

## MISSION STATEMENT

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





**PRINCE EDWARD COUNTY  
BOARD OF SUPERVISORS**

**June 13, 2017**

**AGENDA**

7:00 p.m.	1.	Chairman Jones will call to order the <u>June</u> meeting of the Board of Supervisors.	1
	2.	Invocation	1
	3.	Pledge of Allegiance	1
	4.	Conflict of Interest Disclosures	3
	5.	<b><u>PUBLIC PARTICIPATION:</u></b> <i>Citizens wishing to address the Board are asked to please sign the Public Participation Register prior to the beginning of the meeting.</i>	5
	6.	Board of Supervisors Comments	7
	7.	<b><u>Consent Agenda:</u></b>	
		a. Treasurer's Report: April 2017	9
		b. Approval of Minutes: May 9, 2017	13
		c. Review of Accounts & Claims	33
		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.	55
		e. Appropriations: Prince Edward County Public Schools	57
		f. Event Permits: Virginia Trappers Association Conference – July 14-16, 2017 Atlantic Holstein Club Dairy Cattle Show – July 28-29, 2017	59
	8.	Appropriations: FY18 County Budget	65
	9.	Highway Matters	73
	10.	Virginia Resource Authority Bond Refunding	75
	11.	Citizen Volunteer Appointments	83
	12.	Re-Appointment of County Attorneys	103
	13.	Request from Town of Blackstone	105
	14.	County Fence Ordinance	109
	15.	Landfill Operations Contract	113
	16.	<b><u>County Administrator's Report</u></b>	121
		a. Jail Board Authority Alternate	
	17.	<b><u>Committee Reports:</u></b>	
		a. Properties & Community Development Committee	123
	18.	<b><u>Closed Session:</u></b>	137
		a. 2.2-3711 (A)(3), <i>Code of Virginia</i> – Disposition of Publicly Held Real Property	
	19.	<b><u>Monthly Reports:</u></b>	139
		a. Animal Control	140
		b. Building Official	141
		c. Cannery-Commercial	142
		d. Prince Edward County Public Schools	143
		e. Tourism	147

(NOTE: Additional agenda items may be added to the Table Pack is available for review after 4:30 p.m. on Tuesday, June 13, 2017.)





County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** June 13, 2017  
**Item No.:** 1, 2, 3  
**Department:** Board of Supervisors  
**Staff Contact:** W.W. Bartlett  
**Issue:** Call To Order, Invocation, Pledge of Allegiance

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

**Attachments:**

**Recommendation:**

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

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

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

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





County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** June 13, 2017  
**Item No.:** 4  
**Department:** Board of Supervisors  
**Staff Contact:** W.W. Bartlett  
**Issue:** Conflict of Interest Act Disclosures

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**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 \_\_\_\_\_  
Second \_\_\_\_\_

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

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

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



**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:** June 13, 2017  
**Item No.:** 5  
**Department:** Board of Supervisors  
**Staff Contact:** W.W. Bartlett  
**Issue:** Public Participation

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**Summary:**

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

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

**Attachments:** 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 Y N	STATUS
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				



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

**Meeting Date:** June 13, 2017  
**Item No.:** 6  
**Department:** Board of Supervisors  
**Staff Contact:** W.W. Bartlett  
**Issue:** Board of Supervisors Comments

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

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

**Recommendation:** None.

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



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

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

**PROTOCOL FOR BOARD OF SUPERVISORS COMMENTS**

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

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



County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: June 13, 2017  
Item No.: 7-a  
Department: Treasurer  
Staff Contact: Donna Nunnally  
Issue: Treasurer's Report

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

**Attachments:** April 2017 Treasurer's Report

**Recommendation:** Approval

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

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

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

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

**Prince Edward Board of Supervisors Treasurer's Report - April 2017**

<b>Name of Bank</b>	<b>Bank Balance</b>		<b>Available Balance</b>
Benchmark Pooled Fund Account	\$ 10,532,416.17		\$ 10,532,416.17
Wells Fargo Social Services	\$ 167,844.94		\$ 167,844.94
Benchmark School Fund	\$ 1,860,827.85		\$ 1,860,827.85
Benchmark Food Service	\$ 298,213.98		\$ 298,213.98
<b>TOTAL</b>			<b>\$ 12,859,302.94</b>
<b>Certificate of Deposits</b>			
Benchmark			\$ 360,372.00
Citizens Bank Recreation			\$ 16,518.43
Farmers Bank			\$ 437,383.74
<b>TOTAL</b>			<b>\$ 814,274.17</b>
<b>GRAND TOTAL</b>			<b>\$ 13,673,577.11</b>

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

<b>Name of Bank</b>	<b>Bank Balance</b>		<b>Available Balance</b>
Benchmark Pooled Fund Account	\$ 11,537,719.56		\$ 11,537,719.56
Wells Fargo Social Services	\$ 97,852.13		\$ 97,852.13
Bank of America School Fund	\$ 92,427.31		\$ 92,427.31
Bank of America Food Service	\$ 4,425.06		\$ 4,425.06
Benchmark School Fund	\$ 61,718.31		\$ 61,718.31
Benchmark Food Service	\$ 352,203.21		\$ 352,203.21
<b>TOTAL</b>			<b>\$ 12,146,345.58</b>
<b>Certificate of Deposits</b>			
Benchmark			\$ 357,397.98
Citizens Bank Recreation			\$ 16,518.43
Farmers Bank			\$ 434,112.82
<b>TOTAL</b>			<b>\$ 808,029.23</b>
<b>GRAND TOTAL</b>			<b>\$ 12,954,374.81</b>





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

**Meeting Date:** June 13, 2017  
**Item No.:** 7-b  
**Department:** County Administration  
**Staff Contact:** Karin Everhart  
**Issue:** Approval of Minutes

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

**Attachments:** May 9, 2017 Draft Meeting Minutes

**Recommendation:** Approval.

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

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

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

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

May 9, 2017

At the regular meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 9<sup>th</sup> day of May 2017; 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; Brian Butler, Deputy County Attorney; and Scot Shippee, PE, Resident Engineer, VDOT-Dillwyn.

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

In Re: Conflict of Interest Disclosure

(None)

In Re: Public Participation

**Jennifer Cox**, Longwood University Director of Local Community Relations, updated the Board on several upcoming events: the softball tournament, commencement activities, and the alumni reunion.

**Richard Altice**, Hampden District, referenced an article in The Farmville Herald regarding charity. He stated charity is not a government function and presented several quotes from historical figures regarding this issue. He then said the Board should be philanthropic with their own money.

In Re: Board of Supervisors Comments

Supervisor Gray welcomed all in attendance and wished all mothers a happy Mother’s Day.

Supervisor Pride welcomed all in attendance and thanked them for coming out.

Supervisor Cooper-Jones and Supervisor Townsend welcomed all in attendance and wished all mothers a happy Mother’s Day.

Supervisor Wilck commended the Animal Control Officer, stating that the Officer almost persuaded him to adopt a dog.

Supervisor Simpson thanked all for their attendance.

In Re: Consent Agenda

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

Aye:	Pattie Cooper-Jones Calvin L. Gray Robert M. Jones Odessa H. Pride Howard F. Simpson C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck	Nay: None
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the Board accepted the Treasurer’s Report for March 2017; the minutes of the meetings held April 4, 2017, April 11, 2017 at 5:30 p.m., April 11, 2017 at 7:00 p.m., April 18, 2017 at 5:30 p.m., April 18, 2017 at 7:30 p.m., and April 25, 2017; Accounts and Claims; Salaries; and appropriations as follows:

FY 2017 Budget Amendments						
REV/EXP	FUND	DEPT	OBJECT	DESCRIPTION	DEBIT	CREDIT
3 (Rev)	100	23000	0080	Technology Trust Fund		\$ 812
4 (Exp)	100	21600	5880	Technology Trust Fund	\$ 812	

**Prince Edward Treasurer's Report - March 2017**

Name of Bank	Bank Balance	Available Balance
Benchmark Pooled Fund Account	11,218,988.05	11,218,988.05
Wells Fargo Social Services	163,349.62	163,349.62
Benchmark School Fund	1,114,981.67	1,114,981.67
Benchmark Food Service	290,945.76	290,945.76
<b>TOTAL</b>		<b>12,788,265.10</b>

**Certificates of Deposit**

Benchmark	357,397.98
Citizens Bank Recreation	16,518.43
Farmers Bank	437,383.74
TOTAL	<u>811,300.15</u>
GRAND TOTAL	<u><u>13,599,565.25</u></u>

**BOARD OF SUPERVISORS**

Farmville Newsmedia	Advertising	522.75
Calvin Gray	Mileage	94.16
Robert M. Jones	Mileage	48.15
Odessa H. Pride	Mileage	188.85
C. Robert Timmons, Jr.	Mileage	963.53
Jerry R. Townsend	Mileage	454.75
James Robert Wilck	Mileage	33.65
Business Card	Meals	47.87

**COUNTY ADMINISTRATOR**

Business Card	Fed Ex	46.40	
	Meals	51.41	
	Gas	10.00	107.81
US Cellular	Phone		138.06
Business Data of Virginia, Inc.	Norton update		29.95
Farmville Printing	Landfill tickets / cards		337.10

**LEGAL SERVICES**

Farmville Newsmedia	Order(s) of Publication (4)	564.30
W. A. Watson & Sons Insurance	Special Comr bond	400.00

**COMMISSIONER OF REVENUE**

U. S. Postal Service	Postage	490.00	
Treasurer of Virginia	Online service	74.20	
Business Data of Virginia, Inc.	Norton update	29.95	
	DMV Assessment book	248.90	278.85
Chocklett Press	Letterhead		245.00

TREASURER

Benchmark Community Bank	Payflow / Paypal	8.70	
	Gas	27.00	
	Meals	89.95	
	Lodging	226.56	352.21
Treasurer of Virginia	Online service		74.21
Treasurers Association of Virginia	Annual conference		275.00
BMS Direct	Envelopes		224.09
Key Office Supply	File box	23.49	
	Laser cartridges (2)	465.95	489.44

INFORMATION TECHNOLOGY

Business Data of Virginia, Inc.	Contract agreement	3,900.00	
	Travel expense	1,000.00	4,900.00
ComputerPlus Sales / Service	Printer service contract		79.00

ELECTORAL BOARD AND OFFICIALS

Daly Computers, Inc.	Scanner		389.00
Key Office Supply	USB hub		14.89

REGISTRAR

Tina Aubin	Mileage	181.90	
	Meals	24.33	206.23
Lynette Wright	Mileage		35.04
Farmville Herald	1 Year subscription		38.00

CIRCUIT COURT

Southern Copier Sales & Service	Annual maintenance contract		300.00
VA Lawyers Weekly	Subscription		369.00

GENERAL DISTRICT COURT

US Cellular	Phone		24.00
Electronic Systems, Inc.	Sealing solution		35.00
Neofunds by Neopost	Postage		539.00
Medimpex United, Inc.	Drug testing supplies		1,162.50

CLERK OF THE CIRCUIT COURT

Whitecom Systems	Keypad / batteries		1,084.50
CenturyLink	Phone		45.89
Donnie Campbell	Juror		30.00
Sherry Clark	Juror		30.00
Jovita Dailey	Juror		30.00
Lucy Fraiser	Juror		30.00
Benita Hatcher	Juror		30.00

Karen Tyler	Juror	30.00
T&N Printing	Plats	14.03

LAW LIBRARY

Relx Inc. DBA LexisNexis	Monthly subscription	281.00
Matthew Bender & Company, Inc.	VA Advance Code Serv	75.58

COMMONWEALTH'S ATTORNEY

Southern Copier Sales & Service	454E maintenance contract	300.00
Robert Bauer	Parking	52.00
	Meals	78.26
Megan Clark	Mileage / parking	114.62
	Lodging	299.12
	Meals	81.50
Wendy Hannah	Mileage / parking / toll	87.31
	Meals	31.11
George Pisano	Mileage / parking	93.62
	Meals	28.12
	Lodging	355.20
STEPS, Inc.	Shredding service	35.00
Farmville Printing	Business cards	49.00

VICTIM WITNESS ASSISTANCE PROGRAM

Key Office Supply	Ink cartridge	68.99
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SHERIFF

B&G Auto, Inc.	Oil change	59.73
	Test cooling system	54.96
	Tail light assembly	60.24
	Ignition coil / filter	1,135.93
Commtronics of Virginia	Install antenna	245.39
	Outlet box	50.80
	Data logger	748.00
East End Motor Company, Inc.	Service call / patch tire	80.00
	Oil change / rotation	286.41
	Tires	651.97
	Battery	132.99
	Mount / balance tires	178.43
	Battery / inspection	146.99
Express Care	Oil changes	959.30
	Cabin air filter	24.99
Haley Auto Mall	Repair radio wiring	322.67
	Repair 2012 Charger	3,495.97
Third Street Wrecker Service	Towing service	100.00
Business Card	Postage	4.29

	Meals	270.92	
	Gas	213.09	488.30
CenturyLink	Phone		18.33
US Cellular	Phone		894.16
Walmart Community / RFCSLLC	Phone	34.97	
	Office supplies	66.69	101.66
Jimmy Farley	Meals		14.19
Robert Goldman	Meals		43.47
Brandon Yoder	Meals		63.57
Business Data of Virginia, Inc.	LogMeIn software		269.99
Diamond Springs Water, Inc.	Water & equipment rental		80.45
Farmville Printing	Envelopes / letterhead / forms		886.10
HR Direct	Labor law posters		70.94
Southside Electric Cooperative	Electric service		14.72
Fisher Auto Parts, Inc.	Wiper blades		34.34
Southern Police Equipment Company	Glove pouch	21.26	
	Radio belt loop	27.56	48.82
American Uniform Sales	Caps		204.50
Galls, LLC	Insignia		15.00
Janear Jefferson	Attach hash marks		196.00
Creative Monogramming	Embroider hats		360.00
Matthew Bender & Company, Inc.	2017 Session summary		101.43
Commtronics of Virginia	Outlet box	50.80	
	Data logger	748.00	798.80
Recom Systems, LLC	Logger	8,548.99	
	Recording coupler	128.45	8,677.44

FARMVILLE VOLUNTEER FIRE DEPARTMENT

Fire Protection Equipment Company	Transmitters		964.00
Key Office Supply	Toner	195.79	
	Ink cartridge	18.64	214.43
NAFECO, Inc.	Foam	909.10	
	Shirt	48.19	957.29

PROSPECT VOLUNTEER FIRE DEPARTMENT

Atlantic Emergency	Repair foam system		1,340.07
C. W. Williams	Property stickers		60.61
Commtronics of Virginia	Pagers		5,324.15
Fire & Safety Equipment Company	Inspection / recharge extinguishers		86.90
Fisher Auto Parts, Inc.	Truck batteries	416.77	
	Oil & filters	31.57	
	Lawn mower battery	14.63	462.97
CenturyLink	Phone		222.09
Pamplin Exxon	Inspection / replace battery	83.98	
	Inspection / fuel	137.47	221.45

Prince Edward County Public Schools	Diesel		25.07
Prince Edward County Treasurer	Gas		91.58
Dominion Virginia Power	Electric service		187.73

DARLINGTON HEIGHTS VOLUNTEER FIRE DEPARTMENT

Darlington Heights Fire Department	Toro Titan mower	6,399.36	
	Internet	97.41	6,496.77
Ellington Energy Service	Propane		407.96

REGIONAL JAIL & DETENTION

Irongate Boundary Management	Electronic monitoring		708.75
Piedmont Regional Juvenile Detention	Juvenile detention		375.00
Piedmont Regional Jail	Inmate days		135,407.36

BUILDING OFFICIAL

US Cellular	Phone		24.00
Coy Leatherwood	Meal	8.58	
	Meeting registration	15.00	23.58
Treasurer of Virginia	2% Levy on permits		166.81

ANIMAL CONTROL

Jennifer Kingsley, DVM	Vet service	134.00	
	Medication	55.03	189.03
Lowe's	Paint / acid / primer	45.31	
	S hooks	2.36	
	Paint	22.32	
	Primer	22.76	
	Muriatic acid / plastic	33.96	126.71
Sherwin Williams Company	Paint		83.70
Dominion Virginia Power	Electric service		340.23
CenturyLink	Phone		119.40
US Cellular	Phone		124.28
Walmart Community / RFCSLLC	Clip boards	19.44	
	Dog food	20.91	
	Cleaning supplies	45.57	85.92

REFUSE DISPOSAL

Resource International	Landfill monitoring	5,394.00	
	Misc. work tasks	3,958.80	
	Storm water compliance	984.25	10,337.05
Leonidas A. White	Employment physical		170.00
Business Card	Security cameras	1,237.76	
	Credit	-25.44	1,212.32
Farmville Wholesale Electric	Wall heater / thermostat	154.61	

	Boxes / conduits / adaptors	193.32	
	PVC fitting / connector	14.77	362.70
Ferguson Enterprises, Inc.	Valve & adapter		150.06
Lowe's	Nuts / bolts / washers		14.26
Mid-Atlantic Irrigation	Primer pump		170.80
Rod & Staff, LLC	Flat repair		10.00
Davis GMC Truck, Inc.	Inspection		16.00
NAPA of Farmville	Tie-down strap		13.45
Jimmy Whirley	Washed roll-off		60.00
Republic Services #974	Trash collection		423.04
Wright's Excavating, LLC	Landfill operation		48,093.75
Emanuel Tire of Virginia	Tire recycling		2,443.20
STEPS, Inc.	Recycling fee		1,463.16
Southside Electric Cooperative	DH site	79.08	
	Virso site	133.99	213.07
Dominion Virginia Power	Rice site	72.73	
	Cell C pump station	23.54	
	Green Bay site	56.03	
	Leachate pump	354.73	
	Worsham site	102.89	
	Prospect site	45.30	
	Scalehouse	57.54	
	Landfill site	28.37	741.13
CenturyLink	Phone		149.99
US Cellular	Phone		24.00
Verizon	Phone		135.24
Prince Edward County Public Schools	Diesel		1,099.52
NAPA of Farmville	Cleaning supplies	36.05	
	Def / fire extinguisher	52.97	89.02

GENERAL PROPERTIES

Dodson Brothers Exterminating	Pest control - Cannery	38.00	
	Pest control - Worsham	38.00	
	Pest control - SCOPE	38.00	
	Pest control - Courthouse	85.00	
	Pest control - Visitors Center	38.00	237.00
Hudson-Payne Electronics	Fire alarm testing	650.00	
Rohr Mechanical, LLC	Repair heat pump		1,589.50
ThyssenKrupp Elevator	Service contract (Apr - Jun)		2,789.84
East End Chevron	Oil change		21.95
NAPA of Farmville	Drive belt tensioner	21.29	
	Tire gauge	3.50	
	V-belts	63.47	
	Diesel treatment	9.99	98.25
Southside Electric Cooperative	SRR lights		29.18

Dominion Virginia Power	Roy Clark monument	7.36	
	SCOPE Building	181.63	
	Courthouse	10,120.42	
	Sheriff Dept. Shed	6.59	
	Worsham Clerk Office	50.67	
	Lights at Rice	110.79	
	Ag building	1,188.93	
	Shop	21.70	11,688.09
Town of Farmville	Water & sewer		126.11
AT&T	Phone		43.21
CenturyLink	Phone		55.91
US Cellular	Phone		122.57
Diamond Paper Company	Janitorial supplies	779.64	
	Hand towels	174.55	954.19
Grainger	Buffer solution / chaps	173.56	
	Air filters	196.32	369.88
Handi-Clean Products, Inc.	Floor pads		199.80
Lowe's	Swiffer refill	34.14	
	Safety glasses	5.67	
	Flapper	5.31	
	Paint	13.32	
	Gloves	7.56	
	Batteries / brush blade	29.66	
	Ax handle	9.96	
	Sprayer / Roundup	94.95	
	Return	-12.61	187.96
Cintas Corporation #524	Uniform rental		534.85
Sherwin Williams Company	Paint / brushes / tape	371.20	
	Roller covers / handle	48.69	419.89
Prince Edward County Public Schools	Diesel		128.67

CANNERY

Virginia Food Works	Contract payment		5,833.34
Farmville Wholesale Electric	Light fixtures / bulbs	789.40	
	Box / cover / connector	9.10	798.50
Lowe's	Rope / sawblade / pulley	41.60	
	Adaptor / bushings / washer	9.84	51.44
Southside Electric Cooperative	Electric service		208.51
Ellington Energy Service	Heating fuel		598.56
CenturyLink	Phone		249.38

COMPREHENSIVE SERVICES ACT

Blue Ridge Autism & Achievement Center	Professional service		6,300.00
Blue Ridge Therapy Assoc.	Professional service		400.00
Rescare / Braley & Thompson	Professional service		7,781.00

Center for Pediatric Therapies	Professional service	400.00
Centra Health	Professional service	17,104.00
Centra Health, Inc.	Professional service	23,712.00
Family & Community Support	Professional service	1,125.00
Grafton School, Inc.	Professional service	44,766.00
Ifetayo Imanchinello	Foster care	2,127.00
Ashley Long	Foster care	4,792.00
Jean Napier	Foster care	700.00
Partners in Parenting PC	Professional service	2,200.00
The Hughes Center	Professional service	5,566.00
VA Home for Boys & Girls	Professional service	6,280.00
Voices Speech Therapy	Professional service	600

PLANNING

Farmville Newsmedia	Advertising	184.50
Business Card	Postage	61.00
US Cellular	Phone	51.50

ECONOMIC DEVELOPMENT

Business Data of Virginia, Inc.	Norton update	29.95
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TOURISM

Town of Farmville	THOYA partnership	2,000.00	
	Water & sewer	47.65	1,047.65
Dominion Virginia Power	Electric service		161.31
Business Card	UPS	42.79	
	Credit	-95.88	-53.09
U. S. Postal Service	Box rent		144.00
Farmville Printing	Business cards		39.00

COOPERATIVE EXTENSION OFFICE

Treasurer Virginia Tech	3rd Quarter support	11,008.86
CenturyLink	Phone	105.44

GENERAL EXPENSE

James River Solutions	Gas	10,599.21
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CAPITAL PROJECTS

Business Data of Virginia, Inc.	Printer & mouse	489.95
Compro Computers	Computer / software	1549.85
Hurt & Proffitt, Inc.	Grant administration	63.00
	Haz material remediation	330.00
		393.00

LANDFILL CONSTRUCTION FUND

Resource International	Cell E construction	349.25
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	<u>WATER FUND</u>		
Town of Farmville	Water		86.13
	<u>SEWER FUND</u>		
Dominion Virginia Power	Sewer pump		40.33
	<u>RETIREMENT BENEFIT FUND</u>		
Vicki K. Johns	Retiree benefit		1,129.00
	<u>PIEDMONT COURT SERVICES</u>		
Southern Copier Sales & Service	364E Maintenance contract	415.85	
	224E Maintenance contract	300.00	715.85
Farmville Printing	Printing		225.00
Dominion Virginia Power	Electric service		161.38
Mail Finance	Postage meter lease		190.68
SRP Corporation, LLC	Rent		2,500.00
Connie Stimpson	Mileage	59.42	
	Copy paper	399.80	
	Office supplies	114.46	
	Paper products	756.94	
	Rolling cart	51.30	1,381.92
Jessica Harding	Mileage		129.47
Renee T. Maxey	Mileage	159.49	
	Office supplies	272.92	432.41
Andy Mays	Mileage		69.55
Ashley Nash	Mileage	288.34	
	Newspapers	5.00	293.34
Megan Neal	Mileage		294.76
Taylor Newton	Mileage	216.36	
	Newspapers	1.75	218.11
Rebecca Staton	Mileage	37.61	
	Newspapers	1.05	38.66
Fred Pryor Seminars	Seminars		694.00
Treasurer of Virginia	Training		53.24
VCCJA	Annual conference		675.00
Quill Corporation	Office supplies		153.18
STEPS, Inc.	Shredding service		78.00
Ernie Sandridge	Dome installation		140.00
Compro Computers	Computers / software		1,284.90
Joe Giles Signs, Inc.	Install lettering		45.00
Key Office Supply	4-Drawer file	159.95	
	Mirrors	412.23	572.18

PCS SUPERVISION FEES EXPENDITURES

Connie Stimpson	Meals	529.26
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PCS DRUG TESTING FEES

Alere Toxicology Services, Inc.	Drug testing fees	97.40
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In Re: Appointment of Deputy Animal Control Officer

Mr. Bartlett introduced Adam Mumma, Animal Control Officer, and James Richard Farley, Jr., who has been hired as Deputy Animal Control Officer for Prince Edward County, effective May 1, 2017. Mr. Bartlett stated both officers will be completing training as required by State Code; Officer Mumma will be attending the three-week course in July 2017, which is held in Petersburg.

Officer Mumma reviewed several goals for the department: increase enforcement of tags and running at large; door to door canvassing to ensure citizens have the legal requirements for their dogs; educate citizens on rabies and other issues; look for neglect and cruelty of animals; expand the relationships with established animal rescues and SPCA. Officer Mumma stated the Southside SPCA is already accepting dogs from Prince Edward County for adoption, and they have recently established relationships with the Richmond Animal League and the Richmond SPCA.

Officer Farley reviewed his qualifications for the position. He said he has worked with animals all his life while working on the family farm and has military service.

