for the program. Mr. Chaffin then reported the Residential Septic System Program is available for residents in select areas of Prince

Edward County; this would assist with the costs of pumping a septic tank, repair or possibly the entire cost of a new system. Prince Edward Health Department is partnering with this program.

In Re: Board of Supervisors Comments

Supervisors Timmons and Townsend thanked all in attendance for coming out to the meeting.

In Re: Consent Agenda

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

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

the Board accepted the Treasurer's Report for September 2016; the minutes of the meeting held October 11, 2016; Accounts and Claims; and Salaries; and appropriations as follows:

FY 2017 Budget Amendment						
REV/EXP	FUND	DEPT	OBJECT	DESCRIPTION	DEBIT	CREDIT
3 (Rev)	100	24010	0005	Comprehensive Services Act		\$ 227,337
4 (Exp)	100	53500	3160	CSA Programs	\$ 227,337	

**Prince Edward 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
<b>TOTAL</b>		<b>5,149,947.67</b>

**Certificates of Deposit**

Benchmark	357,397.98
Citizens Bank Recreation	16,518.43
Farmers Bank	435,784.50
<b>TOTAL</b>	<b>809,700.91</b>

**GRAND TOTAL**

**5,959,648.58**

BOARD OF SUPERVISORS

Pattie Cooper-Jones	Mileage	39.96
Calvin Gray	Mileage	28.62
Robert M. Jones	Mileage	16.20
Odessa H. Pride	Mileage	353.16
Howard F. Simpson	Mileage	443.88
C. Robert Timmons, Jr.	Mileage	331.56
Jerry R. Townsend	Mileage	337.50
James Robert Wilck	Mileage	23.05
Business Card	Homestead reservations	1,150.92
	VACo registrations	1,125.00
Walmart Community / RFCSLLC	Soft drinks	3.33

COUNTY ADMINISTRATOR

Business Card	Postage	54.40
	UPS	6.20
	VACo registration	225.00
	Reimbursed to County	15.00
US Cellular	Phone	300.60
Diamond Springs Water, Inc.	Water & equipment rental	138.49
Farmville Printing	Copies & binding	22.93
Rochette's Florist	Ribbon	214.00
	Fern rental	50.00
Matthew Bender & Company, Inc.	Rvols 1B, 3, 5, 5A	24.00
	2015 Local Tax	290.61
		125.43
		416.04

LEGAL SERVICES

Brian T. Butler, PLC	Postage / process fee	23.12
Clerk of Circuit Court	Serv of Process fees	107.12

COMMISSIONER OF REVENUE

Farmville Printing	Postage	470.00
	Envelopes	169.60
Treasurer of Virginia	Online service	639.60
Key Office Supply	Ribbons	74.20
	Halogen bulbs	7.47
BMS Direct	Processing PP/RE books	11.99
		19.46
		19.56



<u>TREASURER</u>			
BMS Direct	Postage - property bills	4,900.00	
	Postage - real estate bills	3,300.00	8,200.00
Treasurer of Virginia	Mainframe services	5.57	
	Online service	74.21	79.78
University of Virginia	Fall district meeting		160.00
ESI	Ink cartridges		431.00
STEPS, Inc.	Shredding service		35.00

<u>INFORMATION TECHNOLOGY</u>			
Business Data of Virginia, Inc.	Contract agreement	3,900.00	
	Travel expenses	250.00	4,150.00
ComputerPlus Sales / Service	Printer service contract		79.00

<u>ELECTORAL BOARD AND OFFICIALS</u>			
Gwendolyn Akers-Booker	Salary		1,053.00
Samuel A. Martin, Jr.	Salary		526.74
Gordon V. Smith	Salary		526.74
Farmville Printing	Ballots		365.00
Farmville Herald	Advertising		133.25
Battery Barn of Virginia, Inc.	Batteries		256.65
Printelect	Ramp		144.95
Dallas Tinsley	Handicap door knob		31.56

<u>REGISTRAR</u>			
Farmville Newsmedia	School board petition		438.85
U. S. Postal Service	Stamps		1,109.00
Lynette Wright	Postage	193.04	
	Stamps	47.00	
	Boxes / tools / tape	61.35	
	Laminated signs	57.76	
	Paper towels	10.52	369.67

<u>CIRCUIT COURT</u>			
Key Office Supply	Copy paper		59.90

<u>GENERAL DISTRICT COURT</u>			
Southern Copier Sales & Service	Annual maintenance contract		535.62
US Cellular	Phone		24.21
Key Office Supply	Desktop printer	349.00	
	Copy paper / rolodex	96.32	
	Ink cartridge	79.99	525.31
STEPS, Inc.	Shredding service		35.00

<u>CLERK OF THE CIRCUIT COURT</u>			
CenturyLink	Phone		45.31
Machelle J. Eppes	Mileage	263.52	
	Meals	36.45	
	Lodging	609.81	

	Training registration	250.00	1,159.78
Barbara Armentrout	Juror		30.00
Joseph Blauvelt	Juror		30.00
Brandon Clark	Juror		30.00
Katrita Ford	Juror		30.00
Calvin Gray	Juror		30.00
Susan Lawman	Juror		30.00
Key Office Supply	Toner		139.99

LAW LIBRARY

AT&T	Phone		43.05
CenturyLink	Phone		42.24
Relx Inc DBA LexisNexis	Monthly subscription		281.00
Matthew Bender & Company, Inc.	Rvols 1B, 3,5, 45A	290.61	
	Model Jury Inst Crim	305.31	
	VA Forms 2016 LL Rev	236.10	832.02

COMMONWEALTH'S ATTORNEY

Computer Projects of IL	VCIN license maintenance		173.40
U. S. Postal Service	Box rent		138.00
Wendy Hannah	Mileage	149.04	
	Foam bd / box cutter	19.75	168.79
National District Attorney Association	Dues		177.00
VA Assn. of Commonwealth's Attorney	Dues		1,050.00
STEPS, Inc.	Shredding service		35.00
Key Office Supply	Folders / batteries		161.84

VICTIM WITNESS ASSISTANCE PROGRAM

Comfort Suites	Lodging		328.58
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SHERIFF

B & G Automotive	Auto repairs	157.28	
	Inspection	16.00	
	Headlight bulb	9.46	182.74
Burkeville Body Shop	Repair dent / paint		660.50
East End Motor Company, Inc.	Towing	65.00	
	Mount / balance tires	62.00	
	Oil change / inspection	112.41	
	Auto repair	77.21	
	Towing / mount tires	141.00	
	Check engine light / coil	151.75	
	Brake pads / rotors	452.99	
	Headlight bulb / socket	118.93	
	Battery / fuel module	689.99	
	Tires	680.13	2,551.41
Express Care	Oil / filter change	295.12	
	Oil change	665.03	960.15
Haley Auto Mall	Inspection		16.00
Kenbridge Tire & Auto	Calibrations		75.00
Pro Auto LLC	Oil change		44.33

Third Street Wrecker Service	Towing / tire plugs		75.00
Business Card	Postage	8.83	
	Parking	1.00	
	Gas	15.00	
	Ammo / respirator	214.93	
	Credit	-29.60	
	Uniforms	37.82	247.98
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	Credit	-21.38	
	Phone	856.90	835.52
Central Virginia Criminal Justice	Meal	22.00	
	Uniforms	80.90	102.90
Robert Goldman	Meals		22.93
VA Sheriff's Association	Dues		1,593.00
Diamond Springs Water, Inc.	Water & equipment rental		87.20
Key Office Supply	Shredder	139.00	
	Office supplies	87.02	
	Keyboard / mouse	49.95	
	Flash drives	39.70	
	Copy paper	144.95	
	Storage boxes / toner	143.88	604.50
Staples Advantage	Office supplies		158.86
Walmart Community / RECSLLC	Coffee / creamer / sugar	20.58	
	Office supplies	68.81	
	Zip bags	12.56	
	Coffee / bug spray	21.86	
	Halloween candy	83.58	
	Police supplies	40.76	
	Uniforms	23.96	272.11
Southside Electric Cooperative	Virso rec center		15.00
O. O. Stiff, Inc.	Porta john set-up		25.00
DMV	Special ID		10.00
Galls, LLC	Flashlight / cuff case		195.81
Taser International	Batteries		89.14
Matthew Bender & Company, Inc.	Rvols 1B, 3, 5, &5A		290.61
Commtronics of Virginia	Communication equipment		6,055.00

FARMVILLE VOLUNTEER FIRE DEPARTMENT

Elecom, Inc.	Pagers		2,135.00
Fire Protection Equipment Company	Calibrated meters		239.00
Grainger	Absorbent		67.40
Key Office Supply	Copy paper	29.99	
	Ink	151.29	181.28
NAFECO, Inc.	Shirts		399.33
Witmer Public Safety Group	Gloves		353.94

RICE VOLUNTEER FIRE DEPARTMENT

Benchmark Community Bank	Truck payment		41,777.32
John Deere Financial	Diesel	267.10	
	Gas	63.11	330.21
Dominion Virginia Power	Electric Service		383.70

PROSPECT VOLUNTEER FIRE DEPARTMENT

434 Generator Service, LLC	Annual service		301.76
Ferguson Enterprises, Inc.	Batteries		119.00
Goodman Truck & Tractor	Inspection & service	735.04	
	Truck maintenance	875.89	1,610.93
CenturyLink	Phone		107.92
Pamplin Exxon	Fuel		206.65
Price Supply Company, Inc.	HVAC air filters		30.60
Prince Edward County Public Schools	Diesel		110.29
Dominion Virginia Power	Electric service		386.75

DARLINGTON HEIGHTS VOLUNTEER FIRE DEPARTMENT

Cyrus Pest Control Company	Exterminating service		45.00
East End Motor Company, Inc.	Inspection / cab light	66.99	
	Inspections	67.00	133.99
Southside Electric Cooperative	Electric service		458.26

HAMPDEN-SYDNEY VOLUNTEER FIRE DEPARTMENT

C W Williams	Vehicle repair	144.26	
	Hose	407.85	552.11
Elecom, Inc.	Headsets	6,915.70	
	Siren repair	116.00	7,031.70
Fire & Safety Equipment Company	Fire extinguisher		46.95
Foster Fuels, Inc.	Propane line repair		679.81
CenturyLink	Phone		67.39
Dominion Virginia Power	Electric service		391.69

PAMPLIN VOLUNTEER FIRE DEPARTMENT

Benjamin H. Johnson, CPA	CPA		1,550.00
Verizon	Phone		137.78
Dominion Virginia Power	Electric service		354.27

MEHERRIN VOLUNTEER FIRE DEPARTMENT

Parker Oil Company, Inc.	Propane		845.48
Verizon	Phone		189.04
Dominion Virginia Power	Electric service		627.31

FIRST RESPONDERS

Hampden-Sydney Volunteer Fire Dept.	16-17 Support		1,250.00
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AMBULANCE AND RESCUE SERVICES

Prince Edward Volunteer Rescue Squad	16-17 Support		16,500.00
Meherrin Fire & Rescue	16-17 Support		3,250.00

EMERGENCY SERVICES

Timmons Group	911 Addressing		20.00
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REGIONAL JAIL & DETENTION

Cumberland County Treasurer	Authority documents		2,004.49
Piedmont Regional Jail	Inmate per diem		242,779.84

BUILDING OFFICIAL

East End Chevron	Oil change		33.40
Fisher Auto Parts, Inc.	Thermostat / anti-freeze		81.78
Rod & Staff, LLC	Thermostat		97.50
US Cellular	Phone		24.21
Coy Leatherwood	Meal	8.58	
	Meeting registration	15.00	23.58
Treasurer of Virginia	2% levy on permits		278.46
NAPA of Farmville	Battery		128.99

ANIMAL CONTROL

Dominion Virginia Power	Electric service		102.62
CenturyLink	Phone		118.66
US Cellular	Phone		76.67
BMS Direct	Dog tags		556.00
Galls, LLC	Uniforms		683.68
Walmart Community / RFCSLLC	Uniforms		96.71

MEDICAL EXAMINER

Treasurer of Virginia	Coroner		20.00
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REFUSE DISPOSAL

Resource International	Assessment monitoring	4,568.12	
	Misc. work tasks	3,278.00	
	Storm water compliance	571.50	8,417.62
Cavalier Equipment Corp	Diverter valve	406.19	
	Tarp for hook-lift	741.53	
	Roll-off diaper	79.00	1,226.72
Grainger	First aid kit		90.16
Lowe's	Extension cords	44.23	
	Door knob	37.98	82.21
Moore Scale Service - Western VA	Serviced scale		200.00
Republic Services #974	Trash collection		411.45
Wright's Excavating, LLC	Landfill operation		48,093.75
Emanuel Tire of Virginia	Tire recycling		2,360.40
STEPS, Inc.	Recycling fee		1,742.24
Synergy Recycling, LLC	Electronic recycling		2,446.00
Southside Electric Cooperative	DH site	54.12	
	Virso site	71.17	125.29
Dominion Virginia Power	Rice site	38.29	
	Cell C pump station	27.54	
	Green Bay site	34.51	
	Leachate pump	311.06	

	Worsham site	46.90	
	Prospect site	50.57	
	Scalehouse	46.15	
	Landfill site	29.53	584.55
CenturyLink	Phone		308.28
US Cellular	Phone		24.21
Verizon	Phone		134.41
O. O. Stiff, Inc.	Monthly service		702.50
Prince Edward County Public Schools	Diesel		1,102.87
East End Motor Company, Inc.	Tires	575.50	
	Service call / tire	762.82	1,338.32
NAPA of Farmville	Def & oil	87.31	
	Def	25.98	
	Oil	21.28	134.57

SANDY RIVER RESERVOIR

Piedmont Soil & Water	Mowing Dam #12		2,400.00
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GENERAL PROPERTIES

Air Conditioning Equipment	Service call		480.00
Dodson Brothers Exterminating	Pest control		237.00
ThyssenKrupp Elevator	Service contract / Oct-Dec		2,696.82
Fisher Auto Parts, Inc.	Alternator	267.22	
	Battery	137.86	405.08
Southside Electric Cooperative	SRR lights		29.74
Dominion Virginia Power	Roy Clark monument	12.13	
	SCOPE Building	149.56	
	Courthouse	12,541.72	
	Sheriff Department shed	6.59	
	Worsham Clerk office	14.24	
	Lights at Rice	110.88	
	Ag building	939.92	
	Shop	20.96	13,796.00
Town of Farmville	Water & sewer		158.82
AT&T	Phone		43.04
CenturyLink	Phone		140.03
US Cellular	Phone		117.90
O. O. Stiff, Inc.	Monthly service		100.00
Diamond Paper Company	Trash bags / towels / tissue	1,572.34	
	Towels / gloves	78.29	1,650.63
Unifirst Corporation	Janitorial supplies		90.46
B & M Greenhouse	2 Holly trees		333.00
Diamond Springs Water, Inc.	Equipment rental		8.95
East End Chevron	Ice		14.70
Farmville Wholesale Electric	Light bulbs	252.66	
	Pliers	54.44	307.10
J R Tharpe Trucking Company	Mulch		600.00
Lowe's	Batteries	11.95	
	Caution tape	11.86	
	Cable ties / rope	22.75	

	Gloves / sand	164.17	
	Drain opener / concrete	55.96	
	Landscape cloth / pins	61.70	
	Tarp / tank / weed killer	154.07	
	Sand / boards	161.34	
	Sand	647.28	1,291.08
Rod & Staff, LLC	Handrail		65.00
Cintas Corporation #524	Uniform rental		482.45
Sherwin Williams Company	Paint		64.68
Prince Edward County Public Schools	Diesel		153.72

CANNERY

Virginia Food Works	Contract payment		2,916.67
NAPA of Farmville	Couplings		17.68
Southside Electric Cooperative	Electric service		362.19
Ellington Energy Service	Heating oil		645.83
CenturyLink	Phone		246.39
Poulston's	Refrigerator		544.00

COMPREHENSIVE SERVICES ACT

Blue Ridge Autism & Achievement Center	Professional service		6,000.00
Blue Ridge Therapy Associates	Professional service		640.00
Rescare / Braley & Thompson	Professional service		7,530.00
Center for Pediatric Therapies	Professional service		1,200.00
Centra Health	Professional service		34,335.00
Elk Hill	Professional service		4,200.00
Family & Community Support	Professional service		945.00
Grafton School, Inc.	Professional service		33,250.00
Harbor Point Behavioral	Professional service		3,515.00
Ifetayo Imanchinello	Foster care		2,127.00
Intercept Youth Services	Professional service		4,111.50
Keystone Newport News, LLC	Professional service		3,700.00
Ashley Long	Foster care		3,608.00
Northstar Academy, Inc.	Professional service		3,375.00
Voices Speech Therapy	Professional service		700.00

OTHER WELFARE / SOCIAL SERVICES

STEPS, Inc.	16-17 Support	5,000.00	
	16-17 Support (CAP)	3,622.00	8,622.00

PUBLIC LIBRARY

Farmville-Prince Edward Community Library	16-17 Support		51,165.75
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PLANNING

Donald B. Gilliam	Commission meeting	100.00	
	Mileage	21.60	121.60
Preston Hunt	Commission meeting	100.00	
	Mileage	21.60	121.60
Timothy Mark Jenkins	Commission meeting	100.00	
	Mileage	11.88	111.88

Clifford Jack Leatherwood	Commission meeting		100.00
Robert Christopher Mason	Commission meeting	100.00	
	Mileage	9.72	109.72
John C. Prengaman	Commission meeting	100.00	
	Mileage	5.40	105.40
John F. Townsend, III	Commission meeting	100.00	
	Mileage	8.10	108.10
US Cellular	Phone		54.22
Rob Fowler	Mileage	64.80	
	Meals	32.61	97.41

TOURISM

Dominion Virginia Power	Electric service		150.05
Town of Farmville	Water & sewer		56.12
CenturyLink	Phone		360.84
Magi Van Eps	Meal	12.94	
	Fall decorations	28.82	41.76
Business Card	Tourism summit		249.00

SOIL & WATER CONSERVATION DISTRICT

Piedmont Soil & Water	16-17 Support		2,960.00
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COOPERATIVE EXTENSION OFFICE

CenturyLink	Phone		105.62
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GENERAL EXPENSE

Lumos Networks	Phone		5,369.15
James River Solutions	Gas		9,869.65

CAPITAL PROJECTS

Metal Roof & Building	Final inspection		2,350.00
W W Associates, Inc.	Cannery pre-construction plan		1,500.00

DEBT SERVICE

Town of Farmville	Loan - principal	158,079.25	
	Loan - interest	35,775.38	193,854.63

FORFEITED ASSETS FUND

Commtronics of Virginia	UHF ports		2,057.40
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SCHOOL CONSTRUCTION FUND

Dunlap & Partners	Performance inspection		1,300.00
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LANDFILL CONSTRUCTION FUND

Resource International	Cell E construction		485.00
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WATER FUND

Town of Farmville	Water		43.05
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	<u>SEWER FUND</u>	
Dominion Virginia Power	Sewer pump	38.10
	<u>RETIREMENT BENEFIT FUND</u>	
Vicki K. Johns	Retiree benefit	1,129.00
	<u>PIEDMONT COURT SERVICES</u>	
Dominion Virginia Power	Electric service	357.89
Mail Finance	Postage meter lease	190.68
CenturyLink	Phone	67.87
Lumos Networks	Phone	303.34
Connie Stimpson	Mileage	62.40
	Office supplies	1.00
Jessica Harding	Mileage	129.60
	Newspaper	1.00
Ashley Nash	Mileage	182.52
Megan Newman	Mileage	259.20
Rebecca Staton	Mileage	39.04
	Newspaper	1.05
Fred Pryor Seminars	Training	99.00
	<u>PCS SUPERVISION FEES EXPENDITURES</u>	
SRP Corporation, LLC	Rent	2,500.00
Connie Stimpson	PCCJB dinner meeting	255.18
	<u>PCS DRUG TESTING FEES</u>	
Alere Toxicology Services, Inc.	Drug testing	97.40

In Re: Highway Matters

Scot Shippee, VDOT Resident Engineer, reported crews are finishing mowing and brush cutting; they continue filling potholes and answering customer service requests. He stated the Rural Rustic program will take a different approach this year; a stone base will be put down prior to winter and in the spring, the seal coat will be added. Mr. Shippee reported on the following projects;

- Route 619 Bridge – the final inspection is due Thursday, November 10
- Residency building – the bid process closed and bids are under evaluation
- Route 604 – the road will be re-evaluated for possible solutions following a ride-through with Supervisors Pride and Timmons and Mr. Bartlett.

Supervisor Timmons stated they will continue their efforts to get work done on Route 604; the Sheriff has committed to working the area with a lower speed limit. Discussion followed.

Chairman Simpson asked for a status update on Greentown Road in Worsham. Mr. Shippee stated that is scheduled for stone next fall [2017] and will have the road treatment in Spring 2018.

Supervisor Jones thanked Mr. Shippee for the work done on the shoulders along Route 630; other areas in the district also need improvement.

Supervisor Townsend reported a blind spot from overgrowth along Meherrin Road and Shultz Mill Road. Mr. Shippee said crews are addressing the maintenance issues.

Supervisor Wilck questioned how \$1.5 billion [reduction] will affect VDOT. Mr. Shippee stated the shortfall is in the General Fund and shouldn't affect VDOT as much.

Supervisor Townsend asked about the status of the pool of safety money; Mr. Shippee stated they are trying to get a piece of steel pipe for the Route 360 shoulder-widening because there is no recovery area at that location.

Supervisor Townsend said on Route 630, close to Route 15, signs are needed to make citizens aware of the drop-off. Mr. Shippee said a Highway Safety Improvement Project to do spot-shoulder widening on Route 630 is scheduled for a few years out, but planning for the work has begun.

Supervisor Gray requested an update on Hendricks Store Road, Route 626; Mr. Shippee stated the Safety and Operational funds have been renewed and the intersection will be shifted approximately ten feet. He said they expect to trim 12-18 inches from the road to improve sight clearance.

In Re: Public Hearing – Amendments to Prince Edward County Zoning Ordinance

Chairman Simpson announced that this was the date and time scheduled for a public hearing on amendments to the Prince Edward County Zoning Ordinance. Notice of this hearing was advertised according to law in the Friday, October 28, 2016 and Friday, November 4, 2016 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Rob Fowler, Planning and Community Development Director, stated the Planning Commission conducted a Public Hearing on October 25, 2106 to consider 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; and
- 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).

Mr. Fowler reported there was no public input during the public hearing; the Planning Commission voted to recommend to the Board of Supervisors the approval of the two proposed amendments to the County Zoning Ordinance.

Supervisor Cooper-Jones entered the meeting at this time.

Supervisor Timmons questioned the commercial use types as it seems to limit the commercial use to outdoor sports and recreation. Mr. Fowler stated all those items are currently included by Special Use Permit; this would add "Retail Sales" to the other uses. Mr. Bartlett stated "Outdoor Sports" includes things such as pumpkin patches, corn mazes, and archery ranges.

Mr. Fowler stated a review regarding language in the Manufactured Homes Subdivision in A1 and A2, along with the definition, was redundant as manufactured homes subdivision is treated the same as stick-built subdivisions; the Planning Commission met three times regarding this issue and determined trying to create standards would be nearly impossible. The decision was that it was best to strike it from the Ordinance.

Chairman Simpson opened the public hearing.

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

Supervisor Gray made a motion, seconded by Supervisor Wilck, to approve the addition of 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; and to remove 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); 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: Public Hearing – Special Use Permit, Barry and Gwendolyn Martin

Chairman Simpson announced that this was the date and time scheduled for a public hearing on a Special Use Permit for Barry and Gwendolyn Martin. Notice of this hearing was advertised according to law in the Friday, October 28, 2016 and Friday, November 4, 2016 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Fowler stated the Planning Commission conducted a Public Hearing on October 25, 2106 to consider a Special Use Permit for 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 recommended to the Board approval of this request for a Special Use Permit with no conditions.

Mr. Barry Martin stated the building will be a 24x26' one-bedroom haybarn conversion. Initially designed for family use, they would open it to rent but anticipate low impact and would only be used once or twice a month.

Chairman Simpson opened the public hearing.

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

Supervisor Jones made a motion, seconded by Supervisor Cooper-Jones, to approve the Special Use request from Barry and Gwendolyn Martin to permit the operation of a one-bedroom 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, with no conditions; 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: Public Hearing – Special Use Permit, BRW Enterprises, LLC

Chairman Simpson announced that this was the date and time scheduled for a public hearing on a Special Use Permit request from BRW Enterprises, LLC. Notice of this hearing was advertised according to law in the Friday, October 28, 2016 and Friday, November 4, 2016 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Rob Fowler stated the Planning Commission conducted a Public Hearing on October 25, 2016 to consider a Special Use Permit request to permit retail sales of sporting goods, 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.

Mr. Fowler stated he has been in touch with a representative of the ATF to monitor and inspect the property; it has been determined there is no conflict with the two different operations taking place in the same center. The ATF representative stated they will re-inspect once the business is ready to open.

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

- Owner must receive licensure through ATF
- 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.

Supervisor Timmons questioned the licensure through the ATF. He recommended the addition of “and maintain license through ATF.” He then questioned what would happen if a change in usage occurs. Mr. Bartlett stated this [Special Use Permit] is specifically for this retail operation; “Retail” includes the sale of most any goods and services.

Mr. Fowler stated that there is an exclusion that if anything is called out by definition, it is also handled through a special permit process as well.

Supervisor Townsend questioned the hours of operation. Mr. Badeaux stated the store will be open from noon until 7:00 p.m. Monday through Saturday and closed Sunday; and the restaurant is open from noon until 9:00 p.m. Monday through Thursday, and from noon until 2:00 a.m. Friday and Saturday.

Supervisor Gray questioned what would be required if they decide to increase the square footage of the retail store. Mr. Fowler stated any addition would trigger their need to come back for an additional Special Use Permit.

Supervisor Townsend asked if alcohol is served at the restaurant; Mr. Badeaux said it is, but the retail store is completely separated from the restaurant by the concrete wall, and the store closes prior to most people going to a bar. Mr. Badeaux stated several establishments sell both in the same building, such as Bass Pro Shop.

Supervisor Timmons stated they must be in full compliance to ATF regulations.

Sheriff Reed asked what type of security and alarm system is intended for the store. Mr. Badeaux stated they will have an alarm system, cameras, bars on the windows and reinforced doors; the ATF requires them to ensure it is secured. He added that there will be other items for sale, such as fishing poles and camping gear.

Supervisor Jones stated there is an establishment nearby that sells guns, ammunition and alcohol right at the same store.

Mr. Jim Ennis, County Attorney, asked the percentage of the inventory that will be firearms. He said guns are the main target for break-ins and \$500 worth of guns is worth \$3,000 if it gets to New York. Mr. Badeaux stated they would start with 50-60 guns in a lockable display case and some will be in a steel safe. He said they also intend to offer crossbows, longbows and knives.

Chairman Simpson opened the public hearing.

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

Supervisor Timmons made a motion, seconded by Supervisor Gray, to approve the Special Use request to permit retail sales of sporting goods, firearms and ammunition within an existing building located at 152 Patrick Henry Highway on Tax Map Parcel 120-A-32A owned by Jason Badeaux, with the following conditions:

- Owner must receive licensure and maintain said licensure through ATF

- 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.

The motion carried:

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

Nay: None

Abstain: Jerry R. Townsend

In Re: Committee Report – Strategic Planning Committee

Mr. Bartlett stated that 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. 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 12 and October 25. The committee is comprised of Supervisors Gray (Chair), Simpson, Timmons, and Townsend.

During the September 12 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:

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

Supervisor Gray thanked the committee for their hard work to bring this working document which will help the Board move its vision in a positive direction.

Supervisor Townsend reminded the Board that it was agreed to meet in June and December for semi-annual updates; he said it is critical to ensure that the Board is moving forward.

Supervisor Timmons made a motion, seconded by Supervisor Townsend, to adopt the Strategic Work Plan as submitted and request a semi-annual update to be held in June and December; 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: Properties Committee Meeting

Mr. Bartlett stated the Properties Committee met and reviewed the responses to the RFP concerning Courthouse security and expansion; seven proposals were received from various architectural tech firms. Two have been called back for interviews which will be held later this month. After the interviews, the Committee will come back with a recommendation to the full Board.

In Re: Crossroads

Mr. Bartlett reported the Crossroads former employees' lawsuit has been dismissed by the judge to include all the counties, all Board members and Crossroads itself; an appeal is available.

Mr. Ennis stated the court order to dismiss was entered October 11 [2016]; normally that order would become final 21 days after the ruling unless notice of appeal was filed. However, in this case, the attorneys were not aware that the order had been entered until they requested a status of the ruling of the judge. Mr. Ennis said there will be a motion made to extend the filing period to allow the attorneys to meet with the clients to get a decision on whether they want to note an appeal. Discussion followed.

In Re: Animal Warden's Report

Kathryn Johnson and Adam Mumma, Animal Wardens, submitted a report for the month of October 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 October 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 October 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 October 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 October 2016, which was reviewed and ordered to be filed with the Board papers.

In Re: Tourism and Visitor Center Report

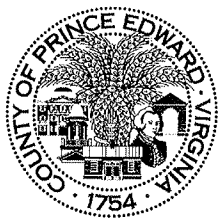
Mrs. Magi Van Eps, Tourism & Visitor Center Coordinator, submitted a report for the month of October 2016, which was reviewed and ordered to be filed with the Board papers.

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

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

the meeting was adjourned at 8:03 p.m.





