



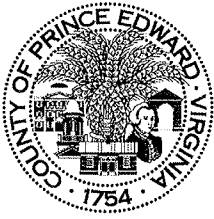
**PRINCE EDWARD COUNTY
BOARD OF SUPERVISORS
January 10, 2017**

A G E N D A

5:00 p.m.	<u>Special Board Meeting:</u> Closed Session: <i>Code of Virginia</i> , Section 2.2-3711(A)(1) -- Personnel	
7:00 p.m.	1. Chairman Simpson will call the <u>January</u> organizational meeting to order.	1
	2. Invocation	1
	3. Pledge of Allegiance	1
	4. Conflict of Interest Disclosures	3
	5. Election of Chair	5
	6. Election of Vice Chair	5
	7. Set Day, Time and Place of Regular Meetings	5
	8. Adoption of Board By-Laws	5
	9. Selection of Operating System: Committees or Committee-of-the-Whole	5
	10. Standing Committee Appointments	5
	11. Adoption of Board Rules of Procedure for Public Hearings	13
	12. Adoption of Board Protocol for Public Participation	15
	13. Adoption of Protocol for Board of Supervisors Comments	17
	14. <u>PUBLIC PARTICIPATION:</u> <i>Citizens wishing to address the Board are asked to please sign the Public Participation Register prior to the beginning of the meeting.</i>	19
	15. Board of Supervisors Comments	21
	16. <u>Consent Agenda:</u>	
	a. Treasurer's Report: November 2016	23
	b. Approval of Minutes:	27
	c. Review of Accounts & Claims	57
	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.	85
	17. Highway Matters:	87
	a. Unpaved Road Priorities	
	b. Six-Year Plan Work Session – February 14, 2017 at 5:30 p.m.	
	18. Conflict of Interest Act: Disclosure Filings by County Officers/Employees/Appointees	89
	19. Appointments: South Central Workforce Development Area Consortium Virginia Growth Alliance	91

20.	Citizen Volunteer Appointments: Board of Zoning Appeals	93
21.	Piedmont Regional Jail Authority: Resolution Authorizing Organization	99
22.	<u>County Administrator's Report:</u>	105
	a. Authorize Request for Proposals – Environmental Engineering (Landfill)	
	b. Proposed FY 18 Budget Schedule	106
23.	<u>Committee Reports:</u>	
	a. Personnel Committee	111
	b. Properties & Community Development Committee	113
24.	<u>Upcoming:</u>	115
	a. 2017 VACo Committee Interest and Reappointment Form	116
	b. 2017 Rural Caucus Reception & Dinner	118
	c. VACo County Government Day 2017	119
	d. Virginia County Board Chairpersons' Institute	120
25.	<u>Correspondence/Informational:</u>	121
	a. Press Release, RE: GoVirginia, Southern Virginia Steering Committee	122
	b. Commonwealth Regional Council, Monthly Meeting Agenda and Minutes	124
	c. VACo Legislative Priorities	133
	d. Department of Social Services Profile Report	134
26.	<u>Monthly Reports:</u>	141
	a. Animal Control	142
	b. Building Official	143
	c. Cannery	144
	d. Tourism	145

(NOTE: Additional agenda items may be added to the Table Pack is available for review after 4:30 p.m. on Tuesday, January 10, 2017.)



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

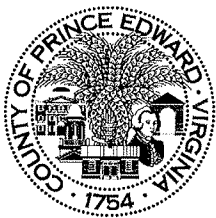
Meeting Date: January 10, 2017
Item No.: 1, 2, 3
Department: Board of Supervisors
Staff Contact: W.W. Bartlett
Issue: Call To Order, Invocation, Pledge of Allegiance

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

Attachments:

Recommendation:

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



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

Meeting Date: January 10, 2017
Item No.: 4
Department: Board of Supervisors
Staff Contact: W.W. Bartlett
Issue: Conflict of Interest Act Disclosures

Summary: The Chairman will ask if any member of the Board of Supervisors has a conflict or disclosure regarding any item pending before the Board of Supervisors, per the requirements of the *Virginia State and Local Government Conflict of Interests Act*. 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: January 10, 2017
Item No.: 5 - 10
Department: Board of Supervisors
Staff Contact: W.W. Bartlett
Issue: Board Organization

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

5. Elect a Chair -- One-year term of office.
6. Elect a Vice Chair -- One-year term of office.
7. Set Day, Time and Place of Regular Board Meetings. *(Historically, the second Tuesday of each month at 7:00 p.m. in the Board of Supervisors Room, Prince Edward County Courthouse.)*
8. Adopt Board By-Laws – The Board updated the By-Laws in January 2016 related to the election of Chairman/Vice Chairman.
9. Establish an Operating System – The By-Laws of the Board state that “*at the January meeting of each year, the Board shall vote whether to operate with a system of standing committees during the year. If it does, the Board shall specify the name, composition, and function of each of the several committees.*” If the Board votes not to have standing committees, it may act as a “committee-of-the-whole”.
10. Appointments: To date, the Board has designated the following committees as Standing Committees:
 - In 2004, the Board established the creation of a “standing” Personnel Committee, the members of which are appointed at the Board’s organizational meeting in January of each year.
 - In 2014, the Board established the creation of a “standing” Finance Committee, the members of which are appointed at the Board’s organizational meeting in January of each year.
 - In July 2015, the Board established a “standing” Properties & Community Development Committee.

Attachments: By-Laws of the Board of Supervisors.

Recommendation: Board action.

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



COUNTY OF PRINCE EDWARD, VIRGINIA

BYLAWS OF THE BOARD OF SUPERVISORS

I. ATTENDANCE AND ADJOURNMENT

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

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

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

II. CHAIRMAN AND VICE-CHAIRMAN

Annually at the first meeting in January of the Board of Supervisors, the Board shall elect from its membership a Chairman and Vice-Chairman, each of whom shall serve a term for one year, expiring on December 31 of the year elected, or until their respective successors shall be elected. In the case of the absence of the Chairman, the Vice-Chairman shall preside at the meeting; in the absence of both the Chairman and Vice-Chairman, the members present shall choose one of its members as temporary Chairman.

The position of Chairman and Vice-Chairman of the Board shall be rotated annually among the Board members. The rotation process will commence with the most senior member, that is being the member from District 101 serving as Chairman and the member from District 201 serving as Vice Chairman. Seniority will be based on cumulative months/years of service on the Board of Supervisors, which need not be consecutive. In keeping with this policy, the selected Vice Chairman will be elevated the following year to serve as Chairman. Upon completion of serving a term as Chairman that district's Board member would move to the end of the rotation list. A Board member shall have a minimum of one year of service on the Board prior to election as the Vice-Chairman and two years of service prior to election as the Chairman. Should a member of the Board decline to seek the nomination as Chairman or Vice Chairman, that district's Board member would move to the end of the rotation list of seniority and the rotation would proceed to the next higher district number. If a tie shall occur in the seniority of Board members, the Board member from the lower numbered district shall succeed as Vice Chair/Chair first.

Commencing with the organizational meeting held in January of 2016, the following would be the rotation based upon the members in office as of January 2016:

<u>Chairman District Number</u>	<u>Vice Chairman District Number</u>	<u>Year</u>
101	201	2016
201	801	2017
801	701	2018
701	301	2019
301	501	2020
501	601	2021
601	401	2022
401	101	2023

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

III. CLERK

The County Administrator shall serve as Clerk to the Board.

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

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

IV. ORDER OF BUSINESS

After the call to order the Board shall proceed to the agenda. The normal order of the agenda shall be as below, except at the January organizational meeting and as subject to rearrangement by the Chairman, absent objection by the Board. At the organizational meeting in January, the first order of business shall be the election of the Chairman and Vice-Chairman and approval of the Board's operating procedures.

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

V. PREPARATION OF AGENDA

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

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

VI. CONSENT AGENDA

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

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

VII. CONDUCT OF BUSINESS

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

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

VIII. TAKING THE VOTE

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

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

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

The Code of Virginia, 1950, as amended, Title 2.2, Chapter 31, (State & Local Government Conflict of Interest Act) shall control with respect to a member's participation and voting.

IX. RECONSIDERATION

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

X. WITHDRAWAL OF EXHIBITS

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

XI. MANUAL AND RULES

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

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

XII. APPOINTMENTS

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

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

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

their preferences as to committee assignments. A special committee shall automatically cease to exist once it has completed its specific task.

XIII. PUBLIC HEARINGS

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

XIV. CLOSED SESSIONS

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

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

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

ROBERT'S RULES OF ORDER, NEWLY REVISED

PROCEDURE IN SMALL BOARDS

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

--Members are not required to obtain the floor before making motions or speaking, which they can do while seated.

--There is no limit to the number of times a member can speak to a question, and motions to close or limit debate generally should not be entertained.

--Informal discussion of a subject is permitted while no motion is pending.

--Sometimes, when a proposal is perfectly clear to all present, a vote can be taken without a motion having been introduced. Unless agreed to by general consent, however, all proposed actions of a board must be approved by vote under the same rules

as in other assemblies, except that a vote can be taken initially by a show of hands, which is often a better method in such meetings.

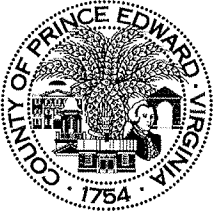
--The chairman need not rise while putting questions to vote.

--The chairman can speak in discussion without rising or leaving the chair; and, subject to rule or custom within the particular board (which should be uniformly followed regardless of how many members are present), he usually can make motions and usually votes on all questions.

EFFECT OF PERIODIC PARTIAL CHANGE IN BOARD MEMBERSHIP

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

As Amended: January 8, 2008
January 14, 2014
January 12, 2016



County of Prince Edward
Board of Supervisors
Agenda Summary

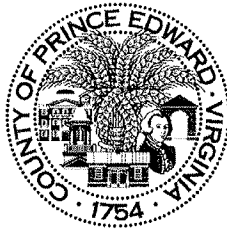
Meeting Date: January 10, 2017
Item No.: 11
Department: Board of Supervisors
Staff Contact: W.W. Bartlett
Issue: Adoption of Board Rules of Procedure for Public Hearings

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

Attachments: Board of Supervisors Rules of Procedure for Public Hearings

Recommendation: Approval.

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



BOARD OF SUPERVISORS PUBLIC HEARINGS
RULES OF PROCEDURE

1. Public Hearings – the order of presentation shall be as follows, unless varied by the Chairman.
 - a. Staff report.
 - b. Applicant's presentation.
 - c. Comments, statements or presentations from members of the public.

The order of speakers will be:

- 1) Those in support of the matter,
- 2) Those with questions or concerns,
- 3) Those opposed,
- 4) Rebuttals (limited by the Chair as to number and time-see below),
- 5) Questions by the Board members of speakers.

- d. Additional rules:

- The Chair can permit speaking out of the order in #c above as deemed necessary to enable the public to fully participate.
- Speakers must stand at the podium and address the Board.
- All comments shall be directed to the members of the Board of Supervisors. Debate is prohibited. This includes debate among speakers or speakers/Board members/staff.
- Presentation by the applicant and other speakers shall be limited to a time set by the Chairman.
- Additional time, for any portion, may be granted at the discretion of the Chairman.
- The Chair will set the number of minutes permitted for rebuttal and has the discretion to change the number.
- The Chair has the authority to limit or decrease time for any portion of the public hearing due to the number of potential speakers, or repetition, or any other concern.
- Remarks shall be confined to the matter under discussion and shall be relevant.

2. Speakers arriving after the commencement of the hearing and/or who are not on the sign-up sheet will be recognized at the discretion of the Chairman.
3. Repetitive testimony is discouraged.
4. The Chairman shall have the authority to end a presentation that violates these rules or for other cause.
5. Following discussion of all matters considered in the public hearing, the Board members will consider one of three actions regarding each matter:
 - Approval (with conditions, as applicable);
 - Denial; or
 - Table for further review.
6. Once the public comment period has been closed, no further public input will be permitted unless clarification is requested by a Board member. The response shall address only those questions raised by the member.



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

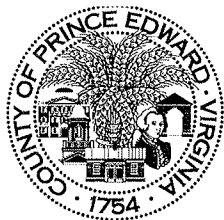
Meeting Date: January 10, 2017
Item No.: 12
Department: Board of Supervisors
Staff Contact: W.W. Bartlett
Issue: Adoption of Protocol for Public Participation

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

Attachments: Board of Supervisors Protocol for Public Participation

Recommendation: Approval.

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



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

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

PROTOCOL FOR PUBLIC PARTICIPATION

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

Adopted: 2006



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

Meeting Date: January 10, 2017
Item No.: 13
Department: Board of Supervisors
Staff Contact: W.W. Bartlett
Issue: Adoption of Protocol for Board of Supervisors Comments

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

Attachments: Board of Supervisors Protocol for Board of Supervisors Comments

Recommendation: Approval.

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



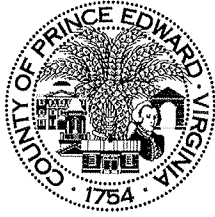
Mission Statement of the Board of Supervisors of the County of Prince Edward

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

PROTOCOL FOR BOARD OF SUPERVISORS COMMENTS

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

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



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: January 10, 2017
Item No.: 14
Department: Board of Supervisors
Staff Contact: W.W. Bartlett
Issue: Public Participation

Summary:

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

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

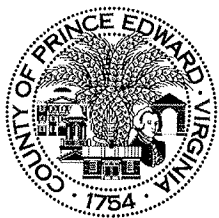
Attachments: Public Participation Tracking Form

Recommendation: None.

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

PUBLIC INPUT TRACKING LOG

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



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

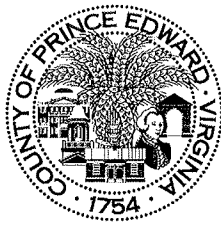
Meeting Date: January 10, 2017
Item No.: 15
Department: Board of Supervisors
Staff Contact: W.W. Bartlett
Issue: Board of Supervisors Comments

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

Attachments: Protocol for Board of Supervisors Comments

Recommendation: None.

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



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

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

PROTOCOL FOR BOARD OF SUPERVISORS COMMENTS

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

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



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

Meeting Date: January 10, 2017
Item No.: 16-a
Department: Treasurer
Staff Contact: Donna Nunnally
Issue: Treasurer's Report

Summary: The Treasurer's Report is attached.

Attachments: November 2016 Treasurer's Report

Recommendation: Approval

Motion _____
Second _____

Cooper-Jones _____
Gray _____
Jones _____

Pride _____
Simpson _____
Timmons _____

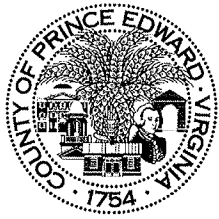
Townsend _____
Wilck _____

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

Name of Bank	Bank Balance			Available Balance
Benchmark Pooled Fund Account	\$ 9,341,100.71			\$ 9,341,100.71
Wells Fargo Social Services	\$ 204,745.23			\$ 204,745.23
Benchmark School Fund	\$ 927,914.99			\$ 927,914.99
Benchmark Food Service	\$ 418,354.15			\$ 418,354.15
TOTAL				\$ 10,892,115.08
Certificate of Deposits				
Benchmark				\$ 360,026.66
Citizens Bank Recreation				\$ 16,518.43
Farmers Bank				\$ 435,784.50
TOTAL				\$ 812,329.59
GRAND TOTAL				\$ 11,704,444.67

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

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



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

Meeting Date: January 10, 2017
Item No.: 16-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: December 13, 2016 Draft Meeting Minutes

Recommendation: Approval.

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

December 13, 2016

At the regular meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 13th day of December, 2016, at 7:00 p.m., there were present:

Pattie Cooper-Jones

Calvin L. Gray

Robert M. Jones

Odessa H. Pride

Howard F. Simpson

C. Robert Timmons, Jr.

Jerry R. Townsend

Jim R. Wilck

Also present: Wade Bartlett, County Administrator; Sarah Elam Puckett, Assistant County Administrator; Rob Fowler, Planning and Zoning Director; James R. Ennis, County Attorney; and Brian Butler, Deputy County Attorney; and the Prince Edward County Planning Commission: John Townsend, III, Chairman; Preston C. Hunt, Mark Jenkins, Clifford Jack Leatherwood, Chris Mason (Vice Chair), John "Jack" W. Peery, Jr., John Pregelman, and Cannon Watson.

Absent from the Planning Commission: Donald Gilliam.

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

In Re: Public Participation

Major Owens, Monzy Faulkner, and Constance Owens, Hampden District, requested Route 744, Whispering Woods Road, be added to the Six Year Plan for paving. Supervisor Pride stated a petition was received during her Town Hall meeting requesting this action. Supervisor Timmons asked how many residences are on that road; Mr. Faulkner stated there are ten homes. Mrs. Owens stated there are 12 more property owners with plans to build along the road.

In Re: Board of Supervisors Comments

The Supervisors wished the citizens a Merry Christmas and a Happy New Year, and reminded everyone to enjoy the holidays and be safe. Supervisor Pride also thanked her constituents for their attendance at her Town Hall meeting.

Supervisor Cooper-Jones left the meeting at this time.

In Re: Consent Agenda

On motion of Supervisor Timmons, seconded by Supervisor Townsend, 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 October 2016; the minutes of the meeting held November 8, 2016; Accounts and Claims; Salaries; Dance Hall Permits for New Fevers Restaurant & Lounge and The Fishin' Pig; and appropriations as follows:

FY 2017 Budget Amendment						
REV/EXP	FUND	DEPT	OBJECT	DESCRIPTION	DEBIT	CREDIT
3 (Rev)	100	23000	0080	Technology Trust Fund		\$4,000
4 (Exp)	100	21600	5880	Circuit Court Clerk – TTF	\$4,000	

Prince Edward Treasurer's Report - October 2016

Name of Bank	Bank Balance	Available Balance
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
TOTAL		5,214,931.21

Certificates of Deposit

Benchmark	360,026.66
Citizens Bank Recreation	16,518.43
Farmers Bank	435,784.50
TOTAL	812,329.59

GRAND TOTAL	6,027,260.80
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BOARD OF SUPERVISORS

Mosca Design	VP Debate banners	711.03
Farmville Newsmedia	Advertising	332.35
Business Card	Credit - cancel reservation	-287.73

COUNTY ADMINISTRATOR

US Cellular	Phone	198.83
Business Card	Lodging	106.35
	Meal	15.64
	Office supplies	5.00
	Gas	9.90
National Association of Counties	Membership dues	136.89
Diamond Springs Water, Inc.	Equipment rental	465.00
	Water & equipment rental	8.95
Farmville Printing	Landfill tickets	29.92
Key Office Supply	Binding combs	38.87
	Hanging file folders	589.00
	File pockets	29.98
	Laser cartridge	103.56
	Plaque / engraving	42.32
Pairet's, Inc.	Code Rules V11 Supp	89.99
Walmart Community / RFCSLLC		20.99
Matthew Bender & Company, Inc.		286.84
		54.05
		200.00
		22.44

LEGAL SERVICES

Clerk of Circuit Court	Serv of process fees	48.00
Farmville Newsmedia	Advertising	1,388.20
James R. Ennis	Mileage	112.32
	Lodging	401.38
		513.70

COMMISSIONER OF REVENUE

Key Office Supply	Copier maintenance contract	585.00
Treasurer of Virginia	Online service	148.40
Commission of Revenue Association	Dues	25.00
VALTA	Dues	10.00
NADA Used Car Guide	Used car guide	23.50

TREASURER

Benchmark Community Bank	Payflow / PayPal		3.30
Treasurer of Virginia	Online service		148.42
University of Virginia	Certification fee		75.00
BMS Direct	Ppty tax bills	2,284.03	
	RE tax bills	2,456.29	4,740.32
Business Data of Virginia, Inc.	Norton update		29.95
Key Office Supply	Credit	-159.98	
	Greenbar paper	455.92	
	Office supplies	36.70	
	Ink cartridge	96.99	429.63

INFORMATION TECHNOLOGY

Business Data of Virginia, Inc.	Travel expenses		1,450.00
BAI Municipal Software	Technical support		9,762.00
ComputerPlus Sales / Service	Printer service contract		79.00

ELECTORAL BOARD AND OFFICIALS

Beverly Abdus-Sabur	Official	90.00	
	Training	10.00	100.00
Gail Acampora	Official	90.00	
	Training	10.00	100.00
Patricia Adams	Official		90.00
Edward L. Bailey	Official	100.00	
	Training	25.00	125.00
Karel K. Bailey	Official	100.00	
	Training	25.00	125.00
Barbara Barnes	Official	100.00	
	Training	25.00	125.00
Robert L. Barnes	Official	100.00	
	Training	25.00	125.00
Betty Baskin	Official	100.00	
	Training	25.00	125.00
Mary L. Baylis	Official	100.00	
	Training	25.00	125.00
Emily Bradley	Official	90.00	
	Training	10.00	100.00
Patricia A. Brandt	Official	90.00	
	Training	10.00	100.00
Wendell Brown	Official	90.00	
	Training	10.00	100.00
Joseph E. Bush	Official	90.00	
	Training	10.00	100.00
Elizabeth Calhoun	Official	90.00	
	Training	10.00	100.00
Lucy Carson	Official	115.00	
	Training	25.00	
	Phone	10.00	
	Ballots	20.00	

	Mileage	5.00	175.00
Deborah Chaconas	Official	90.00	
	Training	10.00	100.00
Dorothy Coles-Barksdale	Official	100.00	
	Training	25.00	125.00
Aretha Copeland	Official	90.00	
	Training	10.00	100.00
Ralph A. Crawley	Official	90.00	
	Training	35.00	125.00
Rachael E. Dove	Official	90.00	
	Training	10.00	100.00
Lynn H. East	Official	100.00	
	Training	25.00	125.00
Sarah Edmondson	Official	100.00	
	Training	25.00	125.00
Peggy Emert	Official	90.00	
	Training	10.00	100.00
Richard W. Erickson	Official	90.00	
	Training	10.00	100.00
Vincent Eanes	Official	90.00	
	Training	10.00	100.00
Dean Farmer, Jr.	Set up polls		50.00
Cynthia Favret	Official	90.00	
	Training	10.00	100.00
Maria Fernandez	Official	90.00	
	Training	10.00	100.00
Moses Ford	Official	90.00	
	Training	10.00	100.00
Jean G. Fowlkes	Official	100.00	
	Training	25.00	125.00
Yolanda Gladden	Official	115.00	
	Training	25.00	
	Phone	10.00	
	Mileage	5.00	155.00
Frances Hicks	Official	90.00	
	Training	10.00	100.00
Fred Hill	Official	90.00	
	Training	10.00	100.00
Jane Newman Hines	Official	100.00	
	Training	25.00	125.00
Esther W. Hollingsworth	Official	115.00	
	Training	25.00	
	Phone	10.00	
	Ballots	20.00	
	Mileage	5.00	175.00
Frances D. Jasper	Official	115.00	
	Training	25.00	
	Phone	10.00	
	Ballots	20.00	
	Mileage	15.00	185.00

Syni Johnson	Official	90.00	
	Training	10.00	100.00
Barbara Jones	Official	90.00	
	Training	10.00	100.00
Peggy Kelsey	Official	90.00	
	Training	10.00	100.00
Janet King	Official	90.00	
	Training	10.00	100.00
Cindy H. Koether	Official	115.00	
	Training	25.00	
	Phone	10.00	
	Ballots	20.00	
	Mileage	5.00	175.00
James Junior Lee	Official	90.00	
	Training	10.00	100.00
Jean W. Lee	Official	115.00	
	Training	25.00	
	Phone	10.00	
	Ballots	20.00	
	Mileage	15.00	185.00
Ida M. Marcellin	Official	90.00	
	Training	10.00	100.00
April McBride	Official	100.00	
	Training	25.00	125.00
Lora P. McElhenie	Official	115.00	
	Training	75.00	
	Phone	10.00	
	Ballots	20.00	
	Mileage	15.00	
Judith McParland	Training officer	75.00	310.00
	Official	90.00	
	Training	10.00	100.00
Patricia Meade	Official	90.00	
	Training	10.00	100.00
Linda Medlin	Official	90.00	
	Training	10.00	100.00
Tola Morgan	Official	115.00	
	Training	25.00	
	Phone	10.00	
	Ballots	20.00	
	Mileage	10.00	180.00
Rita O. Moseley	Official	90.00	
	Training	10.00	100.00
Brenda Nash	Official	90.00	
	Training	10.00	100.00
Lee J. Owens	Official	90.00	
	Training	10.00	100.00
Whitfield Morman Paige	Technician		150.00
Patsy Pelland	Official	90.00	
	Training	10.00	100.00

