



**PRINCE EDWARD COUNTY
BOARD OF SUPERVISORS**

**BOARD AGENDA
FEBRUARY 13, 2018**

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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."



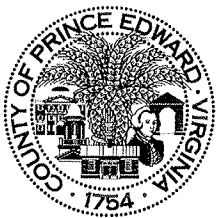
**PRINCE EDWARD COUNTY
BOARD OF SUPERVISORS
February 13, 2018**

AGENDA

7:00 p.m.	1.	The Chair will call the <u>February</u> organizational meeting to order.	1
	2.	Invocation	1
	3.	Pledge of Allegiance	1
	4.	Conflict of Interest Disclosures	3
	5.	<u>PUBLIC PARTICIPATION:</u> <i>Citizens wishing to address the Board are asked to please sign the Public Participation Register prior to the beginning of the meeting.</i>	5
	6.	Board of Supervisors Comments	7
	7.	<u>Consent Agenda:</u>	
		a. Treasurer's Report: December 2017	9
		b. Approval of Minutes: January 9, 2018	13
		c. Review of Accounts & Claims/ Board Mileage Reports	55
		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.	77
		e. Appropriations: Clerk of Circuit Court	79
		f. Event Permit	81
	8.	Project Update: Josh Bower, AIA, Crabtree, Rohrbaugh & Associates Architects	85
	9.	Highway Matters	87
	10.	<u>PUBLIC HEARING: Special Use Permit – Abner King:</u> <i>The Board will receive citizen input prior to considering a request for a Special Use Permit from Abner King to permit a Custom Manufacturing operation within an existing building located at 653 Plum Creek Road on Tax Map Parcel 008-A-20. The property is zoned A1, Agricultural Conservation, and this zoning classification permits Custom Manufacturing by Special Use Permit.</i>	89
	11.	<u>PUBLIC HEARING: Special Use Permit – Bart Gray:</u> <i>The Board will receive citizen input prior to considering a request for a Special Use Permit from Bart Gray to permit the operation of Indoor/ Outdoor Commercial Sports Recreation Center located at 140 Sheppards Road, on Tax Map Parcel 022-A-73. The property is zoned A2, Agricultural Residential, and this zoning classification permits an Indoor /Outdoor Commercial Sports and Recreation Center by Special Use Permit.</i>	105
	12.	Citizen Volunteer Appointment: Piedmont Senior Resources	119
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16.	<u>Committee Reports:</u>	
	a. Noise Ordinance Committee	131
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	a. CRC Items of Interest	
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	c. Cannery – Commercial Operations	
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	e. Tourism	

(NOTE: Additional agenda items may be added to the Table Pack is available for review after 4:30 p.m. on Tuesday, February 13, 2018.)



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

Meeting Date: February 13, 2018
Item No.: 1, 2, 3
Department: Board of Supervisors
Staff Contact: W.W. Bartlett
Issue: Call To Order, Invocation, Pledge of Allegiance

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

Attachments:

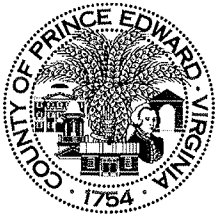
Recommendation:

Motion _____
Second _____

Cooper-Jones _____
Emert _____
Jones _____

Pride _____
Simpson _____
Timmons _____

Townsend _____
Wilck _____



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

Meeting Date: February 13, 2018
Item No.: 4
Department: Board of Supervisors
Staff Contact: W.W. Bartlett
Issue: Conflict of Interest Act Disclosures

Summary: The Chair will ask if any member of the Board of Supervisors has a conflict or disclosure regarding any item pending before the Board of Supervisors, per the requirements of the *Virginia State and Local Government Conflict of Interests Act*. A disclosure form is attached, if needed.

Attachments: Conflict of Interest Disclosure

Recommendation:

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



STATEMENT OF DISCLOSURE

DECLARATION OF INTEREST

1. Transaction Under Discussion/Consideration: _____

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

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

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

Signature: _____ Date: _____

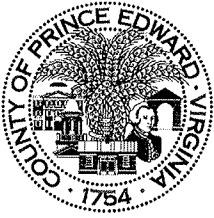
DECLARATION OF ACCURACY

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

Signature: _____ Date: _____

Print Name _____

Address _____



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: February 13, 2108
Item No.: 5
Department: Board of Supervisors
Staff Contact: W.W. Bartlett
Issue: Public Participation

Summary:

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

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

Attachments: Public Participation Tracking Form

Recommendation: None.

Motion _____
Second _____

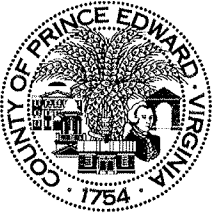
Cooper-Jones _____
Emert _____
Jones _____

Pride _____
Simpson _____
Timmons _____

Townsend _____
Wilck _____

PUBLIC INPUT TRACKING LOG

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



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

Meeting Date: February 13, 2018
Item No.: 6
Department: Board of Supervisors
Staff Contact: W.W. Bartlett
Issue: Board of Supervisors Comments

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

Attachments: Protocol for Board of Supervisors Comments

Recommendation: None.

Motion _____	Cooper-Jones _____	Pride _____	Townsend _____
Second _____	Emert _____	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: February 13, 2018
Item No.: 7-a
Department: Treasurer
Staff Contact: Donna Nunnally
Issue: Treasurer's Report

Summary: The Treasurer's Report is attached.

Attachments: December 2017 Treasurer's Report

Recommendation: Approval

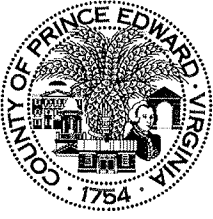
Motion _____	Cooper-Jones _____	Pride _____	Townsend _____
Second _____	Emert _____	Simpson _____	Wilck _____
	Jones _____	Timmons _____	

Prince Edward Board of Supervisors Treasurer's Report - December 2017

Name of Bank	Bank Balance			Available Balance
Benchmark Pooled Fund Account	\$ 16,038,484.62			\$ 16,038,484.62
Wells Fargo Social Services	\$ 179,505.91			\$ 179,505.91
Benchmark School Fund	\$ 1,144,424.07			\$ 1,144,424.07
Benchmark Food Service	\$ 224,881.57			\$ 224,881.57
TOTAL				\$ 17,587,296.17
Certificate of Deposits				
Benchmark				\$ 593,197.16
Citizens Bank Recreation				\$ 16,518.43
Farmers Bank				\$ 210,096.18
TOTAL				\$ 819,811.77
GRAND TOTAL				\$ 18,407,107.94

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

Name of Bank	Bank Balance			Available Balance
Benchmark Pooled Fund Account	\$ 12,541,142.23			\$ 12,541,142.23
Wells Fargo Social Services	\$ 169,610.86			\$ 169,610.86
Benchmark School Fund	\$ 1,155,687.72			\$ 1,155,687.72
Benchmark Food Service	\$ 332,231.03			\$ 332,231.03
TOTAL				\$ 14,198,671.84
Certificate of Deposits				
Benchmark				\$ 357,397.98
Citizens Bank Recreation				\$ 16,518.43
Farmers Bank				\$ 434,112.82
TOTAL				\$ 808,029.23
GRAND TOTAL				\$ 15,006,701.07



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

Meeting Date: February 13, 2018
Item No.: 7-b
Department: County Administration
Staff Contact: Karin Everhart
Issue: Approval of Minutes

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

Attachments: January 9, 2018 Draft Meeting Minutes

Recommendation: Approval.

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

January 9, 2018

At the regular meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 9th day of January, 2018; at 7:00 p.m., there were present:

Pattie Cooper-Jones

J. David Emert

Robert M. Jones

Odessa H. Pride

Howard F. Simpson

C. Robert Timmons, Jr.

Jerry R. Townsend

Jim R. Wilck

Also present: Wade Bartlett, County Administrator; Sarah Elam Puckett, Assistant County Administrator; and James Ennis, County Attorney.

Chairman Jones called the January organizational meeting to order. Supervisor Pride led in a moment of silence and the Pledge of Allegiance.

Chairman Jones issued the following statement:

Ladies and Gentlemen, I wish to recognize that Supervisor Jerry Townsend is with us this evening via remote telephone access, as required by the Board of Supervisors Electronic Meeting Policy, in §2.2-3708.1 of the Code of Virginia. Supervisor Townsend provided notification several weeks ago that he would have to be physically absent from tonight's Board meeting because his job with the Department of Corrections required him to be in Staunton. He requested remote participation in tonight's meeting and his request is in conformance with the Board's Electronic Meeting Policy as required by the Code of Virginia. Any objection from another member of the Board of Supervisors on Supervisor Townsend's participation from this remote location in Staunton, Virginia, shall be approved and shall be recorded in the minutes.

There was no objection by the Board of Supervisors members.

In Re: Conflict of Interest Disclosure

(None)

In Re: Selection of Chair and Vice-Chair

Chairman Jones stated that at the organizational meeting in 2016, it was determined the selection of Chairman and Vice-Chair would be by rotation.

Supervisor Timmons made a motion, seconded by Supervisor Jones, to select the Chairman by rotation as set up during the 2016 organizational meeting, and approving the selection of Pattie Cooper-Jones as Chairman for 2018; the motion carried:

Aye:	J. David Emert Robert M. Jones Odessa H. Pride Howard F. Simpson C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck	Nay:	None	Abstain:	Pattie Cooper-Jones
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The position of Chairman for 2018 is held by Pattie Cooper-Jones.

Chairman Cooper-Jones made a motion, seconded by Supervisor Simpson, to select the Vice-Chair by rotation as set up during the 2016 organizational meeting, and approving the selection of Jim R. Wilck as Vice-Chair for 2018; the motion carried:

Aye:	Pattie Cooper-Jones J. David Emert 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 position of Vice-Chairman for 2018 is held by Jim R. Wilck.

In Re: Date, Time, and Place of Board Meetings

Supervisor Jones moved, seconded by Supervisor Timmons, that the regular monthly meetings of the Prince Edward County Board of Supervisors be held on the second Tuesday of each month, at 7:00 p.m.,

in the Board of Supervisors' Room of the Court House Building, 111 South Street, Farmville, Virginia. The motion carried:

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

In Re: Adoption of Board By-Laws

Supervisor Timmons moved, seconded by Supervisor Simpson, that the Prince Edward County Rules of the Board of Supervisors be adopted as presented; the motion carried:

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

PRINCE EDWARD COUNTY
RULES OF
THE BOARD OF SUPERVISORS

(As amended January 2016)

I. ATTENDANCE AND ADJOURNMENT

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

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

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

II. CHAIRMAN AND VICE-CHAIRMAN

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

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

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

<u>Chairman District Number</u>	<u>Vice Chairman District Number</u>	<u>Year</u>
801	701	2018
701	301	2019
301	501	2020
501	601	2021
601	401	2022
401	101	2023
101	201	2024
201	801	2025

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

III. CLERK

The County Administrator shall serve as Clerk to the Board.

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

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

IV. ORDER OF BUSINESS

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

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

V. PREPARATION OF AGENDA

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

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

VI. CONSENT AGENDA

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

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

VII. CONDUCT OF BUSINESS

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

A motion or proposition shall be reduced to writing, if desired by the Chairman or any member. Any motion or proposition may be withdrawn by the mover at any time

before a decision, amendment, or other action of the Board upon it, except a motion to reconsider, which shall not be withdrawn without leave of the Board. Otherwise, meetings shall be conducted in accordance to Robert's Rules of Order, Newly Revised (Procedures for Small Boards).

VIII. TAKING THE VOTE

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

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

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

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

IX. RECONSIDERATION

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

X. WITHDRAWAL OF EXHIBITS

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

XI. MANUAL AND RULES

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

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

XII. APPOINTMENTS

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

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

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

XIII. PUBLIC HEARINGS

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

XIV. CLOSED SESSIONS

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

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

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

ROBERT'S RULES OF ORDER, NEWLY REVISED

PROCEDURE IN SMALL BOARDS

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

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

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

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

--Sometimes, when a proposal is perfectly clear to all present, a vote can be taken without a motion having been introduced. Unless agreed to by general consent, however, all proposed actions of a board must be approved by vote under the same rules as in other assemblies, except that a vote can be taken initially by a show of hands, which is often a better method in such meetings.

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

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

EFFECT OF PERIODIC PARTIAL CHANGE IN BOARD MEMBERSHIP

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

In Re: Selection of Operating System: Committees or Committees-of-the-Whole

The Rules of the Board state that "at the January meeting of each year, the Board shall vote whether to operate with a system of standing committees during the year. If it does, the Board shall specify the name,

composition, and function of each of the several committees.” If the Board would vote not to have standing committees, it may act as a “committee of the whole.”

Mr. Bartlett recommended the Board operate as a committee of the whole, with the following standing committees: the Finance Committee, the Legislative Committee, the Personnel Committee, the Property & Community Development Committee, the Strategic Planning Committee and the Library Committee. He added the Bus Committee is an ad hoc committee.

Supervisor Wilck made a motion, seconded by Supervisor Emert, to operate as a system of standing committees; the motion carried:

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

Chairman Cooper-Jones presented the following for consideration by the Board:

- Finance Committee: Supervisor Cooper-Jones (Chair), Supervisor Jones, Supervisor Timmons
- Legislative Committee: Supervisor Jones (Chair), Supervisor Emert, Supervisor Townsend
- Properties Committee: Supervisor Timmons (Chair), Supervisor Townsend, Supervisor Cooper-Jones
- Strategic Plan Committee: Supervisor Pride (Chair), Supervisor Emert, Supervisor Wilck
- Personnel Committee: Supervisor Wilck (Chair), Supervisor Pride, Supervisor Timmons, Supervisor Townsend
- Library Committee: Supervisor Wilck (Chair), Supervisor Simpson
- Bus Committee (Ad Hoc): Supervisor Simpson, Supervisor Cooper-Jones

The Board concurred with the committee appointments.

In Re: Adoption of Board Rules of Procedure for Public Hearings

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

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

the Prince Edward County Board of Supervisors readopted the following procedures to govern public hearings:

BOARD OF SUPERVISORS PUBLIC HEARINGS
RULES OF PROCEDURE

1. Public Hearings – the order of presentation shall be as follows, unless varied by the Chairman.

- a. Staff report.
- b. Applicant's presentation.
- c. Comments, statements or presentations from members of the public.

The order of speakers will be:

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

d. Additional rules:

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

2. Speakers arriving after the commencement of the hearing and/or who are not on the sign-up sheet will be recognized at the discretion of the Chairman.

3. Repetitive testimony is discouraged.

4. The Chairman shall have the authority to end a presentation that violates these rules or for other cause.

5. Following discussion of all matters considered in the public hearing, the Board members will consider one of three actions regarding each matter:

- Approval (with conditions, as applicable);

- Denial; or
 - Table for further review.
6. Once the public comment period has been closed, no further public input will be permitted unless clarification is requested by a Board member. The response shall address only those questions raised by the member.

In Re: Adoption of Board Protocol for Public Participation

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

Aye:	Pattie Cooper-Jones J. David Emert 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 Prince Edward County Board of Supervisors readopted the following Protocol for Public Participation:

Protocol for Public Participation

The Board of Supervisors sets aside twenty (20) minutes near the beginning of each regular board meeting for citizen comment.

This regular agenda item is termed "Public Participation." During this period, the Board receives comment from any citizen of Prince Edward County on any matter not scheduled for a public hearing.

This is an opportunity for citizens to speak and the Board to listen carefully to citizen expressions of concern and opinion.

Citizens may ask questions of the Board or individual Board members; however, Public Participation is not designed to allow debate between Board members and citizens.

Citizens are expected to conduct research on topics prior to Board meetings and this forum provides citizens with an opportunity to inform elected officials of their findings and positions on matters of public interest and concern.

Citizens wishing to speak during Public Participation are asked to please sign the Public Participation register prior to the beginning of the meeting.

Citizens are respectfully requested to state their full name and address for the record.

The Chairman of the Board will establish the order of speakers and will maintain decorum.

Citizens shall speak for a maximum of five (5) minutes, unless more time is granted by the Chair.

In the event that more than four (4) speakers wish to be heard during citizen's time, the Chairman shall allocate the twenty (20) minutes among speakers in an equitable manner. An extension to the twenty (20) minute limit can be granted by the Chair.

Comments from citizens who are not residents of Prince Edward County will be entertained once all County residents are heard.

Signs, placards, posters or like material are not permitted in the Board Chamber, adjoining areas or County offices.

The Board asks that citizens remain seated during the meeting unless called upon to stand for recognition as a speaker, official duties, physical necessity, or to enter or leave the meeting.

The use of profane, vulgar, obscene or threatening speech is not permitted and can result in removal from the meeting.

Citizens are requested to turn off or deactivate the sound from all cell phones, pagers, or other electronic communication devices.

In Re: Adoption of Protocol for Board of Supervisors Comments

On motion of Supervisor Jones, seconded by Supervisor Emert, and carried:

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

the Prince Edward County Board of Supervisors readopted the Protocol for Board of Supervisors Comments:

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 members 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.

In Re: Public Participation

(None)

In Re: Board of Supervisors Comments

Supervisor Emert thanked everyone for their attendance at the meeting and asked his constituents to be in touch if there is anything he can do to help.

Supervisor Pride welcomed Supervisor Emert to the Board and congratulated Chairman Cooper-Jones and Supervisor Wilck on their appointments to Chairman and Vice-Chairman.

Supervisor Timmons thanked all for attending the meeting.

Chairman Cooper-Jones welcomed all in attendance and expressed her thanks to her family and friends in the audience.

Supervisor Wilck stated he will work hard and is looking forward to the coming year.

Supervisor Jones stated it will be a good year.

Supervisor Simpson welcomed all in attendance and said he is looking forward to a good year.

Supervisor Townsend welcomed Supervisor Emert and congratulated Chairman Cooper-Jones and Supervisor Wilck. He then thanked Supervisor Jones for doing an outstanding job as Chairman in 2017. Supervisor Townsend then apologized for not attending in person, but is attending via electronic means.

Chairman Cooper-Jones introduced Da'Mya Harris, a Junior at Prince Edward County High School and congratulated her on being the first Junior to have ever scored 1,000 points in basketball as a Junior.

In Re: Consent Agenda

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

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

Nay: None

the Board accepted the Treasurer's Report for November 2017; the minutes of the meeting held December 12, 2017; Accounts and Claims and Board Mileage Sheets; and Salaries.