Supervisor Wilck made a motion, seconded by Supervisor Simpson, to appoint James Richard Farley, Jr. to the position of Deputy Animal Control Officer for the County of Prince Edward, effective May 1, 2017; the motion carried:

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

In Re: County Administrator's Report

Mr. Bartlett stated there have been complaints from citizens regarding water issues at the convenience sites due to the heavy three-day rain. He said that over the years, gravel has been placed to resolve issues, and it has now created crowns of gravel which are higher than the concrete pads. Mr. Bartlett stated the gravel is being scraped off to solve some of the issues, and drainage ditches have been installed; he said this will help drain the water away and will also act as a speed deterrent. He cautioned that water is to be expected at the sites after rains. Some discussion followed.

In Re: Highway Matters

Mr. Scot Shippee, PE, Resident Engineer, VDOT-Dillwyn, stated maintenance continues; patching is being done on westbound Route 460 and will then continue on secondary roadways. Eastbound 460 will be patched following that. He said brush cutting, mowing and treatment with growth inhibitor is being done; customer service calls and normal maintenance is being addressed. Mr. Shippee said the first cutting on the secondary roads will be contracted out.

Mr. Shippee said the deformations on Bloomfield Road will be fixed by leveling the pavement with plant mix, once Route 460 is complete. He said that will equate to surface paving the road. Several areas in the Darlington Heights area will be addressed as well. Mr. Shippee said the Superintendent has a plan but he has to have time and money for materials.

Mr. Shippee explained the difference between a "pothole" and a "deformation." A pothole has an edge and causes an imminent safety threat; they can be from two inches deep and six inches in diameter. A deformation is normally able to be taken care of with plant mix leveling and skin patching, which is basically the tar and chip patches to hold the structures together. He said high traffic counts determine priority of which roads receive maintenance.

Supervisor Timmons reported large potholes and said a VDOT crew was out and only filled one pothole about halfway and left. He said this is the fourth month he has reported the same holes in the road, and that he is frustrated and disappointed the crew has not taken care of the holes on Darlington Heights Road and Bloomfield Road.

Mr. Shippee stated when the request is received, VDOT normally applies cold mix to the depression. He said it is a seasonal fix because the asphalt plants need to be open to provide a significant amount of asphalt and plant mix leveling and asphalt. Mr. Shippee said VDOT must prioritize based on traffic counts and is trying to address the issues as quickly as time, manpower and resources permit.

Supervisor Pride again requested the issues fixed on Bloomfield Road and Carter Road.

Supervisor Townsend asked when Campbell Crossing will be treated with gravel and tar. Mr. Shippee said he will follow up on that, Bolden-Flournoy and gravel on Rice Creek.

Supervisor Gray reported that the work done on Tuggle Road in front of Mount Moriah is bumpy and rough, and the deformations are breaking; he said Tuggle Road has a high volume of traffic. Mr. Shippee said he will look into that.

In Re: Public Hearing – County Secondary Six-Year Plan

Chairman Jones announced that this was the date and time scheduled for a joint public hearing on the proposed Secondary Six-Year Plan for Fiscal Years 2018-2023 in the County and on the Secondary System Construction Budget for Fiscal Year 2018. Notice of this hearing was advertised according to law in the Friday, April 28, 2017 and Friday, May 5, 2017 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Shippee reviewed the Six-Year Plan for Secondary Highways:

Route 705	Lakeside Road	Scheduled for funding/construction 7/2017
Route 691	Greentown Road	Scheduled for funding/construction 7/2017
Route 661	Nursery Road	Scheduled for funding/construction 7/2018
Route 613	Miller Lake Road	Scheduled for funding/construction 7/2019
Route 721	Dempsey Road	Scheduled for funding/construction 7/2019
Route 751	Hidden Lake Road	Scheduled for funding/construction 7/2020
Route 740	Copper Hill Road	Scheduled for funding/construction 7/2020
Route 748	Watson Road	Scheduled for funding/construction 7/2020
Route 628	Mill Creek Road	Scheduled for funding/construction 7/2021
Route 702	Bolden-Flournoy Road	Scheduled for funding/construction 7/2021

Mr. Shippee suggested the Board could move Priority #8 (Watson Road) to Priority #3. The cost for Watson Road is \$34,500; because of the way the funding can be applied, the Board could move it to Priority #3 and it could be paved in this fiscal year and not affect any of the other projects.

Chairman Jones opened the public hearing.

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

Supervisor Timmons made a motion, seconded by Supervisor Townsend, to move Priority #8, Watson Road to Priority #3, with the condition that it would not impact any of the other start-dates of the other projects; 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 Resolution for the Six-Year Road Plan and Construction Priority List as amended at the public hearing; the motion carried:

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

**A RESOLUTION OF THE  
BOARD OF SUPERVISORS OF THE COUNTY OF PRINCE EDWARD, VIRGINIA  
SIX-YEAR ROAD PLAN AND CONSTRUCTION PRIORITY LIST**

At a regular meeting of the Board of Supervisors of the County of Prince Edward, Virginia, held at the Prince Edward County Courthouse, Board of Supervisors Room, Tuesday, May 9, 2017, at 7:00 p.m.

**WHEREAS**, Sections 33.1-23.1 and 33.1-23.4 of the *Code of Virginia*, 1950, as amended, provide the opportunity for each county to work with the Virginia Department of Transportation in developing a Secondary Six-Year Road Plan and budget; and

**WHEREAS**, this Board has previously agreed to assist in the preparation of this Plan, in accordance with the Department of Transportation policies and procedures, and participated in a public hearing on the proposed Plan (FY 2018 through 2023), as well as the Construction Priority List (FY 2018) on May 9, 2017, after being duly advertised so that all citizens of the County had the opportunity to participate in said hearing and to make comments and recommendations concerning the proposed Plan and Priority List; and

**WHEREAS**, Scot Shippee, Resident Engineer, Virginia Department of Transportation, appeared before the Board and recommended approval of the Six-Year Plan for Secondary Roads (FY 2018 through 2023) and the Construction Priority List (FY 2018) for Prince Edward County;

**NOW, THEREFORE, BE IT RESOLVED** that since said Plan appears to be in the best interests of the Secondary Road System in Prince Edward County and of the citizens residing on the Secondary System, said Secondary Six-Year Plan (FY 2018 through 2023) and Construction Priority List (FY 2018) are hereby approved as presented at the public hearing, with one amendment – Priority #8, Watson Road (Route 748) shall be moved to become Priority #3, with the Board of Supervisors understanding that based on the projected funding, this change will not delay the funding or construction of any other road in the plan.

In Re: Other Business

Supervisor Timmons requested an update on the Depot project.

Mr. Bartlett said obtaining an agreement on the plan has taken longer than anticipated; all parties have agreed now and approved the change in the budget and are now waiting on BCOM to make approval of the final change in scope and materials. Once that occurs, they can go to bid. He said it is expected to go to bid in the next few months.

In Re: Closed Session

Supervisor Cooper-Jones made a motion, seconded by Supervisor Gray, that the Board convene in Closed Session for discussion of a business prospect, 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 of the award of public contracts for landfill operations and for architectural services related to the security enhancements to the Prince Edward County Courthouse, to include interviewing the top ranked offeror, and discussion of the terms and scope of the contract, where discussion in an open session would adversely affect the bargaining position of the County, pursuant to the exemption provided for in Section 2.2-3711(A)(29) of the *Code of Virginia*; the motion carried:

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

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

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

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

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

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

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

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

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

Supervisor Wilck stated that based on a Conflict of Interest, the Strategic Planning Committee members discussed and decided the position of chairman will change from Supervisor Wilck to Supervisor Gray.

Supervisor Cooper-Jones stated she is impressed with how Chairman Jones conducts the Board meetings.

In Re: Animal Warden's Report

Mr. Adam Mumma, Animal Control Officer, submitted a report for the month of April 2017, 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 April 2017, which was reviewed and ordered to be filed with the Board papers.

In Re: Cannery

Mrs. Patty Gulick, Cannery Manager, submitted a report for April 2017, which was reviewed and ordered to be filed with the Board papers.

In Re: Cannery Report - Commercial

Ms. Allie Hill, Virginia Food Works, submitted a report for the months of April 2017, which were reviewed and ordered to be filed with the Board papers.

In Re: Prince Edward County Public Schools

Dr. Barbara Johnson, Superintendent, submitted a financial summary report for the month of April 2017, 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 April 2017, which was reviewed and ordered to be filed with the Board papers.

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

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

Nay: None

the meeting was adjourned at 8:15 p.m.



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

**Meeting Date:** June 13, 2017  
**Item No.:** 7-c  
**Department:** County Administration  
**Staff Contact:** Barbara Poulston  
**Issue:** Review of Accounts & Claims

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

**Attachments:** May 2017 Bill List

**Recommendation:**

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

6/02/2017

FROM DATE- 5/01/2017  
TO DATE- 5/31/2017

ACCOUNTS PAYABLE CHECKS  
PRINCE EDWARD

FUND NO.	DESCRIPTION	\$\$\$ PAY \$\$\$
100	GENERAL FUND	\$268,752.23
331	LANDFILL CONSTRUCTION FUND	\$259.75
501	WATER FUND	\$41.10
502	SEWER FUND	\$49.55
732	RETIREMENT BENEFIT FUND	\$1,129.00
741	PIEDMONT COURT SERVICES FUND	\$7,048.05
	TOTAL	277,279.68

AP375H  
6/02/2017  
FUND # - 100 GENERAL FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 5/01/2017 -- 5/31/2017

AFTER CHECKS  
PAGE 1

MAJOR# ACCT# 011010	VENDOR NUMBER BOARD OF SUPERVISORS	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
3160	31980	Professional Services VEPGA	43729	ENERGY NEGOTIATIONS	164.00 164.00 *
3600	15240	Advertising FARMVILLE NEWSMEDIA	CO ADMR 517	ADVERTISING	794.38 794.38 *
5307	31421	Public Official Liability VACORP	0722015158624	CROSSROADS CLAIM	2,170.96 2,170.96 *
5510	28425	Travel-Mileage SIMPSON HOWARD F	JAN-MAR 2017	MILEAGE	614.71 614.71 *
5530	11894 14440	Travel-Subsistence & Lodg BUSINESS CARD PUCKETT SARAH E	3722 PUCKETT517 EXPENSES 517	MEALS MEALS	138.43 17.07 155.50 *
5540	11894	Travel-Convention & Educa BUSINESS CARD	3722 PUCKETT517	TRAINING	700.00 700.00 * 4,599.55 **
012110	COUNTY ADMINISTRATOR				
5230	30440	Telecommunications US CELLULAR	816442183 517	PHONE	138.48 138.48 *
5510	14440	Travel-Mileage PUCKETT SARAH E	EXPENSES 517	MILEAGE & TOLLS	133.49 133.49 *
5530	14440	Travel-Subsistence & Lodg PUCKETT SARAH E	EXPENSES 517	MEALS	49.24 49.24 *
6001	11902 11902 13369 20600	Office Supplies BUSINESS DATA OF VA, INC. BUSINESS DATA OF VA, INC. DIAMOND SPRINGS WATER INC KEY OFFICE SUPPLY	1794 2017 1804 2017 11393100 517 498870	NORTON UPDATE LANDFILL TICKETS WATER & EQUIP RENTAL PENS/PAPER CLIPS	33.95 314.06 22.93 5.87 376.81 *
6012	22211 22211	Books and Subscriptions MATTHEW BENDER & CO INC MATTHEW BENDER & CO INC	92658288 92725104	2016 LOCAL TAX SESSION SUMMARY	120.43 101.43 221.86 * 919.88 **
012310	COMMISSIONER OF REVENUE				
3600	15240	Advertising FARMVILLE NEWSMEDIA	COMR REV 517	ADVERTISING	369.00 369.00 *

AP375H  
6/02/2017  
FUND # - 100 GENERAL FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 5/01/2017 -- 5/31/2017

AFTER CHECKS  
PAGE 2

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5210	11419	Postal Services BOOTH BEVERLY M	POSTAGE 517	POSTAGE	24.80 *
5230	13325	Telecommunications TREASURER OF VIRGINIA	T309538	ONLINE SERVICE	74.20 *
5810	12752	Dues & Association Member COMMISSIONER OF REV ASSOC	2017-2018 DUES	DUES	240.00 *
012410	TREASURER			MAJOR TOTAL	708.00 **
5210	17379	Postal Services HASLER TOTALFUNDS BY	4329 TREAS 517	POSTAGE	2,000.00 *
5230	11250 13325	Telecommunications BENCHMARK COMMUNITY BANK TREASURER OF VIRGINIA	7596 TREAS 517 T309538	PAYFLOW/PAYPAL ONLINE SERVICE	6.70 74.21
5810	11015	Dues & Association Member BAI TREASURERS USER GROUP	DUES FY18	DUES	80.91 *
6001	20600	Office Supplies KEY OFFICE SUPPLY	30434	RETURNS	500.00 *
	20600	KEY OFFICE SUPPLY	498199	GREENBAR PAPER	144.59-
	20600	KEY OFFICE SUPPLY	498200	COPY PAPER	118.18
	20600	KEY OFFICE SUPPLY	498201	OFFICE SUPPLIES	73.98
6014	28866	Other Operating Supplies STEPS, INC	12785	SHREDDING SERVICE	282.51
				ACCOUNT TOTAL	330.08 *
012510	INFORMATION TECHNOLOGY			ACCOUNT TOTAL	35.00
3160	11902	Professional Services BUSINESS DATA OF VA, INC.	MAY 2017	CONTRACT AGREEMENT	3,900.00
	11902	BUSINESS DATA OF VA, INC.	1790 2017	TRAVEL EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	1793 2017	TRAVEL EXPENSE	100.00
	11902	BUSINESS DATA OF VA, INC.	1794 2017	TRAVEL EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	1800 2017	TRAVEL EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	1803 2017	TRAVEL EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	1806 2017	TRAVEL EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	1808 2017	TRAVEL EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	1812 2017	TRAVEL EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	1817 2017	TRAVEL EXPENSE	125.00
3320	11537	Maintenance Service BAI MUNICIPAL SOFTWARE	20170426008	ANNUAL MAINTENANCE	5,000.00 *
				ACCOUNT TOTAL	4,979.00
				MAJOR TOTAL	2,945.99 **

AP375H  
6/02/2017  
FUND # - 100 GENERAL FUND

LISTING OF INVOICES FOR 5/01/2017 -- 5/31/2017

AFTER CHECKS  
PAGE 3

MAJOR# ACCT#	VENDOR NUMBER NAME	INVOICE#	DESCRIPTION	ACCOUNT TOTAL	AMOUNT
013100	ELECTORAL BOARD AND OFFICIALS				
6001	Office Supplies				
	20600 KEY OFFICE SUPPLY	499184	USB CABLE		9.99
	20600 KEY OFFICE SUPPLY	499215	INK CARTRIDGES		134.98
				ACCOUNT TOTAL	144.97 *
				MAJOR TOTAL	144.97 **
021200	GENERAL DISTRICT COURT				
5230	Telecommunications				
	30440 US CELLULAR	816442183 517	PHONE		23.21
				ACCOUNT TOTAL	23.21 *
6001	Office Supplies				
	14552 ELECTRONIC SYSTEMS INC	IN680448	INK		152.00
	28866 STEPS, INC	12707	SHREDDING SERVICE		35.00
				ACCOUNT TOTAL	187.00 *
				MAJOR TOTAL	210.21 **
021300	SPECIAL MAGISTRATES				
6001	Office Supplies				
	999999 SALERNO CHRISTOPHER	REIMB 517	FLAG		30.00
				ACCOUNT TOTAL	30.00 *
				MAJOR TOTAL	30.00 **
021600	CLERK OF THE CIRCUIT COURT				
5230	Telecommunications				
	21319 CENTURYLINK	309863799 517	PHONE		45.97
				ACCOUNT TOTAL	45.97 *
6001	Office Supplies				
	20600 KEY OFFICE SUPPLY	496743	INK CARTRIDGES		719.75
	20600 KEY OFFICE SUPPLY	497103	HAND TOWELS		63.98
	20600 KEY OFFICE SUPPLY	498188	SHREDDER OIL		7.99
	20600 KEY OFFICE SUPPLY	498669	AIR DUSTERS/CC ROLLS		33.54
	20600 KEY OFFICE SUPPLY	498670	COPY PAPER		147.96
	20600 KEY OFFICE SUPPLY	498776	LASER CARTRIDGE		139.59
	20600 KEY OFFICE SUPPLY	67518B	CREDIT		12.99-
				ACCOUNT TOTAL	1,099.82 *
				MAJOR TOTAL	1,145.79 **
021800	LAW LIBRARY				
6012	Books and Subscriptions				
	21761 RELX INC DBA LEXISNEXIS	3090934965 517	MONTHLY SUBSCRIPTION		281.00

AP375H  
6/02/2017  
FUND # - 100 GENERAL FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 5/01/2017 -- 5/31/2017

AFTER CHECKS  
PAGE 4

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
	22211	MATTHEW BENDER & CO INC	92734995	SESSION SUMMARY	101.43
	22211	MATTHEW BENDER & CO INC	93158009	CODE RULES RV11	65.93
				ACCOUNT TOTAL	448.36 *
				MAJOR TOTAL	448.36 **
022100		COMMONWEALTH'S ATTORNEY			
6001	20600	Office Supplies KEY OFFICE SUPPLY	498177	FOLDERS/FILES/STAPLES	50.74
				ACCOUNT TOTAL	50.74 *
				MAJOR TOTAL	50.74 **
022200		VICTIM WITNESS ASSISTANCE PROGRAM			
5510	28060	Travel-Mileage SAMS CINDY		MILEAGE	44.94
			EXPENSES 517		44.94 *
5530	28060	Travel-Subsistence & Lodg SAMS CINDY		MEAL	10.71
			EXPENSES 517		10.71 *
6001	20600	Office Supplies KEY OFFICE SUPPLY	499048	DESK	725.00
	20600	KEY OFFICE SUPPLY	499114	CABLE/FILES	35.98
				ACCOUNT TOTAL	760.98 *
				MAJOR TOTAL	816.63 **
031200		SHERIFF			
3170	22347	Drug Testing MEDTOX LABORATORIES INC	04201794888 517	DRUG TESTING	50.00
				ACCOUNT TOTAL	50.00 *
3311	14300	Repairs & Maint-Auto & Eq EAST END MOTOR CO INC	149397	STRUTS/ALIGNMENT	685.10
	14300	EAST END MOTOR CO INC	149579	BRAKE PADS/ROTORS	362.96
	14300	EAST END MOTOR CO INC	149864	REPAIR A/C	593.65
	14300	EAST END MOTOR CO INC	149959	OIL CHANGE	76.41
	14300	EAST END MOTOR CO INC	150638	ALIGNMENT/BAL TIRES	604.12
	16674	GRANT'S GLASS	74492	GLASS REPAIR	50.00
	27767	ROCKWELL AUDIO	10083	INSTALL LIGHTBAR	552.00
	29199	THIRD ST WRECKER SERVICE	18393	TOWING	255.00
				ACCOUNT TOTAL	3,179.24 *
5210	11894	Postal Services BUSINESS CARD	0555 SHERIFF517	POSTAGE	23.19
	999999	FOWLKES MICHAEL	POSTAGE 517	POSTAGE	9.13
				ACCOUNT TOTAL	32.32 *
5230	21319	Telecommunications CENTURYLINK	309468839 517	PHONE	10.36
	21319	CENTURYLINK	309558628 517	VCIN	7.97
	30440	US CELLULAR	918210747 517	PHONE	824.44
				ACCOUNT TOTAL	842.77 *

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MAJOR# ACCT# 5510	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
	12261	Travel-Mileage CARY ANDY	EXPENSES 517	TOLLS	8.30 *
5530		Travel-Subsistence & Lodg BUSINESS CARD	0555 SHERIFFS17	MEALS	74.79
	11894	BUSINESS CARD	0555 SHERIFFS17	LODGING	229.72
	12261	CARY ANDY	EXPENSES 517	MEALS	96.39
	14936	FARLEY JIMMY	MEALS 517	MEALS	40.38
	16653	GOLDMAN ROBERT	MEALS 517	MEALS	48.21
	34410	YODER BRANDON	MEALS 517	DRINKS	16.86
6001		Office Supplies			ACCOUNT TOTAL
	11902	BUSINESS DATA OF VA, INC.	1794 2017	NORTON UPDATE	33.95
	11902	BUSINESS DATA OF VA, INC.	1812 2017	NORTON UPDATE	29.95
	11902	BUSINESS DATA OF VA, INC.	1817 2017	NORTON UPDATE	69.90
	13369	DIAMOND SPRINGS WATER INC	27961300 517	WATER & EQUIP RENTAL	66.95
	20600	KEY OFFICE SUPPLY	30421	RETURN	292.77-
	20600	KEY OFFICE SUPPLY	496843	COPY PAPER	149.75
	20600	KEY OFFICE SUPPLY	497057	TONER	244.98
	20600	KEY OFFICE SUPPLY	497059	BUSINESS CARDS/CLIPS	26.46
	20600	KEY OFFICE SUPPLY	497783	POP UP NOTES/NOTEBK	19.88
	20600	KEY OFFICE SUPPLY	497933	ENVELOPES/CD'S	63.97
	20600	KEY OFFICE SUPPLY	497934	TONER	679.80
	20600	KEY OFFICE SUPPLY	497935	DVD'S	22.39
	20600	KEY OFFICE SUPPLY	497936	DESK CALENDARS	5.98
	20600	KEY OFFICE SUPPLY	498481	TONERS/PENS/LABELS	201.22
	20600	KEY OFFICE SUPPLY	498727	LASER CARTRIDGE	293.98
	32138	WALMART COMMUNITY/RFCSELLC	3472	OFFICE SUPPLIES	32.95
6004		Virso Comm Center Crime P			ACCOUNT TOTAL
	28640	SOUTHSIDE ELECTRIC COOP	526776002 517	ELECTRIC SERVICE	14.72
	28869	STIFF O O INC	5896	PORT-A-JOHN RENTAL	425.00
6008		Vehicle & Powered Equip F			ACCOUNT TOTAL
	11894	BUSINESS CARD	0555 SHERIFFS17	GAS	148.23
6009		Vehicle & Powered Equip S			ACCOUNT TOTAL
	11894	BUSINESS CARD	0555 SHERIFFS17	REGISTRATIONS	10.00
	14300	EAST END MOTOR CO INC	149729	TIRES	534.17
6010		Police Supplies			ACCOUNT TOTAL
	13012	DMV	17118729	SPECIAL ID	10.00
6011		Uniforms & Wearing Appare			ACCOUNT TOTAL
	10380	AMERICAN UNIFORM SALES	49123	UNIFORM SHIRTS	1,389.84
	16102	GALLS LLC	7410782	SNAP BELT KEEPERS	36.00
	16102	GALLS LLC	7410974	SERGEANT CHEVRONS	60.50
	16102	GALLS LLC	7504903	TIES	380.00
	19331	JEFFERSON JANEAR	APRIL 30 2017	ATTACH PATCHES	147.00
					ACCOUNT TOTAL

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MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INVOICE NUMBER	DESCRIPTION	AMOUNT
8202	20600	Furniture & Fixtures KEY OFFICE SUPPLY	498606	CHAIRS	638.00
				ACCOUNT TOTAL	638.00 *
8205	25919	Motor Vehicles PROFESSIONAL COMM	171051	LIGHTBARS	1,330.00
	25919	PROFESSIONAL COMM	524619	CONSOLE/CUP HOLDER	443.00
				ACCOUNT TOTAL	1,773.00 *
				MAJOR TOTAL	11,834.78 **
032200		VOLUNTEER FIRE DEPARTMENT			
7001	10850	Payment to Farmville VFD ATLANTIC EMERGENCY	1546ROS	HOSE ASSEMBLY	683.16
	16670	GRAINGER	9426561487	ABSORBENT	67.40
				ACCOUNT TOTAL	750.56 *
7002	14695	Payment to Rice VFD ELLINGTON'S LAWN SERVICE	56	MOWING SERVICE	300.00
	17651	HICKS GENERAL CONTRACTORS	APRIL 23 2017	REPAIR/PAINT BLDG	4,500.00
	19490	JOHN DEERE FINANCIAL	6438571	DIESEL	475.12
	19490	JOHN DEERE FINANCIAL	6438573	GAS	131.39
	31846	DOMINION VA POWER	4500495009 517	ELECTRIC SERVICE	316.04
	31846	DOMINION VA POWER	4500495009 517A	ELECTRIC SERVICE	210.79
	31846	DOMINION VA POWER	5487358649 517	ELECTRIC SERVICE	9.02
	31846	DOMINION VA POWER	5487358649 517A	ELECTRIC SERVICE	9.00
				ACCOUNT TOTAL	5,951.36 *
7003	15721	Payment to Prospect VFD FISHER AUTO PARTS, INC.	181244	WIPER BLADE	5.18
	15721	FISHER AUTO PARTS, INC.	181244	SERVICE CHARGE	2.43
	25782	PRINCE EDWARD CO PBLIC SCH	DIESEL 517	DIESEL	178.80
	29440	PRINCE EDWARD CO TREAS	GAS-APR 2017	GAS	107.23
	31846	DOMINION VA POWER	7020850009 517	ELECTRIC SERVICE	214.82
	31846	DOMINION VA POWER	8898799252 517	ELECTRIC SERVICE	16.31
	31904	VA STATE FIREFGHTRS ASSOC	PROSPECT FD 517	DUES	125.00
				ACCOUNT TOTAL	649.77 *
7004	12996	Payment to Darlington VFD CYRUS PEST CONTROL CO	APRIL 2017	EXTERMINATING SERVIC	45.00
	12996	CYRUS PEST CONTROL CO	MAY 2017	EXTERMINATING SERVIC	45.00
	13083	DARLINGTON HGT FIRE DEPT	REIMB 517	INTERNET	97.56
	13083	DARLINGTON HGT FIRE DEPT	REIMB 517	TRIMMER STRING/OILMX	92.01
	14700	ELLINGTON ENERGY SERVICE	ACCT 325GA	A/C FUEL REG	224.86
	15721	FISHER AUTO PARTS, INC.	181302	BATTERIES	284.31
	17679	HILL & DAVIS, CPA, PC	DHVED 517	2016 FILING	100.00
	28640	SOUTHSIDE ELECTRIC COOP	38156001 517	ELECTRIC SERVICE	243.96
	28640	SOUTHSIDE ELECTRIC COOP	38156001 517A	ELECTRIC SERVICE	275.32
				ACCOUNT TOTAL	1,408.02 *
7005	14300	Payment to Hampden-Sydney EAST END MOTOR CO INC	149458	INSPECTION	51.00
	15656	FIRE & SAFETY EQUIP CO	82029	SCBA TEST	52.19
	17144	HAMPDEN-SYDNEY COLLEGE	112541 517	GAS/DIESEL/POSTAGE	572.39