Nancy Phaup	Official	100.00	
	Training	25.00	
Rebecca L. Randolph	Office temp	60.00	185.00
	Official	100.00	
	Training	25.00	125.00
Mary G. Reed	Official	100.00	
	Training	25.00	125.00
Rosalie B. Robertson	Official	100.00	
	Training	25.00	125.00
Bertha E. Shepperson	Official	90.00	
	Training	10.00	100.00
James Somers	Official	90.00	
	Training	10.00	100.00
Donna Simpson	Official	90.00	
	Training	10.00	100.00
Claudia Somers	Official	115.00	
	Training	25.00	
	Phone	10.00	
	Ballots	20.00	
	Mileage	10.00	180.00
	Official	115.00	
Scott Simms	Training	25.00	
	Phone	10.00	
	Ballots	20.00	
	Mileage	15.00	185.00
	Official	100.00	
Lynn Skakum	Training	25.00	125.00
	Official	90.00	
Karen Sleigh	Training	10.00	100.00
	Official	90.00	
Joy C. Speakes	Official	90.00	
	Training	10.00	100.00
Margaret Stockton	Official	100.00	
	Training	25.00	125.00
Sheryl Swinson	Official	90.00	
	Training	10.00	100.00
Shirley L. Taylor	Official	90.00	
	Training	10.00	100.00
Linda Timmons	Official	90.00	
	Training	10.00	100.00
Crystal Glenn Townsend	Official	100.00	
	Training	25.00	125.00
Joyce Mylum Trent	Official	90.00	
	Training	10.00	100.00
Katherine W. Walker	Official	90.00	
	Training	10.00	100.00
Cathryn Wood	Official		100.00
	Official	100.00	
Kasie R. Wright	Training	25.00	125.00
	Official	115.00	
Lucie Zehner	Official	115.00	
	Training	75.00	

	Phone	10.00	
	Ballots	20.00	
	Mileage	15.00	
	Training officer	75.00	310.00
Darlington Heights Fire Department	Rent		200.00
Elks Lodge #269	Rent		200.00
Farmville Vol. Fire Department	Rent		200.00
Hampden-Sydney Fire Department	Rent		200.00
Mt. Zion Second Baptist Church	Rent		200.00
Prospect Vol. Fire Department	Rent		200.00
Mt. Pleasant Church	Rent		200.00
Gwendolyn Akers-Booker	Mileage		104.12
Key Office Supply	Paper / envelopes / folders	35.45	
	Ring binder indexes	7.50	
	Ink cartridges / tape	223.98	
	Copy paper	59.90	
	Tape	43.65	
	Paper	14.88	385.36

REGISTRAR

Whitfield Morman Paige	Mileage		14.58
Lynette Wright	Election supplies		91.35

GENERAL DISTRICT COURT

US Cellular	Phone		24.39
Key Office Supply	Ink cartridges	107.97	
	Binders	95.68	
	Office supplies	89.95	
	Tape / legal pads	53.50	
	Copy / original stamps	15.98	
	Monitor screen	135.99	499.07

CLERK OF THE CIRCUIT COURT

CenturyLink	Phone		45.93
Preston Hunt	Juror		30.00
Penny Huskey	Juror		30.00
John Simpson	Juror		30.00
Laverne Walker	Juror		30.00

LAW LIBRARY

AT&T	Phone		43.05
CenturyLink	Phone		42.24
Relx Inc DBA LexisNexis	Monthly subscription		281.00

COMMONWEALTH'S ATTORNEY

Megan Clark	Mileage	162.97	
	Meals	27.82	190.79
Key Office Supply	Ink cartridge	38.19	
	Qrt board	125.99	
	Stapler	16.99	

Planner / ink cartridge	440.28	
Binders	53.45	674.90

VICTIM WITNESS ASSISTANCE PROGRAM

Cindy Sams	Mileage	217.08	
	Meals	21.8	238.88
Treasurer of Virginia	Training		100.00

SHERIFF

Medtox Laboratories, Inc.	Drug test supplies		50.00
B & G Automotive	Inspection		35.52
Burkeville Body Shop	Auto repair		2,474.73
East End Motor Company, Inc	Inspection	16.00	
	Water pump / struts / rod	1,018.31	
	Brake rotors / pads	668.94	
	Water pump / serp belt	288.56	
	Oil change / inspect brakes	79.42	2,071.23
Haley Auto Mall	Strobe light	623.00	
	Computers	10,050.58	
	Docking stations	2,490.84	13,164.42
Computer Projects of IL	Annual VCIN maintenance		173.40
Business Card	Postage	72.25	
	Meals	148.83	
	Training	590.00	
	Logo coins	832.00	1,643.08
Chris Joyner	Postage		9.75
Treasurer of Virginia	VCIN		40.08
Kinex Networking Solutions	Remote data backup		19.95
CenturyLink	VCIN		7.97
US Cellular	Phone		854.03
Andy Cary	Meal		11.85
Central Virginia Criminal Justice	Graduation ceremony		88.00
Robert Goldman	Meal		8.77
Candlewood Suites	Lodging		3,420.00
Diamond Springs Water, Inc.	Water & equipment rental		54.20
Key Office Supply	Cable	9.99	
	Stamps	40.98	
	Batteries / tape / disks	98.23	149.20
Walmart Community / RFCSLLC	Microwave	59.00	
	Card	4.97	63.97
Southside Electric Cooperative	Virso rec center		15.00
Commtronics of Virginia	Antenna / speaker mic		104.11
DMV	Special ID		10.00
Sirchie Finger Print Labs	Evidence tubes / flags		539.15
Southern Police Equipment Company	Handcuffs	29.50	
	Name plates	21.98	
	Credit	-67.60	
	Belt & belt keepers	68.10	
	Duty belt	58.09	110.07
Town Police Supply	Glock		409.00

Galls, LLC	Mace / glove case	64.19	
	Flashlight holder	14.00	78.19
Creative Monogramming	Shirts with logo		90.00
Premium Marketing & Sales	Badge		75.50

FARMVILLE VOLUNTEER FIRE DEPARTMENT

Elecom, Inc.	Radio repair		135.00
Key Office Supply	Storage cabinet		299.00
Municipal Emergency Service	Hooligan tool		213.40
Star City Communications	Belt clips		35.85
Taylor-Forbes Equipment Company	Chainsaw parts		131.37
AR500 Armor	Armor vests		2,977.20

RICE VOLUNTEER FIRE DEPARTMENT

Dominion Virginia Power	Electric service		307.09
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PROSPECT VOLUNTEER FIRE DEPARTMENT

Prince Edward County Public Schools	Diesel		90.23
Prince Edward County Treasurer	Gas		214.94

DARLINGTON HEIGHTS VOLUNTEER FIRE DEPARTMENT

Cyrus Pest Control Company	Exterminating service		45
East End Motor Company, Inc	Inspection		51.00
Ellington Energy Service	Service 3 heat units		249.85
Southside Electric Cooperative	Electric service		340.36

HAMPDEN-SYDNEY VOLUNTEER FIRE DEPARTMENT

C W Williams	Hose		1578.42
East End Motor Company, Inc	Converter / muffler		626.10
Elecom, Inc.	Batteries		99.50
Keplinger Repair Service, Inc.	Auto inject cover		48.29
CenturyLink	Phone		56.39
NAPA of Farmville	Cleaning supplies		31.66
Trumbull Software Associates	Annual rover subscription		300.00
Dominion Virginia Power	Electric service		392.70

PAMPLIN VOLUNTEER FIRE DEPARTMENT

AT&T	Phone		145.39
C W Williams	Boots / coats / gloves		24,324.67
Fire & Safety Equipment Company	SCBA Cylinder test		64.50
Verizon	Phone		77.86
Dominion Virginia Power	Electric service		771.79
Fire-X Corporation	Fire extinguishers		97.17

MEHERRIN VOLUNTEER FIRE DEPARTMENT

Motorola Solutions, Inc.	Batteries / speaker mic		617.02
Parker Oil Company, Inc.	Propane	134.34	
	Diesel	1,244.31	1,378.65
Verizon	Phone		188.71
Dominion Virginia Power	Electric service		394.53

REGIONAL JAIL & DETENTION

Irongate Boundary Management	Electronic monitoring	33.75
Piedmont Regional		
Juvenile Detention	Juvenile detention	7,950.00

BUILDING OFFICIAL

Third Street Wrecker Service	Towing	55.00
US Cellular	Phone	24.39
Coy Leatherwood	Meeting registration	15.00

ANIMAL CONTROL

Jennifer Kingsley, DVM	Vet services	90.00
Dominion Virginia Power	Electric service	135.07
CenturyLink	Phone	118.66
US Cellular	Phone	118.50
Prince Edward Health Department	Immunizations	261.49
Southside SPCA	Animal Friend plates	228.42
Town Police Supply	Glock	409.00
Walmart Community / RFCSLLC	Phone case / bandages	89.58
NAPA of Farmville	Oil & filters	89.95

MEDICAL EXAMINER

Treasurer of Virginia	Coroner	20.00
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REFUSE DISPOSAL

Resource International	Misc. work tasks	1,237.75	
	Storm water compliance	1,397.00	2,634.75
Lowe's	Door knob		39.31
Southern States	Shovel		27.99
Cavalier Equipment Corp	Hooklift repair		229.60
James P. Childress, Jr.	Truck maintenance		695.73
Republic Services #974	Trash collection		412.45
Wright's Excavating, LLC	Landfill operation		48,093.75
Emanuel Tire of Virginia	Tire recycling		2,468.10
STEPS, Inc.	Recycling fee		2,329.52
Synergy Recycling, LLC	Electronic recycling		2,719.60
Southside Electric Cooperative	DH site	70.45	
	Virso site	68.21	138.66
Dominion Virginia Power	Rice site	80.87	
	Cell C pump station	13.68	
	Green Bay site	56.98	
	Leachate pump	322.68	
	Worsham site	121.16	
	Prospect site	72.94	
	Scalehouse	82.44	
	Landfill site	44.64	795.39
CenturyLink	Phone		351.76
US Cellular	Phone		24.39
Verizon	Phone		134.49

O. O. Stiff, Inc.	Monthly service		702.50
Prince Edward County Public Schools	Diesel		910.72
NAPA of Farmville	Def	29.97	
	Oil	25.98	55.95

GENERAL PROPERTIES

Air Conditioning Equipment	Annual service fee		3,520.00
Dodson Brothers Exterminating	Pest control - Cannery	38.00	
	Pest control - Worsham	38.00	
	Pest control - SCOPE	38.00	
	Pest control - Courthouse	85.00	
	Pest control - Visitors Center	38.00	237.00
Daikin Applied	Repair AHU #9		2,134.00
Southside Electric Cooperative	SRR lights		29.74
Dominion Virginia Power	Roy Clark monument	13.00	
	SCOPE Building	101.69	
	Courthouse	10298.94	
	Sheriff Department shed	6.59	
	Worsham Clerk office	52.09	
	Lights at Rice	110.88	
	Ag building	761.63	
	Shop	22.59	11,367.41
Parker Oil Company, Inc.	Heating fuel		4,155.52
Town of Farmville	Water & sewer		139.20
AT&T	Phone		43.04
CenturyLink	Phone		139.93
US Cellular	Phone		118.70
O. O. Stiff, Inc.	Monthly service		100.00
Diamond Paper Company	Cleaning supplies		915.72
Grainger	Burnishing pads	281.62	
	Key blanks / socket bits	35.32	
	Valve	293.63	
	Cooling fan	35.92	646.49
Lowe's	Brooms / bowl cleaner	39.36	
	Dusters	22.76	
	Staple gun / plywood	96.28	
	Primer / flush valve	35.06	
	Wood plane & rasp	29.42	
	Fill valve	19.00	
	Cord ends	10.38	
	Returned merchandise	-197.78	54.48
NAPA of Farmville	Shop towels / WD40		9.18
Pairet's, Inc.	Vinyl signs		190.00
Cintas Corporation #524	Uniform rental		392.25
Sherwin Williams Company	Paint / rollers / brushes		518.55
Prince Edward County Public Schools	Diesel		152.04
East End Motor Company, Inc.	Lawn mower tube	15.16	
	Water pump	763.41	778.57
Fisher Auto Parts, Inc.	Hydraulic oil		41.98
NAPA of Farmville	Anti-freeze / cleaner	16.98	

Adapter / cleaner	16.48	
Electrical cleaner	3.49	36.95

CANNERY

Virginia Food Works	Contract payment		2,916.67
Business Card	Pully / electric motor		163.97
Southside Electric Cooperative	Electric service		319.01
CenturyLink	Phone		246.39
Key Office Supply	Ink cartridges	68.55	
	Toner cartridge	91.99	160.54
Farmville Signs	Sign		60.00

COMPREHENSIVE SERVICES ACT

Blue Ridge Autism & Achievement Center	Professional service		5,700.00
Blue Ridge Therapy Associates	Professional service		560.00
Rescare / Braley & Thompson	Professional service		7,781.00
Center for Pediatric Therapies	Professional service		1,120.00
Centra Health	Professional service		31,340.00
Elk Hill	Professional service		4,000.00
Family & Community Support	Professional service		675.00
Grafton School, Inc.	Professional service		36,871.00
Harbor Point Behavioral	Professional service		1,850.00
Ifetayo Imanchinello	Foster care		2,127.00
Intercept Youth Services	Professional service		4,248.55
Keystone Newport News, LLC	Professional service		3,885.00
Ashley Long	Foster care		3,608.00
Northstar Academy, Inc.	Professional service		3,705.00
Voices Speech Therapy	Professional service		500.00
Brian & Karen Haddaway	Professional service		157.95
Thomas Brothers Software	Maintenance support		217.00

SUPERVISION OF PARKS & RECREATION

Prince Edward/Farmville Youth Association	16-17 Support		24,000.00
Southside Virginia Family YMCA	16-17 Support		20,000.00

MUSEUMS

Rohr Mechanical, LLC	Replaced capacitor		195.70
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PLANNING

Farmville Newsmedia	Advertising		246.00
Business Card	Postage	48.00	
	VAZO Membership	50.00	98.00
US Cellular	Phone		80.64

TOURISM

Dominion Virginia Power	Electric service		157.95
Town of Farmville	Water & sewer		47.65
Business Card	UPS		11.20
CenturyLink	Phone		347.97
Magi Van Eps	Parking	8.00	

	Mileage	106.38	
	Meals	23.30	137.68
Walmart Community / RFCSLLC	Office supplies		18.14

FLOOD & EROSION CONTROL

Stormwater Solutions & Management	Stormwater plan review		2,682.50
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COOPERATIVE EXTENSION OFFICE

Treasurer, Virginia Tech	1st Quarter support		14,413.41
CenturyLink	Phone		105.52

GENERAL EXPENSE

James River Solutions	Gas		8,955.41
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CAPITAL PROJECTS

CJMW Architecture	Prospect Depot		2,028.41
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CDA SPECIAL LEVY

Poplar Hill Community Development Authority	Special levy assessment		2,000.00
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WATER FUND

Town of Farmville	Water		108.57
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SEWER FUND

Dominion Virginia Power	Sewer pump		34.35
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RETIREMENT BENEFIT FUND

Vicki K. Johns	Retiree benefit		1,129.00
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PIEDMONT COURT SERVICES

Dominion Virginia Power	Electric service		15.72
CenturyLink	Phone		66.84
Lumos Networks	Phone		304.66
Connie Stimpson	Mileage		12.4
Jessica Harding	Mileage		223.02
Renee T. Maxey	Mileage	2.16	
	Meals	50.00	52.16
Andy Mays	Mileage	50.76	
	Meals	51.32	102.08
Ashley Nash	Mileage		156.60
Megan Newman	Mileage		173.34
Rebecca Staton	Mileage	130.94	
	Meals	23.00	
	Newspapers	2.10	156.04
Sam's Club	Membership		45.00

PCS SUPERVISION FEES EXPENDITURES

SRP Corporation, LLC	Rent		2,500.00
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Supervisor Cooper-Jones returned to the meeting at this time.

In Re: Highway Matters

Mr. Bartlett, County Administrator, stated highway matters were presented to VDOT during a meeting held previously to discuss the Six Year Plan.

Mr. Bartlett stated Mr. Scot Shippee requested the Board members consider the list of unpaved roads and their priorities to submit to VDOT for addition to the Six Year Plan list. He asked the Board to bring the information to the January 2017 Board Meeting. That would allow him time to research each road. He recommends the Board set a work session scheduled to be held at 5:30 p.m., February 14, 2017, prior to the regular monthly Board meeting.

Mr. Bartlett reported the petition regarding Whispering Woods Road has been presented to Mr. Shippee, along with other concerns presented during Supervisor Pride's Town Hall meeting. Additionally, an evaluation of Abilene Road is on schedule and should be complete soon. The Hendricks Store intersection project is scheduled to be implemented in the spring of 2017. Route 360 shoulder-work in Leigh District is progressing; the pipe has been installed and that project should be complete next week or two, depending on the weather. Bids are closed on the new residency building project, and the review of those bids will begin soon.

In Re: Citizen Volunteer Appointments

Chairman Simpson stated 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.

Supervisor Jones made a motion, seconded by Supervisor Townsend, to reappoint Donald Gilliam and Preston C. Hunt to the Planning Commission, for four-year terms, beginning January 1, 2017 and ending December 31, 2020; the motion carried unanimously:

<p>Aye:</p> <p>Pattie Cooper-Jones Calvin L. Gray Robert M. Jones Odessa H. Pride Howard F. Simpson C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck</p>	<p>Nay: None</p>
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Chairman Simpson said there were no applicants for the Board of Zoning Appeals; the County will re-advertise for the position.

In Re: Piedmont Regional Jail Authority

Mr. Bartlett stated a final version of the Piedmont Jail Authority Service Agreement has been received. 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.

Mr. Bartlett reported that several attorneys have participated in drafting both the Service Agreement and a Resolution; 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 and January.

Mr. Bartlett presented 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, such as 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.

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 it, this transition will end and the Jail will continue to operate as a Jail Board. The second step is the adoption of the 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.

Mr. Bartlett recommended that the Board approve the Sheriff, Mr. Jimmy Garnett and himself to serve as the initial representatives from Prince Edward County. By state code, the Sheriff must be appointed to the Authority; Mr. Garnett is the existing representative from Prince Edward County and serves as the Chairman of the Jail Board, has considerable experience and knowledge of the operations of the Jail. Mr. Bartlett stated he serves as the County's alternate for Mr. Garnett and has been attending Jail Board meetings for several years and assists in developing the Jail's annual budget. He stated the Board may change the County representatives at any time, per Section 3 of the Resolution.

Supervisor Wilck made a motion, seconded by Supervisor Townsend, to approve the Resolution Approving the Service Agreement; 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		

Supervisor Cooper-Jones made a motion, seconded by Supervisor Townsend, to 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; 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		

**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.

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 Wednesday, November 30, 2016 and Wednesday, December 7, 2016 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Planning Commission Chairman John Townsend, III, called to order the Prince Edward County Planning Commission.

Mr. Rob Fowler, Planning and Community Development Director, stated 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 Zoning Ordinance, there is not a use

classification that would allow this type of activity. He said 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 A1, Agricultural Conservation (Article II, Section 2-100.3(B)2, and A2, Agricultural Residential (Article II, Section 2-200.3(B)2 zoning districts. Mr. Fowler stated 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 Housing 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.*

Supervisor Gray questioned if the definition is adopted, does that mean the facility is approved; Mr. Fowler stated each issue is separate.

Supervisor Timmons asked if these could be located anywhere in the county; Mr. Fowler stated it is proposed for only A1 and A2 districts. Mr. Fowler said they would need to follow the building and fire codes and there are limits on occupancy. He added anyone wishing to operate a facility would have to follow the Special Use Permit process; there is no regulation by the State or licensing for this type of facility. During the Special Use Permit process, the Planning Commission and Board of Supervisors will be able to specify the number of people that may stay at the facility at a time, the number of volunteers and staff, the hours of operation, and other factors, and it is up to the Board to set the limitations for each request. Discussion followed.

Supervisor Timmons made a motion, seconded by Supervisor Wilck, to take no action tonight and send the issues back to the Planning Commission for more information prior to a recommendation of their findings.

Supervisor Jones stated both the Board and the Commission are in attendance for the public hearing, as well as citizens for the purpose of the hearing; he suggested hearing the public opinion and then decide whether to send it back to the Planning Commission or move forward.

Supervisor Timmons withdrew his motion.

Supervisor Jones joined the Planning Commission; he presented the petition regarding possible rezoning.

Mr. Fowler stated there has been contact from surrounding property owners, two in opposition, one in support of the project. There has been no direct contact regarding the amendment, only the potential facility.

Mr. Bartlett reminded all that the issue presently before the Board and Planning Commission is to determine the outcome of the amendment to the Zoning Ordinance only. The next public hearing would be on the Special Use Request.

Chairman Simpson opened the public hearing.

Monroe Preston, owner of the property and Chairman of the local Salvation Army, stated he has been working with the homeless for six to eight years. He said there is a need in this community. Mr. Preston said an agreement has been drawn up to use the house as a temporary overnight, emergency shelter, with no intention on anyone staying for an extended period of time. He added the house and the organization are both insured.

Debora Warner, Rescue Mission Secretary and Treasurer, stated over the past six years, people have been given shelter in local churches. She explained the intake process, then stated the people are given dinner, they have access to bathing facilities, and may sleep safely. In the morning, the people are given breakfast and a bag lunch, and are taken back to town. She presented several examples of typical people helped.

Supervisor Timmons questioned the process used to verify the information given on the intake forms. Ms. Warner stated they search belongings and research through the Virginia State registry online; they also have a working relationship with the Sheriff's office and an account with BeenVerified.

Supervisor Timmons stated there is a petition of surrounding property owners opposed to the facility. Ms. Warner stated they were not aware of it, no one approached them.

Supervisor Gray asked if anyone has come to them to voice their concerns. She said there has been no contact or comments made to them. She added there have been no issues from anyone that has stayed with them; they did receive a donation of toys and clothes.

Discussion followed regarding the potential safety issues and concerns from surrounding property owners.

Planning Commissioner Peery questioned the largest number of people assisted at one time in the history of the organization. Ms. Warner stated the most was three years ago, six people were assisted. Normally it is one or two people.

Supervisor Townsend asked if there has ever been any incidents of violence. Ms. Warner stated there has been no violence. Discussion followed on the type of people normally served. Mr. Preston stated they refer people to STEPS, Crossroads and other churches for more assistance, depending on their circumstances. Ms. Warner added the intake is done at the Beulah AME Church.

Johnna Shular, President of the Farmville Area Rescue Mission (FARM), stated the program was started in 2010 and there have been no issues. More than ten organizations work in conjunction to assist people. The organization is faith-based, and the proposed location would only house four people, genders would be separate. There are statistics to show the need; a couple hundred people have been assisted since 2012, and STEPS has a Rapid Rehouse Grant that can assist people further. From July 1 to November 1 [2016], 28 families have been assisted through a Homeless Solutions grant, and 17 were diverted to FARM. Discussion followed.

Deana Bennett, Hampden District, presented concerns regarding the facility and the lack of or miscommunication regarding the shelter for the homeless overnight. She stated the proper channels were not followed and is concerned that proper procedure won't be followed in the future. She said the safety of the neighbors must be considered, as there are elderly and children in the area. While the project is admirable, the residents need assurance that there will be background checks and the property values will not decline. Ms. Bennett stated it had been reported in the newspaper that long-term housing may be in the future plans for the shelter. She requested the Commission and the Board find out more about the proposed facility prior to making a decision.

Stephanie Aprzese spoke in favor of the homeless shelter, as she went through homelessness herself. She said the Rescue Mission took her in and now she has her own apartment, works two jobs and will attend Longwood University in the fall. She said she supports the facility, adding there is a need in this community.

Supervisor Cooper-Jones stated there is truly a need, although it may not be a good location. She stated STEPS and the FARM provide assistance to many, while most of us do not see the need. She then commended and thanked the organizations and Mr. Bartlett for his assistance in finding help for someone recently.

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

Planning Commissioner Chairman Townsend questioned the Commission members on any discussion.

In his role on the Planning Commission, Supervisor/Commissioner Jones said the need is there and the issue needs to be looked at, but there isn't enough information currently to make that decision. He said the neighbors need to be considered also.

Commissioner Jones made a motion, seconded by Commissioner Leatherwood, to revisit this issue at the January 2017 Planning Commission meeting, to allow time for more information to be gathered from other localities, in regard to stipulations and other determining factors. The motion carried unanimously:

Aye:	Preston C. Hunt	Nay:	(None)
	Mark Jenkins		
	Robert M. Jones		
	Clifford Jack Leatherwood		
	Chris Mason		
	John "Jack" W. Peery, Jr.		
	John Prengaman		
	John Townsend, III		
	Cannon Watson		
Absent:	Donald Gilliam		

Commission Chairman Townsend presented the Planning Commission's recommendation to the Board of Supervisors to delay action and revisit the issue at the January 2017 Planning Commission meeting, and to present a further recommendation after that time.

Supervisor Timmons made a motion, seconded by Supervisor Townsend, to accept the Planning Commission's recommendation table action and send the issue back to the Planning Commission for further information; the motion carried:

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

Nay: None

Planning Commission Chairman Townsend adjourned the Planning Commission at 8:41 p.m.

In Re: County Administrator's Report – Request from Piedmont Regional Jail Board

Mr. Bartlett reported the County has received a letter 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.

Mr. Bartlett recommended this request be tabled for four reasons. First, the last boundary adjustment has still not been completed. The attorneys are still closing this action and before beginning another boundary adjustment, Mr. Bartlett recommended the first one be completed. Second, with the transition of the Jail Board to an Authority pending, Mr. Bartlett recommended 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. Lastly, Mr. Bartlett stated he has 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; Mr. Bartlett recommended that process be completed prior to acting on this request. Discussion followed.