Prince Edward Treasurer's Report - November 2018

Name of Bank	Bank Balance	Available Balance
Benchmark Pooled Fund Account	11,806,002.59	11,806,002.59
Wells Fargo Social Services	215,939.11	215,939.11
Benchmark School Fund	887,176.27	887,176.27
Benchmark Food Service	175,156.71	175,156.71
TOTAL		13,084,274.68
Certificates of Deposit		
Benchmark		361,158.10
Citizens Bank Recreation		16,518.43
Farmers Bank		437,383.74
TOTAL		<u>815,060.27</u>
GRAND TOTAL		<u><u>13,899,334.95</u></u>

BOARD OF SUPERVISORS

Farmville Newsmedia	Advertising	453.57
Business Card	Lodging	645.48
Verizon Wireless	Ipad monthly service	465.54

COUNTY ADMINISTRATOR

VACORP	Workers compensation	76.00
Business Card	Certified mail	12.75
	Lodging	290.22
Ronald Van Eps	Certified mail	6.59
HR Direct	Attendance cards	62.69
Pairet's, Inc.	Plaque & engraving	85.00

LEGAL SERVICES

VACORP Workers compensation 15.25

COMMISSIONER OF REVENUE

VACORP Workers compensation 40.00
Farmville Newsmedia Advertising 307.50
Treasurer of Virginia Online service 81.59
NADA Used Car Guide Used car guide 33.50
BMS Direct Balance - RE & PPY books 35.21

TREASURER

VACORP Workers compensation 42.25
ComputerPlus Sales/Service Printer maintenance 602.55
Mail Finance Postage meter lease 1,527.00
Benchmark Community Bank Payflow / Paypal 3.80
Treasurer of Virginia Online service 81.59
Business Data of Virginia, Inc. Update Norton 69.90
Barbara Lee Microwave 104.25
Chocklett Press

INFORMATION TECHNOLOGY

Business Data of Virginia, Inc. Monthly contract 3,900.00
Travel expense 1,500.00 5,400.00
Sitevision, Inc. Web hosting service 179.85
BAI Municipal Software Technical support 10,916.00
ComputerPlus Sales/Service Printer service contract 79.00

ELECTORAL BOARD AND OFFICIALS

Peggy Emert Training 50.00
Tola Morgan Training 50.00
Key Office Supply Sheet magnifier 6.77
Labels 20.89
Office supplies 16.79
Folders 10.00
Copy paper 59.90
Post-it notes 13.89 128.24

REGISTRAR

VACORP Workers compensation 13.75
Farmville Printing Voter letter envelopes 523.00
Absentee ballot envelopes 353.00 876.00
Lynette Wright Clip on lights / towels 24.15

CIRCUIT COURT

VACORP Workers compensation 6.75

GENERAL DISTRICT COURT

STEPS, Inc. Shredding service 35.00
Mail Finance Postage meter lease 376.17
U. S. Postal Service Box rent 62.00

CLERK OF THE CIRCUIT COURT

VACORP	Workers compensation		71.75
Farmville Newsmedia	Advertising		82.00
Electronic Systems, Inc.	Ink cartridge		157.00
Mail Finance	Postage meter rental		407.13
CenturyLink	Phone		105.47
Christopher T. Baker	Juror		30.00
Jennifer S. Beach	Juror		30.00
Alexander M. Booth	Juror		30.00
Lisa A. Brown	Juror		30.00
Diane Buczek	Juror		30.00
Martha H. Butler	Juror		30.00
Angela L. Camp	Juror		30.00
Markese J. Carter	Juror		30.00
Shirley D. Eanes	Juror		30.00
David E. Edwards	Juror		30.00
Melinda I. Fowlkes	Juror		30.00
Linda W. Gunther	Juror		30.00
Tracy C. Hamilton	Juror		30.00
Elizabeth Harris	Juror		30.00
Charlotte M. Haskins	Juror		30.00
Troy L. Hicks	Juror		30.00
Sarah E. Horne	Juror		30.00
Elizabeth A. Kaczmarek	Juror		30.00
Janet L. King	Juror		30.00
Tammy M. Leeds	Juror		30.00
Mark Lewis	Juror		30.00
Beatrice M. Moseley	Juror		30.00
Allison R. Newman	Juror		30.00
Cynthia D. Podlesni	Juror		30.00
Samuel B. Rabon	Juror		30.00
Robert C. Randles	Juror		30.00
Theresa A. Reamer	Juror		30.00
Lisha J. Robinson	Juror		30.00
Brittany M. Scott	Juror		30.00
Phyllis M. Scruggs	Juror		30.00
Jane M. Sileo	Juror		30.00
Jeanette E. Smith	Juror		30.00
Gail E. Watkins	Juror		30.00
Curtis M. Webb	Juror		30.00
Shirley A. Wilber	Juror		30.00
Key Office Supply	Copy paper	59.95	
	Pens	143.52	203.47
Matthew Bender & Company, Inc.	Wills & Admin Rel 11		339.31
T&N Printing	Copied plats		39.65
Thomson Reuters-West	Probate handbook		370.00
<u>LAW LIBRARY</u>			
Relx Inc DBA LexisNexis	Monthly subscription (x2)		578.00

Matthew Bender & Company, Inc.	Rules V11 11/17 Supp	22.94	
	VA Forms Rel #2017-2	652.61	675.55
Thomson Reuters-West	Probate handbook		370.00

COMMONWEALTH'S ATTORNEY

VACORP	Workers compensation		87.00
Pitney Bowes Global Finance	Postage meter lease		153.00
STEPS, Inc.	Shredding service		35.00
Wendy Hannah	Supplies for trial		10.87
Key Office Supply	Planners	40.68	
	Folders	59.90	
	Samsung cartridge	42.99	143.57

VICTIM WITNESS ASSISTANCE PROGRAM

VACORP	Workers compensation		10.25
VVAN	Dues		50.00
Key Office Supply	Laser cartridge		78.59

SHERIFF

VACORP	Workers compensation		5,774.75
Medtox Laboratories, Inc.	Drug testing		50.00
B&G Auto, Inc.	Inspection	16.00	
	Oil change	87.73	103.73
East End Motor Company, Inc.	Radiator / tow charge	727.98	
	Key fob batteries	15.24	743.22
Express Care	Oil changes		391.38
Kenbridge Tire	Calibrations		75.00
Business Card	Postage	50.60	
	Phone insurance	175.00	
	Meals & lodging	457.93	
	Meeting registrations	371.50	
	Gas	211.04	
	Title fee	5.00	
	Life savr transmitter	344.94	1,616.01
CenturyLink	Phone	10.36	
	VCIN	7.97	18.33
Walmart Community / SYNCB	Meeting refreshments	91.26	
	Office supplies	63.36	
	Dish heater / cards	45.91	
	Halloween candy	115.62	
	Water repellent spray	27.76	343.91
VLEPSC Treasurer	Application fee		250.00
Diamond Springs Water, Inc.	Water & equipment rental		66.95
Farmville Printing	Comment pads		40.00
Foremost Promotions	Color books / crayons		736.23
Southside Electric Cooperative	Electric service		13.91
DMV Special Plates	Registration		25.00
Fisher Auto Parts, Inc.	Bulbs		7.15
Haley Auto Mall	Replaced bulb		31.83
Galls, LLC	Mace holders	58.00	

	Mace & Captain bars	34.50	92.50
Pairet's, Inc.	Plaque / engraving		37.95
American Uniform Sales	Shirts		768.38
Jannear Jefferson	Sew patches on shirts		56.00
Intoximeters, Inc.	Meter supplies		565.00
Commtronics of Virginia	Outfit new vehicle	744.72	
	Returned parts	-330.00	414.72
Sheehy Ford	2017 Ford truck	29,519.14	
	Outfit equipment	10,469.90	39,989.04

SHERIFF - COURTS

VACORP	Workers compensation		1,628.00
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FARMVILLE VOLUNTEER FIRE DEPARTMENT

Elecom, Inc.	Battery / clip / antenna		281.81
Farmville Volunteer Fire Department	Truck insurance		4,905.00
Key Office Supply	Desk organizer		5.25
NAFECO, Inc.	Dress uniforms		491.63
TSI Incorporated	Cleaned fit test mch		724.63

RICE VOLUNTEER FIRE DEPARTMENT

County Waste	Trash collection		32.34
Crossroads Services Board	Clean floors / bathrooms		500.00
CenturyLink	Phone		184.06
State Corp Commission	Registration fee		25.00
Dominion Energy Virginia	Electric service		547.38

PROSPECT VOLUNTEER FIRE DEPARTMENT

Battery Barn of Virginia, Inc.	Batteries		261.75
Fire & Safety Equipment Company	Refill extinguisher		46.40
Fisher Auto Parts, Inc.	Batteries		590.53
Foster Fuels, Inc.	Propane		114.94
Goodman Truck & Tractor	Repair fuel leak		593.88
Liberty Mutual Insurance	Workers compensation		1,290.00
Municipal Emergency Service	Foam		472.91

MEHERRIN VOLUNTEER FIRE DEPARTMENT

Parker Oil Company, Inc.	Propane	779.82	
	Diesel	958.01	1,737.83
Verizon Wireless	Phone / internet		268.42
Verizon	Phone		286.45
Dominion Energy Virginia	Electric service		397.88
Watkins Insurance Agency	Add 2001 truck		135.00

FIRST RESPONDERS

Hampden-Sydney Volunteer Fire Dept.	17-18 Support		1,250.00
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PE FIREFIGHTERS ASSOCIATION

Prince Edward Area Firefighters Association	17-18 Support		4,000.00
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AMBULANCE AND RESCUE SERVICES

Prince Edward Volunteer Rescue Squad	17-18 Support	18,700.00
Pamplona Volunteer Fire Department EMS	17-18 Support	2,500.00
Meherrin Fire & Rescue	17-18 Support	3,250.00

EMERGENCY SERVICES

Timmons Group	911 Addressing	90.00
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REGIONAL JAIL & DETENTION

Irongate Boundary Management	Electronic monitoring	1,012.50
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BUILDING OFFICIAL

VACORP	Workers compensation	255.50
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ANIMAL CONTROL

VACORP	Workers compensation	209.25	
Ridge Animal Hospital	Vet service	533.06	
Rod & Staff, LLC	Repair trap bracket	25.00	
East End Motor Company, Inc.	Towing & repair	121.00	
CenturyLink	Phone	120.15	
Business Card	Ketch-All pole cable	77.75	
	Muzzles	136.20	
	Handling gloves	316.79	
	Euthanasia drugs	112.45	643.19

REFUSE DISPOSAL

VACORP	Workers compensation	2,576.00
James P. Childress, Jr.	Truck maintenance	447.56
Wright's Excavating, LLC	Landfill operation	54,826.83

GENERAL PROPERTIES

VACORP	Workers compensation	1,022.25	
Dodson Brothers Exterminating	Pest control - Cannery	38.00	
	Pest control - Worsham	38.00	
	Pest control - SCOPE	38.00	
	Pest control - CH	85.00	
	Pest control - Visitors center	38.00	237.00
Hudson-Payne Electronics	Fire alarm testing	650.00	
Rohr Mechanical, LLC	Defrost BD/Filters	535.30	
Southside Electric Cooperative	SRR lights	29.18	
Dominion Energy Virginia	Roy Clark monument	7.49	
	SCOPE building	214.31	
	Courthouse	11,649.70	
	Lights at Rice	111.74	
	Ag building	1,643.71	13,626.95
Town of Farmville	Water & sewer	114.86	
AT&T	Phone	43.95	
CenturyLink	Phone	188.69	
O. O. Stiff, Inc.	Monthly service	100.00	
Diamond Paper Company	Towels	65.83	

	Janitorial supplies	244.86	310.69
Unifirst Corporation	Janitorial supplies		110.44
Business Card	Valves		502.44
Grainger	Key blanks	7.73	
	Batteries	89.30	
	Mold test kits	115.38	212.41
Lowe's	Johni-Rings / bolt	24.47	
	Ceiling tile	252.30	
	Tool bags	75.91	
	Bolts	3.76	
	Anchors	9.01	
	Entry lever	56.03	
	Return entry lever	-56.03	
	Entry lever	69.02	
	Straps / cargo bars	71.18	
	Boards / screws / bolts	59.08	
	Wire rope clip	1.11	
	Paint / anchors	43.18	609.02
Cintas Corporation #524	Uniform rental		249.94
Sherwin Williams Company	Paint / edger / sparkle		233.45
East End Motor Company, Inc.	Tires		389.45
Rod & Staff, LLC	Flat repair	280.00	
	Tire	240.50	520.50
	<u>CANNERY</u>		
VACORP	Workers compensation		79.25
Virginia Food Works	Contract payment		2,916.67
NAPA of Farmville	Belt		16.69
Southside Electric Cooperative	Electric service		360.55
Parker Oil Company, Inc.	Heating oil		864.00
CenturyLink	Phone		250.17
Business Card	Buffer solution		27.46
	<u>HEALTH DEPARTMENT</u>		
Prince Edward Health Department	3rd Qtr support		39,309.50
	<u>COMPREHENSIVE SERVICES ACT</u>		
Bear Creek Academy	Professional service		3,515.00
Blue Ridge Autism & Achievement Center	Professional service		5,700.00
Blue Ridge Therapy Associates	Professional service		480.00
Center for Pediatric Therapies	Professional service		880.00
Centra Health	Professional service		29,374.00
Family & Community Support	Professional service		2,645.00
Grafton School, Inc.	Professional service		25,875.00
James River Therapy Services	Professional service		852.50
Jean Napier	Foster care		700.00
Virginia Keys School	Professional service		6,800.00
Voices Speech Therapy	Professional service		1,208.34

OTHER WELFARE / SOCIAL SERVICES

SCOPE / Meals on Wheels	17-18 Support		2,500.00
Piedmont Senior Resources	17-18 Support		3,064.00
STEPS, Inc.	17-18 Support	5,000.00	
	17-18 Support (CAP)	3,622.00	8,622.00
FACES, Inc.	17-18 Support		2,137.50
Tri-County Life Learners	17-18 Support		1,200.00
Southside Center for Violence Prevention	17-18 Support		2,400.00
Heart of Virginia Free Clinic	17-18 Support		3,000.00
Habitat for Humanity	17-18 Support		1,600.00

CONTRIBUTIONS TO COLLEGES

Longwood Small Business Development Ctr	17-18 Support		3,375.00
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SUPERVISION OF PARKS & RECREATION

Heart of Virginia Festival	17-18 Support		2,000.00
Robert Russa Moton Museum	17-18 Support		4,000.00

PUBLIC LIBRARY

Farmville-Prince Edward Comm. Library	17-18 Support		52,702.00
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PLANNING

Donald B. Gilliam	Commission meeting	100.00	
	Mileage	21.40	121.40
Preston Hunt	Commission meeting	100.00	
	Mileage	21.40	121.40
Timothy Mark Jenkins	Commission meeting	100.00	
	Mileage	11.77	111.77
Robert M. Jones	Commission meeting	100.00	
	Mileage	5.35	105.35
Clifford Jack Leatherwood	Commission meeting		100.00
Robert Christopher Mason	Commission meeting	100.00	
	Mileage	9.63	109.63
John W. Peery, Jr.	Commission meeting	100.00	
	Mileage	1.60	101.60
John C. Prengaman	Commission meeting	100.00	
	Mileage	5.35	105.35
John F. Townsend, III	Commission meeting	100.00	
	Mileage	8.02	108.02
Brett Von Cannon Watson	Commission meeting		100.00
Farmville Newsmedia	Advertising		205.00
Business Card	Certified mail		115.90
Rob Fowler	Mileage		149.80

COMMUNITY DEVELOPMENT

Town of Farmville	17-18 Support - Airport		3,800.00
Town of Blackstone	17-18 Support - Bus		4,000.00
Downtown Farmville	17-18 Support		4,000.00

ECONOMIC DEVELOPMENT

VACORP Workers compensation 8.75

TOURISM

VACORP Workers compensation 9.25
Town of Farmville Water & sewer 106.94
Business Card UPS 5.39
CenturyLink Phone 373.04
Business Data of Virginia, Inc. Update Norton 29.95

SOIL & WATER CONSERVATION DISTRICT

Piedmont Soil & Water 17-18 Support 2,960.00

COOPERATIVE EXTENSION OFFICE

CenturyLink Phone 109.38

CAPITAL PROJECTS

Hurt & Proffitt, Inc. Road design 7,339.94
Inspection / grant administration 468.00 7,807.94
Crabtree Rohrbaugh & Associates CH Additions / renovation 481.40

CDA SPECIAL LEVY

Poplar Hill Community Dev. Authority Special levy payment 58,594.00

WATER FUND

Town of Farmville Water 51.57

SEWER FUND

Dominion Energy Virginia Sewer pump 43.77

COLLECTIONS

Farmville Wholesale Electric Wire marker kit 5.94
Grainger Switches 237.00
Ronald Van Eps Compactor engine 500.00
Southern States Leaf rake 16.99
Republic Services #974 Trash collection 431.57
Emanuel Tire of Virginia Tire recycling 1,087.20
STEPS, Inc. Recycling fee 1,226.32
Southside Electric Cooperative DH site 95.10
Virso site 124.78 219.88
Dominion Energy Virginia Rice site 87.81
Green Bay site 109.27 197.08
CenturyLink Phone 197.04
O. O. Stiff, Inc. Monthly service 702.50
NAPA of Farmville Def 23.97

LANDFILL OPERATIONS

Business Card Operator license renewal 50.00
Resource International Groundwater monitoring 15,703.42
Misc work tasks 2,641.55

	Storm water compliance	698.50	19,043.47
CenturyLink	Phone		52.18
Goodman Truck & Tractor	2009 International truck		17,900.00
Ronald Van Eps	Truck registration		5.00
WEACO Equipment	Loader		33,000.00

RETIREMENT BENEFIT FUND

Vicki K. Johns	Retiree benefit		1,132.00
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PIEDMONT COURT SERVICES

VACORP	Workers compensation		75.50
Farmville Newsmedia	Advertising		48.60
Nottoway Publishing Company	Advertising		88.00
Southside Messenger	Advertising		160.00
CenturyLink	Phone		73.59
Taylor Herndon	Mileage	256.24	
	Newspapers	4.65	260.89
John Main	Mileage		104.86
Paige Roberts	Mileage	62.05	
	Newspapers	2.10	64.15
Rebecca Staton	Mileage		128.82
Treasurer of Virginia	Training		60.00
Business Data of Virginia, Inc.	Norton update		244.65

PCS SUPERVISION FEES EXPENDITURES

Alere Toxicology Service, Inc.	Drug testing		219.28
SRP Corporation, LLC	Rent		2,500.00
Grant's Glass	Repair door closer		24.00

In Re: Highway Matters

Mr. Scot Shippee, P.E., Resident Engineer, VDOT-Dillwyn reported maintenance continues; crews are filling potholes and brush-cutting. He added he would like to schedule a meeting for the Six Year Plan Highway Work Session for Tuesday, March 13, 2018 at 5:00 p.m. Mr. Shippee asked that in preparation for the meeting, each Board member bring to the February Board meeting a prioritized list of unpaved roads for their district to be considered for the Six-Year Plan. He and his staff will research each road related to road condition, vehicles per day, residences per mile, and other criteria, to enable the Board to make overall County prioritization decisions. Mr. Shippee said due to funding availability, the Board may be able to add two miles to the Plan; he said there are 7.5 miles that have been evaluated but are currently not on the list.