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7006	20360	KEPLINGER REPAIR SERV INC	19677	HOME LIGHT	94.82
	21319	CENTURYLINK	310187773	PHONE	59.15
		Payment to Pamplin VFD			829.55 *
	10105	AT&T	0543349061	PHONE	13.44
	11491	ARC3 GASES	3377645	CYLINDER TEST	259.00
	13746	DODSON PEST CONTROL	690007	EXTERMINATING SERVIC	684.00
	15656	FIRE & SAFETY EQUIP CO	81543	CLEANER-DISINFECTANT	43.98
	15908	FOSTER FUELS INC	388687U	PROPANE	386.80
	19139	JAMERSON BLDG SUPPLY	508079	TILE/SPREADER	8.78
	19139	JAMERSON BLDG SUPPLY	510545	TOOLS	56.87
	22397	MUNICIPAL EMERGENCY SERV	IN1113349	HOSE	316.57
	22397	MUNICIPAL EMERGENCY SERV	IN1113935	HOSE	318.81
	31335	VERIZON	248 6100	PHONE	72.95
	31335	VERIZON	248 6690	PHONE	54.78
	31335	VERIZON	248 6690	PHONE	59.95
	31846	DOMINION VA POWER	4743517221	ELECTRIC SERVICE	289.79
	31846	DOMINION VA POWER	6280980001	ELECTRIC SERVICE	55.07
		Payment to Meherrin VFD			2,620.79 *
7007	12024	C W WILLIAMS	601364	SCBA FLOW TEST/HOSE	2,684.75
	25246	PARKER OIL CO INC	245113	PROPANE	115.50
	25246	PARKER OIL CO INC	256245	DIESEL	516.69
	25246	PARKER OIL CO INC	270015	PROPANE	257.22
	25246	PARKER OIL CO INC	285645	DIESEL	415.07
	31333	VERIZON WIRELESS	9782308894	PHONE	450.22
	31333	VERIZON WIRELESS	9784121759	PHONE	67.94
	31335	VERIZON	736 0633	PHONE	191.03
	31335	VERIZON	736 0633	PHONE	191.85
	31846	DOMINION VA POWER	0519881510	ELECTRIC SERVICE	280.90
	31846	DOMINION VA POWER	0519881510	ELECTRIC SERVICE	330.64
	31846	DOMINION VA POWER	1913347348	ELECTRIC SERVICE	28.26
	31846	DOMINION VA POWER	1913347348	ELECTRIC SERVICE	28.01
	31846	DOMINION VA POWER	2725824417	ELECTRIC SERVICE	13.76
	31846	DOMINION VA POWER	2725824417	ELECTRIC SERVICE	13.93
				ACCOUNT TOTAL	5,585.77 *
032500		EMERGENCY SERVICES		MAJOR TOTAL	17,795.82 **
3160	29280	Professional Service E-91 TIMMONS GROUP	192096	911 ADDRESSING	60.00
				ACCOUNT TOTAL	60.00 *
				MAJOR TOTAL	60.00 **
033200		REGIONAL JAIL & DETENTION			
3196	25375	Purchase of Services - Ja PIEDMONT RGNL JUVENILE	1559	JUVENILE DETENTION	2,325.00
				ACCOUNT TOTAL	2,325.00 *
				MAJOR TOTAL	2,325.00 **

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MAJOR# ACCT# 034100	VENDOR NUMBER BUILDING OFFICIAL	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
3311	14287	Repairs & Maint-Auto EAST END CHEVRON	APRIL 30 2017	OIL CHANGE	37.69 *
5230	30440	Telecommunications US CELLULAR	816442183 517	PHONE	23.21
				ACCOUNT TOTAL	37.69 *
035100		ANIMAL CONTROL			
3110		Vet Care			
	20919	KINGSLEY JENNIFER DVM	MAY 23 2017	VET SERVICE	60.00
	20919	KINGSLEY JENNIFER DVM	MAY 23 2017A	VET SERVICE	82.00
	27524	RIDGE ANIMAL HOSPITAL	13113 517	VET SERVICE	366.72
	27524	RIDGE ANIMAL HOSPITAL	231708	VET SERVICE	145.20
				ACCOUNT TOTAL	653.92 *
3310	28352	Repairs/Maintenance SHERWIN WILLIAMS CO	48502	PAINT/BRUSH	96.36
				ACCOUNT TOTAL	96.36 *
3311	27770	Repairs & Maint-Auto & Po ROD & STAFF LLC	59726	FLAT REPAIR	10.00
				ACCOUNT TOTAL	10.00 *
5230		Telecommunications			
	21319	CENTURYLINK	310119726 517	PHONE	118.66
	30440	US CELLULAR	816442183 517	PHONE	124.20
				ACCOUNT TOTAL	242.86 *
5899		Miscellaneous			
	14440	PUCKETT SARAH E	EXPENSES 517	IMMUNIZATION	45.00
	25840	PRINCE EDWARD HEALTH DPT	133264907 517	IMMUNIZATIONS	320.83
				ACCOUNT TOTAL	365.83 *
6001		Office Supplies			
	32138	WALMART COMMUNITY/RFCSLLC	6018	OFFICE SUPPLIES	63.38
				ACCOUNT TOTAL	63.38 *
6002		Supplies for Shelter			
	32138	WALMART COMMUNITY/RFCSLLC	6018	DOG FOOD	101.18
				ACCOUNT TOTAL	101.18 *
6005		Janitorial Supplies			
	32138	WALMART COMMUNITY/RFCSLLC	9343	CLEANING SUPPLIES	65.61
				ACCOUNT TOTAL	65.61 *
6011		Uniforms and Wearing Appa BUSINESS CARD			
	11894		3722 PUCKETT517	UNIFORMS	1,207.62
				ACCOUNT TOTAL	1,207.62 *
				MAJOR TOTAL	2,806.76 **
035300		MEDICAL EXAMINER			
3110	29459	Professional Health Serv TREASURER OF VIRGINIA	OLIVER RUSSELL	CORONER	20.00

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MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV# SCHMIDT CLARENCE	DESCRIPTION CORONER	AMOUNT
042300	29459	TREASURER OF VIRGINIA			ACCOUNT TOTAL MAJOR TOTAL
					20.00 40.00 * 40.00 **
3160	27191	Professional Services RESOURCE INTERNATIONAL	43597	GROUNDWTR MONITORING	1,205.75
	27191	RESOURCE INTERNATIONAL	43598	MISC WORK TASKS	2,225.15
	27191	RESOURCE INTERNATIONAL	43599	STORM WTR COMPLIANCE	955.65
				ACCOUNT TOTAL	4,386.55 *
3310	15560	Repairs/Maintenance FARMVILLE WHSALE ELECTRIC	610529	TELEPHONE JACK	1.44
	15560	FARMVILLE WHSALE ELECTRIC	610768	GFI COVER/RECEPTACLE	16.12
	15560	FARMVILLE WHSALE ELECTRIC	610873	FUSES	16.68
	15560	FARMVILLE WHSALE ELECTRIC	612141	KEY SWITCH/PUSH BUTN	1,001.15
	15560	FARMVILLE WHSALE ELECTRIC	612239	TAPE/NUT DRIVER	18.78
	16671	GRAINGER	9432602838	CAPACITORS	76.38
	21811	LOWE'S	901099 517	DOOR KNOBS	75.94
	21811	LOWE'S	901360	DOOR KNOB	43.68
	22669	MOORE SCALE SRV-WSTRN VA	5263	BALANCE/TEST SCALES	200.00
				ACCOUNT TOTAL	1,450.17 *
3311	12281	Repairs & Maint-Auto & Eq CAVALIER EQUIPMENT CORP	115209	TARP ROLLER	525.43
	27770	ROD & STAFF LLC	59611	FLAT REPAIR	20.00
	28596	SOUTHERN STATES	47275	GLOVES/STRAPS	29.32
				ACCOUNT TOTAL	574.75 *
3840	10254	Contract Landfill - POS REPUBLIC SERVICES #974	500783	TRASH COLLECTION	182.68
	10254	REPUBLIC SERVICES #974	500784	TRASH COLLECTION	120.18
	10254	REPUBLIC SERVICES #974	500785	TRASH COLLECTION	120.18
	32953	WRIGHT'S EXCAVATING LLC	MAY 2017	LANDFILL OPERATION	48,093.75
				ACCOUNT TOTAL	48,516.79 *
3841	14723	Purchase of Serv - Recycli EMANUEL TIRE OF VIRGINIA	483950	TIRE RECYCLING	1,395.00
	14723	EMANUEL TIRE OF VIRGINIA	484172	TIRE RECYCLING	522.00
	28866	STEPS, INC	APRIL 2017	RECYCLING FEE	2,111.52
	29029	SYNERGY RECYCLING LLC	1700334	ELECTRONIC RECYCLING	2,769.75
				ACCOUNT TOTAL	6,798.27 *
5110	28640	Electrical Services SOUTHSIDE ELECTRIC COOP	114379001 517	DH SITE	55.49
	28640	SOUTHSIDE ELECTRIC COOP	114379003 517	VIRSO SITE	84.78
	31846	DOMINION VA POWER	0599507431 517	RICE SITE	38.45
	31846	DOMINION VA POWER	0670040567 517	CELL C PUMP STATION	34.38
	31846	DOMINION VA POWER	1144204110 517	GREEN BAY SITE	58.87
	31846	DOMINION VA POWER	8151167213 517	LEACHATE PUMP	314.87
	31846	DOMINION VA POWER	8601161519 517	PROSPECT SITE	40.70
	31846	DOMINION VA POWER	8970737501 517	SCALEHOUSE	52.61
	31846	DOMINION VA POWER	9176847250 517	LANDFILL SITE	39.08
				ACCOUNT TOTAL	719.23 *

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MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5440	28869	Portable Toilet Rental STIFF O O INC	5931	MONTHLY SERVICE	702.50
6008	25782	Vehicle & Powered Equip F PRINCE EDWARD CO PBLC SCH	DIESEL 517	DIESEL	931.58
6009	23248 27770	Vehicle & Powered Equip S NAPA OF FARMVILLE ROD & STAFF LLC	167287 59617	DEF TIRES	51.96 590.00
043200	GENERAL PROPERTIES				641.96 *
5110	28640 31846 31846 31846 31846	Electrical Services SOUTHSIDE ELECTRIC COOP DOMINION VA POWER DOMINION VA POWER DOMINION VA POWER	114379002 517 1545926683 517 2786281903 517 6669158583 517 8105475944 517	SRR LIGHTS SCOPE BLDG COURTHOUSE LIGHTS AT RICE AG BLDG	29.18 120.88 11,235.61 110.79 838.29
5120	14700	Heating Services ELLINGTON ENERGY SERVICE	63825	HEATING FUEL	12,334.75 *
5130	29332 29332 29332	Water & Sewer TOWN OF FARMVILLE TOWN OF FARMVILLE TOWN OF FARMVILLE	AG BLDG 517 CH IRRIG 517 SCOPE BLDG 517	WATER & SEWER WATER WATER & SEWER	6,516.84 6,516.84 *
5230	10105 21319 21319 30440	Telecommunications AT&T CENTURYLINK CENTURYLINK US CELLULAR	7305055660 517 310262069 517 310441360 517 816442183 517	PHONE PHONE PHONE PHONE	97.88 10.75 33.65 142.28 *
5440	28869	Portable Toilet Rental STIFF O O INC	5931	MONTHLY SERVICE	43.21
6005	13367	Janitorial Supplies DIAMOND PAPER COMPANY	193218	PAPER PRODUCTS	55.91 84.08 120.65 303.85 *
ACCOUNT TOTAL					100.00
ACCOUNT TOTAL					100.00 *
ACCOUNT TOTAL					553.70

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6007	30239	UNIFIRST CORPORATION	920654	JANITORIAL SUPPLIES	45.23
	30239	UNIFIRST CORPORATION	930540	JANITORIAL SUPPLIES	49.77
	30239	UNIFIRST CORPORATION	932559	JANITORIAL SUPPLIES	49.09
				ACCOUNT TOTAL	697.79 *
	11491	Repairs and Maintenance S			
	13369	ARC3 GASES	3417995	OXYGEN TANK	42.01
	15597	DIAMOND SPRINGS WATER INC	11393100 517	EQUIP RENTAL	8.95
	21811	FERGUSON ENTERPRISES INC	4341592	REDUCER VALVE	2,358.29
	21811	LOWE'S	901207 517	GASKETS/TUBE	7.98
	21811	LOWE'S	901508	MORTAR/CAULK GUN	43.21
	25120	PAIRET'S INC	25328	SIGNS	120.00
	25680	PRICE SUPPLY CO INC	893403	WATER FOUNTAIN	399.50
	27855	ROHR MECHANICAL LLC	3533	TROUBLESHOT ISSUE	150.00
	27922	CINTAS CORPORATION #524	524 09428 517	UNIFORM RENTAL	427.88
	28352	SHERWIN WILLIAMS CO	46423	PAINT/BRUSHES	276.98
	28596	SOUTHERN STATES	46234	GRASS SEED	13.90
				ACCOUNT TOTAL	3,848.70 *
6008	25782	Vehicle & Powered Equip F			
		PRINCE EDWARD CO PBLC SCH	DIESEL 517	DIESEL	180.47
				ACCOUNT TOTAL	180.47 *
6009	23248	Vehicle & Powered Equip S			
		NAPA OF FARMVILLE	167635	ADAPTER	11.99
	29083	TAYLOR-FORBES EQUIP CO	IN52582	MOWER OIL & FILTERS	33.93
				ACCOUNT TOTAL	45.92 *
				MAJOR TOTAL	24,170.60 **
043400		CANNERY			
3161	31653	Professional Services-Can			
		VIRGINIA FOOD WORKS	PEC 5/17	CONTRACT PAYMENT	2,916.67
				ACCOUNT TOTAL	2,916.67 *
3310	15560	Repairs & Maintenance			
		FARMVILLE WHSALE ELECTRIC	610577	LIGHT BULB COVERS	163.80
	21811	LOWE'S	907487	PIPE/ADAPTER	3.62
				ACCOUNT TOTAL	167.42 *
5110	28640	Electrical Services			
		SOUTHSIDE ELECTRIC COOP	44435001 517	ELECTRIC SERVICE	300.48
				ACCOUNT TOTAL	300.48 *
5230	21319	Telecommunications			
		CENTURYLINK	310248529 517	PHONE	249.38
				ACCOUNT TOTAL	249.38 *
5510	16913	Travel-Mileage			
		GULICK PATTY	MILEAGE 517	MILEAGE	83.99
				ACCOUNT TOTAL	83.99 *
6014	11894	Other Operating Supplies			
		BUSINESS CARD	3722 PUCKETT517	THERMOMETERS	1,028.41
				ACCOUNT TOTAL	1,028.41 *
				MAJOR TOTAL	4,746.35 **

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053500	3160	COMPREHENSIVE SERVICES ACT			
		CSA Programs			
	11306	BLUE RIDGE AUTISM &	JN 517	PROFESSIONAL SERVICE	4,200.00
	11490	RESCARE/BRALEY & THOMPSON	DWK 517	PROFESSIONAL SERVICE	2,850.00
	11490	RESCARE/BRALEY & THOMPSON	EK 517	PROFESSIONAL SERVICE	2,340.00
	11490	RESCARE/BRALEY & THOMPSON	FK 517	PROFESSIONAL SERVICE	2,340.00
	12277	CENTER FOR PEDIATRIC	HT 517	PROFESSIONAL SERVICE	240.00
	12277	CENTER FOR PEDIATRIC	JN 517	PROFESSIONAL SERVICE	1,120.00
	12277	CENTER FOR PEDIATRIC	JN 517A	PROFESSIONAL SERVICE	720.00
	12280	CENTRA HEALTH	GL 517	PROFESSIONAL SERVICE	5,100.00
	12280	CENTRA HEALTH	JH 517	PROFESSIONAL SERVICE	2,688.00
	12280	CENTRA HEALTH	KW 517	PROFESSIONAL SERVICE	3,360.00
	12280	CENTRA HEALTH	NL 517	PROFESSIONAL SERVICE	1,700.00
	12283	CENTRA HEALTH INC	JP 517	PROFESSIONAL SERVICE	5,100.00
	12283	CENTRA HEALTH INC	LW 517	PROFESSIONAL SERVICE	5,100.00
	12283	CENTRA HEALTH INC	WC 517	PROFESSIONAL SERVICE	4,290.00
	14924	FAMILY & COMMUNITY SUPPRT	JQ 517	PROFESSIONAL SERVICE	832.50
	14924	FAMILY & COMMUNITY SUPPRT	KT 517	PROFESSIONAL SERVICE	495.00
	16672	GRAFTON SCHOOL INC	AG 517	PROFESSIONAL SERVICE	4,085.00
	16672	GRAFTON SCHOOL INC	CS 517	PROFESSIONAL SERVICE	4,760.00
	16672	GRAFTON SCHOOL INC	NMA 517	PROFESSIONAL SERVICE	125.00
	16672	GRAFTON SCHOOL INC	NMA 517A	PROFESSIONAL SERVICE	6,040.00
	16672	GRAFTON SCHOOL INC	SH 517	PROFESSIONAL SERVICE	180.00
	16672	GRAFTON SCHOOL INC	SH 517A	PROFESSIONAL SERVICE	4,370.00
	16672	GRAFTON SCHOOL INC	SH 517B	PROFESSIONAL SERVICE	3,030.00
	16672	GRAFTON SCHOOL INC	TJ 517	PROFESSIONAL SERVICE	4,715.00
	18667	IMANCHINELLO IFETAYO	MAY 2017	FOSTER CARE	2,127.00
	21807	LONG ASHLEY	MAY 2017	FOSTER CARE	3,756.00
	23268	NAPIER JEAN	MAY 2017	FOSTER CARE	700.00
	25260	PARTNERS IN PARENTING PC	KR 517	PROFESSIONAL SERVICE	1,650.00
	29152	THE HUGHES CENTER	HT 517	PROFESSIONAL SERVICE	3,630.00
	31664	VA HOME FOR BOYS & GIRLS	KR 517	PROFESSIONAL SERVICE	3,000.00
	31664	VA HOME FOR BOYS & GIRLS	KR 517	PROFESSIONAL SERVICE	7,200.00
	31981	VOICES SPEECH THERAPY	GL 517	PROFESSIONAL SERVICE	600.00
				ACCOUNT TOTAL	92,443.50 *
				MAJOR TOTAL	92,443.50 **
081100	PLANNING				
5230	30440	Telecommunications	816442183 517	PHONE	53.96
		US CELLULAR			53.96 *
				ACCOUNT TOTAL	53.96 **
081600	TOURISM				
5130	29332	Water & Sewer	MOORE BLDG 517	WATER & SEWER	47.65
		TOWN OF FARMVILLE			47.65 *
				ACCOUNT TOTAL	47.65 *

AP375H  
6/02/2017  
FUND # - 100 GENERAL FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 5/01/2017 -- 5/31/2017

AFTER CHECKS  
PAGE 13

MAJOR# ACCT# 5210	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5230	11894	Postal Services BUSINESS CARD	3722	UPS	18.66 *
6001	21319	Telecommunications CENTURLINK	310393238	PHONE	18.66 *
	32138	Office Supplies WALMART COMMUNITY/RFCSLLC	7945	OFFICE SUPPLIES	357.29 *
083500		COOPERATIVE EXTENSION OFFICE			357.29 *
5230	21319	Telecommunications CENTURLINK	309520098	PHONE	61.38
091000		GENERAL EXPENSE			61.38 *
5230	23933	Internal Telecom Account LUMOS NETWORKS	165866886	PHONE	484.98 **
5803	19230	Internal Fuel Account JAMES RIVER SOLUTIONS		GAS	105.58
	19230	JAMES RIVER SOLUTIONS		GAS	105.58 *
	19230	JAMES RIVER SOLUTIONS		GAS	105.58 **
	19230	JAMES RIVER SOLUTIONS		GAS	
	19230	JAMES RIVER SOLUTIONS		GAS	
094000		CAPITAL PROJECTS			2,820.83 *
0002	11902	Computer System BUSINESS DATA OF VA, INC.	1820	SOFTWARE	2,820.83 *
095000		DEBT SERVICE			2,283.66
0020	28097	SCOPE Building SCOPE/MEALS ON WHEELS		BLDG PAYMENT	2,042.44
					360.53
					1,759.66
					1,575.42
					8,021.71 *
					10,842.54 **
					1,631.31
					1,631.31 *
					1,631.31 **
					12,000.00
					12,000.00 *
					12,000.00 **
					FUND TOTAL
					268,752.23

AP375H  
6/02/2017  
FUND # - 331

LANDFILL CONSTRUCTION FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 5/01/2017 -- 5/31/2017

AFTER CHECKS  
PAGE 14

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
3180	27191	Professional Services - E RESOURCE INTERNATIONAL	43600	CELL E CONSTRUCTION	259.75
				ACCOUNT TOTAL	259.75 *
				MAJOR TOTAL	259.75 **
				FUND TOTAL	259.75

AP375H  
6/02/2017  
FUND # - 501 WATER FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 5/01/2017 -- 5/31/2017

AFTER CHECKS  
PAGE 15

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
043200	29332	GENERAL PROPERTIES			
5130		Water Service			
	29332	TOWN OF FARMVILLE			
			WATER TANK 517	WATER	41.10
					41.10 *
					41.10 **
				ACCOUNT TOTAL	
				MAJOR TOTAL	
				FUND TOTAL	41.10

AP375H  
6/02/2017  
FUND # - 502 SEWER FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 5/01/2017 -- 5/31/2017

AFTER CHECKS  
PAGE 16

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
043200	31846	Electrical Services DOMINION VA POWER	4148700281	SEWER PUMP	49.55
				ACCOUNT TOTAL	49.55 *
				MAJOR TOTAL	49.55 **
				FUND TOTAL	49.55

AP375H  
6/02/2017  
FUND # - 732

RETIREMENT BENEFIT FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 5/01/2017 -- 5/31/2017

AFTER CHECKS  
PAGE 17

MAJOR#	ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
1101	002230	25257	LEOS Disbursements JOHNS VICKI K	MAY 2017	RETIREE BENEFIT	1,129.00
					ACCOUNT TOTAL	1,129.00 *
					MAJOR TOTAL	1,129.00 **
					FUND TOTAL	1,129.00



MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
097002	097002	PCS DRUG TESTING FEES			
0001	28095	PCS Drug Testing Fees ALERE TOXICOLOGY SERV INC	L112803	DRUG TESTING	58.44 *
ACCOUNT TOTAL					58.44 *
MAJOR TOTAL					58.44 **
FUND TOTAL					7,048.05
TOTAL DUE					277,279.68

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

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





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

**Meeting Date:** June 13, 2017  
**Item No.:** 7-d  
**Department:** County Administration  
**Staff Contact:** Cheryl Stimpson  
**Issue:** Salaries

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

**Attachments:** None

**Recommendation:** None

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





County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** June 13, 2017  
**Item No.:** 7-e  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett  
**Issue:** Budget Appropriations

**Summary:**

The schools have requested a budget amendment and appropriation of the same funds for the FY17 budget in the amount of \$296,756. The increase was primarily driven by two items (1) an increase in Basic aid of \$163,086 and (2) receipt of \$247,748 in state funds received to offset past enrollment losses. The final ADM for the school year was 2,017.99 but the budget only contained funding for 1,990. This increase in students caused the increase in the Basic Aid funding.

Other adjustments are shown on the attachment either increasing or decreasing revenue lines based on changes in the state budget contained in the caboose legislation. .