Supervisor Timmons made a motion, seconded by Supervisor Gray, to table the request until a later date; the motion carried:

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

Nay: None

In Re: County Administrator's Report – Request from the Farmville-Prince Edward Library Advisory Committee

Mr. Bartlett stated the County and Town have been provided a request from the Farmville-Prince Edward Library Advisory Committee. Mr. Bartlett presented a brief history 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 Streets. 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 a Memorandum of Agreement (MOA) signed in December 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 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.

Mr. Bartlett stated discussion with members of the Advisory Committee revealed the burden mentioned was from their perspective for their members. He stated the Town Manager advised him the Town Council does not advocate honoring the request, but if the Advisory Committee wishes to remove itself from

the process, Mr. Bartlett stated he saw no reason not to honor the request. Instead, we would continue to operate as we have minus the Advisory Board's two members. Mr. Bartlett recommended the development of a new Memorandum of Agreement between all parties memorializing this arrangement.

Supervisor Gray made a motion, seconded by Supervisor Timmons, to develop a new Memorandum of Agreement between all parties memorializing the arrangement; the motion carried:

Aye:	Pattie Cooper-Jones Calvin L. Gray Robert M. Jones Odessa H. Pride Howard F. Simpson C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck	Nay: None
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In Re: Properties & Community Development Committee Report

Supervisor Timmons (Committee Chair) stated the Committee met with architectural firms and requested more detailed presentations of the proposed work on the Courthouse security and renovations project, to include cost proposals. He said the Committee will meet by January 6 [2017] and should have information to present to the full Board at its January 10 [2017] meeting.

In Re: Closed Session

Supervisor Jones made a motion, seconded by Supervisor Cooper-Jones, that the Board convene in Closed Session 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 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 for the discussion and consideration, evaluation of the performance, salary and contract of the County Administrator, pursuant to the exemption provided for in Section 2.2-3711(A)(1) of the *Code of Virginia* the motion carried:

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

Nay: None

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

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

Nay: None

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

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

Nay: None

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

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

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

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

In Re: Personnel Committee Meeting Date

Supervisor Timmons stated a Personnel Committee Meeting will be held on Wednesday, December 21, 2016 at 9:00 a.m. in the Prince Edward County Courthouse.

Supervisor Townsend thanked and commended Chairman Simpson for a job well done as Chairman, and stated he looks forward to working with him as a supervisor. Chairman Simpson stated he has enjoyed working with the Board, fourteen consecutive years as Vice-Chair and Chair for three years, as he knows that he will be able to help someone each day.

Supervisor Townsend stated he has held six Town Hall meetings and Chairman Simpson has been at every one of them; he appreciates that and commended Chairman Simpson for that.

In Re: Animal Warden's Report

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

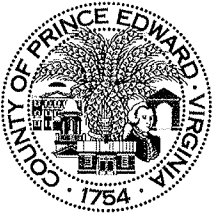
In Re: Tourism and Visitor Center Report

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

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

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

the meeting was adjourned at 10:00 p.m.



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: January 10, 2017
Item No.: 16-c
Department: County Administration
Staff Contact: Barbara Poulston
Issue: Review of Accounts & Claims

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

Attachments: December 2016 Bill List

Recommendation:

Motion _____
Second _____

Cooper-Jones _____
Gray _____
Jones _____

Pride _____
Simpson _____
Timmons _____

Townsend _____
Wilck _____

12/22/2016

FROM DATE- 12/01/2016
TO DATE- 12/31/2016

ACCOUNTS PAYABLE CHECKS
PRINCE EDWARD

PAGE 1

FUND NO.	DESCRIPTION	\$\$\$ PAY \$\$\$
100	GENERAL FUND	\$455,338.27
110	Expenditures - Recreation Fund	\$3,000.00
115	CDA SPECIAL LEVY FUND	\$15,000.00
301	SCHOOL CONSTRUCTION FUND	\$1,300.00
331	LANDFILL CONSTRUCTION FUND	\$33,736.20
501	WATER FUND	\$54.21
502	SEWER FUND	\$57.74
732	RETIREMENT BENEFIT FUND	\$1,129.00
741	PIEDMONT COURT SERVICES FUND	\$3,734.20
	TOTAL	513,349.62

AP375H
12/22/2016
FUND # - 100 GENERAL FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 12/01/2016 -- 12/31/2016

AFTER CHECKS
PAGE 1

MAJOR# ACCT# 011010	VENDOR NUMBER BOARD OF SUPERVISORS	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
3600	15240	Advertising FARMVILLE NEWSMEDIA	CO ADMR 1216	ADVERTISING	ACCOUNT TOTAL 361.32 *
5510	25738	Travel-Mileage PRIDE ODESSA H	OCT-DEC 2016	MILEAGE	ACCOUNT TOTAL 267.84 *
5530	11894 11894	Travel-Subsistence & Lodg BUSINESS CARD BUSINESS CARD	3722 PUCKET1216 3722 PUCKET1216	MEALS HOMESTEAD LODGING	ACCOUNT TOTAL 44.15 1,974.70 2,018.85 * MAJOR TOTAL 2,648.01 **
012110		COUNTY ADMINISTRATOR			
2700	31421	Worker's Compensation VACORP	12380 WKCOMP3/4	WORKERS COMPENSATION	ACCOUNT TOTAL 55.75 55.75 *
5210	11894	Postal Services BUSINESS CARD	3722 PUCKET1216	STAMPED ENVELOPES	ACCOUNT TOTAL 2,688.25 2,688.25 *
5230	30440	Telecommunications US CELLULAR	816442183 1216	PHONE	ACCOUNT TOTAL 138.48 138.48 *
5530	11894	Travel-Subsistence & Lodg BUSINESS CARD	3722 PUCKET1216	HOMESTEAD LODGING	ACCOUNT TOTAL 287.73 287.73 *
6001	11894 20600 20600 20600 20600 20600	Office Supplies BUSINESS CARD KEY OFFICE SUPPLY KEY OFFICE SUPPLY KEY OFFICE SUPPLY KEY OFFICE SUPPLY KEY OFFICE SUPPLY	3722 PUCKET1216 491215 491216 491217 491218 491219 491613	INK CARTRIDGE COPY PAPER GREENBAR PAPER FILE POCKETS PRINTER RIBBONS LASER CARTRIDGES INK CARTRIDGES	ACCOUNT TOTAL 139.98 179.70 345.54 12.25 119.99 253.98 159.98 MAJOR TOTAL 1,211.42 * 4,381.63 **
012210		LEGAL SERVICES			
2700	31421	Worker's Compensation VACORP	12380 WKCOMP3/4	WORKERS COMPENSATION	ACCOUNT TOTAL 6.50 6.50 *
5230	11902	Telecommunications BUSINESS DATA OF VA, INC.	1629 2016	WIRELESS MOUSE	ACCOUNT TOTAL 20.00 20.00 * MAJOR TOTAL 26.50 **

AP375H
12/22/2016
FUND # - 100 GENERAL FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 12/01/2016 -- 12/31/2016

AFTER CHECKS
PAGE 2

MAJOR# ACCT# 012310	VENDOR NUMBER NAME COMMISSIONER OF REVENUE	INV#	DESCRIPTION	AMOUNT
2700	31421 Worker's Compensation VACORP	12380 WKCOMP3/4	WORKERS COMPENSATION	32.25
5210	11353 Postal Services BMS DIRECT	103793P	POSTAGE-PPTY FORMS	32.25 *
5810	31095 Dues & Association Member VALECO	COMR REV 1216	DUES	600.00
6001	11902 Office Supplies BUSINESS DATA OF VA, INC. 11902 BUSINESS DATA OF VA, INC. 11902 BUSINESS DATA OF VA, INC. 20600 KEY OFFICE SUPPLY	1619 2016 1630 2016 1636 2016 491826	NORTON NORTON NORTON UPDATE INK CARTRIDGE	600.00 *
012410	TREASURER		ACCOUNT TOTAL	75.00
2700	31421 Worker's Compensation VACORP	12380 WKCOMP3/4	WORKERS COMPENSATION	75.00 *
3320	12762 Maintenance Service Contr COMPUTERPLUS SALES/SERVIC	MC0000184797	MAINTENANCE CONTRACTS	29.95
3600	15240 Advertising FARMVILLE NEWSMEDIA	TREAS 1216	ADVERTISING	29.95
5210	17379 Postal Services HASLER TOTALFUNDS BY	4329 TREAS 1216	POSTAGE	29.95
5230	11250 Telecommunications BENCHMARK COMMUNITY BANK	7596 TREAS 1216	PAYFLOW/PAYPAL	99.00
5410	22079 Lease/Rent Equipment MAIL FINANCE	H6261666	EQUIP LEASE PAYMENT	188.85 *
6001	14552 Office Supplies ELECTRONIC SYSTEMS INC	IN569796	SEALING KIT	896.10 **
6014	28866 Other Operating Supplies STEPS, INC	12389	SHREDDING SERVICE	29.95
012510	INFORMATION TECHNOLOGY		ACCOUNT TOTAL	119.25
3160	11902 Professional Services BUSINESS DATA OF VA, INC.	DECEMBER 2016	CONTRACT AGREEMENT	119.25 *
			ACCOUNT TOTAL	35.00
			MAJOR TOTAL	35.00 *
			ACCOUNT TOTAL	4,495.88 **
			MAJOR TOTAL	3,900.00

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
3161	28330	Webpage Services SITEVISION INC	18000	WEB HOSTING SERVICE	179.85
3320	12762	Maintenance Service COMPUTERPLUS SALES/SERVIC	MC0000184798	PRINTER SERV CONTRCT	179.85 *
013100	ELECTORAL BOARD AND OFFICIALS				79.00 *
3161	11034	Election Official BAILEY EDWARD L	TRAINING 1216	TRAINING	79.00 **
	11044	BAILEY KAREL K	TRAINING 1216	TRAINING	15.00
	11171	BARNES BARBARA	TRAINING 1216	TRAINING	15.00
	11186	BARNES ROBERT L	TRAINING 1216	TRAINING	15.00
	11198	BASKIN BETTY	TRAINING 1216	TRAINING	15.00
	11199	BAYLIS MARY L	TRAINING 1216	TRAINING	15.00
	12197	CARSON LUCY	TRAINING 1216	TRAINING	15.00
	12616	COLES-BARKSDALE DOROTHY	TRAINING 1216	TRAINING	15.00
	14324	EAST LYNN H	TRAINING 1216	TRAINING	15.00
	14365	EDMENDSON SARAH	TRAINING 1216	TRAINING	15.00
	15925	FOWLKES JEAN G	TRAINING 1216	TRAINING	15.00
	16228	GLADDEN YOLANDA	TRAINING 1216	TRAINING	15.00
	17693	HINES JANE NEWMAN	TRAINING 1216	TRAINING	15.00
	17746	HOLLINGSWORTH ESTHER W	TRAINING 1216	TRAINING	15.00
	19250	JASPER FRANCES D	TRAINING 1216	TRAINING	15.00
	21001	KOETHER CINDY H	TRAINING 1216	TRAINING	15.00
	21664	LEE JEAN W	TRAINING 1216	TRAINING	15.00
	22253	MCBRIDE APRIL	TRAINING 1216	TRAINING	15.00
	22691	MORGAN TOLA	TRAINING 1216	TRAINING	15.00
	25047	PAIGE WHITFIELD MORMAN	TRAINING 1216	TRAINING	15.00
	25348	PHAUP NANCY	TRAINING 1216	TRAINING	15.00
	27131	RANDOLEPH REBECCA L	TRAINING 1216	TRAINING	15.00
				ACCOUNT TOTAL	5,775.00 *
				ACCOUNT TOTAL	179.85 *
				ACCOUNT TOTAL	79.00 *
				MAJOR TOTAL	6,033.85 **

AP375H
12/22/2016
FUND # - 100 GENERAL FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 12/01/2016 -- 12/31/2016

AFTER CHECKS
PAGE 4

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INVT#	DESCRIPTION	AMOUNT
6001	27160	REED MARY G	TRAINING 1216	TRAINING	15.00
	27660	ROBERTSON ROSALIE B	TRAINING 1216	TRAINING	15.00
	28434	SOMERS CLAUDIA	TRAINING 1216	TRAINING	15.00
	28435	SIMMS SCOTT	TRAINING 1216	TRAINING	15.00
	28882	STOCKTON MARGARET	TRAINING 1216	TRAINING	15.00
	29348	TOWNSEND CRYSTAL GLENN	TRAINING 1216	TRAINING	15.00
	32915	WRIGHT KASIE R	TEMP 1216	OFFICE TEMP	290.00
	32915	WRIGHT KASIE R	TRAINING 1216	TRAINING	15.00
		Office Supplies		ACCOUNT TOTAL	725.00 *
	20600	KEY OFFICE SUPPLY	491154	PAPER/HIGHLIGHTERS	9.48
	20600	KEY OFFICE SUPPLY	491696	COPY PAPER	29.99
				ACCOUNT TOTAL	39.47 *
				MAJOR TOTAL	764.47 **
013200	REGISTRAR				
2700	31421	Worker's Compensation	12380 WKCOMP3/4	WORKERS COMPENSATION	10.25
				ACCOUNT TOTAL	10.25 *
5510	32961	Travel-Mileage	MILEAGE 1216	MILEAGE	60.48
				ACCOUNT TOTAL	60.48 *
6001	10858	Office Supplies	EXPENSES 1216	HIGHLIGHTERS/BATTERY	7.31
		AUBIN TINA			7.31 *
				ACCOUNT TOTAL	78.04 **
021100	CIRCUIT COURT				
2700	31421	Worker's Compensation	12380 WKCOMP3/4	WORKERS COMPENSATION	5.00
				ACCOUNT TOTAL	5.00 *
				MAJOR TOTAL	5.00 **
021200	GENERAL DISTRICT COURT				
5230	30440	Telecommunications	816442183 1216	PHONE	24.21
				ACCOUNT TOTAL	24.21 *
6001	20600	Office Supplies	491262	NOTEPADS	30.06
	20600	KEY OFFICE SUPPLY	491965	INK CARTRIDGE	79.95
	20600	KEY OFFICE SUPPLY	492016	CALENDARS	43.96
	20600	KEY OFFICE SUPPLY	492085	CALENDARS	57.54
	22079	MAIL FINANCE	N6264834	EQUIPMENT LEASE	376.17
	28866	STEPS, INC	11906	SHREDDING SERVICE	35.00
	28866	STEPS, INC	12306	SHREDDING SERVICE	35.00
	28866	STEPS, INC	12386	SHREDDING SERVICE	35.00

AP375H
12/22/2016
FUND # - 100 GENERAL FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 12/01/2016 -- 12/31/2016

AFTER CHECKS
PAGE 5

MAJOR# ACCT#	VENDOR NUMBER NAME	U S POSTAL SERVICE	INV# 2017 BOX RENT	DESCRIPTION BOX RENT	ACCOUNT TOTAL MAJOR TOTAL	AMOUNT 58.00 750.68 * 774.89 **
021300	SPECIAL MAGISTRATES					
6030	Non-Capital Equipment KEY OFFICE SUPPLY		491649	SHREDDER		329.99 329.99 * 329.99 **
021600	CLERK OF THE CIRCUIT COURT					
2700	Worker's Compensation VACORP		12380 WKCOMP3/4	WORKERS COMPENSATION		53.25 53.25 *
3310	Repairs/Maintenance KEY OFFICE SUPPLY KEY OFFICE SUPPLY		491312 491631	COPIER MAINT CONTRACT COPIER MAINT CONTRACT		721.00 766.00 1,487.00 *
5210	Postal Services MAIL FINANCE		N6264833	EQUIPMENT LEASE		407.13 407.13 *
5230	Telecommunications CENTURYLINK		309863799 1216	PHONE		45.95 45.95 *
5850	Jurors/Witnesses BARTLETT WADE BOOTH BEVERLY EDMENDSON AARON GAYLES MELISSA SILVEIRA JUNE VAUGHAN JACKIE		JUROR 1216 JUROR 1216 JUROR 1216 JUROR 1216 JUROR 1216 JUROR 1216	JUROR JUROR JUROR JUROR JUROR JUROR		30.00 30.00 30.00 30.00 30.00 30.00
5880	Technology Trust Funds TREASURER OF VIRGINIA		17 147C RMS 1	RECORD SYSTEM MAINT		4,000.00 4,000.00 *
6001	Office Supplies KEY OFFICE SUPPLY KEY OFFICE SUPPLY KEY OFFICE SUPPLY KEY OFFICE SUPPLY KEY OFFICE SUPPLY KEY OFFICE SUPPLY KEY OFFICE SUPPLY		490150 490186 491002 491214 491844 492127 492167	COPY PAPER INK CARTRIDGE/LABELS COPY PAPER ORGANIZERS OFFICE SUPPLIES LASER CARTRIDGE HAND TOWELS		59.95 627.95 110.97 72.18 37.00 275.98 31.99 1,216.02 *
6012	Books and Subscriptions BMS DIRECT MATTHEW BENDER & CO INC		107883 88475360	BINDING/SCAN LANDBK WILLS & ADM REL #10		675.57 327.31

MAJOR# ACCT#	VENDOR NUMBER NAME	INV#	DESCRIPTION	AMOUNT
021800	LAW LIBRARY			
5230	10105 AT&T	0542720100 1216	Telecommunications	43.05
6012	21761 RELX INC DBA LEXISNEXIS	3090755283	Books and Subscriptions	281.00
	22211 MATTHEW BENDER & CO INC	88199908	MONTHLY SUBSCRIPTION	22.44
	22211 MATTHEW BENDER & CO INC	8898690X	CODE RULES VII SUPP	691.46
	29241 THOMSON REUTERS-WEST	835078552	VA FORMS 2-LL REV	323.00
			PROBATE HANDBOOKS	1,317.90 *
			ACCOUNT TOTAL	1,360.95 **
			MAJOR TOTAL	
022100	COMMONWEALTH'S ATTORNEY			
2700	31421 VACORP	12380 WKCOMP3/4	WORKERS COMPENSATION	63.50
5210	25483 PITNEY BOWES	3302119702	LEASE OF EQUIPMENT	153.00
	25955 PURCHASE POWER	3076 1216	POSTAGE	520.99
			ACCOUNT TOTAL	673.99 *
5510	12296 CLARK MEGAN	EXPENSES 1216	MILEAGE	96.01
			ACCOUNT TOTAL	96.01 *
5530	12296 CLARK MEGAN	EXPENSES 1216	MEALS	37.54
			ACCOUNT TOTAL	37.54 *
5810	31095 VALECO	DUES 1216	DUES	75.00
			ACCOUNT TOTAL	75.00 *
5899	28866 STEPS, INC	12387	SHREDDING SERVICE	35.00
			ACCOUNT TOTAL	35.00 *
6001	20600 KEY OFFICE SUPPLY	491383	CALENDAR/PENS/STAPLE	42.88
	20600 KEY OFFICE SUPPLY	492166	PENS/PAPER/PADS	72.29
			ACCOUNT TOTAL	115.17 *
			MAJOR TOTAL	1,096.21 **
022200	VICTIM WITNESS ASSISTANCE PROGRAM			
2700	31421 VACORP	12380 WKCOMP3/4	WORKERS COMPENSATION	7.50
			ACCOUNT TOTAL	7.50 *

AP375H
12/22/2016
FUND # - 100 GENERAL FUND

LISTING OF INVOICES FOR 12/01/2016 -- 12/31/2016

AFTER CHECKS
PAGE 7

MAJOR# ACCT# 5510	VENDOR NUMBER 28060	VENDOR NAME Travel-Mileage SAMS CINDY	INV# EXPENSES 1216	DESCRIPTION MILEAGE	AMOUNT 41.58
5530	28060	Travel-Subsistence & Lodg SAMS CINDY	EXPENSES 1216	MEAL	41.58 *
5810	31848	Dues & Association Member VVAN	DUES 1216	MEMBERSHIP DUES	8.82 *
031200	SHERIFF				50.00
2700	31421	Worker's Compensation VACORP	12380 WKCOMP3/4	WORKERS COMPENSATION	50.00 *
3310	12742	Repairs/Maintenance-Radio COMMTRONICS OF VIRGINIA	220944	INSTALL ANTENNA	107.90 **
	12742	COMMTRONICS OF VIRGINIA	220983	INSTALL ANTENNA	4,357.50
	12742	COMMTRONICS OF VIRGINIA	221886	POWER CABLE/CONNECTR	4,357.50 *
	12742	COMMTRONICS OF VIRGINIA	221900	CHECK INTERFERENCE	298.00
3311	11005	Repairs & Maint-Auto & Eq B & G AUTOMOTIVE	60802	HEADLIGHT BULB	333.00
	14915	EXPRESS CARE	10279	OIL CHANGE	358.00
	14915	EXPRESS CARE	10351	OIL CHANGE	485.00
	14915	EXPRESS CARE	10640	OIL CHANGE	1,474.00 *
	14915	EXPRESS CARE	10678	OIL CHANGE	8.92
	14915	EXPRESS CARE	10758	OIL CHANGE	69.17
	14915	EXPRESS CARE	10875	OIL CHANGE	58.08
	14915	EXPRESS CARE	10913	OIL CHANGE	69.17
	14915	EXPRESS CARE	11045	OIL CHANGE	44.08
	14915	EXPRESS CARE	11234	OIL CHANGE	44.08
	14915	EXPRESS CARE	11297	OIL CHANGE	80.06
	14915	EXPRESS CARE	9798	OIL CHANGE	96.96
	14915	EXPRESS CARE	9943	OIL CHANGE	69.17
	15920	FOURTH STREET MOTOR CO	47069	OIL CHANGE	58.08
	20323	KENBRIDGE TIRE & AUTO	28655	AUTO BODY REPAIR CALIBRATION	96.96
5210	11894	Postal Services BUSINESS CARD	0555 SHERIF1216	POSTAGE	3,007.99
	12261	CARY ANDY	POSTAGE 1216	POSTAGE	25.00
5230	13325	Telecommunications TREASURER OF VIRGINIA	T305589	VCIN	3,851.18 *
	20904	KINEX NETWORKING SOLUTION	161201 0022	DATA REMOTE BACKUP	6.68
	21319	CENTURYLINK	309468839 1216	PHONE	9.21
	21319	CENTURYLINK	309558628 1216	VCIN	15.89 *
					40.08
					19.95
					20.88
					7.97
					88.88 *

AP375H
12/22/2016
FUND # - 100 GENERAL FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 12/01/2016 -- 12/31/2016

AFTER CHECKS
PAGE 8

MAJOR# ACCT# 5530	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
	11894	Travel-Subsistence & Lodg BUSINESS CARD	0555 SHERIF1216	MEALS & LODGING	1,555.73
	16653	GOLDMAN ROBERT	MEALS 1216	MEALS	17.81
6001		Office Supplies			1,573.54 *
	11902	BUSINESS DATA OF VA, INC.	1636 2016	NORTON UPDATE	29.95
	13369	DIAMOND SPRINGS WATER INC	27961300 1216	WATER & EQUIP RENTAL	96.65
	20600	KEY OFFICE SUPPLY	491736	BATTERIES/LEGAL PADS	266.13
	20600	KEY OFFICE SUPPLY	491881	INK CARTRIDGES	256.87
6004		Virso Comm Center Crime P			649.60 *
	28640	SOUTHSIDE ELECTRIC COOP	526776002 1216	VIRSO REC CENTER	14.39
6008		Vehicle & Powered Equip F			14.39 *
	11894	BUSINESS CARD	0555 SHERIF1216	GAS	164.00
6010		Police Supplies			164.00 *
	11894	BUSINESS CARD	0555 SHERIF1216	HOLSTER/AMMO	90.00
	13012	DMV	16335741	SPECIAL ID	20.00
	13013	DMV SPECIAL PLATES	SHERIFF 1216	REGISTRATION FEE	25.00
	16102	GALLS LLC	6546821	MACE	117.50
6011		Uniforms & Wearing Appare			252.50 *
	16102	GALLS LLC	6546806	SHOES	112.50
6023		Equipment-Alcohol Grant			112.50 *
	18984	INTOXIMETERS, INC	550077	MOUTHPIECES	530.75
8202		Furniture & Fixtures			530.75 *
	20600	KEY OFFICE SUPPLY	491213	FLOOR MAT	49.95
8205		Motor Vehicles			49.95 *
	16102	GALLS LLC	6546806	SIREN & SPEAKERS	840.00
031201		SHERIFF - COURTS			840.00 *
2700		Worker's Compensation			13,974.68 **
	31421	VACORP	12380 WKCOMP3/4	WORKERS COMPENSATION	1,157.00
032200		VOLUNTEER FIRE DEPARTMENT			1,157.00 *
7001		Payment to Farmville VFD			1,157.00 **
	15520	FARMVILLE VOL FIRE DEPT			4,833.00
	22166	CREATIVE MONOGRAMMING	39849120	REIMB INSURANCE	819.00
	23166	NAFECO INC	5129 849836	SHIRTS/MONOGRAMMING SHIRT	54.70

AP375H
12/22/2016
FUND # - 100 GENERAL FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 12/01/2016 -- 12/31/2016