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

**Meeting Date:** December 13, 2016  
**Item No.:** 7-c  
**Department:** County Administration  
**Staff Contact:** Barbara Poulston  
**Issue:** Review of Accounts & Claims

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

**Attachments:** November 2016 Bill List

**Recommendation:**

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

11/30/2016

FROM DATE- 11/01/2016  
TO DATE- 11/30/2016

ACCOUNTS PAYABLE CHECKS  
PRINCE EDWARD

FUND NO.	DESCRIPTION	\$\$\$ PAY \$\$\$
100	GENERAL FUND	\$383,243.83
115	CDA SPECIAL LEVY FUND	\$2,000.00
501	WATER FUND	\$108.57
502	SEWER FUND	\$34.35
732	RETIREMENT BENEFIT FUND	\$1,129.00
741	PIEDMONT COURT SERVICES FUND	\$4,001.30
	TOTAL	390,517.05

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MAJOR# ACCT# 011010	VENDOR NUMBER BOARD OF SUPERVISORS	VENDOR NAME MOSCA DESIGN	INV#	DESCRIPTION	AMOUNT
3160	22737	Professional Services	24874	VP DEBATE BANNERS	711.03
3600	15240	Advertising	CO ADMR 1116	ADVERTISING	711.03 *
5530	11894	Travel-Subsistence & Lodg	3722 PUCKET1116	CREDIT-CANCEL RESERV	332.35
		BUSINESS CARD			332.35 *
012110		COUNTY ADMINISTRATOR		ACCOUNT TOTAL	287.73-
5230	30440	Telecommunications	816442183 1116	PHONE	287.73- *
		US CELLULAR			755.65 **
5530	11894	Travel-Subsistence & Lodg	3722 PUCKET1116	LODGING	198.83
		BUSINESS CARD			198.83 *
		BUSINESS CARD			106.35
5810	23413	Dues & Association Member	151828	MEMBERSHIP DUES	15.64
		NATL ASSOC OF COUNTIES			121.99 *
6001	11894	Office Supplies	3722 PUCKET1116	OFFICE SUPPLIES	465.00
		BUSINESS CARD			465.00 *
		DIAMOND SPRINGS WATER INC	11393100 1116	EQUIPMENT RENTAL	5.00
		DIAMOND SPRINGS WATER INC	11393100 1116A	WATER & EQUIP RENTAL	8.95
		FARMVILLE PRINTING	CO ADMR 1116	LANDFILL TICKETS	29.92
		KEY OFFICE SUPPLY	487078	BINDING COMBS	589.00
		KEY OFFICE SUPPLY	487526	HANGING FILE FOLDERS	29.98
		KEY OFFICE SUPPLY	487789	FILE POCKETS	103.56
		KEY OFFICE SUPPLY	488370	LASER CARTRIDGE	42.32
		KEY OFFICE SUPPLY	488953	TABS	89.99
		PAIRET'S INC	24546	PLAQUE/ENGRAVING	20.99
		WALMART COMMUNITY/RFCSLLC	2691	HALLOWEEN CANDY	54.05
6008	11894	Vehicle & Powered Equip F	3722 PUCKET1116	GAS	200.00
		BUSINESS CARD			1,173.76 *
6012	22211	Books and Subscriptions	88181111	CODE RULES V11 SUPP	9.90
		MATTHEW BENDER & CO INC			9.90 *
012210		LEGAL SERVICES		ACCOUNT TOTAL	22.44
3151	12302	Real Estate Tax Collectio	2016 00064	SERV OF PROCESS FEES	22.44 *
		CLERK OF CIRCUIT COURT			1,991.92 **

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MAJOR# ACCT#	VENDOR NUMBER NAME	INVOICE#	DESCRIPTION	AMOUNT
5510	15240 FARMVILLE NEWSMEDIA	300027917	ADVERTISING	295.50
	15240 FARMVILLE NEWSMEDIA	300027928	ADVERTISING	401.20
	15240 FARMVILLE NEWSMEDIA	300027929	ADVERTISING	370.40
	15240 FARMVILLE NEWSMEDIA	300030316	ADVERTISING	273.10
			ACCOUNT TOTAL	1,388.20 *
5530	14746 ENNIS JAMES R	LGA CONFERENCE	MILEAGE	112.32
			ACCOUNT TOTAL	112.32 *
5540	14746 ENNIS JAMES R	LGA CONFERENCE	LODGING	401.38
			ACCOUNT TOTAL	401.38 *
012310	14746 ENNIS JAMES R	LGA CONFERENCE	REGISTRATION	395.00
			ACCOUNT TOTAL	395.00 *
			MAJOR TOTAL	2,296.90 **
3320	20600 Maintenance Service Contr	490266	COPIER MAINT CONTRACT	585.00
			ACCOUNT TOTAL	585.00 *
5230	13325 Telecommunications	T304235	ONLINE SERVICE	74.20
	13325 TREASURER OF VIRGINIA	T305218	ONLINE SERVICE	74.20
			ACCOUNT TOTAL	148.40 *
5810	12749 Dues & Association Member	2017 DUES	DUES	25.00
	31188 COMMISSIONER OF REV ASSOC	DUES 1116	DUES	10.00
			ACCOUNT TOTAL	35.00 *
6012	23161 Books & Subscriptions	598420	USED CAR GUIDE	23.50
			ACCOUNT TOTAL	23.50 *
012410	TREASURER			791.90 **
5230	11250 Telecommunications	7596 TREAS 1116	PAYFLOW/PAYPAL	3.30
	13325 BENCHMARK COMMUNITY BANK	T304235	ONLINE SERVICE	74.21
	13325 TREASURER OF VIRGINIA	T305218	ONLINE SERVICE	74.21
			ACCOUNT TOTAL	151.72 *
5810	30378 Dues & Association Member	29956	CERTIFICATION FEE	75.00
	UNIVERSITY OF VIRGINIA		ACCOUNT TOTAL	75.00 *
6001	11353 Office Supplies	103794	PTY TAX BILLS	2,284.03
	11353 BMS DIRECT	107627	RE TAX BILLS	2,456.29
	11902 BMS DIRECT	1589 2016	NORTON UPDATE	29.95
	20600 BUSINESS DATA OF VA, INC.	30000	CREDIT	159.98-
			ACCOUNT TOTAL	159.98-

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MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
	20600	KEY OFFICE SUPPLY	490634	GREENBAR PAPER	455.92
	20600	KEY OFFICE SUPPLY	490706	OFFICE SUPPLIES	36.70
	20600	KEY OFFICE SUPPLY	491071	INK CARTRIDGE	96.99
				ACCOUNT TOTAL	5,199.90 *
				MAJOR TOTAL	5,426.62 **
012510		INFORMATION TECHNOLOGY			
3160		Professional Services			
	11902	BUSINESS DATA OF VA, INC.	1586 2016	TRAVEL EXPENSE	75.00
	11902	BUSINESS DATA OF VA, INC.	1589 2016	TRAVEL EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	1591 2016	TRAVEL EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	1596 2016	TRAVEL EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	1600 2016	TRAVEL EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	1604 2016	TRAVEL EXPENSE	250.00
	11902	BUSINESS DATA OF VA, INC.	1606 2016	TRAVEL EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	1609 2016	TRAVEL EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	1611 2016	TRAVEL EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	1617 2016	TRAVEL EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	1618 2016	TRAVEL EXPENSE	125.00
				ACCOUNT TOTAL	1,450.00 *
3320		Maintenance Service			
	11537	BAI MUNICIPAL SOFTWARE	WATS201752-1	TECHNICAL SUPPORT	9,762.00
	12762	COMPUTERPLUS SALES/SERVIC	MC0000184503	PRINTER SERV CONTRACT	79.00
				ACCOUNT TOTAL	9,841.00 *
				MAJOR TOTAL	11,291.00 **
013100		ELECTORAL BOARD AND OFFICIALS			
3161		Election Official			
	10007	ABDUS-SABUR BEVERLY	ELECTION 1116	OFFICIAL	90.00
	10007	ABDUS-SABUR BEVERLY	ELECTION 1116	TRAINING	10.00
	10119	ACAMPORA GAIL	ELECTION 1116	OFFICIAL	90.00
	10119	ACAMPORA GAIL	ELECTION 1116	TRAINING	10.00
	10148	ADAMS PATRICIA	ELECTION 1116	OFFICIAL	90.00
	11034	BAILEY EDWARD L	ELECTION 1116	OFFICIAL	100.00
	11034	BAILEY EDWARD L	ELECTION 1116	TRAINING	25.00
	11044	BAILEY KAREL K	ELECTION 1116	OFFICIAL	100.00
	11044	BAILEY KAREL K	ELECTION 1116	TRAINING	25.00
	11171	BARNES BARBARA	ELECTION 1116	OFFICIAL	25.00
	11171	BARNES BARBARA	ELECTION 1116	TRAINING	25.00
	11186	BARNES ROBERT L	ELECTION 1116	OFFICIAL	25.00
	11186	BARNES ROBERT L	ELECTION 1116	TRAINING	25.00
	11198	BASKIN BETTY	ELECTION 1116	OFFICIAL	100.00
	11198	BASKIN BETTY	ELECTION 1116	TRAINING	25.00
	11199	BAYLIS MARY L	ELECTION 1116	OFFICIAL	100.00
	11199	BAYLIS MARY L	ELECTION 1116	TRAINING	25.00
	11447	BRADLEY EMILY	ELECTION 1116	OFFICIAL	25.00
	11447	BRADLEY EMILY	ELECTION 1116	TRAINING	90.00
				ACCOUNT TOTAL	1,450.00 *
				MAJOR TOTAL	9,841.00 **

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MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INVT#	DESCRIPTION	AMOUNT
	11498	BRANDT PATRICIA A	ELECTION 1116	OFFICIAL	90.00
	11498	BRANDT PATRICIA A	ELECTION 1116	TRAINING	10.00
	11648	BROWN WENDELL	ELECTION 1116	OFFICIAL	90.00
	11648	BROWN WENDELL	ELECTION 1116	TRAINING	10.00
	11890	BUSH JOSEPH E	ELECTION 1116	OFFICIAL	90.00
	11890	BUSH JOSEPH E	ELECTION 1116	TRAINING	10.00
	12068	CALHOUN ELIZABETH	OFFICIAL 1116	OFFICIAL	90.00
	12197	CARSON LUCY	OFFICIAL 1116	TRAINING	10.00
	12197	CARSON LUCY	ELECTION 1116	OFFICIAL	115.00
	12197	CARSON LUCY	ELECTION 1116	TRAINING	25.00
	12197	CARSON LUCY	ELECTION 1116	PHONE	10.00
	12197	CARSON LUCY	ELECTION 1116	BALLOTS	20.00
	12361	CHACONAS DEBORAH	ELECTION 1116	MILEAGE	5.00
	12361	CHACONAS DEBORAH	ELECTION 1116	OFFICIAL	90.00
	12616	COLES -BARKSDALE DOROTHY	ELECTION 1116	TRAINING	10.00
	12616	COLES -BARKSDALE DOROTHY	ELECTION 1116	OFFICIAL	100.00
	12807	COPELAND ARETHA	ELECTION 1116	TRAINING	25.00
	12807	COPELAND ARETHA	ELECTION 1116	OFFICIAL	90.00
	12894	CRAWLEY RALPH A	ELECTION 1116	TRAINING	10.00
	12894	CRAWLEY RALPH A	ELECTION 1116	OFFICIAL	90.00
	13766	DOVE RACHAEL E	ELECTION 1116	TRAINING	35.00
	13766	DOVE RACHAEL E	ELECTION 1116	OFFICIAL	90.00
	14324	EAST LYNN H	ELECTION 1116	TRAINING	10.00
	14324	EAST LYNN H	ELECTION 1116	OFFICIAL	100.00
	14365	EDMENDSON SARAH	ELECTION 1116	TRAINING	25.00
	14365	EDMENDSON SARAH	ELECTION 1116	OFFICIAL	100.00
	14739	EMERT PEGGY	ELECTION 1116	TRAINING	25.00
	14739	EMERT PEGGY	ELECTION 1116	OFFICIAL	90.00
	14793	ERICKSON RICHARD W	ELECTION 1116	TRAINING	10.00
	14793	ERICKSON RICHARD W	ELECTION 1116	OFFICIAL	10.00
	14990	EANES VINCENT	ELECTION 1116	TRAINING	90.00
	14990	EANES VINCENT	ELECTION 1116	OFFICIAL	10.00
	15070	FARMER DEAN JR	ELECTION 1116	TRAINING	10.00
	15571	FAVRET CYNTHIA	ELECTION 1116	SET UP POLLS	50.00
	15571	FAVRET CYNTHIA	ELECTION 1116	OFFICIAL	90.00
	15590	FERNANDEZ MARIA	ELECTION 1116	TRAINING	10.00
	15590	FERNANDEZ MARIA	ELECTION 1116	OFFICIAL	90.00
	15870	FORD MOSES	ELECTION 1116	TRAINING	10.00
	15870	FORD MOSES	ELECTION 1116	OFFICIAL	90.00
	15925	FOWLKES JEAN G	ELECTION 1116	TRAINING	10.00
	15925	FOWLKES JEAN G	ELECTION 1116	OFFICIAL	100.00
	16228	GLADDEN YOLANDA	ELECTION 1116	TRAINING	25.00
	16228	GLADDEN YOLANDA	ELECTION 1116	OFFICIAL	115.00
	16228	GLADDEN YOLANDA	ELECTION 1116	TRAINING	25.00
	16228	GLADDEN YOLANDA	ELECTION 1116	PHONE	10.00
	17645	HICKS FRANCES	ELECTION 1116	MILEAGE	5.00
	17645	HICKS FRANCES	OFFICIAL 1116	OFFICIAL	90.00
	17677	HILL FRED	OFFICIAL 1116	TRAINING	10.00
	17677	HILL FRED	ELECTION 1116	OFFICIAL	90.00



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MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
	17677	HILL FRED	ELECTION 1116	TRAINING	10.00
	17693	HINES JANE NEWMAN	ELECTION 1116	OFFICIAL	100.00
	17693	HINES JANE NEWMAN	ELECTION 1116	TRAINING	25.00
	17746	HOLLINGSWORTH ESTHER W	ELECTION 1116	OFFICIAL	115.00
	17746	HOLLINGSWORTH ESTHER W	ELECTION 1116	TRAINING	25.00
	17746	HOLLINGSWORTH ESTHER W	ELECTION 1116	PHONE	10.00
	17746	HOLLINGSWORTH ESTHER W	ELECTION 1116	BALLOTS	20.00
	17746	HOLLINGSWORTH ESTHER W	ELECTION 1116	MILEAGE	5.00
	19250	JASPER FRANCES D	ELECTION 1116	OFFICIAL	115.00
	19250	JASPER FRANCES D	ELECTION 1116	TRAINING	25.00
	19250	JASPER FRANCES D	ELECTION 1116	PHONE	10.00
	19250	JASPER FRANCES D	ELECTION 1116	BALLOTS	20.00
	19701	JOHNSON SYNI	ELECTION 1116	MILEAGE	15.00
	19701	JOHNSON SYNI	ELECTION 1116	OFFICIAL	90.00
	19768	JONES BARBARA	ELECTION 1116	TRAINING	10.00
	19768	JONES BARBARA	ELECTION 1116	OFFICIAL	90.00
	20279	KELSEY PEGGY	ELECTION 1116	TRAINING	10.00
	20279	KELSEY PEGGY	ELECTION 1116	OFFICIAL	90.00
	20911	KING JANET	ELECTION 1116	TRAINING	10.00
	20911	KING JANET	ELECTION 1116	OFFICIAL	90.00
	21001	KOETHER CINDY H	ELECTION 1116	TRAINING	10.00
	21001	KOETHER CINDY H	ELECTION 1116	OFFICIAL	90.00
	21001	KOETHER CINDY H	ELECTION 1116	PHONE	25.00
	21001	KOETHER CINDY H	ELECTION 1116	TRAINING	10.00
	21001	KOETHER CINDY H	ELECTION 1116	OFFICIAL	90.00
	21632	LEE JAMES JUNIOR	ELECTION 1116	TRAINING	115.00
	21632	LEE JAMES JUNIOR	ELECTION 1116	OFFICIAL	25.00
	21664	LEE JEAN W	ELECTION 1116	PHONE	10.00
	21664	LEE JEAN W	ELECTION 1116	BALLOTS	20.00
	21664	LEE JEAN W	ELECTION 1116	MILEAGE	15.00
	21664	LEE JEAN W	ELECTION 1116	OFFICIAL	90.00
	21664	LEE JEAN W	ELECTION 1116	TRAINING	10.00
	21664	LEE JEAN W	ELECTION 1116	OFFICIAL	115.00
	22127	MARCELLIN IDA M	ELECTION 1116	PHONE	25.00
	22127	MARCELLIN IDA M	ELECTION 1116	BALLOTS	10.00
	22127	MARCELLIN IDA M	ELECTION 1116	MILEAGE	20.00
	22253	MCBRIDE APRIL	ELECTION 1116	OFFICIAL	90.00
	22253	MCBRIDE APRIL	ELECTION 1116	TRAINING	100.00
	22274	MCELHENIE LORA P	ELECTION 1116	OFFICIAL	25.00
	22274	MCELHENIE LORA P	ELECTION 1116	TRAINING	115.00
	22274	MCELHENIE LORA P	ELECTION 1116	PHONE	75.00
	22274	MCELHENIE LORA P	ELECTION 1116	BALLOTS	10.00
	22274	MCELHENIE LORA P	ELECTION 1116	MILEAGE	20.00
	22274	MCELHENIE LORA P	ELECTION 1116	TRAINING	15.00
	22325	MCPARLAND JUDITH	TRAINER 1116	OFFICIAL	90.00
	22325	MCPARLAND JUDITH	ELECTION 1116	OFFICIAL	75.00
	22326	MEADE PATRICIA	ELECTION 1116	TRAINING	90.00
	22326	MEADE PATRICIA	ELECTION 1116	OFFICIAL	10.00
	22344	MEDLIN LINDA	ELECTION 1116	TRAINING	10.00
	22344	MEDLIN LINDA	ELECTION 1116	OFFICIAL	90.00
	22344	MEDLIN LINDA	ELECTION 1116	TRAINING	10.00

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MAJOR#	VENDOR	VENDOR	INV#	DESCRIPTION	AMOUNT
ACCT#	NUMBER	NAME			
	22691	MORGAN TOLA	ELECTION 1116	OFFICIAL	115.00
	22691	MORGAN TOLA	ELECTION 1116	TRAINING	25.00
	22691	MORGAN TOLA	ELECTION 1116	PHONE	10.00
	22691	MORGAN TOLA	ELECTION 1116	BALLOTS	20.00
	22691	MORGAN TOLA	ELECTION 1116	MILEAGE	10.00
	22742	MOSELEY RITA O	ELECTION 1116	OFFICIAL	90.00
	22742	MOSELEY RITA O	ELECTION 1116	TRAINING	10.00
	23342	NASH BRENDA	ELECTION 1116	OFFICIAL	90.00
	23342	NASH BRENDA	ELECTION 1116	TRAINING	10.00
	24989	OWENS LEE J	ELECTION 1116	OFFICIAL	90.00
	24989	OWENS LEE J	ELECTION 1116	TRAINING	10.00
	25047	PAIGE WHITFIELD MORMAN	ELECTION 1116	TECHNICIAN	10.00
	25312	PELLAND PATSY	ELECTION 1116	OFFICIAL	150.00
	25312	PELLAND PATSY	ELECTION 1116	TRAINING	90.00
	25348	PHAUP NANCY	ELECTION 1116	OFFICIAL	100.00
	25348	PHAUP NANCY	ELECTION 1116	TRAINING	25.00
	25348	PHAUP NANCY	TEMP 1116	OFFICE TEMP	60.00
	27131	RANDOLPH REBECCA L	ELECTION 1116	OFFICIAL	100.00
	27131	RANDOLPH REBECCA L	ELECTION 1116	TRAINING	25.00
	27160	REED MARY G	ELECTION 1116	OFFICIAL	100.00
	27160	REED MARY G	ELECTION 1116	TRAINING	25.00
	27660	ROBERTSON ROSALIE B	ELECTION 1116	OFFICIAL	100.00
	27660	ROBERTSON ROSALIE B	ELECTION 1116	TRAINING	25.00
	28339	SHEPPERSON BERTHA E	ELECTION 1116	OFFICIAL	90.00
	28339	SHEPPERSON BERTHA E	ELECTION 1116	TRAINING	10.00
	28406	SOMERS JAMES	ELECTION 1116	OFFICIAL	90.00
	28406	SOMERS JAMES	ELECTION 1116	TRAINING	10.00
	28408	SIMPSON DONNA	ELECTION 1116	OFFICIAL	90.00
	28408	SIMPSON DONNA	ELECTION 1116	TRAINING	10.00
	28434	SOMERS CLAUDIA	ELECTION 1116	OFFICIAL	115.00
	28434	SOMERS CLAUDIA	ELECTION 1116	TRAINING	25.00
	28434	SOMERS CLAUDIA	ELECTION 1116	PHONE	10.00
	28434	SOMERS CLAUDIA	ELECTION 1116	BALLOTS	20.00
	28434	SOMERS CLAUDIA	ELECTION 1116	MILEAGE	10.00
	28435	SIMMS SCOTT	ELECTION 1116	OFFICIAL	115.00
	28435	SIMMS SCOTT	ELECTION 1116	TRAINING	25.00
	28435	SIMMS SCOTT	ELECTION 1116	PHONE	10.00
	28435	SIMMS SCOTT	ELECTION 1116	BALLOTS	20.00
	28435	SIMMS SCOTT	ELECTION 1116	MILEAGE	15.00
	28439	SKAKUM LYNN	ELECTION 1116	OFFICIAL	100.00
	28439	SKAKUM LYNN	ELECTION 1116	TRAINING	25.00
	28448	SLEIGH KAREN	ELECTION 1116	OFFICIAL	90.00
	28448	SLEIGH KAREN	ELECTION 1116	TRAINING	10.00
	28699	SPEAKES JOY C	ELECTION 1116	OFFICIAL	90.00
	28699	SPEAKES JOY C	ELECTION 1116	TRAINING	10.00
	28882	STOCKTON MARGARET	ELECTION 1116	OFFICIAL	100.00
	28882	STOCKTON MARGARET	ELECTION 1116	TRAINING	25.00
	29025	SWINSON SHERYL	ELECTION 1116	OFFICIAL	90.00
	29025	SWINSON SHERYL	ELECTION 1116	TRAINING	10.00

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MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
	29092	TAYLOR SHIRLEY L	ELECTION 1116	OFFICIAL	90.00
	29092	TAYLOR SHIRLEY L	ELECTION 1116	TRAINING	10.00
	29283	TIMMONS LINDA	ELECTION 1116	OFFICIAL	90.00
	29283	TIMMONS LINDA	ELECTION 1116	TRAINING	10.00
	29348	TOWNSEND CRYSTAL GLENN	ELECTION 1116	OFFICIAL	100.00
	29348	TOWNSEND CRYSTAL GLENN	ELECTION 1116	TRAINING	25.00
	29790	TRENT JOYCE MYLUM	ELECTION 1116	OFFICIAL	90.00
	29790	TRENT JOYCE MYLUM	ELECTION 1116	TRAINING	10.00
	32102	WALKER KATHERINE W	ELECTION 1116	OFFICIAL	90.00
	32102	WALKER KATHERINE W	ELECTION 1116	TRAINING	10.00
	32805	WOOD CATHRYN	ELECTION 1116	OFFICIAL	100.00
	32915	WRIGHT KASIE R	ELECTION 1116	OFFICIAL	100.00
	32915	WRIGHT KASIE R	ELECTION 1116	TRAINING	25.00
	36140	ZEHNER LUCIE	ELECTION 1116	OFFICIAL	115.00
	36140	ZEHNER LUCIE	ELECTION 1116	TRAINING	75.00
	36140	ZEHNER LUCIE	ELECTION 1116	PHONE	10.00
	36140	ZEHNER LUCIE	ELECTION 1116	BALLOTS	20.00
	36140	ZEHNER LUCIE	ELECTION 1116	MILEAGE	15.00
	36140	ZEHNER LUCIE	ELECTION 1116	TRAINING OFFICER	75.00
5420		Lease/Rental of Buildings			9,390.00 *
	13083	DARLINGTON HGT FIRE DEPT	ELECTION 1116	RENT	200.00
	14600	ELKS LODGE #269	ELECTION 1116	RENT	200.00
	15520	FARMVILLE VOL FIRE DEPT	ELECTION 1116	RENT	200.00
	17208	HAMPDEN-SYDNEY FIRE DEPT	ELECTION 1116	RENT	200.00
	22899	MT ZION SECOND BAPTIST CH	ELECTION 1116	RENT	200.00
	25920	PROSPECT VOL FIRE DEPT	ELECTION 1116	RENT	200.00
	27330	RICE VOL FIRE DEPT	ELECTION 1116	RENT	200.00
	28897	MT PLEASANT CHURCH	ELECTION 1116	RENT	200.00
5510		Mileage			1,600.00 *
	10173	AKERS-BOOKER GWENDOLYN	MILEAGE 1116	MILEAGE	104.12
6001		Office Supplies			104.12 *
	20600	KEY OFFICE SUPPLY	489811	PAPER/ENV/FOLDERS	35.45
	20600	KEY OFFICE SUPPLY	490276	RING BINDER INDEXES	7.50
	20600	KEY OFFICE SUPPLY	490315	INK CARTRIDGES/TAPE	223.98
	20600	KEY OFFICE SUPPLY	490316	COPY PAPER	59.90
	20600	KEY OFFICE SUPPLY	490543	TAPE	43.65
	20600	KEY OFFICE SUPPLY	490988	PAPER	14.88
013200	REGISTRAR				385.36 *
5510		Travel-Mileage			11,479.48 **
	25047	PAIGE WHITFIELD NORMAN	MILEAGE 1116	MILEAGE	14.58
6001		Office Supplies			14.58 *
	32961	WRIGHT LYNETTE	EXPENSES 1116	ELECTION SUPPLIES	91.35
					91.35 *
					105.93 **
				ACCOUNT TOTAL	
				MAJOR TOTAL	

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021200	GENERAL DISTRICT COURT				
5230	30440	Telecommunications US CELLULAR	816442183 1116	PHONE	24.39 *
6001	20600	Office Supplies			
	20600	KEY OFFICE SUPPLY	490136	INK CARTRIDGE	57.98
	20600	KEY OFFICE SUPPLY	490140	INK CARTRIDGE	49.99
	20600	KEY OFFICE SUPPLY	490175	BINDERS	95.68
	20600	KEY OFFICE SUPPLY	490225	OFFICE SUPPLIES	89.95
	20600	KEY OFFICE SUPPLY	490875	TAPE/LEGAL PADS	53.50
	20600	KEY OFFICE SUPPLY	490876	COPY/ORIGINAL STAMPS	15.98
	20600	KEY OFFICE SUPPLY	490989	MONITOR SCREEN	135.99
				ACCOUNT TOTAL	499.07 *
				MAJOR TOTAL	523.46 **
021600	CLERK OF THE CIRCUIT COURT				
5230	21319	Telecommunications CENTURYLINK	309863799 1116	PHONE	45.93
5850	999999	Jurors/Witnesses			
	999999	HUNT PRESTON	JUROR 1116	JUROR	30.00
	999999	HUSKEY PENNY	JUROR 1116	JUROR	30.00
	999999	SIMPSON JOHN	JUROR 1116	JUROR	30.00
	999999	WALKER LAVERNE	JUROR 1116	JUROR	30.00
				ACCOUNT TOTAL	120.00 *
				MAJOR TOTAL	165.93 **
021800	LAW LIBRARY				
5230	10105	Telecommunications AT&T	0542720100 1116	PHONE	43.05
	21319	CENTURYLINK	309478607 1116	PHONE	42.24
6012	21761	Books and Subscriptions RELX INC DBA LEXISNEXIS	3090721968	MONTHLY SUBSCRIPTION	85.29 *
				ACCOUNT TOTAL	281.00
				MAJOR TOTAL	366.29 **
022100	COMMONWEALTH'S ATTORNEY				
5510	12296	Travel-Mileage CLARK MEGAN	IPAD CONF 1116	MILEAGE	66.85
	12296	CLARK MEGAN	MILEAGE 1116	MILEAGE	96.12
5530	12296	Travel-Subsistence & Lodg CLARK MEGAN	IPAD CONF 1116	MEALS	162.97 *
				ACCOUNT TOTAL	27.82
				MAJOR TOTAL	27.82 *

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MAJOR#	VENDOR	VENDOR	NAME	INV#	DESCRIPTION	AMOUNT
ACCT#	NUMBER	NUMBER				
6001			Office Supplies			
	20600	490035	KEY OFFICE SUPPLY		INK CARTRIDGE	38.19
	20600	490103	KEY OFFICE SUPPLY		ORT BOARD	125.99
	20600	490394	KEY OFFICE SUPPLY		STAPLER	16.99
	20600	491018	KEY OFFICE SUPPLY		PLANNER/INK CARTRIDG	440.28
	20600	491076	KEY OFFICE SUPPLY		BINDERS	53.45
					ACCOUNT TOTAL	674.90 *
					MAJOR TOTAL	865.69 **
022200			VICTIM WITNESS ASSISTANCE PROGRAM			
5510			Travel-Mileage			
	28060		SAMS CINDY	EXPENSES 1116	MILEAGE	182.52
	28060		SAMS CINDY	MILEAGE 1116	MILEAGE	34.56
					ACCOUNT TOTAL	217.08 *
5530			Travel-Subsistence & Lodg			
	28060		SAMS CINDY	EXPENSES 1116	MEALS	21.80
					ACCOUNT TOTAL	21.80 *
5540			Travel-Convention & Educa			
	29456		TREASURER OF VIRGINIA	290764 137211 1	TRAINING	100.00
					ACCOUNT TOTAL	100.00 *
					MAJOR TOTAL	338.88 **
031200			SHERIFF			
3170			Drug Testing			
	22347		MEDTOX LABORATORIES INC	10201694888	DRUG TEST SUPPLIES	50.00
					ACCOUNT TOTAL	50.00 *
3311			Repairs & Maint-Auto & Eq			
	11005		B & G AUTOMOTIVE	60612	INSPECTION	16.00
	11005		B & G AUTOMOTIVE	60659	INSPECTION	19.52
	11775		BURKEVILLE BODY SHOP	31491	AUTO REPAIR	2,474.73
	14300		EAST END MOTOR CO INC	142971	INSPECTION	16.00
	14300		EAST END MOTOR CO INC	143173	WATERPUMP/STRUTS/ROD	1,018.31
	14300		EAST END MOTOR CO INC	143254	BRAKE ROTORS/PADS	668.94
	14300		EAST END MOTOR CO INC	143493	WATERPUMP/SERP BELT	288.56
	14300		EAST END MOTOR CO INC	143622	OIL CHG/INSPCT BRAKE	79.42
	17004		HALEY AUTO MALL	655803711	STROBE LIGHT	524.00
	17004		HALEY AUTO MALL	667670741	STROBE LIGHT	99.00
					ACCOUNT TOTAL	5,204.48 *
3320			Maintenance Service Contr			
	12772		COMPUTER PROJECTS OF IL	16 10 205ME	ANNUAL VCIN MAINT	173.40
					ACCOUNT TOTAL	173.40 *
5210			Postal Services			
	11894		BUSINESS CARD	0555 SHERIF1116	POSTAGE	71.25
	999999		JOYNER CHRIS	POSTAGE 1116	POSTAGE	9.75
					ACCOUNT TOTAL	81.00 *
5230			Telecommunications			
	13325		TREASURER OF VIRGINIA	T304610	VCIN	40.08