**Attachments:** FY 17 Budget Amendments & Appropriations for Schools

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

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

## FY17 BUDGET AMENDMENT & APPROPRIATIONS

REV/EXP	FUND	DEPT	OBJECT	DESCRIPTION	DEBIT	CREDIT	REVENUE INCREASE
3	250	24020	0001	State Aid - Sales Tax	\$ 76,203		
3	250	24020	0002	Basic School Aid		\$ 163,086	
3	250	24020	0003	Algebra Readiness		\$ 2,281	
3	250	24020	0004	Summer Remedial	\$ 1,991		
3	250	24020	0007	Gifted & Talented		\$ 908	
3	250	24020	0008	Remedial Education		\$ 5,765	
3	250	24020	0009	Enrollment Loss		\$ 247,748	
3	250	24020	0011	Compensation supplement	\$ 100,830		
3	250	24020	0012	Special Education - SOQ		\$ 11,530	
3	250	24020	0014	Textbook Payments		\$ 2,036	
3	250	24020	0017	Viocational Education - SOQ		\$ 3,244	
3	250	24020	0020	Hosp. Clinics., Juvenile Detention	\$ 65,092		
3	250	24020	0021	Fringe benefits - Social Security		\$ 5,635	
3	250	24020	0023	Fringe benefits - VRS		\$ 11,623	
3	250	24020	0025	Fringe Benefits - Group Life		\$ 389	
3	250	24020	0028	Early Reading Intervention		\$ 8,650	
3	250	24020	0033	Lottery - Supplemental		\$ 1,159	
3	250	24020	0046	Special Ed Homebound		\$ 1,209	
3	250	24020	0053	Viocational Ed - Occupational/Tech Ed.		\$ 5,451	
3	250	24020	0065	At-Risk		\$ 6,165	
3	250	24020	0075	K-3 Primary		\$ 42,437	
3	250	24020	0087	At Risk - 4 year olds			
3	250	24020	0088	English as Second Language		\$ 2,569	
3	250	24020	0089	Mentor Teacher Program		\$ 1,862	
3	250	24020	0094	Special Ed - Jails	\$ 78		
3	250	24020	0096	Early Reading Specialist		\$ 9,752	
3	250	24020	0108	Project Graduation		\$ 7,451	
<b>TOTAL REVENUE INCREASE</b>					\$ 244,194	\$ 540,950	\$ 296,756
4	250	61000	0001	Instruction	\$ 11,318		
4	250	62000	0001	Admin., Health, Attendance	\$ 3,890		
4	250	66000	0001	Facilities	\$ 281,548		
<b>TOTAL EXPENDITURE INCREASE</b>					\$ 296,756		



County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** June 13, 2017  
**Item No.:** 7-f  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett  
**Issue:** Event Permits

---

**Summary:** Attached are event permits for review and approval by the Board of Supervisors.

**Attachments:** Virginia Trappers Association – Annual Convention (July 14-16, 2017)  
Atlantic Holstein Club – Dairy Cattle Show (July 28-29, 2017)

**Recommendation:** Approval

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

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

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

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

.APPLICATION FOR EVENT / FESTIVAL PERMIT  
PRINCE EDWARD COUNTY

Organization / Agency Conducting Event: Virginia Trapper Association

Person (s) Representing Organization: Wynston D. Holbrook II

EVENT

Type: Annual Trappers Convention

Location: Five County Fairgrounds

Date(s): July 14-16, 2017 Time(s): 7:00 am until 9:00 pm

# of Tickets for Sale: Free Admission Estimated # of Persons to Attend: 250-300

Name(s) / Address(es) / Phone # of Promoters:

Virginia Trappers Association  
Wynston D. Holbrook II 15000 Namozine Road Amelia, VA 23002  
804-698-9780

Financial backing of the event: Virginia Trappers Associateion

Name of all persons or groups that will perform: Live Music (Band) undetermined at this time

Name and Address of property owner which event is to be held: Five County Fairgrounds

209 Fairgrounds Road Farmville, VA 23901

Nature and interest of applicant(s) in the property on which the event is to be held (if any):

The facilities are being leased by the VTA for this event

Detailed plan for adequate sanitation facilities / garbage and trash disposal (must be approved by the county health inspector): Onsite bathrooms and showers exist. Trash disposal will be via containerized

20 cy dumpster. There will be continual trash collection from localized trash cans throughout the event

Plan for providing food, water, and lodging for persons at event (must be approved by the county health inspector): Lodging includes primitive camping and camper hook-ups to existing water, sewer and electric.

Plan for adequate medical facilities for persons at the event (must be approved by the county health inspector): First Aid kit maintained on site. Emergency response numbers to be posted for local fire & EMS.

Plan for adequate parking facilities and traffic control in and around event:

The fair grounds have onsite parking and a well established traffic pattern for egress.

Plan for adequate fire protection (must be approved by the county forestry warden):

Fire extinguishers will be placed at areas with cooking and/or open fires. Additionally, there is on site water. Local fire & EMS will be notified of the time, date and duration of the event.

Statement specifying whether any outdoor lights or lighting are to be utilized, (if so, a plan showing the location of such lights and shielding devices or other equipment to prevent unreasonable glow beyond the property on which the event is held: \_\_\_\_\_

Additional outdoor light, other than those currently present on site, are not anticipated.

Statement that no music shall be played, either by mechanical device or live performance, in such a manner that the sound emanating therefrom shall be unreasonably audible beyond the property on which the event is located:

No music, either live performance or by mechanical means, will be played in such a manner that the sound emanating therefrom shall be unreasonably audible beyond the property on which the event is located.

Applications must be filed in duplicate with the Clerk of the Board, at least twenty-one (21) days prior to the event date.

Music shall not be rendered nor entertainment provided for more than eight (8) hours in any twenty-four (24) hour period, such twenty-four (24) hours to be measured from the beginning of the first performance at the event.

No person under the age of eighteen (18) years of age shall be admitted unless accompanied by a parent or guardian, the parent or guardian to remain with the person at all times.

Specific reference is hereby made to Section 6 - 66-71, et. Seq., of the Code of Prince Edward County, Virginia, which provisions are incorporated herein by reference.

Date

5 June 2017

Signature of Applicant(s)

Wynston D. Holbrook AA

Date

\_\_\_\_\_

Approval by

\_\_\_\_\_  
County Administrator  
Clerk of the Board

Fee \$ 50 Fee Paid By ✓

Date Received 6-6-17

APPLICATION FOR EVENT / FESTIVAL PERMIT  
PRINCE EDWARD COUNTY

Organization / Agency Conducting Event: Atlantic Holstein Club Show

Person (s) Representing Organization: M. J. Reames III

EVENT

Type: dairy cattle show

Location: Farmville fair grounds

Date(s): 7-28 + 7-29-17 Time(s): \_\_\_\_\_

# of Tickets for Sale: No charge Estimated # of Persons to Attend: 75

Name(s) / Address(es) / Phone # of Promoters:

M. J. Reames III 804-393-1475  
Alan Landis 434-392-9594

Financial backing of the event: Atlantic Holstein Club

Name of all persons or groups that will perform: youth + adult show

Name and Address of property owner which event is to be held: \_\_\_\_\_

N/A

Nature and interest of applicant(s) in the property on which the event is to be held (if any):

none

Detailed plan for adequate sanitation facilities / garbage and trash disposal (must be approved by the county health inspector):

we will rent the fair grounds for 2 days  
7-28 + 7-29-17 bath rooms are provided and club members  
will clean up

Plan for providing food, water, and lodging for persons at event (must be approved by the county health inspector):

N/A

Plan for adequate medical facilities for persons at the event (must be approved by the county health inspector):

fair grounds are rented from Mr. Auburn Estes  
434-315-0109 we will follow rules in contract

Plan for adequate parking facilities and traffic control in and around event:

same as above

Event/Festival Permit

Plan for adequate fire protection (must be approved by the county forestry warden):

contact Auburn Estes 434-315-0109

Statement specifying whether any outdoor lights or lighting are to be utilized, (if so, a plan showing the location of such lights and shielding devices or other equipment to prevent unreasonable glow beyond the property on which the event is held: \_\_\_\_\_

none

Statement that no music shall be played, either by mechanical device or live performance, in such a manner that the sound emanating therefrom shall be unreasonably audible beyond the property on which the event is located:

None

Applications must be filed in duplicate with the Clerk of the Board, at least twenty-one (21) days prior to the event date.

Music shall not be rendered nor entertainment provided for more than eight (8) hours in any twenty-four (24) hour period, such twenty-four (24) hours to be measured from the beginning of the first performance at the event.

No person under the age of eighteen (18) years of age shall be admitted unless accompanied by a parent or guardian, the parent or guardian to remain with the person at all times.

Specific reference is hereby made to Section 6 - 66-71, et. Seq., of the Code of Prince Edward County, Virginia, which provisions are incorporated herein by reference.

Date

June 5-2017

Signature of Applicant(s)

M. J. Reames III

Date

\_\_\_\_\_

Approval by

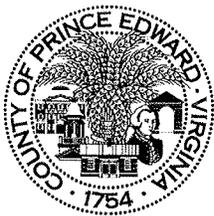
\_\_\_\_\_

County Administrator  
Clerk of the Board

Fee \$ 50 Fee Paid By \_\_\_\_\_

Date Received \_\_\_\_\_





County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** June 13, 2017  
**Item No.:** 8  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett  
**Issue:** Appropriation of FY18 Prince Edward County Budget

---

**Summary:**

On April 25, 2017 the Board of Supervisors approved the FY18 Budget for Prince Edward County. The resolution adopted on that date listed a total budget of \$53,520,754 which included a School budget of \$25,693,974 and a School Cafeteria Budget of \$1,094,912.

Attachment (1) is the annual resolution of appropriations for the County of Prince Edward for the fiscal year ending June 30, 2018.

Attachment (2) is the listing of the amounts to be specifically appropriated by the Board of Supervisors by Department or Fund.

**Attachments:**

1. Annual Resolution of FY18 Appropriations
2. Listing of FY18 appropriations by department/fund

**Recommendation:**

1. Approve the Annual Resolution of FY18 Appropriations
2. Appropriate the FY18 Budget for each County Department and Fund

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

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

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

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



## ANNUAL RESOLUTION OF APPROPRIATION OF THE COUNTY OF PRINCE EDWARD FOR THE FISCAL YEAR ENDING JUNE 30, 2018

*A resolution to appropriate designated funds and accounts from specified estimated revenues for FY 2018 for the operating budget and the Capital Improvements Program for the County of Prince Edward and to authorize and empower County officers to expend funds and manage cash assets; and to establish policies under which funds will be expended and managed.*

The Prince Edward County Board of Supervisors does hereby resolve on this 13<sup>th</sup> day of June 2017 that, for the fiscal year beginning on July 1, 2017, and ending on June 30, 2018, the following sections are hereby adopted.

- Section 1.** The cost centers shown on the attached letter labeled FY 2017-2018 Appropriations are hereby appropriated from the designated estimated revenues as approved by the Board of Supervisors on April 25, 2017 for FY 2017-2018.
- Section 2.** Appropriations, in addition to those contained in this general Appropriations Resolution, may be made by the Board of Supervisors, only if deemed appropriate and there is available in the fund unencumbered or unappropriated sums sufficient to meet such appropriations.
- Section 3.** All appropriations herein authorized shall be on the basis of cost centers for all departments and agencies and by Category.
- Section 4.** The Social Services Board is separately granted authority for implementation of the appropriated funds for their respective operations. By this resolution the Social Services Board is authorized to approve the transfer of any unencumbered balance or portion thereof from one classification of expenditure to another within its respective funds in any amount.
- Section 5.** The School Board is separately granted authority for implementation of the appropriated funds for their respective operations. Appropriations for the School Board are by Category. By this resolution the School Board is authorized to approve the transfer of any unencumbered balance or portion thereof from one classification of expenditure to another within or between a category.
- Section 6.** The County Administrator is expressly authorized to approve transfers of any unencumbered balance or portion thereof from one classification of expenditure to another within the same Fund with the exception of Constitutional Officers for the efficient operation of government. Transfers into or out of a department of a Constitutional Officer requires prior approval of the Board of Supervisors.
- Section 7.** All outstanding encumbrances, both operating and capital, at June 30, 2017 shall be re-appropriated to the FY2018 fiscal year to the same cost center and account for which they are encumbered in the previous year.

- Section 8. At the close of the fiscal year, all unencumbered appropriations lapse for budget items other than those involving ongoing operational projects, or programs supported by grants or County funds, which must be preapproved by the County Administrator or his designee and submitted to the Board of Supervisors for final approval. Such funds must be applied to the purpose for which they were originally approved.
- Section 9. Appropriations previously designated for capital projects will not lapse at the end of the fiscal year but shall remain appropriated until the completion of the project if funding is available from all planned sources, or until the Board of Supervisors, by appropriate ordinance, resolution or other action changes or eliminates the appropriation. Upon completion of a capital project, the County Administrator is hereby authorized to close out the project and return to the funding source any remaining balances. This section applies to all existing appropriations for capital projects at June 30, 2017 and appropriations as they are made in the FY 2018 Budget. The County Administrator is hereby authorized to approve construction change orders to contracts up to an increase of \$10,000.00 as long as funds are available from the funding sources and approve all change orders for reduction of contracts.
- Section 10. The approval of the Board of Supervisors of any grant of funds to the County shall constitute the appropriation of both the revenue to be received from the grant and the County's expenditure required by the terms of the grant, if any. The appropriation of grant funds will not lapse at the end of the fiscal year but shall remain appropriated until completion of the project or until the Board of Supervisors, by appropriate action, changes or eliminates the appropriation. The County Administrator may increase or reduce any grant appropriation to the level approved by the granting agency during the fiscal year. The County Administrator may approve necessary accounting transfers between departments and funds to enable the grant to be accounted for in the correct manner. Upon completion of a grant project, the County Administrator is authorized to close out the grant and return to the funding source any remaining balance. This section applies to appropriations for grants outstanding at June 30, 2017 and appropriations in the FY 2018 Budget.
- Section 11. The County Administrator may reduce revenue and expenditure appropriations related to programs funded all or in part by the Commonwealth of Virginia and/or the Federal Government to the level approved by the responsible state or federal agency.
- Section 12. The County Administrator is authorized to make transfers to the various funds for which there are transfers budgeted. The County Administrator shall transfer funds as deemed necessary up to amounts budgeted or in accordance with any existing bond resolutions that specify the matter in which transfers are to be made.
- Section 13. The Treasurer may advance monies to and from the various funds of the County to allow maximum cash flow efficiency. The advances must not violate County bond covenants or other legal restrictions that would prohibit an advance. The

Treasurer is authorized and directed to credit all interest received from the investment of all County funds to the General fund, with the exception of the School Construction Fund, Economic Development Fund, Recreation Fund, Forfeited Assets Fund, Landfill Fund, D.A.R.E. Fund, VDOT Revenue Sharing Fund (non-local money only) and the Piedmont Court Services Fund, wherein all interest earned will be credited to the respective funds.

- Section 14. All procurement activities with funds appropriated herein shall be made in accordance with the County purchasing policy and applicable state statutes.
- Section 15. It is the intent of this resolution that funds be expended for the purpose indicated in the budget; therefore, budgeted funds may not be transferred from operating expenditures to capital projects or from capital projects to operating expenses without the prior approval from the Board of Supervisors. Also, funds may not be transferred from one capital project to another without the prior approval of the Board of Supervisors.
- Section 16. The County Administrator is authorized, pursuant to State statute, to issue orders and checks for payments where funds have been budgeted, appropriated, and where sufficient funds are available. A listing of vendor payments shall be presented to the Board of Supervisors for information not less frequently than monthly.
- Section 17. Subject to the qualifications in this resolution contained, all appropriations are declared to be maximum, conditional and proportionate appropriations - the purpose being to make the appropriations payable in full in the amount named herein if necessary and then only in the event the aggregate revenues collected and available during the fiscal year for which the appropriations are made are sufficient to pay all the appropriations in full. Otherwise, the said appropriations shall be deemed to be payable in such proportions as the total sum of all realized revenue of the respective funds is to the total amount of revenue estimated to be available in the said fiscal year by the Board of Supervisors.
- Section 18. All revenues received by an agency under the financial control of the Board of Supervisors or by the School Board or by the Social Services Board not included in its estimate of revenue for the financing of the fund budget as submitted to the Board of Supervisors may not be expended by said agency under the financial control of the Board of Supervisors or by the School Board or by the Social Services Board without the consent of the Board of Supervisors being first obtained, and those sums appropriated to the budget. Any grant approved by the Board for application shall not be expended until the grant is approved by the funding agency for drawdown. Nor may any of these agencies or boards make expenditures which will exceed a specific item of an appropriation.
- Section 19. Allowances out of any of the appropriations made in this ordinance by any or all County departments, commissions, bureaus, or agencies under the financial control of the Board of Supervisors to any of their officers and employees for expense on account of the use of such officers and employees of their personal

automobiles in the discharge of their official duties shall be paid at the same rate as that established by the internal revenue service and shall be subject to change by the County Administrator from time to time to maintain like rates.

Section 20. All previous appropriation ordinances or resolutions to the extent that they are inconsistent with the provisions of this ordinance shall be and the same are hereby repealed.

Section 21. This ordinance shall become effective on July 1, 2017.

***Certification***

*I hereby certify the foregoing resolution was duly considered by the Board of Supervisors of the County of Prince Edward, Virginia at a regular meeting in Prince Edward County, Virginia, at which a quorum was present and that same was passed by a vote of \_\_\_\_\_ in favor and \_\_\_\_\_ opposed, this 13<sup>th</sup> day of June, 2017.*

\_\_\_\_\_  
Robert M. Jones, Chairman

**CERTIFIED A TRUE COPY**

Attest:

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



June 13, 2017

To: Prince Edward County Board of Supervisors  
 From: W. W. Bartlett, County Administrator  
 Subject: FY 2017-2018 Appropriations

Listed below are the appropriations for each County Department and Fund:

	<u>FUND AND FUNCTION</u>	<u>AMOUNT</u>
	<b><u>General Fund</u></b>	
11010	Board of Supervisors	\$ 125,665
12110	County Administrator	516,155
12210	Legal Services	88,323
12240	Independent Auditor	43,847
12310	Commissioner of Revenue	290,905
12320	Assessor	14,000
12410	Treasurer	334,577
12510	Information Technology	88,400
13100	Electoral Board & Officials	34,550
13200	Registrar	91,760
21100	Circuit Court	55,272
21200	General District Court	11,400
21300	Magistrates	3,525
21600	Clerk of Circuit Court	511,751
21800	Law Library	6,000
22100	Commonwealth's Attorney	580,692
22200	Victim Witness Assistance Program	70,115
31200	Sheriff	1,985,500
31201	Sheriff – Courts	388,466
32200	Volunteer Fire Departments	536,600
32300	Ambulance & Rescue Squad	92,800
32400	Forest Fire Prevention	12,000
32500	Emergency Services	46,296
33200	Regional Jail/Juvenile Detention	1,285,000
34100	Building Official	55,866
35100	Animal Control	124,273
35300	Medical Examiner	500
42300	Refuse Disposal	1,213,207
42600	Litter Control	7,452

42610	Sandy River Reservoir	8,000
43200	General Properties	676,905
43400	Cannery	81,495
51100	Health Department	169,846
52500	Crossroads Services Board	60,000
53500	Comprehensive Services Act	1,201,000
53501	Other Welfare/Donations	78,611
68100	Contributions to Colleges	11,750
71100	Parks & Recreation	57,000
72200	Museums	9,000
73500	Public Library	210,808
81100	Planning	194,074
81200	Community Development	48,850
81500	Economic Development	67,257
81600	Tourism	81,459
82300	Flood & Erosion Control	6,000
82400	Soil & Water Conservation	11,840
83500	Cooperative Extension Office	70,014
91000	General Expense	180,670
93000	Transfers Out	9,390,684
94000	Capital Projects	302,350
95000	Debt Service	862,706

**TOTAL GENERAL FUND** \$ **22,395,216**

**Forfeited Assets Fund** \$ **260**  
(To be expended only on order of the Board of Supervisors)

**Recreation Fund** \$ **0.00**  
(To be expended only on order of the Board of Supervisors)

**CDA Special Levy Fund** \$ **110,709**  
(To be expended only on request of the Poplar Hill CDA)

**Granite Falls CDA** \$ **1,600**  
(To be expended only on order of the Granite Falls CDA)

**D.A.R.E. Fund** \$ **0.00**  
(To be expended only on order of the Board of Supervisors)

**Welfare Fund** \$ **2,928,439**  
(To be expended only on order of the Social Services Board)

**School Fund**  
(To be expended only on order of the School Board)

61000 – Instruction	\$18,703,993
62000 – Administration, Health, Attendance	1,572,492
63000 – Pupil Transportation	1,892,860
64000 – Operation & Maintenance	1,675,318
66000 – Facilities	150,000
67000 – Debt Service	601,687
68000 – Technology	1,097,624

**Total** \$ **25,693,974**

<b><u>School Cafeteria Fund</u></b>	<b>\$ 1,094,912</b>
(To be expended only on order of the School Board)	
<b><u>Landfill Construction Fund</u></b>	<b>\$ 254,000</b>
(To be expended only on order of the Board of Supervisors)	
<b><u>Water Fund</u></b>	<b>\$ 299,377</b>
<b><u>Sewer Fund</u></b>	<b>\$ 115,969</b>
<b><u>Retiree Benefits Fund</u></b>	<b>\$ 13,819</b>
(To be expended only on order of the Board of Supervisors)	
<b><u>Economic Development Fund</u></b>	<b>\$ 43,368</b>
(To be expended only on order of the Board of Supervisors)	
<b><u>Revenue Sharing Fund – VDOT</u></b>	<b>\$ 0.00</b>
(To be expended only on order of the Board of Supervisors)	
<b><u>Piedmont Court Services Fund</u></b>	<b>\$ 569,111</b>
(To be expended only on order of the Board of Supervisors)	
 <b>TOTAL APPROPRIATIONS</b>	 <b>\$ 53,520,754</b>

*The Treasurer is authorized and directed to transfer from the General Fund to the Granite Falls CDA Fund, Welfare Fund, School Fund, Water Fund, Sewer Fund, Retiree Benefits Fund and Piedmont Court Services Fund such sums as may be needed to meet the foregoing appropriations. The Treasurer is authorized and directed to credit all interest received from the investment of all county funds to the General Fund, with the exception of the School Construction Fund, Economic Development Fund, Recreation Fund, Forfeited Assets Fund, Landfill Fund, D.A.R.E. Fund, VDOT Revenue Sharing Fund (non-local money only) and the Piedmont Court Services Fund, wherein all interest earned will be credited to the respective funds.*



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

**Meeting Date:** June 13, 2017  
**Item No.:** 9  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett/Sarah Elam Puckett  
**Issue:** Highway Matters

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**Summary:** There will not be a VDOT representative at the Board meeting in June. County staff will record highway matters and relay them to the Dillwyn Residency and/or the Hampden-Sydney Area Headquarters.

**Attachments:**

**Recommendation:**

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

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

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

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





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

**Meeting Date:** June 13, 2017  
**Item No.:** 10  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett  
**Issue:** Virginia Resource Authority Bond Refunding

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**Summary:**

In 2011 the County entered into two bond issues with the Virginia Resources Authority (VRA) a \$2,780,000 GO Refunding Bond and a \$6,450,000 Lease Financing Agreement. The outstanding principal on these bonds is \$1,565,000 and \$5,355,000 respectively for a total of \$6,920,000. Based on the current lower interest rates, the County has the opportunity to refund a portion of these two bonds to achieve debt service savings.

The VRA is an agency of the Commonwealth that borrows for the benefits of local governments and is planning a bond sale in early August. The County is eligible to participate in that sale. The exact interest rate will not be finalized until the bond sale occurs. Based on the current market, the County can refund the portion of the 2011 bonds that mature in 2022 and later to lower the County's debt service. We would refund \$1,025,000 of the GO Refunding Bond and \$3,980,000 of the Lease Revenue Bond.

Total debt service savings is estimated at slightly more than \$400,000 spread from FY2018-2032. It is expected the two loans will be combined into a single lease financing and remove the County's General Obligation pledge on the GO Refunding Bond. The County's financial advisor, Davenport & Company LLC, will be at the Board meeting to present the proposal and answer any questions. The County's bond counsel, McQuireWoods, has prepared a resolution for the Board to consider

**Attachments:**

1. Davenport power point on the refunding (Located in Front Pocket of Board Pack)
2. Draft Resolution Authorizing the Refinancing

**Recommendation:** Approve the Resolution authorizing the refinancing.

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

**CERTIFICATE OF CLERK**

The undersigned Clerk of the Board of Supervisors of the County of Prince Edward, Virginia, hereby certifies that:

1. A regular meeting (the "Meeting") of the Board of Supervisors of the County of Prince Edward, Virginia (the "Board"), was held on June 13, 2017, at which the following members were present and absent:

PRESENT:

ABSENT:

2. A Resolution entitled "A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF PRINCE EDWARD, VIRGINIA APPROVING THE REFINANCING OF VARIOUS CAPITAL PROJECTS FOR THE COUNTY, THE EXECUTION AND DELIVERY OF AMENDMENTS TO OR AMENDMENTS AND RESTATEMENTS OF A PRIME LEASE AND A LOCAL LEASE ACQUISITION AGREEMENT AND FINANCING LEASE IN CONNECTION THEREWITH, AND OTHER RELATED ACTIONS" was duly adopted at the Meeting by the recorded affirmative vote of a majority of all of the members elected to the Board, the ayes and nays being recorded in the minutes of the Meeting as shown below:

MEMBER

VOTE

3. Attached hereto is a true and correct copy of the foregoing resolution as recorded in full in the minutes of the Meeting.