After some discussion, Chairman Cooper-Jones called a meeting for the Six-Year Plan Highway Work Session for Tuesday, March 13, 2018 at 5:00 p.m., for its work session with VDOT.

Mr. Shippee asked for concerns from the Board members. Supervisor Timmons and Supervisor Emert said they spoke to Mr. Shippee prior to the meeting; no other concerns were presented.

In Re: Appointments to Outside Agency Boards

Chairman Cooper-Jones stated several positions require the appointment of a member of the Board of Supervisors.

Granite Falls Community Development Authority (CDA)

The members of the Board of Supervisors serve on the Granite Falls CDA concurrent with their respective terms of office on the Board.

Supervisor Timmons made a motion, seconded by Supervisor Wilck, to appoint all members of the Board to the Granite Falls Community Development Authority; the motion carried:

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

Virginia's Heartland Water & Sewer Authority

The members of the Board of Supervisors serve on the Water & Sewer Authority concurrent with their respective terms of office on the Board.

Supervisor Emert made a motion, seconded by Supervisor Pride, to appoint all members of the Board to the Virginia's Heartland Water & Sewer Authority; the motion carried:

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

Commonwealth Regional Council (CRC):

The Board's representative (Supervisor Timmons) and alternate (Supervisor Pride) terms expired on December 31, 2017. These positions have four-year terms.

Chairman Cooper-Jones made a motion, seconded by Supervisor Timmons, to reappoint Supervisor Timmons as Board representative and Supervisor Pride as alternate; the motion carried:

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

South Central Workforce Development Board:

Each member of the Workforce Board is required to appoint a member and an alternate to its Board. The Board is named the Chief Local Elected Official (CLEO). The appointed member must be an elected member of the Board of Supervisors but does not have to be the Chairman, while the alternate may be either an elected official or an appointed official. Historically, the County Administrator has served as the alternate. Supervisor Simpson and Mr. Bartlett were appointed for one-year terms in January 2017 that expired on December 31, 2017.

Chairman Cooper-Jones made a motion, seconded by Supervisor Jones, to appoint Supervisor Simpson as Board representative and Mr. Bartlett as alternate; the motion carried:

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

Moton Museum Council:

The Moton Museum Board of Trustees has a standing committee, the Moton Museum Council which makes the recommendations to the Board of Trustees. Eleven of the Council members serve as categorical members representing specific institutions, community groups, and governmental agencies to

include Prince Edward County. Supervisor Simpson currently represents Prince Edward County on the Moton Council and his term expired December 31, 2017.

Chairman Cooper-Jones made a motion, seconded by Supervisor Jones, to appoint Supervisor Townsend to the Moton Museum Council; the motion carried:

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

Local Emergency Planning Committee (LEPC):

The LEPC is required by federal law. LEPCs assist in preparing for local emergencies and are tasked with developing an emergency response plan and to review that plan at least annually. Prince Edward County and the Town of Farmville operate a joint LEPC. LEPCs must include an elected official from each member jurisdiction. The term of appointment runs concurrently with the elected official's term of office. Supervisor Timmons serves as the representative from the Prince Edward County Board of Supervisors. His term expired December 31, 2017.

Chairman Cooper-Jones made a motion, seconded by Supervisor Wilck, to appoint Supervisor Timmons to the Local Emergency Planning Committee; the motion carried:

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

Crossroads Community Service Board (CCSB)

Community Service Boards serve as the single point of entry for the Virginia public mental health system to include substance abuse disorders. The CSSB serves seven counties and is tasked with reviewing and evaluating the community based mental health, substance abuse and developmental services delivery system in the seven counties served. Each County appoints two members to the CCSB with one being a

member of the Board of Supervisors and one being a citizen appointee. The term for the CCSB is three years and no member can serve more than three terms. Supervisor Simpson completed his second term on December 31, 2017.

Chairman Cooper-Jones made a motion, seconded by Supervisor Timmons, to appoint Supervisor Pride to a three-year term on the Crossroads Community Service Board; the motion carried:

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

In Re: Prince Edward County Social Service Board (PECDSS)

The PECDSS is composed of five members with one being a member of the Board of Supervisors. Board members may only serve two consecutive four-year terms. Supervisor Simpson is the representative of the Board of Supervisors. He completed his second term on December 31, 2017.

Chairman Cooper-Jones made a motion, seconded by Supervisor Pride, to appoint herself to the Prince Edward County Social Service Board for a term to run through December 31, 2021; the motion carried:

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

In Re: Public Hearing – Amendment to Zoning Ordinance

Chairman Cooper-Jones announced that this was the date and time scheduled for a public hearing on the proposed amendments to the Zoning Ordinance to permit Custom Manufacturing as a Commercial Use in the Agricultural Conservation (A1) District by Special Use Permit. Notice of this hearing was advertised according to law in the Friday, December 29, 2017, and Friday, January 5, 2018 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Bartlett said that Prince Edward County Staff received a request to amend the Zoning Ordinance to permit Custom Manufacturing as a Commercial Use in the Agricultural Conservation (A1) District by Special Use Permit. He said staff suggests using the current zoning ordinance definition listed under Section 6-200.11 of the Prince Edward County Zoning Ordinance: “Establishments primarily engaged in the on-site production of goods by hand manufacturing within enclosed structures involving the use of hand tools, or the use of mechanical equipment commonly associated with residential or commercial uses.”

Mr. Bartlett said staff presented an amendment to the Zoning Ordinance to add the use type to the uses allowed in the A1 zone via a special use permit. The Planning Commission held a public hearing on December 19, 2017 to obtain public comment on the proposed amendment. Two citizens spoke against the amendment stating such a use would not be consistent with agricultural uses.

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

Mr. Bartlett said the amendment would allow for the Planning Commission and Board of Supervisors to consider requests.

Supervisor Jones said sawmills are currently permitted along with other general practices; Special Use Permits are required which gives the County control.

Chairman Cooper-Jones opened the public hearing.

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

Supervisor Jones made a motion, seconded by Supervisor Townsend, to amend the Zoning Ordinance to include the “Custom Manufacturing” use to the A1 zone with a Special Use Permit; the motion carried:

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

Article II, Section 2-100.3 (B) 2 (County Zoning Ordinance)

B) The following uses are permitted by special use permit in the A1 Agricultural Conservation District, subject to all other applicable requirements contained in this ordinance. An asterisk (*) indicates that

the use is subject to additional, modified or more stringent standards as listed in Article III, Use and Design Standard.

1. Agricultural Use Types

(None)

2. Residential Use Types

Family Day Care Home *

3. Civic Use Types

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

4. Office Use Types

Financial Institutions
General Offices

5. Commercial Use Types

Auto Repair Services – Minor
Campgrounds
Commercial Indoor/Outdoor Sports and Recreation
Construction Sales and Services
Convenience Stores
Day Care Center *
Gasoline Stations
Golf Course
Hotel/Motel/Motor Lodge
Kennel, Commercial Restaurant
Sawmill and Woodyard
Retail Sales
Custom Manufacturing

6. Industrial Use Types

Meat Packing and Related Industries
Resource Extraction

7. Miscellaneous Use Types

Outdoor Gathering *
Shooting Range, Outdoor Tower *
Utility Services, Major

In Re: Public Hearing – Special Use Permit, Turning Point Energy

Chairman Cooper-Jones announced that this was the date and time scheduled for a public hearing on the request by Turning Point Energy for a Special Use Permit to operate a Major Utility and allow the

construction of a Solar Electrical Generation Facility located on Good Hope Road and Llama Road, on properties identified as Tax Map Parcels 044-A-83 and 043-A-36. This is an A1, Agricultural Conservation District. Notice of this hearing was advertised according to law in the Friday, December 29, 2017, and Friday, January 5, 2018 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Bartlett said the County received a special use permit application from Turning Point Energy to permit the operation of a Solar Electrical Generation Facility, located on Good Hope Road on Tax Map Parcels 044-A-83 owned by Linda Chaplain and Tax Map Parcel 043-A-36 owned by Frances Mary Reeve. This property is zoned A1, Agricultural Conservation, and this zoning classification permits a Major Utility by Special Use Permit.

Mr. Bartlett said the properties total approximately 236.98 acres; the proposed facility will utilize approximately 137.29 acres and will be buffered by a 20' undisturbed perimeter buffer and an eight-foot high security fence.

The Planning Commission conducted a public hearing on December 19, 2017 to obtain public comment. Four citizens spoke to the application concerning the process, potential land values and assessment changes to adjacent properties.

The applicant stated that the proposed facility will be a passive development that will not be seen nor heard and will not impact adjacent properties. The facility will not generate noise, light, dust, odor, fumes, or vibrations. Water quality will be addressed according to Virginia Stormwater Management Permit requirements and be accessed via a single driveway on Good Hope Road and not generate a significant amount of traffic once construction is completed.

The Planning Commission conducted a Public Hearing on December 19, 2017, and recommended forwarding the application to the Board of Supervisors for approval with the condition that restricts Llama Road for access to the site.

Chairman Cooper-Jones opened the public hearing.

Wendy Panuska, Buffalo District, expressed her concerns regarding the panels causing glare or reflection that may affect her child and her horses. She questioned the easements, and asked if the County will approve the final design. Ms. Panuska then asked if the setbacks, mature trees and vegetation can be

made to be requirements. She then said Mr. Beale stated the carbon setback would be paid off in about three to four years, and asked if that took into account the manufacturing of the panels, harvesting the trees on that 145 acres, and if all of the carbon impacts been addressed.

Mr. Adam Beale, Vice-President of Development with Turning Point Energy, said the solar panels are a single-access tracker system, and will be placed north to south and track east, straight up, and west. He said solar panels are designed to absorb the sun's rays, and therefore there is little glare. He said they are routinely installed at airports and Air Force bases at the ends of runways because they do not have glare associated with them. Mr. Beale then said the easements are within the property, and the setbacks are set by the County's Zoning Ordinance and much of that is vegetative buffer containing almost exclusively native vegetation. He said harvesting the trees will be inside the property but not in the setback area. Mr. Beale said the carbon debt payback analysis was not done on this facility but on others with more dense trees. The analyses do include steel panels, the aluminum, the glass, the silicon, the fuel trucks use. He said the payback will be three to four years, and this project because of the less dense trees, it would be less than two to three years.

John Frazier, Engineer for Turning Point Energy, said there will be County approval after the design; the County will review the Erosion and Sediment Control construction drawings, VDOT will obtain a set of drawings for an access permit for the access off Good Hope Road, and the setbacks and easements will be in accordance with the requirements. He said the plans will show and include all County easements and setbacks. He added there will be at least a minimum of 20' undisturbed buffer.

Mr. Bartlett said the County recommended pollinators and other wildlife-friendly grasses and plants.

Supervisor Timmons asked about the fencing. Mr. Beale said there will be an eight-foot high fence with barbed wire around the entire property.

Supervisor Timmons then questioned the length of the lease period. Mr. Beale said leases are typically 20-25 years with three five-year extensions. This is a 20-year lease.

Supervisor Timmons asked what is the projected time of the construction. Mr. Beale said it will take approximately four months. He said after that time, the operations are limited to three to four times a year. He said the construction work will be done five to six days a week. He added the hours typically are set by the jurisdiction, but work typically runs from 7:00 a.m. to 7:00 p.m.

Supervisor Wilck asked if they have any others in the Central Virginia area. Mr. Beale said there is one near Danville, and one is planned in Dinwiddie County, with a investment in the realm of a \$25 million facility.

Supervisor Timmons said maintenance of the roads is a concern and asked what happens if the roads are damaged. Mr. Frazier said the entrance will be permitted through VDOT and be to their specifications. He said if there is damage to the road, they would work with VDOT to address any issues.

Supervisor Timmons asked what procedure is followed at the end of the project's life. Mr. Beale said a condition of the lease is to return the property to its natural state. He said equipment and pads are removed in the reverse of their installation.

Mr. Bartlett asked the type of construction that will be done. Mr. Beale said the panels, racking and transformers will be brought in on big trucks. There will be approximately 110-120 employees; the employees are brought in, in groups. He said they will make every effort to hire local staff.

Mr. Bartlett asked the pay range. Mr. Beale said he is unsure because the contractor does the hiring.

Mr. Beale stated the company spends a tremendous of time and effort finding a property that is adjacent to transmission systems, with flat land, in a squared parcel; it must also have few environmental restrictions.

Supervisor Timmons asked if the company can provide motor-grading when the road gets to be a mess. Mr. Bartlett said they must work with VDOT to maintain the road.

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

Supervisor Timmons made a motion, seconded by Supervisor Wilck, to approve the Special Use Permit Application from Turning Point Energy to construct and operate a Solar Electrical Generation Facility on Good Hope Road, with the following conditions:

- Hours of construction to be limited to 7:00 a.m. – 7:00 p.m., Monday through Saturday; no Sunday construction
- Any damage to Good Hope Road will be repaired and coordinated with VDOT as necessary
- Setbacks of 35 feet with 20 feet of undisturbed natural buffer
- Plantings of pollinators and native grasses
- Good Hope Road is the only access
- Fencing will be 8-feet in height, surrounding entire project
- Automated electric system gate
- At the end of the useful life of the project, property is restored to the same condition prior to the project

The motion carried:

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

In Re: CRC Request for Committee Appointments

Mr. Bartlett stated the CRC is in the process of researching and deciding if they will once again become a designated Economic Development District (EDD) by the Economic Development Administration (EDA). When the planning district was constituted as the Piedmont Planning District Commission (PPDC), it was a designated EDD. When the PPDC was dissolved and the CRC was formed, our EDD designation was rescinded by the EDA because the composition of the CRC Board no longer met the criteria of the EDD program guidelines.

Mr. Bartlett said the CRC Board is investigating the desirability of once again acquiring the EDD designation. EDDs are multi-jurisdictional entities located in regions that meet the EDA's regional distress criteria. Receiving such a designation allows the designated EDD to receive annual funding from the EDA to help support operations of the EDD and more importantly allow the organization to request grants from the EDA. Recent grants awarded by the EDA have allowed the construction of business incubators, funded infrastructure improvements, provided funds for a revolving loan program, funding to expand local healthcare facilities, and funded workforce training programs.

The CRC has received funding from the EDA to proceed in the development of a Comprehensive Economic Development Strategy (CEDS) which is the first step in obtaining the EDD designation. To develop a CEDS, a CEDS Committee must be created that meets specific EDA criteria. The Attachment from the CRC spells out some of the criteria.

Mr. Bartlett said the CRC is asking each member locality to recommend appointments to the CEDS Committee in the following sectors: 1 Elected Official, 1 Private Sector Individual, and 1 Chief Administrative Official. He said the private sector representative must be a member of senior management or executive holding a key decision-making position. The CRC will be soliciting appointments from other

categories directly (Longwood, SVCC, Chamber of Commerce, etc.). The deadline for submission of recommended appointments is February 23, 2018.

Supervisor Timmons said this allows the CRC to access a different pool of grant funding; he asked the Board members to bring recommendations to the next Board meeting in February.

In Re: County Attorney's Report

Mr. James R. Ennis, County Attorney, reported that as a follow up to the discussion at the December 2017 Board meeting regarding nuisance barking dog noise, he researched options that other counties are using to manage and enforce excessive noise caused by barking dogs. Mr. Ennis presented examples from Albemarle, Dinwiddie and Hanover counties; all have some restrictions imposed including time of day, size of the property, and the duration of the noise.

Mr. Ennis suggested the Board appoint a committee to review the ordinances and discuss the possible inclusion of certain noises, the time, property size and enforcement issues. He said this task may prove to be more complicated than stopping dogs from barking, and all agricultural animals are excluded.

Supervisor Jones said many landowners have acreage and if the kennel is on the property line and the neighbor's house is near the same property line, there are issues. Mr. Ennis said if someone has a feed-lot, it would cause dogs to bark and can contribute to the problem.

Supervisor Wilck asked if any of the counties use decibels. Mr. Ennis stated decibels are not used concerning animals.

Chairman Cooper-Jones appointed a committee to study the noise issue, comprising Supervisor Jones (Chair), Supervisor Townsend and Supervisor Wilck.

Supervisor Wilck then asked Mr. Ennis about the delinquent property tax sales; Mr. Ennis said one tax sale is complete and another is pending. Mr. Ennis said there was a possibility of a sale of that property which would have negated the need for the County to file with the Court in order to have a tax sale; this property has not yet closed, and the County could proceed with the tax action on that property. Discussion followed.

In Re: County Administrator’s Report – Proposed FY19 Budget Schedule

Mr. Bartlett presented and reviewed the proposed FY19 Budget Schedule; he said the schedule has been coordinated with Dr. Johnson, Superintendent of the Prince Edward County Public Schools System.

Mr. Bartlett said the schedule contains minor changes from last year’s schedule. Budget planning begins with a meeting on February 6; the primary purpose for this meeting is for the Board of Supervisors to provide budget guidance to the County Administrator. He said the schedule contains one joint meeting of the Finance Committees of the School Board and the Board of Supervisors (February 15) and one joint meeting of the full boards of the School Board and the Board of Supervisors (March 15). Following a change made last year, the schedule again provides for an early meeting focusing on funding provided to Outside Agencies. Last year the Board requested this work session be moved up in the budget schedule to allow the Board time to ask questions of the agencies and provide guidance to the County Administrator prior to his submission of the Budget to the Board.