AFTER CHECKS
PAGE 9

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	PROFESSIONAL COMMUNICATIO	INV#	DESCRIPTION	ACCOUNT TOTAL	AMOUNT
7002	999999	Payment to Rice VFD		169086	KENWOOD RADIO	6,608.96 *	902.26
	18671	INDUSTRIAL REPAIR INC		24728	TRUCK REPAIRS	596.70	
	18671	INDUSTRIAL REPAIR INC		24729	INSPECTION	16.00	
	31846	DOMINION VA POWER		5487358649	ELECTRIC SERVICE	9.15	
	999999	SOUTH HILL VOL FIRE DEPT		TRUCK 1216	TRUCK	15,502.00	
					ACCOUNT TOTAL	16,123.85 *	
7003		Payment to Prospect VFD					
	11209	BATTERY BARN OF VA INC		296356	BATTERIES	342.65	
	12742	COMTRONICS OF VIRGINIA		511807	FCC LICENSING	215.00	
	15560	FARMVILLE WHSALE ELECTRIC		600008	SOCKETS	37.98	
	15597	FERGUSON ENTERPRISES INC		4034974	FAUCET REPAIR	98.82	
	21319	CENTURYLINK		309983930	PHONE	108.21	
	25782	PRINCE EDWARD CO PBLIC SCH		DIESEL 1216	DIESEL	81.04	
	29440	PRINCE EDWARD CO TREAS		GAS 1216	GAS	50.40	
	31846	DOMINION VA POWER		7020850009	ELECTRIC SERVICE	179.76	
	31846	DOMINION VA POWER		7600812502	ELECTRIC SERVICE	6.59	
	31846	DOMINION VA POWER		8898799252	ELECTRIC SERVICE	13.76	
					ACCOUNT TOTAL	1,134.21 *	
7004		Payment to Darlington VFD					
	12996	CYRUS PEST CONTROL CO		DECEMBER 2016	EXTERMINATING SERVIC	45.00	
	13083	DARLINGTON HGT FIRE DEPT		DUES 1216	SOUTHSIDE FRIGHTER	35.00	
	13083	DARLINGTON HGT FIRE DEPT		INTERNET 1216	REIMB 2 MO	195.12	
	13083	DARLINGTON HGT FIRE DEPT		WRK COMP 1216	WORKERS COMPENSATION	4,513.00	
	14700	ELLINGTON ENERGY SERVICE		803813	DIESEL	557.31	
	14700	ELLINGTON ENERGY SERVICE		803814	GAS	388.78	
	28640	SOUTHSIDE ELECTRIC COOP		38156001	ELECTRIC SERVICE	286.60	
					ACCOUNT TOTAL	6,020.81 *	
7005		Payment to Hampden-Sydney					
	13593	DIVERSIFIED INSPECTIONS/		270781	LADDER INSPECTIONS	446.42	
	15656	FIRE & SAFETY EQUIP CO		77336	EXTINGUISHER MAINT	248.85	
	15656	FIRE & SAFETY EQUIP CO		79549	AXE	130.00	
	15656	FIRE & SAFETY EQUIP CO		79624	BOOTS	270.00	
	15679	FIRE PROGRAMS		7717	SOFTWARE SUBSCRIPTPN	1,559.00	
	15908	FOSTER FUELS INC		368434T	PROPANE	84.77	
	21319	CENTURYLINK		310187773	PHONE	56.22	
	29414	TRAVELERS		2E925725	WORKERS COMPENSATION	10,270.00	
	31846	DOMINION VA POWER		8350720002	ELECTRIC SERVICE	266.08	
					ACCOUNT TOTAL	13,331.34 *	
7006		Payment to Pamplin VFD					
	11209	BATTERY BARN OF VA INC		296354	BATTERIES	430.19	
	12024	C W WILLIAMS		597529	HELMET	277.88	
	15908	FOSTER FUELS INC		369517T	PROPANE	231.66	
	19651	JOHNSON BENJAMIN H CPA		PAMPLIN VFD1216	CPA SERVICES	1,550.00	
	25210	PAMPLIN EXXON		PAMPLIN FD 1216	FUEL	215.28	
	31335	VERIZON		248 6100	PHONE	78.49	
					ACCOUNT TOTAL	2,783.50 *	
7007		Payment to Meherrin VFD					
	22397	MUNICIPAL EMERGENCY SERV		1082991	COATS/PANTS	4,050.58	

AP375H
12/22/2016
FUND # - 100 GENERAL FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 12/01/2016 -- 12/31/2016

AFTER CHECKS
PAGE 10

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
7010	25246	PARKER OIL CO INC	131924	PROPANE	157.49
	25246	PARKER OIL CO INC	140559	DIESEL	728.54
	25246	PARKER OIL CO INC	140613	GAS	178.80
	25246	PARKER OIL CO INC	144642	PROPANE	157.17
	25246	PARKER OIL CO INC	144906	DIESEL	282.11
	25246	PARKER OIL CO INC	151612	PROPANE	200.97
	31335	VERIZON	736 0633	PHONE	188.98
	31846	DOMINION VA POWER	0519881510	ELECTRIC SERVICE	271.96
	31846	DOMINION VA POWER	1913347348	ELECTRIC SERVICE	28.94
	31846	DOMINION VA POWER	2725824417	ELECTRIC SERVICE	13.76
		First Responders			6,259.30 *
	17776	HAMPDEN-SYDNEY VOL FIRE	16-17 SUPPRT3/4	16-17 SUPPORT	1,250.00
		PE Firefighters Assoc			1,250.00 *
8010	25720	PRINCE EDWARD AREA FIRE-	16-17 SUPPRT2/2	16-17 SUPPORT	4,000.00
		AMBULANCE AND RESCUE SERVICES			4,000.00 *
					57,511.97 **
7005	25880	Prince Edward Rescue Squa	16-17 SUPPRT3/4	16-17 SUPPORT	16,500.00
		PRINCE EDWARD VOL RESCUE			16,500.00 *
7006	25201	Pamplin Rescue Squad	16-17 SUPPRT2/2	16-17 SUPPORT	2,500.00
		PAMPLIN VOL FIRE DEPT EMS			2,500.00 *
7008	22349	Meherrin Rescue	16-17 SUPPRT3/4	16-17 SUPPORT	3,250.00
		MEHERRIN FIRE & RESCUE			3,250.00 *
		EMERGENCY SERVICES			22,250.00 **
3160	29280	Professional Service E-91	187174	911 ADDRESSING	200.00
		TIMMONS GROUP			200.00 *
3161	29332	USGS Gage	16104	APPOMATTOX RIVR GAGE	7,300.00
		TOWN OF FARMVILLE			7,300.00 *
6014	21005	Other Operating Supplies	301000	SIGN & HARDWARE	165.56
		KORMAN SIGNS			165.56 *
		REGIONAL JAIL & DETENTION			7,665.56 **
033200					
3196	18743	Purchase of Services - Ja	PR 1216	ELECTRONIC MONITORIN	1,046.25
		IRONGATE BOUNDARY MNGT			

AP375H
12/22/2016
FUND # - 100 GENERAL FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 12/01/2016 -- 12/31/2016

AFTER CHECKS
PAGE 11

MAJOR# ACCT#	VENDOR NUMBER NAME	INVT#	DESCRIPTION	ACCOUNT TOTAL	AMOUNT
034100	BUILDING OFFICIAL	1501	JUVENILE DETENTION	4,725.00	4,725.00
2700	Worker's Compensation 31421 VACORP	12380 WKCOMP3/4	WORKERS COMPENSATION	5,771.25 *	5,771.25 **
5230	Telecommunications 30440 US CELLULAR	816442183 1216	PHONE	206.50	206.50 *
5530	Travel-Subsistence & Lodg 21498 LEATHERWOOD COY	NOVEMBER 2016	MEAL	24.21	24.21 *
5540	Travel-Convention & Educa 21498 LEATHERWOOD COY	NOVEMBER 2016	MTG REGISTRATION	7.74	7.74 *
5810	Dues & Association Member 31293 VBCOA	42292	MEMBERSHIP DUES	15.00	15.00 *
035100	ANIMAL CONTROL			45.00	45.00 *
2700	Worker's Compensation 31421 VACORP	12380 WKCOMP3/4	WORKERS COMPENSATION	298.45 **	298.45 **
3310	Repairs/Maintenance 27770 ROD & STAFF LLC	58315	REPAIRED GATE	171.25	171.25 *
5230	Telecommunications 21319 CENTURYLINK 30440 US CELLULAR	310119726 1216 816442183 1216	PHONE PHONE	65.00	65.00 *
5899	Miscellaneous 25840 PRINCE EDWARD HEALTH DPT 29342 TOWN POLICE SUPPLY	134545562 1216 8475	IMMUNIZATIONS GLOCK	118.66	118.66
6002	Supplies for Shelter 28596 SOUTHERN STATES	81155	CAT LITTER	118.69	118.69
6011	Uniforms and Wearing Appa 12742 COMTRONICS OF VIRGINIA 16102 GALLS LLC 25120 PAIRET'S INC	221868 6535655 25092	REMOTE MICS BADGE CAPS/MONOGRAMMING	237.35 *	237.35 *
				784.47	784.47
				409.00	409.00
				1,193.47 *	1,193.47 *
				21.98	21.98 *
				21.98 *	21.98 *
				83.00	83.00
				113.00	113.00
				100.00	100.00
				296.00 *	296.00 *
				1,985.05 **	1,985.05 **

AP375H
12/22/2016
FUND # - 100 GENERAL FUND

LISTING OF INVOICES FOR 12/01/2016 -- 12/31/2016

AFTER CHECKS
PAGE 12

MAJOR# ACCT# 042300	VENDOR NUMBER REFUSE DISPOSAL	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
2700	31421	Worker's Compensation VACORP	12380 WKCOMP3/4	WORKERS COMPENSATION	2,311.75 2,311.75 *
3160	27191	Professional Services RESOURCE INTERNATIONAL	43133	LANDFILL MONITORING	992.85
	27191	RESOURCE INTERNATIONAL	43202	MISC WORK TASKS	2,785.55
	27191	RESOURCE INTERNATIONAL	43203	STORM WTR COMPLIANCE	636.05
	27191	RESOURCE INTERNATIONAL	43217	LANDFILL MONITORING	13,089.94
				ACCOUNT TOTAL	17,504.39 *
3310	10900	Repairs/Maintenance AYERS BLDG. & SUPPLY CO	296440	VALVE	2.29
	12282	CAVALIER HOSE & FITTINGS	36981	HOSE CLAMP/NIPPLES	37.32
	15799	FLAMELESS SPECIALTIES	F019332	SWITCH/GUAGE/TAPE	18.54
	16671	GRAINGER	9294168423	BUFFER SOLUTION	44.43
	21811	LOWE'S	9023229	PVC PIPE/COUPLINGS	66.64
	21811	LOWE'S	909525 1216	BUG SPRAY	12.33
	28596	SOUTHERN STATES	83162	GRASS SEED/FENCING	219.95
				ACCOUNT TOTAL	401.50 *
3311	27770	Repairs & Maint-Auto & Eq ROD & STAFF LLC	58182	REPAIR TARP	260.00 260.00 *
3840	10254	Contract Landfill - POS REPUBLIC SERVICES #974	491611	TRASH COLLECTION	178.42
	10254	REPUBLIC SERVICES #974	491612	TRASH COLLECTION	117.39
	10254	REPUBLIC SERVICES #974	491613	TRASH COLLECTION	117.39
	32953	WRIGHT'S EXCAVATING LLC	DECEMBER 2016	LANDFILL OPERATION	48,093.75
				ACCOUNT TOTAL	48,506.95 *
3841	14723	Purchase of Serv - Recycli EMANUEL TIRE OF VIRGINIA	482741	TIRE RECYCLING	429.60
	28866	STEPS, INC	NOVEMBER 2016	RECYCLING FEE	3,227.60
				ACCOUNT TOTAL	3,657.20 *
5110	28640	Electrical Services SOUTHSIDE ELECTRIC COOP	114379001 1216	DH SITE	97.07
	28640	SOUTHSIDE ELECTRIC COOP	114379003 1216	VIRSO SITE	125.22
	31846	DOMINION VA POWER	0599507431 1216	RICE SITE	103.90
	31846	DOMINION VA POWER	1144204110 1216	GREEN BAY SITE	101.98
				ACCOUNT TOTAL	428.17 *
5230	21319	Telecommunications CENTURYLINK	309326764 1216	PHONE	56.30
	21319	CENTURYLINK	309553498 1216	PHONE	45.14
	21319	CENTURYLINK	309615846 1216	PHONE	53.28
	21319	CENTURYLINK	309714661 1216	PHONE	54.35
	21319	CENTURYLINK	310039285 1216	PHONE	78.16
	30440	US CELLULAR	816442183 1216	PHONE	24.21
				ACCOUNT TOTAL	311.44 *
5440	28869	Portable Toilet Rental STIFF O O INC	5696	MONTHLY SERVICE	702.50 702.50 *

AP375H
12/22/2016
FUND # - 100 GENERAL FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 12/01/2016 -- 12/31/2016

AFTER CHECKS
PAGE 13

MAJOR# ACCT# 6008	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	ACCOUNT TOTAL	AMOUNT
6009	25782	Vehicle & Powered Equip S PRINCE EDWARD CO PBLC SCH	DIESEL 1216	DIESEL	1,114.56	1,114.56 *
	14300	Vehicle & Powered Equip S EAST END MOTOR CO INC	144236	TIRES	821.32	821.32
	23248	NAPA OF FARMVILLE	161231	DEF	19.98	19.98
	23248	NAPA OF FARMVILLE	161691	DEF	20.00	20.00
	23248	NAPA OF FARMVILLE	162240	DEF	38.97	38.97
				ACCOUNT TOTAL	900.27	900.27 *
				MAJOR TOTAL	76,038.73	76,038.73 **
043200		GENERAL PROPERTIES				
2700	31421	Worker's Compensation VACORP	12380 WKCOMP3/4	WORKERS COMPENSATION	817.50	817.50 *
3310	13730	Repairs/Maintenance DODSON BROS EXTERMINATING	158003 1216	PEST CONTROL-CANNERY	38.00	38.00
	13730	DODSON BROS EXTERMINATING	158005 1216	PEST CONTROL-WORSHAM	38.00	38.00
	13730	DODSON BROS EXTERMINATING	158006 1216	PEST CONTROL-SCOPE	38.00	38.00
	13730	DODSON BROS EXTERMINATING	158007 1216	PEST CONTROL-CH	85.00	85.00
	13730	DODSON BROS EXTERMINATING	158010 1216	PEST CONTROL-VIS CTR	38.00	38.00
	15686	FIRE SPRINKLER LTD	4111	REPLACE CONTROL VALV	1,240.00	1,240.00
	22322	DAIKIN APPLIED	3120319	CHILLER MAINT CNTRCT	3,209.50	3,209.50
				ACCOUNT TOTAL	4,686.50	4,686.50 *
5110	28640	Electrical Services SOUTHSIDE ELECTRIC COOP	114379002 1216	SRR LIGHTS	29.74	29.74
	31846	DOMINION VA POWER	1230385005 1216	ROY CLARK MONUMENT	17.18	17.18
	31846	DOMINION VA POWER	1545926683 1216	SCOPE BLDG	223.64	223.64
	31846	DOMINION VA POWER	2786281903 1216	COURTHOUSE	11,542.84	11,542.84
	31846	DOMINION VA POWER	6669158583 1216	LIGHTS AT RICE	110.88	110.88
	31846	DOMINION VA POWER	8105475944 1216	AG BLDG	1,439.81	1,439.81
				ACCOUNT TOTAL	13,364.09	13,364.09 *
5130	29332	Water & Sewer TOWN OF FARMVILLE	AG BLDG 1216	WATER & SEWER	80.54	80.54
	29332	TOWN OF FARMVILLE	CH IRRIG 1216	WATER	10.75	10.75
	29332	TOWN OF FARMVILLE	SCOPE 1216	WATER & SEWER	33.65	33.65
				ACCOUNT TOTAL	124.94	124.94 *
5230	10105	Telecommunications AT&T	7305055660 1216	PHONE	43.04	43.04
	21319	CENTURYLINK	310262069 1216	PHONE	55.91	55.91
	21319	CENTURYLINK	310441360 1216	PHONE	84.04	84.04
	30440	US CELLULAR	816442183 1216	PHONE	122.13	122.13
				ACCOUNT TOTAL	305.12	305.12 *
5440	28869	Portable Toilet Rental STIFF O O INC	5696	MONTHLY SERVICE	100.00	100.00 *
6005	17312	Janitorial Supplies HANDI-CLEAN PRODUCTS INC	SI 143655	BUFFING PADS	100.00	100.00 *
				ACCOUNT TOTAL	99.90	99.90 *

AP375H
12/22/2016
FUND # - 100 GENERAL FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 12/01/2016 -- 12/31/2016

AFTER CHECKS
PAGE 14

MAJOR# ACCT# 6007	VENDOR NUMBER	VENDOR NAME	INVT#	DESCRIPTION	AMOUNT
	10900	Repairs and Maintenance S			
	15560	AYERS BLDG. & SUPPLY CO	296440	GLOVES	18.95
	15560	FARMVILLE WHSALE ELECTRIC	600647	BULBS/SURGE PROTECTR	156.34
	15560	FARMVILLE WHSALE ELECTRIC	600657	BULBS/SURGE PROTECTR	607.32
	15560	FARMVILLE WHSALE ELECTRIC	600675	LED BULBS/PHOTO CELL	449.45
	15560	FARMVILLE WHSALE ELECTRIC	601353	LED BULBS/PHOTO CELL	256.77
	15560	FARMVILLE WHSALE ELECTRIC	601394	BULBS/SURGE PROTECTR	146.64
	15560	FARMVILLE WHSALE ELECTRIC	601714	CABLE TIES	43.68
	16671	GRAINGER	9298201451	ADAPTER	32.58
	21811	LOWE'S	901163	EARPLUGS/GLOVES/TAPE	107.70
	21811	LOWE'S	901171	DUCT TAPE/ELEC OUTLT	10.62
	21811	LOWE'S	901658	PIPE WRENCH	33.25
	21811	LOWE'S	901805	NAILS	2.98
	21811	LOWE'S	906790	KNIFE	9.48
	27922	CINTAS CORPORATION #524	524 09428 1216	UNIFORM RENTAL	427.88
	28352	SHERWIN WILLIAMS CO	14157	PAINT & ROLLERS	146.86
	28352	SHERWIN WILLIAMS CO	14363	PAINT	26.45
6008	25782	Vehicle & Powered Equip F PRINCE EDWARD CO PBLC SCH	DIESEL 1216	DIESEL	93.57
043400	CANNERY			ACCOUNT TOTAL	2,476.95 *
2700	31421	Worker's Compensation VACORP	12380 WKCOMP3/4	WORKERS COMPENSATION	68.50
3161	31653	Professional Services-Can VIRGINIA FOOD WORKS	PEC 12/16	CONTRACT PAYMENT	68.50 *
3310	16671	Repairs & Maintenance GRAINGER	9294168423	BUFFER SOLUTION	2,916.67
	21811	LOWE'S	901658	WATER PELLETS	2,916.67 *
	21811	LOWE'S	901658	DOOR CLOSURE	44.43
	21811	LOWE'S	906790	BOILER GASKETS	16.71
5110	28640	Electrical Services SOUTHSIDE ELECTRIC COOP	44435001 1216	ELECTRIC SERVICE	10.42
5120	25247	Heating Services PARKER OIL COMPANY INC	137825	HEATING FUEL	14.22
5230	21319	Telecommunications CENTURYLINK	310248529 1216	PHONE	85.78 *
052500	CHAPTER X BOARD			ACCOUNT TOTAL	335.79
5640	12928	Payment to Crossroad Ser CROSSROAD SERVICES BOARD		ACCOUNT TOTAL	335.79 *
				ACCOUNT TOTAL	595.08
				ACCOUNT TOTAL	595.08 *
				ACCOUNT TOTAL	246.39
				ACCOUNT TOTAL	246.39 *
				MAJOR TOTAL	4,248.21 **
				ACCOUNT TOTAL	15,000.00

AP375H
12/22/2016
FUND # - 100 GENERAL FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 12/01/2016 -- 12/31/2016

AFTER CHECKS
PAGE 15

MAJOR# ACCT#	VENDOR NUMBER NAME	CROSSROAD SERVICES BOARD	INV# 3RD QTR SUPPORT	DESCRIPTION 3RD QTR SUPPORT	ACCOUNT TOTAL	MAJOR TOTAL	AMOUNT
053500		COMPREHENSIVE SERVICES ACT					
3160		CSA Programs					
	11306	BLUE RIDGE AUTISM &	JN 1216	PROFESSIONAL SERVICE			5,700.00
	11306	BLUE RIDGE AUTISM &	JN 1216A	PROFESSIONAL SERVICE			3,600.00
	11327	BLUE RIDGE THERAPY ASSOC	GL 1216	PROFESSIONAL SERVICE			560.00
	11490	RESCARE/BRALEY & THOMPSON	DWK 1216	PROFESSIONAL SERVICE			2,850.00
	11490	RESCARE/BRALEY & THOMPSON	EK 1216	PROFESSIONAL SERVICE			2,340.00
	11490	RESCARE/BRALEY & THOMPSON	FK 1216	PROFESSIONAL SERVICE			2,340.00
	12280	CENTRA HEALTH	AB 1216	PROFESSIONAL SERVICE			672.00
	12280	CENTRA HEALTH	AE 1216	PROFESSIONAL SERVICE			3,360.00
	12280	CENTRA HEALTH	GL 1216	PROFESSIONAL SERVICE			5,780.00
	12280	CENTRA HEALTH	JH 1216	PROFESSIONAL SERVICE			4,256.00
	12280	CENTRA HEALTH	KR 1216	PROFESSIONAL SERVICE			3,325.00
	12280	CENTRA HEALTH	KW 1216	PROFESSIONAL SERVICE			4,256.00
	12280	CENTRA HEALTH	MB 1216	PROFESSIONAL SERVICE			4,256.00
	12280	CENTRA HEALTH	SG 1216	PROFESSIONAL SERVICE			4,256.00
	12280	CENTRA HEALTH	WC 1216	PROFESSIONAL SERVICE			4,000.00
	14575	ELK HILL	MG 1216	PROFESSIONAL SERVICE			697.50
	14924	FAMILY & COMMUNITY SUPPRT	KT 1216	PROFESSIONAL SERVICE			4,403.94
	18816	INTERCEPT YOUTH SERVICES	CC 1216	PROFESSIONAL SERVICE			2,775.00
	20662	KEYSTONE NEWPORT NEWS LLC	JY 1216	PROFESSIONAL SERVICE			3,210.00
	23918	NORTHSTAR ACADEMY INC	HT 1216	PROFESSIONAL SERVICE			3,900.00
	25260	PARTNERS IN PARENTING PC	KR 1216	PROFESSIONAL SERVICE			400.00
	31981	VOICES SPEECH THERAPY	GL 1216	PROFESSIONAL SERVICE			71,193.44 *
					ACCOUNT TOTAL		71,193.44 *
053501		OTHER WELFARE/SOCIAL SERVICES			MAJOR TOTAL		71,193.44 **
5608	28097	SCOPE/Meals on Wheels	16-17 SUPPRT2/2	16-17 SUPPORT	ACCOUNT TOTAL		2,500.00
5610	28866	STEPS Inc.	16-17 SUPPRT3/4	16-17 SUPPORT	ACCOUNT TOTAL		2,500.00 *
5615	28866	STEPS, INC	16-17 CAP 3/4	16-17 SUPPORT	ACCOUNT TOTAL		5,000.00
5637	15140	FACES, INC	16-17 SUPPRT2/2	16-17 SUPPORT	ACCOUNT TOTAL		5,000.00 *
5650	29931	Tri-County Life Learners	16-17 SUPPRT2/2	16-17 SUPPORT	ACCOUNT TOTAL		3,622.00
		TRI-COUNTY LIFE LEARNERS			ACCOUNT TOTAL		3,622.00 *
					ACCOUNT TOTAL		2,137.50
					ACCOUNT TOTAL		2,137.50 *
					ACCOUNT TOTAL		1,200.00
					ACCOUNT TOTAL		1,200.00 *

AP375H
12/22/2016
FUND # - 100 GENERAL FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 12/01/2016 -- 12/31/2016