4. The attached resolution has not been repealed, revoked, rescinded or amended and is in full force and effect on the date hereof.

WITNESS my signature and the seal of the County of Prince Edward, Virginia, this 13<sup>th</sup> day of June, 2017.

\_\_\_\_\_  
Clerk of the Board of Supervisors  
of the County of Prince Edward, Virginia

[SEAL]

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF PRINCE EDWARD, VIRGINIA APPROVING THE REFINANCING OF VARIOUS CAPITAL PROJECTS FOR THE COUNTY, THE EXECUTION AND DELIVERY OF AMENDMENTS TO OR AMENDMENTS AND RESTATEMENTS OF A PRIME LEASE AND A LOCAL LEASE ACQUISITION AGREEMENT AND FINANCING LEASE IN CONNECTION THEREWITH, AND OTHER RELATED ACTIONS**

**WHEREAS**, pursuant to a Local Bond Sale and Financing Agreement dated as of October 15, 2011 (the "2011 Financing Agreement") between the County of Prince Edward, Virginia (the "County"), and the Virginia Resources Authority ("VRA"), the County issued and sold its \$2,780,000 General Obligation Refunding Bond, Series 2011 (the "2011 Local Bond") to VRA and used the proceeds to finance the refunding of all or a portion of the outstanding principal amount of the County's General Obligation Bonds, Series of 1998A and General Obligation Bond, Series 1998C (the "1998 County Bonds"); and

**WHEREAS**, the County issued the 1998 County Bonds to finance the renovation, equipping, improvement and expansion of the County's courthouse;

**WHEREAS**, the Board of Supervisors of the County (the "Board") has caused the County to enter into a lease financing arrangement with VRA in the principal amount of \$6,450,000 under which the County leased certain real estate on which the courthouse and jail are located (the "Real Estate"), including any improvements located thereon (the "Improvements"), to VRA pursuant to the terms of a Prime Lease dated as of November 1, 2011 (the "2011 Prime Lease"), between the County and VRA, and VRA leased the Real Estate and Improvements back to the County pursuant to the terms of a Local Lease Acquisition Agreement and Financing Lease dated as of October 15, 2011 (the "2011 Financing Lease" and, together with the 2011 Local Bond, the "2011 Obligations"), and used the proceeds to finance all or a portion of the costs of various capital improvements, including the construction of roads and road improvements for the County;

**WHEREAS**, the Board intends to (i) refund all or a portion of the outstanding principal amount of the 2011 Local Bond, and (iii) refund all or a portion of the outstanding rental payments due to VRA from the County under the 2011 Financing Lease (collectively, the "Refunding");

**WHEREAS**, the Board desires to pursue the Refunding as a lease financing through amendments to or amendments and restatements of the 2011 Prime Lease (the "Amended Prime Lease") and the 2011 Financing Lease (the "Amended Financing Lease" and, together with the Amended Prime Lease, the "Amended Leases"), the forms of which will be substantially similar to the 2011 Prime Lease and 2011 Financing Lease;

**WHEREAS**, the County desires to refund the 2011 Obligations subject to the terms and conditions herein, including a condition that the Refunding achieve an aggregate net present value debt service savings of not less than 3.00% of the principal amount refunded (the "Targeted Savings");

**WHEREAS**, VRA intends to issue its Infrastructure and State Moral Obligation Revenue Bonds (Virginia Pooled Financing Program), Series 2017B (the "VRA Bonds"), and to provide a portion of the proceeds to the County to refund all or a portion of the 2011 Obligations pursuant to the terms of the Amended Financing Lease;

**WHEREAS**, the Amended Financing Lease shall indicate that the amount of proceeds requested (the "Proceeds Requested") from VRA will consist of an amount necessary to provide for the refunding, refinancing and defeasance of the portion of the 2011 Obligations designated for the Refunding plus an amount necessary to pay local costs of issuance, or such other amount as may be requested in writing by the County Administrator and approved by VRA prior to the sale of the VRA Bonds;

**WHEREAS**, VRA has advised the County that VRA's objective is to pay the County a purchase price for the Amended Financing Lease which, in VRA's judgment, reflects its market value (the "VRA Purchase Price Objective") taking into consideration such factors as the Targeted Savings, the Proceeds Requested, the purchase price received by VRA for the VRA Bonds, the issuance costs of the VRA Bonds (consisting of the underwriters' discount and other costs incurred by VRA (collectively, the "VRA Costs")), and other market conditions relating to the sale of the VRA Bonds;

**WHEREAS**, pursuant to the Amended Financing Lease the County will undertake and complete the Refunding;

**WHEREAS**, the financial terms of the Amended Financing Lease may not exceed the parameters set forth below in paragraph 4; and

**WHEREAS**, VRA has indicated that because it is possible not all of the 2011 Local Bond will be refunded, the 2011 Local Bond and the related financing agreement may require certain modifications to reconcile the debt service schedule and other modifications that will be evidenced in amendments to the 2011 Local Bond and the 2011 Financing Agreement (the "Refunding Documents");

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

1. **Approval of Lease-Leaseback Arrangement.** The lease-leaseback arrangement with VRA to accomplish the Refunding is hereby approved.
2. **Approval of Amended Prime Lease.** The leasing of the Real Estate and the Improvements by the County, as lessor, to VRA, as lessee, pursuant to the terms of the Amended Prime Lease is hereby approved.
3. **Approval of the Amended Financing Lease.** The leasing of the Real Estate and the Improvements by VRA, as lessor, to the County, as lessee, pursuant to the terms of the Amended Financing Lease is hereby approved.
4. **Approval of the Terms of the Rental Payments.** The rental payments due to VRA from the County to be set forth in the Amended Financing Lease (the "Rental Payments")

shall be composed of principal and interest components reflecting an original aggregate principal amount not to exceed \$7,750,000 (to include the principal amount allocable to the Refunding and the unrefunded principal of the 2011 Financing Lease) and a true interest cost not to exceed 3.75% per annum (exclusive of "Supplemental Interest" as provided in the Amended Financing Lease and taking into account any original issue discount or premium); the Refunding shall achieve at least the Targeted Savings; and the final maturity shall be not later than December 31, 2031.

It is determined to be in the best interest of the County to accept the offer of VRA to enter into the Amended Financing Lease with the County, subject to the terms and conditions set forth in this Resolution, which Amended Financing Lease shall be executed by the Chairman of the Board (the "Chairman") and the County Administrator, or either of them. Given the VRA Purchase Price Objective and market conditions, it may become necessary to enter into the Amended Financing Lease with aggregate principal components of the Rental Payments greater than the Proceeds Requested. If the limitation on the maximum aggregate principal components of Rental Payments on the Amended Financing Lease set forth in this paragraph 4 restricts VRA's ability to generate the Proceeds Requested, taking into account the VRA Costs, the VRA Purchase Price Objective and market conditions, the County Administrator is authorized to accept a purchase price at an amount less than the Proceeds Requested. The actions of the County Administrator shall be conclusive, and no further action shall be necessary on the part of the Board of Supervisors.

The Amended Financing Lease, is hereby approved, with such completions, omissions, insertions and changes not inconsistent with this Resolution as may be approved by the Chairman or the County Administrator. The Chairman and the County Administrator, either of whom may act, are hereby authorized and directed to enter into the Amended Financing Lease.

The actions of the Chairman and the County Administrator in accepting the final terms of the Rental Payments shall be conclusive, and no further action shall be necessary on the part of the Board.

**5. Other Payments under Amended Financing Lease.** The County agrees to pay all amounts required by the Amended Financing Lease, including the "Supplemental Interest," as provided therein.

**6. Execution and Recordation of Documents.** The Chairman and the County Administrator, either of whom may act, are authorized and directed to execute the Amended Prime Lease and the Amended Financing Lease and deliver them to the other parties thereto. The Chairman and the County Administrator, either of whom may act, are further authorized to cause the Amended Prime Lease and the Amended Financing Lease, or memoranda of the Amended Leases which meet statutory requirements for recordation, to be recorded in the Clerk's Office of the Circuit Court of Prince Edward County.

**7. Form of Amended Leases.** The Amended Prime Lease and the Amended Financing Lease shall be in substantially the forms as the 2011 Prime Lease and the 2011 Financing Lease, which are hereby approved with such completions, omissions, insertions and changes as may be approved by the Chairman and the County Administrator, either of whom

may act, with the execution and delivery of such documents by the Chairman and/or the County Administrator constituting conclusive evidence of the approval of any such completions, omissions, insertions, and changes.

8. **Essentiality of the Refinanced Projects and Real Estate.** The projects financed with the 2011 Obligations (the "Refinanced Projects"), the Real Estate and the Improvements are hereby declared to be essential to the efficient operation of the County, and the County anticipates that the Refinanced Projects, the Real Estate and the Improvements will continue to be essential to the operation of the County during the term of the Amended Financing Lease.

9. **Annual Budget.** While recognizing that it is not empowered to make any binding commitment to make Rental Payments and any other payments required under the Amended Financing Lease beyond the current fiscal year, the Board hereby states its intent to make annual appropriations for future fiscal years in amounts sufficient to make all such payments and hereby recommends that future Boards do likewise during the term of the Amended Financing Lease. The Board directs the County Administrator, or such other officer who may be charged with the responsibility for preparing the County's annual budget, to include in the budget request for each fiscal year during the term of the Amended Financing Lease an amount sufficient to pay the Rental Payments and all other payments coming due under the Amended Financing Lease during such fiscal year. If at any time during any fiscal year of the County throughout the term of the Amended Financing Lease, the amount appropriated in the County's annual budget in any such fiscal year is insufficient to pay when due the Rental Payments and any other payments required under the Amended Financing Lease, the Board directs the County Administrator, or such other officer who may be charged with the responsibility for preparing the County's annual budget, to submit to the Board at the next scheduled meeting, or as promptly as practicable but in any event within 45 days, a request for a supplemental appropriation sufficient to cover the deficit.

10. **Rental Payments Subject to Appropriation.** The County's obligation to make the Rental Payments and all other payments pursuant to the Amended Financing Lease is hereby specifically stated to be subject to annual appropriation therefor by the Board, and nothing in this resolution or the Amended Leases shall constitute a pledge of the full faith and credit or taxing power of the County or compel the Board to make any such appropriation.

11. **Disclosure Documents.** The County authorizes and consents to the inclusion of information with respect to the County to be contained in VRA's Preliminary Official Statement and VRA's Official Statement in final form, both to be prepared in connection with the sale of the VRA Bonds. If appropriate, such disclosure documents shall be distributed in such manner and at such times as VRA shall determine. The County Administrator is authorized and directed to take whatever actions are necessary and/or appropriate to aid VRA in ensuring compliance with Securities and Exchange Commission Rule 15c2-12.

12. **Tax Documents.** The County Administrator and the Chairman, either of whom may act, is authorized to execute a Nonarbitrage Certificate and Tax Compliance Agreement and/or any related document (the "Tax Documents") setting forth the expected use and investment of the proceeds of the VRA Bonds to be received pursuant to the Amended Leases and containing such covenants as may be necessary in order for the County and/or VRA to comply with the provisions of the Internal Revenue Code of 1986, as amended (the "Tax Code"),

with respect to the VRA Bonds and the Amended Leases including the provisions of Section 148 of the Tax Code and applicable regulations relating to "arbitrage bonds." The County covenants that the proceeds of the VRA Bonds to be received pursuant to the Amended Leases will be invested and expended as set forth in the Tax Documents, to be delivered simultaneously with the issuance and delivery of the Amended Financing Lease and that the County shall comply with the other covenants and representations contained therein.

**13. Refunding.** The County Administrator and the Chairman, either of whom may act, are authorized and directed to take such steps as may be necessary to accomplish the Refunding, including determining what portion of the 2011 Local Bond and the 2011 Financing Lease to include in the Refunding and to execute and deliver the Amended Leases and the Refunding Documents.

**14. Other Actions.** All other actions of the officers of the County in conformity with the purpose and intent of this Resolution are hereby approved and confirmed. The officers of the County are hereby authorized and directed to execute and deliver all certificates and instruments and to take all such further action as may be considered necessary or desirable in connection with the actions contemplated by this Resolution or the execution and delivery of the Amended Leases. The authorizations granted in this Resolution to the Chairman and the County Administrator may be carried out by the Vice Chairman or any Interim, Acting, Deputy or Assistant County Administrator, as appropriate, in the absence of the primary officer.

**15. SNAP Investment Authorization.** The County has heretofore received and reviewed the Information Statement (the "Information Statement") describing the State Non-Arbitrage Program of the Commonwealth of Virginia ("SNAP") and the Contract Creating the State Non-Arbitrage Program Pool I (the "Contract"), and the County has determined to authorize the County Administrator to utilize SNAP in connection with the investment of the proceeds of the lease-leaseback transaction if the County Administrator determines that the utilization of SNAP is in the best interest of the County. The Board acknowledges that the Treasury Board of the Commonwealth of Virginia is not, and shall not be, in any way liable to the County in connection with SNAP, except as otherwise provided in the contract creating the investment program pool.

**16. Repeal of Conflicting Resolutions.** All resolutions or parts of resolutions in conflict herewith are hereby repealed.

**17. Effective Date.** This resolution shall take effect immediately.





County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** June 13, 2017  
**Item No.:** 11  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett/Sarah Elam Puckett  
**Issue:** Citizen Volunteer Appointments

**Summary:**

1. Library Board Vacancy: Attached is an email from Rick Ewing, Library Director, indicating that Megan Miller has tendered her resignation. The Board will wish to authorize advertising this position. In order to properly align the rotation of the four-year terms of office, staff recommends appointing the new Board member to a four-year term of office expiring on June 30, 2021 (in lieu of the current expiration of June 30, 2019).
2. Appointments: Listed below is a chart summarizing the boards and commissions which have upcoming vacancies and/or expiring terms of office on June 30, 2017. Also attached are copies of the Citizen Volunteer Applications.

APPOINTMENT	TERM OF OFFICE	# OF VACANCIES	CURRENTLY IN OFFICE	CITIZEN VOLUNTEER APPLICANTS
Board of Appeals for Building Code	5 Years	1	Henry Booth *	Henry Booth
Poplar Hill Community Development Authority	1 Year	2 (Citizen Positions)	John Gantt * Karen Schinabeck *	Karen Schinabeck
County Industrial Development Authority	4 Years	2	Fred Russell * Tim Tharpe *	Fred Russell Tim Tharpe
Social Services Board <i>(Position to be filled by resident living in the Green Bay-Meherrin area.)</i>	4 Years	1	Ida Miley *	Ida Miley
Southside Virginia Community College Board	4 Years	1	Lisa Frazier Tharpe *	Dr. Peter Gur Lisa Frazier Tharpe

*\*Eligible for re-appointment.*

**Attachments:** E-mail from Rick Ewing (w/ attachment)  
Citizen Volunteer Applications

**Recommendations:**

1. Authorize advertising the Library Board vacancy.
2. Make Citizen Volunteer Appointments.

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

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

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

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

## Sarah Puckett

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**From:** Wade Bartlett <wbartlett@co.prince-edward.va.us>  
**Sent:** Wednesday, May 17, 2017 2:55 PM  
**To:** spuckett@co.prince-edward.va.us  
**Subject:** FW: Library board vacancy

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**From:** Rick Ewing [<mailto:rewing@cvrl.net>]  
**Sent:** Tuesday, May 16, 2017 10:54 AM  
**To:** 'Wade Bartlett'  
**Subject:** Library board vacancy

Mr. Bartlett,

Megan Miller, a Central Virginia Regional Library board member appointed by Prince Edward County, has resigned from the library board. I respectfully request the Prince Edward Board of Supervisors appoint a new person to fill Ms. Miller's unexpired term. That term expires June 30, 2019.

The library board would benefit from a new board member with business, legal, accounting, or similar experience; perhaps a local business owner - current or recently retired. Of course the person would also need to have an interest in the library as a community service and the person would need to have time to attend board meetings (six meetings a year plus occasional committee meetings and some community/library functions).

The three other library board members appointed by Prince Edward County are: Eunice Carwile, L. Rae Moore-Reed, and Susan Smith.

I'm not sure how the process works with the Prince Edward B.O.S but if I can be of any assistance, please don't hesitate to call or email me.

Thank you,

### Rick Ewing

*Director*



1303 West Third Street  
Farmville, VA 23901  
(434) 392-6924 ext. 102  
(434) 392-9784 fax  
[rewing@cvrl.net](mailto:rewing@cvrl.net)  
[www.cvrl.net](http://www.cvrl.net)

**Central Virginia Regional Library Board**

Eunice Carwile	Term expires <u>6/30/19</u> (Appointed by Prince Edward County)
Susan Smith	Term expires <u>6/30/20</u> (Appointed by Prince Edward County)
Megan Miller	Term expires <u>6/30/19</u> → CHANGE TO 2021 (Appointed by Prince Edward County)
Lynette De Long	Term expires 6/30/19 (Appointed by Buckingham County)
Linda Paige (President)	Term expires 6/30/17 (Appointed by Buckingham County)
Rae Moore-Reed	Term expires <u>6/30/18</u> (Appointed by Prince Edward County)
Lowell Frye (Treasurer)	Term expires 6/30/17 (Appointed by the Town of Farmville)
JoAnn Jones	Term expires 6/30/19 (Appointed by Buckingham County)
Pat Howe (Secretary)	Term expires 6/30/19 (Appointed by Buckingham County)



**CITIZEN VOLUNTEER APPLICATION**  
FOR COUNTY BOARDS, COMMITTEES & COMMISSIONS

RECEIVED JUN 02 2017

Date 5-26-17

Name HENRY BOOTH

Home Address 1760 WINKY ST. P.O. Box 830

City FARMVILLE State VA Zip Code 23901

Election District:	Buffalo	_____	Farmville 801	_____
	Hampden	_____	Leigh	_____
	Farmville 101	_____	Lockett	_____
	Farmville 701	_____	Prospect	_____

Home Telephone Number 434-392-4479 FAX \_\_\_\_\_

E-Mail Address hbooth01@jetboardband.com

Present Employer BET.

Business Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Business Telephone Number \_\_\_\_\_ FAX \_\_\_\_\_

Which Address is Preferred for Mailings? Home  Office \_\_\_\_\_

Optional Information Which May Prove Helpful:

Occupation \_\_\_\_\_

Former Occupation, If Retired CONSTRUCTION

Education: High School \_\_\_\_\_ Year \_\_\_\_\_

College/Technical School \_\_\_\_\_ Year 1

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

Military Service \_\_\_\_\_ Years 6

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

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

BULCRANT CODE

Professional, Civic, or Other Activities \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

No

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

No

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

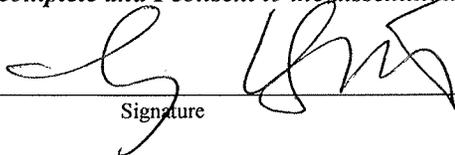
**APPOINTED BY THE BOARD OF SUPERVISOR:**

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

**APPOINTED BY CIRCUIT COURT:**

- Electoral Board
- Board of Zoning Appeals

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


5-26-17

Signature
Date

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

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



**CITIZEN VOLUNTEER APPLICATION**  
FOR COUNTY BOARDS, COMMITTEES & COMMISSIONS

Date 5/30/17

Name Karen Schinabeck

Home Address 49 Lake Dr.

City Farmville State VA Zip Code 23901

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

Home Telephone Number 434-390-0379 FAX \_\_\_\_\_

E-Mail Address Schinabeckkm@longwood.edu

Present Employer retired

Business Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Business Telephone Number \_\_\_\_\_ FAX \_\_\_\_\_

Which Address is Preferred for Mailings? Home \_\_\_\_\_ Office \_\_\_\_\_

Optional Information Which May Prove Helpful:

Occupation \_\_\_\_\_

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

Education: High School \_\_\_\_\_ Year \_\_\_\_\_

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

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

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

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

Past Board, Commission, and Committee Assignments Soc. Serv. Bd., Library

Adv. Bd., Library Local Bd., CDA Bd.

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.

Re-assignment to CDA Bd.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

RECEIVED JUN 02 2017

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

no

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

no

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

**APPOINTED BY THE BOARD OF SUPERVISOR:**

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

**APPOINTED BY CIRCUIT COURT:**

- Electoral Board
- Board of Zoning Appeals

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



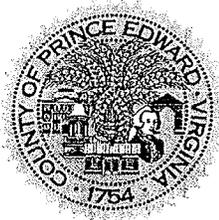
Signature

07/30/17

Date

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

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CITIZEN VOLUNTEER APPLICATION  
FOR COUNTY BOARDS, COMMITTEES & COMMISSIONS

Date 5/23/17

Name FRED RUSSELL

Home Address 9993 DARLINGTON HEIGHTS RD

City FARMVILLE State VA Zip Code 23901

Election District:

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

Home Telephone Number 434-223-7924 FAX 434-392-1577

E-Mail Address frussell@kinex.net

Present Employer RUSSELL ENTERPRISES

Business Address PO BOX C

City FARMVILLE State VA Zip Code 23901

Business Telephone Number 434-392-8733 FAX 434-392-1577

Which Address is Preferred for Mailings? Home \_\_\_\_\_ Office

*Optional Information Which May Prove Helpful:*

Occupation OWNER / OPERATOR

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

Education: High School \_\_\_\_\_ Year \_\_\_\_\_

College/Technical School LEES-MCRAE Year \_\_\_\_\_

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

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

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

Past Board, Commission, and Committee Assignments \_\_\_\_\_

PRINCE EDWARD CO. INDUSTRIAL DEV. BOARD

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.

SERVE THE COMMUNITY

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

NO

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

NO

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

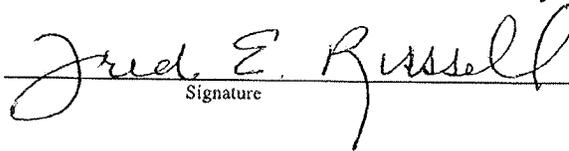
**APPOINTED BY THE BOARD OF SUPERVISOR:**

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

**APPOINTED BY CIRCUIT COURT:**

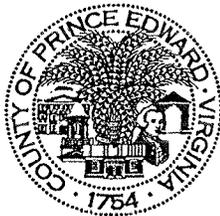
- Electoral Board
- Board of Zoning Appeals

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


5/24/17  
 \_\_\_\_\_  
 Signature Date

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

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**CITIZEN VOLUNTEER APPLICATION**  
FOR COUNTY BOARDS, COMMITTEES & COMMISSIONS

Date 6/8/17

Name Timothy R. Tharpe

Home Address 1815 Price Drive

City Farmville State VA Zip Code 23901

Election District: Buffalo \_\_\_\_\_ Farmville 801 \_\_\_\_\_  
Hampden \_\_\_\_\_ Leigh \_\_\_\_\_  
Farmville 101  Lockett \_\_\_\_\_  
Farmville 701 \_\_\_\_\_ Prospect \_\_\_\_\_

Home Telephone Number (434) 392-1800 FAX \_\_\_\_\_

E-Mail Address timejr.tharpe@trucking.com

Present Employer J.R. Tharpe Trucking Co. Inc.

Business Address 401 Pisgah Church Road

City Rice State VA Zip Code 23966

Business Telephone Number (434) 767-4384 FAX 767-2360

Which Address is Preferred for Mailings? Home  Office \_\_\_\_\_

*Optional Information Which May Prove Helpful:*

Occupation Manager / Co-Owner

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

Education: High School \_\_\_\_\_ Year \_\_\_\_\_

College/Technical School Longwood Year 1990

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

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

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

Past Board, Commission, and Committee Assignments \_\_\_\_\_

YMCA, Central Citizens Bank & Trust, IAA, Center Foundation

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.

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

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.

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

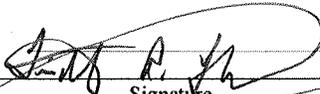
**APPOINTED BY THE BOARD OF SUPERVISOR:**

- 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

6/8/17  
 \_\_\_\_\_  
 Date

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

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**CITIZEN VOLUNTEER APPLICATION**  
FOR COUNTY BOARDS, COMMITTEES & COMMISSIONS

Date 4-24-17

Name Iida Miley

Home Address 10911 Farmville Road

City Farmville 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 434 223-4336 FAX \_\_\_\_\_

E-Mail Address \_\_\_\_\_

Present Employer Retired

Business Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Business Telephone Number \_\_\_\_\_ FAX \_\_\_\_\_

Which Address is Preferred for Mailings? Home  Office \_\_\_\_\_

Optional Information Which May Prove Helpful:

Occupation \_\_\_\_\_

Former Occupation, If Retired New York City Transit Authority

Education: High School Prince Edward C. H. S Year 1958

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

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

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

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

Past Board, Commission, and Committee Assignments

Department of Social Services Board Member

Professional, Civic, or Other Activities

Superintendent's Community Advisory Committee

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.