Supervisor Timmons made a motion, seconded by Supervisor Pride, to approve the Budget Schedule for the FY19 Budget process; the motion carried:

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

Nay: None

**County of Prince Edward, Virginia
 FY 19 Budget Schedule**

DATE	ACTIVITY	TIME/LOCATION
February 1, 2018	Budget Preparation Guide distributed to County Departments and Constitutional Offices	
February 1, 2018	Donation Request forms distributed	
February 6 - Mar 10, 2018	Budget work sessions between Departments and County Administrator	
February 6, 2018	Board of Supervisors Budget Planning meeting	5:30 p.m. 3 rd Floor Conference Room
February 15, 2018	Joint meeting of Board of Supervisors and School Board Finance Committees	5:30 p.m. School Board Conf. Room
February 26, 2018	Budget worksheets submitted to County Administrator.	
March 6, 2018	Board of Supervisors budget work session - presentation by Outside Agencies	5:30 p.m. 3 rd Floor Conference Room

March 15, 2018	Joint budget work session of Board of Supervisors and School Board	5:30 p.m. Career Technical Center
March 23, 2018	School Superintendent submits local funding request to County Administrator	5:00 p.m.
March 23, 2018	Revenue estimates completed by County Administrator	
March 27, 2018	Presentation of County Administrator's proposed budget to Board of Supervisors.	5:30 p.m. Board of Supervisors Room
March 29, 2018	Board of Supervisors budget work session	2:00 p.m. Board of Supervisors Room
March 29, 2018	Superintendent submits school budget to County Administrator	5:00 p.m.
April 3, 2018	Board of Supervisors authorizes Public Hearing for April 17 (Ad dates April 6 & 13)	5:30 p.m. Board of Supervisors Room
April 3, 2018	Board of Supervisors budget work session	5:30 p.m. Board of Supervisors Room
April 10, 2018	Board of Supervisors Budget Work Session – Presentation of School Budget	5:30 p.m. 3 rd Floor Conference Room
April 17, 2018	Board of Supervisors Budget Work Session	5:30 p.m. 3rd Floor Conference Room
April 17, 2018	Joint Public Hearing on County & School Budgets & Tax Rates	7:00 p.m. Board of Supervisors Room
April 24, 2018	Budget Work Session, Adoption of County & School Budgets & Tax Rates	7:00 p.m. Board of Supervisors Room
June 12, 2018	Approval of Appropriations.	7:00 p.m. Board of Supervisors Room

In Re: County Administrator's Report – CRC Dues 2018

Mr. Bartlett said that on December 20, 2017 at the monthly meeting of the Commonwealth Regional Council (CRC), the Council approved the following changes to its operations and annual dues:

1. Voted to increase annual dues from \$15,700 to \$19,000 beginning with fiscal year 2018-2019 (FY19).
2. With this increase, the CRC will provide grant writing services to the member Counties at no charge. This includes all governmental entities and non-profits (501(c)(3)). This would include Towns, School Systems, Sheriff/Police Departments, Fire Departments and Rescue Squads. If the CRC writes a grant for an entity, the CRC will be entitled to administer the grant, if awarded. The CRC will retain the authority to accept or reject obligations for grant writing services.
3. The Council also agreed to return funds to member localities at the end of each fiscal year if the Council's fund balance exceeds \$500,000. Any excess over \$500,000 will be divided equally and returned to each member County. This will begin with FY19. Each year at the January meeting of

the CRC, the Council will review the fund balance and the operational costs/revenues and determine if the retained fund balance needs to be increased. This would be a Council decision not requiring member County approval.

Mr. Bartlett said while increasing the County's annual contribution by \$3,300, the potential benefit to the citizens of the County far outweigh this increase. Few, if any, of the local government entities and non-profits have the luxury of having staff members dedicated to writing and administering grants. Having the CRC step-up and provide this service has the potential to provide our agencies with a far greater amount of grant funds than in previous years. This will allow the agencies to provide better service to our citizens and could ease the financial burdens on these agencies which would alleviate the need to rely so heavily on funding from the local government.

Supervisor Wilck asked who pays for the administration of the grants, and stated more grants need to be found. Mr. Bartlett stated the CRC would administer the grants awarded; the administration of the grants is paid through the grants themselves. Mr. Bartlett said the CRC searches for grants. Discussion followed.

Ms. Melody Foster, Executive Director, CRC, stated she has been writing grants since 2000, many on the federal level for fire departments and rescue squads' Assistance Funds. There are not a lot of programs for fire departments and rescue squads, but the CRC staff searches a clearinghouse to find applicable grants on a daily basis. She added they also serve 501(c)(3) organizations.

Supervisor Townsend asked if the Virso Community Center could be served; Ms. Foster said it could because it is a 503(c)(3).

Supervisor Simpson asked how many counties are involved. Ms. Foster said there are five member counties; Cumberland County was a member in 2005 but left, and is now considering returning.

Supervisor Timmons said that currently, the fund balance held by the CRC is at approximately \$460,000 and once it would exceed \$500,000, it would generate money back to the counties. He said that fund balance is necessary to cover operating costs and sometimes a match is involved with the grants.

Supervisor Pride asked why there is an increase in the dues. Ms. Foster said she reviewed the past five years, and calculated the amount that that has been typically collected for grant writing fees.

Supervisor Timmons made a motion, seconded by Supervisor Jones, to approve the request and direct the County Administrator to include \$19,000 in the County FY19 budget for the Commonwealth Regional Council; the motion carried:

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

In Re: Property & Community Development Committee Report

Mr. Bartlett stated that the Property Committee, comprised of Supervisor Timmons and Supervisor Townsend, met with the architect on December 19, 2017 and January 2, 2018, and earlier in the day, Tuesday, January 9, 2018.

Mr. Bartlett said the Committee received input from stakeholders in the project – Judges, department directors, STEPS Executive Director. On December 19, 2017, the Committee, with the assistance of the Social Services Director and the Executive Director of STEPS, reviewed the first draft of the layout of the STEPS building and provided recommendations to the architect.

Mr. Bartlett said the architect provided a revised layout of the STEPS building, which was reviewed by the Committee on January 2, 2018 and shared with the stakeholders. Also on January 2, 2018, the architect shared a preliminary draft of part of the layout of the space on the first floor of the Courthouse.

Supervisor Timmons asked if Mr. Ennis and Mrs. Bacon discussed the lease transfer. Mr. Ennis said he has not spoken with Mrs. Bacon; he said there are issues as to when the lease will commence, and how to draft the lease agreement to reflect the commencement date since there will be construction in the space they are intended to lease, as they will be moved out of there entirely.

Supervisor Timmons said they will provide the date Social Services will move in, and that will be the same day.

Mr. Ennis said Mr. Brian Butler will be drafting the deed. Mr. Ennis said most leases like this where there will be construction, include a copy of plans that the tenant signs off as approved, and can be considered an exhibit in the lease document.

Mr. Bartlett said he will set up a meeting with the director of STEPS, Inc., to begin the transfer and a draft of the lease.

In Re: Closed Session

Supervisor Wilck made a motion, seconded by Supervisor Timmons, that the Board convene in Closed Session for consultation with legal counsel employed by the County regarding a legal matter related to an adjoining locality requiring the provision of legal advice by such counsel, pursuant to the exemption provided for in Section 2.2-3711(A)(8) of the *Code of Virginia*; the motion carried:

Aye:	Pattie Cooper-Jones J. David Emert 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 returned to regular session by motion of Supervisor Wilck, seconded by Supervisor Timmons and adopted as follows:

Aye:	Pattie Cooper-Jones J. David Emert 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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On motion of Chairman Cooper-Jones and seconded by Supervisor Wilck, and carried by the following roll call vote:

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

Nay: None

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

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

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

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

Supervisor Timmons said that back in December 2017, he received an evaluation form for the County Administrator, and asked when the Board will wish to discuss it. Mrs. Puckett said there is a budget work session on February 6 at 5:30 p.m.; Mr. Bartlett said it could be discussed following that meeting.

Mrs. Puckett asked the Board to review the upcoming events; she asked if any of the Board members are planning to attend the Prospect Volunteer Fire Department Banquet and the Meherrin Volunteer Fire & Rescue Banquet in order to submit their RSVPs to those. She added Sunday, January 28, the Fire Association is doing a department awards ceremony at the Prince Edward County High School; they are hopeful the Board of Supervisors and Town Council will continue to support the continuing education and recruitment of the volunteers and their training hours. She then announced March 10 is the Moton Community Banquet; Mr. Bartlett checked with the museum and the Board has three tables of eight [seats], each Board member is allotted three tickets.

In Re: Animal Warden's Report

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

In Re: Cannery – Home Canning

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

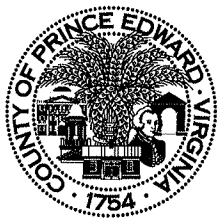
In Re: Tourism and Visitor Center Report

Mrs. Magi Van Eps, Tourism & Visitor Center Coordinator, submitted a report for the month of November 2017, which was reviewed and ordered to be filed with the Board papers.

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

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

the meeting was recessed at 9:09 p.m. until Tuesday, February 6, 2018 at 5:30 p.m. in the Third Floor Conference Room of the Prince Edward County Courthouse.



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

Meeting Date: February 13, 2018
Item No.: 7-c
Department: County Administration
Staff Contact: Barbara Poulston
Issue: Review of Accounts & Claims

Summary: The January bill list and Board of Supervisor mileage reports are attached for the Board's reviews.

Attachments: January 2018 Bill List
Board Mileage Reports (Simpson, Timmons, Townsend)

Recommendation:

Motion _____
Second _____

Cooper-Jones _____
Emert _____
Jones _____

Pride _____
Simpson _____
Timmons _____

Townsend _____
Wilck _____

1/31/2018

FROM DATE- 1/01/2018
TO DATE- 1/31/2018

ACCOUNTS PAYABLE CHECKS
PRINCE EDWARD

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FUND NO.	DESCRIPTION	\$\$\$ PAY \$\$\$
100	GENERAL FUND	\$731,641.08
501	WATER FUND	\$33.88
502	SEWER FUND	\$40.04
520		\$219,899.07
732	RETIREMENT BENEFIT FUND	\$1,132.00
741	PIEDMONT COURT SERVICES FUND	\$3,872.67
	TOTAL	956,618.74

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PRINCE EDWARD
LISTING OF INVOICES FOR 1/01/2018 -- 1/31/2018

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MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	ACCOUNT TOTAL	AMOUNT
012050	MOTOR VEHICLE LICENSE TAXES					
2018	29332	Motor Vehicle Licenses-20 TOWN OF FARMVILLE	DECALS 118	MOTOR VEHICLE TAX	57,275.44	57,275.44 *
					57,275.44	57,275.44 **
011010	BOARD OF SUPERVISORS					
3600	15240	Advertising FARMVILLE NEWSMEDIA	CO ADMR 118	ADVERTISING	110.61	110.61 *
5510	12805	Travel-Mileage COOPER-JONES PATTIE	NOV 2017	MILEAGE	171.20	171.20
	25738	PRIDE ODESSA H	NOV 2017	MILEAGE	298.53	298.53
	28425	SIMPSON HOWARD F	DEC 2017	MILEAGE	19.79	19.79
	28425	SIMPSON HOWARD F	NOV 2017	MILEAGE	156.22	156.22
	29269	TIMMONS C ROBERT JR	DEC 2017	MILEAGE	41.73	41.73
	29269	TIMMONS C ROBERT JR	NOV 2017	MILEAGE	107.00	107.00
	29269	TIMMONS C ROBERT JR	OCT 2017	MILEAGE	105.93	105.93
	29368	TOWNSEND JERRY R	DEC 2017	MILEAGE	16.05	16.05
	29368	TOWNSEND JERRY R	NOV 2017	MILEAGE	256.80	256.80
	29368	TOWNSEND JERRY R	OCT 2017	MILEAGE	16.05	16.05
					1,189.30	1,189.30 *
5530	11894	Travel-Subsistence & Lodg BUSINESS CARD	8607 PUCKETT118	MEALS	40.90	40.90
	12805	COOPER-JONES PATTIE	NOV 2017	MEAL	18.54	18.54
	28425	SIMPSON HOWARD F	NOV 2017	MEALS	51.32	51.32
					110.76	110.76 *
5540	11894	Travel-Convention & Educa BUSINESS CARD	8607 PUCKETT118	GOVT DAY REGISTRATIO	2,225.00	2,225.00 *
6040	31333	ADP Equipment VERIZON WIRELESS	9798613890	IPAD MONTHLY SERVICE	465.54	465.54
					465.54	465.54 *
					4,101.21	4,101.21 **
012110	COUNTY ADMINISTRATOR					
5210	11894	Postal Services BUSINESS CARD	8607 PUCKETT118	POSTAGE	4.20	4.20 *
5230	30440	Telecommunications US CELLULAR	816442183 118	PHONE	138.48	138.48 *
5540	11894	Travel-Convention & Educa BUSINESS CARD	8607 PUCKETT118	GOVT DAY REGISTRATIO	335.00	335.00 *
6001	13369	Office Supplies DIAMOND SPRINGS WATER INC	11393100 118	EQUIPMENT RENTAL	335.00	335.00 *
					8.95	8.95

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MAJOR# ACCT#	VENDOR NUMBER NAME	INV#	DESCRIPTION	AMOUNT
6012	22211 Books and Subscriptions MATTHEW BENDER & CO INC	4134 BC 4265 BC 508555 508556	BUSINESS CARDS BUSINESS CARDS COPY PAPER CALENDARS/HP DRUM	96.00 16.00 231.60 148.59 501.14 *
		98951246	VA ADV CRT RULES	109.43 109.43 * 1,088.25 **
012240	INDEPENDENT AUDITOR			ACCOUNT TOTAL
3120	Accountings & Auditing Se 28729 STANLEY HUNT DUPREE &	17COPEGM00323	OPEB REPORT	ACCOUNT TOTAL MAJOR TOTAL
012310	COMMISSIONER OF REVENUE			981.00 981.00 * 981.00 **
3600	Advertising 15240 FARMVILLE NEWSMEDIA 15240 FARMVILLE NEWSMEDIA	COMR REV 118 COMR REV 118A	ADVERTISING ADVERTISING	79.16 145.50 224.66 *
5210	Postal Services 11419 BOOTH BEVERLY M 32144 WATKINS LITHO LLC	EXPENSES 118 63639	POSTAGE POSTAGE	6.10 245.00 251.10 *
5230	Telecommunications 13325 TREASURER OF VIRGINIA	T410067	ONLINE SERVICE	81.59 81.59 *
6001	Office Supplies 20600 KEY OFFICE SUPPLY 20600 KEY OFFICE SUPPLY 32144 WATKINS LITHO LLC	507245 508768 63639	INK CARTRIDGES INK CARTRIDGE ENVELOPES	610.80 90.95 254.00 955.75 *
6012	Books & Subscriptions 18968 J D POWER	657511	USED CAR SUBSCRIPTION	125.00 125.00 * 1,638.10 **
012410	TREASURER			ACCOUNT TOTAL MAJOR TOTAL
3600	Advertising 15240 FARMVILLE NEWSMEDIA 15240 FARMVILLE NEWSMEDIA	COMR REV 118A TREAS 118	ADVERTISING ADVERTISING	175.49 135.19 310.68 *
5210	Postal Services 11353 BMS DIRECT 11353 BMS DIRECT	122281P 122282P	DELINQ PPTY POSTAGE DELINQ RE POSTAGE	2,538.00 634.50 3,172.50 *

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MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
6001	11250	Telecommunications	7596	PAYFLOW/PAYPAL	27.50
	13325	BENCHMARK COMMUNITY BANK	TREAS 118	ONLINE SERVICE	81.59
		TREASURER OF VIRGINIA	T410067		109.09 *
		Office Supplies			ACCOUNT TOTAL
	11353	BMS DIRECT	122187	WINDOW ENVELOPES	228.33
	20600	KEY OFFICE SUPPLY	507306	INK CARTRIDGE	42.99
	20600	KEY OFFICE SUPPLY	508761	LASER CARTRIDGE	83.59
	20600	KEY OFFICE SUPPLY	508887	CREDIT CARD ROLLS	3.60
		Other Operating Supplies			ACCOUNT TOTAL
6014	28866	STEPS, INC	13414	SHREDDING SERVICE	358.51 *
					ACCOUNT TOTAL
					ACCOUNT TOTAL
					MAJOR TOTAL
012510		INFORMATION TECHNOLOGY			3,985.78 **
3160		Professional Services			
	11902	BUSINESS DATA OF VA, INC.	1004	TRAVEL EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	1005	TRAVEL EXPENSE	75.00
	11902	BUSINESS DATA OF VA, INC.	2017	TRAVEL EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	2017	TRAVEL EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	2017	TRAVEL EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	2017	TRAVEL EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	2017	TRAVEL EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	2017	TRAVEL EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	2017	TRAVEL EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	2017	TRAVEL EXPENSE	125.00
		Maintenance Service			ACCOUNT TOTAL
3320	12762	COMPUTERPLUS SALES/SERVIC	MC0000188304	PRINTER SERV CONTRACT	3,900.00
					4,850.00 *
					ACCOUNT TOTAL
					MAJOR TOTAL
013200		REGISTRAR			79.00
5810	31033	Dues & Association Member	2018	MEMBERSHIP DUES	79.00 *
					ACCOUNT TOTAL
					MAJOR TOTAL
021100		CIRCUIT COURT			200.00
6012	22211	Books & Subscriptions	98182226	LAW OF EVIDENCE SUPP	200.00 *
		MATTHEW BENDER & CO INC			ACCOUNT TOTAL
					MAJOR TOTAL
021200		GENERAL DISTRICT COURT			340.31
3160	28866	Professional Services	13343	SHREDDING SERVICE	340.31 *
					ACCOUNT TOTAL
					MAJOR TOTAL
					ACCOUNT TOTAL
					MAJOR TOTAL