AFTER CHECKS
PAGE 16

MAJOR# ACCT# 5651	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
	28604	Southside Center for Viol SOUTHSIDE CENTER FOR	16-17 SUPPRT2/2	16-17 SUPPORT	2,400.00 *
				ACCOUNT TOTAL	2,400.00 *
5652	17481	Heart of Virginia Free Cl HEART OF VIRGINIA FREE	16-17 SUPPRT2/2	16-17 SUPPORT	3,000.00 *
				ACCOUNT TOTAL	3,000.00 *
5654	17006	Habitat for Humanity HABITAT FOR HUMANITY	16-17 SUPPRT2/2	16-17 SUPPORT	1,600.00
				ACCOUNT TOTAL	1,600.00 *
				MAJOR TOTAL	21,459.50 **
068100		CONTRIBUTIONS TO COLLEGES			
5643	21824	Longwood Small Bus Dev Ce LONGWOOD SMALL BUSINESS	16-17 SUPPRT2/2	16-17 SUPPORT	3,375.00
				ACCOUNT TOTAL	3,375.00 *
				MAJOR TOTAL	3,375.00 **
071100		SUPERVISION OF PARKS & RECREATION			
5642	17480	Heart of Virginia Festiva HEART OF VA FESTIVAL	16-17 SUPPORT	16-17 SUPPORT	2,000.00
				ACCOUNT TOTAL	2,000.00 *
5644	29332	Heart of VA Fireworks TOWN OF FARMVILLE	2017 FIREWORKS	2017 HEART VA FIREWK	1,000.00
				ACCOUNT TOTAL	1,000.00 *
				MAJOR TOTAL	3,000.00 **
072200		MUSEUMS			
5641	27650	Robert R. Moton Museum ROBERT RUSSA MOTON MUSEUM	16-17 SUPPRT2/2	16-17 SUPPORT	4,000.00
				ACCOUNT TOTAL	4,000.00 *
				MAJOR TOTAL	4,000.00 **
073500		PUBLIC LIBRARY			
5640	15400	Contribution To Library FARMVILLE-PE COMM LIBRARY	16-17 SUPPRT3/4	16-17 SUPPORT	51,165.75
				ACCOUNT TOTAL	51,165.75 *
				MAJOR TOTAL	51,165.75 **
081100		PLANNING			
2700	31421	Worker's Compensation VACORP	12380 WKCOMPS/4	WORKERS COMPENSATION	361.25
				ACCOUNT TOTAL	361.25 *
3161	17883	Planning Commission HUNT PRESTON	DEC 13 2016	COMMISSION MTG	100.00

AP375H
12/22/2016
FUND # - 100 GENERAL FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 12/01/2016 -- 12/31/2016

AFTER CHECKS
PAGE 17

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
3600	19458	JENKINS TIMOTHY MARK	DEC 13 2016	COMMISSION MTG	100.00
	21525	LEATHERWOOD CLIFFORD JACK	DEC 13 2016	COMMISSION MTG	100.00
	22170	MASON ROBERT CHRISTOPHER	DEC 13 2016	COMMISSION MTG	100.00
	25309	PEERY JOHN W JR	DEC 13 2016	COMMISSION MTG	100.00
	25607	PRENGAMAN JOHN C	DEC 13 2016	COMMISSION MTG	100.00
	29386	TOWNSEND JOHN F III	DEC 13 2016	COMMISSION MTG	100.00
	32150	WATSON BRETT VON CANNON	DEC 13 2016	COMMISSION MTG	100.00
		Advertising			800.00 *
	15240	FARMVILLE NEWSMEDIA	CO ADMR 1216	ADVERTISING	48.69
		Postal Services			48.69 *
5210	11894	BUSINESS CARD	3722 PUCKET1216	POSTAGE	38.82
		Telecommunications			38.82 *
5230	30440	US CELLULAR	816442183 1216	PHONE	93.72
		Travel-Mileage			93.72 *
5510	17883	HUNT PRESTON	DEC 13 2016	MILEAGE	21.60
	19458	JENKINS TIMOTHY MARK	DEC 13 2016	MILEAGE	11.88
	22170	MASON ROBERT CHRISTOPHER	DEC 13 2016	MILEAGE	9.72
	25309	PEERY JOHN W JR	DEC 13 2016	MILEAGE	1.62
	25607	PRENGAMAN JOHN C	DEC 13 2016	MILEAGE	5.40
	29386	TOWNSEND JOHN F III	DEC 13 2016	MILEAGE	8.10
		COMMUNITY DEVELOPMENT			58.32 *
					1,400.80 **
5648	29332	Farmville Airport TOWN OF FARMVILLE	16-17 SUPPRT2/2	16-17 SUPPORT	3,800.00
					3,800.00 *
5652	25362	Piedmont Area Transit PIEDMONT AREA TRANSIT	16-17 SUPPRT2/2	16-17 SUPPORT	4,000.00
					4,000.00 *
5655	13763	Downtown Farmville DOWNTOWN FARMVILLE	16-17 SUPPRT2/2	16-17 SUPPORT	4,000.00
					4,000.00 *
		ECONOMIC DEVELOPMENT			11,800.00 **
2700	31421	Worker's Compensation VACORP	12380 WKCOMP3/4	WORKERS COMPENSATION	6.50
					6.50 *
					6.50 **
081600	TOURISM				
2700	31421	Worker's Compensation VACORP	12380 WKCOMP3/4	WORKERS COMPENSATION	5.50
					5.50 *

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5130	29332	TOWN OF FARMVILLE Water & Sewer	MOORE BLDG 1216	WATER & SEWER	47.65 *
5210	11894	Postal Services BUSINESS CARD	3722 PUCKET1216	UPS	14.81 *
5230	21319	Telecommunications CENTURLINK	310393238 1216	PHONE	363.79 *
6001	11902	Office Supplies BUSINESS DATA OF VA, INC.	1624 2016	NORTON	29.95 *
082400		SOIL & WATER CONSERVATION DISTRICT			363.79 *
5641	25440	Donation - PS&WCD PIEDMONT SOIL & WATER	16-17 SUPPRT3/4	16-17 SUPPORT	2,960.00 *
083500		COOPERATIVE EXTENSION OFFICE			2,960.00 **
5230	21319	Telecommunications CENTURLINK	309520098 1216	PHONE	105.54 *
091000		GENERAL EXPENSE			105.54 **
5230	23933	Internal Telecom Account LUMOS NETWORKS	165866886 1216	PHONE	2,633.22 *
5803	19230	Internal Fuel Account JAMES RIVER SOLUTIONS			2,633.22 *
	19230	JAMES RIVER SOLUTIONS	S251259	GAS	1,956.81
	19230	JAMES RIVER SOLUTIONS	S251261	GAS	1,486.24
	19230	JAMES RIVER SOLUTIONS	S251262	GAS	1,968.17
	19230	JAMES RIVER SOLUTIONS	S251263	GAS	1,593.48
				ACCOUNT TOTAL	7,004.70 *
				MAJOR TOTAL	9,637.92 **
				FUND TOTAL	455,338.27

AP375H
12/22/2016
FUND # - 110 Expenditures - Recreation Fund

PRINCE EDWARD
LISTING OF INVOICES FOR 12/01/2016 -- 12/31/2016

AFTER CHECKS
PAGE 19

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5601	31782	Virso Recreation Center VIRSO RECREATION CENTER	16-17 SUPPRT2/2	16-17 SUPPORT	3,000.00
				ACCOUNT TOTAL	3,000.00 *
				MAJOR TOTAL	3,000.00 **
				FUND TOTAL	3,000.00

AP375H
 12/22/2016
 FUND # - 115 CDA SPECIAL LEVY FUND

PRINCE EDWARD
 LISTING OF INVOICES FOR 12/01/2016 -- 12/31/2016

AFTER CHECKS
 PAGE 20

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
0001	25545	Special Levy Payment to C POPLAR HILL COMMUNITY		SPECIAL LEVY	15,000.00
					15,000.00 *
					15,000.00 **
				ACCOUNT TOTAL	
				MAJOR TOTAL	
				FUND TOTAL	15,000.00

AP375H
12/22/2016
FUND # - 301

SCHOOL CONSTRUCTION FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 12/01/2016 -- 12/31/2016

AFTER CHECKS
PAGE 21

MAJOR#	VENDOR	VENDOR	INV#	DESCRIPTION	AMOUNT
ACCT#	NUMBER	NAME			
094000	CAPITAL	PROJECTS			
0111	13724	Energy Audit-Inspections DUNLAP & PARTNERS	19466	PERFORMANCE INSPECTIO	1,300.00
				ACCOUNT TOTAL	1,300.00 *
				MAJOR TOTAL	1,300.00 **
				FUND TOTAL	1,300.00

AP375H
12/22/2016
FUND # - 331 LANDFILL CONSTRUCTION FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 12/01/2016 -- 12/31/2016

AFTER CHECKS
PAGE 22

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
0051	28057	Landfill Construction SARGENT CORPORATION	46303 #5	CELL E CONSTRUCTION	30,171.90
3180	27191	Professional Services - E RESOURCE INTERNATIONAL	43136	CQA CELL E CONSTRUCT	711.25
	27191	RESOURCE INTERNATIONAL	43204	CELL E CONSTRUCTION	2,853.05
				ACCOUNT TOTAL	30,171.90 *
				ACCOUNT TOTAL	711.25
				MAJOR TOTAL	3,564.30 *
				FUND TOTAL	33,736.20 **

AP375H
12/22/2016
FUND # - 501 WATER FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 12/01/2016 -- 12/31/2016

AFTER CHECKS
PAGE 23

MAJOR#	VENDOR	INVT#	DESCRIPTION	AMOUNT
ACCT#	NUMBER			
043200	GENERAL PROPERTIES			
5130	Water Service			
29332	TOWN OF FARMVILLE			
		WATER TANK 1216	WATER	54.21
				54.21 *
			ACCOUNT TOTAL	54.21 **
			MAJOR TOTAL	
			FUND TOTAL	54.21

AP375H
12/22/2016
FUND # - 502 SEWER FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 12/01/2016 -- 12/31/2016

AFTER CHECKS
PAGE 24

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
043200	31846	Electrical Services DOMINION VA POWER	4148700281	SEWER PUMP	57.74
					57.74 *
					57.74 **
					57.74

ACCOUNT TOTAL
MAJOR TOTAL
FUND TOTAL

AP375H
 12/22/2016
 FUND # - 732 RETIREMENT BENEFIT FUND

PRINCE EDWARD
 LISTING OF INVOICES FOR 12/01/2016 -- 12/31/2016

AFTER CHECKS
 PAGE 25

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
002230	RETIREMENT BENEFIT FUND				
1101	25257	LEOS Disbursements JOHNS VICKI K	DECEMBER 2016	RETIREE BENEFIT	1,129.00
				ACCOUNT TOTAL	1,129.00 *
				MAJOR TOTAL	1,129.00 **
				FUND TOTAL	1,129.00

MAJOR#	VENDOR	INV#	DESCRIPTION	AMOUNT
021400	PIEDMONT COURT SERVICES			
2700	Worker's Compensation			
31421	VACORP	12380 WKCOMP3/4	WORKERS COMPENSATION	55.00 *
3600	Advertising	7414	ADVERTISING	55.00 *
28652	SOUTHSIDE MESSENGER			ACCOUNT TOTAL
5230	Telecommunications			ACCOUNT TOTAL
21319	CENTURYLINK	310357807 1216	PHONE	32.00
23933	LUMOS NETWORKS	174057257 1216	PHONE	32.00 *
5510	Travel - Mileage			ACCOUNT TOTAL
17363	HARDING JESSICA	MILEAGE 1216	MILEAGE	65.59
23340	NASH ASHLEY	MILEAGE 1216	MILEAGE	303.38
23758	NEAL MEGAN	MILEAGE 1216	MILEAGE	368.97 *
23821	NEWTON TAYLOR	MILEAGE 1216	MILEAGE	145.26
28833	STATON REBECCA	MILEAGE 1216	MILEAGE	136.62
6012	Books & Subscriptions			ACCOUNT TOTAL
23821	NEWTON TAYLOR	MILEAGE 1216	NEWSPAPER	.75
28833	STATON REBECCA	MILEAGE 1216	NEWSPAPERS	2.10
097001	PCS SUPERVISION FEES EXPENDITURES			ACCOUNT TOTAL
5420	PCS - Lease/Rent of Build			MAJOR TOTAL
28724	SRP CORPORATION LLC	RENT 1216	RENT	2.85 *
097002	PCS DRUG TESTING FEES			ACCOUNT TOTAL
0001	PCS Drug Testing Fees			MAJOR TOTAL
28095	ALERE TOXICOLOGY SERV INC	L094296	DRUG TESTING	2,500.00 *
				2,500.00 *
				2,500.00 **
				FUND TOTAL
				3,734.20
				TOTAL DUE
				513,349.62

Approved at meeting of _____ on _____

Signed _____ Title _____ Date _____

_____ Title _____ Date _____



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

Meeting Date: January 10, 2017
Item No.: 16-d
Department: County Administration
Staff Contact: Cheryl Stimpson
Issue: Salaries

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

Attachments: None

Recommendation: None

Motion _____
Second _____

Cooper-Jones _____
Gray _____
Jones _____

Pride _____
Simpson _____
Timmons _____

Townsend _____
Wilck _____



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: January 10, 2017
Item No.: 17
Department: County Administration
Staff Contact: W.W. Bartlett/Sarah Elam Puckett
Issue: Highway Matters

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

- a. Unpaved Roads Priorities: In preparation for the February 14, 2017 highway work session, each Board member will wish to bring to the January Board meeting a prioritized listing of unpaved roads for their district to be considered for the six-year plan. This information will be provided to Scot Shippee at VDOT. He and his staff will research each road related to road condition, vehicles per day, residences per mile, etc. to enable the Board to make overall County prioritization decisions for the upcoming six-year plan.
- b. Six Year Plan Highway Work Session: Please mark your calendar for Tuesday, February 14, 2017 at 5:30 p.m. The Board will meet with VDOT.

Attachments:

Recommendation: None.

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



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: January 10, 2017
Item No.: 18
Department: County Administration
Staff Contact: Jim Ennis/W.W. Bartlett
Issue: Conflict of Interest Act – Disclosure Filings

Summary:

In 1987 the Board of Supervisors adopted by Resolution a list of officers and employees required to submit the Economic Interest Disclosure Statement and Real Estate Disclosure, Attachment (1).

Recent changes to the *Code of Virginia* have invalidated that action. Per Chapter 31 of Title 2.2 of the *Code*, if the Board of Supervisors desires to require employees or citizens appointees not mandated by the State *Code* to file either or both of the disclosure statements, the Board must do so by Ordinance.

Per State *Code* the following are required to file a statement of personal interest which includes real estate:

- Members of the Governing Body and School Board
- Member of the governing body of any Authority established by the County having power to issue bonds or expend funds in excess of \$10,000 in any fiscal year.
- Constitutional Officers

Per State *Code* annual disclosure of real estate owned in the County must be disclosed by:

- Members of the Planning Commission
- Members of the Board of Zoning Appeals
- Real Estate Assessors
- County Administrator

Attachment: Excerpt of November 10, 1987 minutes

Recommendation: In consultation with the County Attorney determine if the Board wishes for the officers, employees and citizen appointees of the County to file disclosure statements in excess of the requirements of the *Code of Virginia*.

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

WHEREAS, Southside Virginia Community College offers affordable education as well as career development opportunities in the Southside Virginia area; and

WHEREAS, the College has exhibited a willingness to provide specialized training programs upon request; and

WHEREAS, rapid enrollment growth and expansion of services has created a need for a culture center on both the John H. Daniel and Christanna Campuses; now

THEREFORE BE IT RESOLVED that the Prince Edward County Board of Supervisors supports and endorses the College's request for State funding to expand facilities at the Southside Virginia Community College.

In Re: Thanksgiving Holiday

The County Administrator advised that for the past several years County employees have taken a personal leave day on the Friday following Thanksgiving to allow for a four-day holiday, and requested that the Board approve closing of County offices on Friday, November 27, 1987. On motion of Mr. Scott, seconded by Mr. Moore and adopted by all members present, this request was approved.

In Re: Resignation - Industrial Development Authority

The Board received correspondence from Mr. S. Waverly Putney, Jr. requesting that they accept his resignation from the Industrial Development Authority due to his recent appointment as director of the Office of Economic Development. Mr. Putney's resignation was accepted on motion of Mr. Garnett and adopted by all members present.



In Re: Disclosure Forms

With recent changes in the Conflict of Interest Law, there was discussion regarding who should be required to file Economic and Real Estate Disclosure forms. On motion of Mr. Hendley and adopted by all members present, the Prince Edward County Board of Supervisors hereby directs the filing of Economic Interest Disclosures by the:

- 1. Board of Supervisors
- 2. County Attorney
- 3. County Administrator

Real Estate Disclosure forms must be filed by:

- 1. Board of Supervisors
- 2. County Attorney
- 3. County Administrator
- 4. Prince Edward County Planning Commission
- 5. Real Estate Assessors
- 6. Board of Zoning Appeals (if appointed at a future date)

In Re: Appointments

The Board received a list of persons whose terms expire December 31, 1987. Appointments will be made at a later date.

In Re: Welfare Appropriation

The Board received correspondence from Mrs. Ruth J. Jones, Director of the Department of Social Services, requesting an additional appropriation of \$8,700 for Aid to Dependent Children - Foster Care, and \$3,400 for the Blind Auxiliary Grant category. Of these funds, ADC-Foster Care is reimbursed 53.14% federally and 46.86% state, and the Blind Auxiliary Grant category is reimbursed 80% state and 20% local. A motion was made by Mr. Scott and adopted by the following vote:

Aye: Hugh E. Carwile, Jr. Theresa A. Clark James W. Garnett, Jr. William R. Hendley Maurice H. Maxwell, Jr. James C. Moore Marvin W. Scott Chauncey Stokes	Nay: None
---	-----------

that the following appropriations be made:

Acct. #10-005-053-5302-0-5706	ADC-Foster Care	\$8,700.00
Acct. #10-005-053-5302-0-5703	Blind Auxiliary Grant	\$3,400.00



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

Meeting Date: January 10, 2017
Item No.: 19
Department: County Administration
Staff Contact: W.W. Bartlett/Sarah Elam Puckett
Issue: Appointments

Summary: The following positions require appointments by the Board of Supervisors:

1. **South Central Workforce Development Area Consortium** – Each County is represented on the Consortium Board by an “elected official” Board Member and an Alternate (which may be either an elected official or appointed official). Historically, the “elected” representative has been the Chair, but this is not required. Additionally, the County Administrator has historically served as the Alternate. Supervisor Simpson and Mr. Bartlett were appointed in January 2016 to a one-year term of office that expired December 31, 2016. The Board will wish to fill these vacancies.

2. **Virginia’s Growth Alliance** -- Each member county of the Virginia Growth Alliance has two representatives on the VGA Board Directors appointed by the governing body of each of the Member Jurisdictions. The members of the Board shall serve without a term, and shall serve at the pleasure of their respective governing bodies. Supervisor Simpson and Mr. Bartlett are the current representatives. The Board will wish to appoint two representatives for a one-year term to expire December 31, 2017.

Attachments: None

Recommendation: Make appointments as indicated above.

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



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

Meeting Date: January 10, 2017
Item No.: 20
Department: County Administration
Staff Contact: W.W. Bartlett
Issue: Citizen Volunteer Appointments

Summary: Since the December Board meeting, the County has received two Citizen Volunteer Applications for the vacancy on the County’s Board of Zoning Appeals. Listed below is the term 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 Board of Zoning Appeals*	5 Years (1-1-17 – 12-31-21)	1	Vincent Eanes	General Dakota Jenkins Vincent Eanes

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

Attachments: Citizen Volunteer Applications

Recommendation: 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 _____



CITIZEN VOLUNTEER APPLICATION
FOR COUNTY BOARDS, COMMITTEES & COMMISSIONS

Name General Dakota Jenkins Date 12-1-16
Home Address 23206 Prince Edward Highway P.O. Box 87
City Rice State VA Zip Code 23966
Election District: Buffalo _____ Farmville 801 _____
Hampden _____ Leigh _____
Farmville 101 _____ Lockett X
Farmville 701 _____ Prospect _____
Home Telephone Number 434-607-7482 FAX _____
E-Mail Address general.jenkinsblueandgray@gmail.com
Present Employer Jenkins Blue and Gray LLC
Business Address 23182 Prince Edward Highway
City Rice State VA Zip Code 23966
Business Telephone Number 434-392-8918 FAX _____
Which Address is Preferred for Mailings? Home Office _____

Optional Information Which May Prove Helpful:

Occupation President Jenkins Blue and Gray LLC
Former Occupation, If Retired _____
Education: High School Amelia Academy Year 2008
College/Technical School Hampden-Sydney College Year 2012
Graduate School _____ Year _____
Military Service _____ Years _____
Degrees/Other _____

Past Board, Commission, and Committee Assignments _____

Professional, Civic, or Other Activities Rice Volunteer Fire Department Treasurer
Masonic Burke Lodge 147-member, Southside Shriner member

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.

I want to give back to my community, for the many years of supporting my family's business. Also I want to further advance Prince Edward County into the future with positive and influential ideas from a younger generations' standpoint.

RECEIVED DEC 19 2016

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.

N/A

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?

N/A

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

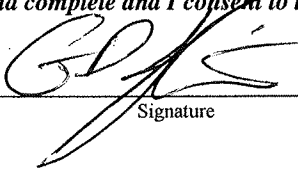
APPOINTED BY THE BOARD OF SUPERVISOR:

- 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.



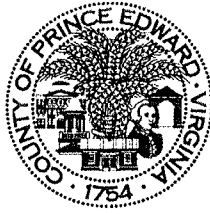
 Signature

12-15-16

 Date

Please Return Application To:
Prince Edward County Administrator's Office
 Post Office Box 382
 111 South Street, 3rd Floor
 Farmville, Virginia 23901
 Tel: 434-392-8837 -- FAX: 434-392-6683
 e-mail: info@co.pedme-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.



CITIZEN VOLUNTEER APPLICATION
FOR COUNTY BOARDS, COMMITTEES & COMMISSIONS

Date 12/6/16

Name VINCENT EANES

Home Address 2442 WORSHAM RD

City PRINCE EDWARD State VA Zip Code 23901

Election District:	Buffalo	<input type="checkbox"/>	Farmville 801	<input type="checkbox"/>
	Hampden	<input checked="" 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 434-223-8404 FAX _____

E-Mail Address 434.607-0009

Present Employer RETIRED

Business Address 2442 Farmville - Worsham Road

City _____ State VA Zip Code 23901

Business Telephone Number _____ FAX _____

Which Address is Preferred for Mailings? Home _____ Office _____

Optional Information Which May Prove Helpful:

Occupation V DOT -- Heavy Equipment Oper.

Former Occupation, If Retired _____

Education: High School (Social) Religious Education Year 4

College/Technical School Lynchburg VA Year _____

Graduate School _____ Year _____

Military Service _____ Years _____

Degrees/Other _____

Past Board, Commission, and Committee Assignments BOARD OF ZONING APPEALS

MEMBER: 2006 - PRESENT

Professional, Civic, or Other Activities _____

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.

Looking to better myself & community.

12/30/16

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?

I Act on NOW ... Gov. Improvement

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

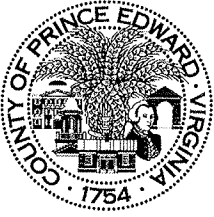
By submitting this application to the County of Prince Edward, I hereby certify that all information contained herein is true and complete and I consent to the dissemination of this document to the general public.

Vincent Egan
Signature

12-20-16
Date

Please Return Application To:
Prince Edward County Administrator's Office
Post Office Box 382
111 South Street, 3rd Floor
Farmville, Virginia 23901
Tel: 434-392-8837 -- FAX: 434-392-6683
e-mail: 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: January 10, 2017
Item No.: 21
Department: County Administration
Staff Contact: W.W. Bartlett
Issue: Piedmont Regional Jail Authority

Summary:

At its December 13, 2016 meeting, the Board of Supervisors approved a Resolution approving the Regional Jail Authority Service Agreement and approved the appointment of the County’s three representatives to the Regional Jail Authority Board.

The last step in the creation of the Jail Authority is the adoption of the Resolution authorizing the organization of the Regional Jail Authority. This resolution must contain the names of all of the initial members of the Jail Authority. All of the Counties involved had to first make their appointments before this resolution could be completed and adopted. That has now been completed.

The attachment contains the Resolution with a complete list of all the initial appointees.

Attachment: Resolution Authorizing the Organization of the Regional Jail Authority.

Recommendation: Approve the Resolution Authorizing the Organization of the Piedmont Regional Jail Authority.

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

**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

Thomas Gleason
Supervisor, Amelia County

Taylor Harvie, III
County Administrator
Amelia County

Ricky L. Walker, Sheriff
Amelia County

Rebecca S. Carter
County Administrator
Buckingham County

ADDRESSES

8501 South Genito Road
Jetersville, Virginia 23083

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

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

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

William G. Kidd, Sheriff Buckingham County	P.O. Box 50 Buckingham, Virginia 23921
Frank M. Knott, Jr. Buckingham County	871 Hall Road Buckingham, Virginia 23921
Vivian Seay Giles County Administrator Cumberland County	P.O. Box 110 1 Courthouse Circle Cumberland, Virginia 23040
Darrell Hodges, Sheriff Cumberland County	P.O. Box 71 1492 Anderson Highway Cumberland, Virginia 23040
Parker Wheeler Supervisor, Cumberland County	318 Dana Drive Farmville, Virginia 23901
Tracy M. Gee County Administrator Lunenburg County	11413 Courthouse Road Lunenburg, VA 23952
Edward W. Pennington Supervisor, Lunenburg County	P.O. Box 214 1121 Mecklenburg Avenue Victoria, Virginia 23974
Arthur Townsend, Sheriff Lunenburg County	160 Courthouse Square Lunenburg, VA 23952
Ronald E. Roark County Administrator Nottoway County	P.O. Box 92 344 West Courthouse Road Nottoway, VA 23955
Larry J. Parrish, Sheriff Nottoway County	P.O. Box 6 266 West Courthouse Road Nottoway, Virginia 23955
Stephen W. Bowen Supervisor, Nottoway County	1605 Orchard Road Burkeville, Virginia 23922
William W. Bartlett County Administrator Prince Edward County	P.O. Box 382, 111 South Street Farmville, Virginia 23901

Jimmy W. Garnett
Prince Edward County

5368 Lockett Road
Rice, Virginia 23966

Wesley W. Reed, Sheriff
Prince Edward County

P.O. Box 25
28 Campbell Crossing Road
Meherrin, Virginia 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 is, 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 and 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: January 10, 2017.