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

RECEIVED APR 24 2017

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

No

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

No

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

**APPOINTED BY THE BOARD OF SUPERVISOR:**

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

**APPOINTED BY CIRCUIT COURT:**

- Electoral Board
- Board of Zoning Appeals

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

*Chela Miley*  
Signature

*4-24-17*  
Date

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

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**CITIZEN VOLUNTEER APPLICATION**  
FOR COUNTY BOARDS, COMMITTEES & COMMISSIONS

Name Peter Y. Gur Date May 24, 2017

Home Address 1813 Woodland Trail

City Farmville State VA Zip Code 23901

Election District: Buffalo \_\_\_\_\_ Farmville 801 \_\_\_\_\_  
Hampden \_\_\_\_\_ Leigh \_\_\_\_\_  
Farmville 101 ✓ Lockett \_\_\_\_\_  
Farmville 701 \_\_\_\_\_ Prospect \_\_\_\_\_

Home Telephone Number (434) 391-1082 FAX \_\_\_\_\_

E-Mail Address Petergur@msn.com

Present Employer Retired high school teacher, PE School Board

Business Address 35 Eagle Drive,

City Farmville State VA Zip Code 23901

Business Telephone Number (434) 315-2100 FAX (434) 392-1911

Which Address is Preferred for Mailings? Home ✓ Office \_\_\_\_\_

Optional Information Which May Prove Helpful:

Occupation Retired high school teacher school Board member

Former Occupation, If Retired Adjunct faculty at southside VA Community College

Education: High School chung-kung HS Year 1971

College/Technical School Soochow University, Taipei Year 1975

Graduate School (1) Michigan State University, 1987 Year Ph.D.

Military Service (2) VA Commonwealth U. 2000 Years Master of Teaching

Degrees/Other (3) University of Virginia, 2007 Master of Art in

Past Board, Commission, and Committee Assignments physics Education  
School Board, Prince Edward County Public Schools, 2014 July - 2019 December

Professional, Civic, or Other Activities Virginia Cooperative Extension - Heart of Virginia Master gardeners  
2013 - 2017

American Chemical Society.

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 had been taught physics and chemistry as an adjunct faculty at SVCC from 2010 spring - 2016 spring. I received three awards: (1) SVCC, Teaching Peer, 2010, (2) SVCC, Teaching Peer, 2012, and (3) SVCC, Teaching Fellow, 2014. I would like to support the college administration, maintain exemplary faculty and staff, have enough college budget, and provide excellent curriculum so that students can transfer to four-year colleges and make a living in the work force.

RECEIVED MAY 30 2017

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

No

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

No

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

**APPOINTED BY THE BOARD OF SUPERVISOR:**

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

**APPOINTED BY CIRCUIT COURT:**

- Electoral Board
- Board of Zoning Appeals

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

*Peter Gun*

Signature

5/24/2017

Date

**Please Return Application To:**

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

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**PETER Y. GUR, Ph.D.**

1813 Woodland Trail  
Farmville, VA 23901  
(H) (434) 391-1082  
(Cell) (434) 547-0976  
E-mail: [petergur@msn.com](mailto:petergur@msn.com)

<b>EDUCATION</b>	2002-2007	University of Virginia	Charlottesville, VA
		<b>Master of Art in Physics Education</b>	
	1996-2000	Virginia Commonwealth University	Richmond, VA
		<b>Master of Teaching</b>	
	1979-1987	Michigan State University	E. Lansing, MI
		<b>Ph.D. in Chemistry</b>	
	1971-1975	Soochow University	Taipei, Taiwan
		<b>BS in Chemistry</b>	
<b>PROFESSIONAL EXPERIENCE</b>	2010-2016	Southside Virginia Community College	Alberta, VA
		<b>Adjunct Faculty in Physics/Chemistry</b>	
		Taught Dual Enrollment Chemistry 111/112. Taught Physics 101/102 Cyber Class and Simulations.	
	2010-2013	Kenston Forest School	Blackstone, VA
		<b>Upper School Science Teacher</b>	
		Taught Physical Science, Chemistry, Physics and Calculus	
	2003-2010	Governor's School of Southside Virginia at Longwood University Instructional Site	Farmville, VA
		<b>Physics/Chemistry/Junior Research Instructor</b> Taught Physics, Chemistry 111 Dual Enrollment, and Junior Research classes to the talented and gifted high school students.	
2001-2003	Liberty High School	Bealeton, VA	
	<b>Physics and Earth and Space Science Teacher</b>		
	Taught Conceptual Physics classes. Taught Earth and Space Science classes.		
2001 Summer	Southside Virginia Community College	Keysville, VA	
	<b>Adjunct Chemistry Instructor</b>		
	Taught Chemistry 111 and 112 classes.		
1998-2001	Prince Edward County High School	Farmville, VA	
	<b>Chemistry Teacher</b>		
	Taught Honors Chemistry and Chemistry I classes. Sustained a learning environment. Promoted diversity, equity, and fairness. Assessed for results.		

1997-1998 Henrico High School Henrico, VA  
**Part-Time Chemistry Teacher**  
 Taught the sixth period Honors Chemistry.  
 Engaged the science learner.

1993-1995 Medical College of Virginia Hospitals Richmond, VA  
**Postdoctoral/Medical Technologist**  
 Developed new methods to detect Felbamate by GC/NPD  
 and Amphetamine by GC/MS.

1990-1993 Wayne County Medical Examiner's Office Detroit, MI  
**Chemist I**  
 Screened various toxic substances from postmortem specimens,  
 then confirmed the "presumptively positive results" by GC/MS.

1988-1990 Kaumagraph-Flint Corporation Millington, MI  
**Research Chemist**  
 Formulated UV coating and matched colors for the  
 General Motor dashboards.

1987-1988 Michigan State University E. Lansing, MI  
**Research Associate**  
 Prepared highly toxic and radioactive 1,6-T<sub>2</sub>-2,3,7,8-tetrachloro-  
 dibenzo-*p*-dioxin and iron-sulfur cluster porphyrin.

1985-1987 Michigan State University E. Lansing, MI  
**Research Assistant**  
 Prepared various organic compounds on a large scale for research.

1979-1985 Michigan State University E. Lansing, MI  
**Teaching Assistant**  
 Taught the freshman chemistry lab and the sophomore  
 organic chemistry lab.

**PUBLICATION**

P. Gur. How Healthy is Our Water? *The Commonwealth of Knowledge* Web Site. [www.knowledge.state.va.us](http://www.knowledge.state.va.us).

P. Gur, A. Poklis, J. Saady, and A. Costantino. Chromatographic Procedures for the Determination of Felbamate in Serum. *Journal of Analytical Toxicology*. **19**: 499-503 (1995).

**CERTIFICATION**

Virginia Postgraduate Professional License, No. 01-524720  
 July 1, 2012-June 30, 2017

**PROFESSIONAL ORGANIZATION**

American Chemical Society



**CITIZEN VOLUNTEER APPLICATION**  
FOR COUNTY BOARDS, COMMITTEES & COMMISSIONS

Date: 5-25-2017

Name: Lisa Frazier Tharpe

Home Address: 1815 Price Drive Farmville VA 23901

Election District:	Buffalo _____	Farmville 801 _____
	Hampden _____	Leigh _____
	Farmville 101 <u>X</u> _____	Lockett _____
	Farmville 701 _____	Prospect _____

Home Telephone Number: 434 547-3900 (cell) FAX: 434-392-6441

E-Mail Address: tharpelf@longwood.edu or ltharpe1800@yahoo.com

Present Employer: Longwood Center for the Visual Arts - Longwood University

Business Address: 129 North Main Street City: Farmville State: VA Zip: 23901

Business Telephone Number: 434-395-2852 FAX: 434-392-6441

Which Address is Preferred for Mailings? Home

Optional Information Which May Prove Helpful:

Occupation: Community Engagement Director of the LCVA

Former Occupation: Executive Director of the Farmville Area Chamber of Commerce

Education: High School: Bluestone High School Year: 1984

College: Averett University Year: 1988

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

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

Degrees/Other: B.A. - with Double Major in Marketing and Management

Past Board, Commission, and Committee Assignments:

Board of Directors of SVCC for Prince Edward County.

Professional, Civic, or Other Activities:

- Farmville Lions Club - Current Membership Director
- Farmville Chamber of Commerce - Past Board of Director
- Farmville Jaycee
- Moton Museum - Past Board of Directors

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.

These last few years, I have thoroughly valued my time with Southside Virginia Community College. I feel I've served as a strong liaison between the College and Prince Edward County.

Today's world calls for quality education, and I feel it's especially crucial in our rural Virginia area. As a mother of two high schoolers (and rising college students), it is important to me personally to help ensure the best possible education for our state's future leaders. I'd also like very much to continue to help build the bond forming between SVCC & Fuqua. We've all worked hard on that for many years.

Throughout my career, my job has continued to focus on a commitment to connecting business with community. I bring an ability to provide strategic input, to build relationships between entities, as well as an insight from the perspective of a pre-college parent.

I served as Executive Director of the Farmville Chamber of Commerce for 3 years, and am now Community Engagement Director for Longwood Center for Visual Arts. Reaching out to 15 counties and securing connections is part of my daily routine. SVCC fits perfectly into my work responsibilities and geography covered. I'd respectfully value providing that once again to SVCC by representing Prince Edward County on the Board another term.

Do you have a family member who is employed by the county office, organization or institution over which the Board/Commission for which you are seeking appointment will oversee/interact? If yes, please explain. NO

Do you have a business relationship with the county office, organization or institution over which the Board/Commission for which you are seeking appointment will oversee/interact? NO

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

**APPOINTED BY THE BOARD OF SUPERVISOR:**

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

**APPOINTED BY CIRCUIT COURT:**

- Electoral Board
- Board of Zoning Appeals

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

Lisa Frazier Tharpe  
Signature

5-31-17  
Date

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

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County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** June 13, 2017  
**Item No.:** 12  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett/Sarah Elam Puckett  
**Issue:** Appointments: County Attorney/Deputy County Attorney

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**Summary:** The appointments of James R. Ennis as County Attorney and Brian T. Butler as Deputy County Attorney expire June 30, 2017.

**Attachments:** None

**Recommendation:** Reappoint James R. Ennis as County Attorney and reappoint Brian T. Butler as Deputy County Attorneys effective July 1, 2017 to June 30, 2018, and renew the existing agreement for the same period.

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

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

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

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





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

**Meeting Date:** June 13, 2017  
**Item No.:** 13  
**Department:** County Administrator  
**Staff Contact:** W.W. Bartlett/Sarah Elam Puckett  
**Issue:** Request from Town of Blackstone

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**Summary:** Attached is a letter from the Town of Blackstone requesting \$15,665 from Prince Edward County to help pay for repairs to the Blackstone Burn Building. To the best of our knowledge, based on conversations with the Virginia Department of Fire Programs, the Counties of Dinwiddie and Nottoway and the Town of Blackstone, the Blackstone Burn Building was funded through a grant from the Virginia Department of Fire Programs in about 2003. The grant recipient was the Town of Blackstone, with the Counties of Prince Edward, Nottoway and Lunenburg as supporting regional partners. In December of 2001, the Prince Edward County Board of Supervisors voted that the County's \$325,000 burn building grant allocation from the Virginia Department of Fire Programs be dedicated to a regional facility that was proposed to be built at Fort Pickett. A Southside Virginia Burn Building Commission was established to manage the building, and its membership comprised representatives of the volunteer fire departments in those counties. Over the ensuing years, new departments joined the Commission and many of the original departments dropped their memberships. At last count, there seem to be about eleven remaining dues-paying member departments still participating, six of which were from Dinwiddie County.

On May 24, 2017, Sarah met with the Prince Edward Area Firefighters Association. Attached is a letter from the Association, representing the recommendation of the seven fire departments in Prince Edward County.

**Attachments:** Letter from Town of Blackstone  
Letter from Prince Edward Area Firefighters Association

**Recommendation:** Act on the request from the Town of Blackstone.

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

WILLIAM D. COLEBURN  
Mayor

**COUNCIL MEMBERS**

BARBARA THOMPSON  
President of Council

ERIC M. NASH  
L. BENJAMIN GREEN  
ALFRED V. TUCKER  
LEE F. SCOTT, JR.  
SAM MONCURE  
WADE HAMNER

**TOWN OF BLACKSTONE**

100 WEST ELM STREET  
BLACKSTONE, VIRGINIA 23824  
PHONE (434) 292-7251  
FAX (434) 292-6560

PHILIP VANNOORBEECK  
Town Manager

GWENETH PROCISE  
Treasurer

JENNIFER HARDY  
Finance Director

JENNIFER S. DANIEL  
Town Clerk

NICHOLAS C. KUZMIAK  
Chief of Police

TESSIE BARNES BACON  
Town Attorney

May 17, 2017

Prince Edward Administrator's Office  
ATTN: Wade Bartlett  
PO Box 382  
Farmville, VA 23901

**Re: Blackstone Burn Building**

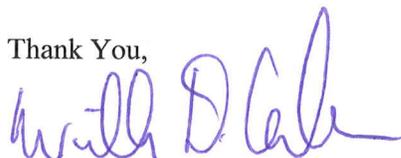
Dear Mr. Bartlett,

The Town of Blackstone has been awarded a Virginia Fire Service Grant for the repair of the fire service training facility that is used by three counties; Nottoway, Dinwiddie, and Prince Edward. The grant will reimburse 36.2% of all expenses up to \$61,230.00.

In communications with the Southside Virginia Burn Building Commission it is our understanding that the remaining 63.80% of expenses will be divided equally among the three counties. The estimated total project is \$73,645. We cannot execute and accept the grant until we receive a letter of commitment from each county for their individual share of \$15,665.

If you could please respond with Prince Edward's intentions regarding this commitment we would greatly appreciate it. If you have any questions or concerns regarding the project please our office.

Thank You,



William D. Coleburn

Mayor

# Prince Edward Area Firefighters Association

Post Office Box 143  
Farmville, Virginia 23901

May 25, 2017

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

Dear Mr. Bartlett:

At its May 24, 2017 meeting held at the Farmville Volunteer Fire Department, the Prince Edward Area Firefighters Association unanimously approved the following:

*On motion of Chief Tinsley, seconded by Chief Mason and approved by the following roll call vote:*

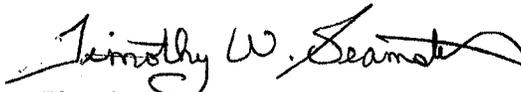
*Company 1, Chief Dean Farmer – Yes  
Company 2, Chief L.W. Gilliam – Yes  
Company 3, Chief Dalton Elder – Yes  
Company 4, Chief Al Mason – Yes  
Company 5, Assistant Chief Leon Scott – Yes  
Company 6, Chief Dallas Tinsley – Yes  
Company 7, Chief Wes Reames – Yes  
PEVRS, President Brian Butler – Yes*

*The member departments of the Prince Edward Area Firefighters Association intend to withdraw their membership in the Southside Virginia Burn Building Commission; and*

*The Prince Edward Area Firefighters Association recommends to the Prince Edward County Board of Supervisors to discontinue investment in the Blackstone Burn Building and to not approve funding for the repair of the building or any upgrades.*

Should the Board of Supervisors have any questions or need additional information, please do not hesitate to contact me.

Sincerely,



Timothy W. Seamster  
Secretary

*Comprised of Farmville Fire Department, Hampden Sydney Volunteer Fire Department, Pamplin Volunteer Fire Department & EMS, Inc., Prospect Volunteer Fire Department, Meherrin Volunteer Fire Department, Darlington Heights Volunteer Fire Department, and Rice Volunteer Fire Department.*





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

**Meeting Date:** June 13, 2017  
**Item No.:** 14  
**Department:** County Administrator/County Attorney  
**Staff Contact:** W.W. Bartlett/Sarah Elam Puckett/Jim Ennis  
**Issue:** Amendment to County Fence Ordinance

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**Summary:** Attached for your consideration is a draft amendment to the County’s Fence Ordinance. Also attached is the County’s current Fence Ordinance.

Recently, County Animal Control was in Circuit Court related to an appeal of a violation to this ordinance and the judge ruled that the County’s current Ordinance was unenforceable.

County Attorney Jim Ennis will be present to discuss the proposed amendment. He recommends the repeal of the current fence ordinance and the re-enactment of the new Section 10-11 of the County Code.

**Attachments:** County Fence Ordinance  
Proposed Amendment to County Fence Ordinance

**Recommendation:** The County Attorney recommends the repeal of the current fence ordinance and the re-enactment of the new Section 10-11 of the County Code.

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

**County Animal Control Ordinance -- Enacted 12.8.15**

**Sec. 10-11. Lawful fence.**

- The boundary line of each lot or tract of land or any stream in the county shall be a lawful fence as to any livestock domesticated by man.
- It shall be unlawful for any person who is the owner or manager of any livestock domesticated by man to permit any such livestock, as to which the boundaries of lots or tracts of land have been constituted a legal fence, to run at large beyond the limits of his own lands within the county; and such animal shall be deemed to be running at large while roaming or running off the property, whether owned or rented, of its owner or manager, and not under their owner's or manager's immediate control.
- Any such owner or manager, after having been notified by an officer of the law that such animal is running at large, permits such animal to continue to run at large, shall be deemed to have violated this section and shall be guilty of a Class 4 misdemeanor and shall be punished in accordance with the provisions of Code of Virginia, §§ 3.2-6587, 18.2-403.1, 18.403.2, 18.2-403.3, which sections are adopted by reference and made a part of this chapter as if fully set forth in this section.

PROPOSED REPEAL AND REINACTMENT OF COUNTY CODE SECTION 10.11

SECTION 10.11 of the PRINCE EDWARD COUNTY CODE

The boundary line of each lot or tract of land or any stream in the County shall be a lawful fence as to any livestock, as defined in Section 3.2-5900 of the Code of Virginia, 1950, as amended and said Code Section is hereby incorporated by reference and made a part hereof as if fully set forth.

It shall be unlawful for any person to allow or permit any livestock, as defined hereinabove or poultry or fowl of any description owned by him or under his control, to stray upon any highway or public property or private premises of another and all livestock or poultry or other fowl shall be sufficiently confined or fenced by the owner or person exercising control over the same so as to prevent them from trespassing or straying.

A violation shall carry a penalty of \$250.00. Section 55-299 and 55-316, Code of Va. 1950as amended





County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** June 13, 2017  
**Item No.:** 15  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett  
**Issue:** LANDFILL OPERATIONS RFP RESPONSES

**Summary:**

Prince Edward County issued an RFP for landfill operations on March 31, 2017 with a closing date of May 5, 2017. The County received one response. That response was from the current operator.

At the May 9, 2017 meeting of the Board of Supervisors the Board directed Staff to enter into negotiations with Wright’s Excavating, LLC and develop a contract to bring to the Board at the June meeting.

The bid from Wright’s Excavating is for a total of \$1,973,766 for three years or \$54,826.83 per month. This is a 14% increase over the monthly rate for the last contract which began on July 1, 2012. This is an annualized increase of 2.8%. Reasons cited for the increase are (1) Inflation of repair parts, vendor prices, increase in hauling of leachate, increase in trash deliveries, and increase in area to maintain caused by opening new cell.

After negotiations Wright’s Excavating and the County staff have agreed, subject to Board approval the attached contract. The contract is essentially identical to the current contract with only the amount of the contract and the dates being changed.

**Attachments:** Proposed Landfill Operations Contract

**Recommendation:**

Award the Landfill Operating Contract to Wright’s Excavating, LLC for a period of 3 years with the option to renew for two additional years.

While only one bid was received based on the expansion of the landfill and the increase in trash being received the bid appears reasonable. Additionally, the County has been pleased with the services provided by Wright’s Excavating, LLC over the last 31 years they have been operating the County’s landfill. Thus I recommend the Board award the landfill operating contract to Wright’s Excavating, LLC.

Authorize the Chairman and/or County Administrator to execute all contract documents on behalf of the County. County staff will monitor the Landfill budget and recommend any amendments deemed necessary.

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



**COUNTY OF PRINCE EDWARD, VIRGINIA**

**CONTRACT FOR LANDFILL OPERATIONS**

THIS CONTRACT is made and entered into this \_\_\_\_\_ day of June, 2017 by and between the Board of Supervisors of Prince Edward County, Virginia, hereinafter called the County, and Wright's Excavating, LLC, a Virginia Limited Liability Company, hereinafter called the Contractor.

WITNESSETH:

WHEREAS, the County has a contract with the Contractor for landfill operation services, in effect from July 1, 2017 through June 30, 2020.

AND

WHEREAS, a provision of the contract allows the County, at its discretion, to negotiate a two-year extension of the contract with the Contractor.

NOW, THEREFORE, for and in consideration of the premises and mutual covenants hereinafter set forth, the parties hereby agree as follows:

This contract shall be for a period of thirty-six (36) months commencing on July 1, 2017 and ending June 30, 2020.

- 1) The total three (3) year contract price shall be: One Million Nine Hundred Seventy-three thousand seven hundred sixty-six dollars and 00/100ths Dollars (\$1,973,766.00), payable in thirty-six (36) monthly installments of: Fifty-four thousand eight hundred twenty-six dollars and 83/100ths Dollars (\$54,826.83).

If for any reason this contract is terminated during a month, the payment for that month shall be prorated based upon the number of days the Contractor provided operation services satisfactory to the County.

- 2) The contractor shall perform and be responsible for, but not be limited to, the following operational duties:
  - a) Waste disposal in accordance with the Prince Edward County's Operations Plan as updated December 2016, the Facility's Permit, and the VDEQ Solid Waste Management Regulations. A copy of the Operations Plan is attached to and made part of this contract. See the Appendix.

- b) All roadways (access and service roads) shall be kept passable under all weather conditions and as free of mud as possible. This also includes access roads to landfill gas compliance probes, groundwater monitoring wells, the leachate storage basin, sediment basins, and the borrow areas. Contractor shall maintain all gravel paved roads as necessary to include re-grading and gravel replacement.
- c) All roadways shall regularly be treated with water or other suitable dust suppressant to minimize fugitive dust emissions.
- d) The state highway in the vicinity of the landfill entrance shall be periodically swept of mud and dirt tracked onto the roadway by vehicles exiting the landfill.
- e) Blowing litter from the landfill operation shall be regularly policed from the landfill premises and surrounding tree lines and disposed of at the working face of the landfill.
- f) All stormwater and erosion and sedimentation control structures shall be maintained for areas permitted under Department of Environmental Quality permits 420 and 584 and VPDES permits for Outfalls 1 and 2. This includes:
  - o Routine inspections of E & S Control Facilities.
  - o Clearing sediment basins a minimum of two times a year.
  - o Clearing out sediment traps and repairing sediment traps as needed.
  - o Clearing out silted-in areas upgradient of rock check dams and repairing rock check dams as needed.
  - o Cleaning out and repairing ditches as needed.
  - o As needed, repairing areas showing erosion through filling and/or grading, fertilizing, mulching and seeding. For areas approved as “closed” by the VDEQ, the Contractor must notify the County before beginning any repair or restoration.
  - o Replacing damaged or destroyed culverts and inlet / outlet protections.
- g) The Contractor shall be responsible for transporting leachate from the leachate storage basin to the Town of Farmville Wastewater Treatment Plant. The County will pay for the treatment costs assessed by the Wastewater Treatment Facility. The Contractor shall be responsible to obtain and maintain any hauling/transportation licenses or permits needed for this activity and appropriate insurance to indemnify the County relative to the accidental spillage of leachate at any point during the hauling event. The level of the leachate in the pond shall not exceed eight feet without written permission from the County.
- h) Mowing of all areas of the landfill as needed, including closed areas, seeded areas within new operating areas, along the entrance road, and on the back

(downstream side) of the earthen dams of the sediment basins. Mowing shall be done a minimum of twice a year along the entrance road and the back side of the dams.

- i) Cutting and / or removal of trees and shrubs from closed areas of the landfill and the back side of the earthen dams. This includes hard-to-mow areas in the vicinity of stone drains, rock lined ditches, and landfill gas vents. The Contractor must notify the County before initiating this activity and any associated repair or restoration work.
  - j) Collection of quarterly visual stormwater samples from Outfalls 1 and 2, filling out appropriate DMR forms and paper work. This also includes collection of the annual samples from Outfalls 1 and 2, filling out appropriate DMR forms and paperwork, packaging of samples for shipping, and shipping of the samples to the testing laboratory for analysis. The final completion of the forms and paperwork and the results of the sampling programs will be evaluated by the County or the County's Engineer.
  - k) Performance of Monthly "Self Inspections" and filling out report forms to be placed on file in the Operating Record of the Landfill.
  - l) Notification of the County of any leachate seeps.
  - m) Maintaining the integrity of rain caps in newly constructed waste disposal cells and management of storm water runoff draining to the low point of the newly constructed cell.
  - n) Accompanying VDEQ Inspectors during quarterly or other site inspections and report the outcome of the inspection to the County at the completion of the inspection and the inspector's debrief.
  - o) Maintain and update, as necessary, the Landfill Files and Operational Records kept on file in the scalehouse.
  - p) Observe all waste loads discharged at the operating face for unauthorized wastes as part of the Unauthorized Waste Management Control Program.
- 3) Personnel Requirements:
- a) The Contactor at all times shall have at least one Virginia Certified Landfill Operator on site and shall provide evidence of the renewals of the operator's certification.
- 4) Equipment Requirements:

- a) The Contractor shall have, as a minimum, the following listed (or functionally equivalent) operational heavy equipment on site:
  - o 755 Loader
  - o D-6 dozer
  - o 762 Scraper Pan
  - o 35 Drott Hydraulic Excavator
  - o Trash Compactor designed for compacting municipal solid waste
  - o Additional equipment deemed necessary to operate the landfill in compliance with this contract.
- b) The Contractor shall be responsible for all maintenance, fuel, and insurance costs associated with this equipment and all other equipment that the Contractor has on site or brings to the site to operate the landfill in accordance with the requirements of this contract.
- c) c) The Contractor shall be able to provide, within 24 hours, suitable back up equipment to operate the landfill, should the need arise.