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MAJOR# ACCT# 5230	VENDOR NUMBER	VENDOR NAME Telecommunications	INV#	DESCRIPTION	AMOUNT
6001	30440	US CELLULAR	816442183 118	PHONE	24.21 24.21 *
8202	20600	Office Supplies KEY OFFICE SUPPLY	507587	YEAR STICKERS	3.19
	20600	KEY OFFICE SUPPLY	509292	COPY PAPER	39.26
				ACCOUNT TOTAL	42.45 *
021600	20600	Furniture & Fixtures KEY OFFICE SUPPLY	508341	CHAIRS	378.00
				ACCOUNT TOTAL	378.00 *
				MAJOR TOTAL	479.66 **
5880	29715	Clerk of the Circuit Court Technology Trust Funds TREASURER OF VIRGINIA	18 147C RMS 1	RECORDS MNGT SYSTM	4,000.00
				ACCOUNT TOTAL	4,000.00 *
				MAJOR TOTAL	4,000.00 **
5899	28866	Miscellaneous STEPS, INC	13412	SHREDDING SERVICE	35.00
6001	20600	Office Supplies KEY OFFICE SUPPLY	509012	BINDERS	13.45
	20600	KEY OFFICE SUPPLY	509368	COPY PAPER	379.90
	20600	KEY OFFICE SUPPLY	509387	FILE FOLDERS/POST-IT	30.66
	20600	KEY OFFICE SUPPLY	509541	TONER/FOLDERS/CALENDR	177.58
				ACCOUNT TOTAL	601.59 *
				MAJOR TOTAL	636.59 **
022200		VICTIM WITNESS ASSISTANCE PROGRAM			
6001	20600	Office Supplies KEY OFFICE SUPPLY	509535	INK CARTRIDGES	157.78
				ACCOUNT TOTAL	157.78 *
				MAJOR TOTAL	157.78 **
031200		SHERIFF			
3170	22347	Drug Testing MEDTOX LABORATORIES INC	12201794888	DRUG TESTING	50.00
				ACCOUNT TOTAL	50.00 *
3311	11775	Repairs & Maint-Auto & Eq BURKEVILLE BODY SHOP	33010	AUTO REPAIRS	3,411.55
	14915	EXPRESS CARE	28196	OIL CHANGE	71.17
	14915	EXPRESS CARE	28255	OIL CHANGE	46.08
	14915	EXPRESS CARE	28293	OIL CHANGE	71.17

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MAJOR#	ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5210		14915	EXPRESS CARE	28471	OIL CHANGE	60.08
		14915	EXPRESS CARE	28790	OIL CHANGE	77.07
		14915	EXPRESS CARE	28920	OIL CHANGE	91.16
		14915	EXPRESS CARE	28954	OIL CHANGE	60.08
		17004	HALEY AUTO MALL	65590966	LAMP ASSEMBLY	65.63
		20323	KENBRIDGE TIRE	884938	CALIBRATION	25.00
					ACCOUNT TOTAL	3,978.99 *
5230		11894	Postal Services BUSINESS CARD	0555 SHERIFF118	POSTAGE	84.13
					ACCOUNT TOTAL	84.13 *
5530		21319	Telecommunications CENTURYLINK	309468839 118	PHONE	10.36
		21319	CENTURYLINK	309558628 118	VCIN	7.97
		30440	US CELLULAR	918210747 118	PHONE	752.03
					ACCOUNT TOTAL	770.36 *
5801		11894	Travel-Subsistence & Lodg BUSINESS CARD	0555 SHERIFF118	MEALS & LODGING	264.06
					ACCOUNT TOTAL	264.06 *
6001		11894	Accreditation BUSINESS CARD	0555 SHERIFF118	MEALS & LODGING	226.66
		20600	KEY OFFICE SUPPLY	507971	CARDSTOCK PAPER	14.99
		20600	KEY OFFICE SUPPLY	507982	LEGAL & NOTE PADS	22.29
		22703	MORTON DEKEACE	847163	CATERING	200.00
		32138	WALMART COMMUNITY/SYNCB	390	HEATER	39.88
					ACCOUNT TOTAL	503.82 *
6004		11894	Office Supplies BUSINESS CARD	0555 SHERIFF118	CUPS/PLATES/UTENSILS	96.38
		13369	DIAMOND SPRINGS WATER INC	27961300 118	CUPS/WATER/EQUIP RNT	91.65
		20600	KEY OFFICE SUPPLY	507403	COPY PAPER	149.75
		20600	KEY OFFICE SUPPLY	507608	DATE STAMP	29.99
		20600	KEY OFFICE SUPPLY	508231	TONER	402.97
		20600	KEY OFFICE SUPPLY	508398	INK CARTRIDGES	104.97
		20600	KEY OFFICE SUPPLY	508430	FLASH DRIVES	111.86
		20600	KEY OFFICE SUPPLY	508503	USB HUB	7.99
		20600	KEY OFFICE SUPPLY	508547	TONER	132.99
		20600	KEY OFFICE SUPPLY	509176	LABELS	41.58
		20600	KEY OFFICE SUPPLY	509243	TONER	254.97
		32138	WALMART COMMUNITY/SYNCB	3534	COFFEE/CREAMER	23.36
		32138	WALMART COMMUNITY/SYNCB	3670	CHRISTMAS CARDS	19.76
		32138	WALMART COMMUNITY/SYNCB	9802	CANDY/LUNCHBAGS	4.94
					ACCOUNT TOTAL	1,473.16 *
6008		28640	Virso Comm Center Crime P SOUTHSIDE ELECTRIC COOP	526776002 118	ELECTRIC SERVICE	14.72
					ACCOUNT TOTAL	14.72 *
6009		19659	Vehicle & Powered Equip F JOHNSON JOHN	GAS 118	GAS	15.00
		11894	Vehicle & Powered Equip S BUSINESS CARD	0555 SHERIFF118	VEHICLE REGISTRATION	15.00 *
					ACCOUNT TOTAL	5.00

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MAJOR#	ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	ACCOUNT TOTAL	AMOUNT
6010		15721	FISHER AUTO PARTS, INC.	199847	KEY FOB BATTERY		2.06
			Police Supplies				7.06 *
		11894	BUSINESS CARD	0555 SHERIFF118	SHADOW BOX		35.00
		11894	BUSINESS CARD	0555 SHERIFF118	POLICE SUPPLIES		43.44
		15656	FIRE & SAFETY EQUIP CO	86773	EXTINGUISHER INSPCTS		127.25
		20600	KEY OFFICE SUPPLY	508386	NOTEPADS		24.39
		21038	KUSTOM SIGNALS INC	548044	RADAR REMOTE ASSEMBLY		97.00
6011			Uniforms & Wearing Appare				327.08 *
		10380	AMERICAN UNIFORM SALES	50502	SHIRTS		112.16
		16102	GALLS LLC	8922571	HAT		95.00
		19331	JEFFERSON JANNEAR	1221	SEW ON PATCHES		28.00
032200			VOLUNTEER FIRE DEPARTMENT				235.16 *
7001			Payment to Farmville VFD				7,723.54 **
		10169	AIR-CARE INC	9552	STRUT MOUNTS		411.45
		20600	KEY OFFICE SUPPLY	509749	CALENDARS/INK		163.26
		22397	MUNICIPAL EMERGENCY SERV	1186776	PANTS		216.55
		23166	NAFECO INC	907245	PANTS		45.82
		29083	TAYLOR-FORBES EQUIP CO	58334	STIHL PARTS		57.46
		29083	TAYLOR-FORBES EQUIP CO	58440	MOTOMIX		31.80
		29332	TOWN OF FARMVILLE	FVED TRK PAYMNT	TRUCK PAYMENT		35,000.00
		32734	WITMER PUBLIC SAFETY GRP	1808046	COAT		470.00
		32734	WITMER PUBLIC SAFETY GRP	1808046.001	NAME TAPES		50.00
7002			Payment to Rice VFD				36,446.34 *
		12024	C W WILLIAMS	607838	OVERHEAT PROTECT VLV		666.90
		17679	HILL & DAVIS, CPA, PC	24924	ACCOUNTING WORK		500.00
		21319	CENTURYLINK	310013979 118	PHONE		200.87
		22397	MUNICIPAL EMERGENCY SERV	INI1173915	THERML IMG CAM BTRY		187.50
		31846	DOMINION ENERGY VIRGINIA	5487358649 118	ELECTRIC SERVICE		9.04
		32146	WATKINS INSURANCE AGENCY	30124	AUTO & PKG INSURANCE		7,150.00
		32146	WATKINS INSURANCE AGENCY	30125	ACCIDENT INSURANCE		2,771.00
		32734	WITMER PUBLIC SAFETY GRP	1819554	SHIRTS & PANTS		165.32
7003			Payment to Prospect VFD				11,650.63 *
		12024	C W WILLIAMS	607548	FOAM		396.60
		13166	DAVIS GMC TRUCK INC	55349	TRK SERVICE/INSPECT		161.15
		15908	FOSTER FUELS INC	11061	FUEL		553.97
		25210	PAMPLIN EXXON	PROSPECT PD 118	DIESEL		35.34
		25782	PRINCE EDWARD CO PBLC SCH	DIESEL-DEC 2017	DIESEL		138.04
		25782	PRINCE EDWARD CO PBLC SCH	DIESEL-NOV 2017	DIESEL		105.56
		25782	PRINCE EDWARD CO PBLC SCH	DIESEL-OCT 17A	DIESEL		58.49
		29440	PRINCE EDWARD CO TREAS	GAS-DEC 2017	GAS		87.64
		29440	PRINCE EDWARD CO TREAS	GAS-NOV 2017	GAS		73.40

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MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
7004		Payment to Darlington VFD			
	12996	CYRUS PEST CONTROL CO	DEC 2017	EXTERMINATING SERVIC	45.00
	12996	CYRUS PEST CONTROL CO	NOV 2017	EXTERMINATING SERVIC	45.00
	13083	DARLINGTON HGT FIRE DEPT	INTERNET DEC 17	INTERNET	97.90
	13083	DARLINGTON HGT FIRE DEPT	INTERNET NOV 17	INTERNET	97.90
	14300	EAST END MOTOR CO INC	158564	INSPECTION	51.00
	15721	FISHER AUTO PARTS, INC.	199820	BACK-UP LAMP	15.31
	28640	SOUTHSIDE ELECTRIC COOP	38156001 118	ELECTRIC SERVICE	287.02
	32146	WATKINS INSURANCE AGENCY	30124	AUTO & PKG INSURANCE	7,017.00
	32146	WATKINS INSURANCE AGENCY	30125	ACCIDENT INSURANCE	2,771.00
				ACCOUNT TOTAL	12,970.19 *
7005		Payment to Hampden-Sydney			
	32146	WATKINS INSURANCE AGENCY	30124	AUTO & PKG INSURANCE	8,049.00
	32146	WATKINS INSURANCE AGENCY	30125	ACCIDENT INSURANCE	3,424.00
				ACCOUNT TOTAL	11,473.00 *
7006		Payment to Pamplin VFD			
	10004	4GUYS FIRE TRUCKS	760M	KENWORTH TRUCK	135,394.00
	32146	WATKINS INSURANCE AGENCY	30124	AUTO & PKG INSURANCE	11,908.00
				ACCOUNT TOTAL	147,302.00 *
7007		Payment to Meherrin VFD			
	25246	PARKER OIL CO INC	516314	PROPANE	545.79
	25246	PARKER OIL CO INC	516332	PROPANE	224.42
	25246	PARKER OIL CO INC	528427	DIESEL	687.82
	31333	VERIZON WIRELESS	9798262958	PHONES	268.16
	31846	DOMINION ENERGY VIRGINIA	0519881510 118	ELECTRIC SERVICE	360.70
	31846	DOMINION ENERGY VIRGINIA	1913347348 118	ELECTRIC SERVICE	40.31
	31846	DOMINION ENERGY VIRGINIA	2725824417 118	ELECTRIC SERVICE	13.59
	32146	WATKINS INSURANCE AGENCY	30124	AUTO & PKG INSURANCE	13,515.00
	32146	WATKINS INSURANCE AGENCY	30125	ACCIDENT INSURANCE	4,269.00
				ACCOUNT TOTAL	19,924.79 *
032500		EMERGENCY SERVICES			250,194.08 **
6014		Other Operating Supplies			
	21005	KORMAN SIGNS	314384	MILE POSTS	1,747.25
				ACCOUNT TOTAL	1,747.25 *
033200		REGIONAL JAIL & DETENTION			1,747.25 **
7001		Piedmont Regional Jail-Pe			
	25380	PIEDMONT REGIONAL JAIL	250	INMATE DAYS-3RD QTR	223,739.17
				ACCOUNT TOTAL	223,739.17 *
				MAJOR TOTAL	223,739.17 **

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MAJOR# ACCT# 034100	VENDOR NUMBER BUILDING OFFICIAL	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5230	30440	Telecommunications US CELLULAR	816442183 118	PHONE	24.21 24.21 *
5530	21498	Travel-Subsistence & Lodg LEATHERWOOD COY	DEC 2017	MEAL	8.58 8.58 *
5540	21498	Travel-Convention & Educa LEATHERWOOD COY	DEC 2017	MTG REGISTRATION	15.00 15.00 *
5880	29642	2% Blg Permit Surcharge TREASURER OF VIRGINIA	LV201802	2% LEVY ON PERMITS	249.37 249.37 * 297.16 **
035100		ANIMAL CONTROL			
3310	27770 28596	Repairs/Maintenance ROD & STAFF LLC SOUTHERN STATES	62339 61532	KENNEL DOORS FENCING PLIERS	233.50 17.98 251.48 *
5110	31846	Electrical Services DOMINION ENERGY VIRGINIA	0890745003 118	ELECTRIC SERVICE	713.37 713.37 *
5230	21319 30440	Telecommunications CENTURYLINK US CELLULAR	310119726 118 816442183 118	PHONE PHONE	120.47 110.68 231.15 *
6002	28596	Supplies for Shelter SOUTHERN STATES	68959	FEED BAGS	75.00 75.00 * 1,271.00 **
035300		MEDICAL EXAMINER			
3110	29459 29459 29459	Professional Health Serv TREASURER OF VIRGINIA TREASURER OF VIRGINIA TREASURER OF VIRGINIA	FREEMAN ARTHUR OWENS CLIFTON F REAMS MARSHALL	CORONER CORONER CORONER	20.00 20.00 20.00 60.00 * 60.00 **
042300		REFUSE DISPOSAL			
5230	30440	Telecommunications US CELLULAR	816442183 118	PHONE	24.21 24.21 *
6008	25782	Vehicle & Powered Equip F PRINCE EDWARD CO PBLC SCH	DIESEL-OCT 17A	DIESEL	1,153.04 1,153.04 * 1,177.25 **

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MAJOR# ACCT# 043200	VENDOR NUMBER GENERAL PROPERTIES	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
3310		Repairs/Maintenance			
	11410	DOLI/BOILER SAFETY	954117409	BOILER INSPECTIONS	60.00
	13730	DODSON BROS EXTERMINATING	158003 118	PEST CONTROL	38.00
	13730	DODSON BROS EXTERMINATING	158005 118	PEST CONTROL	38.00
	13730	DODSON BROS EXTERMINATING	158006 118	PEST CONTROL	38.00
	13730	DODSON BROS EXTERMINATING	158007 118	PEST CONTROL	85.00
	13730	DODSON BROS EXTERMINATING	158010 118	PEST CONTROL	38.00
	29242	THYSSENKRUPP ELEVATOR	3003618801	SERV CONTACT-JAN/MAR	2,881.36
				ACCOUNT TOTAL	3,178.36 *
3311		Repairs & Maint-Auto & Eq			
	13166	DAVIS GMC TRUCK INC	55362	CHECKED BRAKES	74.00
				ACCOUNT TOTAL	74.00 *
5110		Electrical Services			
	28640	SOUTHSIDE ELECTRIC COOP	114379002 118	SRR LIGHTS	30.04
	31846	DOMINION ENERGY VIRGINIA	1545926683 118	SCOPE BLDG	289.80
	31846	DOMINION ENERGY VIRGINIA	2786281903 118	COURTHOUSE	9,813.04
	31846	DOMINION ENERGY VIRGINIA	4951935099 118	SHERIFF DEPT SHED	6.59
	31846	DOMINION ENERGY VIRGINIA	5856894620 118	WORSHAM CLERK OFFICE	244.44
	31846	DOMINION ENERGY VIRGINIA	6669158583 118	LIGHTS AT RICE	111.74
	31846	DOMINION ENERGY VIRGINIA	8105475944 118	AG BLDG	2,629.09
	31846	DOMINION ENERGY VIRGINIA	9670710004 118	SHOP	39.69
				ACCOUNT TOTAL	13,164.43 *
5120		Heating Services			
	25247	PARKER OIL COMPANY INC	524698	HEATING OIL	392.48
				ACCOUNT TOTAL	392.48 *
5130		Water & Sewer			
	29332	TOWN OF FARMVILLE	AG BLDG 118	WATER & SEWER	87.47
	29332	TOWN OF FARMVILLE	CH IRRIG 118	WATER	24.05
	29332	TOWN OF FARMVILLE	SCOPE 118	WATER & SEWER	33.65
				ACCOUNT TOTAL	145.17 *
5230		Telecommunications			
	10105	AT&T	7305055660 118	PHONE	44.19
	21319	CENTURYLINK	310262069 118	PHONE	57.40
	21319	CENTURYLINK	310441360 118	PHONE	87.38
	30440	US CELLULAR	816442183 118	PHONE	117.90
				ACCOUNT TOTAL	306.87 *
5303		Flood Insurance			
	15895	FOREMOST INSURANCE CO	FLOOD INS 118	FLOOD INS-VISITR CNT	7,046.00
				ACCOUNT TOTAL	7,046.00 *
5440		Portable Toilet Rental			
	28869	STIFF O INC	6351	MONTHLY SERVICE	100.00
				ACCOUNT TOTAL	100.00 *
6005		Janitorial Supplies			
	13367	DIAMOND PAPER COMPANY	208363	JANITORIAL SUPPLIES	513.87
	17312	HANDI-CLEAN PRODUCTS INC	S1149020	FLOOR SEALER/STRIPPR	352.69
	21811	LOWE'S	907192	FLOOR CLEANER	14.20
				ACCOUNT TOTAL	880.76 *