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 January 10, 2017, by the Board of Supervisors with the following votes:

Aye:

Nay:

Abstentions:

Signed this ___ day of _____, 2017.

By: _____
W.W. Bartlett, Clerk, Board of Supervisors



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

Meeting Date: January 10, 2017
Item No.: 22
Department: County Administration
Staff Contact: W.W. Bartlett
Issue: County Administrator’s Report

Summary:

- A. Authorize Request for Proposals (RFP) – Environmental Engineering (Landfill) -- The County has used Resource International, Ltd for all engineering services for the County’s Landfill operations for many years. With the completion of the construction of the new cell it is time to issue an RFP for Environmental Engineering Services for the County’s landfill operations. I am requesting authorization to develop an RFP, issue the RFP and then have the Board award a contract for these services.
- B. Proposed FY18 Budget Schedule -- Attached you will find a proposed FY18 budget schedule (Attachment 1). The schedule has been coordinated with Dr. Johnson at the Prince Edward County Public Schools. The proposed schedule closely follows prior year’s schedules with two primary differences.

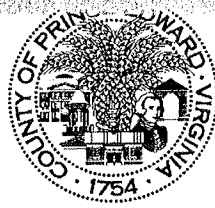
First, I am recommending the Board hold a work session prior to my submission of the completed budget. This work session is proposed to be held on Tuesday, March 7th and be focused on organizations that have historically called “Outside Organizations.” On June 9, 2016 the Board held a special meeting to discuss protocol and criteria for funding donation requests. On June 14, 2016 the Board adopted the “Policy for Funding Non-County Agencies and Organizations” (Attachment 2). As with any “new” policy there will be a period of adjustment. By holding the work session early it will allow the Board time to ask questions of the agencies requesting funding which will allow the Board the opportunity to develop a deeper understanding of the requests. Some questions may not be easily answered and holding the meeting earlier will allow the agencies to develop answers to those questions and return at a later work session to provide the answers.

The second difference provides more time for the School Board to finalize its budget and request for local funding after the second joint meeting of the Board of Supervisors and School Board. Last year the School had to submit its budget request two days after the final joint meeting. I am recommending this be increased to eight days. I am recommending this because: (1) it will allow the School Board more time to digest and respond to any questions/statements made by members of the Board of Supervisors during the joint meeting and to align the School’s request for local funds with the desires of the Board of Supervisors; and (2) with a new School Board Chairman, new members on the School Board and a new Superintendent, I thought it appropriate to provide additional time.

Attachment: (1) Proposed FY18 Budget Schedule
 (2) Policy For Funding Non-County Agencies and Organizations”

Recommendations: (1) Authorize issuance of an RFP for Environmental/Landfill Engineering Services.
 (2) Approve the FY18 Budget Schedule.

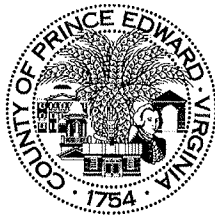
Motion _____	Cooper-Jones _____	Pride _____	Townsend _____
Second _____	Gray _____	Simpson _____	Wilck _____
	Jones _____	Timmons _____	



County of Prince Edward
FY 18 Budget Schedule

DATE	ACTIVITY	TIME/LOCATION
February 1, 2017	Budget Preparation Guide distributed to County Departments and Constitutional Offices	
February 1, 2017	Donation Request forms distributed	
February 6-Mar 10, 2017	Budget work sessions between Departments and County Administrator	
February 7, 2017	Board of Supervisors Budget Planning meeting	5:30 p.m. 3 rd Floor Conference Room
February 16, 2017	Joint meeting of Board of Supervisors and School Board	5:30 p.m. Career Technical Center
February 27, 2017	Budget worksheets submitted to County Administrator.	
March 7, 2017	Board of Supervisors budget work session – presentation by Outside Agencies	5:30 p.m. 3 rd Floor Conference Room
March 16, 2017	Joint budget work session of Board of Supervisors and School Board	5:30 p.m. Career Technical Center
March 24, 2017	School Superintendent submits local funding request to County Administrator	5:00 p.m.
March 24, 2017	Revenue estimates completed by County Administrator	
March 28, 2017	Presentation of County Administrator's proposed budget to Board of Supervisors.	5:30 p.m. Board of Supervisors Room
March 30, 2017	Board of Supervisors budget work session	2:00 p.m. Board of Supervisors Room
March 30, 2017	Superintendent submits school budget to County Administrator	5:00 p.m.
April 4, 2017	Board of Supervisors authorizes Public Hearing for April 18, (Ad dates – April 7 & 14)	5:30 p.m. Board of Supervisors Room
April 4, 2017	Board of Supervisors budget work session – presentation of School Budget	5:30 p.m. Board of Supervisors Room
April 11, 2017	Board of Supervisors Budget Work Session	5:30 p.m. 3 rd Floor Conference Room
April 18, 2017	Board of Supervisors Budget Work Session	5:30 p.m. 3 rd Floor Conference Room
April 18, 2017	Joint Public Hearing on County & School Budgets & Tax Rates	7:00 p.m. Board of Supervisors Room
April 25, 2017	Budget Work Session, Adoption of County & School Budgets & Tax Rates	7:00 p.m. Board of Supervisors Room
June 13, 2017	Approval of Appropriations.	7:00 p.m. Board of Supervisors Room

Approved:



PRINCE EDWARD COUNTY BOARD OF SUPERVISORS
POLICY FOR FUNDING NON-COUNTY AGENCIES AND ORGANIZATIONS

EFFECTIVE DATE: June 14, 2016

I. Purpose

The Board of Supervisors of Prince Edward County receives numerous funding requests from non-county agencies. The Board is aware many of these organizations provide valuable services to citizens of Prince Edward County. These organizations either enhance the lives of County citizens or support operations of County government. At the same time the Board is cognizant of its fiduciary responsibility to the tax payers of Prince Edward County. This policy is intended to guide the Board with its fiduciary duties and responsibilities and aid in the prudent and consistent evaluation of funding requests.

II. Definition

In the past, all organizations that were not under the direct control of the County were lumped into one category in the County budget often called “outside organizations.” These organizations followed the same policy regarding requesting funds from the County during the County’s budget development process. After careful deliberation the Board has determined these organizations are best divided in to three distinct categories.

First, is a Public Safety Category. This category includes firefighting and emergency medical service response. Providing Public Safety is a core function of government. These organizations cannot be established without the approval of the governing body (15.2-955). Additionally, the governing body has the authority to dissolve such fire/EMS agencies if for any reason it deems it advisable (27-10). These responsibilities and duties codified in the Code of Virginia document these services are a core function of government. In small/rural communities these services are often performed by volunteer organizations. These volunteer agencies provide these core functions at the least cost to the citizens. But because these are core functions and are vital to the well-being of the citizens, the Commonwealth has developed certain controls and criteria these agencies must meet if they are to exist.

In Prince Edward County Firefighting services are performed by the Volunteer Fire Departments while emergency medical service is provided by a combination of volunteer non-profit organizations and for-profit agencies. The volunteer organizations provide the majority of the service to Prince Edward citizens while the for-profit agencies serve primarily as a backup service. The Board does not believe the use of taxpayer dollars to support for-profit organizations providing emergency medical service is appropriate. Prince Edward County has authorized the creation of the volunteer fire/EMS agencies in

the County and as such has a special relationship to these organizations. These agencies will no longer be considered as outside organizations. Instead they will be treated the same as a County department during the budget process. They will still submit funding requests and those will be considered by the Board of Supervisors the same as other County departments.

The second category contains organizations that are either state agencies, political subdivisions of the state, agencies created by the County and the Town of Farmville. For many of these organizations the County appoints members to their governing boards or the agency provides services to the citizens the state has deemed a core function and the state and local governments have a long history of sharing costs. These agencies are listed in Attachment A. These agencies will also be treated as a County department during the budget process. They will still submit funding requests and those will be considered by the Board of Supervisors the same as other County departments.

The final category contains all other agencies which perform services for citizens but which are not deemed to be a core function of local government. Or, if providing a core service, is ancillary to the primary provider of such service. To assist the Board with their fiduciary duties and responsibilities and aid in the prudent and consistent evaluation of funding requests received from such organizations the Board has created the following policies and criteria which must be met before the Board will consider funding request and which will guide the decision process. The agencies currently receiving funds are listed in Attachment A.

1. The agency must be affiliated with the County by providing services directly to County residents.
2. Only organizations providing educational, health, safety or social services will receive funding consideration. Health includes agencies that provide food to citizens.
3. Only 501c(3) organizations or non-profits that provide financial statements will be considered.
4. No new organization can receive funding unless two-thirds of the Board of Supervisors approve. All members must be present for such a vote.
5. For FY17 and FY18 the total amount reserved for allocation to such agencies will be no more than \$150,000. The Board of Supervisors will establish a new spending limit for FY19 and beyond.
6. Once the budget is approved for any fiscal year, the Board will not consider any new or additional funding requested by any organization or Board member except in case of an emergency. Additional funding provided due to an emergency will not be provided unless approved by two-thirds of the Board of Supervisors. All members must be present for the vote.
7. All funds provided are subject to modification, reduction, or can be completely rescinded without prior notification. Such action will require approval of two-thirds of the Board of Supervisors. All members must be present for the vote.

These procedures will be used during the development of the annual budget and cannot be amended or abolished without the approval of two-thirds of the Board of Supervisors. All members must be present for the vote. The Board of Supervisors understands that one Board cannot bind a future Board. It is envisioned this policy will be ratified or amended during the organizational meeting of each new Board.

VOLUNTEER & GOVERNMENTAL AGENCIES

PUBLIC SAFETY ORGANIZATIONS

Farmville VFD
Rice VFD
Prospect VFD
Darlington-Heights VFD
Pamplin VFD
Meherrin VFD
Prince Edward County Fire Association
Prince Edward County Rescue Squad
Hampden-Sydney First Responders
Pamplin Rescue Squad
Meherrin Rescue Squad

GOVERNMENTAL ORGANIZATIONS

Crossroads Community Service Board
Farmville-Prince Edward Community Library
Commonwealth Regional Council
Virginia's Retreat
Piedmont Soil & Water District
Virginia Cooperative Extension - Prince Edward
STEPS - Community Action Agency portion
Southside Virginia Community College

Farmville

Airport
Farmville Area Bus
Fireworks



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: January 10, 2017
Item No.: 23-a
Department: County Administration
Staff Contact: W.W. Bartlett
Issue: Personnel Committee Report

Summary:

The Personnel Committee consisting of Chairman Simpson and Supervisors Timmons and Townsend meet on December 20, 2016 with the Sheriff to discuss a pay increase. It came to my attention that the Commonwealth's Compensation Board has adjusted the Comp Board Approved Salary for the Sheriff. This occurred on July 1, 2016. Neither I nor the Sheriff can find anything from the Comp Board which notified the County of this increase. The Comp Board approved salary, which is the reimbursement the County receives, was increased by 9.3% from \$84,267 to \$92,104 or \$7,837. The increase was the result of the Sheriff achieving accreditation for his office in 2014. These amounts do not include the cost of the fringe benefits. Adding the increase associated with fringe benefits and the County's reimbursement from the Comp Board for the Sheriff will increase from \$92,744 to \$101,370 an additional \$8,626 from the Comp Board.

The Sheriff is requesting his salary be increased by an additional increase of \$9,266 effective July 1, 2016. This would increase his salary from \$98,335 to \$107,601.

Cost saving measures implemented by the General Assembly was the reason for the delay in the Sheriff receiving the pay increase for having his office being accredited. When the General Assembly implemented these cost savings measures they froze the number of sheriff's receiving the increase to the number actually receiving it at that time. For a new Sheriff to receive a raise another Sheriff who was receiving the increase had to leave office.

When the Sheriff came to office the Board provided a local supplement of \$5,000. Due to pay raises, and the 5.7% increase caused by changes in VRS payments, the local supplement has grown to \$14,068, not including fringe benefits; the Sheriff did not receive any increase associated with his department becoming accredited. The current cost to the County is \$24,865. If the request is approved the County's cost would increase by \$2,087 as shown below.

	Current County Salary	State Reimb Prior to Accreditation	Current County Cost
Salary	98,335	84,267	14,068
Fringes (w/o Health Insurance)	18,941	8,477	10,797
Total	\$117,276	\$92,744	\$ 24,865

Motion _____
 Second _____

Cooper-Jones _____
 Gray _____
 Jones _____

Pride _____
 Simpson _____
 Timmons _____

Townsend _____
 Wilck _____



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

	Proposed County Salary	State Reimb After to Accreditation	Proposed County Cost
Salary	107,601	92,104	15,497
Fringes (w/o Health Insurance)	<u>20,721</u>	<u>9,266</u>	<u>11,455</u>
Total	\$128,322	\$101,370	\$ 26,952

Recommendation:

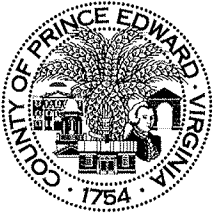
The Personnel Committee consisting of Chairman Simpson, and Supervisors Timmons and Townsend recommends the request be approved with the condition the Sheriff reduces expenses elsewhere in his department this fiscal year by the increase to the county of \$2,087. After reviewing expenses I and discussing the matter with the Sheriff we agree the fuel line in his budget can be reduced by \$2,087. The Personnel committee recommends the Sheriff's salary be retroactively changed to \$107,601 effective July 1, 2016 and the fuel line in the Sheriff's department be reduced by \$2,087.

Motion _____
 Second _____

Cooper-Jones _____
 Gray _____
 Jones _____

Pride _____
 Simpson _____
 Timmons _____

Townsend _____
 Wilck _____



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: January 10, 2017
Item No.: 23-b
Department: County Administration
Staff Contact: W.W. Bartlett
Issue: Property & Community Development Committee Report

Summary:

The Property and Community Development Committee comprised of Supervisors Timmons, Townsend and Wilck interviewed the top two engineering firms. The committee asked the firms for additional information and to develop a proposal that would include all aspects of the “Agreement portion of the RFP.”

The responses are due back to the Committee on January 6th. The Committee will review the responses and plan to make a recommendation to the Full Board of which firm to enter into final negotiations with.

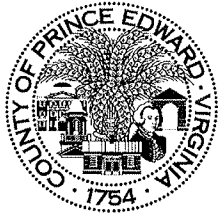
Recommendation: No action required, information only at this time

Motion _____
 Second _____

Cooper-Jones _____
 Gray _____
 Jones _____

Pride _____
 Simpson _____
 Timmons _____

Townsend _____
 Wilck _____



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: January 10, 2017
Item No.: 24
Department: County Administration
Staff Contact: W.W. Bartlett/Sarah Elam Puckett
Issue: Upcoming

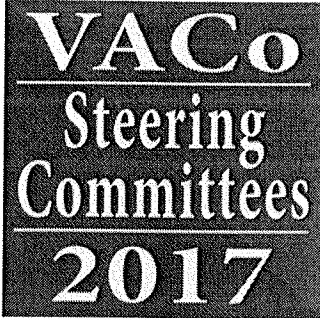
Summary: Please review the attached flyers regarding the upcoming VACo programs.

Attachments: VACo Committee Interest Form
Rural Caucus Reception & Dinner – February 1, 2017
VACo County Government Day – February 2, 2017
VACo County Board Chairpersons’ Institute – February 3-4, 2017

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

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

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.

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.

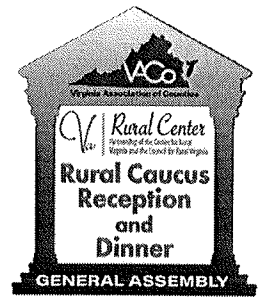
Operational Committees

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.

REGISTRATION FORM



You can also register online at 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



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)

Name on Credit Card (please print) _____ MasterCard

Signature _____ VISA

Email address for credit card receipt _____ AMEX

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.

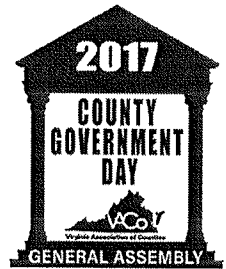
REGISTRATION FORM

You can also register online at www.vaco.org.

➔ 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



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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) _____

- MasterCard
 VISA
 AMEX
 DISCOVER

Signature _____

Email address for credit card receipt _____

STEP 5 SUBMIT COMPLETED FORM

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Questions? Call 804.788.6652

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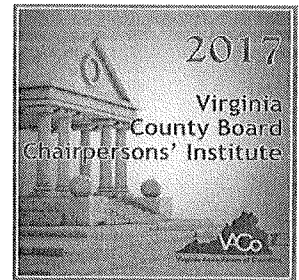
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REGISTRATION FORM

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→ 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

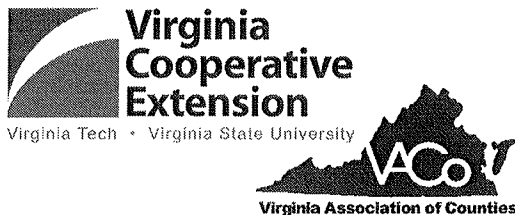
- Vegetarian
- Other _____

Location

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



Sponsors



Hotel Reservations



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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: January 10, 2017
Item No.: 25
Department: County Administration
Staff Contact: W.W. Bartlett/Sarah Elam Puckett
Issue: Correspondence/Informational

Summary: Please see attachments.

Attachments:

- a. Press Release, RE: GoVirginia, Southern Virginia Steering Committee
- b. Commonwealth Regional Council, Monthly Meeting Agenda and Minutes
- c. VACo Legislative Priorities
- d. Department of Social Services Profile Report

Recommendation:

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

Press Release

Public Informational Meeting Schedule

Southern Virginia Advances its Participation in GoVirginia

South Boston, Virginia, January 3, 2017: The Southern Virginia Steering Committee leading the launch of the Region 3 Council for GoVirginia will hold a series of community information meetings in January to encourage interested persons to learn more about how to participate in the initiative. 90-minute sessions will be held the following dates, times and locations; advance registration is required:

- Tuesday, January 10, 5:30 PM at The Education Center at VCU's Community Memorial Hospital, 125 Buena Vista Circle, South Hill, VA 23970 (Refreshments available at 5:15 PM)
- Wednesday, January 18, 7:30 AM at the Institute for Advanced Learning, Salon 101 AC, 150 Slayton Avenue, Danville, VA 24540 (Breakfast available at 7:15 AM)
- Wednesday, January 18, 5:30 PM at Charley's Waterfront Cafe, 201 B Mill St., Farmville, VA 23901 (Refreshments available 5:30 PM)

GoVirginia is the Commonwealth's emerging economic development initiative <http://www.govirginia.org/>. The mission of GoVirginia is to encourage collaboration among business, education, and government in each region, on activities that will enhance private sector growth and opportunity, economic competitiveness, and alignment of workforce development programs with the needs of the employers in the regions. GoVirginia will be managed within nine regions of Virginia. The Southern Virginia region (Region 3) includes the Counties of Patrick, Henry, Pittsylvania, Halifax, Mecklenburg, Brunswick, Nottoway, Prince Edward, Lunenburg, Buckingham, Cumberland, Charlotte, Amelia, and the Cities of Martinsville and Danville.

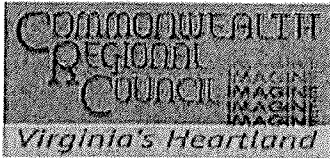
The Southern Virginia Steering Committee is seeking input from stakeholders as it prepares its application for Certification as a Regional Council. These information sessions will provide an opportunity for citizens and stakeholders to receive an overview of GoVirginia, understand the steps and timeline that the Southern Virginia Steering Committee is proposing, and capture participant's ideas about important elements by which regional capacity-building projects can be proposed and evaluated. Stakeholders from business, education, government, non-profits and civic organizations are encouraged to participate in one of these meetings

Current members of the Southern Virginia Steering Committee whose names will be recommended to the GoVirginia State Board, to serve as initial members of the Region 3 Council, are listed below:

For Release 12 noon EST January 3, 2017

- Scott Burnette, VCU Community Memorial Hospital, South Hill (Mecklenburg County)
- Tim Clark, Blair Construction, Gretna (Pittsylvania County)
- Tim Hutchens, Hutchens Petroleum, Stuart (Patrick County)
- Randolph Lail, Retired – Peebles Department Store, (Lunenburg County)
- Charles Majors, American National Bank, (Danville)
- James McClain, Southwest Virginia Gas, (Martinsville)
- Gail Moody, Southside Planning District Commission, South Hill (Mecklenburg County)
- Ronald Roark, Administrator, (Nottoway County)
- Al Roberts, Southside Virginia Community College, Alberta (Brunswick County)
- Larry Ryder, Retired – Hooker Furniture, (Henry County)
- Karl Stauber, Danville Regional Foundation, (Danville)
- Sherry Swinson, Longwood University, Farmville (Prince Edward County)
- Bob Timmons, Member, Prince Edward County Board of Supervisors, (Prince Edward County)
- Gary Walker, Cornerstone Insurance Agency, (Charlotte County)
- Dennis Witt, Chairman, Halifax County Board of Supervisors, (Halifax County)

Participation is encouraged at any of the locations. Space is limited and to ensure these sessions are fully interactive, advance registration is required by 5PM the day before the session. To register to attend any of these information sessions, send an email to gosouthernva@gmail.com or call 434-570-1319.



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

A New Council
Picture will be
Taken - Dress
Accordingly.

Meeting Agenda
Thursday, January 5, 2017, 12:00 Noon
Commonwealth Regional Council
One Mill Street, Suite 202, Farmville, Virginia
(light lunch will be provided)

- I. Welcome & Call to Order.....Chairman Wingold
- II. Invocation
- III. Approval of Minutes of December 1, 2016 MeetingSecretary Walker
- IV. Treasurers' Report – December Financial Statements, **Attachment 1 (pg 9)** Treasurer Timmons
- V. Report of Officers & Committees
 - A. Chairman's Report.....Chairman Wingold
 - 1) Appointment of FY17-18 Budget Committee
 - 2) Setting FY 17-18 CRC Membership Annual Investment Dues
 - 3) Report on Chief Administrative Officers Meeting, **Attachment 2 (pg 12)**
- VI. Scoping the Future – Discussion of Innovative/Regional Ideas, **Attachment 3 (pg13)**.....Council Members
- VII. Old BusinessChairman Wingold
 - A. Staff Reports
 - 1) CRC Regional Hazard Mitigation Update, Public Information Presentation, **Attachment 4 (pg14)**..... Todd Fortune
 - 2) Cumberland County Participation in CRC Comprehensive Economic Development Strategy (CEDS) Project, EDA – Economic Development Support for Planning Organizations Program, **Attachment 5 (pg 15)**.....Mary Hickman
 - 3) GO Virginia Update, **Attachment 6 (pg 16)**Mary Hickman
 - 4) FOIA Officer Online Training Update.....Melody Foster
 - 5) Status Report on Projects, **Attachment 7 (pg 53)**.....Mary Hickman
 - 6) Council Member Comments
- VIII. New BusinessChairman Wingold
 - A. Staff Reports
 - 1) CRC Grant Writing Contract, Town of Dillwyn FY2016 Community Development Block Grant (CDBG) Housing Rehabilitation Project Application, **Attachment 8 (pg 55)** Todd Fortune
 - 2) Hampden-Sydney College Non-Voting Representative Appointment, **Attachment 9 (57)**. Mary Hickman
 - 3) Consideration of Rescheduling CRC 2/2/17 Meeting – VACO County Government Day Conflict, **Attachment 10 (pg 62)**.....Mary Hickman
 - 4) 2017 Rural Caucus Reception and Dinner, **Attachment 11 (pg 64)**Mary Hickman
 - 5) Governor of Virginia Amendment to Biennial Budget for FY 16-18, **Attachment 12 (65)** Mary Hickman
 - 6) 2017 General Assembly Session Calendar, **Attachment 13 (pg 77)**.....Mary Hickman
 - 7) CRC Fall/Winter 2016 Regional Reporter (Separate Insert)..... Todd Fortune
 - 8) FY 15-16 CRC Annual Report (Handout at Meeting)Mary Hickman
 - 9) Council Member Comments
- IX. Commonwealth Intergovernmental Review Process, **None**
- X. Other Business
- XI. Council Member Comments
- XII. Adjourn – Next Meeting Date – To be discussed

COMMONWEALTH REGIONAL COUNCIL
One Mill Street, Suite 202 | P.O. Box P
Farmville, VA 23901 | 434-392-6104 PHONE
www.virginiashheartland.org

**Commonwealth Regional Council
One Mill Street, Suite 202, Farmville, VA
Work Session – Mid-Year Financial Review
December 1, 2016**

Call to Order

Mr. Walker called the Meeting to order at 11:00 a.m. in the Commonwealth Regional Council Office in Farmville, Virginia.