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5530	11894 12261 12318 16653 999999	Travel-Subsistence & Lodg BUSINESS CARD CARY ANDY CNTRL VA CRIMINAL JUSTICE GOLDMAN ROBERT CANDLEWOOD SUITES	0555 SHERIF1116 MEAL 1116 3321 MEAL 1116 LODGING 1116	148.83 11.85 88.00 8.77 3,420.00
		ACCOUNT TOTAL		3,677.45 *
5540	11894	Travel-Convention and Edu BUSINESS CARD	0555 SHERIF1116	590.00
		ACCOUNT TOTAL		590.00 *
6001	13369 20600 20600 20600 32138 32138	Office Supplies DIAMOND SPRINGS WATER INC KEY OFFICE SUPPLY KEY OFFICE SUPPLY KEY OFFICE SUPPLY WALMART COMMUNITY/RFCSLLC WALMART COMMUNITY/RFCSLLC	27961300 1116 489929 490289 490292 2117 SHERIF1116 2117 SHERIF1116	54.20 9.99 40.98 98.23 59.00 4.97
		ACCOUNT TOTAL		267.37 *
6003	11894	Public Education/Crime Pr BUSINESS CARD	0555 SHERIF1116	832.00
		ACCOUNT TOTAL		832.00 *
6004	28640	Virso Comm Center Crime P SOUTH SIDE ELECTRIC COOP	526776002 1116	15.00
		ACCOUNT TOTAL		15.00 *
6010	12742 13012 28432 28592 29342	Police Supplies COMMTRONICS OF VIRGINIA DMV SIRCHIE FINGER PRINT LABS SOUTHERN POLICE EQUIP CO TOWN POLICE SUPPLY	221825 16305745 276659 187805 8385	104.11 10.00 539.15 29.50 409.00
		ACCOUNT TOTAL		1,091.76 *
6011	16102 16102 22166 25608 28592 28592 28592 28592	Uniforms & Wearing Appare GALLS LLC GALLS LLC CREATIVE MONOGRAMMING PREMIUM MARKETING & SALES SOUTHERN POLICE EQUIP CO SOUTHERN POLICE EQUIP CO SOUTHERN POLICE EQUIP CO SOUTHERN POLICE EQUIP CO	6298586 6312496 ML7528 OCT 14 2016 187692 187718 187805 188099	64.19 14.00 90.00 75.50 21.98 67.60 68.10 58.09
		ACCOUNT TOTAL		324.26 *
8203	17010 17010	Communications Equipment HALEY AUTO MALL HALEY AUTO MALL	44415500 44415500A	10,050.58 2,490.84
		ACCOUNT TOTAL		12,541.42 *
		MAJOR TOTAL		25,770.17 **

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7001	032200	VOLUNTEER FIRE DEPARTMENT			
	14527	Payment to Farmville VFD			
	20600	ELECOM INC	35700	RADIO REPAIR	135.00
	22397	KEY OFFICE SUPPLY	491119	STORAGE CABINET	299.00
	28792	MUNICIPAL EMERGENCY SERV	1072753	HOOLIGAN TOOL	213.40
	29083	STAR CITY COMMUNICATIONS	16107	BELT CLIPS	35.85
	999999	TAYLOR-FORBES EQUIP CO	IN48446	CHAINSAW PARTS	131.37
		AR500 ARMOR	123452	ARMOR VESTS	2,977.20
				ACCOUNT TOTAL	3,791.82 *
7002	31846	Payment to Rice VFD			
	31846	DOMINION VA POWER	4500495009 1116	ELECTRIC SERVICE	297.96
			5487358649 1116	ELECTRIC SERVICE	9.13
				ACCOUNT TOTAL	307.09 *
7003	25782	Payment to Prospect VFD			
	29440	PRINCE EDWARD CO PBLIC SCH	DIESEL-OCT 16	DIESEL	90.23
	29440	PRINCE EDWARD CO TREAS	GAS 1116	GAS	105.08
		PRINCE EDWARD CO TREAS	GAS-SEPT 16	GAS	109.86
				ACCOUNT TOTAL	305.17 *
7004	12996	Payment to Darlington VFD			
	14300	CYRUS PEST CONTROL CO	OCTOBER 2016	EXTERMINATING SERVICE	45.00
	14700	EAST END MOTOR CO INC	142651	INSPECTION	51.00
	28640	ELLINGTON ENERGY SERVICE	18228	SERVICE 3 HEAT UNITS	249.85
		SOUTHSIDE ELECTRIC COOP	381156001 1116	ELECTRIC SERVICE	340.36
				ACCOUNT TOTAL	686.21 *
7005	12024	Payment to Hampden-Sydney			
	14300	C W WILLIAMS	596979	HOSE	1,578.42
	14527	EAST END MOTOR CO INC	142532	CONVERTER/MUFFLER	626.10
	20360	ELECOM INC	35704	BATTERIES	99.50
	21319	KEPLINGER REPAIR SERV INC	18707	AUTO INJECT COVER	48.29
	23248	CENTURYLINK	310187773 1116	PHONE	56.39
	29986	NAPA OF FARMVILLE	HSVFD 1116	CLEANING SUPPLIES	31.66
	31846	TRUMBULL SOFTWARE ASSOC	10014028	ANNUAL ROVER SUBSCRIP	300.00
		DOMINION VA POWER	8350720002 1116	ELECTRIC SERVICE	392.70
				ACCOUNT TOTAL	3,133.06 *
7006	10105	Payment to Pamplin VFD			
	10105	AT&T	0543348225 1116	PHONE	40.19
	12024	AT&T	0543348225 1116	PHONE	105.20
	15656	C W WILLIAMS	596535	BOOTS/COATS/GLOVES	24,324.67
	31335	FIRE & SAFETY EQUIP CO	79162	SCBA CYLINDER TEST	64.50
	31846	VERIZON	248 6100 1116	PHONE	77.86
	31846	DOMINION VA POWER	4743517221 1116	ELECTRIC SERVICE	383.47
	31846	DOMINION VA POWER	4743517221 1116	ELECTRIC SERVICE	272.91
	31846	DOMINION VA POWER	6280980001 1116	ELECTRIC SERVICE	72.43
	999999	DOMINION VA POWER	6280980001 1116	ELECTRIC SERVICE	42.98
		FIRE-X CORPORATION	575393	FIRE EXTINGUISHERS	97.17
				ACCOUNT TOTAL	25,481.38 *
7007	22812	Payment to Meherrin VFD			
		MOTOROLA SOLUTIONS INC	92224122	BATTERIES/SPEAKR MIC	617.02

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033200		REGIONAL JAIL & DETENTION			
3196		Purchase of Services - Ja			
	18743	IRONGATE BOUNDARY MNGT	102032 1116	PROPANE	132.34
	25375	PIEDMONT RGNL JUVENILE	109638	DIESEL	636.27
			81411	DIESEL	608.04
			736 0633 1116	PHONE	188.71
			0519881510 1116	ELECTRIC SERVICE	354.14
			1913347348 1116	ELECTRIC SERVICE	26.52
			2725824417 1116	ELECTRIC SERVICE	13.87
				ACCOUNT TOTAL	2,576.91 *
				MAJOR TOTAL	36,281.64 **
034100		BUILDING OFFICIAL			
3311		Repairs & Maint-Auto			
	29199	THIRD ST WRECKER SERVICE	AT 1116	ELECTRONIC MONITORIN	33.75
			1494	JUVENILE DETENTION	7,950.00
				ACCOUNT TOTAL	7,983.75 *
				MAJOR TOTAL	7,983.75 **
5230		Telecommunications			
	30440	US CELLULAR	17329	TOWING	55.00
			816442183 1116	PHONE	55.00 *
				ACCOUNT TOTAL	24.39
				MAJOR TOTAL	24.39 *
5540		Travel-Convention & Educa			
	21498	LEATHERWOOD COY	SEPTEMBER 2016	MTG REGISTRATION	15.00
				ACCOUNT TOTAL	15.00 *
				MAJOR TOTAL	94.39 **
035100		ANIMAL CONTROL			
3110		Vet Care			
	20919	KINGSLEY JENNIFER DVM	102816317	VET SERVICES	90.00
				ACCOUNT TOTAL	90.00 *
5110		Electrical Services			
	31846	DOMINION VA POWER	0890745003 1116	ELECTRIC SERVICE	135.07
				ACCOUNT TOTAL	135.07 *
5230		Telecommunications			
	21319	CENTURLINK	310119726 1116	PHONE	118.66
	30440	US CELLULAR	816442183 1116	PHONE	118.50
				ACCOUNT TOTAL	237.16 *
5899		Miscellaneous			
	25840	PRINCE EDWARD HEALTH DPT	133264907 1116	IMMUNIZATIONS	261.49
	28700	SOUTHSIDE SPCA	FY15 SPAY/NEUTR	ANIMAL FRIEND PLATES	228.42
	29342	TOWN POLICE SUPPLY	8385	GLOCK	409.00
				ACCOUNT TOTAL	898.91 *
6001		Office Supplies			
	32138	WALMART COMMUNITY/RFCSLLC	7630	PHONE CASE/BANDAGES	89.58
				ACCOUNT TOTAL	89.58 *



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MAJOR# ACCT# 6009	VENDOR NUMBER	VENDOR NAME	INVOICE#	DESCRIPTION	ACCOUNT TOTAL	MAJOR TOTAL	AMOUNT
035300	23248	Vehicle & Powered Equip S NAPA OF FARMVILLE	160086	OIL & FILTERS	89.95	89.95 *	
					1,540.67	1,540.67 **	
3110	29459	Professional Health Serv TREASURER OF VIRGINIA	ARENA HOWARD F	CORONER	20.00	20.00 *	
042300		REFUSE DISPOSAL			20.00	20.00 **	
3160	27191	Professional Services RESOURCE INTERNATIONAL	43134	MISC WORK TASKS	1,237.75	1,237.75	
	27191	RESOURCE INTERNATIONAL	43135	STORM WTR COMPLIANCE	1,397.00	1,397.00	
3310	21811	Repairs/Maintenance LOWE'S	901624	DOOR KNOB	39.31	39.31	
	28596	SOUTHERN STATES	74621	SHOVEL	27.99	27.99	
3311	12281	Repairs & Maint-Auto & Eq CAVALIER EQUIPMENT CORP	CR15291	HOOKLIFT REPAIR	67.30	67.30 *	
	19033	CHILDRESS JAMES P JR	NOV 16 2016	TRUCK MAINTENANCE	229.60	229.60	
3840	10254	Contract Landfill - POS REPUBLIC SERVICES #974	489915	TRASH COLLECTION	695.73	695.73	
	10254	REPUBLIC SERVICES #974	489916	TRASH COLLECTION	925.33	925.33 *	
	10254	REPUBLIC SERVICES #974	489917	TRASH COLLECTION	178.09	178.09	
	32953	WRIGHT'S EXCAVATING LLC	NOVEMBER 2016	LANDFILL OPERATION	117.18	117.18	
3841	14723	Purchase of Serv - Recycli EMANUEL TIRE OF VIRGINIA	482532	TIRE RECYCLING	48,093.75	48,093.75	
	14723	EMANUEL TIRE OF VIRGINIA	482613	TIRE RECYCLING	762.00	762.00	
	14723	EMANUEL TIRE OF VIRGINIA	482620	TIRE RECYCLING	1,186.50	1,186.50	
	28866	STEPS, INC	OCTOBER 2016	RECYCLING FEE	519.60	519.60	
	29029	SYNERGY RECYCLING LLC	1600979	ELECTRONIC MONITORIN	2,329.52	2,329.52	
5110	28640	Electrical Services SOUTHSIDE ELECTRIC COOP	114379001	DH SITE	2,719.60	2,719.60	
	28640	SOUTHSIDE ELECTRIC COOP	114379003	VIRSO SITE	70.45	70.45	
	31846	DOMINION VA POWER	0599507431	RICE SITE	68.21	68.21	
	31846	DOMINION VA POWER	0670040567	CELL C PUMP STATION	80.87	80.87	
	31846	DOMINION VA POWER	1144204110	GREEN BAY SITE	13.68	13.68	
	31846	DOMINION VA POWER	5181167213	LEACHATE PUMP	56.98	56.98	
	31846	DOMINION VA POWER	7471653571	WORSHAM SITE	322.68	322.68	
	31846	DOMINION VA POWER	8601161519	PROSPECT SITE	121.16	121.16	
	31846	DOMINION VA POWER	8970737501	SCALEHOUSE	72.94	72.94	
					82.44	82.44	

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5230	31846	DOMINION VA POWER	9176847250 1116	LANDFILL SITE	44.64
		Telecommunications			934.05 *
	21319	CENTURYLINK	309326764 1116	PHONE	52.00
	21319	CENTURYLINK	309480181 1116	PHONE	54.35
	21319	CENTURYLINK	309480181 1116A	PHONE	54.35
	21319	CENTURYLINK	309553498 1116	PHONE	46.64
	21319	CENTURYLINK	309615846 1116	PHONE	50.28
	21319	CENTURYLINK	309714661 1116	PHONE	54.35
	21319	CENTURYLINK	310039285 1116	PHONE	39.79
	30440	US CELLULAR	816442183 1116	PHONE	24.39
	31335	VERIZON	248 5696 1116	PHONE	48.70
	31335	VERIZON	736 2828 1116	PHONE	85.79
5440	28869	Portable Toilet Rental STIFF O INC	5640	MONTHLY SERVICE	510.64 *
6008	25782	Vehicle & Powered Equip F PRINCE EDWARD CO PBLC SCH	DIESEL-OCT 16	DIESEL	702.50 702.50 *
6009	23248	Vehicle & Powered Equip S NAPA OF FARMVILLE	160498	DEF	910.72
	23248	NAPA OF FARMVILLE	160954	OIL	910.72 *
043200	GENERAL PROPERTIES				ACCOUNT TOTAL
3310	10172	Repairs/Maintenance AIR CONDITIONING EQUIPMNT	158013	ANNUAL SERVICE FEE	3,520.00
	13730	DODSON BROS EXTERMINATING	158003 1116	PEST CONTROL-CANNERY	38.00
	13730	DODSON BROS EXTERMINATING	158005 1116	PEST CONTROL-WORSHAM	38.00
	13730	DODSON BROS EXTERMINATING	158006 1116	PEST CONTROL-SCOPE	38.00
	13730	DODSON BROS EXTERMINATING	158007 1116	PEST CONTROL-CH	85.00
	13730	DODSON BROS EXTERMINATING	158010 1116	PEST CONTROL-VIS CTR	38.00
	22322	DAIKIN APPLIED	3118485	REPAIR AHU #9	2,134.00
5110	28640	Electrical Services SOUTHSIDE ELECTRIC COOP	114379002 1116	SRR LIGHTS	5,891.00 *
	31846	DOMINION VA POWER	1230385005 1116	ROY CLARK MONUMENT	29.74
	31846	DOMINION VA POWER	1545926683 1116	SCOPE BLDG	13.00
	31846	DOMINION VA POWER	2786281903 1116	COURTHOUSE	101.69
	31846	DOMINION VA POWER	4951935099 1116	SHERIFF DEPT SHED	10,298.94
	31846	DOMINION VA POWER	5856894620 1116	WORSHAM CLERK OFFICE	6.59
	31846	DOMINION VA POWER	6669158583 1116	LIGHTS AT RICE	52.09
	31846	DOMINION VA POWER	8105475944 1116	AG BLDG	110.88
	31846	DOMINION VA POWER	9670710004 1116	SHOP	761.63
5120	25246	Heating Services PARKER OIL CO INC	138217	HEATING FUEL	22.59
					11,397.15 *
					ACCOUNT TOTAL
					4,155.52
					4,155.52 *

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5130	29332	Water & Sewer TOWN OF FARMVILLE	AG BLDG 1116	WATER & SEWER	84.02
	29332	TOWN OF FARMVILLE	CH IRRIG 1116	WATER	10.75
	29332	TOWN OF FARMVILLE	SCOPE 1116	WATER & SEWER	44.43
				ACCOUNT TOTAL	139.20 *
5230	10105	Telecommunications AT&T	7305055660 1116	PHONE	43.04
	21319	CENTURYLINK	310262069 1116	PHONE	55.91
	21319	CENTURYLINK	310441360 1116	PHONE	84.02
	30440	US CELLULAR	816442183 1116	PHONE	118.70
				ACCOUNT TOTAL	301.67 *
5440	28869	Portable Toilet Rental STIFF O INC	5640	MONTHLY SERVICE	100.00
				ACCOUNT TOTAL	100.00 *
6005	13367	Janitorial Supplies DIAMOND PAPER COMPANY	182266	CLEANING SUPPLIES	915.72
	16671	GRAINGER	9264729212	BURNISHING PADS	281.62
	21811	LOWE'S	909058	BROOMS/BOWL CLEANER	39.36
	21811	LOWE'S	909423	DUSTERS	22.76
	30239	UNIFIRST CORPORATION	895089	CLEANING SUPPLIES	45.23
	30239	UNIFIRST CORPORATION	902931	JANITORIAL SUPPLIES	45.23
	30239	UNIFIRST CORPORATION	904912	JANITORIAL SUPPLIES	45.91
	30239	UNIFIRST CORPORATION	906885	CLEANING SUPPLIES	45.23
				ACCOUNT TOTAL	1,441.06 *
6007	11894	Repairs and Maintenance S BUSINESS CARD	3722 PUCKET1116	SOCKET	2.49
	11894	BUSINESS CARD	3722 PUCKET1116	BATTERIES	63.32
	13369	DIAMOND SPRINGS WATER INC	11393100 1116	EQUIPMENT RENTAL	8.95
	13369	DIAMOND SPRINGS WATER INC	11393100 1116A	WATER & EQUIP RENTAL	22.93
	15560	FARMVILLE WHSALE ELECTRIC	598279	LIGHT GLOBE	17.00
	15560	FARMVILLE WHSALE ELECTRIC	598694	LIGHTBULBS	633.60
	16671	GRAINGER	9275211150	KEY BLANKS/SOCKETBIT	35.32
	16671	GRAINGER	9276288181	VALVE	293.63
	16671	GRAINGER	9281531070	COOLING FAN	35.92
	21811	LOWE'S	901354	STAPLE GUN/PLYWOOD	96.28
	21811	LOWE'S	909058	PRIMER/FLUSH VALVE	35.06
	21811	LOWE'S	909107 1116	WOOD PLANE & RASP	29.42
	21811	LOWE'S	909107 1116	FILL VALVE	19.00
	21811	LOWE'S	909423	CORD ENDS	10.38
	21811	LOWE'S	911407	RETURNED MERCHANDISE	197.78-
	23248	NAPA OF FARMVILLE	160086	SHOP TOWELS/WD40	9.18
	25120	PAIRET'S INC	25040	VINYL SIGNS	190.00
	27922	CINTAS CORPORATION #524	524 09428 1116	UNIFORM RENTAL	392.25
	28352	SHERWIN WILLIAMS CO	67409	PAINT/ROLLERS/BRUSH	84.40
	28352	SHERWIN WILLIAMS CO	68860	PAINT/ROLLER/BRUSHES	434.15
				ACCOUNT TOTAL	2,215.50 *
6008	25782	Vehicle & Powered Equip F PRINCE EDWARD CO PELC SCH	DIESEL-OCT 16	DIESEL	152.04
				ACCOUNT TOTAL	152.04 *

AP375H  
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PRINCE EDWARD  
LISTING OF INVOICES FOR 11/01/2016 -- 11/30/2016

AFTER CHECKS  
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MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
6009	14300	Vehicle & Powered Equip S			
	14300	EAST END MOTOR CO INC	142147	LAWNMOWER TUBE	15.16
	14300	EAST END MOTOR CO INC	142938	WATERPUMP	763.41
	15721	FISHER AUTO PARTS, INC.	167009	HYDRAULIC OIL	41.98
	23248	NAPA OF FARMVILLE	160839	ANTI-FREEZE/CLEANER	16.98
	23248	NAPA OF FARMVILLE	160897	ADAPTER/CLEANER	16.48
	23248	NAPA OF FARMVILLE	160970	ELECTRICAL CLEANER	3.49
				ACCOUNT TOTAL	857.50 *
				MAJOR TOTAL	26,650.64 **
043400	CANNERY				
3161	31653	Professional Services-Can			
		VIRGINIA FOOD WORKS	PEC 11/16	CONTRACT PAYMENT	2,916.67
				ACCOUNT TOTAL	2,916.67 *
3310	11894	Repairs & Maintenance			
		BUSINESS CARD	3722 PUCKET1116	PULLY/ELECTRIC MOTOR	163.97
				ACCOUNT TOTAL	163.97 *
5110	28640	Electrical Services			
		SOUTHSIDE ELECTRIC COOP	44435001 1116	ELECTRIC SERVICE	319.01
				ACCOUNT TOTAL	319.01 *
5230	21319	Telecommunications			
		CENTURYLINK	310248529 1116	PHONE	246.39
				ACCOUNT TOTAL	246.39 *
6001	20600	Office Supplies			
		KEY OFFICE SUPPLY	488824	INK CARTRIDGES	68.55
		KEY OFFICE SUPPLY	489531	TONER CARTRIDGE	91.99
				ACCOUNT TOTAL	160.54 *
6014	15415	Other Operating Supplies			
		FARMVILLE SIGNS	1463	SIGN	60.00
				ACCOUNT TOTAL	60.00 *
				MAJOR TOTAL	3,866.58 **
053500	COMPREHENSIVE SERVICES ACT				
3160	11306	CSA Programs			
		BLUE RIDGE AUTISM &	JN 1116	PROFESSIONAL SERVICE	5,700.00
		BLUE RIDGE THERAPY ASSOC	GL 1116	PROFESSIONAL SERVICE	560.00
		RESCARE/BRALEY & THOMPSON	DKW 1116	PROFESSIONAL SERVICE	2,945.00
		RESCARE/BRALEY & THOMPSON	EK 1116	PROFESSIONAL SERVICE	2,418.00
		RESCARE/BRALEY & THOMPSON	EK 1116	PROFESSIONAL SERVICE	2,418.00
		CENTER FOR PEDIATRIC	JAN 1116	PROFESSIONAL SERVICE	1,120.00
		CENTRA HEALTH	GL 1116	PROFESSIONAL SERVICE	5,440.00
		CENTRA HEALTH	JH 1116	PROFESSIONAL SERVICE	4,480.00
		CENTRA HEALTH	KR 1116	PROFESSIONAL SERVICE	3,500.00
		CENTRA HEALTH	KW 1116	PROFESSIONAL SERVICE	4,480.00
		CENTRA HEALTH	MB 1116	PROFESSIONAL SERVICE	4,480.00
		CENTRA HEALTH	SG 1116	PROFESSIONAL SERVICE	4,480.00
		CENTRA HEALTH	WC 1116	PROFESSIONAL SERVICE	4,480.00

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PRINCE EDWARD  
LISTING OF INVOICES FOR 11/01/2016 -- 11/30/2016

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MAJOR# ACCT#	VENDOR NUMBER NAME	INVOICE#	DESCRIPTION	AMOUNT
	14575 ELK HILL	MG 1116	PROFESSIONAL SERVICE	4,000.00
	14924 FAMILY & COMMUNITY SUPPRT	KT 1116	PROFESSIONAL SERVICE	675.00
	16672 GRAFTON SCHOOL INC	AG 1116	PROFESSIONAL SERVICE	5,685.00
	16672 GRAFTON SCHOOL INC	CS 1116	PROFESSIONAL SERVICE	6,295.00
	16672 GRAFTON SCHOOL INC	NL 1116	PROFESSIONAL SERVICE	5,795.00
	16672 GRAFTON SCHOOL INC	NMA 1116	PROFESSIONAL SERVICE	7,661.00
	16672 GRAFTON SCHOOL INC	SH 1116	PROFESSIONAL SERVICE	5,100.00
	16672 GRAFTON SCHOOL INC	TJ 1116	PROFESSIONAL SERVICE	6,335.00
	17328 HARBOR POINT BEHAVIORIAL	KG 1116	PROFESSIONAL SERVICE	1,850.00
	18667 IMANCHINELLO IFTAYO	NOV 2016	FOSTER CARE	2,127.00
	18816 INTERCEPT YOUTH SERVICES	CC 1116	PROFESSIONAL SERVICE	4,248.55
	20662 KEYSTONE NEWPORT NEWS LLC	JY 1116	PROFESSIONAL SERVICE	3,885.00
	21807 LONG ASHLEY	NOV 2016	FOSTER CARE	3,608.00
	23918 NORTHSTAR ACADEMY INC	HT 1116	PROFESSIONAL SERVICE	3,705.00
	31981 VOICES SPEECH THERAPY	GL 1116	PROFESSIONAL SERVICE	500.00
	999999 HADDAWAY BRIAN & KAREN	21108044	PROFESSIONAL SERVICE	157.95
3180	Administrative			108,128.50 *
	29217 THOMAS BROTHERS SOFTWARE	MAINT FEE 1116	MAINTENANCE SUPPORT	217.00
071100	SUPERVISION OF PARKS & RECREATION			217.00 *
5640	PE/Farmville Youth Associ	16-17 SUPPORT		108,345.50 **
5643	Southside VA Family YMCA	16-17 SUPPORT		24,000.00
	SOUTHSIDE VA FAMILY YMCA	16-17 CO PROGRAM		24,000.00 *
072200	MUSEUMS			20,000.00
5640	Worsham Clerk's Office			20,000.00 *
	ROHR MECHANICAL LLC	3336	REPLACED CAPACITOR	44,000.00 **
081100	PLANNING			195.70
3600	Advertising	CO ADMR 1116	ADVERTISING	195.70 *
	FARMVILLE NEWSMEDIA			195.70 **
5210	Postal Services	3722 PUCKET1116	POSTAGE	246.00
	BUSINESS CARD			246.00 *
5230	Telecommunications	816442183 1116	PHONE	48.00
	US CELLULAR			48.00 *
				80.64
				80.64 *
			ACCOUNT TOTAL	108,128.50 *
			ACCOUNT TOTAL	217.00
			MAJOR TOTAL	217.00 *
			MAJOR TOTAL	108,345.50 **
			ACCOUNT TOTAL	24,000.00
			ACCOUNT TOTAL	24,000.00 *
			MAJOR TOTAL	20,000.00
			ACCOUNT TOTAL	20,000.00 *
			MAJOR TOTAL	44,000.00 **
			ACCOUNT TOTAL	195.70
			ACCOUNT TOTAL	195.70 *
			MAJOR TOTAL	195.70 **
			ACCOUNT TOTAL	246.00
			ACCOUNT TOTAL	246.00 *
			ACCOUNT TOTAL	48.00
			ACCOUNT TOTAL	48.00 *
			ACCOUNT TOTAL	80.64
			ACCOUNT TOTAL	80.64 *

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PRINCE EDWARD  
LISTING OF INVOICES FOR 11/01/2016 -- 11/30/2016

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MAJOR# ACCT# 5810	VENDOR NUMBER 11894	VENDOR NAME Dues and Association Memb BUSINESS CARD	INV# 3722	DESCRIPTION PUCKET1116 VAZO MEMBERSHIP	AMOUNT 50.00 50.00 * 424.64 **
081600	TOURISM				ACCOUNT TOTAL MAJOR TOTAL
5110	31846	Electrical Services DOMINION VA POWER	0675198071	ELECTRIC SERVICE	125.21
5130	31846	Water & Sewer TOWN OF FARMVILLE	1059387447	ELECTRIC SERVICE	32.74
5210	29332	Postal Services BUSINESS CARD	MOORE BLDG	WATER & SEWER	157.95 *
5230	11894	Telecommunications CENTURYLINK	3722	UPS	47.65 *
5510	21319	Travel-Mileage VANEPS MAGI	310393238	PHONE	11.20
5530	31199	Travel-Subsistence & Lodg VANEPS MAGI	EXPENSES 1116	PARKING MILEAGE	11.20 *
6001	32138	Office Supplies WALMART COMMUNITY/RFCSLLC	8220	MEALS OFFICE SUPPLIES	347.97 347.97 *
082300	FLOOD & EROSION CONTROL				ACCOUNT TOTAL MAJOR TOTAL
5470	28973	Stormwater Review Fees STORMWATER SOLUTIONS &	201604	STORMWTR PLAN REVIEW	8.00 106.38 114.38 *
083500	COOPERATIVE EXTENSION OFFICE				ACCOUNT TOTAL MAJOR TOTAL
3199	29913	Purchase of Service - Oth TREASURER VA TECH	1ST QTR 1116	1ST QTR SUPPORT	23.30 23.30 *
5230	21319	Telecommunications CENTURYLINK	309520098	PHONE	18.14 18.14 *
					ACCOUNT TOTAL MAJOR TOTAL
					2,682.50 2,682.50 * 2,682.50 **
					ACCOUNT TOTAL MAJOR TOTAL
					14,413.41 14,413.41 *
					ACCOUNT TOTAL MAJOR TOTAL
					105.52 105.52 * 14,518.93 **

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PRINCE EDWARD  
LISTING OF INVOICES FOR 11/01/2016 -- 11/30/2016

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MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5803	19230	Internal Fuel Account			
	19230	JAMES RIVER SOLUTIONS	S245111	GAS	1,960.09
	19230	JAMES RIVER SOLUTIONS	S245112	GAS	1,967.18
	19230	JAMES RIVER SOLUTIONS	S245115	GAS	1,975.09
	19230	JAMES RIVER SOLUTIONS	S248109	GAS	1,968.17
	19230	JAMES RIVER SOLUTIONS	S249547	GAS	1,084.88
				ACCOUNT TOTAL	8,955.41 *
				MAJOR TOTAL	8,955.41 **
094000		CAPITAL PROJECTS			
0028	12077	Prospect Depot VDOT Grant	18122	PROSPECT DEPOT	2,028.41
				ACCOUNT TOTAL	2,028.41 *
				MAJOR TOTAL	2,028.41 **
				FUND TOTAL	383,243.83

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FUND # - 115

CDA SPECIAL LEVY FUND

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MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
0001	25545	Special Levy Payment to C POPLAR HILL COMMUNITY	SPECL LEVY 1116	SPECIAL LEVY ASSESSM	2,000.00
				ACCOUNT TOTAL	2,000.00 *
				MAJOR TOTAL	2,000.00 **
				FUND TOTAL	2,000.00



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FUND # - 501 WATER FUND

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MAJOR# ACCT# 043200	VENDOR NUMBER GENERAL	VENDOR NAME PROPERTIES	INV#	DESCRIPTION	AMOUNT
5130	29332	Water Service TOWN OF FARMVILLE	WATER TANK 1116	WATER	108.57
				ACCOUNT TOTAL	108.57 *
				MAJOR TOTAL	108.57 **
				FUND TOTAL	108.57

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FUND # - 502 SEWER FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 11/01/2016 -- 11/30/2016

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MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5110	31846	Electrical Services DOMINION VA POWER	4148700281	SEWER PUMP	34.35
				ACCOUNT TOTAL	34.35 *
				MAJOR TOTAL	34.35 **
				FUND TOTAL	34.35

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FUND # - 732 RETIREMENT BENEFIT FUND

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MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
1101	25257	LEOS Disbursements JOHNS VICKI K	NOVEMBER 2016	RETIREE BENEFIT	1,129.00
				ACCOUNT TOTAL	1,129.00 *
				MAJOR TOTAL	1,129.00 **
				FUND TOTAL	1,129.00

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FUND # - 741

PRINCE EDWARD  
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MAJOR# ACCT# 021400	VENDOR NUMBER PIEDMONT COURT SERVICES	VENDOR NAME PIEDMONT COURT SERVICES	INV#	DESCRIPTION	AMOUNT
5110	31846	Electrical Service	4324962309 1116	ELECTRIC SERVICE	54.07
	31846	DOMINION VA POWER	7218131923 1116	ELECTRIC SERVICE	96.65
				ACCOUNT TOTAL	150.72 *
5230	21319	Telecommunications	310357807 1116	PHONE	66.84
	23933	CENTURYLINK	174057257 1116	PHONE	304.66
				ACCOUNT TOTAL	371.50 *
5510	16944	Travel - Mileage	MILEAGE 1116	MILEAGE	12.40
	17363	STIMPSON CONNIE	MILEAGE 1116	MILEAGE	223.02
	22217	HARDING JESSICA	EXPENSES 1116	MILEAGE	2.16
	22259	MAXEY RENEE T	EXPENSES 1116	MILEAGE	50.76
	23340	MAYS ANDY	EXPENSES 1116	MILEAGE	156.60
	23713	NASH ASHLEY	MILEAGE 1116	MILEAGE	173.34
	28833	NEWMAN MEGAN	MILEAGE 1116	MILEAGE	130.94
		STATON REBECCA	EXPENSES 1116	MILEAGE	749.22 *
				ACCOUNT TOTAL	
5530	22217	Travel - Subsistence & Lo	EXPENSES 1116	MEALS	50.00
	22259	MAXEY RENEE T	EXPENSES 1116	MEALS	51.32
	28833	MAYS ANDY	EXPENSES 1116	MEALS	23.00
				ACCOUNT TOTAL	124.32 *
6012	28061	Books & Subscriptions	MEMBERSHIP 1116	MEMBERSHIP	45.00
	28833	SAM'S CLUB	EXPENSES 1116	NEWSPAPERS	2.10
				ACCOUNT TOTAL	47.10 *
				MAJOR TOTAL	1,442.86 **
097001	PCS SUPERVISION FEES EXPENDITURES				
5420	28724	PCS - Lease/Rent of Build	RENT 1116	RENT	2,500.00
		SRP CORPORATION LLC			2,500.00 *
				ACCOUNT TOTAL	2,500.00 **
097002	PCS DRUG TESTING FEES				
0001	28095	PCS Drug Testing Fees	L089197	DRUG TESTING	58.44
		ALERE TOXICOLOGY SERV INC			58.44 *
				ACCOUNT TOTAL	58.44 **
				MAJOR TOTAL	58.44 **
				FUND TOTAL	4,001.30
				TOTAL DUE	390,517.05

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

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



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

**Meeting Date:** December 13, 2016  
**Item No.:** 7-d  
**Department:** County Administration  
**Staff Contact:** Cheryl Stimpson  
**Issue:** Salaries

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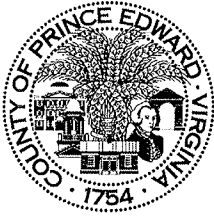
**Summary:** The County Administrator reported that checks have been issued pursuant to the order of the Board of Supervisors as to salaries, etc., the amount of which salaries have been heretofore approved.