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MAJOR# ACCT# 6007	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
	13369	Repairs and Maintenance S			
	15560	DIAMOND SPRINGS WATER INC	11393100 118	EQUIPMENT RENTAL	8.95
	15560	FARMVILLE WHSALE ELECTRIC	628468	LIGHT BULBS	46.00
	15721	FARMVILLE WHSALE ELECTRIC	628674	LIGHT BULBS/DRIVRSET	385.38
	15721	FISHER AUTO PARTS, INC.	199839	HANDSOAP	14.71
	15721	FISHER AUTO PARTS, INC.	199948	FUNNEL	2.39
	15721	FISHER AUTO PARTS, INC.	200237	JACK OIL/TOOL	19.52
	21811	LOWE'S	901556A	LOPPER/PRUNER/GLOVES	70.25
	21811	LOWE'S	902051	TOILET PLIERS	144.39
	21811	LOWE'S	907192	TOOLS	65.49
	27922	CINTAS CORPORATION #524	524 09428 118	UNIFORM RENTAL	180.51
	28352	SHERWIN WILLIAMS CO	29338	TAPE	6.29
	28352	SHERWIN WILLIAMS CO	33082	PAINT	88.36
	28352	SHERWIN WILLIAMS CO	35236	PAINT	44.18
6008		Vehicle & Powered Equip F		ACCOUNT TOTAL	1,076.42 *
	25782	PRINCE EDWARD CO PBLC SCH	DIESEL-DEC 2017	DIESEL	263.07
	25782	PRINCE EDWARD CO PBLC SCH	DIESEL-NOV 2017	DIESEL	114.49
	25782	PRINCE EDWARD CO PBLC SCH	DIESEL-OCT 17A	DIESEL	172.96
6009		Vehicle & Powered Equip S		ACCOUNT TOTAL	550.52 *
	14300	EAST END MOTOR CO INC	159120	INSPECTION	16.00
	15721	FISHER AUTO PARTS, INC.	199310	OIL & FILTER	39.63
	15721	FISHER AUTO PARTS, INC.	199311	COOLANT TESTER	3.99
	23248	NAPA OF FARMVILLE	177189	DEF	7.99
				ACCOUNT TOTAL	67.61 *
043400	CANNERY			MAJOR TOTAL	26,982.62 **
3161	31653	Professional Services-Can	246	CONTRACT PAYMENT	2,916.67
		VIRGINIA FOOD WORKS			2,916.67 *
3310	11894	Repairs & Maintenance	8607 PUCKETT118	SEALS	26.04
	15560	BUSINESS CARD	628558	WIRE	39.22
		FARMVILLE WHSALE ELECTRIC			65.26 *
5110	28640	Electrical Services	44335001 118	ELECTRIC SERVICE	309.35
		SOUTHSIDE ELECTRIC COOP			309.35 *
5230	21319	Telecommunications	310248529 118	PHONE	250.85
		CENTURYLINK			250.85 *
052500	CHAPTER X BOARD			ACCOUNT TOTAL	3,542.13 **
5640	12928	Payment to Crossroad Ser	3RD QTR 118	ACCOUNT TOTAL	15,000.00
		CROSSROAD SERVICES BOARD		MAJOR TOTAL	15,000.00 *
				ACCOUNT TOTAL	15,000.00 **

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MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
053500	3160	CSA Programs			
	11191	BEAR CREEK ACADEMY	MH 118	PROFESSIONAL SERVICE	2,035.00
	11306	BLUE RIDGE AUTISM &	JN 118	PROFESSIONAL SERVICE	3,900.00
	11490	BRALEY & THOMPSON	DWK 118	PROFESSIONAL SERVICE	3,033.35
	11490	BRALEY & THOMPSON	DWK 118	PROFESSIONAL SERVICE	2,935.50
	11490	BRALEY & THOMPSON	DWK 118A	PROFESSIONAL SERVICE	3,033.35
	11490	BRALEY & THOMPSON	EK 118	PROFESSIONAL SERVICE	2,490.54
	11490	BRALEY & THOMPSON	EK 118	PROFESSIONAL SERVICE	2,410.20
	11490	BRALEY & THOMPSON	EK 118A	PROFESSIONAL SERVICE	2,490.54
	11490	BRALEY & THOMPSON	FK 118	PROFESSIONAL SERVICE	2,490.54
	11490	BRALEY & THOMPSON	FK 118	PROFESSIONAL SERVICE	2,410.20
	11490	BRALEY & THOMPSON	FK 118A	PROFESSIONAL SERVICE	2,490.54
	12277	CENTER FOR PEDIATRIC	JN 118	PROFESSIONAL SERVICE	640.00
	12283	CENTRA HEALTH INC	AG 118	PROFESSIONAL SERVICE	3,773.00
	12283	CENTRA HEALTH INC	GL 118	PROFESSIONAL SERVICE	3,773.00
	12283	CENTRA HEALTH INC	JP 118	PROFESSIONAL SERVICE	5,145.00
	12283	CENTRA HEALTH INC	KW 118	PROFESSIONAL SERVICE	3,465.00
	12283	CENTRA HEALTH INC	WC 118	PROFESSIONAL SERVICE	4,290.00
	14924	FAMILY & COMMUNITY SUPPRT	MH 118	PROFESSIONAL SERVICE	1,000.00
	14924	FAMILY & COMMUNITY SUPPRT	WRJ 118	PROFESSIONAL SERVICE	280.00
	14924	FAMILY & COMMUNITY SUPPRT	WRJ 118	PROFESSIONAL SERVICE	287.50
	16672	GRAFTON SCHOOL INC	CS 118	PROFESSIONAL SERVICE	4,190.00
	16672	GRAFTON SCHOOL INC	NMA 118	PROFESSIONAL SERVICE	5,900.00
	16672	GRAFTON SCHOOL INC	TJ 118	PROFESSIONAL SERVICE	3,880.00
	19233	JAMES RIVER THERAP SVCS	DZ 118	PROFESSIONAL SERVICE	385.00
	21807	LONG ASHLEY	DEC 2017	FOSTER CARE	2,302.05
	28866	STEPS, INC	JQ 118	PROFESSIONAL SERVICE	405.00
	28866	STEPS, INC	JY 118	PROFESSIONAL SERVICE	562.50
	31657	VIRGINIA KEYS SCHOOL	JY 118	PROFESSIONAL SERVICE	3,400.00
	31657	VIRGINIA KEYS SCHOOL	MG 118	PROFESSIONAL SERVICE	3,400.00
	31981	VOICES SPEECH THERAPY	AG 118	PROFESSIONAL SERVICE	208.35
	31981	VOICES SPEECH THERAPY	GL 118	PROFESSIONAL SERVICE	500.00
				ACCOUNT TOTAL	77,506.16 *
				MAJOR TOTAL	77,506.16 **
081100	PLANNING				
	3161	Planning Commission			
	16195	GILLIAM DONALD B	JAN 16 2018	COMMISSION MTG	100.00
	17883	HUNT PRESTON	JAN 16 2018	COMMISSION MTG	100.00
	19875	JONES ROBERT M	JAN 16 2018	COMMISSION MTG	100.00
	21525	LEATHERWOOD CLIFFORD JACK	JAN 16 2018	COMMISSION MTG	100.00
	22170	MASON ROBERT CHRISTOPHER	JAN 16 2018	COMMISSION MTG	100.00
	25309	PEERY JOHN W JR	JAN 16 2018	COMMISSION MTG	100.00
	25607	PRENGAMAN JOHN C	JAN 16 2018	COMMISSION MTG	100.00
	28067	SANDLIN TERESA	JAN 16 2018	COMMISSION MTG	100.00
	32150	WATSON BRETT VON CANNON	JAN 16 2018	COMMISSION MTG	100.00
				ACCOUNT TOTAL	900.00 *

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MAJOR# ACCT# 3600	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5210	15240	FARMVILLE NEWSMEDIA Advertising	CO ADMR 118	ADVERTISING	245.80 *
				ACCOUNT TOTAL	245.80 *
5230	11894	Postal Services BUSINESS CARD	8607 PUCKETT118	POSTAGE	61.00
				ACCOUNT TOTAL	61.00 *
5510	30440	Telecommunications US CELLULAR	816442183 118	PHONE	50.46
				ACCOUNT TOTAL	50.46 *
	16195	Travel-Mileage GILLIAM DONALD B	JAN 16 2018	MILEAGE	21.80
	17883	HUNT PRESTON	JAN 16 2018	MILEAGE	21.80
	19875	JONES ROBERT M	JAN 16 2018	MILEAGE	5.45
	22170	MASON ROBERT CHRISTOPHER	JAN 16 2018	MILEAGE	9.81
	25309	PEERY JOHN W JR	JAN 16 2018	MILEAGE	1.63
	25607	PRENGAMAN JOHN C	JAN 16 2018	MILEAGE	5.45
	28067	SANDLIN TERESA	JAN 16 2018	MILEAGE	6.54
				ACCOUNT TOTAL	72.48 *
				MAJOR TOTAL	1,329.74 **
081600		TOURISM			
3600	29332	Advertising TOWN OF FARMVILLE	THOYA 118	THOYA PARTNERSHIP	2,000.00
				ACCOUNT TOTAL	2,000.00 *
5110	31846	Electrical Services DOMINION ENERGY VIRGINIA	0675198071 118	ELECTRIC SERVICE	136.30
	31846	DOMINION ENERGY VIRGINIA	1059387447 118	ELECTRIC SERVICE	90.02
				ACCOUNT TOTAL	226.32 *
5120	14700	Heating Service ELLINGTON ENERGY SERVICE	74337	HEATING FUEL	477.00
				ACCOUNT TOTAL	477.00 *
5130	29332	Water & Sewer TOWN OF FARMVILLE	VIS CNTR 118	WATER & SEWER	214.30
				ACCOUNT TOTAL	214.30 *
5210	11894	Postal Services BUSINESS CARD	8607 PUCKETT118	UPS	19.83
				ACCOUNT TOTAL	19.83 *
5230	21319	Telecommunications CENTURYLINK	310393238 118	PHONE	349.07
				ACCOUNT TOTAL	349.07 *
5530	31199	Travel-Subsistence & Lodg VANEPS MAGI	EXPENSES 118	VA RETREAT LUNCHEON	14.24
				ACCOUNT TOTAL	14.24 *
6001	20600	Office Supplies KEY OFFICE SUPPLY	509106	DESK CALENDAR	2.99
				ACCOUNT TOTAL	2.99 *
				MAJOR TOTAL	3,303.75 **

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MAJOR# ACCT#	VENDOR NUMBER NAME	DESCRIPTION	INV#	2ND QTR 118	2ND QTR SUPPORT	AMOUNT
083500	COOPERATIVE EXTENSION OFFICE					
3199	Purchase of Service - Oth					
	29913 TREASURER VA TECH			2ND QTR 118		16,825.11
						16,825.11 *
5230	Telecommunications					
	21319 CENTURYLINK			309520098 118	PHONE	109.38
						109.38 *
						16,934.49 **
091000	GENERAL EXPENSE					
5230	Internal Telecom Account					
	23933 LUMOS NETWORKS			165866886 118	PHONE	2,836.70
						2,836.70 *
5803	Internal Fuel Account					
	19230 JAMES RIVER SOLUTIONS			S307434	GAS	2,046.70
	19230 JAMES RIVER SOLUTIONS			S308832	GAS	2,051.35
	19230 JAMES RIVER SOLUTIONS			S310207	GAS	2,229.70
	19230 JAMES RIVER SOLUTIONS			S311202	GAS	1,708.68
	19230 JAMES RIVER SOLUTIONS			S311976	GAS	2,015.33
						10,051.76 *
						12,888.46 **
094000	CAPITAL PROJECTS					
0002	Computer System					
	11902 BUSINESS DATA OF VA, INC.			20171049*	ROUTER	109.74
	11902 BUSINESS DATA OF VA, INC.			20171049*	SWITCHES FOR CAMERAS	425.12
	11902 BUSINESS DATA OF VA, INC.			20171049*	ADOBE	449.00
						983.86 *
0004	Industrial Site Developme					
	17925 HURT & PROFFITT, INC			47666	IND PARK ROAD DESIGN	1,030.00
						1,030.00 *
0034	Courthouse Renovation A&E					
	12889 CRABTREE ROHRBAUGH & ASSC			6	CH ADDITIONS/RENO	6,117.30
						6,117.30 *
						8,131.16 **
						FUND TOTAL 731,641.08

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MAJOR# ACCT# 043200	VENDOR NUMBER GENERAL PROPERTIES	VENDOR NAME GENERAL PROPERTIES	INV#	DESCRIPTION	AMOUNT
5130	29332	Water Service TOWN OF FARMVILLE	118	WATER	33.88
				ACCOUNT TOTAL	33.88 *
				MAJOR TOTAL	33.88 **
				FUND TOTAL	33.88

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MAJOR# ACCT# 043200	VENDOR NUMBER GENERAL	VENDOR NAME PROPERTIES	INV#	DESCRIPTION	AMOUNT
5110	31846	Electrical Services DOMINION ENERGY VIRGINIA	4148700281 118	SEWER PUMP	40.04
				ACCOUNT TOTAL	40.04 *
				MAJOR TOTAL	40.04 **
				FUND TOTAL	40.04

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MAJOR# ACCT# 042300	VENDOR NUMBER COLLECTIONS	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
3310	21811	Repairs & Maintenance			
	21811	LOWE'S	901602	DRYWALL/PANEL	18.47
	21811	LOWE'S	907063	BOLTS	7.62
	21811	LOWE'S	907192	BOLTS	5.18
	21811	LOWE'S	907438	BOLTS/WASHERS	17.36
				ACCOUNT TOTAL	48.63 *
3311	11894	Repairs & Maint-Auto & Eq			
	11894	BUSINESS CARD	8607 PUCKETT118	COMPACTOR MOTOR/HUB	2,163.30
	12281	CAVALIER EQUIPMENT CORP	8607 PUCKETT118	REBUILD COMPCTR MOTR	1,200.00
	15560	FARMVILLE WHSALE ELECTRIC	117216	TARP ROLLERS	1,094.16
	15721	FISHER AUTO PARTS, INC.	629819	WIRE/TAPE/CONNECTORS	82.62
	19033	CHILDRESS JAMES P JR	200220	BATTERY/FUEL PUMP	260.98
	19033	CHILDRESS JAMES P JR	JAN 3 2018	TRUCK MAINTENANCE	556.25
	27770	ROD & STAFF LLC	JAN 9 2018	TRUCK MAINTENANCE	99.75
	27770	ROD & STAFF LLC	62348	COMPACTOR PLATE	75.00
	28596	SOUTHERN STATES	62382	REPAIR TRAILER JACK	52.00
			62078	TIE-DOWNS/STRAPS	24.95
				ACCOUNT TOTAL	5,609.01 *
3840	10254	Contract Landfill - POS			
	10254	REPUBLIC SERVICES #974	515208	TRASH COLLECTION	186.47
	10254	REPUBLIC SERVICES #974	515209	TRASH COLLECTION	122.68
	10254	REPUBLIC SERVICES #974	515210	TRASH COLLECTION	122.68
				ACCOUNT TOTAL	431.83 *
3841	14723	Purchase of Service - Rec			
	14723	EMANUEL TIRE OF VIRGINIA	486024	TIRE RECYCLING	477.60
	14723	EMANUEL TIRE OF VIRGINIA	486062	TIRE RECYCLING	406.80
	14723	EMANUEL TIRE OF VIRGINIA	486096	TIRE RECYCLING	478.80
	28866	STEPS, INC	DEC 2017	RECYCLING FEE	2,923.24
				ACCOUNT TOTAL	4,286.44 *
5110	28640	Electrical Services			
	28640	SOUTHSIDE ELECTRIC COOP	114379001 118	DH SITE	141.00
	31846	SOUTHSIDE ELECTRIC COOP	114379003 118	VIRSO SITE	155.47
	31846	DOMINION ENERGY VIRGINIA	0599507431 118	RICE SITE	83.05
	31846	DOMINION ENERGY VIRGINIA	0670040567 118	CELL C PUMP STATION	15.29
	31846	DOMINION ENERGY VIRGINIA	5181167213 118	LEACHATE PUMP	222.41
	31846	DOMINION ENERGY VIRGINIA	7471653571 118	WORSHAM SITE	153.44
	31846	DOMINION ENERGY VIRGINIA	8601161519 118	PROSPECT SITE	105.42
	31846	DOMINION ENERGY VIRGINIA	8970737501 118	SCALEHOUSE	144.22
	31846	DOMINION ENERGY VIRGINIA	9176847250 118	LANDFILL SITE	95.46
				ACCOUNT TOTAL	1,115.76 *
5230	21319	Telecommunications			
	21319	CENTURYLINK	309480181 118	PHONE	55.90
	21319	CENTURYLINK	309553498 118	PHONE	51.66
	21319	CENTURYLINK	309615846 118	PHONE	51.73
	21319	CENTURYLINK	309714661 118	PHONE	61.19
	21319	CENTURYLINK	310039285 118	PHONE	39.78
	31335	VERIZON	248 5696 118	PHONE	49.49

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MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5440	31335	VERIZON	736 2828 118	PHONE	91.27
	28869	Portable Toilet Rental STIFF O O INC	6351	MONTHLY SERVICE	401.02 *
6008	25782	Vehicle & Powered Equip F PRINCE EDWARD CO PBLC SCH	DIESEL-DEC 2017	DIESEL	702.50
	25782	PRINCE EDWARD CO PBLC SCH	DIESEL-NOV 2017	DIESEL	702.50 *
6009	15721	Vehicle & Powered Equip S FISHER AUTO PARTS, INC.	193948	HYDRAULIC OIL	1,011.77
	23248	NAPA OF FARMVILLE	176664	DEF	963.03
	23248	NAPA OF FARMVILLE	176818	ANTIFREEZE/DEICER	1,974.80 *
	23248	NAPA OF FARMVILLE	177087	DEF	41.98
					15.98
					125.42
					15.98
					199.36 *
					14,769.35 **
042400		LANDFILL OPERATIONS			
3311	27770	Equipment Repairs & Maint ROD & STAFF LLC	62203	TIRES	481.00
	27770	ROD & STAFF LLC	62281	TIRES	562.00
	27770	ROD & STAFF LLC	62335	TIRES	590.00
	27770	ROD & STAFF LLC	62344	DIAGNOSE BRAKE LIGHTS	195.00
					1,828.00 *
5230	21319	Telecommunications CENTURYLINK	309326764 118	PHONE	51.73
					51.73 *
6030	11894	Non-Capital Equipment BUSINESS CARD	8607 PUCKETT118	PRESSURE WASHER	4,549.99
					4,549.99 *
8201	32953	Equipment from Wright Exc WRIGHT'S EXCAVATING LLC	PURCHASE EQUIP	LANDFILL EQUIPMENT	166,700.00
					166,700.00 *
8206	29036	Construction Vehicles T&J FARM EQUIP SALES INC	18154	NEW HOLLAND TRACTOR	32,000.00
					32,000.00 *
					205,129.72 **
					219,899.07