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

*Ms. Beverley Hawthorne

Prince Edward:

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

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

FY 16-17 Mid-Year Review Work Session: Ms. Hickman provided a mid-year review of the FY 16-17 budget. Ms. Hickman stated the revenues appear to be on target with Grant Writing fees adding additional income that are not entered into the budget due to the uncertainty of these revenues. Ms. Hickman noted a new project, the Lunenburg/Kenbridge/Victoria Comprehensive Plan Update will not provide revenues until the 2017-2018 fiscal year. The total contract amount for this project is \$48,000. Ms. Hickman stated the CRC is well positioned with expenditures at 39% as of November 30th.

Ms. Hickman then reviewed some of the challenges to the CRC's financial position in anticipation of the FY 17-18 Budget. These challenges include a declining cash balance, static local membership dues, reduction in membership, state revenue, project funding, grant writing funding, costs of employee benefits and recent 2016 FLSA minimum wage and overtime changes.

There was discussion on each of these items.

During the discussion of the match required for the Regional Application for the development of a Comprehensive Economic Development Strategy, Ms. Hawthorne asked if the duties of county economic development staff during the process could also be used as in-kind match. Ms. Hickman stated she would check with the Economic Development Administration to find out if this could be utilized.

During the discussion of the reduction of membership, it was noted Nottoway County Board of Supervisors at their November 17th meeting declined participation in the CEDS Project. Cumberland is still considering participating and will make a decision in January.

During the discussion of the cost for employee benefits, Mr. Timmons stated Prince Edward County is investigating the idea of a self-insured health insurance plan and offered that possibly the CRC staff could be covered under this proposed new plan as a costs savings. It was offered there is a possibility Prince Edward County would need to become the CRC's fiscal agent which could interfere with the CRC's EDA Application. Ms. Hickman was asked to inquire on this possibility with EDA. Mr. Timmons stated he would check into the CRC being included in the Prince Edward self-insured plan and let Ms. Hickman know if it was a possibility. There was also a discussion of developing a regional co-op of all five counties to reduce costs for health insurance.

It was noted the 2016 FLSA minimum wage and overtime changes that were set to take effect on December 1st were stalled at this time due to a U.S. District Court ruling on November 22nd. However, Ms. Hickman stated she would still like to recommend an Amendment to the current CRC Personnel Policy to ensure compliance with all current and future Federal labor requirements. Ms. Hickman passed out a copy of the Amended CRC Personnel Policy. Ms. Hickman also recommended that the CRC appoint a Personnel Policy Committee to begin a review of the current Personnel Policy to ensure compliance with all Federal regulations. There was discussion on contacting other PDC's and VAPDC to inquire on personnel policies.

Mr. Timmons moved and Mr. Dunnivant seconded to contact the VAPDC to request a Personnel Policy Template if this does not exist then contact other PDC's to request copies of Personnel Policies for reference in updating the CRC's Personnel Policy to bring it up-to-date with Federal and State regulations. Motion carried.

The Work Session adjourned at 11:50 a.m.

**Commonwealth Regional Council
One Mill Street, The Mill Room, Farmville, VA
December 1, 2016**

Welcome & Call to Order

Mr. Walker called the Meeting to order at 12:00 Noon in the Mill Room of the Commonwealth Regional Council Office Building in Farmville, Virginia.

Invocation

Mr. Timmons gave the invocation.

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

Amelia:

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

Mr. Thomas R. Gleason
(Vice-Chairman)

Buckingham:

Mr. E. Morgan Dunnivant
*Ms. Rebecca Carter

Mr. E. Morgan Dunnivant

Charlotte:

Mr. Gary Walker
*Mr. Haywood J. Hamlet

Mr. Gary Walker
(Secretary)

Lunenburg:

Mr. David Wingold
*Ms. Beverley Hawthorne

*Ms. Beverley Hawthorne

Prince Edward:

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

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

Non Members:

SVCC:

**Mr. Keith Harkins

**Mr. Keith Harkins

Longwood University:

**Ms. Sheri McGuire

**Ms. Sheri McGuire

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

STAFF

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

GUEST

Ms. Roma Morris, Director, Prince Edward Social Services
Ms. Karen Blackwell, Director, Cumberland County Social Services
Ms. Sara Goff, Director, Charlotte County Social Services
Mr. Paul Oswell, Director, Central Regional Office of the Virginia Department of Social Services

Approval of Minutes of November 3, 2016 Meeting

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

Treasurer's Report

November Financial Statements: The Treasurer reported he had reviewed the report and had found all information in order. Mr. Timmons moved and Mr. Dunnavant seconded to approve the November Financial Statement as presented. Motion carried.

Report of Officers & Committees

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

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

Guest Speaker – Paul Oswell, Director of the Central Regional Office of the Virginia

Department of Social Services: Mr. Oswell provided an overview of the status of the modernization of the Social Services intake system. The new system offers a 21st Century experience to citizens seeking benefits that enables the following: self-service; provides real-time decisions; is available 24/7; allows complete privacy; eliminates the need to travel; and reinforces independence and self-sufficiency. Mr. Oswell also provided an overview of the Fostering Futures Program that now allows foster children to stay in foster care until the age of 21, if they so choose. Previously children in foster care, aged out at age 18. However, negative outcomes for children exiting foster care include higher rates of unemployment, homelessness, early parenting, dependence on public assistance, lack of secondary and postsecondary education and involvement with the criminal justice system. All participants wishing to continue services must sign a voluntary continuing services and support agreement. Participants must meet at least one of the following five criteria: 1) completing secondary education or in a GED program; 2) enrolled in college or a vocational program; 3) Attending classes to promote employment or remove barriers to employment; 4) working at least 80 hours per month, or 5) unable to meet one of the other four conditions due to a documented medical reason. Mr. Oswell also brought handouts of the Social Services FY 15 Profile Report for each CRC Representative present.

Old Business

Staff Reports:

Nottoway County Participation in CRC Comprehensive Economic Development Strategy (CEDS) Project, EDA – Economic Development Support for Planning Organizations

Program: Mr. Walker stated as noted during the CRC Work Session held earlier, Nottoway declined the offer to participate in the CEDS Project.

GO Virginia Update: Ms. Hickman noted an update of GO Virginia was provided in the Council Representatives' packet. Ms. Hickman stated at the November CRC meeting the Council discussed holding a conference call on December 9th at 1:00 p.m. to further discuss and possibly take action on the idea of making a grant or loan to the GO Virginia Region 3, which the CRC is part of. The conference call would allow for discussion on the issue after the GO Virginia State Board meets on December 5th. The conference call was pending more information being available. Ms. Hickman stated she was able to provide more information including Draft Bylaws for the State GO Virginia Board and the proposed Guidelines for GO Virginia Regional Councils. It was noted the GO Virginia Steering Committee for Region 3 will be meeting on December 6th. Mr. Timmons noted, Gary Walker, Sherry Swinson, Randy Lail and himself are all on the Steering Committee for the Go Virginia Region 3.

As discussed at the November CRC meeting, there was continued discussion on providing the GO Virginia Region 3 a loan to help support the funding to hire a consultant and part time staff to assemble a plan for Go Virginia Region 3. There was discussion.

Mr. Timmons moved and Ms. Hawthorne seconded for the CRC to provide a loan to the GO Virginia Region 3 in the amount of \$25,000 to be paid back within 30 days of receipt of funds from the State for Region 3. Motion carried.

Mr. Timmons will be verbally reporting the offer of the Loan by the CRC to the GO Virginia Region 3 Steering Committee at its scheduled December 6th meeting.

State Homeland Security Program Grant – Emergency Communications: Ms. Foster stated she had followed up with the Virginia Department of Emergency Management (VDEM) to not only receive the scoring sheet, which was provided at the November CRC Meeting but to also inquire on the funding. Ms. Foster stated she had shared the concern with VDEM about the overall cost of the regional project at \$1.2 million when it appeared the highest funded project was only \$95,000. Ms. Foster stated included in the Council Representatives packet was the response from VDEM that the "stakeholders approved a cost benefit method of funding, it's not intentional but typically using this method small projects with high scores will rise to the top and use the available funding. So in this particular circumstance a project of \$1 million will never fair well as long as there is only a \$2.5 million pot." Ms. Foster stated in light of this new information, she wanted direction from the Council to move forward with seeking additional funding in the future. Ms. Foster stated there was mentioned previously splitting the project up to make it separate projects, however, the cost split by the number of localities participating (4) was still \$300,000 each, which was still too high. Ms. Foster stated she was aware that Charlotte County was looking at possibly working with MBC and moving forward on their own due to their emergency communication circumstances. Ms. Foster suggested other localities could possibly do the same and pay for the Towers out-of-pocket and then maybe seek funding for the Emergency Communication Equipment. However, the Equipment is very expensive also. Ms. Foster

also suggested that another meeting could be held with the Group of Emergency and Police officials to seek their input on a possible project. Mr. Timmons indicated the Prince Edward County was also moving forward on their own. It was pointed out that Lunenburg County had already withdrawn due to pursuing an opportunity that developed and Buckingham County was not a part of the application. Therefore, due to the circumstances, it was suggested that a regional project was not going to be forthcoming at this time. Ms. Foster was asked to continue to work with Charlotte and Amelia counties to see if they needed any additional assistance on a possible project. Mr. Timmons stated if a project emerged that needed additional support, Prince Edward County could be contacted.

Assistance to Firefighters Grant (AFG) Applications Submitted: Ms. Foster stated Todd Fortune and herself assisted the Phenix Volunteer Fire Department, Keysville Volunteer Fire Department, Victoria Volunteer Fire & Rescue Department and the Kenbridge Volunteer Fire Department in applying for grant funds from the Assistance to Firefighters Grant Program. The Applications were submitted by the November 18th deadline. Ms. Foster stated there still is an issue with departments not having a SAM.GOV account or having issues with the account they have created. SAM.GOV accounts are required when seeking federal funds and can be complicated to create and maintain. Ms. Foster stated the CRC will continue to try and assist departments in making sure they have met this requirement.

FOIA Officer Online Training Update: Ms. Foster noted the Virginia Freedom of Information Advisory Council still has not offered a new date for free online training for FOIA Officers.

Non-Member Participation in CRC EfficientGov Online Trial: Ms. Hickman stated, as directed by the Council, an invitation was made to Cumberland and Nottoway to participate in the CRC EfficientGOV Online Trial. Ms. Hickman stated as of the meeting date, neither locality has responded to the offer. Ms. Hickman noted the Trial will end January 31, 2017.

VDOT Lynchburg District Fall Public Meeting: Ms. Foster reported she attended the Lynchburg District meeting on November 29th. Also in attendance from the region were Mr. Timmons, Mr. Bartlett, Dr. Pride from Prince Edward as well as Mr. Meinhard and Ms. Giles from Cumberland. Ms. Foster stated she spoke on behalf of the two Smart Scale Projects submitted in the Lynchburg District, Charlotte and Prince Edward and also on the Smart Scale process.

Ms. Foster stated Mr. Meinhard approached her following the meeting to discuss him possibly coming to a CRC meeting to talk about a possible regional Route 60 project and support the CRC could provide. Ms. Foster stated she encouraged him to come to the January CRC meeting. Ms. Foster stated she has sent correspondence to him as follow-up.

CRC/SPDC/VGA Event – USDA Rural Development Roundtable Held: Ms. Hickman stated the Roundtable was very well attended with approximately 86 people in attendance.

Update on Disaster Response Services: Mr. Fortune stated he has been in contact with Mr. Chris Bruce with the Virginia Department of Emergency Management and Gene Watson with FEMA to discuss the CRC assisting localities with post-disaster recovery response. A meeting is scheduled on January 12th with these representatives as well as Sarah Puckett to discuss a possible role of the CRC in assistance.

Hazard Mitigation Plan Update: Mr. Fortune stated he will be sending a copy of the Draft Hazard Mitigation Plan to the Virginia Department of Emergency Management and the Management Team for review and comment in the coming weeks. Mr. Fortune stated he will make a presentation on the Plan at the January CRC meeting to satisfy the public meeting requirement.

Council Member Comments: There were none.

New Business

Staff Reports

CRC Technical Assistance Contract – Lunenburg County/Town of Kenbridge/Town of Victoria Comprehensive Plan: Ms. Hickman stated as a reminder the subject of updating the Comprehensive Plan came up during the Lunenburg Dialogue Meetings held by the CRC in April 2016. Ms. Hickman stated she met several times with local officials since the Dialogue Meetings. The County and Towns recently approved the proposed CRC Technical Contract for a two year project at a cost of \$48,000.

Ms. Hawthorne moved and Mr. Timmons seconded to authorize the Executive Director to execute the Contract between Lunenburg County and the CRC for the Lunenburg County/Town of Kenbridge/Town of Victoria Comprehensive Plan. Motion carried.

Ms. Hawthorne noted regarding the Compensation Clause of the Contract. The County is also seeking an AFID Planning Grant that will hopefully pay for a portion of the Comprehensive Plan and therefore may affect how the County and Towns share the cost for the Comprehensive Plan.

CRC Office Holiday Schedule: Ms. Hickman stated the CRC Office was closed ½ day Wednesday, November 23rd, all day November 24th and 25th in observance of Thanksgiving. Ms. Hickman stated because Christmas Day and New Year's Day fall on the weekend, the Council office will be closed all day on Friday, December 23rd (State additional holiday time), Monday, December 26th (State observed) and Monday, January 2, 2017 (State observed). Ms. Hickman stated based on the CRC's Personnel Policy, the office would be closed also a ½ day Friday, December 30th (observance for New Year's Eve). Ms. Hickman stated she would like to recommend that the office be closed all day on Friday December 30th as an additional Holiday to allow the employees to have another consecutive four-day weekend to celebrate the holidays with their families. The office will be open during its usual times December 27th thru December 29th. However, limited staff will be in the office. Council staff will be taking annual or compensatory leave for all non-holiday leave.

Discussion was held on the topic of closing the rest of the day on December 30th as additional Holiday leave.

Mr. Timmons moved and Ms. Hawthorne seconded to approve the recommendation for the CRC office to close all day on Friday, December 30th. Motion carried.

Council Member Comments: There were none.

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

-Morgan Lumber Company – Major Source Construction Permit in Charlotte County.

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

Other Business: Ms. Hickman stated she has completed the CRC Draft FY 15-16 CRC Annual Report and provided copies for the CRC Representatives to review. Ms. Hickman asked that comments be provided by December 9th. Ms. Hickman stated once she addressed comments she will be sending the final document to Longwood Printing to print the final reports for distribution at Boards of Supervisors and Town Council Meetings.

Ms. Hickman asked for clarification on whether the December 9th Conference Call will still be held regarding GO Virginia. It was stated the December 9th Conference Call would be canceled. Mr. Timmons will report back at the January CRC meeting on the results of the offer of the CRC Loan to the Region 3 GO Virginia Steering Committee.

Council Member Comments: There were none.

Adjournment: The meeting adjourned at 1:30 p.m.

Mr. Gary Walker, Secretary

VACo 2017 LEGISLATIVE PRIORITIES

OVERARCHING LEGISLATIVE PRIORITY POSITION

Increase Education Funding

To assure each child in Virginia a quality education necessary for his or her success, VACo calls upon the Governor and General Assembly to fully fund the Standards of Quality as recommended by the Board of Education and the Standards of Accreditation. The provision of a quality education for all Virginia's children is the most important function of state and local government. The infusion of K-12 funding provided in the 2016 General Assembly session was a step in the right direction toward restoring the state's partnership with localities in fulfilling this critical mission. However, when adjusted for inflation, state per pupil spending on public education is less than funding levels in FY 2006. With increased educational mandates, increased numbers of students, and state policy changes that decreased education funding, local school divisions have had to eliminate important academic programs, cut instructional and support staff, and increase class sizes, despite strong local efforts to improve efficiencies in public education.

ECONOMIC DEVELOPMENT AND PLANNING

Land Use/Growth Management Tools

VACo supports maintaining local authority to plan and regulate land use and opposes any legislation that weakens these key local responsibilities.

VACo supports legislation that grants localities additional tools to adequately meet increasing needs for public services driven by new development without burdening current residents with the cost of new growth through increased real estate taxes. Such additional tools may include broad impact fee authority for all counties, and adequate public facilities provisions in subdivision ordinances.

Proffers

VACo supports changes to the conditional zoning law to allow greater flexibility in the process for determining impacts to be addressed when considering an application for development.

Regulation of Home-based Businesses

VACo opposes any legislation that limits or restricts local authority to regulate home-based businesses, including short-term rentals regardless of whether services or goods are purchased through an online hosting platform.

ENVIRONMENT AND AGRICULTURE

Water Quality Improvement Funding

VACo supports effective partnerships among and across all levels of government to improve water quality.

VACo urges state and federal agencies to consider impacts on local governments of any initiatives intended to reduce loadings of pollutants into state waters from both point and non-point sources. In order for comprehensive, watershed-wide water quality improvement strategies to be effective, major and reliable forms of financial and technical assistance from federal and state governments will be necessary. VACo supports the goal of improved water quality, but will oppose provisions of any strategy that penalizes local governments by withdrawing current forms of financial assistance or imposing monitoring, management or similar requirements on localities without providing sufficient resources to accomplish those processes. VACo opposes the imposition of a state fee, tax or surcharge on water, sewer, solid waste or any service provided by a local government or authority.

FINANCE

Local Finance

VACo supports the authority of county governments to levy and collect revenue from local business taxes.

Meals and Tobacco Tax Authority

VACo supports granting counties the authority to adopt a local meals tax without referendum. VACo proposes the county meals tax rate be raised to a cap of 8 percent, which is consistent with current rates used by cities and towns. VACo also supports equal authority among all counties to levy and collect a tobacco tax.

GENERAL GOVERNMENT

Broadband

VACo urges the Commonwealth and the Federal Government to assist communities in their efforts to deploy universal affordable access to broadband for all areas, particularly in underserved and rural areas. Additionally, VACo opposes mandates that limit or restrict local land use authority for the siting of telecommunications infrastructure or result in a negative fiscal impact to county budgets.

HEALTH AND HUMAN RESOURCES

Health and Human Resources Funding

VACo supports transparent state policies and funding to ensure the Commonwealth's at-risk families have access to high quality and appropriate services. The Commonwealth should provide full funding to localities for state-mandated human services and provide the necessary program flexibility to enable localities to provide comprehensive and case-tailored services.

TRANSPORTATION

Local-State Transportation Funding and Cooperation

VACo believes it is important to closely monitor and evaluate the implementation of "SMART-SCALE" and all other processes employed in recent years for distributing transportation funds. VACo supports the continuation of the state's investment in Virginia's transportation infrastructure statewide. While VACo appreciates the additional funding that has been provided in recent years to address the needs of Virginia's highway system, more funding will be needed in the immediate future for secondary roads, which are vital for economic development for Virginia's counties.

Local Department of Social Services Profile Report, SFY 2016

Locality Name: **Prince Edward**

FIPS: **147**

Region: **Central**

Agency Level: **II (Two)** HR Policy: **Partial deviating** IT Support: **Full**

Type of Agency Board: **Administrative**

- ¹ Refers to the local agency's level or size, varying from I (one) to III (three), with III being the largest. Last verified 12/31/2015.
- ² Refers to the local department's HR policy deviation from VDSS policies; jurisdiction-wide deviation (local policies only), Non-deviating, or partial deviating. Last verified 12/31/2015.
- ³ Refers to the local agency's level of IT support from VDSS.
- ⁴ Refers to the local agency's board type (administrative vs. advisory); for advisory boards, administrative entity is also stated. Last verified 12/31/2015.

Population, 2015	Prince Edward		Central		Statewide	
	Count	Percent	Count	Percent	Count	Percent
Total Population	22,952					
<i>By Age</i>						
<i>Children (0-17 years)</i>	3,702	16%		22%		22%
<i>Adults 18-64 years</i>	15,641	68%		63%		64%
<i>Adult 65+ years</i>	3,609	16%		15%		14%
<i>By Race & Ethnicity</i>						
<i>White</i>	14,916	65%		65%		72%
<i>Black/African American</i>	7,625	33%		31%		21%
<i>Other race</i>	330	2%		5%		8%
<i>Hispanic/Latino</i>	572	2%		6%		9%

Source: Virginia Department of Health. Bridged race estimates come from the National Center for Health Statistics. "Other race" includes Asians, Hawaiians/Pacific Islanders, American Indians, and Alaskan Natives. Hispanic origin is not mutually exclusive of race.

4,172
Number of People (All Ages) living in Poverty in locality

22%
Percent of People (All Ages) living in Poverty in locality

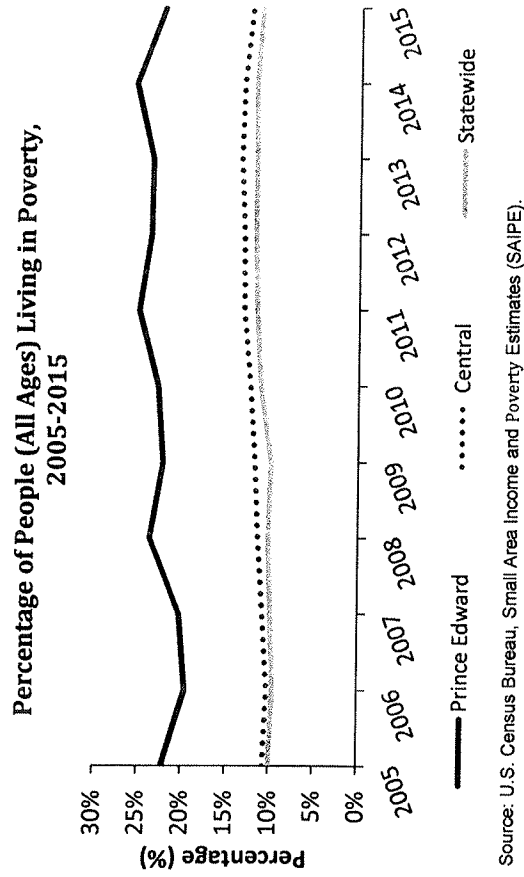
1,053
Number of Children (< 18 years) living in Poverty in locality

29%
Percent of Children (< 18 years) living in Poverty in locality

Source: US Census Bureau, Small Area Income and Poverty Estimates (SAIPE). Estimates are for 2014.

Poverty Rate (%)	Prince Edward		Central		Statewide	
	All ages	Children	All ages	Children	All ages	Children
2005	22.2%	26.0%	10.7%	14.4%	10.0%	13.3%
2006	19.6%	24.9%	10.3%	13.3%	9.6%	12.3%
2007	20.3%	23.9%	10.8%	14.4%	9.9%	12.9%
2008	23.7%	26.6%	11.4%	15.3%	10.2%	13.6%
2009	22.2%	25.6%	11.7%	15.7%	9.9%	14.0%
2010	22.8%	27.0%	12.3%	16.0%	11.1%	14.6%
2011	25.0%	27.3%	13.1%	17.4%	11.6%	15.6%
2012	23.7%	28.7%	13.1%	17.4%	11.8%	15.5%
2013	23.5%	29.3%	13.5%	18.3%	11.7%	15.7%
2014	25.5%	30.1%	13.2%	19.0%	11.8%	15.9%
2015	22.3%	29.1%	12.3%	17.1%	11.2%	15.0%

Source: U.S. Census Bureau, Small Area Income and Poverty Estimates (SAIPE).



Source: U.S. Census Bureau, Small Area Income and Poverty Estimates (SAIPE).

Local Department of Social Services Profile Report, SFY 2016

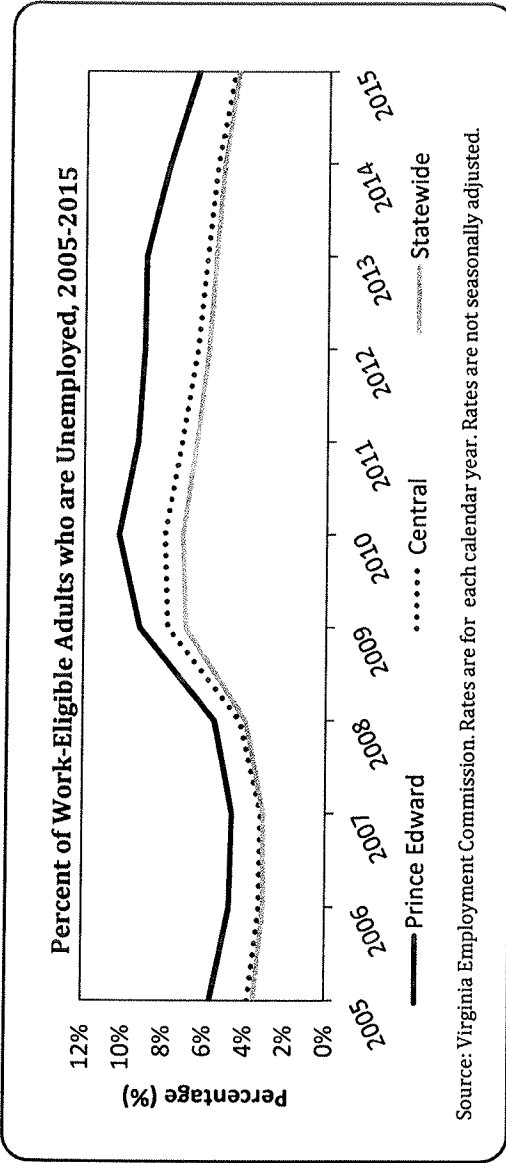
Locality Name: **Prince Edward**

FIPS: **147**

Region: **Central**

Unemployment	Prince Edward		Central		Statewide	
	Count	Rate (%)	Rate (%)	Rate (%)	Rate (%)	Rate (%)
2005	487	5.7%	3.8%	3.5%		
2006	423	4.8%	3.3%	3.0%		
2007	417	4.6%	3.2%	3.1%		
2008	533	5.5%	4.3%	4.0%		
2009	925	9.2%	7.8%	7.0%		
2010	1,008	10.3%	8.0%	7.1%		
2011	933	9.4%	7.2%	6.4%		
2012	865	9.1%	6.4%	5.9%		
2013	842	9.0%	6.0%	5.5%		
2014	771	7.8%	5.5%	5.2%		
2015	632	6.5%	4.6%	4.4%		

Source: Virginia Employment Commission. Rates are not seasonally adjusted.