5) Insurance and Bond Requirements:

- a) The Contractor shall have a general liability insurance policy with a minimum of coverage of \$300,000 per occurrence, \$1,000,000 aggregate and shall provide County with a copy of an endorsement naming the County as an insured under said policy.
- b) All of the insurance and worker's compensation policies shall be available for review by the County at such time as may be requested by the County.
- c) The equipment owned by the Contractor, as described in Section 4 above, shall serve as the bond should the Contractor prove unable to perform the requirements of this Agreement / Contract.

6) Hold Harmless Agreement

Contractor shall indemnify and hold harmless Prince Edward County against all claims, damages losses and expenses, including but not limited to attorney's fees, arising out of or resulting from the performance of the work described herein, provided that any such claims, damages, losses or expenses (1) are attributable to bodily injury, sickness, disease or death or to injury to or destruction of tangible property, including the loss of use resulting there from, and (2) are caused in whole or in part by any negligent acts or omissions of the Contractor, any Subcontractor, or anyone directly or indirectly employed by any of them, regardless of whether or not it is caused in part by a party indemnified hereunder. This indemnification clause shall apply to the fullest extent permitted by law.

- 7) Fines and Penalties:
  - a) The Contractor shall be responsible for the payment of all fines and penalties assessed by regulatory agencies of jurisdiction due to negligent acts and /or willful failure to operate the landfill in accordance with applicable regulations.
  
- 8) The County will provide the following:
  - a) Scalehouse attendant
  - b) Maintenance of the scalehouse
  - c) Assist the Contractor in the maintenance and updating of the Landfill Files and Operational Record by providing periodic review of the files and records.
  - d) Perform the required number of inspections of waste loads at the scalehouse for unauthorized wastes.
  - e) Maintenance of the scales
  - f) Payment of electric bills
  - g) Environmental monitoring (Groundwater and Landfill Gas)
  - h) Engineering and surveying services
  
- 9) Either party may terminate this agreement with ninety (90) days written notice to the other party with or without cause.

The language of this Instrument, the Appendix the Purpose, Statement of Work, Request for Proposal, Bid, and Attachments thereto, and instructions and conditions are hereby made a part of this agreement by reference thereto and are attached hereto and contains the entire agreement between the parties, all prior statements and representations having been merged herein, and may not be modified except in writing, signed by the parties hereto and attached to this agreement as an addendum.

10) Subcontractors and Assignments.

The Contractor shall not sublet or assign this Contract or any portion thereof, and shall not transfer any interest in the same, without prior written consent of Prince Edward County. By execution of this agreement, County does hereby consent to Contractor's hiring of Carroll H. Wright, LLC for the purpose of hauling leachate for disposal. Contractor shall present to County, satisfactory evidence of liability insurance naming Subcontractor and Contractor as insureds. Prince Edward







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

**Meeting Date:** June 13, 2017  
**Item No.:** 16  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett/Sarah Elam Puckett  
**Issue:** County Administrator's Report

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**Summary:**

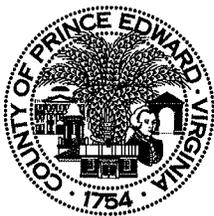
- a) The Bylaws of the Piedmont Regional Jail Authority provide for the appointment of alternates for both the citizen members and the Sheriffs. Sheriff Reed has appointed David Wilmoth as his alternate. It is rare that Jimmy Garnett or I miss a meeting; however, a quorum is needed to conduct the business of the Authority. Therefore, I recommend that the Board consider appointing Sarah Puckett, Assistant County Administrator, as the alternate to both myself and Mr. Garnett, in the event either of us is unable to attend a meeting.

**Attachments:** None

**Recommendation:** Appoint Sarah Puckett as the County's citizen alternate to the Piedmont Regional Jail Authority.

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





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

**Meeting Date:** June 13, 2017  
**Item No.:** 17  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett  
**Issue:** Committee Report: Property & Community Development Committee

**Summary:**

The Property and Community Development Committee comprised of Supervisors Gray, Timmons and Townsend meet on May 23, 2017 to discuss the contract for the Courthouse renovation project. The Committee and the County Attorney had received and reviewed a proposed contract from the County's preferred Architectural firm prior to the meeting. The County requested minor amendments and clarification on various sections of the contract. The firm of Crabtree, Rohrbaugh & Associates Architects made all the proposed amendments and the Committee is recommending the Board award the contract to Crabtree. The attachment is a summary of the contract and includes the work to be performed, the schedule, an estimated total cost of construction and their fee proposal. The details of the proposed Architectural and Engineering Design Fee can be found on the last page of attachment (1) and totals \$170,460.

This expense can be paid without withdrawing money from the fund balance. Collections have exceeded the budget in two revenue lines – Public Service Corporation and Personal Property. I am recommending the budget be amended to reflect the additional revenue and then be appropriated for to pay for this contract. The budget amended is shown below:

**FY17 BUDGET AMENDMENTS**

Rev/Exp	Fund	Dept	Object	Description	Debit	Credit
3(Rev)	100	11020	2016	Public Service Corp		76,000
3(Rev)	100	11030	2016	Personal Property		94,460
4(Exp)	100	94000	0034	Capital-Courthouse Renovation A&E	170,460	

**Attachment:** Crabtree letter dated April 18, 2017

**Recommendation:**

Approve the awarding of a contract to Crabtree, Rohrbaugh & Associates for the renovations and additions to the Prince Edward County Courthouse in the amount \$170,460, authorize the Chairman of the Prince Edward County Board of Supervisors or the County Administrator to sign all necessary contract documents and approve the budget amendment listed above and appropriate those same funds into the FY17 budget.

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



**Crabtree, Rohrbaugh & Associates  
Architects**

250 West Main Street - Suite 200  
Charlottesville, Virginia 22902  
phone: (434) 975-7262- fax: (434) 975-7263

April 18, 2017

W.W. Bartlett, County Administrator  
County of Prince Edward  
111 South Street, 3<sup>rd</sup> Floor  
Farmville, VA 23901

Re: A/E Design Fee and Schedule for renovations and additions to the Courthouse

On behalf of Crabtree Rohrbaugh & Associates, I am pleased to provide this design fee proposal for professional Architectural and Engineering services for renovations and additions to the Prince Edward County Courthouse. We appreciate the future opportunity to work with the Prince Edward County.

**Understanding of the Work**

1. Provide detailed design and construction documents to enable the County to complete the repair, renovation and expansion of the Prince Edward County Courthouse.
2. Work with the County at each project phase for reviews and input from the County.
3. Assure that the design and construction documents are in conformance with generally accepted architectural and engineering practices and in compliant with all applicable codes and regulations.
4. Prepare construction cost estimates and work with the county to create a comprehensive project budget.
5. Prepare final construction documents and prepare to bid work on a schedule to be determined by the County.
6. Prepare complete contract documents, including Instructions to Bidders, Bid Form, Agreement, General Conditions, Supplementary Conditions, technical specifications, plans and other documents as may be required; all in conformance with the Virginia Public Procurement Act.
7. Furnish contract documents as may be required by the County for submission to each regulatory agency and applicable reviewing authority and for the County's general use.
8. Provide a revised estimate of the cost of construction based on the final; drawings and specifications, including a total project cost figure, inclusive of all expenses associated with the project.

9. Coordinate selection of the general contractor through the public procurement process, including attendance at a pre-bid conference and assist in response to project related inquiries.
10. Assist the county and selected general contractor in obtaining required permits and approvals.
11. Provide full construction administration services in accordance with the Contract.
12. Consult regularly with the County and any contractors performing the work in the Courthouse or adjacent to the Courthouse to help maintain an environment conducive to the secure, safe and dignified activities of the Courts.
13. Provide Architectural and Engineering designs and plans that may be required to provide temporary facilities for the Courts and supporting office functions during renovation and construction in the historic Courthouse.
14. Provide all necessary Engineering, Architectural, Environmental, Surveying, Impact analysis (i.e. traffic, utilities, infrastructure), and other services related to the program of work and necessary to provide the required services and deliverables.
15. Assist the County in the management of the entire building project from design through Certificate of Occupancy.

**Project Team**

<u>Civil Engineer</u>	<u>Dewberry Engineering</u>
<u>Architect</u>	<u>Crabtree, Rohrbaugh &amp; Associates</u>
<u>Structural Engineer</u>	<u>Dunbar, Milby, Williams, Pittman &amp; Vaughan</u>
<u>Mechanical, Plumbing, Electrical Engineer</u>	<u>Ascent Engineering</u>
<u>Environmental Engineer</u>	<u>Engineering Consulting Services</u>

**Project Schedule**

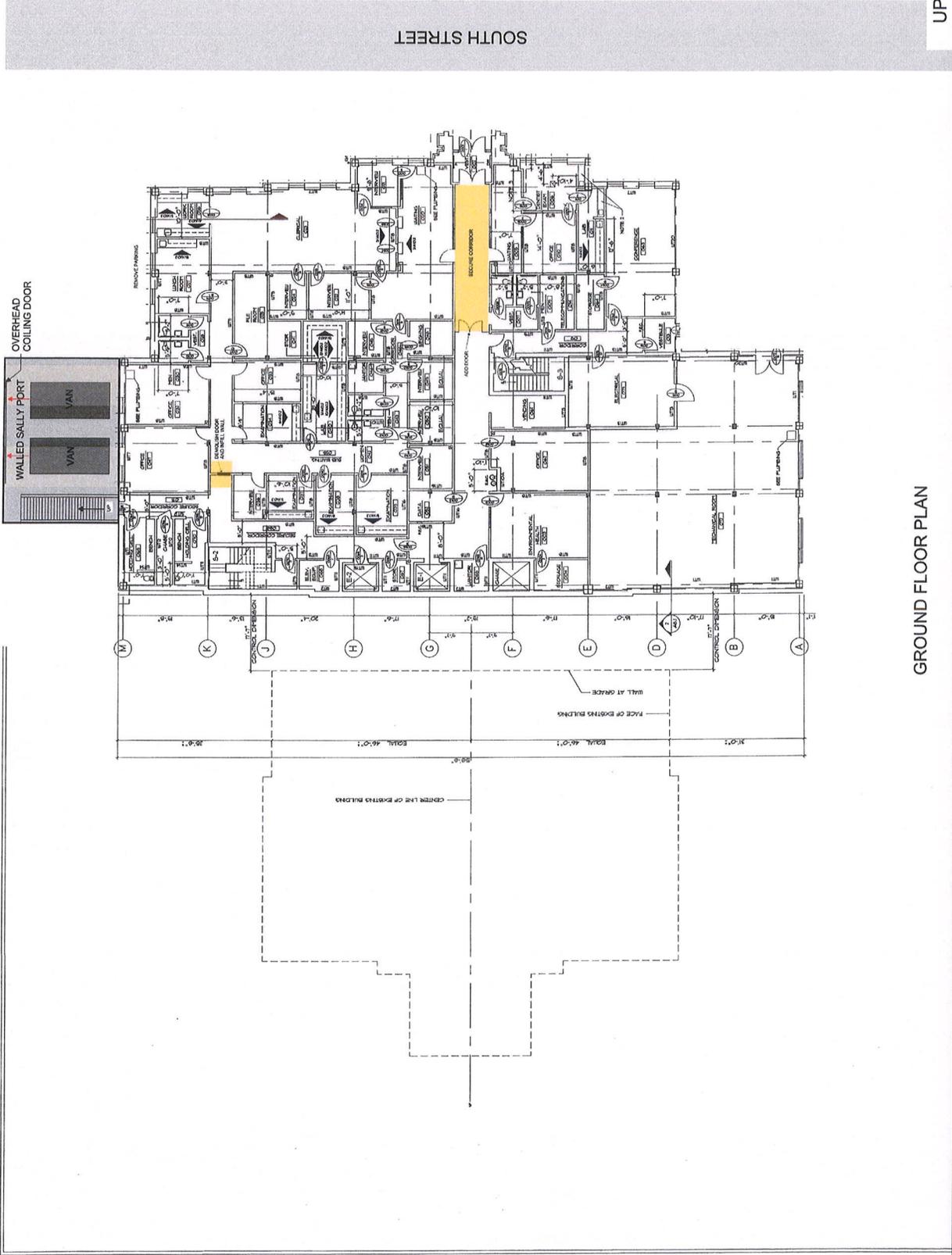
The proposed schedule on the next page shows a proposed meeting schedule for each design phase and the basic agenda of each meeting. The proposed number of meetings and length of design period may be shortened or lengthen based on modifications to the scope of work. The construction timeline may vary based on the phasing plan created during the design process.



**Program of spaces / modifications**

<b>Ground Floor</b>	<b>Reno SF</b>		<b>New SF</b>
Add door/wall to create secure corridor at ground floor entry			
Demolish door – infill wall at prisoner secure corridor			
<b>First Floor</b>	<b>Reno SF</b>		<b>New SF</b>
		Walled vehicle sallyport / access drive	1935
		Security checkpoint in lobby	476
Relocate atrium stair to second floor	70		
<b>Second Floor</b>	<b>Reno SF</b>		<b>New SF</b>
		Second floor exterior addition	920
		Structural infill at atrium – Office	500
Relocate atrium stair to second floor.			
		Structural infill at atrium – Storage	250
Convert Judge’s Chambers into storage and create new Clerk’s office	320		
<b>Third Floor</b>	<b>Reno SF</b>		<b>New SF</b>
		Structural infill at atrium – Courtroom	356
Divide Judges Chambers into 2 rooms	372		
Modify walls/doors in secure corridor			

The attached floor plans are not intended to be a design, but a diagram showing the understanding of the design scope of work on each floor and the potential impact on the adjacent spaces.



SOUTH STREET

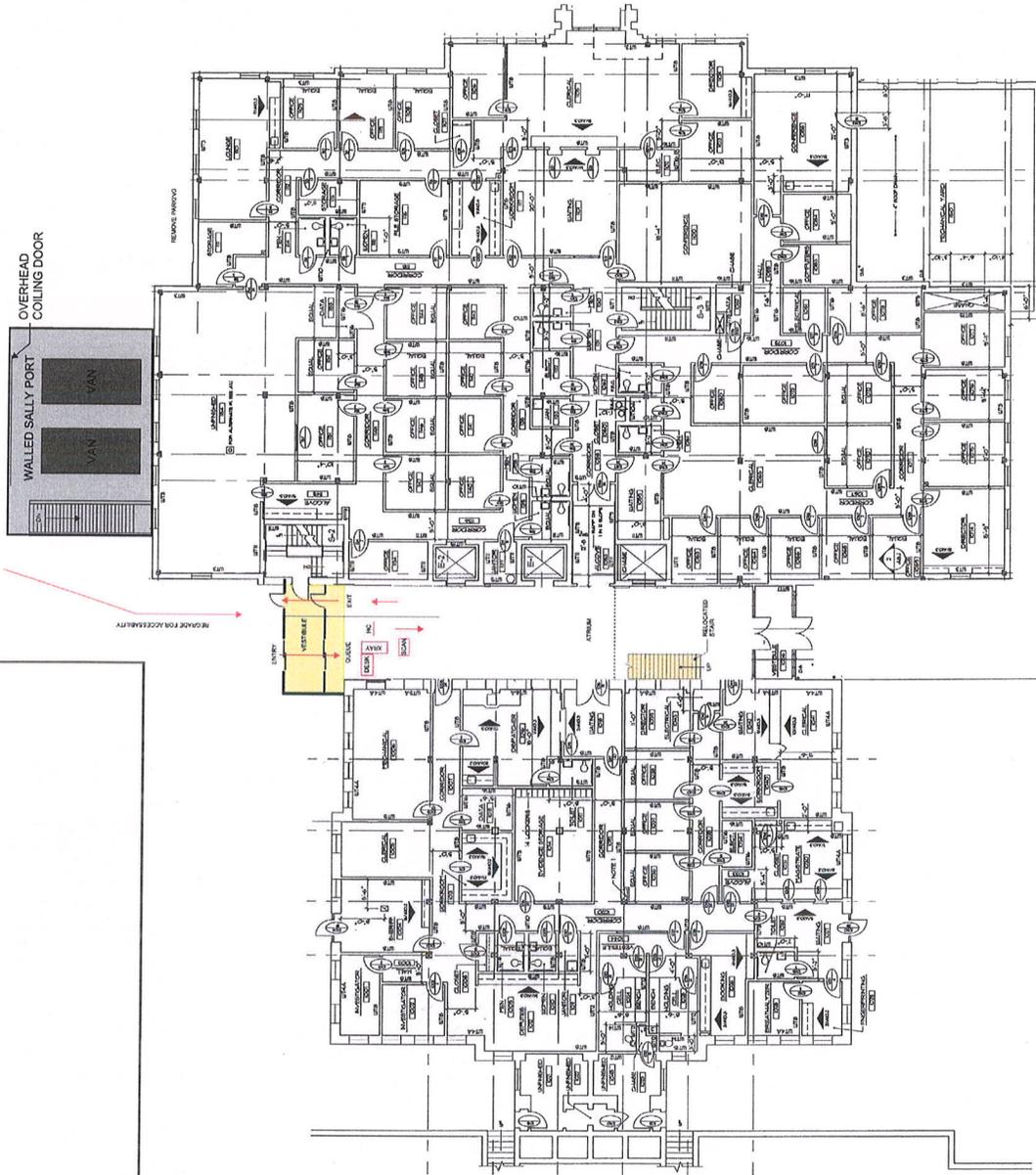
UPDATED 04/18/17

GROUND FLOOR PLAN

PRINCE EDWARD COUNTY  
COURTHOUSE RENOVATION



CRABTREE, ROHRBAUGH & ASSOCIATES ARCHITECTS



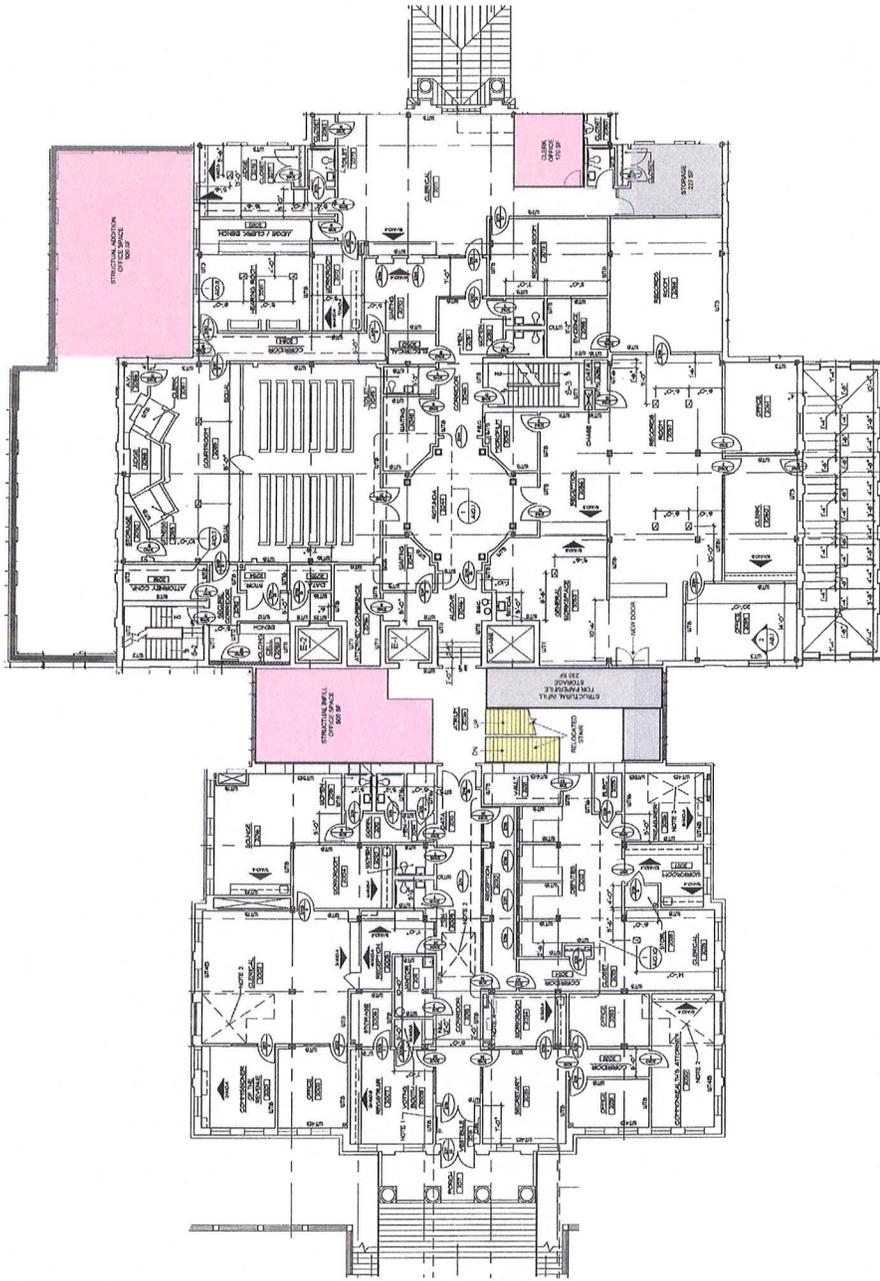
FIRST FLOOR PLAN

UPDATED 04/18/17

PRINCE EDWARD COUNTY  
COURTHOUSE RENOVATION



CRABTREE, ROHRBAUGH & ASSOCIATES, ARCHITECTS



SECOND FLOOR PLAN

UPDATED 04/18/17

PRINCE EDWARD COUNTY  
COURTHOUSE RENOVATION



CRABTREE-ROHRAUGH & ASSOCIATES ARCHITECTS



**Prince Edward County**

4/18/2017

Courthouse Additions and Alterations  
 Probable Construction Cost Estimate

Pre-Schematic Design

Space	Area (sf)	Cost/sf	Cost/Unit	Subtotal
<b>Basement</b>				
Add double door/wall/elec for security	EA	\$0	\$6,500	\$6,500
Demolish door / infill wall	EA	\$0	\$650	\$650
Boiler / Chiller modifications- additions	EA	\$0	\$250,000	\$250,000
Security cameras / electronic door hardware	LUMP	\$0	LUMP	\$35,000
			<b>Subtotal</b>	<b>\$292,150</b>

<b>First Floor</b>				
Relocate parking - accessible ramp for entrance	680	60	0	\$40,800
Enclosed Sally Port	1020	\$105	\$0	\$107,100
Security checkpoint addition at entrance	347	\$160	\$0	\$55,520
Relocate atrium stair to second floor	EA	\$0	\$15,000	\$15,000
Security cameras / electronic door hardware	LUMP	\$0	LUMP	\$85,000
			<b>Subtotal</b>	<b>\$303,420</b>

<b>Second Floor</b>				
Second floor exterior addition / fit out	920	\$220	\$0	\$202,400
Structural infill at atrium - office	500	\$150	\$0	\$75,000
Relocate atrium stair to third floor	EA	\$0	\$15,000	\$15,000
Structural infill at atrium - storage	250	\$150	\$0	\$37,500
Convert storage and clerk office	320	\$100	\$0	\$32,000
Security cameras / electronic door hardware	LUMP	\$0	LUMP	\$25,000
			<b>Subtotal</b>	<b>\$386,900</b>

<b>Third Floor</b>				
Structural infill at atrium - office/storage	356	\$150	\$0	\$53,400
Renovate Courtrooms	2322	\$43	\$0	\$99,985
Convert Judge Chambers into conf. rooms	372	\$120	\$0	\$44,640
Renovate Secure Corridor doors/walls	60	\$100	\$0	\$6,000
Security cameras / electronic door hardware	LUMP	\$0	LUMP	\$25,000
			<b>Subtotal</b>	<b>\$229,025</b>

Subtotal Construction Costs	\$1,211,495
Prime contractor overhead and profit (20%)	\$242,299
<b>Total Probable Contractor Construction Costs</b>	<b>\$1,453,794</b>
Construction Contingency	\$50,883
Testing and Inspections	\$29,076
Permits/Approvals	\$21,807
<b>Total Probable Construction Costs</b>	<b>\$1,555,560</b>

## Architectural and Engineering Fee Proposal

### **Pre-Schematic Design      5%**

- Initial meeting with Stakeholders to review program needs and adjacencies
- Initial survey of Courthouse
- Initial structural investigation for infill and expansion
- Initial security recommendations

### **Schematic Design            25%**

- Initial design concepts showing area and adjacency
- Initial mechanical, plumbing, and electrical design options
- Review overall project scope and potential construction challenges
- Initial probable cost estimates
- Initial construction phasing options

### **Design Development        35%**

- Development of design concepts showing area and adjacency
- Develop preferred mechanical, plumbing, and electrical design option
- Review overall project scope and potential construction challenges
- Review interior design finish options
- Review updated probable cost estimates
- Review construction phasing options

### **Construction Documents    20%**

- Final detailing of design documents showing area and adjacency
- Final detailing of mechanical, plumbing, and electrical design
- Final review of interior design finishes
- Final review of probable cost estimates
- Final review construction phasing options
- Develop the final technical and non-technical specifications
- Submit the construction documents for code review

### **Bidding                        5%**

- Manage issuing of documents to contractors
- Lead the pre-bid meeting and walkthrough
- Answer contractor questions
- Review all contractor bids to ensure they are qualified and complete

### **Construction Administration    10%**

- Maintain regular site visits to observe conformance with the intent of the construction documents
- Review all shop drawings and contractor RFIs
- Review submitted potential change orders and provide recommendations
- Review contractor applications for payment
- Review contractor punchlists and closeout documents

The interview committee stated the Prince Edward County goal is to self-fund the project, dedicating approximately \$1,000,000 to the construction cost. The scope of the project while limited on area, is complex in design and will require a significant amount of Architectural and Engineering time to maintain a high level of quality control and reduce challenges during construction. Our team believes that the full scope of work requested could not be constructed at or less than the amount the County has committed to the Project. Our Architectural and Engineering Design Fee below is separated into the design of two separate phases of Construction. The fee is based on the actual hours needed to complete the project, not a percentage of construction costs. If the scope of work is reduced to meet the total construction cost of \$1,000,000, then the A/E design fee will be reduced to reflect that reduction in scope.