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RETIREMENT BENEFIT FUND

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MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
002230	25257	LEOS Disbursements JOHNS VICKI K	JANUARY 2018	RETIREE BENEFIT	1,132.00
1101					1,132.00 *
				ACCOUNT TOTAL	1,132.00 **
				MAJOR TOTAL	1,132.00 **
				FUND TOTAL	1,132.00

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MAJOR# ACCT#	VENDOR NUMBER NAME	DESCRIPTION	INV#	AMOUNT
021400	PIEDMONT COURT SERVICES			
3199	Purchase of Services - Ot ALERE TOXICOLOGY SERV INC	DRUG TESTING	L144546	102.40
3600	Advertising SOUTHSIDE MESSENGER	ADVERTISING	PCS 1850 118	102.40 *
5110	Electrical Service DOMINION ENERGY VIRGINIA DOMINION ENERGY VIRGINIA	ELECTRIC SERVICE ELECTRIC SERVICE	4324962309 118 7218131923 118	64.00 64.00 *
5210	Postal Services MAIL FINANCE	POSTAGE METER LEASE	N6914583	140.60 153.63 294.23 *
5230	Telecommunications CENTURLINK LUMOS NETWORKS	PHONE PHONE	310357807 118 174057257 118	190.68 190.68 *
5510	Travel - Mileage STIMPSON CONNIE MAXEY RENEE T NEAL MEGAN ROBERTS PAIGE STAHLMAN RACHEL	MILEAGE MILEAGE MILEAGE MILEAGE MILEAGE		66.38 313.73 380.11 *
6012	Books & Subscriptions ROBERTS PAIGE STAHLMAN RACHEL	NEWSPAPERS NEWSPAPER	MILEAGE 118 MILEAGE 118 MILEAGE 118 MILEAGE 118 MILEAGE 118	13.04 201.18 38.15 70.19 16.89 339.45 *
097001	PCS SUPERVISION FEES EXPENDITURES			
5420	PCS - Lease/Rent of Build SRP CORPORATION LLC	RENT	RENT 118	1.05 .75 1.80 *
		ACCOUNT TOTAL		1,372.67 **
		MAJOR TOTAL		
		ACCOUNT TOTAL		2,500.00
		MAJOR TOTAL		2,500.00 *
		FUND TOTAL		3,872.67
		TOTAL DUE		956,618.74

Approved at meeting of _____ on _____
Signed _____ Title _____ Date _____
Signed _____ Title _____ Date _____



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

Meeting Date: February 13, 2018
Item No.: 7-d
Department: County Administration
Staff Contact: Cheryl Stimpson
Issue: Salaries

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

Attachments: None

Recommendation: None

Motion _____
Second _____

Cooper-Jones _____
Emert _____
Jones _____

Pride _____
Simpson _____
Timmons _____

Townsend _____
Wilck _____



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: February 13, 2018
 Item No.: 7-e
 Department: County Administration
 Staff Contact: W.W. Bartlett
 Issue: Appropriations FY18

Summary:

1. The Clerk of the Circuit Court has informed me she will be receiving \$4,000 from the Technology Trust Fund. The funds will be used to support the Clerks' Records Management and Case Imaging System.

FY17 BUDGET AMENDMENTS

Rev/Exp	Fund	Dept	Object	Description	Debit	Credit
3 (Rev)	100	23000	0080	Technology Trust Fund		\$ 4,000
4 (Exp)	100	21600	5880	Technology Trust Fund	\$ 4,000	

Attachment:

Recommendation: Approve the FY18 Budget Amendment presented above and appropriate the same funds.

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



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: February 13, 2018
Item No.: 7-f
Department: County Administration
Staff Contact: W.W. Bartlett
Issue: Event Permit

Summary: Attached is an event permit for review and approval by the Board of Supervisors.

Attachments: Terrier Trials (March 17 & 18, 2018)

Recommendation: Approval

Motion _____
Second _____

Cooper-Jones _____
Emert _____
Jones _____

Pride _____
Simpson _____
Timmons _____

Townsend _____
Wilck _____

APPLICATION FOR EVENT / FESTIVAL PERMIT
PRINCE EDWARD COUNTY

Organization / Agency Conducting Event: _____

Person (s) Representing Organization: Chet & Jamie Atkins

EVENT Type: Terrier Trial

Location: 5 County Fair Grounds

Date(s): 3-17-18 & 3-18-18 Time(s): 9A-4P

of Tickets for Sale: 0 Estimated # of Persons to Attend: 100

Name(s) / Address(es) / Phone # of Promoters:
Chet & Jamie Atkins
545 Atwell Ln.
Keysville, VA 23947

Financial backing of the event: None

Name of all persons or groups that will perform: _____

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

5 County Fair Grounds Association

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

Renter

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

provided by 5 county fair grounds

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

Camping at fairgrounds as well as local hotels

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

SSCH

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

provided by 5 county fairgrounds

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

Local fire department

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: _____

No outdoor lights

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

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

2-6-18

Signature of Applicant(s)

Janie Atk

Date

Approval by

County Administrator
Clerk of the Board

Fee \$ 50 Fee Paid By Janie Atkins
CK# 1067

Date Received 2/6/18



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

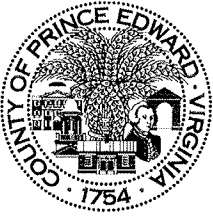
Meeting Date: February 13, 2018
Item No.: 8
Department: County Administration
Staff Contact: W.W. Bartlett
Issue: Courthouse Renovation Project Update

Summary: The County’s architect, Josh Bower, AIA, with Crabtree, Rohrbaugh & Associates Architects, will present a project update to the Board of Supervisors.

Attachments:

Recommendation:

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



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: February 13, 2018
Item No.: 9
Department: County Administration
Staff Contact: W.W. Bartlett/Sarah Elam Puckett
Issue: Highway Matters

Summary: Scot Shippee, PE, Resident Engineer, VDOT will not be in attendance at the February Board meeting. County staff will record road issues and convey them to VDOT.

- a. Unpaved Roads Priorities: In preparation for the proposed March 13, 2018 (see below) highway work session, each Board member will wish to **bring to the February Board meeting a prioritized listing of unpaved roads for their district** to be considered for the six-year plan. This information will be provided to Scot Shippee at VDOT. He and his staff will research each road related to road condition, vehicles per day, residences per mile, etc. to enable the Board to make overall County prioritization decisions for the upcoming six-year plan.

- b. Six Year Plan Highway Work Session: Please mark your calendar for the six-year plan work session with VDOT on Tuesday, March 13, 2018 at 5:00 p.m.

Attachments:

Recommendation: None.

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



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

Meeting Date: February 13, 2018
Item No.: 10
Department: Planning and Community Development
Staff Contact: Rob Fowler
Issue: PUBLIC HEARING: Special Use Permit-Abner King

Summary: The County has received a special use permit application from Abner King to permit a Custom Manufacturing operation within an existing building located at 653 Plum Creek Road on Tax Map Parcel 008-A-20 owned by Abner and Rebecca King. The property is zoned A1, Agricultural Conservation, and this zoning classification permits Custom Manufacturing by Special Use Permit.

The property is approximately 55 acres. No exterior improvements are planned, and the location has ample parking on-site. Mr. King will be custom manufacturing storage sheds/buildings for a third party vendor and operate within an existing 2,400 square foot building and may employ up to six people.

The Planning Commission conducted a public hearing on December 19, 2017 to obtain public comment of the proposed Special Use Permit. Three citizens spoke to the application concerning the traffic, safety, noise and the location of the building. The Planning Commission postponed the matter to gather more information from the applicant concerning the issues raised during the meeting.

The Planning Commission continued discussion on the request during its January 16, 2018 meeting and recommended forwarding the application to the Board of Supervisors for approval with the following conditions:

- No retail sales on site
- Maximum of 15 finished buildings stored on-site
- Fence/buffer around generator for noise control
- Shrubs planted to continue the buffer from its existing location to the barn
- Portable toilet facilities maintained for employees

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

Attachments:

1. Public Hearing Notice
2. Special Use Permit Application
3. List of adjoin property owners
4. Sample letter sent to adjoining property owners
5. Plat of Tax Parcel
6. Planning Commission Minutes (Draft)

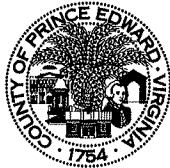
Recommendation: Conduct the Public Hearing to hear comments of the Special Use Permit Application.

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



January 25, 2018

Please publish the following public hearing notice in THE FARMVILLE HERALD on Friday, February 2, 2018 and Friday February 9, 2018



Notice of Public Hearings

The Prince Edward County Board of Supervisors will hold two public hearings on Tuesday, February 13, 2018 commencing at 7:30 p.m. in the Board of Supervisors Room located on the 3rd floor of the Prince Edward County Courthouse, 111 South Street, Farmville, Virginia, to receive citizen input prior to considering recommendations from the Prince Edward County Planning Commission on the following:

1. Request by Abner King for a Special Use Permit to operate a Custom Manufacturing Facility located at 653 Plum Creek Road on property identified as Tax Map 008-A-20. This is an A1, Agricultural Conservation District.
2. Request by Bart Gray for a Special Use Permit to operate an Indoor/Outdoor Commercial Sports and Recreation Center located at 140 Sheppards Road on property identified as Tax Map Parcel 022-A-73. This is an A2, Agricultural Residential District.

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

COMMENTS: _____

PERMIT/APPLICATION NO. _____
ZONING DISTRICT A1
MAGISTERIAL DISTRICT _____
DATE SUBMITTED 10-31-17

County of Prince Edward

PLEASE PRINT OR TYPE

**PRINCE EDWARD COUNTY APPLICATION
FOR SPECIAL USE PERMIT**

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

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

Applicant's Name: Abner S. King
Applicant's Address: 94-A North Ronks Rd, Ronks PA. 17572
Applicant's Telephone Number: (717) 687-5601

Present Land Use: 20 acres woods, rest meadow

Legal Description of Property with Deed Book and Page No. or Instrument No. 1699-70

A-1 Zoned, Deed Book 1600 Page No 70
653 Plum Creek Rd, Prospect VA 23960

Tax Map # 008-A-200 Acreage: 55

Narrative statement evaluating effects on adjoining properties (noise, odor, dust, fumes, etc.): (Attach additional sheet if necessary.) There will be little amount of noise, some nailers and saws and some quiet running engines.

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

Height of Principal Building (s): Feet APPROX. 27' Stories 1

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

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

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

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

Abner S. King 10-24-17
Signature of Property Owner(s) Date

Rebecca B. King 10-24-17
Signature of Property Owner(s) Date

Signature of Property Owner(s) _____ Date _____

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

Application Fee \$300.00 Fee Received by [Signature] Date 10/31/17

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

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

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

Abner King

Opening Statement

Vision for constructing sheds and farming

1. This business would impact my family and the Amish community (providing employment locally).

2. This business includes a vision to farm on my property and potentially provide a supplemental income.

V-Dot

I would be in compliance requested by V-Dot to add a commercial entrance. All other requirements have been met by V-Dot. Drivers would use south entrance on Plum Creek Road to enter and exit the shop.

Hours of Operation

1. Estimated work hours: 7:00 AM - 5:00 PM Monday through Friday.

2. Estimated employees: 3-5

3. Two trucks would come once a day in the morning and depart from the shop. These trucks would be typically a 1-ton pick up truck.

Lighting and Buffer

1. No lighting will be used on the exterior of the shop

2. Interior lighting would be done by use of gas lights or the use of a generator. Ideal usage of lighting would be natural lighting with the exception of using gas lighting in the winter.

3. Would provide a buffer of shrubs represented (on site plan) along Plum Creek Road.

Generator

Generator to be used would be 72 DB.

Sanitation

Portable toilet (on site plan) or the farm's bathroom facility that is located on the property will be used.

Production of Shop

10-15 buildings occupied on this property at any given time. I would estimate one truck to bring materials once a week to be stored in the materials storage area (on site plan). The estimated buildings constructed per day are between 3-5 buildings. Constructed buildings will be for the purpose of storage or agricultural.

Closing Statement

Abner King's closing statement

Abner S. King

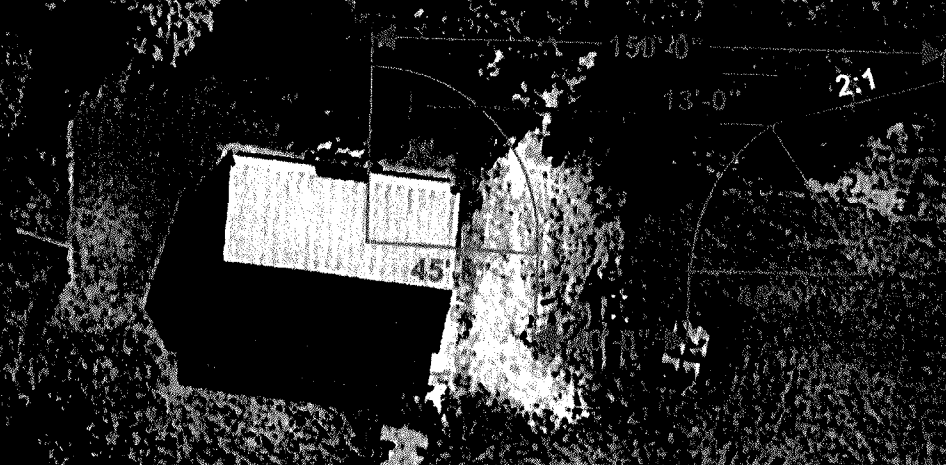
1-9-18



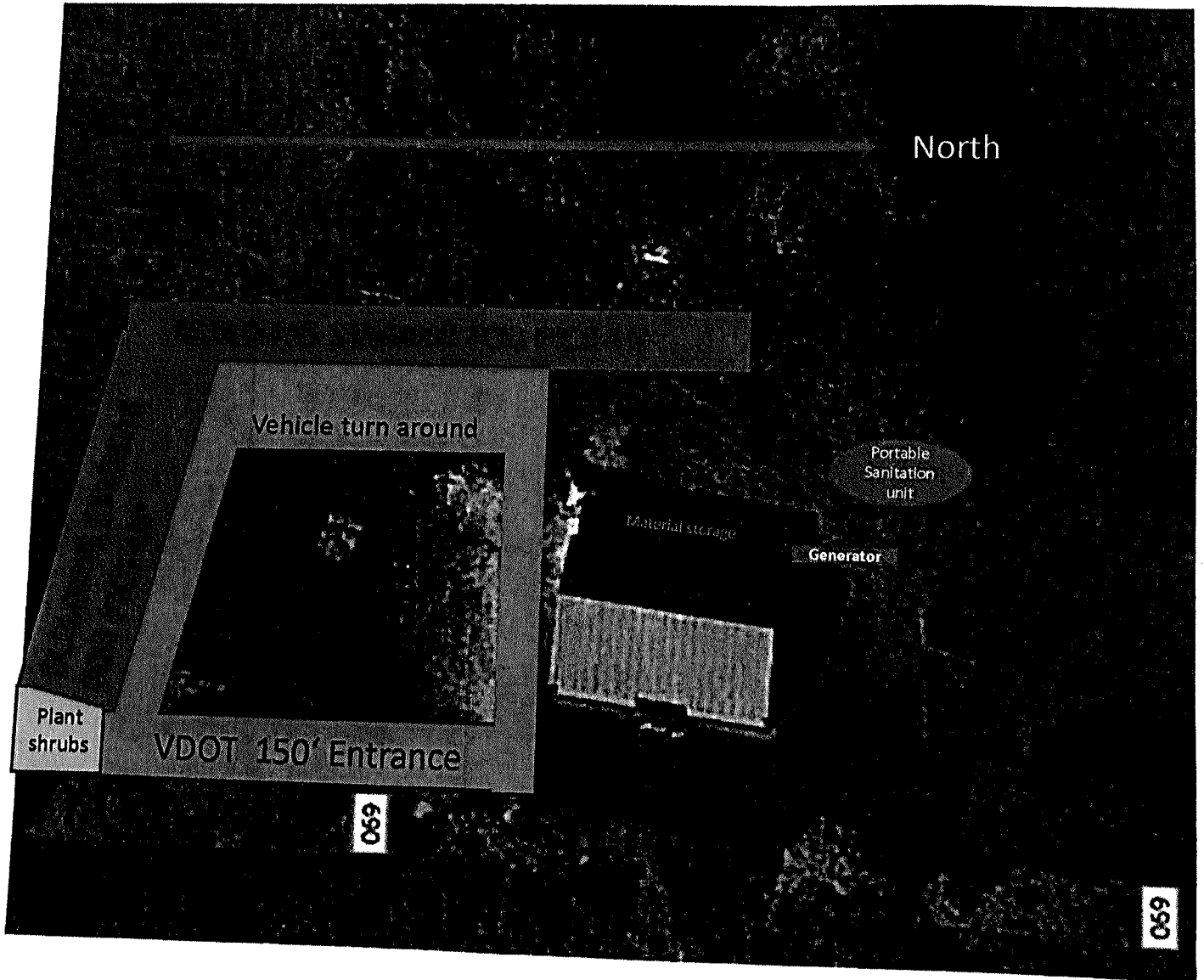
100 ft

Please install a 40' wide entrance with 45' radii. Because the existing roadway is only 18' wide, a 13' offset is required on the southern side of the entrance to allow for WB-67 trucks to exit the site. Please tie in the offset at 2:1 to the edge of the road.

Please install a 12" culvert (shown in blue) with 9" minimum cover to extend 12' on each side of the entrance. Tie into the existing ditch on the southern side of the entrance.