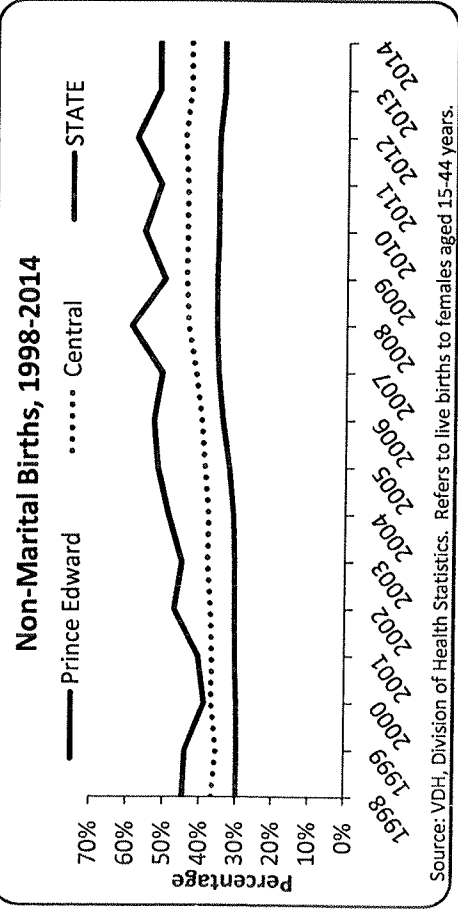
Source: Virginia Employment Commission. Rates are for each calendar year. Rates are not seasonally adjusted.

Births (2014)	Non-Marital Births			Teen Births		
	Prince Edward	Central	Statewide	Prince Edward	Central	Statewide
Total	119	52%	34%	19	9.3	10.0
White	43	32%	25%	12	8.4	6.6
Black	75	82%	65%	7	12.3	15.1
Other race	1	25%	29%	0	0.0	15.9
						18.0

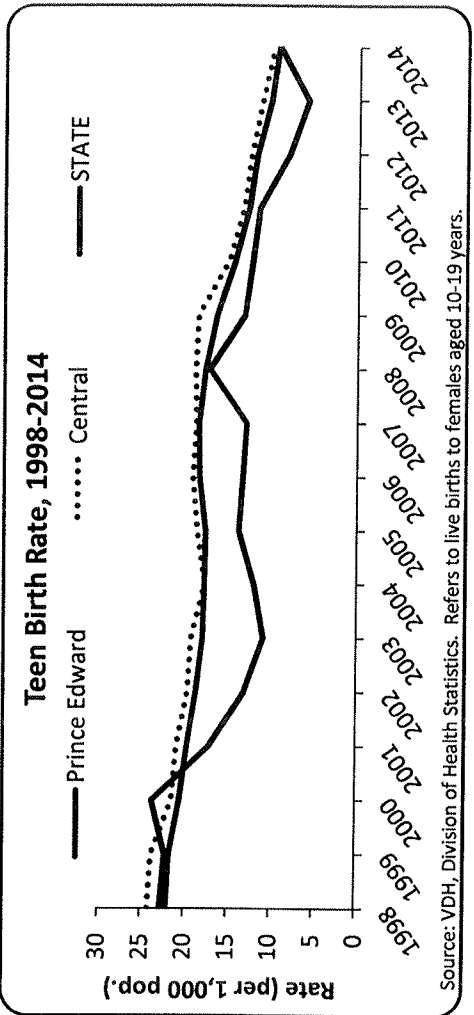
Source: Virginia Department of Health. Based on records of live births among unmarried women aged 15-44 years and among teens aged 10-19 years. Teen birth rate is per 1,000 population.

33%

Percent of Children living in a single-parent household (2011-2015) (Source: U.S. Census Bureau, American Community Survey)



Source: VDH, Division of Health Statistics. Refers to live births to females aged 15-44 years.



Source: VDH, Division of Health Statistics. Refers to live births to females aged 10-19 years.

Local Department of Social Services Profile Report, SFY 2016

Locality Name: **Prince Edward**

FIPS: **147**

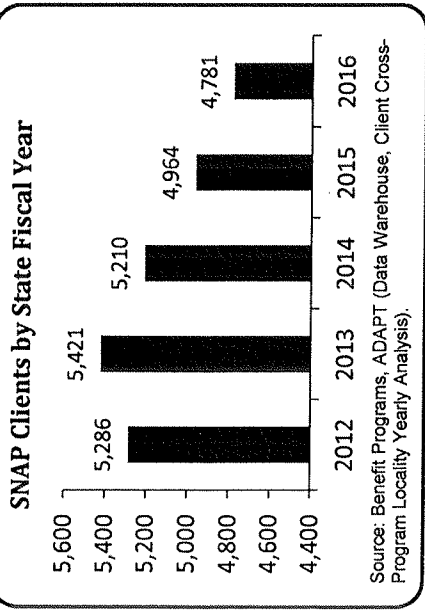
Region: **Central**

Benefit Clients Served (unduplicated)	Benefit Program ¹			Child Care ³
	SNAP	Medicaid	Program ²	
2012	5,286	4,424	6,436	NA
2013	5,421	4,998	6,709	NA
2014	5,210	5,172	6,596	105
2015	4,964	5,253	6,532	108
2016	4,781	5,297	6,493	87

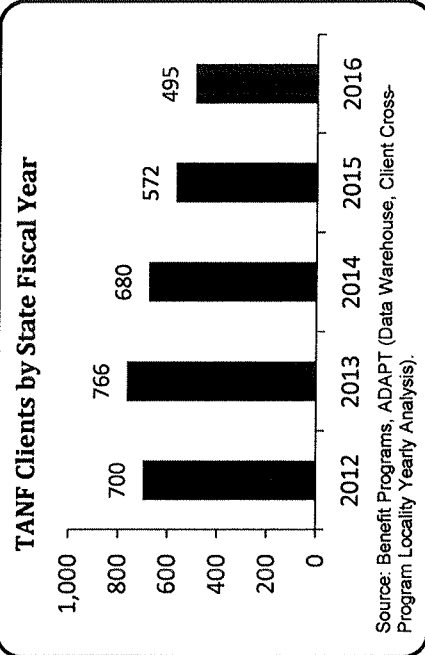
¹ Source: Benefit Programs, ADAPT (Data Warehouse, Client Cross-Program Locality Yearly Analysis). Unduplicated count within the locality (client may be counted again if she/he moved to another locality).
² Received SNAP, TANF and/or Medicaid during the year. ³ Source: VaCMS (not available prior to 2014).

6,493

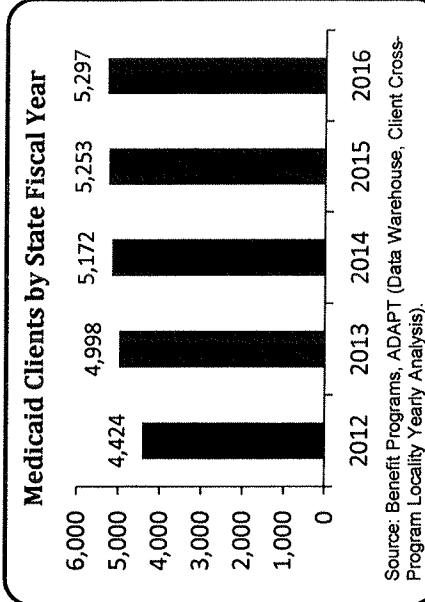
Residents who received benefits (SNAP, TANF or Medicaid) in SFY 2016



Source: Benefit Programs, ADAPT (Data Warehouse, Client Cross-Program Locality Yearly Analysis).



Source: Benefit Programs, ADAPT (Data Warehouse, Client Cross-Program Locality Yearly Analysis).



Source: Benefit Programs, ADAPT (Data Warehouse, Client Cross-Program Locality Yearly Analysis).

Benefit Client Demographics (SFY 2016)	By Age Group			Gender		Race			
	0-17 years	18-64 years	65+ years	Female	Male	White	Black	Other	Missing
SNAP	1,883	2,572	326	2,693	2,088	1,626	2,758	117	280
TANF	319	176	0	315	180	96	355	21	23
Medicaid ¹	2,434	2,287	576	3,098	2,199	1,896	3,042	174	129
Any Benefit Program ²	2,660	3,198	635	3,634	2,859	2,347	3,678	190	278

Sources: Benefit Programs, ADAPT (Data Warehouse, Client Cross-Program Locality Yearly Analysis). ¹ Excludes enrollees from state mental health hospitals. ² Unduplicated number of clients who received SNAP, TANF, and/or Medicaid. "Other" race includes Asian, Hawaiian/Pacific Islander, American Indian/Alaskan Native, or multiracial clients. "NA" = Not available for reporting.

Local Department of Social Services Profile Report, SFY 2016

Locality Name: **Prince Edward** FIPS: **147** Region: **Central**

Households (Cases) Served	SNAP		TANF		Medicaid		Region
	2010	2011	2012	2013	2014	2015	
2010	2,091	276	2,691	NA	NA	NA	NA
2011	2,302	269	2,842	NA	NA	NA	NA
2012	2,434	247	2,929	NA	NA	NA	NA
2013	2,492	264	2,926	893	447	119	NA
2014	2,471	233	3,028	834	430	136	62
2015	2,329	202	3,078	826	455	188	66
2016	2,235	171	3,032	779	303	84	52

¹ Source: VDSS ADAPT Data Mart (SNAP and TANF counts); MMIS Data Mart (Medicaid counts). Represent unduplicated cases. ² Source: Energy Assistance Case (Household) Counts Agency Summary Reports. ³ Source: VaCMS (represent "families"; data not available prior to 2014).

Child Welfare Clients	Race				Age Group (years)				
	Total Recipients	White	Black	Other	Unknown	0-5	6-11	12-17	18-21
Children in foster care (as of Sept. 30)	16	8	4	4	0	2	6	8	0
Children exited to adoption (FFY 2016)	1	1	0	0	0	0	0	0	1
Children receiving adoption assistance	39	18	15	6	0	1	8	19	10

Sources: Division of Family Services, VCWOR/OASIS. "Children in Foster Care" is a point-in-time count as of 9/30/2016. "Children Exited to Adoption" is reported for the federal fiscal year, ending September 30. "Children Receiving Adoption Assistance": children receiving adoption services as of 12/1/2016. Clients with missing race are included in total counts.

Child Protective Services (CPS)	Race/Ethnicity*				Age Group (in years)				
	Total Children	White	Black	Other	Unknown	Hispanic	Under 6	6-17	18-21
Children in CPS referrals (SFY 2015)	162	71	68	0	0	3	49	54	39

Source: DFS, VCWOR/OASIS, "Children in CPS Referrals". *Child may belong to more than one race. Hispanic origin is not mutually exclusive from race. Race subtotals do not add up to Total Children.

Adult Protective Services (APS)	Race				Age Group (years)				
	Total Reports	White	Black	Other	Unknown	18-60	61 and older	Unknown	0
Adult subjects of APS Reports (2016)	41	16	20	0	5	11	30	0	0

Source: Adult Services Adult Protective Services (ASAPS) system. * Hispanic origin not reported. Race and age may be undercounted or overcounted.

Local Department of Social Services Profile Report, SFY 2016

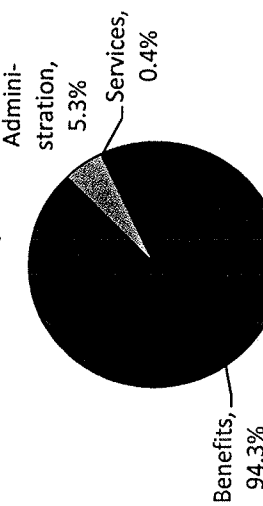
Locality Name:

Prince Edward

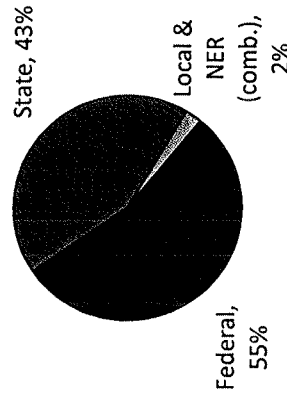
FIPS: 147

Region: Central

Distribution of Social Services Spending in Locality, SFY 2016



Total Social Services Spending by Funding Source in Locality, SFY 2016



	Federal	State	Local & Other (comb.)	All Sources
Social Services Spending, SFY 2016				
<i>Prince Edward</i>				
Administrative costs	\$1,057,999	\$452,126	\$687,368	\$2,197,493
Staff and operations ¹	\$1,007,455	\$452,126	\$550,037	\$2,009,618
Other expenses ²	\$50,544	\$0	\$137,331	\$187,875
Admin costs - % by Funding Source	48%	21%	31%	100%
Admin costs - % Total SS spending	5%	3%	68%	5%
Services purchased for clients³				
Services - % by Funding Source	\$34,871	\$91,757	\$23,490	\$150,118
Services - % Total SS spending	23%	61%	16%	100%
Services - % Total SS spending	0%	0.5%	2.3%	0.4%
Client Benefits Spending⁴				
Medicaid & FAMIS ⁵	\$21,420,511	\$17,210,989	\$295,474	\$38,926,975
SNAP	\$16,158,366	\$15,690,190	\$35,773	\$31,884,328
TANF	\$4,464,837	\$0	\$0	\$4,464,837
Energy Assistance	\$109,034	\$150,105	\$0	\$259,140
Foster care/adoption ⁶	\$387,010	\$0	\$0	\$387,010
Comprehensive Services (Title IV-E) ⁷	\$193,728	\$376,484	\$0	\$570,212
Child Care ⁸	\$0	\$871,759	\$236,277	\$1,108,036
Other Benefits ⁹	\$107,537	\$28,752	\$0	\$136,288
Benefits - % by Funding Source	\$0	\$93,699	\$23,425	\$117,124
Benefits - % Total SS spending	55%	44%	1%	100%
Benefits - % Total SS spending	95%	97%	29%	94%
Total SS Spending	\$22,513,381	\$17,754,872	\$1,006,332	\$41,274,585
SS Funding - % by Funding Source	55%	43%	2%	100%

Source: LASER, Statewide Summary. Local expenses and expenses not eligible for reimbursement (NER) are combined.

Total amount spent on Social Services in the Locality (SFY 2016)

Total amount spent on Social Services contributed by the locality (SFY 2016)

Social Services Staffing (as of 9/30/2016)

	Direct	Indirect	NER	TOTAL	% of Total Positions
Number of Filled Positions	24	10	1	35	77.8%
Number of Unfilled Positions	6	2	2	10	22.2%
Total Number of Positions	30	12	3	45	100.0%
Percent of Positions Unfilled	20%	17%	67%	22%	
Pct. of Positions Unfilled-Statewide	19%	18%	28%	19%	

Source: LETS, Position Reimbursement And Status Report for State (run on 10/1/2016). Refers to number of positions regardless of percent of time assigned. Invalid filled positions and voluntary positions are excluded. NER= Not eligible for reimbursement.

Local Department of Social Services Profile Report, SFY 2016

Locality Name:

Prince Edward

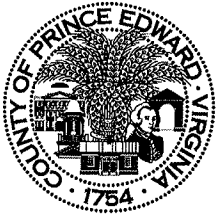
FIPS: 147

Region: Central

Total Social Services Spending, SFY2016

Notes: Budget line (BL) key for spending categories.

- (1) Local staff and operations: 850 (outstationed eligibility staff), 852 (dedicated Medicaid local effort), 855 (staff & operations base budget), 858 (staff & operations pass through), and 859 (SNAPET RD & IWR).
- (2) Other operational expenses: 000 (Miscellaneous), 805 (Pre-Occupancy Local Facilities Cost), and 843 (Central Service Cost Allocation).
- (3) Services purchased for clients: 217 (Guardianship Petitions), 824 (Other purchased services), 829 (Family Prevention, or SSBG), 833 (Adult Services), 844 (SNAPET Purchased Services), 861 (Independent Living Program - E&T Vouchers), 862 (Independent Living Program - Basic Allocation), 864 (Respite Care for Foster Families), 866 (Family Preservation/Support - Purchased Services), 871 (TANF/VIEW -Working, Transportation and Child Care), 872 (VIEW), 873 (IV-E Foster/Adoptive Parent Training - enhanced rate), 875 (IV-E Foster/Adoptive Parent Training - admin rate), 878 (Head Start Transition to Work Child Care), 881 (Fee for Child Care - Matching), 883 (Fee for Child Care - 100% Federal), 888 (Non-VIEW Repayment of VACMS), 889 (VIEW Repayment of VACMS), 890 (Child Care Quality Initiative Program, and 895 (Adult Protective Services).
- (4) Medicaid, FAMIS, SNAP, TANF/TANF UP, Energy Assistance, Foster Care/Adoption, CSA, and Child Care are coming from Section III - Statewide Benefit Payments of the LASER report. Refugee Assistance payments are made at Local Health Districts, not LDSS.
- (5) Medicaid and FAMIS are combined. The SLH program was not funded in SFY 2015. Local expenses are reported for Medicaid only.
- (6) Foster care & adoption benefits: 811 (IV-E Foster Care), 812 (IV-E Adoption Assistance), 816 (International Home Studies), 817 (Special Needs Adoptions), 820 (Adoption Incentives).
- (7) CSA Costs are paid at the local level with reimbursement from the State Children's Services Act.
- (8) Child Care provider payments are made by VDSS through VACMS. Certain funds (871 and 881) are split 50%/50% between federal and state sources.
- (9) Other Benefit Payments: 804 (Auxiliary Grant), 808 (TANF - Manual checks), 810 (TANF - Emergency assistance), 813 (General Relief), 819 (Refugee Cash Assistance), 848 (TANF-UP - Manual checks), and 867 (TANF - Competitive Grant).



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

Meeting Date: January 10, 2017
Item No.: 26
Department: County Administration
Staff Contact: W.W. Bartlett/Sarah Elam Puckett
Issue: Monthly Reports

Summary: Please see attachments.

Attachments:

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

Recommendation:

Motion _____
Second _____

Cooper-Jones _____
Gray _____
Jones _____

Pride _____
Simpson _____
Timmons _____

Townsend _____
Wilck _____



Animal Control Monthly Report

"December 2016"

Dogs		Wildlife	
Surrendered	7	Handled	0
Picked Up	12	Euthanized	0
Claimed By Owner	2	Rabies Case	0
Adopted	1		
Died in Kennel	0	Livestock	
Euthanized	2	Returned to Owner	0
Transferred to SPCA	14	Died in Kennel	0
Dead on Arrival	0	Adopted	0
Escaped from Shelter	0	Fees Collected	\$0.00
Seized	0		
Fees Collected	\$105.00	Other Companion Animals	
		Returned to Owner	0
Cats			
Surrendered	5	Number of Calls to Shelter	124
Picked Up	0	Summons Issued	6
Claimed By Owner	0	Warrants Served	0
Adopted	0	Days in Court	1
Euthanized	1	Nuisance Dogs	24
Died in Kennel	0	Dangerous Dogs	0
Transferred to SPCA	4		
Dead on Arrival	0		
Fees Collected	\$0.00	Total Fees Collected	\$105.00

Bill the Town of Farmville

0 cats housed.

Total \$0.00

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

BUILDING OFFICIAL

Permits Issued Report
12/01/2016 Through 12/31/2016

ADDITIONS	- Issued	5
	- Value	\$91,000.00
	- Permit Fees	\$846.00
	- 2.00% STATE TAX	\$16.92
	- Fees Collected	\$.00
DEMOLITIONS	- Issued	1
	- Value	\$2,000.00
	- Permit Fees	\$50.00
	- 2.00% STATE TAX	\$1.00
	- Fees Collected	\$.00
ONE & TWO FAMILY DWELLING	- Issued	1
	- Value	\$50,000.00
	- Permit Fees	\$356.00
	- 2.00% STATE TAX	\$7.12
	- Fees Collected	\$.00
ELECTRICAL	- Issued	12
	- Value	\$35,725.00
	- Permit Fees	\$540.00
	- 2.00% STATE TAX	\$10.80
	- Fees Collected	\$.00
FARM BUILDINGS	- Issued	1
	- Value	\$20,000.00
	- Permit Fees	\$.00
	- 2.00% STATE TAX	\$.00
	- Fees Collected	\$.00
MECHANICAL	- Issued	5
	- Value	\$12,300.00
	- Permit Fees	\$250.00
	- 2.00% STATE TAX	\$5.00
	- Fees Collected	\$.00
MANUFACTURED HOMES	- Issued	1
	- Value	\$20,000.00
	- Permit Fees	\$98.00
	- 2.00% STATE TAX	\$1.96
	- Fees Collected	\$.00
PLUMBING	- Issued	4
	- Value	\$8,700.00
	- Permit Fees	\$200.00
	- 2.00% STATE TAX	\$4.00
	- Fees Collected	\$.00
REMODELING	- Issued	2
	- Value	\$222,000.00
	- Permit Fees	\$363.75
	- 2.00% STATE TAX	\$7.28
	- Fees Collected	\$.00
IN LIEU OF SOIL & EROSION	- Issued	1
	- Value	\$.00
	- Permit Fees	\$.00
	- Fees Collected	\$.00
Total Permits - Issued		33
Total Permits - Value		\$461,725.00
Total Permits - Permit Fees		\$2,703.75
Total Permits - Sales Tax 2%		\$ 54.08
		\$ 2,757.83

INSPECTIONS FOR DECEMBER 47

PRINCE EDWARD COUNTY CANNERY

7916 Abilene Road
Farmville, Virginia 23901

Patty Gulick
Cannery Manager
434-223-8664

December 2016 Cannery Report

Cannery report is as follows:

447 (qts.)	@.48	=	\$214.56
76 (pts.)	@.40	=	\$ 30.40
0 Gallons	@1.25	=	\$ 00.00
15 Patrons usage	@1.00	=	\$ 15.00
30% out of County =			\$ 16.70
Non-processing fees =			\$ 30.00
23 LBS. Meat Cut (\$10.00 min)			\$ 10.00
10 LBS. Meat Cut	@ .25		\$ 2.50
Total			<u>\$319.16</u>

A total of 25 residents used the cannery this month.

P. Gulick

kef

Tourism & Visitor Center Monthly Report for December 2016

VIRGINIA'S HEARTLAND REGIONAL VISITOR CENTER GUESTBOOK SIGNINGS:					
	Virginia Guests	Other States	Other Countries	Total Guests	Average Visitors per Month:
YTD 2016	3,237	595	61	3,893	324.4
2015	4,120	610	166	4,896	408.0
					Total / 12 Months
					Total / ALL of 2015

Requests for Information:

	Phone Inquiries	Mail Requests	Emailed Requests	Center Visits	Tablet/Cell Web Hits	Monthly Totals:
December 2016	69	75	6	193	1816	2,159
December 2015	35	363	16	238	1440	2,092
% Difference	97.14%	-79.34%	-62.50%	-18.91%	26.11%	3.20%

	Phone Inquiries	Mail Requests	Emailed Requests	Center Visits	Tablet/Cell Web Hits	Monthly Totals:
TOTAL YTD	1,037	1,395	142	3,893	30,706	37,173
2016 YTD	618	5,099	382	4,896	16,153	27,148
% Difference	67.80%	-72.64%	-62.83%	-20.49%	90.09%	36.93%

Report to January Board of Supervisors:

- High Bridge remains the number one reason visitors come to the region. Fully 27.7% came for the trail and the Bridge. The number coming to the Visitor Center is down somewhat over 2015, largely due to the new 1/4 mile access for Camp Paradise Road along with the marketing through Virginia State Parks.
- Another 42.9% came for information, including genealogical research: 10.7%, information on the area because of the VP Debate: 5.99%, because of the other marketing Prince Edward is involved in: 21% or considering relocation: 3.2%. Another 7.3% stated they were here for shopping while Civil War visitors declined as expected after the Sesquicentennial, to 2.8% of all visitors.
- 66.8% of those who signed the Visitor Center book, stated the signs on 460 caused them to come here, while 74.6% claimed to have found the Visitor Center because of the trailblazing signs throughout Farmville.
- Mail and email requests continue to decline, as our website traffic continues to substantially increase. This speaks to the "microwave" society where instant information is the demand. The future of visitor information will continue to evolve around web and mobile access allowing virtual visitors to be connected to places they are considering - whether to visit or relocate. True conversion numbers can likely best be found via sales tax and "hospitality" tax data.