**Construction Scope Phase A:**

Ground Floor

- Security door in main corridor
- Demolish door and infill wall in secure prisoner corridor

First Floor

- Walled Sally Port and service drive
- Security Main Entrance and regrade sidewalk
- Relocate atrium stair to second floor

Second Floor

- Infill atrium to create office space
- Infill atrium to create storage
- Relocate atrium stair to third floor
- Convert Judge's Chambers to storage – create new Clerk's Office

Third Floor

- Infill atrium for office space and storage
- Relocate doors in secure corridor
- Add demising wall in Judge Chambers to create two smaller rooms

**Architectural and Engineering Fee for Construction Scope Phase A: \$140,360**

**Construction Scope Phase B:**

Second Floor

- Second floor addition and interior fit-out

**Architectural and Engineering Fee for Construction Scope Phase B - 2<sup>nd</sup> floor: \$30,100**

\*The design team has conducted an initial survey on the condition or capacity of your existing mechanical, plumbing and electrical systems. The design fees presented are based on the expanding the current systems in place and not replacing the system in its entirety.

We again thank you for the opportunity to submit this proposal for professional Architectural and Engineering services. If there are any questions, please feel free to contact our office.

Sincerely,

CRABTREE, ROHRBAUGH & ASSOCIATES

A handwritten signature in black ink that reads "Joshua C. Bower". The signature is written in a cursive style with a long, sweeping underline.

Joshua C. Bower, AIA, LEED AP  
Studio Director, Senior Project Manager





County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** June 13, 2017  
**Item No.:** 18  
**Department:** County Administration/County Attorneys  
**Staff Contact:** W.W. Bartlett  
**Issue:** Closed Session

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**Summary:**

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

- a) For the discussion of the disposition of publicly-held real property in the Prince Edward County Industrial Park and elsewhere in the County, where discussion in an open meeting would adversely affect the negotiating strategy of the County, pursuant to the exemption provided for in Section 2.2-3711(A)(3) of the *Code of Virginia*.

**Attachments:**

**Recommendation:** Convene in Closed Session.

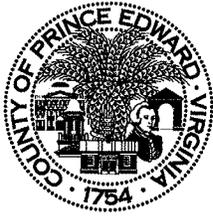
Motion \_\_\_\_\_  
Second \_\_\_\_\_

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

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

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





County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: June 13, 2017  
Item No.: 19  
Department: County Administration  
Staff Contact: W.W. Bartlett/Sarah Elam Puckett  
Issue: Monthly Reports

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Summary: Please see attachments.

**Attachments:**

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

**Recommendation:**

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

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

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

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



## Animal Control Monthly Report

"May 2017"

<b>Dogs</b>		<b>Wildlife</b>	
Surrendered	5	Handled	0
Picked Up	19	Euthanized	0
Claimed By Owner	5	Rabies Case	0
Adopted	4		
Died in Kennel	0	<b>Livestock</b>	
Euthanized	1	Returned to Owner	0
Transferred to SPCA	16	Died in Kennel	0
Dead on Arrival	0	Adopted	0
Escaped from Shelter	0	<b>Fees Collected</b>	\$0.00
Seized	2		
<b>Fees Collected</b>	<b>\$415.00</b>	<b>Other Companion Animals</b>	
		Returned to Owner	0
<b>Cats</b>			
Surrendered	1		
Picked Up	0	<b>Number of Calls to Shelter</b>	204
Claimed By Owner	0	<b>Summons Issued</b>	4
Adopted	0	<b>Warrants Served</b>	0
Euthanized	1	<b>Days in Court</b>	3
Died in Kennel	0	<b>Nuisance Dogs</b>	4
Transferred to SPCA	0	<b>Dangerous Dogs</b>	3
Dead on Arrival	0		
<b>Fees Collected</b>	<b>\$0.00</b>	<b>Total Fees Collected</b>	<b>\$415.00</b>

**Bill the Town of Farmville**

0 cats housed.

**Total** \$0.00

*Adam Mumma, Animal Control Officer*  
*James Farley, Jr., Animal Control Officer*

# BUILDING OFFICIAL

Permits Issued Report  
5/01/2017 Through 5/31/2017

ADDITIONS	- Issued		7
	- Value		\$117,200.00
	- Permit Fees		\$1,091.85
	- 2.00% STATE TAX		\$21.84
	- Fees Collected		\$.00
ONE & TWO FAMILY DWELLING	- Issued		3
	- Value		\$1,223,400.00
	- Permit Fees		\$2,222.60
	- 2.00% STATE TAX		\$44.46
	- Fees Collected		\$.00
ELECTRICAL	- Issued		9
	- Value		\$3,900.00
	- Permit Fees		\$370.00
	- 2.00% STATE TAX		\$7.40
	- Fees Collected		\$.00
MECHANICAL	- Issued		3
	- Value		\$1,500.00
	- Permit Fees		\$150.00
	- 2.00% STATE TAX		\$3.00
	- Fees Collected		\$.00
MECHANICAL/GAS	- Issued		2
	- Value		\$2,600.00
	- Permit Fees		\$100.00
	- 2.00% STATE TAX		\$2.00
	- Fees Collected		\$.00
PLUMBING	- Issued		6
	- Value		\$2,500.00
	- Permit Fees		\$250.00
	- 2.00% STATE TAX		\$5.00
	- Fees Collected		\$.00
REMODELING	- Issued		4
	- Value		\$134,000.00
	- Permit Fees		\$294.00
	- 2.00% STATE TAX		\$5.88
	- Fees Collected		\$.00
IN LIEU OF SOIL & EROSION	- Issued		3
	- Value		\$.00
	- Permit Fees		\$.00
	- Fees Collected		\$.00
Total Permits - Issued			37
Total Permits - Value			\$1,485,100.00
Total Permits - Permit Fees			\$4,478.45
Total Permits - Sales Tax 2%			<u>\$ 89.58</u>
			<b>\$ 4,568.03</b>

**INSPECTIONS FOR MAY 49**



Allie Hill  
Board President  
(434) 960-8958

## ***May 2017 Summary***

May has been the busiest month ever for the commercial operations of the cannery.

- Farmville's own **Fishin' Pig** is processing every other week. They currently make between 170 to 200 gallons of sauce every other week for their restaurants. They are scheduled for their first official bottling of sauces for retail on June 6<sup>th</sup>.
- Virginia Food Works processed 762 jars of strawberry jam in 3 different varieties for their returning customer **Browntown Farms of Brunswick County**.
- Virginia Food Works processed 957 jars of four different varieties of jam for **Westmoreland Berry Farms of Colonial Beach, VA**, another returning customer.
- Virginia Food Works processed 315 jars of jam for returning customer **Saunders Brothers of Nelson County**.
- Returning client **Hobby Hill Farms of Powhatan County** produced 270 jars of jam and 36 bottles of syrup during their first rental day of the year. They have planned additional processing dates for this summer.
- **Agriberry of Hanover County** returned to rent the cannery. They pureed a whopping 2 tons of fruit!
- **Back Pocket Provisions of Albemarle County** processed 750 lbs of tomatoes into 62 gallons of sauce blend, prepping for their Bloody Mary Mix.
- **Matt's Dirty Pickles of Richmond, VA** completed his first batch of pickle chips. He plans on being a regular customer as he must continuously supply his grocery store contracts.
- **Monica Hardin of Lynchburg, VA** toured the cannery to learn about producing her Grandmother's famous recipe. She is moving forward with the regulatory process.

**May Revenue: \$ 1201.00**

**Interested parties (contacts, tours): 5**

**Production Clients: 8**

**Days Used for Commercial Activity: 10**

### **Products Created:**

- Fishin' Pig – 4 BBQ Sauces plus their Dry Rub Blend
- Browntown Farm – 3 Varieties of Strawberry Jam
- Westmoreland Berry Farm--- 4 Jam Varieties
- Agriberry-- Fruit Puree
- Back Pocket Provisions – Bloody Mary Mix
- Hobby Hill Farms – Strawberry Jams and Syrups
- Matt's Dirty Pickles – Dill Pickles
- Saunders Brothers – Strawberry Jam

**Prince Edward County Public Schools  
2016-2017**

**Comparative Receipts and Expenditures  
Year to Date - Month of May 2017**

	Fiscal 2016				Fiscal 2017			
	Approved Budget	Received Year-to-Date	Percent of Revenue	Approved Budget	Received Year-to-Date	Percent of Revenue	Fiscal Year \$ Difference	Fiscal Year % Difference
<b>Receipts:</b>								
Sales Tax	2,856,772	2,618,041	91.64%	2,966,126	2,639,524	88.99%	21,483.20	-2.65%
Basic Aid	5,965,221	5,224,556	87.58%	6,042,245	5,633,698	93.24%	409,141.51	5.65%
Other State	4,998,282	4,121,148	82.45%	5,116,926	4,541,423	88.75%	420,275.07	6.30%
<b>Total State</b>	<b>13,820,275</b>	<b>11,963,746</b>	<b>86.57%</b>	<b>14,125,297</b>	<b>12,814,645</b>	<b>90.72%</b>	<b>850,899.78</b>	<b>4.15%</b>
Federal Funds	1,959,570	1,187,104	60.58%	2,029,416	1,168,707	57.59%	-18,396.88	-2.99%
Local Funds	8,317,182	5,593,346	67.25%	8,317,182	5,014,552	60.29%	-578,794.39	-6.96%
Cash Book	454,310	448,461	98.71%	473,479	362,587	76.58%	-85,874.41	-22.13%
<b>Total Revenue</b>	<b>\$24,551,337</b>	<b>\$19,192,657</b>	<b>78.17%</b>	<b>\$24,945,374</b>	<b>\$19,360,491</b>	<b>77.61%</b>	<b>167,834.10</b>	<b>-0.56%</b>
<b>Expenditures:</b>								
Instruction	17,476,125	13,948,943	79.82%	17,982,676	13,976,516	77.72%	27,573.19	-2.10%
Administration	1,519,865	1,118,291	73.58%	1,517,144	1,129,577	74.45%	11,286.68	0.88%
Transportation	2,054,749	1,324,531	64.46%	1,882,742	1,343,311	71.35%	18,780.45	6.89%
Maintenance	1,814,303	1,420,697	78.31%	1,669,023	1,334,106	79.93%	-86,590.02	1.63%
Facilities	189,020	82,948	43.88%	208,189	207,979	99.90%	125,031.35	56.02%
Debt Service	458,763	456,362	99.48%	599,330	597,554	99.70%	141,192.36	0.23%
Technology	1,038,512	840,886	80.97%	1,086,270	771,446	71.02%	-69,440.31	-9.95%
<b>Total Expenditures</b>	<b>\$24,551,337</b>	<b>\$19,192,657</b>	<b>78.17%</b>	<b>\$24,945,374</b>	<b>\$19,360,491</b>	<b>77.61%</b>	<b>167,833.70</b>	<b>-0.56%</b>

Prince Edward County Public Schools  
**Summary Financial Report**  
**May 2017**

<u>Revenues</u>	<u>Current</u> <u>Month</u>	<u>Year to</u> <u>Date</u>	<u>Budget</u>	Variance Actual Under (Over) <u>Budget</u>	YTD as a Percent of <u>Budget</u>
From the State:					
State Sales Tax	\$ 245,494	\$ 2,639,524	\$ 2,966,126	\$ 326,602	88.99
Basic School Aid	\$ 568,455	\$ 5,633,698	\$ 6,042,245	\$ 408,547	93.24
All Other	\$ 791,467	\$ 4,541,423	\$ 5,116,926	\$ 575,503	88.75
<b>Total State</b>	<b>\$1,605,416</b>	<b>\$12,814,645</b>	<b>\$ 14,125,297</b>	<b>\$ 1,310,652</b>	<b>90.72</b>
From the Federal Gov't.	\$ 86	\$ 1,168,707	\$ 2,029,416	\$ 860,709	57.59
General Fund (County)	\$ 177,551	\$ 5,014,552	\$ 8,317,182	\$ 3,302,630	60.29
Cash Book -Local	\$ 66,815	\$ 362,587	\$ 473,479	\$ 110,892	76.58
<b>Total Revenues</b>	<b>\$1,849,868</b>	<b>\$19,360,491</b>	<b>\$ 24,945,374</b>	<b>\$ 5,584,883</b>	<b>77.61</b>

<u>Expenditures</u>	<u>Current</u> <u>Month</u>	<u>Year to</u> <u>Date</u>	<u>Outstanding</u> <u>Encumbrances</u>	<u>Budget</u>	Expended & Encumbered (Over) Under <u>Budget</u>	Expn. & Encumbrance as a % of <u>Budget</u>
1000-Instruction	\$1,414,655	\$13,976,516	\$ 2,731,449	\$ 17,982,676	\$ 1,274,711	92.91
2000-Admin.,Health/Atten.	\$ 105,587	\$ 1,129,577	\$ 141,586	\$ 1,517,144	\$ 245,981	83.79
3000-Transportation	\$ 152,660	\$ 1,343,311	\$ 220,534	\$ 1,882,742	\$ 318,896	83.06
4000-Operation/Maintenance	\$ 123,277	\$ 1,334,106	\$ 142,050	\$ 1,669,023	\$ 192,866	88.44
6000-Facilities	\$ -	\$ 207,979	\$ 212,705	\$ 208,189	\$ (212,495)	202.07
7000 - Debt. Service	\$ -	\$ 597,554	\$ 1	\$ 599,330	\$ 1,775	99.70
8000 - Technology	\$ 53,689	\$ 771,446	\$ 211,869	\$ 1,086,270	\$ 102,955	90.52
<b>Total Expenditures</b>	<b>\$1,849,868</b>	<b>\$19,360,491</b>	<b>\$ 3,660,194</b>	<b>\$ 24,945,374</b>	<b>\$1,924,690</b>	<b>92.28</b>

Saved as May 16-17 summary financial report

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

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

**Month of May 2017**

<b>Receipts:</b>	<b>Fiscal 2016</b>			<b>Fiscal 2017</b>			<b>Diff.</b>
	<b>Budgeted</b>	<b>Rec. YTD</b>	<b>Percent</b>	<b>Budgeted</b>	<b>Rec. YTD</b>	<b>Percent</b>	
State School Food	20,452	27,403	133.99	12,605	15,869	125.90	-8.09
Fresh Fruit & Vegetable	60,000	52,687	87.81	60,000	70,801	0.00	-87.81
State Equipment Grant	0	0	0.00	58,056	54,872	0.00	0.00
<b>Total State</b>	<b>80,452</b>	<b>80,090</b>	<b>99.55</b>	<b>130,661</b>	<b>141,543</b>	<b>108.33</b>	<b>8.78</b>
Federal Reimbursement	766,651	709,268	92.52	774,498	711,090	91.81	-0.70
Cash Book - Local	241,324	192,126	79.61	241,324	202,037	83.72	4.11
<b>Total Revenue</b>	<b>\$1,088,427</b>	<b>\$981,484</b>	<b>90.17</b>	<b>\$1,146,483</b>	<b>\$1,054,669</b>	<b>91.99</b>	<b>1.82</b>
<b>Expenditures:</b>	<b>Budgeted</b>	<b>Expended YTD</b>	<b>Percent</b>	<b>Budgeted</b>	<b>Expended YTD</b>	<b>Percent</b>	<b>Diff.</b>
Salary	357,482	288,159	80.61	351,196	298,644	85.04	4.43
Fringe Benefits	141,887	102,944	72.55	132,436	112,316	84.81	12.25
Purchased Services	59,997	35,703	59.51	48,247	39,696	82.28	22.77
Refunds	112	89	79.46	112	0	0.00	-79.46
Travel	2,500	950	38.00	1,485	1,485	99.98	61.98
Materials & Supplies	31,318	27,738	88.57	35,032	32,589	93.02	4.46
Food Supplies	432,951	383,296	88.53	467,204	412,383	88.27	-0.26
Repairs & Maintenance	6,769	4,599	0.00	11,870	11,870	0.00	0.00
Furniture/Equipment	55,411	55,411	100.00	40,844	40,844	100.00	
Equipment Grant	0	0	0.00	58,056	54,872	94.52	94.52
<b>Total Expenditures</b>	<b>\$1,088,427</b>	<b>\$898,888</b>	<b>82.59</b>	<b>\$1,146,483</b>	<b>\$1,004,699</b>	<b>87.63</b>	<b>5.05</b>

Prince Edward County Public Schools  
**2016-2017**  
**Food Service Department**  
**Summary Financial Report**  
**May 2017**

<u>Revenues</u>	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>Variance Actual Under (Over) Budget</u>	<u>YTD as a Percent of Budget</u>
From the State:					
State School Food	\$ 1,178	\$ 15,869	\$ 12,605	\$ (3,264)	125.90
Fresh Fruit & Vegetable	\$ 6,502	\$ 70,801	\$ 60,000	\$ (10,801)	0.00
State Equipment Grant	\$ -	\$ 54,872	\$ 58,056	\$ 3,184	0.00
<b>Total State Funds</b>	<b>\$ 7,680</b>	<b>\$ 141,543</b>	<b>\$ 130,661</b>	<b>\$ (10,882)</b>	<b>108.33</b>
Federal Reimbursement	\$ 67,434	\$ 711,090	\$ 774,498	\$ 63,408	91.81
Cash Book - Local	\$ 15,503	\$ 202,037	\$ 241,324	\$ 39,287	83.72
<b>Total Revenues</b>	<b>\$ 90,618</b>	<b>\$ 1,054,669</b>	<b>\$ 1,146,483</b>	<b>\$ 91,814</b>	<b>91.99</b>

<u>Expenditures</u>	<u>Current Month</u>	<u>Year to Date</u>	<u>Outstanding Encumbrances</u>	<u>Budget</u>	<u>Expended &amp; Encumbered (Over) Under Budget</u>	<u>Expen. &amp; Encumbrance as a % of Budget</u>
Salary	\$ 25,851	\$ 298,644	\$ 48,868	\$ 351,196	\$ 3,684	98.95
Fringe Benefits	\$ 10,503	\$ 112,316	\$ 19,821	\$ 132,436	\$ 299	99.77
Purchased Services	\$ 3,721	\$ 39,696	\$ 3,161	\$ 48,247	\$ 5,391	88.83
Refunds	\$ -	\$ -	\$ 29	\$ 112	\$ 83	26.12
Travel	\$ -	\$ 1,485	\$ -	\$ 1,485	\$ 0	99.98
Materials & Supplies	\$ 1,002	\$ 32,589	\$ 2,444	\$ 35,032	\$ -	100.00
Food Supplies	\$ 28,835	\$ 412,383	\$ 44,160	\$ 467,204	\$ 10,661	97.72
Repairs & Maintenance	\$ 100	\$ 11,870	\$ -	\$ 11,870	\$ 0	100.00
Furniture/Equipment	\$ -	\$ 40,844	\$ -	\$ 40,844	\$ -	100.00
Equipment Grant	\$ -	\$ 54,872	\$ -	\$ 58,056	\$ 3,184	94.52
<b>Total Expenditures</b>	<b>\$ 70,012</b>	<b>\$ 1,004,699</b>	<b>\$ 118,483</b>	<b>\$ 1,146,483</b>	<b>\$23,301</b>	<b>97.97</b>

# Tourism & Visitor Center Monthly Report for May 2017

VIRGINIA'S HEARTLAND REGIONAL VISITOR CENTER GUESTBOOK SIGNINGS:					
	Virginia Guests	Other States	Other Countries	Total Guests	Average Visitors per Month:
YTD 2017	1,210	162	18	1,390	278.0
2016	3,237	595	61	3,893	324.4
					Total / 5 Months
					Total / ALL of 2016

## Requests for Information:

	Phone Inquiries	Email/Mail Requests	Center Visits	VisitFarmville.com Facebook Engagements	Tablet/Cell Web Hits	Monthly Totals:
May 2017	101	135	353	8,840	2229	11,658
May 2016	73	133	421	0	2,011	2,638
% Difference	38.36%	1.50%	-16.15%	100.00%	10.84%	341.93%

	Phone Inquiries	Email/Mail Requests	Center Visits	VisitFarmville.com Facebook Engagements	Tablet/Cell Web Hits	Monthly Totals:
TOTAL YTD	715	747	1,390	30,601	26,926	60,379
2017 YTD	715	747	1,390	30,601	26,926	60,379
2016 YTD	465	773	1,410	0	9,948	12,596
% Difference	53.76%	-3.36%	-1.42%	100.00%	170.67%	379.35%

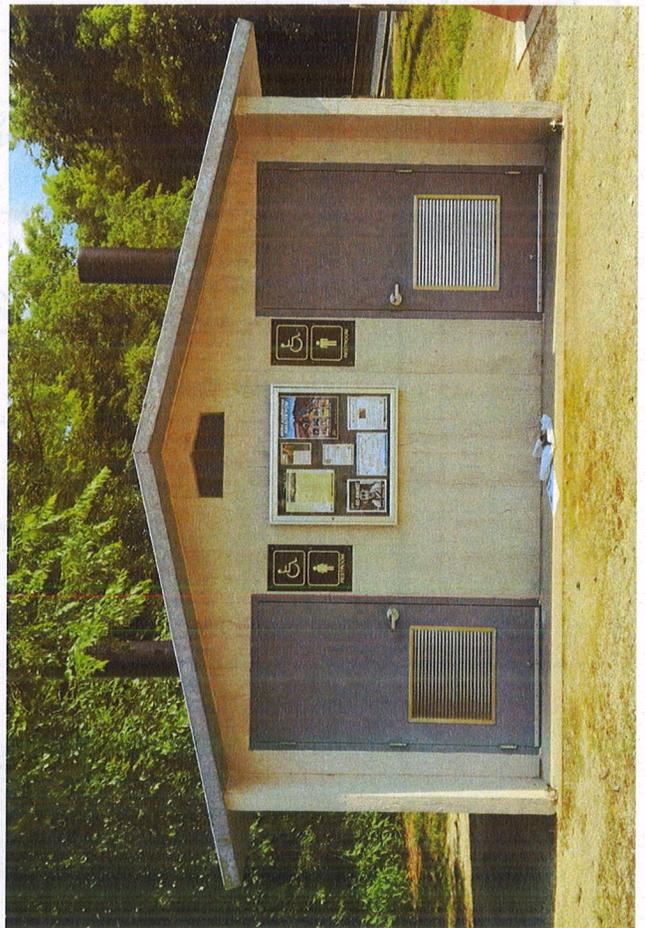
### Report to June Board of Supervisors:

- Regional tourism partnerships have been working for Prince Edward County for more than 20 years. Virginia's Retreat, now Virginia's Crossroads, has been in existence since 1993. For the last 10 years, Prince Edward has partnered with the Town of Farmville and the Farmville Area Chamber recently adding Farmville Downtown Partnership. Finally, for 6 years, we have partnered with a public-private mix of state parks, towns, counties, and the Museum of the Confederacy - all promoting the amenities our region offers to visitors and tourists alike.

Because of the trust earned through these partnerships, when the new Camp Paradise Road access to High Bridge opened, bringing visitors to within a quarter mile of the Bridge, we knew this could negatively impact visitation to Farmville as travelers would likely drive to Camp Paradise Road parking lot, walk or ride the trail over the bridge, then get back into their car driving past Farmville without a second glance.

When I reached out to Park Manager, Daniel Jordan, and Craig Seaver, Director of Virginia State Parks, they grasped the issue immediately. They agreed to the installation of a sign holder for our colorful signage on the walls of the restrooms by the parking lot catching the eye of their visitors. Attached is a copy of the flyer THOYA developed, as well as two pictures where this flyer is now prominently displayed, directing their visitors to come to the Heartland Regional Visitor Center in downtown Farmville. The signage was posted on May 20th, and after the recent decline, we are starting to see visitation begin to increase.

- THOYA is submitting a grant application to VTC to fund four 30 second videos to be aired on social media and the various websites. If the grant is fully funded, we will also purchase air time through Comcast Spotlight to promote the region for Fall 2017 and Spring 2018.



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**Find It In Farmville — within 10 minutes!**



Start your Adventure at Heartland Regional Visitor Center,  
121 E. Third Street, Farmville 434.392.1482 [VisitFarmville.com](http://VisitFarmville.com)