**Attachments:** None

**Recommendation:** None

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





County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: December 13, 2016  
 Item No.: 7-c  
 Department: County Administration  
 Staff Contact: W.W. Bartlett  
 Issue: Appropriations

**Summary:**

art

- The Circuit Court Clerk has received notification she has \$4,000 available in the Technology Trust Fund. She has requested these funds from the Comp Board to assist in paying the maintenance costs of the Records Management and Case Imaging System. The request has been approved.

FY16 BUDGET AMENDMENT

Rev/Exp	Fund	Dept	Object	Description	Debit	Credit
3 (Rev)	100	23000	0080	Technology Trust Fund		\$4,000.00
4 (Exp)	100	21600	5880	Circuit Court Clerk - TTF	\$4,000.00	

**Attachments:**

**Recommendation:**

Approve the budget amendments above and appropriate the same funds

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

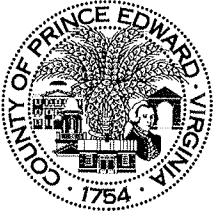
Cooper-Jones \_\_\_\_\_  
 Gray \_\_\_\_\_  
 Jones \_\_\_\_\_

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

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







County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** December 13, 2016  
**Item No.:** 7-f  
**Department:** Building Office  
**Staff Contact:** Coy Leatherwood  
**Issue:** Dance Hall Permit – New Fevers & The Fishin’ Pig

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

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

The Fishin’ Pig  
 5169 Farmville Road  
 Farmville, VA 23901

**Attachments:** Dance Hall Permit Applications

**Recommendation:** Approval

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



NOV 23 2016

PRINCE EDWARD COUNTY  
APPLICATION FOR DANCE HALL LICENSE

DESIRED TERM OF OPERATION

<input checked="" type="checkbox"/>	9 - 12 months	\$100.00 fee
<input type="checkbox"/>	6 - 9 months	\$ 75.00 fee
<input type="checkbox"/>	3 - 6 months	\$ 50.00 fee
<input type="checkbox"/>	1 - 3 months	\$ 25.00 fee

FOR PERIOD BEGINNING December 31, 2017 and ending on Jan 1, 2017

NAME OF APPLICANT William R. Harding

ADDRESS

P.O. Box 55  
586 3rd street  
Burkeville, Va. 23922

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

NAME OF BUSINESS

New Fevers Inc.

BUSINESS ADDRESS

P.O. Box 293  
193 McLendon Drive  
Farmville, Va. 23901

BUSINESS PHONE NO.

434-392-8719

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

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

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

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

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

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

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

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

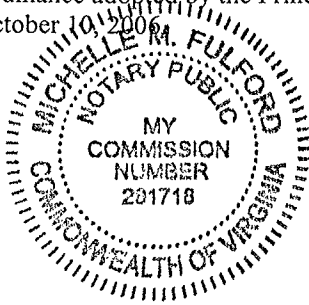
The owner or operator shall, at his expense, provide security officers as follows:

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

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

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

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



William R. Fauling  
Signature of Applicant

11-21-16  
Date

Sworn and subscribed to before me in the County of Prince Edward, State of Virginia, this 21<sup>st</sup> day of November, 2016

Michelle M. Fulford  
Notary Public

My commission expires 6-30-2020

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

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

\_\_\_\_\_  
Date



PRINCE EDWARD COUNTY  
APPLICATION FOR DANCE HALL LICENSE

DESIRED TERM OF OPERATION

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

FOR PERIOD BEGINNING DECEMBER 31, 20 17 and ending on JANUARY 1, 20 17

NAME OF APPLICANT

ADDRESS

The Fishin' Pig  
5169 Farmville Rd  
Farmville, VA

TELEPHONE NUMBER

DAYTIME PHONE NUMBER

434-223-3287

NAME OF BUSINESS

BUSINESS ADDRESS

MATT Hurley  
819 Longwood Ave  
Farmville, VA

BUSINESS PHONE NO.

434-223-3287

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

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

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

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

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

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

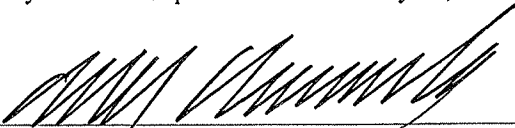
The owner or operator shall, at his expense, provide security officers as follows:

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

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

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

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

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

11-27-16  
\_\_\_\_\_  
Date

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

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

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

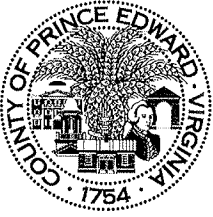
Based upon the application above, the Board of Supervisors of Prince Edward County, or through its duly authorized agent does hereby approve the issuance of a permit to \_\_\_\_\_ to hold dances during the period of \_\_\_\_\_ to \_\_\_\_\_, in the County of Prince Edward, upon the payment of \$ \_\_\_\_\_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

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

\_\_\_\_\_  
Date







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

**Meeting Date:** December 13, 2016  
**Item No.:** 8  
**Department:** County Administration  
**Staff Contact:** Sarah Elam Puckett  
**Issue:** Highway Matters

---

**Summary:** Scot Shippee, VDOT Resident Engineer, will not be present at the December Board meeting. County staff will record any highway matters and convey them to VDOT.

**Attachments:**

**Recommendation:**

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

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

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

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





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

**Meeting Date:** December 13, 2016  
**Item No.:** 9  
**Department:** Planning and Community Development  
**Staff Contact:** Rob Fowler  
**Issue:** **JOINT PUBLIC HEARING: Amendments to County Zoning Ordinance**

**Summary:**

Prince Edward County staff was contacted recently regarding the process to establish a Transitional Living Facility in the A1, Agricultural Conservation zoning district. After reviewing the current County Zoning Ordinance there is not a use classification that would allow this type of activity.

Staff suggests that the Board of Supervisors and the Planning Commission add a classification of “Transitional Living Facilities” as a use allowed by Special Use Permit in the following zoning districts: A1, Agricultural Conservation (Article II, Section 2-100.3(B)2, and A2, Agricultural Residential (Article II, Section 2-200.3(B)2).

Applicants would have to meet the current development standards outlined in the Ordinance and comply with any additional building codes or other state agency requirements.

Staff also suggests that the following definition of Transitional Living Facility be added to Article VI, Section 6-200.3(C)

***Transitional Living Facility** – A facility providing housing/ shelter primarily to homeless or transient persons and which may provide ancillary services such as counseling and/ or vocational training. Number of occupants to be determined by special use permit, Fire and Building Codes.*

**Attachments:** Public Hearing Notice  
 Proposed Amendments to the Prince Edward County Zoning Ordinance

**Recommendation:** Following the Joint Public Hearing, the Board of Supervisors and Planning Commission will wish to discuss and deliberate the proposed amendments to Article II, Section 2-100.3(B)2, Article II, Section 2-200.3(B)2, and Article VI, Section 6-200.3(C) of the County Zoning Ordinance.

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



November 21, 2016

Please publish the following public hearing notice in THE FARMVILLE HERALD on Wednesday, November 30, 2016 and Wednesday, December 7, 2016



### Notice of Public Hearings

The Prince Edward County Board of Supervisors and the Prince Edward County Planning Commission will hold public hearings on Tuesday, December 13, 2016 at 7:30 p.m. in the Board of Supervisors Room located on the 3<sup>rd</sup> floor of the Prince Edward County Courthouse, 111 South Street, Farmville, Virginia, to receive citizen input prior to the Planning Commission making recommendations to the Board of Supervisors on the following:

1. Amend the Zoning Ordinance to allow Transitional Living Facilities in the A1, Agricultural Conservation and A2 Agricultural Residential Districts by Special Use Permit.
2. Request by Farmville Area Rescue Mission for a Special Use Permit to operate a Transitional Living Facility located at 3777 Back Hampden Sydney Road on property identified as Tax Map Parcel 036-3-A. 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, 3<sup>rd</sup> Floor, Farmville, VA, or on the county website at [www.co.prince-edward.va.us](http://www.co.prince-edward.va.us). It is the County's intent to comply with the Americans with Disabilities Act. Should you need special accommodations, please contact W. W. Bartlett, County Administrator at 434-392-8837.

# ARTICLE II, SECTION 2-100.3(B)2

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 \*  
**Transitional Living Facility**

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

# ARTICLE II, SECTION 2-200.3(B)2

(B) The following uses are permitted by special use permit 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 Standard

1. Agricultural Use Types

(None)

2. Residential Use Types

Family Day Care Home \*  
Single Family Dwelling, Attached  
Townhouse \*

→ Transitional Living Facility

3. Civic Use Types

Assisted Care Residence  
Clubs  
Correction Facilities  
Cultural Services  
Halfway House  
Life Care Facility  
Nursing Home

4. Office Use Types

Financial Institutions  
General Offices

5. Commercial Use Types

Automobile Repair Services - Minor  
Campgrounds  
Commercial Outdoor Sports and Recreation  
Construction Sales and Services  
Convenience Store Day Care  
Center \* Equipment Sales  
and Rental Flea Market  
Funeral Services  
Garden Center

ARTICLE VI, SECTION 6-200.3(c)

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.

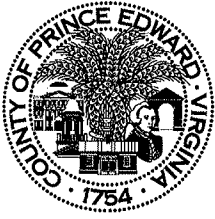
**TOWNHOUSE** - A grouping of three or more attached single family dwellings in a row in which each unit has its own front and rear access to the outside, no unit is located over another unit, and each unit is separated from any other unit by one or more common walls.

\* **TRANSITIONAL LIVING FACILITY**- A facility providing housing/shelter primarily to homeless or transient persons and which may provide ancillary services such as counseling and/or vocational training. Number of occupants to be determined by special use permit, Fire and Building Codes.

**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."







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

**Meeting Date:** November 21, 2016  
**Item No.:** 10  
**Department:** Planning and Community Development  
**Staff Contact:** Rob Fowler  
**Issue:** **JOINT PUBLIC HEARING: Special Use Permit-Farmville Area Rescue Mission /Property of Monroe Preston**

**Summary:**

The County has received a Special Use Permit application from the Farmville Area Rescue Mission to establish a Transitional Living Facility within an existing single-family residence located at 3777 Back Hampden Sydney Road on Tax Map Parcel 036-3-A owned by Monroe Preston. The property is zoned A1, Agricultural Conservation, and (pending action on Agenda Item #9) this zoning classification would permit Transitional Living Facilities by Special Use Permit.

The property is approximately 1.5 acres, no exterior improvements are planned and the location has ample parking on site.

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

**Attachments:**

1. Public Hearing Notice
2. Special Use Permit Application
3. List of adjoining property owners
4. Sample letter sent to adjoining property owners
5. Plat of Tax Parcel
6. Farmville Area Rescue Mission-Guest Intake Form
7. Farmville Area Rescue Mission-Guest Rules
8. Agreement between Farmville Area Rescue Mission and Monroe Preston

**Recommendation:** Following the Joint Public Hearing, the Board of Supervisors and the Planning Commission will wish to discuss and deliberate the requested Special Use Permit application.

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

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

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

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



November 21, 2016

**Please publish the following public hearing notice in THE FARMVILLE HERALD on Wednesday, November 30, 2016 and Wednesday, December 7, 2016**



### **Notice of Public Hearings**

The Prince Edward County Board of Supervisors and the Prince Edward County Planning Commission will hold public hearings on Tuesday, December 13, 2016 at 7:30 p.m. in the Board of Supervisors Room located on the 3<sup>rd</sup> floor of the Prince Edward County Courthouse, 111 South Street, Farmville, Virginia, to receive citizen input prior to the Planning Commission making recommendations to the Board of Supervisors on the following:

1. Amend the Zoning Ordinance to allow Transitional Living Facilities in the A1, Agricultural Conservation and A2 Agricultural Residential Districts by Special Use Permit.
2. Request by Farmville Area Rescue Mission for a Special Use Permit to operate a Transitional Living Facility located at 3777 Back Hampden Sydney Road on property identified as Tax Map Parcel 036-3-A. 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, 3<sup>rd</sup> Floor, Farmville, VA, or on the county website at [www.co.prince-edward.va.us](http://www.co.prince-edward.va.us). It is the County's intent to comply with the Americans with Disabilities Act. Should you need special accommodations, please contact W. W. Bartlett, County Administrator at 434-392-8837.

P.M. - 7 A.M.

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

PERMIT/APPLICATION NO \_\_\_\_\_  
ZONING DISTRICT A1  
MAGISTERIAL DISTRICT \_\_\_\_\_  
DATE SUBMITTED 11/21/16

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: Monroe D. Preston  
Applicant's Address: PO Box 232 Farmville, VA 23901  
Applicant's Telephone Number: 434 392-3859

Present Land Use: Residential: Proposed Special Use Temporary, Overnight emergency shelter  
Legal Description of Property with Deed Book and Page No. or Instrument No. not a deed book 287 page 765

Tax Map # 36-3-A4B Acreage: 1.5  
Narrative statement evaluating effects on adjoining properties (noise, odor, dust, fumes, etc.): (Attach additional sheet if necessary.) NO effects from noise odor, dust or fumes.

Statement of general compatibility with adjacent and other properties in the zoning district. (Attach additional sheet if necessary.) As a the 4th house on left, first 3 houses are rental properties. Two of the 3 or duplexes. There is a lot 8" between residential houses  
Height of Principal Building (s): Feet unknown Stories One (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.

Shirley Shular (Farm President) 11/21/2016  
Signature of Applicant (if not property owner) Date

PROPERTY OWNER(S) STATEMENT  
I hereby certify that the above described project and the information contained herein 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.

Monroe D. Preston 11/21/2016  
Signature of Property Owner(s) Date

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

NOTE: THIS PERMIT APPLICATION IS NOT VALID UNLESS ALL PROPERTY OWNER(S) SIGNATURES ARE

Application Fee \$300.00 Fee Received by [Signature] Date 11/21/16

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

Prince Edward County  
Special Use Permit

Applicant: Farmville Area Rescue Mission/Monroe Preston  
Date: November 22, 2016

**Schedule B**

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

Parcel ID	Owner	Address	Note
036-3-C	Priscilla Pollard Live Estate C/O Richard Pollard	3833 Back Hampden Sydney Road Farmville, VA 23901	
036-3-D 036-A-61	Joseph & Frances Huddleston	4228 Back Hampden Sydney Road Farmville, VA 23901	
036-A-61A	Debora Epps	3556 Back Hampden Sydney Road Farmville, VA 23901	
036-A-61B	Clyde Huddleston	4228 Back Hampden Sydney Road Farmville, VA 23901	
036-A-61C	Opal Mae Jania	3744 Back Hampden Sydney Road, Farmville, VA 23901	
036-A-61D	Rodney & Christopher Huddleston	3612 Back Hampden Sydney Road Farmville, VA 23901	
036-A-67B	Thomas Huddleston, Rodney Huddleston & Trainer Thomas	3612 Back Hampden Sydney Road, Farmville, VA 23901	

BOARD OF SUPERVISORS

HOWARD F. SIMPSON  
CHAIRMAN

PATTIE COOPER-JONES  
VICE CHAIRMAN

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



COUNTY ADMINISTRATOR  
W.W. BARTLETT

POST OFFICE BOX 382  
FARMVILLE, VA 23901

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

WBARTLETT@CO.PRINCE-EDWARD.VA.US

**COUNTY OF PRINCE EDWARD, VIRGINIA**

November 22, 2016

RE: Special Use Permit Application at 3777 Back Hampden Sydney Road

To Whom It May Concern:

The Prince Edward County Board of Supervisors and the Prince Edward County Planning Commission has scheduled a joint Public Hearing on Tuesday, December 13, 2016 at 7:30 p.m. to consider a Special Use Permit Application by Farmville Area Rescue Mission/Monroe Preston. The meeting will be held in the Board Room on the Third Floor of the Prince Edward County Courthouse. A public hearing gives the Board of Supervisors and the Planning Commission the opportunity to gather citizen input prior to considering the special use request.

The County has received a request by Farmville Area Rescue Mission/Monroe Preston to permit the operation of a Transitional Living Facility in an existing swelling located at 3777 Back Hampden Sydney Road on Tax Map 036-3-A owned by Monroe Preston. The property is presently zoned A1, Agricultural Conservation District, and this zoning classification permits a Transitional Living Facility 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](http://www.co.prince-edward.va.us). If you have any questions about this meeting or the permit application, I encourage you to contact me by calling 434-392-8837 or electronically at [rfowler@co.prince-edward.va.us](mailto:rfowler@co.prince-edward.va.us)

Sincerely,

A handwritten signature in black ink, appearing to read "RSF", with a long horizontal line extending to the right.

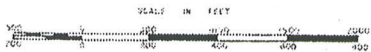
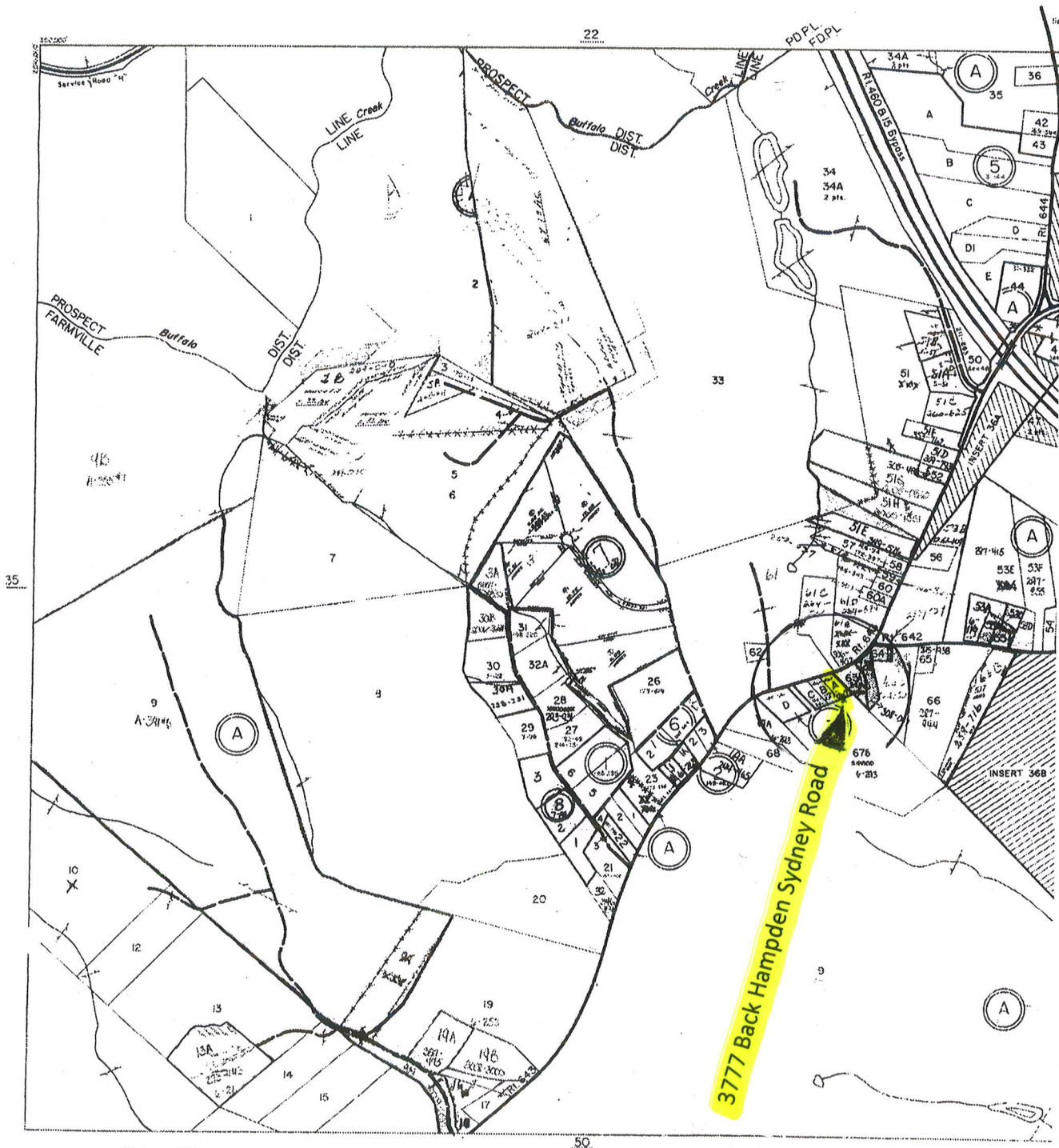
Robert S. Fowler  
Director  
Planning and Community Development

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







3777 Back Hampden Sydney Road

Gentlewar Rd 642

Back Hampden Sydney Rd

643

© 2016 Google

Google

1994

Imagery Date: 9/15/2015 37°16'43.81" N 78°26'24.93" W elev 469 ft eye a







## Farmville Area Rescue Mission - Guest Intake Form

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

Do you consent to a search of your possessions? Y- N Guest Initials: \_\_\_\_\_

Do you consent to criminal background check? Y- N Guest Initials: \_\_\_\_\_

Full Name: \_\_\_\_\_

SSN: \_\_\_\_\_ DOB: \_\_\_\_\_ ID # \_\_\_\_\_ Photo ID type: \_\_\_\_\_

Race: \_\_\_\_\_ How did you hear about us? \_\_\_\_\_

Length of time since guest has had own address? \_\_\_\_\_ How often homeless in past 4 yrs. \_\_\_\_\_

Length of stay in last night's residence? 1 month \_\_\_ 1 week \_\_\_ 1 night \_\_\_ Other: \_\_\_\_\_

Male Female Family type: Single Married Other: \_\_\_\_\_

Accompanied by children: Y - N Ages/genders: \_\_\_\_\_

Offense Information: Felony - Misdemeanor \_\_\_\_\_ Release date: \_\_\_\_\_

Are you on Probation or Parole Y - N Name of Officer: \_\_\_\_\_

Treatment Programs: Y - N (Substance Abuse, Mental Health, Other - circle one)

Do you have any outstanding warrants? Y - N What Counties or States: \_\_\_\_\_

Do you have a history of Violent Charges and/or Sexual offenses? Y - N \_\_\_\_\_

Do you have any medications or weapons with you at this time? Y - N \_\_\_\_\_

Do you have any ongoing medical issues? \_\_\_\_\_

Are you now or have you taken in the past any psychotropic medications? Y - N \_\_\_\_\_

Do you have any Mental Health Diagnosis? Y - N \_\_\_\_\_

Are you currently a Crossroads Client? Y - N Name of Case Manager: \_\_\_\_\_

Emergency Contact information

Name: \_\_\_\_\_ Ph# \_\_\_\_\_ Relationship: \_\_\_\_\_

**Farmville Area Rescue Mission: Guest Rules**

I understand that Farmville Area Rescue Mission relies on the community's churches to offer shelter. I understand that if I choose not to follow the rules I am jeopardizing the Farmville Area Rescue Mission ability to provide shelter. I understand that our rules are to ensure the peace and safety of all Farmville Area Rescue Mission guests and our shelter sites.

1. **ALCOHOL/DRUGS are not tolerated:** If found, I will be suspended from Farmville Area Rescue Mission for a minimum of 3 nights.
2. **VIOLENCE is not tolerated:** I understand verbal or physical violence towards anyone is not acceptable.  
I understand that I will be suspended for a minimum of 5 nights.
3. **WEAPONS:** I agree to turn in any item that may be used as a weapon at Intake.
4. **LEAVING THE SITE:** I understand that if I leave the Shelter or Intake I will not be allowed to return that evening.
5. **SMOKING:** I understand the use of tobacco products is not allowed.
6. **PERSONAL BELONGINGS:** I understand I can bring only two small bags, and they are my responsibility. I understand that if my belongings are left behind at either Intake or the Shelter Site, they will be removed and discarded.
7. **PERSONAL BEDDING:** I will only use bedding Farmville Area Rescue Mission provides to help keep the shelters clean.
8. **FOOD AND DRINK:** I understand there is no outside food or drink allowed once a person comes to Intake.

**I understand that respect is part of being a guest at Farmville Area Rescue Mission, I understand that people have different definitions of respect. If at any time I am unsure what is considered to be respectful, I will consult with staff:**

1. I will be considerate and respectful of other guests, staff, and volunteers and the property of others.
2. I will be fully clothed in common areas and be aware how my body odor affects others. I will address odor concerns.
3. I will go to intake every night. I will never go to the shelter when Farmville Area Rescue Mission staff is not present.
4. I will remain quiet when others are sleeping. I will use headphones and socialize in other areas than the sleeping area.
5. I will be respectful while using a cell phone and talk quietly and politely.
6. I will do my part and help keep the Shelter Sites, Intake site, buses, and bathrooms clean.
7. I will leave the Shelter Site in the morning when the staff notifies me to do so.

**Farmville Area Rescue Mission reserves the right to suspend services to guests who do not comply with Farmville Area Rescue Mission House Rules or whose behavior continues to be disrespectful to those around them.**

\_\_\_\_\_  
Printed Name of guest

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

This written agreement gives permission to Farmville Area Rescue Mission (FARM) and Monroe Preston, (Owner) to utilize the property at 3777 Back Hampden Sydney Road, Farmville, VA 23901 as a temporary, overnight, emergency shelter.

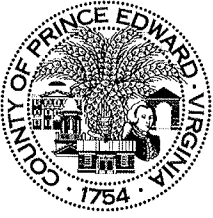
It is agreed that the term of this agreement will be from September 1, 2016 to August 31, 2017. This agreement may be terminated by a 30 day written notice by either party.

It is further agreed that the following items will be in force during the use of the house as a shelter.

- No alterations will be made to the property without prior written approval.
- All bills associated with the utilization of the property will be paid by FARM including but not limited to: Electric bill, Insurance coverage, Lawn mowing, house repairs, etc.
- Said property will not be used for long term occupancy without owner's prior written permission.
- A section of the basement and attic will be used for storage by the owner.
- Labor (although chores may be assigned), for the property will not be provided by any guest who is receiving shelter service.

A copy of the agreement can be made available at Board at request.





County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: December 13, 2016  
 Item No.: 11  
 Department: County Administration  
 Staff Contact: W.W. Bartlett  
 Issue: Citizen Volunteer Appointments

**Summary:** The terms of office for the following positions expire December 31, 2016. All positions have been advertised in *The Farmville Herald*. Listed by each position are the terms of office, the name of the individual currently holding the position and the name(s) of all applicants filing a Citizen Volunteer Application.

Position	Term of Office	# of Terms Expiring/ Vacancies	Individual Currently Holding the Office	Citizen Volunteer Applicants
Prince Edward County Planning Commission	4 Years (1-1-17 – 12-31-20)	2 County Positions	Donald Gilliam Preston C. Hunt	Donald Gilliam Preston C. Hunt
Prince Edward County Board of Zoning Appeals*	5 Years (1-1-17 – 12-31-21)	1	Vincent Eanes	<i>No Applications Received</i>

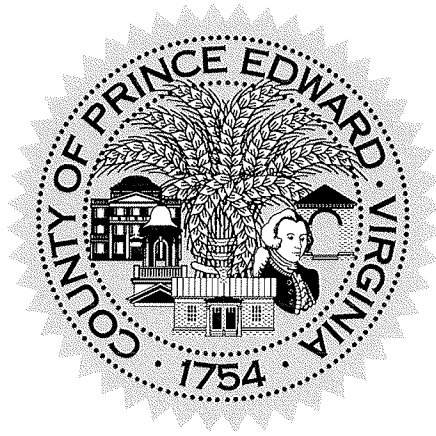
*\*Note: The Board makes a recommendation to the Circuit Court Judge for appointments to the BZA.*

**Attachments:** Public Notice  
 Citizen Volunteer Applications

**Recommendation:**

1. Make appointments to the Planning Commission.
2. Make a recommendation to the Circuit Court Judge for the appointment to the Board of Zoning Appeals.

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



## NOTICE TO THE CITIZENS OF THE COUNTY OF PRINCE EDWARD

To provide the maximum opportunity for citizen participation in our local government, it is the policy of the Prince Edward County Board of Supervisors to advertise vacancies on county boards, commissions and committees, etc., which call for citizen representation. Terms of office for the following positions expire December 31, 2016.

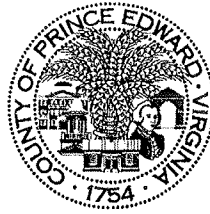
<b>Position</b>	<b>Term of Office</b>	<b># of Vacancies</b>
County Planning Commission	4 Years	2 County Positions <sup>1</sup>
County Board of Zoning Appeals	5 Years	1 Position <sup>2</sup>

### Notes:

- 1. Individuals holding a County position must live outside the corporate limits of the Town of Farmville.*
- 2. For positions on the BZA, the Board makes a recommendation to the Circuit Court Judge, who makes the appointment.*

Citizens interested in being considered for appointment must submit a Citizen Volunteer Application to the County Administrator's Office not later than Friday, December 2, 2016. Appointments will be made at the December 13, 2016 Board meeting. Applications are available on the County's web site at [www.co.prince-edward.va.us](http://www.co.prince-edward.va.us) or in the County Administrator's Office, 111 South Street, 3rd Floor, P.O. Box 382, Farmville, Virginia 23901. For information about these or other citizen volunteer opportunities, please contact the County Administrator's Office at (434) 392-8837.

RECEIVED NOV 09 2016



CITIZEN VOLUNTEER APPLICATION  
FOR COUNTY BOARDS, COMMITTEES & COMMISSIONS

Date November 7, 2016

Name Donald Brent Gilliam

Home Address 4606 Heights School Road

City Pamplin State Virginia Zip Code 23958

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

Home Telephone Number 434-248-6353 FAX N/A

E-Mail Address DandDGilliam@aol.com

Present Employer Kyanite Mining Corporation

Business Address 30 Willis Mountain Plant Lane

City Dillwyn State Va Zip Code 23936

Business Telephone Number 434-983-2085 FAX 434-983-4341

Which Address is Preferred for Mailings? Home  Office

Optional Information Which May Prove Helpful:

Occupation Miner - Heavy Equipment Operator - Farmer

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

Education: High School P.E. Academy (Fuzway School) Year 1968

College/Technical School \_\_\_\_\_ Year \_\_\_\_\_

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

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

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

Past Board, Commission, and Committee Assignments Prince Edward Planning Commissions

Professional, Civic, or Other Activities Farm Bureau (Pres)

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

After serving on this board for 20 years I feel we have achieved great progress in this county & I look forward to serving next year. (Term)

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

No

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

No

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

**APPOINTED BY THE BOARD OF SUPERVISOR:**

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

**APPOINTED BY CIRCUIT COURT:**

- Electoral Board
- Board of Zoning Appeals

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

*Donald B. Williams*

Signature

*11-7-16*

Date

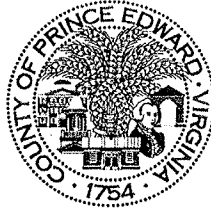
**Please Return Application To:**

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

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



RECEIVED NOV 09 2016



CITIZEN VOLUNTEER APPLICATION  
FOR COUNTY BOARDS, COMMITTEES & COMMISSIONS

Name Preston L. Hunt Date 11-9-16  
 Home Address 193 RR EPPES ROAD  
 City Meherrin State VA Zip Code 23954  
 Election District: Buffalo \_\_\_\_\_ Farmville 801 \_\_\_\_\_  
 Hampden \_\_\_\_\_ Leigh   
 Farmville 101 \_\_\_\_\_ Lockett \_\_\_\_\_  
 Farmville 701 \_\_\_\_\_ Prospect \_\_\_\_\_  
 Home Telephone Number 434-736-2132 FAX N/A  
 E-Mail Address NA  
 Present Employer Retired  
 Business Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
 Business Telephone Number \_\_\_\_\_ FAX \_\_\_\_\_  
 Which Address is Preferred for Mailings? Home \_\_\_\_\_ Office \_\_\_\_\_

Optional Information Which May Prove Helpful:

Occupation \_\_\_\_\_  
 Former Occupation, If Retired Manager Industrial Printing  
 Education: High School P.E.C Grad. Year 1959  
 College/Technical School \_\_\_\_\_ Year \_\_\_\_\_  
 Graduate School \_\_\_\_\_ Year \_\_\_\_\_  
 Military Service \_\_\_\_\_ Years \_\_\_\_\_  
 Degrees/Other Rockland Community. Problem Solving/Decision Making  
 Past Board, Commission, and Committee Assignments Planning Comm.

Professional, Civic, or Other Activities Member Levi<sup>6</sup> Baptist Church,  
Trustee / Senior Choir / Neighbor Hood Watch /  
Family Man

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

Pass Member, Plus Experience on the Planning Comm.  
of the County will enable me to make a more positive  
Decision or Vote. Thank you!

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

No

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

No

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

**APPOINTED BY THE BOARD OF SUPERVISOR:**

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

**APPOINTED BY CIRCUIT COURT:**

- Electoral Board
- Board of Zoning Appeals

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

*Quenton L. Hunt*  
Signature

11-9-16  
Date

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

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



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

**Meeting Date:** December 13, 2016  
**Item No.:** 12  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett  
**Issue:** Piedmont Regional Jail Authority

**Summary:**

Attached is the final version of the Piedmont Jail Authority Service Agreement. Over the last year the Counties that comprise the Piedmont Regional Jail Board, (Amelia, Buckingham, Cumberland, Lunenburg, Nottoway and Prince Edward) have studied the process, advantages and liabilities of transforming the Jail Board into a Jail Authority. A regional meeting was held on July 8, 2016 at Fort Pickett where this service agreement was discussed as well as the pros and cons of transitioning into an Authority.

Several attorneys have participated in drafting both the Service Agreement and a Resolution, which I will speak more on later. Most notably, E.M. Wright, County Attorney from Buckingham; Bill Hefty of the law firm Hefty & Wiley and Vivian Giles of Cumberland County have all worked many hours developing these two documents. Mr. Ennis has reviewed the Agreement. The Counties of Cumberland, Lunenburg and Nottoway have already voted to establish the Authority. It is anticipated the remaining Counties will take similar action in December/January.

Attached is an analysis of the advantages and disadvantages of transitioning from a Jail Board to a Jail Authority. The greatest advantage lies with the reduction of liability for the County and the Jail Board members. An Authority is a “political subdivision of the Commonwealth”, a Board is not. As such the Jail Authority shields the Counties and its Authority board members from direct liability for actions involving the Jail. That immunity may not be complete but as a Board, the Counties and Jail Board Members have little or no immunity at all. Another significant advantage is, if, in the event the Jail would need to expend funds on a major capital project, say an expansion or construction of a new jail, with an Authority the debt and liability would not be reflected on the County balance sheet. Having this obligation on the books of the Jail Authority instead of the County would allow the Authority to charge a higher rate for housing federal prisoners. This would effectively transfer part of the responsibility of repayment from the County to the Federal government.

The greatest disadvantage of moving to a Jail Authority is the Authority Board does have the ability to borrow money. But, as explained by Mr. Wiley, whose firm serves as the attorney for many of the existing Jail Authorities, during the July meeting; he has seen no bank willing to lend to a Jail Authority without the approval of the member jurisdictions governing bodies. This is because the lenders realize the governing bodies are the real source of revenue for Jail Authorities and the Authorities cannot obligate the member jurisdictions to repay any debt. Thus any lender will require the member jurisdictions to also approve various documents authorizing the actual borrowing by the Authority.

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



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

The creation of the Authority is a two-step process. The first step is the adoption of this service agreement by all existing members of the Jail Board. If one member refuses to adopt then this transition will end and the Jail will continue to operate as a Jail Board. The second step is the adoption of the attached Resolution which is the actual document that allows the creation of the Jail Authority. Per section 53.1-95.4 of the Code of Virginia the resolution creating the Jail Authority must include, among other things, the names of the first members of the board of the Jail Authority. Some of the Counties have approved their members and some have not. Prince Edward has not. Thus during December the counties who have not approved their initial members are expected to do so and the final resolution, containing the initial board members names will be adopted in January 2017.

The recommendation is for the Board to approve the Sheriff, Mr. Jimmy Garnett and myself to serve as the initial representatives from Prince Edward. By state code the Sheriff must be appointed to the Authority, Mr. Garnett is the existing representative from Prince Edward and serves as the Chairman of the Jail Board, has considerable experience and knowledge of the operations of the Jail; I am serving as the Counties alternate for Mr. Garnett and have been attending Jail Board meetings for several years and assist in developing the Jail's annual budget. If the Board wishes to change the County representatives per Section 3 of the resolution you may do so at any time.

**Attachments**

1. Draft Piedmont Regional Jail Authority Service Agreement
2. Resolution Approving the Service Agreement
3. Analysis of Establishing a Regional Jail Authority
4. Draft Resolution Authorizing the Organization of the Regional Jail Authority

**Recommendation**

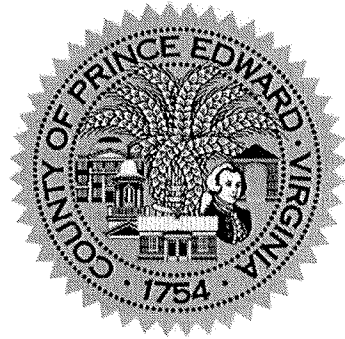
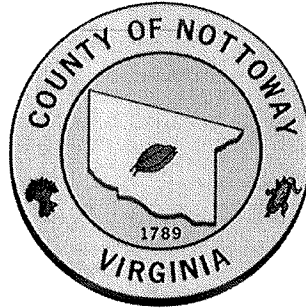
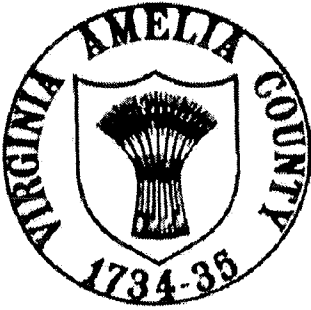
1. Approve the Resolution Approving the Service Agreement.
2. Approve the appointment of Sheriff Wesley Reed, James W. Garnett, Jr., and W.W. Bartlett, County Administrator, as Prince Edward County's initial members of the Jail Authority.

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

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

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

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



# Piedmont Regional Jail Authority

## Service Agreement

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**PIEDMONT REGIONAL JAIL AUTHORITY  
SERVICE AGREEMENT**

This Service Agreement (**the “Agreement”**) is made as of this 1<sup>st</sup> day of January, 2017, by and among the Piedmont Regional Jail Authority (**the “Authority”**) and the counties of Amelia, Buckingham, Cumberland, Lunenburg, Nottoway and Prince Edward each of which is a political subdivision of the Commonwealth of Virginia (**collectively the “Member Jurisdictions” and individually, a “Member Jurisdiction”**).

**RECITALS**

**WHEREAS**, pursuant to Article 3.1, Title 53.1 of the Code of Virginia, of 1950, as amended, the Member Jurisdictions adopted concurrent resolutions creating the Authority for the purposes of financing, acquiring, constructing and equipping regional jail facilities (**the “Jail Facilities”**), and providing for the ongoing operation and maintenance of the Jail Facilities for the benefit of the Member Jurisdictions.

**WHEREAS**, in order to pay the cost of acquiring, constructing, owning, equipping, maintaining and operating the Jail Facilities, the Member Jurisdictions have agreed herein to pay certain amounts, on terms set forth in this Agreement.

**NOW, THEREFORE**, in consideration of the foregoing and the mutual covenants set forth herein, the Authority and each of the Member Jurisdictions hereby agree as follows:

.....  
.....  
.....  
.....

.....  
.....  
.....  
.....



**ARTICLE I**  
**DEFINITIONS**

The capitalized terms in this Agreement have the meanings set forth below unless the context otherwise requires.

**“Annual Budget”** has the meaning given to such term in Section 2.7.

**“Applicable Law”** mean all applicable laws, ordinances, judgments, decrees, injunctions, writs and orders of any court, arbitrator or governmental agency or authority and all rules, regulations, orders, interpretations, licenses and permits of any Federal, state, county, municipal, regional, foreign or other governmental body, instrumentality, agency or authority.

**“Authority”** means the Piedmont Regional Jail Authority.

**“Authority Default”** has the meaning given to such term in Section 7.1.

**“Bonds”** means revenue bonds and notes and other indebtedness issued by the Authority in one or more series for the corporate purposes of the Authority including but not limited to the financing of the design, acquisition, construction, improvement and equipping of the Jail Facilities.

**“Chief Executive Officer”** means the county administrator or other official exercising comparable authority of each Member Jurisdiction.

**“Debt Service Reserve Fund”** means the reserve fund established in Section 3.3.

**“Expenses”** mean all expenses which may reasonably be determined by the Authority to be attributable directly or indirectly to the operation of the Jail Facilities and payable as operating expenses in accordance with generally accepted accounting principles and state law, and shall also include (i) debt service payments only on operating indebtedness of the Authority and not on indebtedness incurred for capital expenditures; (ii) required payments to the

Operating Reserve Fund; and (iii) required payments to any Debt Service Reserve Fund established in connection with Bonds issued only for operating expenditures, not for capital expenditures, and other reasonable or necessary payments required to comply with covenants imposed by the documents under which such operating expenditure Bonds are issued.

**“Facilities Charge”** and **“Facilities Charges”** means the amounts payable by the Member Jurisdictions as determined in accordance with the provisions of Section 3.1(a).

**“Facilities Charge Percentages”** has the meaning given such term in Section 3.1(b).

**“Fiscal Year”** means the annual accounting period from July 1 of one year to June 30 of the following year.

**“Jail Facilities”** means initially the regional jail facilities located at 801 Industrial Park Road, Farmville, Virginia 23901, together with any additions or improvements thereto and any other such facilities of the Authority.

**“Member Jurisdictions”** means the Counties of Amelia, Buckingham, Cumberland, Lunenburg, Nottoway and Prince Edward, each a political subdivision of the Commonwealth of Virginia, and such other political subdivision or subdivisions joining the Authority as provided in Section 4.8 but excluding any political subdivisions that may have withdrawn from the Authority as provided in Section 4.9.

**“Member Jurisdiction Default”** has the meaning given to such term in Section 7.2.

**“Net Expenses”** means Expenses reduced by an amount equal to (i) revenue received from Non-Member Jurisdictions; (ii) Expenses of the Authority reimbursed by the Commonwealth of Virginia; and (iii) all other revenue received from sources other than Member Jurisdictions.

**“Operating Reserve Fund”** means the reserve fund established in Section 3.3.

**“Non-Member Jurisdictions”** means the federal government, any political subdivision or municipal corporation of the Commonwealth of Virginia or agencies thereof, any other state and the District of Columbia, which is not a member Jurisdiction.

**“Non-Member Per Diem Rate”** means the daily charge to Non-Member Jurisdictions for each Prisoner as determined from time to time by the Authority, , which initially shall be a rate not less than 150% of the Per Diem Rate unless specified by contract with the Authority unless specified by contract with the Authority.

**“Per Diem Rate”** means a uniform daily charge equal to Net Expenses divided by the total number of beds used by Member Jurisdictions in the preceding Fiscal Year divided by 365 or 366 days, as the case may be; provided, however, for purposes of computing the Per Diem Rate prior to the Fiscal Year that begins on July 1, 2016, Net Expenses shall be divided by the estimated number of beds Member Jurisdictions are expected to use in the then current Fiscal Year divided by the estimated number of days the Jail Facilities are to be available for use in such Fiscal Year.

**“Prisoner(s)”** has the meaning given to such term in Section 2.1.

## ARTICLE II

### PROVISIONS OF SERVICE, OPERATION AND MAINTENANCE

#### Section 2.1 Acceptance of Prisoners.

The Authority will accept Prisoners from each of the Member Jurisdictions (and to the extent space is available, from Non-Member Jurisdictions) who have been (i) duly arrested for committing a criminal offense and held over pending trial; or (ii) duly convicted of committing a criminal offense and sentenced to a term of incarceration by a court having proper jurisdiction (the **“Prisoners”**). In the event the Jail Facilities are at capacity with Prisoners, the Authority shall continue to accept all Prisoners committed to it by a Member Jurisdiction and shall be responsible for arranging incarceration of such Prisoners, for transportation thereof and for all costs associated therewith.

**Section 2.2 Inmate Population.** The Authority shall exercise its best efforts to keep the Jail Facilities full of Prisoners at all times. Prisoners of Member Jurisdictions shall be given a preference over those of Non-Member Jurisdictions; however, to the extent space is available, the Authority will endeavor to accept Prisoners from Non-Member Jurisdictions.

**Commitment of Prisoners.**

(a) Each Member Jurisdiction agrees, to the extent permitted by law: (a) to be obligated to commit promptly all of its Prisoners to the custody of the Authority and (b) to refuse to pay for the incarceration of any Prisoner committed to the custody of its Sheriff that is incarcerated in any facility other than the Jail Facilities of the Authority unless in the case of either (a) or (b): (i) commitment of any such Prisoner to a facility other than the Jail Facilities is ordered by a court of competent jurisdiction; (ii) a court of competent jurisdiction orders the Member Jurisdiction to make such a payment; or (iii) the Authority, in breach of this Agreement, refuses to accept any such Prisoner. The Member Jurisdiction shall have the right to seek reimbursement of its costs for the incarceration of any such Prisoner from the Authority, if the Authority unjustifiably refuses to accept any such Prisoner.

(b) Notwithstanding the provisions of Section 2.2(a), each Member Jurisdiction, to the extent permitted by law, may use any local jail facilities for use as temporary holding cells prior to commitment of Prisoners to the custody of the Authority.

**Section 2.3 Transportation of Prisoners.**

Unless the Member Jurisdictions and the Authority agree otherwise, each member jurisdiction shall be responsible for the initial transportation of Prisoners from such Member Jurisdiction to the Jail Facilities for processing and for all costs, expenses and security relating to such Prisoners during transportation. The Authority agrees to provide transportation of such

Prisoners to and from any and all court appearances and shall remain with and maintain responsibility for such Prisoners while such Prisoners await court appearance, unless otherwise agreed by the parties.

**Section 2.4 Operating and Maintenance.**

The Authority will equip, operate and maintain the Jail Facilities in accordance with the rules and regulations of the Virginia Board of Corrections and all other Applicable Law.

**Section 2.5 Insurance.**

The Authority shall maintain hazard, liability or such other insurance as may be required by Applicable Law or which the Authority may deem advisable to protect the interests of the Authority and its Member Jurisdictions. Any such insurance policies shall include the Member Jurisdictions as additional insureds thereunder to the extent of their respective interests. Additionally, the Authority shall obtain surety or fiduciary bonds on Authority employees who have access to Authority funds, bank accounts, deposits or receivables.

**Section 2.6 Annual Report.**

Within 30 days of the end of each of the Fiscal Year quarters, the Authority will provide each Member Jurisdiction with a statement of revenues and expenditures of the Authority for the preceding quarter, including data on the utilization of the Jail Facilities by the Member Jurisdictions and other users of the Jail Facilities. The Authority will cause an annual audit to be performed and completed by November 30 of each year for the immediately preceding Fiscal Year by an independent certified public accountant. The final report shall include an estimate of the Fiscal Year-end adjustments to be paid by or credited to each Member Jurisdiction in the following Fiscal Year pursuant to Section 3.1 (g) to reflect actual utilization of the Jail Facilities.

A copy of the auditor's report will be delivered to the Chief Executive Officer of each Member Jurisdiction promptly upon completion.

**Section 2.7 Annual Budget.**

A budget committee comprised of the county administrators of each Member Jurisdiction shall prepare and provide to the members of the Jail Authority Board of Directors and to each Member Jurisdiction on or before March 1<sup>st</sup> of each year the Authority's Annual Budget for the next Fiscal Year. Such Annual Budget shall set forth the Facilities Charge Percentage for each Member Jurisdiction, the projected number of Prisoners from each Member Jurisdiction, as well as any payment adjustments that are due to be paid or credited pursuant to Section 3.1 (g). The Authority agrees to set, and revise as needed, the Facilities Charges sufficient to generate revenue adequate to pay Net Expenses. Within ten (10) days of any revision to the Facilities Charges, the Authority shall notify each Member Jurisdiction of such revision. The Authority shall promptly provide copies of any amendments to its Annual Budget to each Member Jurisdiction.

Each Member Jurisdiction hereby directs its Chief Executive Officer to include in each annual budget submitted to the governing body of his or her jurisdiction or in an amendment thereto, sufficient funds to cover the payment of the Facilities Charge assessed by the Authority in each Fiscal Year including any subsequent revisions thereto during the course of such year. To assist the Member Jurisdictions in estimating their obligations to the Authority, the Authority will develop a policy, which it may amend from time to time, for forecasting its revenues and expenditures over future periods of up to five years beyond the then current Fiscal Year. The forecast will be revised annually and distributed to the Member Jurisdictions during the budget setting process.

**Section 2.8 Books and Records; Fiscal Agent.**

The Authority will maintain proper books of record and account in which proper entries shall be made in accordance with generally accepted accounting principles for governmental bodies, consistently applied, of all of its business and affairs related to the Jail Facilities. The books and records of account of the Authority shall be audited annually by a firm of independent public accountants selected by the Authority. The Authority may contract with one of its Member Jurisdictions for the Member Jurisdiction to serve as fiscal agent for the Authority. All books of record and account and documents in the Authority's (or its fiscal agent's) possession relating to the Jail Facilities shall at all reasonable times be open to inspection by such agents or employees of the Member Jurisdictions as they may designate.

**Section 2.9 Certain Responsibilities.**

The Authority will be responsible for (i) any renovation, expansion, construction and equipping of the Jail Facilities; (ii) the employment of any persons necessary for the operation and maintenance of the Jail Facilities; (iii) the adoption of rules, regulations, policies and guidelines for the operation and maintenance of the Jail Facilities, not inconsistent with the standards of the Virginia Board of Corrections; and (iv) any arrangements for financing the Jail Facilities. The Authority shall be an equal opportunity employer.

**Section 2.10 Annual Per Diem Rate Calculation.**

The Authority will provide each Member Jurisdiction, at least annually the calculation for the effective Per Diem Rate for such Member Jurisdiction for its usage of the Jail Facilities.

## ARTICLE III

### PAYMENTS

#### Section 3.1 Payments from Member Jurisdictions.

(a) Facilities Charges. Each quarter, the Authority, in conjunction with one or more representatives from member jurisdictions, shall establish the projected Facilities Charges for the upcoming quarter. The Facilities Charges are the total amounts anticipated to be needed during the upcoming quarter for the payment of Expenses after deducting anticipated revenues from all other sources. The Facilities Charge shall be invoiced quarterly by the Authority to each Member Jurisdiction and shall be payable no later than August 1, November 1, February 1 and May 1 in each year. The amount of Facilities Charges invoiced to each Member Jurisdiction shall be calculated by multiplying the total Facilities Charges for the quarter by the Member Jurisdiction's Facilities Charge Percentage as calculated in paragraph (b) below.

(b) Facilities Charge Percentages. The Facilities Charge Percentage for a Member Jurisdiction shall be that percentage of the total number of inmates incarcerated by all six Member Jurisdictions during the twelve-month period ending on the last day of the previous quarter of inmates incarcerated by the Member Jurisdiction during that twelve-month period. The percentage shall be calculated as the fraction, the numerator of which is the total number of inmates incarcerated by the Member Jurisdiction during the twelve-month period ending on the last day of the previous quarter and the denominator of which is the total number of inmates incarcerated by all six Member Jurisdictions during the twelve-month period ending on the last day of the previous quarter.

(c) If not paid when due, the Facilities Charge shall bear interest at  $\frac{3}{4}\%$  per month until paid; provided, however, that this provision shall not apply in instances where Applicable



Law prescribes some other due date or late payment charge. If not paid on the date payment is due, a Member Jurisdiction shall be charged at a rate equal to one hundred fifty percent of the current member per-diem rate until all amounts due and unpaid have been fully paid. Notwithstanding any of the foregoing, any or all interest, late payment charges, or Non-Member Per Diem charges may be waived by a majority of the Jail Authority Board of Directors.

(d) The obligation of each Member Jurisdiction to pay the Facilities Charge in advance shall be subject to and contingent upon appropriations being made for such purpose by the governing body of such Member Jurisdiction.

(e) If Facilities Charges due and payable in advance as set forth in Section 3.1(a) are not paid within 30 days of their respective due dates, each Member Jurisdiction which has not paid its assessed Facilities Charges hereby agrees to pay, on a monthly basis, a rate equal to one hundred fifty percent of the current member per-diem rate for each Prisoner committed to the Jail Facilities during the preceding calendar month. All payments pursuant to this paragraph shall be due and payable not later than 30 days following the date of the Authority's invoice setting forth the amounts due for the services rendered by the Authority in housing such Member Jurisdiction's Prisoners.

(f) Commencing on the date of issuance of any Bonds, if the Authority lacks sufficient funds to pay scheduled debt service on such Bonds, or to pay any debt service reserve funding requirements, the Authority shall promptly notify the Member Jurisdictions of the amount of each insufficiency. Upon such notification, each Member Jurisdiction agrees to pay, subject to the conditions contained in this paragraph, an equal portion of such deficit. Any such payment under this paragraph shall be subject to the appropriation of funds by the governing body of each Member Jurisdiction. The governing body of each Member Jurisdiction by this

Agreement undertakes a non-binding moral obligation to appropriate such amounts, to the fullest degree and in such manner as is consistent with the Constitution and laws of the Commonwealth of Virginia. Each such governing body, while recognizing that it is not empowered to make any binding commitment to make such appropriations in future Fiscal Years, hereby states its intent to make such appropriations in future Fiscal Years and hereby recommends that future governing bodies do likewise. In no event shall any obligation of any Member Jurisdiction under this Agreement be deemed to constitute a debt within the meaning of the Constitution of Virginia.

(g) The Authority shall notify all Member Jurisdictions not later than 30 days after any payment due date if a Member Jurisdiction fails to pay any charge when due, and shall pursue with diligence the collection of such past due amount. The notice shall include a statement of the Authority's intention to adjust the remaining payments due during the Fiscal Year (and thereafter if such default is not cured) from all non-defaulting Member Jurisdictions and shall state the amount of the adjusted charge. The adjustment shall be based upon a reallocation of Facilities Charge Percentages to all non-defaulting Member Jurisdictions. Upon payment in full of the amount in arrears by the defaulting Member Jurisdiction the Authority shall readjust charges to the Member Jurisdictions to pre-default levels and credit all non-defaulting Member Jurisdictions in the appropriate amount for any excess payments previously made at the default adjusted rate. The Authority shall make other adjustments as may be necessary to the Facilities Charge during the Fiscal Year to meet expenses and to comply with any covenant entered into in connection with issuance of the Bonds.

**Section 3.2 Payments from other Jurisdictions.**

Within the limits allowed by law, the Authority shall establish a Non-Member Per Diem Rate for the care, maintenance and subsistence of Prisoners from Non-Member Jurisdictions.

Such Non-Member Per Diem Prisoner charge shall be due and payable to the Authority from Non-Member Jurisdictions having Prisoners in the Jail Facilities no later than the fifteenth day of the month next following the month in which the charge was incurred, or otherwise as agreed in writing, between the Non-Member Jurisdiction and the Authority, and if not paid when due shall bear interest at the rate of 1% per month until paid; provided, however, that the provision as to interest on late payments shall not apply in instances where Applicable Law prescribes some other due date or late payment charge. Revenue received from all sources other than the Member Jurisdictions shall be used to pay Expenses.

**Section 3.3 Operating Reserve Fund and Debt Service Reserve Fund.**

Upon the issuance of any Bonds, the Authority may provide for a Debt Service Reserve Fund in an amount in accordance with the documents under which the Bonds are issued. The Authority agrees to provide for contributions to any Debt Service Reserve Fund in each of its Annual Budgets to the extent necessary to maintain the amounts therein at not less than the minimum amount required. The Debt Service Reserve Fund will be established as a separate account in accordance with the documents under which the Bonds are issued.

**Section 3.4 Capital Expenditures.**

All payments for capital expenditures, including, but not limited to, debt service payments on indebtedness of the Authority incurred for capital expenditures and required payments to any Debt Service Reserve Fund of the Authority incurred for capital expenditures, shall be paid by the Member Jurisdictions in equal shares.

**Section 3.5 Limitation of Liability.**

The only obligation of the Member Jurisdictions to pay for the establishment, operation or maintenance of the Jail Facilities arises out of this Agreement. No such obligation shall

constitute a debt of any Member Jurisdiction within the meaning of any constitutional or statutory limitation. Nothing in this Agreement shall constitute a lending of the credit of any Member Jurisdiction to the Authority or a pledge of the full faith and credit or the taxing power of any Member Jurisdiction under any provision of its charter, if any, or the Constitution of Virginia.

## ARTICLE IV

### ADDITIONAL AGREEMENTS

#### **Section 4.1 Issuance of Bonds**

Bonds may be issued by the Authority only upon a two-thirds vote of the total membership of the Jail Authority Board of Directors.

#### **Section 4.2 Sale or Other Conveyance.**

Except as specifically permitted under the documents under which any Bonds are issued, the Authority will not sell, lease, sublease, assign, convey or otherwise voluntarily dispose of any of the Jail Facilities or any material interest in the Jail Facilities unless the Bonds and any other debt incurred by the Authority have been paid or otherwise deemed paid or defeased in accordance with the agreements and other documents pursuant to which the Bonds or other debt was issued.

#### **Section 4.3 Further Documents and Data.**

The parties to this Agreement will execute and deliver all documents and perform all further acts that may be reasonably necessary to perform the obligations and consummate the transactions contemplated by this Agreement.

**Section 4.4 Right to Access.**

Each of the Member Jurisdictions will have reasonable access to the Jail Facilities in order to monitor the Authority's compliance with the terms of this Agreement.

**Section 4.5 Confidentiality.**

The Authority will maintain all records and files on the Prisoners on a confidential basis in accordance with all Applicable Law. Each of the Member Jurisdictions will maintain the confidential nature of all records and files relating to the Prisoners in accordance with all Applicable Law.

**Section 4.6 Notification.**

The Authority will promptly furnish to each of the Member Jurisdictions a copy of any notice or order of any governmental authority asserting that the Authority or the Jail Facilities are not in compliance in any material respect with any Applicable Law.

**Section 4.7 Tax-Exemption Covenant; Continuing Disclosure.**

(a) If the Authority issues Bonds in a manner such that the interest thereon is intended to be excludable from gross income for Federal income tax purposes under Section 103 (a) and related provisions of the Internal Revenue Code of 1986, as amended, and applicable rules and regulations, the Authority and each of the Member Jurisdictions agrees that, after such Bonds have been issued, they will not take any action or omit to take any action, which would adversely affect such exclusion of interest.

(b) Pursuant to Section 15c2-12 (b) of regulations issued by the Securities and Exchange Commission (**the "Rule"**), the Authority shall, and Member Jurisdictions may, be required to agree to supply certain national municipal securities information repositories for as long as the Bonds are outstanding certain financial information on an annual basis and notification of certain specified material events affecting the Authority and the Member

Jurisdictions in compliance with such Rule. The requirements of this ongoing disclosure requirement will be set forth in a continuing disclosure agreement relating to the issuance of the Bonds. Each of the Member Jurisdictions agrees to comply with the ongoing disclosure requirements described above to the extent required therein, including, but not limited to, providing the Authority with timely notice of the occurrence of any of the specified events which are material to its operations as set forth in the Rule.

**Section 4.8 Additional Members.**

Any city or county in Virginia may, with the approval of its governing body and with the consent of all the Member Jurisdictions, join and participate in the Authority under such additional terms and conditions for membership as may be prescribed by the Authority.

**Section 4.9 Withdrawal of Membership.**

(a) Any Member Jurisdiction may withdraw from membership in the Authority by resolution or ordinance of its governing body; however, no Member Jurisdiction shall be permitted to withdraw from the Authority after any Bonds have been issued and remain outstanding unless (1) the withdrawal is consented to by a two-thirds vote of the total membership of the Jail Authority Board of Directors and (2) the withdrawing Member Jurisdiction shall have agreed to pay its equal share of the costs of the Jail Facilities financed with Bonds or other indebtedness, such proportionate share to be determined by multiplying the then unpaid principal portion of the Bonds or other indebtedness by the withdrawing Member Jurisdiction's equal share plus such other amounts as shall be sufficient to pay any premium then due or to be due and interest accruing on the withdrawing Member Jurisdiction's equal share of such unpaid principal until the date the Bonds or other indebtedness shall be next eligible for redemption.

(b) The Board of Directors shall not dissolve the Authority during any period in which Bonds are outstanding without providing by way of agreement or through some other arrangement for payment or defeasance of the principal of, premium, if any, and interest then remaining to be paid on such Bonds and any expenses related thereto. Any such agreement or arrangement shall be subject to the appropriation of funds for such purpose by the governing bodies of the Member Jurisdictions.

**Section 4.10 Authority Dissolution**

The Authority may be dissolved upon a two-thirds vote of all members of the Jail Authority Board of Directors. Upon dissolution, all assets shall be liquidated; all debts shall be paid with operating debts, including vehicles, being paid by members at the rate of the last useage percentage and debts relating to capital expenditures being paid equally by the member jurisdictions; and all funds remaining following the liquidation of assets and payment of debts shall be divided equally among the Member Jurisdictions.

**ARTICLE V**

**REPRESENTATIONS, WARRANTIES AND COVENANTS OF AUTHORITY**

In addition to the covenants in other Articles of this Agreement, the Authority represents, warrants and covenants as follows:

**Section 5.1 Organization, Authorization and Validity.**

The Authority is a political subdivision of the Commonwealth of Virginia duly organized and validly existing under the laws of the Commonwealth of Virginia and has duly authorized, executed and delivered this Agreement enforceable against the Authority in accordance with the terms.

**Section 5.2 Authority.**

The Authority has all requisite authority to execute and deliver and perform its obligations under this Agreement and is not a party to any indenture, contract or other agreement or arrangement, the performance of which by the Authority would prevent or materially and adversely affect the Authority's ability to perform the terms of this Agreement.

**Section 5.3 Non-Contravention.**

The execution and delivery of this Agreement by the Authority and the consummation of the transactions contemplated in it will not conflict with or result in a breach of or constitute a default under or violate any of the terms, conditions or provisions of the resolutions creating the Authority, the bylaws of the Authority or any material indenture, contract or other agreement or arrangement to which the Authority is a party or by which any of its properties are bound, or any Applicable Law by which the Authority is bound.

**Section 5.4 Litigation.**

The Authority is not a party to any legal, administrative, arbitration or other proceeding or controversy pending, or, to the best of the Authority's knowledge, threatened, which would materially adversely affect the Authority's ability to perform under this Agreement.

**Section 5.5 Approvals.**

Except for approvals that may be required by the Virginia Board of Corrections and any approvals that may be required for reimbursements from the Commonwealth of Virginia, the Authority does not require the consent or approval of any governmental body to carry out the terms of this Agreement.



**ARTICLE VI**

**REPRESENTATIONS, WARRANTIES AND COVENANTS OF MEMBER JURISDICTIONS**

Each of the Member Jurisdictions represents, warrants and covenants for itself as follows:

**Section 6.1 Organization, Authorization and Validity.**

Each of the Member Jurisdictions is a political subdivision of the Commonwealth of Virginia duly organized and validly existing under the laws of the Commonwealth of Virginia, and each has duly authorized, executed and delivered this Agreement. The obligations of each of the Member Jurisdictions in this Agreement are valid, legal and binding agreements enforceable against each of the Member Jurisdictions in accordance with the terms of this Agreement.

**Section 6.2 Authority.**

Each of the Member Jurisdictions has all requisite authority to execute and deliver and perform its obligations under this Agreement and is not a party to any indenture, contract or other agreement or arrangement, the performance of which by it would prevent or materially and adversely affect its individual performance under this Agreement.

**Section 6.3 Non-Contravention.**

The execution and delivery of this Agreement by each of the Member Jurisdictions and the consummation of the transactions contemplated herein will not conflict with or result in a breach of or constitute a default under or violate any of the terms, conditions or provisions of any charter, resolution or ordinance, any material indenture, contract or agreement or arrangement to which it is a party or by which any of its properties are bound, or any Applicable Law by which it is bound.

**Section 6.4 Litigation.**

None of the Member Jurisdictions is a party to any legal, administrative, arbitration, or other proceeding or controversy pending, or, to the best of its knowledge threatened, which would materially and adversely affect its ability to perform under this Agreement.

**ARTICLE VII**

**DEFAULTS AND REMEDIES**

**Section 7.1 Default by Authority.**

The occurrence of any one or more of the following events will constitute an “Event of Default” by the Authority (“**Authority Default**”):

(a) failure of the Authority to pay principal of or interest when due on any Bonds or other temporary or permanent financing for the Jail Facilities issued or obtained by the Authority;

(b) if the Authority is for any reason rendered incapable of performing any of its material obligations under this Agreement;

(c) the Authority makes an assignment of all or a portion of its obligations under this Agreement without the prior consent of the Member Jurisdictions;

(d) the Authority defaults on any of its material obligations under any agreement pursuant to which Bonds or other temporary or permanent financing for the Jail Facilities are issued or obtained by the Authority and such default is not cured within the applicable cure period;

(e) any proceeding is instituted, with the consent or acquiescence of the Authority, for the purpose of effecting a composition between the Authority and its creditors or for the

purpose of adjusting the claims of such creditors pursuant to any federal or state statute now or hereafter enacted, if the claims of such creditors are under any circumstances payable from the funds of the Authority; or

(f) the Authority defaults in the due and punctual performance of any other of the covenants, conditions, agreements and provisions contained in this Agreement, and the default continues for thirty days after written notice specifying the default and requiring it to be remedied has been given to the Authority by any of the Member Jurisdictions.

**Section 7.2 Default by Member Jurisdictions.**

(a) The occurrence of any one or more of the following events will constitute an “Event of Default” by any Member Jurisdiction (**“Member Jurisdiction Default”**):

(1) failure of any of the Member Jurisdictions to make payments of Facilities Charges when due;

(2) failure of any of the Member Jurisdictions to make payments based on the Non-Member Per Diem Rate when due, if applicable;

(3) any of the Member Jurisdictions shall for any reason be rendered incapable of fulfilling its obligations under this Agreement; or

(4) any proceeding is instituted, with the consent or acquiescence of any of the Member Jurisdictions, for the purpose of effecting a composition between such Member Jurisdiction and its creditors or for the purpose of adjusting the claims of such creditors pursuant to any federal or state statute now or hereafter enacted, if the claims of such creditors are under any circumstances payable from the funds of such Member Jurisdiction; or

(5) any of the Member Jurisdictions defaults in the due and punctual performance of any of the other covenants, conditions, agreements and provisions contained in this Agreement, and the default continues for thirty days after written notice specifying the default and requiring it to be remedied has been given to such Member Jurisdiction by the Authority.

Notwithstanding anything contained in this Section to the contrary, (1) failure by a Member Jurisdiction to pay when due any payment required to be made under this Agreement (other than payments due pursuant to Section 3.1 (c) or (2) failure by a Member Jurisdiction to observe and perform any covenant, condition or agreement on its part to be observed or performed under this Agreement, either of which results from failure of such Member Jurisdiction to appropriate moneys for such purposes shall not constitute a Member Jurisdiction Default. Upon any such failure to appropriate, the provisions of Section 7.4(b) shall be applicable.

**Section 7.3 Remedies of Member Jurisdictions.**

Upon the occurrence of an Authority Default, any of the Member Jurisdictions, after giving notice of such Authority Default to all parties, may bring suit by mandamus or other appropriate proceeding to require the Authority to perform its duties under this Agreement or to enjoin any acts in violation of this Agreement.

**Section 7.4 Remedies of Authority.**

(a) Upon the occurrence of a Member Jurisdiction Default, the Authority, after giving notice of such Member Jurisdiction Default to all parties, may bring suit by mandamus or other appropriate proceeding to require the defaulting Member Jurisdiction to perform its duties under this Agreement or to enjoin any acts in violation of this Agreement. The Authority may also

refuse to accept Prisoners from such defaulting Member Jurisdiction until the default has been cured.

(b) If by June 30th of any year the governing body of a Member Jurisdiction has failed to appropriate moneys sufficient for the payment in the following Fiscal Year of its (i) Facilities Charges pursuant to the provisions Section 3.1 (a), the Chief Executive Officer of such Member Jurisdiction shall give notice to the Authority of such failure within five (5) business days thereafter, and if no such appropriation has been made by the following August 1, the Authority may declare due and payable the Member Jurisdiction's proportionate share of the costs of the Jail Facilities financed with Bonds or other indebtedness, such proportionate share of costs to be determined as set forth in Section 4.9 (a) (2), provided; however, such share shall be subject to annual appropriation by the governing body of such Member Jurisdiction. The Authority may also refuse to accept Prisoners from any Member Jurisdiction which fails to appropriate sums sufficient to meet its obligations under this Agreement.

**Section 7.5 Remedies Not Exclusive.**

No remedy in this Agreement conferred upon or reserved to the parties is intended to be exclusive of any other remedy; and each remedy is cumulative and in addition to every other remedy given under this Agreement or hereafter existing at law, in equity or by statute.

**ARTICLE VIII**

**MISCELLANEOUS**

**Section 8.1 Severability of Invalid Provisions.**

If any clause, sentence, provision or section of this Agreement is held to be illegal or invalid by any Court, the invalidity of the clause, sentence, provision or section will not affect

any of the remaining clauses, sentences, provisions or sections, and this Agreement will be construed and enforced as if the illegal or invalid clause, sentence, provision or section had not been contained in it.

**Section 8.2 Notices.**

Any notice or other communication under or in connection with this Agreement shall be in writing and shall be effective when delivered in person or sent in the United States mail, postage prepaid, to the following persons and addresses or to such other persons and addresses as any of such persons may from time to time specify in writing.

If to the Authority:

Superintendent  
Piedmont Regional Jail Authority  
801 Industrial Park Road  
Farmville, Virginia 23901

If to Amelia County:

County Administrator  
P.O. Box A  
16360 Dunn Street, Suite 101  
Amelia, Virginia 23002

If to Buckingham County:

County Administrator  
P.O. Box 252  
13380 West James Anderson Hwy  
Buckingham, VA 23921

If to Cumberland County:

County Administrator  
P.O. Box 110  
1 Courthouse Circle  
Cumberland, Virginia 23040

If to Lunenburg County:

County Administrator  
11413 Courthouse Road  
Lunenburg, VA 23952

If to Nottoway County:

County Administrator  
P.O. Box 92344  
West Courthouse Road  
Nottoway, VA 23955

If to Prince Edward County:

County Administrator  
Post Office Box 382  
Farmville, Virginia 23901

**Section 8.3 Execution of Agreement.**

This Agreement may be executed in counterparts, each of which shall be deemed to be an original having identical legal effect.

**Section 8.4 Governing Law.**

This Agreement shall be governed by, and construed and enforced in accordance with, the laws of the Commonwealth of Virginia.

**Section 8.5 Amendments.**

This Agreement may be changed or amended only with the consent of the Authority and each of the Member Jurisdictions. After the issuance of Bonds, no such change or amendment shall be effective which would cause a violation of any provision of any resolution, indenture or agreement pursuant to which the Bonds or other temporary or permanent financing for the Jail Facilities are issued or obtained by the Authority.

**Section 8.6 Effective Date of Agreement.**

This Agreement will be effective from the date of its execution and delivery by all of the Member Jurisdictions and the Authority.

**Section 8.7 Waiver.**

Any waiver by any party of its rights under this Agreement must be in writing and will not be deemed a waiver with respect to any matter not specifically covered. Nothing in this Agreement authorizes the waiver of any Member Jurisdiction's obligation to make payments when due of all monies required to be paid by the Member Jurisdictions under the terms of this Agreement.

*[Signature Page to Follow]*



IN WITNESS WHEREOF, the parties have caused this Agreement to be executed as of the date above written.

**PIEDMONT REGIONAL JAIL AUTHORITY**

BY: \_\_\_\_\_  
CHAIRMAN

**COUNTY OF AMELIA, VIRGINIA**

BY: \_\_\_\_\_  
CHAIRMAN

**COUNTY OF BUCKINGHAM, VIRGINIA**

BY: \_\_\_\_\_  
CHAIRMAN

**COUNTY OF CUMBERLAND, VIRGINIA**

BY: \_\_\_\_\_  
CHAIRMAN

**COUNTY OF LUNENBURG, VIRGINIA**

BY: \_\_\_\_\_  
CHAIRMAN

**COUNTY OF NOTTOWAY, VIRGINIA**

BY: \_\_\_\_\_  
CHAIRMAN

**COUNTY OF PRINCE EDWARD, VIRGINIA**

BY: \_\_\_\_\_  
CHAIRMAN

**RESOLUTION OF THE BOARD OF SUPERVISORS OF  
THE COUNTY OF PRINCE EDWARD, VIRGINIA, APPROVING  
THE PIEDMONT REGIONAL JAIL AUTHORITY  
SERVICE AGREEMENT**

**WHEREAS**, the Piedmont Regional Jail Authority (**the “Authority”**) was created by the Counties of Amelia, Buckingham, Cumberland, Lunenburg, Nottoway and Prince Edward, Virginia (**together, the “Member Jurisdictions”**) pursuant to Section 53.1-95.2 of the Code of Virginia of 1950, as amended (**the “Act”**), for the purposes of acquiring, constructing, owning, equipping, maintaining and operating regional jail facilities (**the “Jail Facilities”**);

**WHEREAS**, in order to pay costs of acquiring, constructing, owning, equipping, maintaining and operating the Jail Facilities, the Member Jurisdictions have agreed to pay certain amounts for services to be received in accordance with the terms of a Service Agreement between and among the Member Jurisdictions and the Authority (**the “Service Agreement”**);

**WHEREAS**, there has been presented to this meeting a draft of the Service Agreement which the Authority and the Member Jurisdictions propose to execute to carry out the transactions described above, copies of which shall be filed with the records of the Member Jurisdictions and the Authority.

**BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE COUNTY OF PRINCE EDWARD, VIRGINIA:**

1. The Board of Supervisors (**the “Board of Supervisors”**) of the County of Prince Edward, Virginia (**the “County”**) hereby approves the Service Agreement.
2. The Chairman or Vice Chairman of the Board of Supervisors, or either of them, is hereby authorized and directed to execute the Service Agreement.
3. Any authorization herein to execute a document shall include authorization to deliver it to the other parties thereto and to record such document where appropriate.
4. All other acts of the officers, employees and representatives of the County that are in conformity with the purposes and intent of this resolution and in furtherance of the execution and delivery of the Service Agreement by the Member Jurisdictions are hereby approved and ratified.
5. This resolution shall take effect immediately.

Date of Adoption: \_\_\_\_\_, 2016.

**CERTIFICATION OF ADOPTION OF RESOLUTION**

The undersigned Clerk of the Board of Supervisors of the County of Prince Edward, Virginia hereby certifies that the Resolution set forth above was adopted during an open meeting on \_\_\_\_\_, 2016, by the Board of Supervisors with the following votes:

Ayes

Nays

Absent

Abstentions

Signed this \_\_\_ day of \_\_\_\_\_, 2016.

By: \_\_\_\_\_  
Clerk, Board of Supervisors

# PIEDMONT REGIONAL JAIL

## ANALYSIS OF ESTABLISHING A REGIONAL JAIL AUTHORITY

### ADVANTAGES

1. An authority would eliminate the need for unanimous consent from the six member locality Boards of Supervisors for many operational decisions.
2. An authority may borrow money, negating the need for member localities to incur debt in their own names and accordingly reflect that debt on their balance sheets.
3. An authority would provide a layer of insulation from liability to the member localities, much like the corporate entity form does for individuals engaged in business, though the insulation from liability may not be absolute.
4. The sovereign immunity enjoyed by each member locality will not be sacrificed if the jail operates as a regional jail authority.
5. Regional jail authorities are generally exempt from taxation.
6. Title to real property may be held by the regional jail authority, a single entity, instead of jointly by the several member jurisdictions, making property management significantly less cumbersome.
7. An authority may use negotiation for design-build contracts under the Virginia Public Procurement Act.

### DISADVANTAGES

1. Immunity from liability of a regional jail authority may not be absolute; the federal districts in Virginia are split on this issue. However, the member localities would still enjoy full sovereign immunity.\*\*
2. Even where immunity exists for regional jail authorities, that immunity is not applicable to § 1983 claims.\*\*

\*\* This does not constitute a change in the exposure to liability to which the member localities currently are subjected. Overall, a regional jail authority provides a greater degree of insulation from liability for the member jurisdictions, though not absolute.

**RESOLUTION OF THE BOARD OF SUPERVISORS  
OF THE COUNTY OF PRINCE EDWARD, VIRGINIA AUTHORIZING  
THE ORGANIZATION OF THE PIEDMONT REGIONAL JAIL AUTHORITY**

**WHEREAS**, the Counties of Amelia, Buckingham, Cumberland, Lunenburg, Nottoway and Prince Edward, Virginia have studied and considered the advantages of a regional jail authority as provided in §53.1-95.2. et. seq., of the Code of Virginia, 1950, as amended (**the “Code”**).

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Supervisors (**the “Board of Supervisors”**) of the County of Prince Edward, Virginia (**the “County”**), as follows:

1. The County desires to create a regional jail authority with the Counties of Amelia, Buckingham, Cumberland, Lunenburg and Nottoway, Virginia pursuant to the Code.
2. The name of the authority shall be the Piedmont Regional Jail Authority (**hereinafter, the “Authority”**) and the address of the Authority’s principal office shall be 801 Industrial Park Road, Farmville, Virginia 23901.
3. The Counties of Amelia, Buckingham, Cumberland, Lunenburg, Nottoway and Prince Edward, Virginia shall be the initial participating political subdivisions in the Authority, and each of the said localities shall be represented by three members on the Authority’s board of directors consisting of the Sheriff of each locality and two (2) members appointed by the Board of Supervisors of each locality. There shall be a total of eighteen (18) members. The initial members of the Authority shall be:

**NAMES**

Taylor Harvie, III  
Amelia County

Thomas Gleason  
Amelia County

Ricky L. Walker  
Amelia County Sheriff

Rebecca S. Carter  
Buckingham County

W.G. “Billy” Kidd, Jr.  
Buckingham County Sheriff

**ADDRESSES**

P.O. Box A  
16360 Dunn Street, Suite 101  
Amelia, Virginia 23002

8501 South Genito Road  
Jetersville, VA 23083

P.O. Box 463  
16441 Court Street  
Amelia CH, Virginia 23002

P.O. Box 252  
13380 West James Anderson Hwy  
Buckingham, VA 23921

P.O. Box 50  
Buckingham, Virginia 23921

Vivian Seay Giles  
Cumberland County

P.O. Box 110  
1 Courthouse Circle  
Cumberland, Virginia 23040

Parker Wheeler  
Cumberland County

318 Dana Dr.  
Farmville, VA 23901

Darrell Hodges  
Cumberland County Sheriff

P.O. Box 71  
1492 Anderson Highway  
Cumberland, Virginia 23040

Tracy M. Gee  
Lunenburg County

11413 Courthouse Road  
Lunenburg, VA 23952

Edward W. Pennington  
Lunenburg County

PO Box 214  
1121 Mecklenburg Ave.  
Victoria, VA 23974

Arthur Townsend  
Lunenburg County Sheriff

160 Courthouse Square  
Lunenburg, VA 23952

Ronald E. Roark  
Nottoway County

P.O. Box 92344  
West Courthouse Road  
Nottoway, VA 23955

Larry J. Parrish  
Nottoway County Sheriff

P.O. Box 6  
266 West Courthouse Road  
Nottoway, Virginia 23955

W.W. Bartlett  
Prince Edward County

Post Office Box 382  
111 South St  
Farmville, Virginia 23901

Jimmy W. Garnett  
Prince Edward County

5368 Lockett Rd  
Rice, VA 23966

Wesley W. Reed  
Prince Edward County Sheriff

PO Box 25  
28 Campbell Crossing Road  
Meherrine, VA 23954

The terms of the office of the members, other than the aforesaid Sheriffs, shall be at the will of the governing bodies of the respective participating political subdivisions. Each individual member shall have one (1) vote on the Authority. The aforesaid Sheriffs and

their duly elected successors shall serve on the Authority board of directors during their respective terms of office.

4. The purposes for which the Authority is created are acquiring, constructing, owning, equipping, maintaining and operating regional jail facilities, including, but not limited to, enlarging, renovating, and improving such facilities; acquiring the necessary real and personal property therefor, with the right of contract for the use of, or to lease, mortgage, or sell any or all of such facilities, including real property; and doing any and all things deemed by the Authority necessary, convenient and desirable for and incident to the efficient and proper development and operation of these facilities to the greatest extent allowed by applicable law.
5. There are at present, a proposed capital project for the expansion and renovation of Authority jail facilities with preliminary estimated capital costs of \$4.2 million. The Authority is expected to issue revenue bonds to finance these capital costs an one-half of these capital costs are expected to be reimbursed to the Authority by the Commonwealth of Virginia Board of Corrections.
6. The Authority is instructed to take all necessary steps toward the organization, including, but not limited to, conducting an organizational meeting, and all other necessary actions
7. This resolution shall be effective immediately upon its adoption.

Date of Adoption: \_\_\_\_\_, 2016.

**CERTIFICATION OF ADOPTION OF RESOLUTION**

The undersigned Clerk of the Board of Supervisors of the County of Prince Edward, Virginia hereby certifies that the Resolution set forth above was adopted during an open meeting on \_\_\_\_\_, 2016, by the Board of Supervisors with the following votes:

Aye:

Nay:

Abstentions:

Signed this \_\_\_ day of \_\_\_\_\_, 2016.

By: \_\_\_\_\_  
Clerk, Board of Supervisors





County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** December 13, 2016  
**Item No.:** 13  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett  
**Issue:** County Administrator’s Report

**Summary:**

- a. Request from Piedmont Regional Jail Board. The County has received a request from the Jail Board requesting a voluntary boundary adjustment to bring the Jail into the Town of Farmville. The reason for the request is to allow the Jail to achieve savings of over \$100,000 on water and sewer rates, by being charged in-town rates instead of out-of-town rates. Attachment (1)

**Recommendation:** I recommend this request be tabled for four reasons. First, the last boundary adjustment has still not been completed. The lawyers are still wrapping this up and before starting another boundary adjustment I recommend this be completed. Second, with the transition of the Jail Board to an Authority pending, I recommend the Board wait until that process is completed before making any decision. Third, the request, if approved by the Town and County, would reduce expenses for the Jail, with the savings to be shared by all the member Counties. But, this would then reduce revenues for the Town meaning the Town Citizens who are County residents would be absorbing the full cost of the reduced revenues. Finally, I have been informed by the Town Manager that the Town is developing a new rate structure for large users that has the potential to provide some relief. I would recommend this process be completed before acting on this request.

- b. Request from the Farmville-Prince Edward Library Advisory Committee. – The County and Town have been provided a request from the Farmville-Prince Edward Library Advisory Committee, Attachment (2). The following is provided as background for those Board members who are not familiar with the particulars of the arrangement between the Town of Farmville, the County of Prince Edward and the Farmville-Prince Edward Community Library Advisory Board.

The Advisory Board owned the former Farmville-Prince Edward Community Library located at the intersection of Randolph and West Third Street. With the construction of the new Library, funded by the Town and the County and owned by the Town, there was no longer a need for the former Library. The initial agreement called for the former Library to be sold and the proceeds would be used to purchase Furniture and Fixtures for the new Library. This agreement was memorialized by an MOA signed in December of 2008. Because of the downturn in the economy it was difficult to sell the former Library and the Town and County purchased the furniture and fixtures as part of the construction of the new Library. This increased the cost to the Town and County. To help offset this expense and to minimize/defray

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



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

the possibility the Town and County would have to expend funds in the future regarding capital expenses or unanticipated emergency expenditures associated with the new building, the Library agreed to gift the former Library to the Town and allow the Town to market the building. Once the building was sold the proceeds would be placed in an escrow account to be used for capital expenditures for the new library building. A committee comprised of two Town Council members, two Board of Supervisors and two Advisory Board members would oversee the disbursement of the funds.

The Advisory Committee is requesting the oversight committee be abolished and the Town Manager be allowed to manage the funds with the requirement to submit an annual report to the local advisory board and the Central Virginia Regional Library Board. The reason stated for this request is that oversight committee placed a burden on the committee members and delayed the approval of any request.

Discussion with members of the Advisory Committee revealed the burden mentioned was from their perspective for their members. I have contacted the Town Manager; he advised me the Town Council does not advocate honoring the request. But if the Advisory committee wishes to remove itself from the process I see no reason not to honor that request, it is my understanding the Town agrees. Instead we would continue to operate as we have minus the Advisory Board's 2 members.

**Attachments:**

- 1. Letter from the Piedmont Regional Jail Board dated October 1, 2016
- 2. Letter from the Farmville-Prince Edward County Library Advisory Committee dated Sept 30, 2016

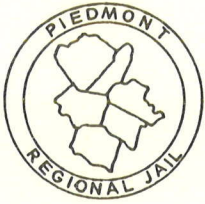
**Recommendation:** Develop a new Memorandum of Agreement between all parties memorializing this arrangement.

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

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

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

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



# Piedmont Regional Jail

P. O. DRAWER 388  
FARMVILLE, VIRGINIA 23901



SERVING THE COUNTIES OF:

AMELIA  
BUCKINGHAM  
CUMBERLAND  
LUNENBURG  
NOTTOWAY  
PRINCE EDWARD

**ADMINISTRATION**

**Telephone**  
(434) 392-1601  
Fax (434) 392-1099

**JAMES W. GARNETT, JR.**  
Chairman

**DONALD L. HUNTER**  
Superintendent

October 1, 2016

Prince Edward County Board of Supervisors  
County Administration Office  
Post Office Box 382  
Farmville, Virginia 23901

Dear Board Members,

The Piedmont Regional Jail Board is requesting a voluntary boundary adjustment for the property that now includes the Piedmont Regional Jail . If this boundary can be adjusted to be included in the Town of Farmville, the jail will have significant savings in water and sewer rates. Any reduction in cost to this facility is a potential savings to the member counties governing it.

Sincerely,

James W. Garnett, Jr., Chairman



Central Virginia  
Regional Library

September 30, 2016

Board of Supervisors, Prince Edward County  
Town Council, Town of Farmville  
Mr. Wade Bartlett  
Mr. Gerald Spates

Subject: Library Escrow Account

During the past six years, the Farmville-Prince Edward Library has benefitted greatly from its association with Prince Edward County and the Town of Farmville. We are particularly grateful for the Town's willingness to maintain an escrow account for capital improvements, as outlined in Mr. Spates' letter of March 11, 2011 (copy attached).

This account was established to cover a range of possible one-time expenses to the interior and exterior of the building including electrical and plumbing repairs, roof, window and door repairs, safety and security systems, HVAC system repairs, replacing lights or repairing light sockets, replacing worn carpets or damaged paint, and computers and IT systems.

The Advisory Board feels that the oversight committee structure places an unnecessary burden on the committee members and delays fulfillment of any request for funds. Instead, we would like to suggest that the Library Director be authorized to apply to the Town Manager for disbursement of these funds. The Town Manager could then approve or deny the request and, if approved, authorize release of the funds by the Town Treasurer. The Town Manager will be asked to submit an annual report listing the repairs completed, the cost and the remaining funds in the account to the Local Advisory Board and the Central Virginia Regional Library Board until the funds are depleted.

We believe that this arrangement would simplify procedures and be to everyone's benefit. We request that the Board of Supervisors and the Town Council approve this procedural change.

Sincerely,

Patty Pugh

Chair, Farmville-Prince Edward Library  
Advisory Committee

TOWN OF FARMVILLE  
Post Office Drawer 368  
Farmville, Virginia 23901

Gerald J. Spates, Town Manager  
Carol Anne Seal, Town Treasurer

434.392.5686  
Fax 434.392.3160



COUNCIL  
Sydnor C. Newman, Jr., Mayor  
A. D. "Chuckie" Reid, Vice Mayor  
David E. Whitus  
Sally Thompson  
Tommy Pairet  
Donald L. Hunter  
Otto S. Overton  
Edward I. Gordon, MD  
Lisa Hricko, Clerk of Council

March 11, 2011

Patty Pugh  
Chair – Advisory Board  
908 Fourth Ave.  
Farmville, VA 23901

Dear Patty,

Farmville Town Council, at their regular meeting held on Wednesday, March 9, 2011 discussed the request of the Local Library Board, and the recommendation of the Town and County Library Committees regarding the disbursements of the proceeds from the sale of the old library building, located at 217 West Third Street.

Council has accepted the recommendation of the Town and County Library Committees, and agreed to have Town Attorney, Donald Blessing draw up the necessary documents to deed the old library building to the Town and County. The Town will act as an agent, marketing the sale of the building. When the building is sold, the funds will be deposited in an escrow account to be used for capital expenditures for the new library building. A committee comprised of two (2) Town Council members, two (2) Board of Supervisors and two (2) Advisory Board members will oversee the disbursement of the funds.

Town Council appointed Council members Sally Thompson, and Donald Hunter as the Town of Farmville's representatives. Please contact Lisa, in my office at 392-5686, with the names and contact information of the two members that the Advisory Board would like on the committee.

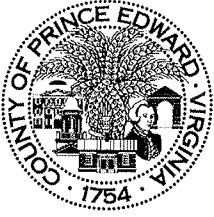
I will be meeting with Wade Bartlett and Don Blessing to begin the process. If you have any questions, please feel free to give me a call.

Sincerely,

Gerald J. Spates  
Town Manager

GJS/lmh





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

**Meeting Date:** December 13, 2016  
**Item No.:** 14  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett  
**Issue:** Committee Report – Properties & Community Development

---

**Summary:** Committee Chairman Timmons will provide the Board an update on the Committee’s continued work on the courthouse security and renovations project.

**Attachments:**

**Recommendation:**

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

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

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

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







County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: December 13, 2016  
 Item No.: 15  
 Department: County Administration/County Attorneys  
 Staff Contact: W.W. Bartlett/Brian T. Butler  
 Issue: Closed Session

---

**Summary:**

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

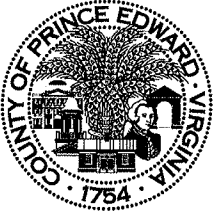
- a) For consultation with legal counsel regarding the provision of legal advice by such counsel related to the sale of real property in satisfaction of delinquent taxes, pursuant to the exemption provided for in Section 2.2-3711(A)(7) of the *Code of Virginia*; and
- b) For the discussion of a prospective business, where no previous public announcement has been made, pursuant to the exemption provided for in Section 2.2-3711(A)(5) of the *Code of Virginia*; and

**Attachments:**

**Recommendation:** Convene in Closed Session.

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





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

**Meeting Date:** December 13, 2016  
**Item No.:** 16  
**Department:** County Administration  
**Staff Contact:** Sarah Elam Puckett  
**Issue:** Upcoming

---

**Summary:** Please review the attached flyers regarding the upcoming VACo programs and let Sarah Puckett know if you wish to be registered to participate.

**Attachments:**

- a. 2017 VACo Committee Interest and Reappointment Form
- b. 2017 VACo/VML Finance Forum
- c. 2017 Rural Caucus Reception & Dinner
- d. VACo County Government Day 2017
- e. Virginia County Board Chairpersons' Institute

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

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

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

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

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

# VACo Committee Interest and Reappointment Form



VACo seeks county supervisors and executive staff interested in serving on steering and operational committees. The steering committees consider proposals from member counties for inclusion in VACo's legislative program.

They also provide direction to the VACo staff on policy issues arising from legislative and state agency studies. Steering committee members from VACo's 13 regions are selected to serve.

The operational and ad-hoc committees are responsible for helping direct the staff in the activities, programs and functions of VACo.

Attendance will be expected of committee members at the VACo Annual Meeting and other committee meetings during the year. VACo asks that committee members or the counties they represent assume responsibility for travel arrangements and costs associated with attending committee meetings. Appointments are made each year by the president of VACo. If you are interested in being considered for an appointment or wish to be reappointed, complete this form and return it by **December 31, 2016** to **VACo--Attention: Vicky Steinruck**, 1207 East Main Street, Suite 300, Richmond, VA 23219-3627, **FAX 804.788.0083**, or scan and email to [vsteinruck@vaco.org](mailto:vsteinruck@vaco.org).

**Please note: Reappointments are not automatic. County officials currently serving on committees must submit this form by December 31 to be reappointed to a committee in 2017.**

name \_\_\_\_\_

title \_\_\_\_\_ county \_\_\_\_\_

address \_\_\_\_\_

phone \_\_\_\_\_ email \_\_\_\_\_

## STEERING COMMITTEES

\_\_\_\_\_ Economic Development and Planning

\_\_\_\_\_ Education

\_\_\_\_\_ Environment and Agriculture

\_\_\_\_\_ Finance

\_\_\_\_\_ General Government

\_\_\_\_\_ Health and Human Resources

\_\_\_\_\_ Transportation

## OPERATIONAL COMMITTEES

\_\_\_\_\_ Budget and Finance

\_\_\_\_\_ Conference Planning

\_\_\_\_\_ Nominating

## Steering Committees

### **Economic Development and Planning:**

Land use planning, economic development, infrastructure, growth management and community development.

**Education:** Public education issues.

### **Environment and Agriculture:**

Environment, agriculture, public works activities affected by environmental laws and regulations.

**Finance:** Appropriations, taxation, compensation and retirement issues.

**General Government:** General government issues such as Freedom of Information, procurement and elections. This committee will also address public safety, telecommunications and public utility issues.

**Health and Human Resources:** Social services, health, welfare and “at-risk” youth and crime prevention.

**Transportation:** Transportation issues.

## Operational Committees

**Budget and Finance:** Establishes a budget format and a budget that directs resources to the top priorities set by the membership to allow the association to achieve its goals.

**Conference Planning Committee:** VACo’s conference planning committee helps assure that the annual meeting provides members with valuable information for planning and implementing new ideas and technologies and serves as a focal point for imparting information about legislative issues.

**Nominating Committee:** This committee meets before the annual business meeting and prepares a slate of officers to present to the attending membership.



**Cosponsored by the  
Virginia Municipal League and the Virginia Association of Counties**

## **5 hours you won't want to miss!** **January 4, 2017 – Richmond**

THIS YEAR'S VML/VACo FINANCE FORUM will be held on Wednesday, January 4, 2017 from 10 a.m. until 3 p.m. at the Omni, 100 S. 12th Street, Richmond, VA 23219.

**Topics:** The forum provides an excellent opportunity for local elected officials and staff to be brought up to date on a number of important issues. Topics will include:

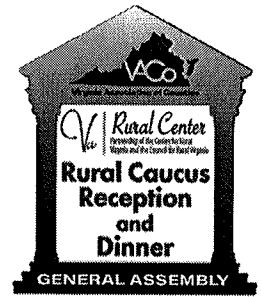
- **State Revenues and 2017 Budget**
- **Local Finance Trends and Perspectives**
- **VRS Local Budget Pressures**
- **Assessment of Local Revenues**
- **Education**



**Who should attend:** Members of city and town councils and county boards of supervisors, managers and administrators, budget and finance officers, legislative liaisons and other interested local government staff.

**Registration:** You can register yourself and others online at [www.vml.org](http://www.vml.org). The cost is \$65 early bird through November 15, \$75 after November 15. Cancellations must be made in writing by December 30, 2016.

# REGISTRATION FORM



You can also register online at [www.vaco.org](http://www.vaco.org).

➔ Click here for preliminary agenda.

## 2017 Rural Caucus Reception and Dinner February 1, 2017

VACo's Rural Caucus Reception and Dinner provides an evening of collaboration and discussion on the issues that impact rural Virginia. It is cosponsored by the Virginia Association of Counties and The Virginia Rural Center. Attendees will acquire a healthy understanding of matters affecting rural Virginia and their possible solutions, as well as make personal connections across the region.

### STEP 1 REGISTRANT INFORMATION — ONLY ONE REGISTRANT PER FORM. PLEASE TYPE OR PRINT CLEARLY.

NAME \_\_\_\_\_

JOB TITLE \_\_\_\_\_ ORGANIZATION \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE \_\_\_\_\_ EMAIL \_\_\_\_\_

EMERGENCY CONTACT \_\_\_\_\_ RELATIONSHIP TO SELF \_\_\_\_\_ EMERGENCY CONTACT NUMBER \_\_\_\_\_

### STEP 2 DATE

Wednesday, February 1, 2017  
5:30 pm

#### Special Dietary Request

- Vegetarian
- Other \_\_\_\_\_

#### Location

Omni Richmond Hotel  
100 South 12th Street  
Richmond, VA 23219



DIRECTIONS

#### Sponsors



#### Hotel Reservations



Click here for VACo rate of \$131 or call 804.344.7000 and use code VACo County Government Day. Deadline is 5 pm January 18.



#### Photo/Video Policy

By registering for this VACo event, you acknowledge and agree to grant Virginia Association of Counties the right to record, film and photograph your likeness in its media, marketing, promotional and educational efforts. You also acknowledge and agree to grant Virginia Association of Counties the right to include your contact information on an event attendee list made available to other event attendees and sponsors.

### STEP 3 REGISTRATION FEE

\$60 per person

### STEP 4 PAYMENT INFORMATION

Check made payable to VACo or complete credit card information below.

Credit Card Number \_\_\_\_\_

Expiration: (MM/YY) \_\_\_\_\_

- MasterCard
- VISA
- AMEX
- 

Name on Credit Card (please print) \_\_\_\_\_

Signature \_\_\_\_\_

Email address for credit card receipt \_\_\_\_\_

### STEP 5 SUBMIT COMPLETED FORM

For your protection and to keep in compliance with the Payment Card Industry Security guidelines, VACo does not accept and will not process credit card information provided via email. Please fax or mail your registration form with your payment information to the address or FAX number listed below.

MAIL: Virginia Association of Counties  
1207 E. Main Street, Suite 300  
Richmond, VA 23219



Contact VACo if you have a disability requiring special provisions or services.

FAX: 804.788.0083

Questions? Call 804.788.6652

#### Deadlines and Refund Information

Please return completed form to VACo by January 11, 2017.

REFUND POLICY: Requests for registration refunds are honored if received by January 11, 2017. Substitutions can be accepted at no additional cost.

# REGISTRATION FORM

You can also register online at [www.vaco.org](http://www.vaco.org).

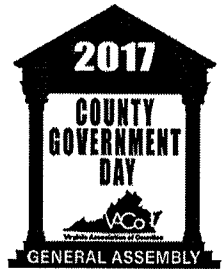


Click here for preliminary agenda.



#VACoEducation

#VACoCountyGovernmentDay



## VACo County Government Day 2017 February 2, 2017

The Virginia Association of Counties invites you to VACo County Government Day on February 2 at the Omni Richmond Hotel. VACo staff will report on legislation affecting local governments, then county officials are encouraged to go to the Capitol to participate in committee meetings and lobby state legislators. In the evening, county officials are strongly encouraged to invite their state legislators to dinner. To register, mail this form by January 11, 2017 and a check (payable to VACo) for \$40 per person to: VACo, 1207 East Main Street, Suite 300, Richmond, VA 23219-3627. VACo's fax number is 804.788.0083.

### STEP 1 REGISTRANT INFORMATION — ONLY ONE REGISTRANT PER FORM. PLEASE TYPE OR PRINT CLEARLY.

NAME _____		
JOB TITLE _____	ORGANIZATION _____	
MAILING ADDRESS _____		
CITY _____	STATE _____	ZIP _____
PHONE _____	EMAIL _____	
EMERGENCY CONTACT _____	RELATIONSHIP TO SELF _____	EMERGENCY CONTACT NUMBER _____

### STEP 2 DATE

Thursday, February 2, 2017

#### Special Dietary Request

- Vegetarian  
 Other \_\_\_\_\_

#### Location

Omni Richmond Hotel  
 100 South 12th Street  
 Richmond, VA 23219



DIRECTIONS

#### Hotel Reservations



Click here for VACo rate of \$131 or call 804.344.7000 and use code VACo County Government Day. Deadline is 5 pm January 18, 2017.

#### Sponsor



#### Photo/Video Policy

By registering for this VACo event, you acknowledge and agree to grant Virginia Association of Counties the right to record, film and photograph your likeness in its media, marketing, promotional and educational efforts. You also acknowledge and agree to grant Virginia Association of Counties the right to include your contact information on an event attendee list made available to other event attendees and sponsors.

### STEP 3 REGISTRATION FEE

\$40 per person

### STEP 4 PAYMENT INFORMATION

CHECK MADE PAYABLE TO VACo IS ENCLOSED OR COMPLETE CREDIT CARD INFORMATION BELOW.

Credit Card Number _____	Expiration: (MM/YY) _____ / _____
Name on Credit Card (please print) _____	<input type="radio"/> MasterCard
Signature _____	<input type="radio"/> VISA
	<input type="radio"/> AMEX
	<input type="radio"/> DISCOVER
Email address for credit card receipt _____	

### STEP 5 SUBMIT COMPLETED FORM

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 1207 E. Main Street, Suite 300  
 Richmond, VA 23219



Contact VACo if you have a disability requiring special provisions or services.

**FAX:** 804.788.0083

Questions? Call 804.788.6652

#### Deadlines and Refund Information

Please return completed form to VACo by January 11, 2017.

**REFUND POLICY:** Requests for registration refunds are honored if received by January 11, 2017. Substitutions can be accepted at no additional cost.

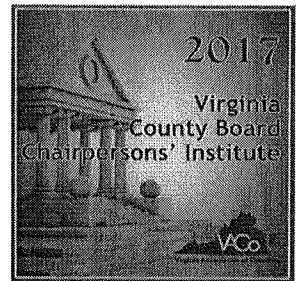


# REGISTRATION FORM

You can also register online at [www.vaco.org](http://www.vaco.org).

➔ Click here for preliminary agenda.

#VACoChairs  
#VACoEducation



## Virginia County Board Chairpersons' Institute February 3-4, 2017

Virginia Association of Counties offers the County Board Chairpersons' Institute to Board Chairs and Vice Chairs to focus on the specific roles of those positions, including meeting management, internal and external communications, work relationships, leadership, and goal setting. Overview of county government and the work of county supervisors are also covered. New and incumbent County Board Chairs and Chief County Administrative Officers will come away with information they need to guide their Board through their leadership cycle.

### STEP 1 REGISTRANT INFORMATION — ONLY ONE REGISTRANT PER FORM. PLEASE TYPE OR PRINT CLEARLY.

NAME \_\_\_\_\_

JOB TITLE \_\_\_\_\_ ORGANIZATION \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE \_\_\_\_\_ EMAIL \_\_\_\_\_

EMERGENCY CONTACT \_\_\_\_\_ RELATIONSHIP TO SELF \_\_\_\_\_ EMERGENCY CONTACT NUMBER \_\_\_\_\_

### STEP 2 DATE

Friday & Saturday  
February 3-4, 2017

Special Dietary Request

Vegetarian

Other \_\_\_\_\_

Location

Omni Richmond Hotel  
100 South 12th Street  
Richmond, VA 23219

DIRECTIONS

Sponsors

Virginia Tech • Virginia State University

Virginia Association of Counties

Hotel Reservations

Click here for VACo rate of \$131 or call 804.344.7000 and use code VACo County Government Day. Deadline is 5 pm January 18, 2017.

Photo/Video Policy

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### STEP 3 FEES

\$295 per Institute participant

Guest Fee 1: \$50 - Friday Reception/Dinner ONLY  
Guest Fee 2: \$150 - covers meals, breaks & Friday Reception/Dinner

GUEST NAME: \_\_\_\_\_

TOTAL FEE: \_\_\_\_\_

### STEP 4 PAYMENT INFORMATION

CHECK PAYABLE TO VACo or complete credit card information below.

Credit Card Number \_\_\_\_\_ Expiration: Month/Year (MM/YY) \_\_\_\_\_

Name on Credit Card (please print) \_\_\_\_\_

Signature \_\_\_\_\_

Email address for credit card receipt \_\_\_\_\_

MasterCard  
 VISA  
 AMEX  
 Discover Card

### STEP 5 SUBMIT COMPLETED FORM

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Richmond, VA 23219

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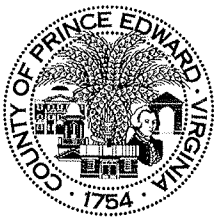
**FAX: 804.788.0083**      **Questions? Call VACo 804.788.6652**

Deadlines and Refund Information

Please return completed form to VACo by January 11, 2017.

**REFUND POLICY: Requests for registration refunds are honored if received by January 11, 2017 Substitutions can be accepted at no additional cost.**





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

**Meeting Date:** December 13, 2016  
**Item No.:** 17  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett/Sarah Elam Puckett  
**Issue:** Correspondence/Informational

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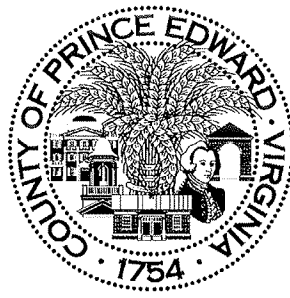
**Summary:** Please see attachments.

**Attachments:**

- a. 2017 County Rabies Clinics
- b. 2017 County Holiday Schedule
- c. Governor's Order for Special Election for 22<sup>nd</sup> Senate District
- d. Commonwealth Regional Council, Monthly Meeting Agenda and Minutes

**Recommendation:**

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



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PUBLIC NOTICE

## 2017 COUNTY RABIES CLINICS

Prince Edward County Animal Control has set the following locations for the County's 2017 Rabies Clinics. A representative from the Prince Edward County Treasurer's Office will also be present to allow for the purchase of 2017 County Dog Tags (License). If you have questions, please contact Animal Control at 434-223-7310 or the Prince Edward County Administrator's Office at 434-392-8837.

### RABIES CLINICS – SATURDAY, JANUARY 21, 2017

<u>Location</u>	<u>Time</u>
Rice Volunteer Fire Department	10:00 a.m.
Prospect Volunteer Fire Department	12:00 noon
Darlington Heights Volunteer Fire Department	2:00 p.m.
Meherrin Volunteer Fire Department	4:00 p.m.

All dogs in Prince Edward County that are four (4) months of age and older must have a current rabies vaccination and a county dog license. **A new dog license must be purchased for each dog by January 31<sup>st</sup> of each year.** To purchase a license for your dog, present a copy of your current rabies vaccination to the County Treasurer's Office, located on the 2<sup>nd</sup> Floor of the Prince Edward County Courthouse. For additional information about County Dog Licenses, please call the Treasurer's Office at 434-392-3454.

# Commonwealth of Virginia 2017 Pay and Holiday Calendar

## State Holidays

**January 2**  
New Year's Day (observed)

**January 13**  
Lee-Jackson Day

**January 16**  
Martin Luther King, Jr. Day

**February 20**  
George Washington Day

**May 29**  
Memorial Day

**July 3**  
8 hours additional holiday time

**July 4**  
Independence Day

**September 4**  
Labor Day

**October 9**  
Columbus Day

**November 10**  
Veterans Day (observed)

**November 22**  
4 hours additional holiday time

**November 23**  
Thanksgiving

**November 24**  
Day After Thanksgiving

**December 22**  
4 hours additional holiday time

**December 25**  
Christmas

**December 26**  
8 hours additional holiday time

Please note: In some agencies, the holiday and payday schedule may vary from what is shown here. If you have questions, see your agency human resources officer.

Denotes Payday

Denotes Holiday

Denotes Additional Time Off  8 hrs  4 hrs

Denotes Payday on Holiday or Time Off

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## January

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## November

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## December

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# COMMONWEALTH of VIRGINIA

## Executive Department

November 29, 2016

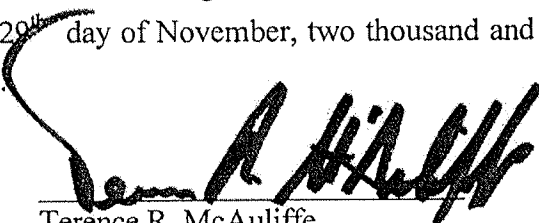
TO THE SECRETARIES OF THE ELECTORAL BOARDS IN THE COUNTIES OF AMHERST, APPOMATTOX, BUCKINGHAM, CUMBERLAND, FLUVANNA, GOOCHLAND, PRINCE EDWARD, AND LOUISA AND THE CITY OF LYNCHBURG, VIRGINIA:

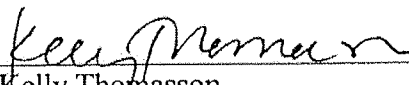
WHEREAS, a vacancy will occur in the Senate of Virginia from the Twenty-Second Senate District, composed of Amherst County, Appomattox County, Buckingham County, Cumberland County, Fluvanna County, Goochland County, Prince Edward County, part of Louisa County, and part of the City of Lynchburg, occasioned by the receipt of notification of the resignation of The Honorable Thomas A. Garrett, Jr.

NOW THEREFORE, in the name of the Commonwealth, pursuant to § 24.2-216 of the *Code of Virginia*, you are hereby required to cause an election to be held in this district on Tuesday, January 10, 2017, for a member of the Senate of Virginia to fill the vacancy. Pursuant to §§ 24.2-507 and 24.2-510 of the *Code*, the last day for filing as a candidate for such office in said election shall be Monday, December 5, 2016 at 5:00 p.m.

Given under my hand as Governor of Virginia, and under the Lesser Seal of the Commonwealth, at Richmond, this 29<sup>th</sup> day of November, two thousand and sixteen and in the 241<sup>st</sup> year of the Commonwealth.



  
Terence R. McAuliffe  
Governor, Commonwealth of Virginia

  
Kelly Thomasson  
Secretary of the Commonwealth





IN PARTNERSHIP WITH

The Counties of Amelia | Buckingham | Charlotte | Lunenburg | Prince Edward

We will be taking a New Council Picture For the Annual Report Dress Accordingly

Meeting Agenda
Thursday, December 1, 2016, 12:00 Noon
Commonwealth Regional Council
The Mill Room (Basement Conference Room)
One Mill Street, Farmville, Virginia
(light lunch will be provided)

- I. Welcome & Call to Order.....Chairman Wingold
II. Invocation
III. Approval of Minutes of November 3, 2016 Meeting .....Secretary Walker
IV. Treasurers' Report – November Financial Statements, Attachment 1.....Treasurer Timmons
V. Report of Officers & Committees
A. Chairman's Report.....Chairman Wingold
1) Report on Chief Administrative Officers Meeting, Canceled
VI. Scoping the Future – Discussion of Innovative/Regional Ideas, Attachment 2.....Council Members
VII. Old Business .....Chairman Wingold
A. Staff Reports
1) Nottoway County Participation in CRC Comprehensive Economic Development Strategy (CEDS) Project, EDA – Economic Development Support for Planning Organizations Program, Attachment 3.....Mary Hickman
2) GO Virginia Update, Attachment 4.....Mary Hickman
3) State Homeland Security Program Grant – Emergency Communications, Attachment 5...Melody Foster
4) Assistance to Firefighters Grant (AFG) Applications Submitted.....Melody Foster
Todd Fortune
5) FOIA Officer Online Training Update.....Melody Foster
6) Non-Member Participation in CRC EfficientGov Online Trail, Attachment 6.....Mary Hickman
7) VDOT Lynchburg District Fall Public Meeting, Attachment 7 .....Melody Foster
8) CRC/SPDC/VGA Event – USDA Rural Development Roundtable Held, Attachment 8...Mary Hickman
9) Update on Disaster Response Services .....Todd Fortune
10) Hazard Mitigation Update.....Todd Fortune
11) Council Member Comments
VIII. New Business .....Chairman Wingold
A. Staff Reports
1) Guest Speaker – Paul Oswell, Director, Central Regional Office, Virginia Department of Social Services (5 Other Social Service Directors will be in attendance) .....Paul Oswell
2) CRC Technical Assistance Contract – Lunenburg County/Town of Kenbridge/Town Of Victoria Comprehensive Plan Update, Attachment 9.....Mary Hickman
3) CRC Office Holiday Schedule, Attachment 10.....Mary Hickman
4) Council Member Comments
IX. Commonwealth Intergovernmental Review Process, Attachment 11
X. Other Business
XI. Council Member Comments
XII. Adjourn – Next Meeting Date – January 5, 2017

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

**Commonwealth Regional Council  
Sheldon’s Restaurant, Keysville, VA  
November 3, 2016**

**Welcome & Call to Order**

The Chairman called the Meeting to order at 11:00 a.m. at Sheldon’s Restaurant in Keysville, Virginia.

**Invocation**

Mr. Timmons gave the invocation.

**ROLL CALL**

MEMBERS

PRESENT

ABSENT

Amelia:

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

Mr. Thomas R. Gleason  
(Vice-Chairman)

Buckingham:

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

Mr. E. Morgan Dunnivant

Charlotte:

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

Mr. Gary Walker

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**

Mr. Rodney Newton, Victoria Town Manager  
Ms. Robyn Fowler, Kenbridge Town Manager

**Approval of Minutes of September 1, 2016 Meeting**

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

**Treasurer's Report**

**October Financial Statements:** The Treasurer reported he had reviewed the report and had found all information in order. Mr. Timmons moved and Mr. Gleason seconded to approve the October 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 gave a report on the October CAO Meeting. Ms. Hickman stated there was very good attendance at the meeting. Ms. Hickman stated Mr. Evan Feinman, Executive Director of the Virginia Tobacco Region Revitalization Commission went over the different grant programs offered by the Tobacco Commission. Mr. Feinman encouraged localities to contact the Tobacco Commission to discuss projects especially for underutilized programs such as Special Projects and the Opportunity Fund (TROF). Mr. Feinman noted changes to the TROF program including there is now an option to receive funds in the form of a loan instead of a grant. Grants and loans may be awarded in amounts as low as \$10,000 rather than the previous minimum amount of \$50,000. Mr. Feinman also announced a new initiative, the Regional Inventory Project within the Tobacco footprint to develop an inventory of the ready and almost ready properties. This will be utilized to assist in marketing the Tobacco region and also assist VEDP in marketing the region. The Tobacco Commission plans to use teams of interns and staff to develop the inventory of properties. Mr. Feinman also noted allocations for Megasite Projects have been scaled back. They are willing to consider regional projects and will be loaning more funds for projects with rates at 0%-1%. Mr. Chris Piper, Deputy Director of the Tobacco Commission attended the meeting as well.

Mr. Timmons asked if this program could provide funding for a speculative building to be located at the Heartland Business Park? Ms. Hickman stated the Tobacco Commission should definitely be contacted to discuss the idea of this regional project.

**Scheduling of Mid-Year Financial Review:** Ms. Hickman stated the CRC will want to consider having a mid-year financial review to allow the Council to look at its current financial situation in advance of setting the CRC's Annual Dues for the upcoming FY 17-18. Ms. Hickman noted the CRC Bylaws require the CRC to set the Annual Dues at either the December or January meeting. Mr. Timmons moved and Mr. Walker seconded that Ms. Hickman prepare an updated financial report

and send this information out a week prior to the December CRC Meeting for the Council to review and discuss. The CRC could then set the Annual Dues at the January CRC meeting. Motion carried.

**FY 15-16 CRC Audit Presentation, Burnett & Sneed, LLC:** Mr. Sneed went over the FY 15-16 CRC Audit. Mr. Sneed stated the CRC received a clean opinion on the FY 15-16 Audit. Mr. Sneed stated the CRC's liabilities exceeded its net assets by \$31,964.57. The CRC's total assets were \$501,029.76. Mr. Sneed noted the new requirement (started last year) by VRS (GASB 68) to record long term pension liabilities in the annual audit. It was also noted included in the revenues and expenses were the \$35,000 pass-thru funds related to the Buckingham BARN Project.

Mr. Sneed stated there a few new schedules that have been added to provide more information on the CRC's Indirect Rate Calculation and Federal funding for the purposes of the funding received from VDOT.

There was discussion on the presented Audit.

Mr. Walker moved and Mr. Gleason seconded to approve the CRC FY 15-16 Audit as presented. Motion carried.

**Scoping the Future – Discussion of Innovative/Regional Ideas:** Mr. Timmons asked if there was any research done by the staff on the drone industry and the possibility of grants for the industry utilizing the Farmville Airport and Airspace in the region? Ms. Foster stated she had looked into the Company mentioned and had noted that VGA has stated this program is moving in the region. Ms. Foster stated in light of this news she was unsure what the CRC could offer as assistance. Mr. Timmons suggested contacting Jeff Reed with VGA to see what they are currently doing and if the CRC can offer its assistance. Ms. Foster stated she would contact Mr. Reed to get his input and guidance.

### **Old Business**

### **Staff Reports:**

**CRC Comprehensive Economic Development Strategy (CEDS) Project, EDA – Economic Development Support for Planning Organizations Program:** Ms. Hickman stated the CRC at its October 6<sup>th</sup> meeting requested a letter be sent to both Nottoway and Cumberland as non-members of the CRC advising them of the CEDS Regional Project and a request for their participation under an offer of waiver of matching funds. The CRC also discussed during the October CRC meeting having CRC Representatives attend both Nottoway and Cumberland Board of Supervisor meetings to discuss this request and request an answer at the meeting from the localities. Ms. Hickman stated the Nottoway Board of Supervisors meeting was held on October 20<sup>th</sup> with Mr. Wade Bartlett and herself attending and speaking before the Board. Ms. Hickman noted Nottoway County Board of Supervisors has a Policy that any item requiring action on their agenda cannot be acted on that month, but has to be carried over to the following month for action. Ms. Hickman stated therefore, the CRC's request will not be acted on until the November 20<sup>th</sup> Nottoway Board of Supervisors meeting. Ms. Hickman stated she will attend this meeting. Ms. Hickman stated the Cumberland Board of Supervisors meeting was held on November 1<sup>st</sup> with Mr. Gleason, Mr. Dunnavant, Mr. Wingold, Mr. Timmons and herself attending. Ms. Hickman stated Cumberland did not take action at this meeting. Mr. Timmons stated the Cumberland meeting was very positive. Mr. Timmons stated it was conveyed to the Cumberland Board they could have until January to make a decision in order to give them more time to discuss the issue.

There was discussion on the issues.

**GO Virginia Update:** Ms. Hickman stated the GO Virginia State Board met on October 12 for its formation meeting. Ms. Hickman stated she provided several items related to this meeting for CRC Representatives in the Council packet including: the Update by the VAPDC Representative on the GO Virginia Advisory Work Group to all PDCs; the GO Virginia State Board Meeting Agenda; the DHCD GO Virginia Overview Presentation and GO Virginia action of receiving Public Comment on the GO Virginia Regional Boundaries. Ms. Hickman noted the DHCD Overview Presentation provides information that on how PDCs may be looked at to assist in moving the GO Virginia initiative forward by possibly assisting in administering the program or assist in grant writing. Ms. Hickman stated there seems to be several opportunities for the PDCs to play an important role in the process.

Ms. Hickman stated the GO Virginia State Board anticipates taking a final vote on the recommended Boundaries Map at the December 5<sup>th</sup> GO Virginia meeting. It is also anticipated the GO Virginia State Board will issue guidelines on the formation of regional councils at this meeting as well.

Ms. Hickman stated as reported at the October CRC meeting the CRC/SPDC/VGA GO Virginia Working Group met on October 5<sup>th</sup> and put together a list of possible persons who may be interested in serving on this region's GO Virginia Regional Council. This list was presented to Senator Ruff and Mr. Majors during a similar GO Virginia Working Group meeting held in South Boston on October 14<sup>th</sup>.

Ms. Hickman stated it is her understanding that at the October 14<sup>th</sup> GO Virginia Working Group meeting brought together by Senator Ruff and Mr. Davenport several items were discussed including the following. It was noted that certification of Regions had not been finalized but it was anticipated this would occur during February/March 2017. Greensville had decided to go with the Crater/Richmond PDC GO Virginia Region. DHCD will be providing a template for organization structure for the GO Virginia Regional Councils. There was discussion that the GO Virginia Regional Council for this vast Region would only have 23 members per code. There was support expressed to have Advisory Committees under the Regional Council to ensure all localities within the GO Virginia Region are engaged. This Working Group will meet again after the State VA Go Board meets on December 5<sup>th</sup>.

Mr. Walker stated it is his understanding than when the General Assembly makes its final approval in March 31, 2017 for funding it expects Regions to have their Plan and staff already in place working to be ready to go. Mr. Walker stated the problem is that until the General Assembly approves the funding, Regions do not have the funding to hire the staff to begin planning for the program. Mr. Walker stated the Harvest Foundation in Danville is making a generous grant to this GO Virginia Region to help with staffing. The MBC Board has also made a donation of office space for the GO Virginia Region. Mr. Walker suggested that the CRC consider making either a grant or loan to the GO Virginia Region to assist it in start-up costs and then when funding is made available through the General Assembly it could be reimbursed to the CRC. Mr. Walker stated the plan may include hiring a Consultant at first with possibly additional part-time staff to get up and running. Mr. Walker stated it will take significant funds to get the GO Virginia Organization started before funding is available.

There was discussion on this matter.

It was agreed to hold a CRC Conference Call on December 9<sup>th</sup> at 1 p.m. to further discuss and possibly take action on the idea of making a grant or loan to the GO Virginia Region after the GO Virginia State

Board meets on December 5<sup>th</sup>. The Conference Call is pending more information is available at that time.

Council Member Comments: Mr. Gleason commented he has not been receiving his monthly Council Packet until the day before the CRC meeting. Ms. Foster stated she will scan the entire CRC packet and email this to Mr. Gleason to try and get the information to him sooner.

**State Homeland Security Program Grant – Score Sheet:** Ms. Foster stated as she reported at the October CRC Meeting the CRC did not receive the State Homeland Security Program Grant for Communication Towers. However, Ms. Foster requested and received the Grant Application Score Sheet and Comments. Ms. Foster noted the comments from the reviewers stated “if localities within the region can all put forward funding and create match, funding for this project should be feasible.” Ms. Foster stated she wanted to find out if the CRC is interested in resubmitting an Application for funding. Ms. Foster stated she had contacted Tad Deriso with MBC and confirmed that at least 4 possibly all 5 towers that were offered free for the Application are still available and also that MBC is still interested in participating in another Application. Ms. Foster stated there would need to be a discussion on how much match each locality would have to provide to bring down the costs of the request for the Application. It was the consensus of the members present they were interested in proceeding with a re-submittal of an application for funding. Ms. Foster stated she contacted VDEM to find out when the next funding round would open and initially was told after the first of the year but she had not confirmed if a date had been determined as of yet. Ms. Foster stated she also asked for further guidance from VDEM on what would be an acceptable funding request for a Regional Project considering the largest amount funded in the last round was \$95,000 and the CRC requested \$1.2 million. Ms. Foster stated she had not received a response on this request as of the meeting.

There was discussion on a possible project application to include a possible regional radio system which may be more fundable and doable.

Ms. Foster was directed to discuss possible local matching scenarios with the County Administrators at the next Chief Administrative Officers meeting. Discussion would include how much costs will be incurred to place radio equipment on communication towers and if these costs could be used as match.

Mr. Gleason stated he is very concerned about the urgency of the situation in making sure police officers, who currently are put in dangerous situations, where they have no way to communicate with the outside world, are provided adequate communications.

**CRC Hazard Mitigation Plan Update:** Mr. Fortune stated the CRC hosted a workshop for Stakeholders and Participants on October 14<sup>th</sup> to update the mitigation strategies in the Plan. Mr. Fortune stated he should have a Draft Plan for review by the Management Team in early December.

**EfficientGov Trial Online for Member Localities:** Ms. Hickman stated the CRC will be participating in a 3-month trial offered by EfficientGov. This is a website tool that provides assistance in finding grant funding in one central online platform. During the 3-month trial, the CRC will be the host provider, with the current 5 member localities also having direct access to the services. This trial period will help the CRC gauge the interest of its members, while at the same time allow the CRC to provide additional member services. As of October 31<sup>st</sup> each County had access to this free service. The trial service will end January 31, 2017. EfficientGov will be contacting each locality on a regular basis to request feedback in order for the CRC to find out the usefulness of the tool by its members.

Ms. Hickman was asked to contact EfficientGov to see if Cumberland and Nottoway can be offered this service as well through the CRC and if so, then offer the service to Cumberland and Nottoway.

**Reminder – CRC/SPDC/VGA Event – USDA Rural Roundtable Scheduled:** Ms. Hickman reminded council representatives following the CRC meeting the CRC/SPDC/VGA hosted USDA Roundtable will be held at SVCC from 1-4 p.m. Ms. Hickman stated 79 people have registered for the event with the majority of people registered being from the CRC region.

**Assistance to Firefighters Grant (AFG) Applications – CRC Assistance:** Ms. Foster stated the CRC is currently assisting 4 Fire Volunteer Fire Departments: Kenbridge, Phenix, Victoria and Keysville in applying for funds from the FEMA Assistance to Firefighters Grant Fund. Applications are due November 18, 2016.

**FOIA Officer Online Training Update:** Ms. Foster stated the online training promised by the FOIA Council is still not available. It was supposed to become available October 18<sup>th</sup>. The website states they will post on their website when the training will become available. Ms. Foster stated she will continue to monitor the situation.

**Virginia Outdoor Plan Regional Meeting Held:** Mr. Gilliam stated the Virginia Department of Conservation and Recreation held a Virginia Outdoor Plan Regional meeting on October 25<sup>th</sup> at the Farmville-Prince Edward Community Library. Mr. Gilliam stated it was well attended with representatives from all of the CRC members.

**Natural Heritage Data Explorer Training Workshop Held:** Mr. Fortune stated the CRC hosted the Natural Heritage Data Explorer Training Workshop at SVCC on October 21<sup>st</sup>. Mr. Fortune stated the Virginia Department of Conservation and Recreation provide this training to users who potentially receive federal funds on projects and need to check the status of endangered species or other environmental concerns of properties related to the project funding. In order to use the website, a user has to mandatory training to receive a license to utilize the website.

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

### New Business

### Staff Reports

**VDOT Fall Public Meetings:** Ms. Foster stated each Fall VDOT holds Public Meetings to collect public input. This year the focus was on the VDOT Smart Scale Projects that were submitted by the September 30<sup>th</sup> deadline. Ms. Foster stated she attended the October 11 the VDOT Public Meeting for the Richmond District and made comments for the Amelia Smart Scale projects that were submitted. Ms. Foster stated she will be attending the November 29<sup>th</sup> VDOT Public Meeting in Lynchburg to make comments on the Charlotte County Smart Scale project submitted.

**Governor's Announcement – Plan to Balance FY 2016-2017 Budgets:** Ms. Hickman stated this Announcement was provided as information. Ms. Hickman did note that PDC funding was not cut as part of the announced plan. Ms. Hickman stated based on feedback provided by the VAPDC both Bill Sheldon, with the Department of Housing and Community Development, and Secretary Haymore have

pledged to do all they can to spare PDC's, but stated they have not cut PDC's and that they are good for now.

**2017 General Assembly – Key Dates:** Ms. Hickman stated State Legislators will need to submit their requests for legislation by December 5, 2016. Ms. Hickman stated if anyone is interested in a bill request, it would be a good idea to go ahead and talk to your Legislator so that they can plan to meet the December 5<sup>th</sup> deadline. Ms. Hickman stated the General Assembly Session convenes on January 11, 2017, crossover is February 7, 2017 and the Session adjourns on February 26, 2017.

**Council Member Comments:** Mr. Walker requested that the CRC Packet pages be numbered to make it easier to follow.

**Commonwealth Intergovernmental Review Process (CIRP):** There were none.

**Other Business:** Ms. Foster the CRC assisted the Town of Drakes Branch in submitting a Planning Grant for a Business District Revitalization project in May of 2016. The Town recently received word the Planning Grant was approved. The Town is now seeking the CRC's technical assistance in fulfilling the Planning Grant activities.

Ms. Hickman stated the Town of Drakes Branch has signed a contract for services with the CRC and she would need authorization to execute the contract on behalf of the CRC.

Mr. Walker moved and Mr. Gleason seconded to authorize Ms. Hickman to execute the Contract between Drakes Branch and the CRC for technical assistance services. Motion carried.

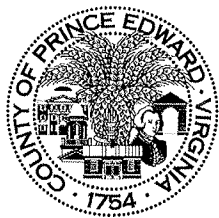
Ms. Hickman handed out the Governor's Announcement for Buckingham County for the Rock Wood Products of Dillwyn expansion.

**Council Member Comments:** Council representatives thanked the guests for their attendance.

**Adjournment:** The meeting adjourned at 12:30 p.m.

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Mr. Gary Walker, Secretary



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

**Meeting Date:** December 13, 2016  
**Item No.:** 18  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett/Sarah Elam Puckett  
**Issue:** Monthly Reports

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**Summary:** Please see attachments.

**Attachments:**

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

**Recommendation:**

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



## Animal Control Monthly Report

"November 2016"

<b>Dogs</b>		<b>Wildlife</b>	
Surrendered	15	Handled	0
Picked Up	20	Euthanized	0
Claimed By Owner	7	Rabies Case	0
Adopted	6		
Died in Kennel	0	<b>Livestock</b>	
Euthanized	7	Returned to Owner	0
Transferred to SPCA	16	Died in Kennel	0
Dead on Arrival	0	Adopted	0
Escaped from Shelter	0	<b>Fees Collected</b>	\$0.00
Seized	1		
<b>Fees Collected</b>	<b>\$385.00</b>	<b>Other Companion Animals</b>	
		Returned to Owner	0
<b>Cats</b>			
Surrendered	3	<b>Number of Calls to Shelter</b>	124
Picked Up	2	<b>Summons Issued</b>	6
Claimed By Owner	0	<b>Warrants Served</b>	0
Adopted	0	<b>Days in Court</b>	1
Euthanized	0	<b>Nuisance Dogs</b>	24
Died in Kennel	0	<b>Dangerous Dogs</b>	0
Transferred to SPCA	5		
Dead on Arrival	0		
<b>Fees Collected</b>	<b>\$0.00</b>	<b>Total Fees Collected</b>	<b>\$385.00</b>

**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  
11/01/2016 Through 11/30/2016

ADDITIONS	- Issued		7
	- Value	\$114,800.00	
	- Permit Fees	\$704.40	
	- 2.00% STATE TAX	\$14.09	
	- Fees Collected	\$.00	
ONE & TWO FAMILY DWELLING	- Issued		2
	- Value	\$678,000.00	
	- Permit Fees	\$1,133.80	
	- 2.00% STATE TAX	\$22.68	
	- Fees Collected	\$.00	
ELECTRICAL	- Issued		11
	- Value	\$31,310.00	
	- Permit Fees	\$535.00	
	- 2.00% STATE TAX	\$10.70	
	- Fees Collected	\$.00	
FARM BUILDINGS	- Issued		1
	- Value	\$8,000.00	
	- Permit Fees	\$.00	
	- 2.00% STATE TAX	\$.00	
	- Fees Collected	\$.00	
MECHANICAL	- Issued		4
	- Value	\$2,000.00	
	- Permit Fees	\$200.00	
	- 2.00% STATE TAX	\$4.00	
	- Fees Collected	\$.00	
MECHANICAL/GAS	- Issued		10
	- Value	\$29,720.00	
	- Permit Fees	\$500.00	
	- 2.00% STATE TAX	\$10.00	
	- Fees Collected	\$.00	
MANUFACTURED HOMES	- Issued		2
	- Value	\$135,000.00	
	- Permit Fees	\$235.20	
	- 2.00% STATE TAX	\$4.99	
	- Fees Collected	\$.00	
PLUMBING	- Issued		5
	- Value	\$10,700.00	
	- Permit Fees	\$250.00	
	- 2.00% STATE TAX	\$5.00	
	- Fees Collected	\$.00	
REMODELING	- Issued		1
	- Value	\$15,000.00	
	- Permit Fees	\$174.00	
	- 2.00% STATE TAX	\$3.48	
	- Fees Collected	\$.00	
IN LIEU OF SOIL & EROSION	- Issued		2
	- Value	\$.00	
	- Permit Fees	\$.00	
	- Fees Collected	\$.00	
Total Permits - Issued			45
Total Permits - Value		\$1,024,530.00	
Total Permits - Permit Fees		\$3,732.40	
Total Permits - Sales Tax 2%		<u>\$ 74.94</u>	
		<b>\$ 3,807.34</b>	

INSPECTIONS FOR NOVEMBER 62

# PRINCE EDWARD COUNTY CANNERY

7916 Abilene Road  
Farmville, Virginia 23901

Patty Gulick  
Cannery Manager  
434-223-8664

## November 2016 Cannery Report

Cannery report is as follows:

740 (qts.)	@.48 =	\$355.20
133 (pts.)	@.40 =	\$ 53.20
16 Gallons	@1.25=	\$ 20.00
19 Patrons usage	@1.00 =	\$ 19.00
30% out of County =		\$ 28.22
Non-processing fees =		\$ 80.00
<b>Total</b>		<b><u>\$555.62</u></b>

Due to the extreme drought in our region our patron's gardens have not produced their normal amounts this month.

In past cannery reports, we have always reported the number of registered cannery users but did not include the "crew" that each user brings to help process their food products. This crew usually includes friends, family members or neighbors. We believe that counting all cannery participants is a more accurate reflection of the cannery's usage and community impact. More residents take advantage of the cannery than just the registered users and this is demonstrated this month where we had 19 registered users but had 48 total residents taking advantage of the opportunity. This higher number shows that there is a community at the cannery that is sharing both knowledge and the bounties that are being provided from their efforts.

P. Gulick

kef



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

### ***November 2016 Summary***

November may have been a short month due to the holiday but the cannery has still had its share of clients. Jo Pendergraph of Manakintowne Farms produced another batch of her incredibly spicy hot sauce, leaving the staff breathless but happy. The Monticello Foundation had two different products completed for their Museum Gift Shop, a hot pepper vinegar as well as a 550 jar batch of pepper jelly. Homegrown Virginia also produced batches of strawberry jam and spicy strawberry jam.

**November Revenue: \$ 486.00**

**Interested parties: 8**

**Clients: 3**

**Days Used for Commercial Activity: 7**

### **Products Created:**

- Monticello Pepper Vinegar
- Monticello Pepper Jelly
- Manakintowne Farm Espellette Pepper Sauce
- Homegrown Virginia Strawberry Jam
- Homegrown Virginia Spicy Strawberry Jam

### **Other items to note and upcoming scheduling:**

- The Ruritan Club made use of the cannery to produce their Brunswick Stew
- We were contacted by the Tom Tom Founders Festival with a request to plan local food events during their 2017 Festival
- A new client making blackberry jam is scheduled
- A new BBQ sauce client from South Hill is touring in hopes of creating their sauce in larger batches
- A new client who makes and sells apple butter at festivals is pursuing options of using the cannery for pre-festival preparation of apple sauce

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

**Month of November 2016**

<b>Receipts:</b>	<b>Fiscal 2016</b>			<b>Fiscal 2017</b>			<b>Diff.</b>
	<b>Budgeted</b>	<b>Rec. YTD</b>	<b>Percent</b>	<b>Budgeted</b>	<b>Rec. YTD</b>	<b>Percent</b>	
Sales Tax	2,856,772	1,197,429	41.92	2,966,126	1,200,577	40.48	-1.44
Basic Aid	5,965,221	2,383,373	39.95	6,042,245	2,365,884	39.16	-0.80
Other State	4,998,282	1,325,521	26.52	5,116,926	1,282,327	25.06	-1.46
<b>Total State</b>	<b>13,820,275</b>	<b>4,906,323</b>	<b>35.50</b>	<b>14,125,297</b>	<b>4,848,788</b>	<b>34.33</b>	<b>-1.17</b>
Federal Funds	1,959,570	721,101	36.80	2,029,416	624,627	30.78	-6.02
Local Funds	8,317,182	2,083,756	25.05	8,317,182	2,491,805	29.96	4.91
Cash Book	454,310	252,494	55.58	473,479	190,111	40.15	-15.43
<b>Total Revenue</b>	<b>\$24,551,337</b>	<b>\$7,963,674</b>	<b>32.44</b>	<b>\$24,945,374</b>	<b>\$8,155,331</b>	<b>32.69</b>	<b>0.26</b>
<b>Expenditures:</b>	<b>Budgeted</b>	<b>Expended YTD</b>	<b>Percent</b>	<b>Budgeted</b>	<b>Expended YTD</b>	<b>Percent</b>	<b>Diff.</b>
Instruction	17,476,125	5,575,026	31.90	17,982,676	5,681,669	31.60	-0.31
Administration	1,519,865	512,601	33.73	1,517,144	528,626	34.84	1.12
Transportation	2,054,749	539,943	26.28	1,882,742	555,735	29.52	3.24
Maintenance	1,814,303	643,071	35.44	1,669,023	576,013	34.51	-0.93
Facilities	189,020	12,726	6.73	208,189	28,648	13.76	7.03
Debt Service	458,763	320,334	69.83	599,330	469,124	78.27	8.45
Technology	1,038,512	359,973	34.66	1,086,270	315,516	29.05	-5.62
<b>Total Expenditures</b>	<b>\$24,551,337</b>	<b>\$7,963,674</b>	<b>32.44</b>	<b>\$24,945,374</b>	<b>\$8,155,331</b>	<b>32.69</b>	<b>0.26</b>

Saved as November Expense Compare

Prince Edward County Public Schools  
**Summary Financial Report**  
**November 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	\$ 236,189	\$1,200,577	\$ 2,966,126	\$ 1,765,549	40.48
Basic School Aid	\$ 473,177	\$2,365,884	\$ 6,042,245	\$ 3,676,361	39.16
All Other	\$ 235,697	\$1,282,327	\$ 5,116,926	\$ 3,834,599	25.06
<b>Total State</b>	<b>\$ 945,062</b>	<b>\$4,848,787</b>	<b>\$ 14,125,297</b>	<b>\$ 9,276,510</b>	<b>34.33</b>
From the Federal Gov't.	\$ 191,595	\$ 624,627	\$ 2,029,416	\$ 1,404,789	30.78
General Fund (County)	\$ 736,208	\$2,491,805	\$ 8,317,182	\$ 5,825,377	29.96
Cash Book -Local	\$ (10,077)	\$ 190,111	\$ 473,479	\$ 283,368	40.15
<b>Total Revenues</b>	<b>\$1,862,788</b>	<b>\$8,155,331</b>	<b>\$ 24,945,374</b>	<b>\$ 16,790,043</b>	<b>32.69</b>

<u>Expenditures</u>	Current Month	Year to Date	Outstanding Encumbrances	Budget	Expended & Encumbered (Over) Under Budget	Expen. & Encumbrance as a % of Budget
1000-Instruction	\$1,395,902	\$5,681,669	\$ 9,558,127	\$ 17,982,676	\$ 2,742,880	84.75
2000-Admin.,Health/Atten.	\$ 130,012	\$ 528,626	\$ 632,618	\$ 1,517,144	\$ 355,900	76.54
3000-Transportation	\$ 135,609	\$ 555,735	\$ 664,295	\$ 1,882,742	\$ 662,711	64.80
4000-Operation/Maintenance	\$ 122,536	\$ 576,013	\$ 263,936	\$ 1,669,023	\$ 829,074	50.33
6000-Facilities	\$ 10,973	\$ 28,648	\$ 14,465	\$ 208,189	\$ 165,076	20.71
7000 - Debt. Service	\$ 313	\$ 469,125	\$ 127,881	\$ 599,330	\$ 2,324	99.61
8000 - Technology	\$ 67,443	\$ 315,516	\$ 366,871	\$ 1,086,270	\$ 403,883	62.82
<b>Total Expenditures</b>	<b>\$1,862,788</b>	<b>\$8,155,331</b>	<b>\$ 11,628,194</b>	<b>\$ 24,945,374</b>	<b>\$5,161,849</b>	<b>79.31</b>

Saved as November 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 November 2016**

<b>Receipts:</b>	<b>Fiscal 2016</b>			<b>Fiscal 2017</b>			<b>Diff.</b>
	<b>Budgeted</b>	<b>Rec. YTD</b>	<b>Percent</b>	<b>Budgeted</b>	<b>Rec. YTD</b>	<b>Percent</b>	
State School Food	20,452	10,316	50.44	12,605	10,568	83.84	33.40
Fresh Fruit & Vegetable	60,000	10,258	0.00	60,000	23,837	0.00	0.00
State Equipment Grant	0	0	0.00	58,056	54,872	0.00	0.00
<b>Total State</b>	<b>80,452</b>	<b>20,574</b>	<b>25.57</b>	<b>130,661</b>	<b>89,278</b>	<b>68.33</b>	<b>42.75</b>
Federal Reimbursement	766,651	257,845	33.63	774,498	234,309	30.25	-3.38
Cash Book - Local	241,324	76,027	31.50	241,324	92,903	38.50	6.99
<b>Total Revenue</b>	<b>\$1,088,427</b>	<b>\$354,446</b>	<b>32.56</b>	<b>\$1,146,483</b>	<b>\$416,490</b>	<b>36.33</b>	<b>3.76</b>
<b>Expenditures:</b>	<b>Budgeted</b>	<b>Expended YTD</b>	<b>Percent</b>	<b>Budgeted</b>	<b>Expended YTD</b>	<b>Percent</b>	<b>Diff.</b>
Salary	369,496	121,962	33.01	349,353	123,679	35.40	2.39
Fringe Benefits	149,142	41,877	28.08	151,212	45,920	30.37	2.29
Purchased Services	59,997	19,476	32.46	66,766	17,445	26.13	-6.33
Refunds	112	89	79.46	112	0	0.00	-79.46
Travel	2,500	210	8.40	2,500	286	11.43	3.03
Materials & Supplies	25,000	12,417	49.67	25,000	22,006	88.02	38.36
Food Supplies	420,000	143,438	34.15	440,000	157,479	35.79	1.64
Repairs & Maintenance	6,769	4,021	0.00	12,640	6,579	0.00	0.00
Furniture/Equipment	55,411	54,791	98.88	40,844	40,844	100.00	
Equipment Grant	0	0	0.00	58,056	54,872	94.52	94.52
<b>Total Expenditures</b>	<b>\$1,088,427</b>	<b>\$398,281</b>	<b>36.59</b>	<b>\$1,146,483</b>	<b>\$469,111</b>	<b>40.92</b>	<b>4.33</b>

Prince Edward County Public Schools  
**2016-2017**  
**Food Service Department**  
**Summary Financial Report**  
**November 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	\$ 7,707	\$ 23,837	\$ 60,000	\$ 36,163	0.00
State Equipment Grant	\$ -	\$ 54,872	\$ 58,056	\$ 3,184	0.00
<b>Total State Funds</b>	<b>\$ 7,707</b>	<b>\$ 89,278</b>	<b>\$ 130,661</b>	<b>\$ 41,383</b>	<b>68.33</b>
Federal Reimbursement	\$ 91,650	\$ 234,309	\$ 774,498	\$ 540,189	30.25
Cash Book - Local	\$ 19,880	\$ 92,903	\$ 241,324	\$ 148,421	38.50
<b>Total Revenues</b>	<b>\$119,236</b>	<b>\$ 416,490</b>	<b>\$ 1,146,483</b>	<b>\$ 729,993</b>	<b>36.33</b>

<u>Expenditures</u>	<u>Current Month</u>	<u>Year to Date</u>	<u>Outstanding Encumbrances</u>	<u>Budget</u>	<u>Expended &amp; Encumbered (Over) Under Budget</u>	<u>Expen. &amp; Encumbrance as a % of Budget</u>
Salary	\$ 27,426	\$ 123,679	\$ 216,047	\$ 349,353	\$ 9,627	97.24
Fringe Benefits	\$ 11,180	\$ 45,920	\$ 88,383	\$ 151,212	\$ 16,909	88.82
Purchased Services	\$ 6,067	\$ 17,445	\$ 1,754	\$ 66,766	\$ 47,566	28.76
Refunds	\$ -	\$ -	\$ -	\$ 112	\$ 112	0.00
Travel	\$ 286	\$ 286	\$ -	\$ 2,500	\$ 2,214	11.43
Materials & Supplies	\$ 4,780	\$ 22,006	\$ 192	\$ 25,000	\$ 2,802	88.79
Food Supplies	\$ 64,530	\$ 157,479	\$ 32,177	\$ 440,000	\$ 250,344	43.10
Repairs & Maintenance	\$ 5,425	\$ 6,579	\$ -	\$ 12,640	\$ 6,061	52.05
Furniture/Equipment	\$ 646	\$ 40,844	\$ -	\$ 40,844	\$ -	100.00
Equipment Grant	\$ -	\$ 54,872	\$ -	\$ 58,056	\$ 3,184	94.52
<b>Total Expenditures</b>	<b>\$120,340</b>	<b>\$ 469,111</b>	<b>\$ 338,553</b>	<b>\$ 1,146,483</b>	<b>\$338,819</b>	<b>70.45</b>

## Tourism & Visitor Center Monthly Report for November 2016

VIRGINIA'S HEARTLAND REGIONAL VISITOR CENTER GUESTBOOK SIGNINGS:					
	Virginia Guests	Other States	Other Countries	Total Guests	Average Visitors per Month:
YTD 2016	3,068	571	61	3,700	336.4
2015	4,120	610	166	4,896	408.0

Total / 11 Months  
Total / ALL of 2015

### Requests for Information:

	Phone Inquiries	Mail Requests	Emailed Requests	Center Visits	Tablet/Cell Web Hits	Monthly Totals:
November 2016	45	49	4	257	4615	4,970
November 2015	23	83	12	184	1840	2,142
% Difference	95.65%	-40.96%	-66.67%	39.67%	150.82%	132.03%

TOTAL YTD	968	1,320	136	3,700	28,890	Total YTD Inquiries:
2016 YTD	968	1,320	136	3,700	28,890	35,014
2015 YTD	884	2,269	268	5,100	11,835	20,356
% Difference	9.50%	-41.82%	-49.25%	-27.45%	144.11%	72.01%

#### Report to December Board of Supervisors:

- The weather really cooperated this past month. November is not known for high visitation numbers, but this past November was the second highest since we opened 10 years ago. They came for High Bridge Trail and for furniture shopping. But we also saw another 7 couples who stated they had seen Farmville on TV during the VP Debate and came to see the area for themselves. Another 10 couples stated they were looking at Prince Edward as a place to relocate to.
- Webstats for mobile and tablet access to the tourism pages indicate the bookmarked Prince Edward Tourism, Virginia's Retreat and Best Part of the Civil War ... The End websites only, as I do not yet have access to the new visitfarmville.com website for reporting. As soon as those measures become available, they will be included in all future reporting.
- Virginia's Retreat continues the work with both Eddy Communications on the new branding solution, and CowanGates, regarding non-profit status for the organization. At the January 2017 meeting, the group will vote on the evolution of the name of the organization, as well as the new logo. The data is being shared with all of the County Administrators throughout the process.
- The partnering of The Heart of Your Adventure and Longwood is being extended, as we work together on upcoming major events like Big South Softball Tournament in May 2017 and the Mega Alumni Reunion set for June.