Google Earth



North

Vehicle turn around

Portable Sanitation unit

Material storage

Generator

Plant shrubs

VDOT 150' Entrance

069

069

Prince Edward County

Special Use Permit

Applicant: Abner King

Date: November 7, 2017

Schedule B

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

Parcel ID	Owner	Address	Note
08-A-40	Sunnyside, Inc	885 Chinquapin Road Prospect, VA 23960	
08-A-21 08-A-22	William & Johanna Shular	329 Plum Creek Road Prospect, VA 23960	
08-A-19	Reginald Eggleston	899 Plum Creek Road Prospect, VA 23960	
08-A-17 08-A-18	John & Melanie Young	2182 Harris Creek Road Prospect, VA 23960	
08-A-6	Gail Mercer C/O Paulette Trent	66 S Eagle Road, APT B16 Haverton, PA 19083	
07-A-58	Kenneth & Betty Brisentine	390 Chinquapin Road Prospect, VA 23960	
08-A-6	Gail Mercer	Gail Mercer C/O Paulette Trent 66 S Eagle Road, Apt B16 Haverton, PA 19083	
08-A-25	Robert & Ruth Middlebrooks	293 Dogwood Trail Kitty Hawk, NC 27949	

BOARD OF SUPERVISORS

Robert M. Jones
CHAIRMAN

PATTIE COOPER-JONES
VICE CHAIRMAN

CALVIN L. GRAY
Howard K. Simpson
CHARLES W. MCKAY
C. ROBERT TIMMONS, JR.
JERRY R. TOWNSEND
JAMES R. WILCK



COUNTY OF PRINCE EDWARD, VIRGINIA

COUNTY ADMINISTRATOR
W.W. BARTLETT

POST OFFICE BOX 382
FARMVILLE, VA 23901

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

WBARTLETT@CO.PRINCE-EDWARD.VA.US

December 5, 2017

RE: Special Use Permit Application at 653 Plum Creek Road

To Whom It May Concern:

The Prince Edward County Planning Commission has scheduled a Public Hearing on Tuesday, December 19, 2017 at 7:00 p.m. to consider a Special Use Permit Application by Abner King. The Planning Commission meeting will be held in the Board Room on the Third Floor of the Prince Edward County Courthouse. A public hearing gives the Planning Commission the opportunity to gather citizen input prior to considering the special use request.

Request by Abner King to operate a Custom Manufacturing operation within an existing building located at 653 Plum Creek Road. Mr. King is proposing to build storage buildings/sheds for wholesale and

The property is located on Tax Map Parcel 008-A-20 owned by Abner and Rebecca King. This is an A1, Agricultural Conservation District and the use is allowed by Special Use Permit.

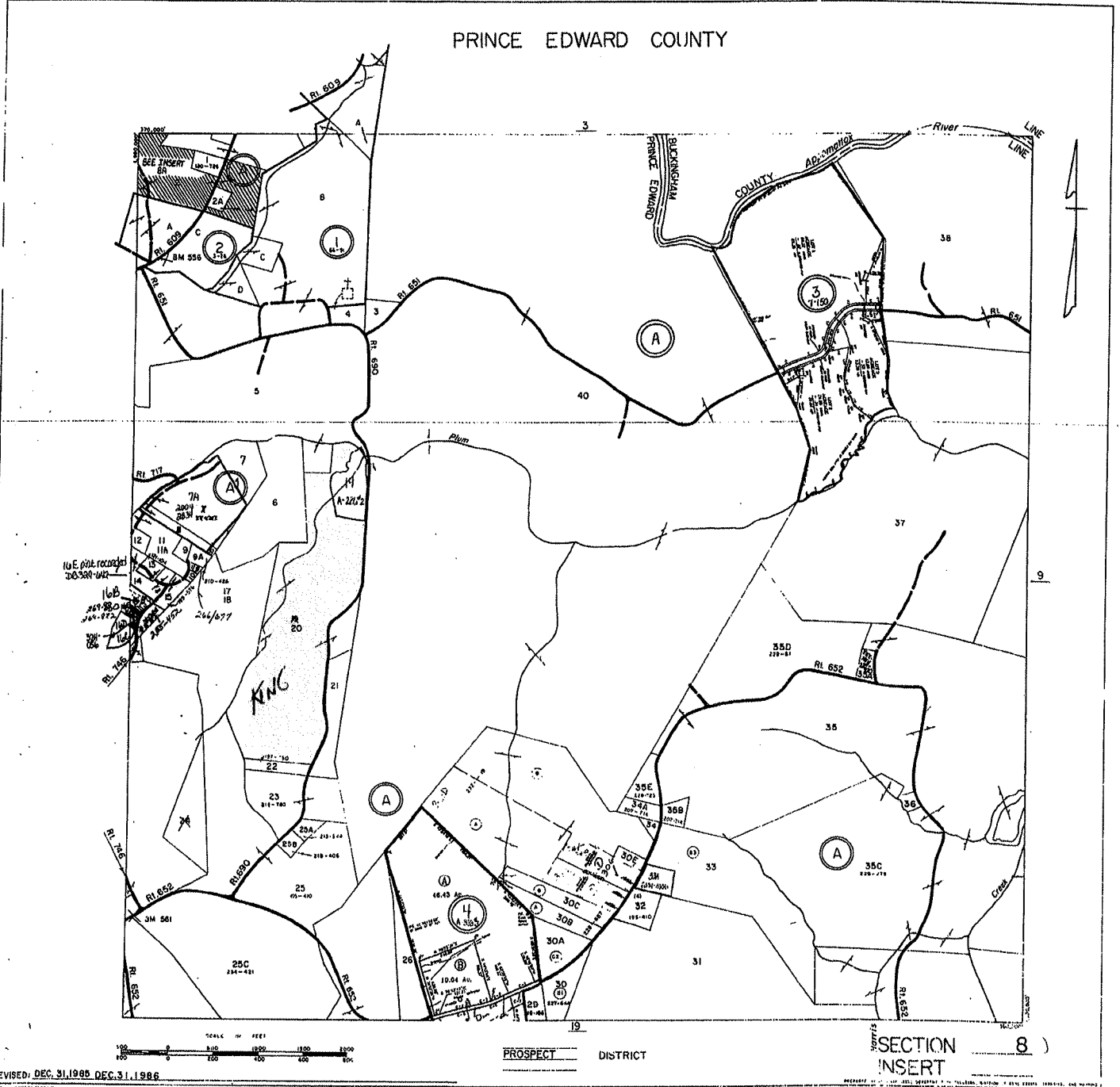
You are receiving this notice because you own land adjacent to this parcel. The Special Use Permit application is available for review in the Prince Edward County Department of Planning and Community Development and on the county web page at www.co.prince-edward.va.us. If you have any questions about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

Sincerely,

A handwritten signature in black ink, appearing to read "Robert S. Fowler", is written over a horizontal line.

Robert S. Fowler
Director
Planning and Community Development

PRINCE EDWARD COUNTY



**Prince Edward County Planning Commission
Meeting Minutes
December 19, 2017
7:00 pm**

Members Present:	John Townsend, Chairman	Chris Mason, Vice Chairman
	Donald Gilliam	Preston L. Hunt
	Mark Jenkins	Robert “Bobby” Jones
	Clifford Jack Leatherwood	John “Jack” W. Peery, Jr.
	John Prengaman	Cannon Watson

Staff Present: Rob Fowler, Planning & Zoning Director; Wade Bartlett, County Administrator

...

In Re: Public Hearing – Special Use Permit, Abner King

Chairman Townsend announced this was the date and time scheduled for a Public Hearing to receive citizen input prior to considering a request for a Special Use Permit by Abner King to operate a Custom Manufacturing Facility located at 653 Plum Creek Road on property identified as Tax Map Parcel 008-A-20; this is an A1, Agricultural Conservation District. Notice of this hearing was advertised according to law in the Friday, December 8, 2017 and Friday, December 15, 2017 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Fowler said the County has received a special use permit application from Abner King to permit a Custom Manufacturing operation within an existing building located at 653 Plum Creek Road on Tax Map Parcel 008-A-20, owned by Abner and Rebecca King. The property is zoned A1, Agricultural Conservation, and pending Board of Supervisors approval, this zoning classification permits Custom Manufacturing by Special Use Permit.

Mr. Fowler said the property is approximately 55 acres; no exterior improvements are planned and the location has ample parking on site. Mr. King will be custom manufacturing storage sheds/buildings for a third-party vendor and operate within an existing 2,400 square foot building and may employ up to six people. Mr. Fowler said Mr. King estimates one shed will be completed every day and will be taken offsite on a pickup truck and a flatbed trailer. He said this will be run by members of the Amish community and there will be a single vehicle. There is limited storage onsite and there would be two low-noise generators on-site.

Mr. Fowler said VDOT has been to the site and has no concerns for the traffic; a commercial entrance will need to be constructed.

Mr. Fowler said there have been few comments and calls; a few are in support of the operation, and a few are opposed. He said concern regarding future expansion was expressed but Mr. King would have to re-approach the Commission if they desire an expansion.

Commissioner Jones asked if they will work in the pre-existing building located on the lot. Mr. Fowler said yes, and showed the Commission an aerial view of the lot.

Commissioner Mason questioned the legality of holding the hearing prior to the Board of Supervisors approving the amendment, and said the County Attorney should be contacted to make sure the action is proper. Mr. Fowler stated the process is the same as is typically done by the County, with the recommendation for the amendment and the Special Use Permit application being forwarded to the Board of Supervisors at the same time.

Commissioner Peery questioned the number of sheds being produced and the number of employees. Mr. Fowler stated it is conceptual right now, and there will be two or three employees, plus himself, and it would not be a large-scale operation. He said if they wish to expand the operation, they would have to come before the Planning Commission. Mr. Fowler said they set the hours to Monday through Friday, from 8:00 a.m. to 5:00 p.m. with no weekend work.

Commissioner Mason said that to be clear, the work is to be done within an enclosed structure; he asked if the work would be done inside.

Mr. Fowler said it is; he added there shouldn't be much supply, which would be stored behind the shed. He said a buffer could be required, if the Planning Commission desired.

Commissioner Hunt questioned if the building has been approved for this use. Mr. Fowler said the County Building Inspector has approved its use.

Commissioner Peery questioned the report from VDOT; Mr. Fowler said VDOT has no concerns regarding the property.

Commissioner Mason questioned any planned lights; Mr. Fowler stated they do not, as it is not a night operation.

Chairman Townsend opened the public hearing.

Tim Boehmer, speaking on behalf of Mr. Abner King, said Mr. King is moving to Virginia from Pennsylvania and was unable to attend the meeting. He said Mr. King is one of the first to relocate to Prince Edward County. Mr. Boehmer said this is a small, family-owned operation, building hand-crafted sheds. He said there is no concern for lighting as the Amish do not use electric lights; he added there may be two vehicles per day, and two to three sheds per trip. Mr. Boehmer said VDOT was in touch and described the proposed changes needed to the entrance.

Chairman Townsend asked about lighting. Mr. Boehmer said the lights would be provided by generators which would also power hydraulic equipment such as saws. They also are permitted use of solar panels to charge the battery pack; that is in keeping with their laws. Mr. Boehmer said there will be two to three employees plus Mr. King.

William Shular, Prospect District, stated his concerns regarding traffic on the dirt road. He said the farmers use tractors and any other trucks may block the road. He stated the residents cannot get VDOT to maintain the road. Mr. Shular also expressed concern about the safety issues as there are children and dogs in the area. He then stated that the construction would cause too much noise, and they could not work inside in the warmer months as it would be too hot. He stated there are woods behind the shed where Mr. King wants to store the supplies and finished sheds. He said it will be a nuisance.

David Emert, Prospect District, listed his concerns and those from members of the community, stating the building is too close to the road according to the ordinance, and asked how Mr. King will be insured. He stated road issues, such as the two bridges, would not be sufficient as supplies would need to be brought in and sheds would be taken out. Mr. Emert said if they expand their operation, there would have to be larger trucks and more truck traffic.

Chairman Townsend questioned the concern regarding insurance. Mr. Emert said that in Virginia, the Amish have certain allowances with liability and workers compensation; questions have been raised that since they will have a manufacturing facility, are they going to be self-insured to protect themselves.

Commissioner Prengaman questioned the building being too close to the road; Mr. Emert said from what he understands, it is a code violation. Mr. Fowler said it is an accessory structure, therefore there are no setback requirements; he said it is within the limits of the ordinance. Further discussion followed.

Jeannette Tarlton stated the entrance from Harris Creek Road to Plum Creek Road is a washboard; she said VDOT comes to scrape and put down gravel once a year, and the trucks will make the road worse. She said there is a bad curve on the road and the bottom often floods; there are five children at the neighbor's house. She added the barn is very close to the road, and there would be sanitation issues with no electricity, no outhouse and no running water. Ms.

Tarleton said this is a farming community and there would be noise from the generators every day. She said they welcome them, but she is not looking forward to a business or industry in the farming areas.

George Welch, Buffalo District, asked if the Planning Commission makes a recommendation that must be approved by the Board of Supervisors, and if the Zoning Ordinance does not include this as a use as the Board of Supervisors has not yet acted on it. Chairman Townsend said he is correct.

Mr. Boehmer responded to the issues, stating safety is always a concern and they have children too. The vehicle to be used is a truck and trailer that were purchased with the property, they were parked in the barn and the lot is large enough. He said the storage will be in the big pole barn, with a loft that runs the length of the building, and there is space behind the building. He said it has proper ventilation and would be more difficult to warm in the winter than cool in the summer. Mr. Boehmer said the vehicles that would cross the bridges are well under the weight restrictions imposed on the bridges; the sheds do not weigh 14-16 tons. He added a commercial entrance is required by VDOT and they are working to assure safety and access to the property without blocking the road. He said the truck and trailer have been used on the road for many years with no issue. Mr. Boehmer said that Mr. Abner King is one of the first Amish to come to the area from Pennsylvania and is looking forward to utilizing his farm as agriculture but also to utilize his craftsmanship to help the community grow and contribute to the community.

Chairman Townsend he said they have heard about the plans for lighting and the road, and questioned the plans for facilities for sanitation. Mr. Boehmer said he was unsure; they could have a porta-potty or go to the house as it is just down the road.

Commissioner Peery asked about the insurance; Chairman Townsend said he didn't think insurance is within the scope of the Planning Commission.

Mr. Boehmer said the lights will be gas lanterns or battery powered lights, and will be low intensity; they do not use electricity and machinery and will be operating according to their culture. The generators will not run 24 hours a day; the generator is a small four-stroke Honda generator.

Commissioner Mason said the noise factor in this situation, the generator may be the issue even with the work being done inside; if they would use electricity, there wouldn't be the noise issue. He said he is not asking them to go outside their customs, but it would alleviate the noise issue. Discussion followed.

Commissioner Leatherwood asked if the entire property is 55 acres. Mr. Boehmer said it is; the Kings have cattle and do farming.

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

Commissioner Jones said he would feel more comfortable if the building was not where it is, and the noise from the nail gun and generator could cause issues.

Chairman Townsend said it would be better if the building would be on another part of the property; he said the road is in bad shape.

Commissioner Mason said the Special Use Permit would have to set many parameters; he said there are so many questions regarding the generators, types of vehicles, sanitation and noise that could be answered if Mr. King was in attendance.

Commissioner Leatherwood asked if Mr. King does this [manufacturing] currently. Mr. Boehmer said he does not think so.

Chairman Townsend said he does not like going against economic development; he asked if Mr. King might find another location. Mr. Fowler stated there is another large barn on the property, but he is unsure if Mr. King is willing to use that building for this project. He asked the Commissioners if they would like to table the issue until he can contact Mr. King.

Commissioner Jones said he could start with two generators and expanding the business would increase the noise. He said the location is a detriment.

Commissioner Jones made a motion, seconded by Commissioner Prengaman, to table the Special Use Permit application until some of the issues can be addressed and more answers from the applicant are received; the motion carried:

Aye:	Donald Gilliam	Nay:	John Townsend, III
	Preston L. Hunt		
	Mark Jenkins		
	Robert M. Jones		
	Clifford Jack Leatherwood		
	Chris Mason		
	John "Jack" W. Peery, Jr.		
	John Prengaman		
	Cannon Watson		

Mr. Fowler said he will contact Mr. King regarding a detailed narrative and a site plan.

Mr. Fowler stated the closest house is 446 feet away. He said there was an issue regarding the setbacks but accessory structures do not have setback requirements.

Commissioner Jones made a motion, seconded by Commissioner Gilliam, to approve for recommendation to the Board of Supervisors the Special Use Permit Application of Mr. King, with the following conditions:

- No retail sales on site
- Maximum of 15 finished buildings stored on site
- Fence / buffer around generator for noise control
- Shrubs planted to continue the buffer from its existing location to the barn
- Portable toilet facilities maintained for employees

The motion carried:

Aye: Donald Gilliam
Preston L. Hunt
Robert M. Jones
Clifford Jack Leatherwood
Chris Mason
John Prengaman
Teresa Sandlin
Cannon Watson
Absent: Mark Jenkins

Nay: John "Jack" W. Peery, Jr.



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: February 13, 2018
Item No.: 11
Department: Planning and Community Development
Staff Contact: Rob Fowler
Issue: PUBLIC HEARING: Special Use Permit-Bart Gray

Summary: The County has received a special use permit application from Bart Gray to permit the operation of Indoor/Outdoor Commercial Sports Recreation Center located at 140 Sheppards Road, on Tax Map Parcel 022-A-73 owned by Bart Gray. The property is zoned A2, Agricultural Residential, and this zoning classification permits an Indoor /Outdoor Commercial Sports and Recreation Center by Special Use Permit.

The property is approximately 27 acres and the proposed facility will consist of an approximately 7,000 square foot building that will house two batting cages and a synthetic field space and off-street parking. The facility will operate Monday-Sunday 12 p.m.-10 p.m. with limited openings outside of the normal operating hours for special occasions.

The Planning Commission conducted a public hearing on January 16, 2018 to obtain public comment of the proposed Special Use Permit. One person spoke to the application concerning the safety of operating the facility adjacent to the existing sawmill operations of Lindsay Hardwoods.

The Planning Commission recommended forwarding the application to the Board of Supervisors for approval with the following conditions:

- A Seven foot high fence be installed in advance of the building opening, along the Southern edge of the parking lot and attached to the building.
- Future outside pitching mounds on the north side must be fenced.
- Any future expansion of the operation must obtain another Special Use Permit and approval.

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

Attachments:

1. Public Hearing Notice
2. Special Use Permit Application
3. List of adjoining property owners
4. Sample letter sent to adjoining property owners
5. Plat of Tax Parcel
6. Planning Commission Minutes (Draft)
7. Photograph of entrance

Recommendation: Conduct the Public Hearing to hear comments on the Special Use Permit Application.

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



January 25, 2018

Please publish the following public hearing notice in THE FARMVILLE HERALD on Friday, February 2, 2018 and Friday February 9, 2018



Notice of Public Hearings

The Prince Edward County Board of Supervisors will hold two public hearings on Tuesday, February 13, 2018 commencing at 7:30 p.m. in the Board of Supervisors Room located on the 3rd floor of the Prince Edward County Courthouse, 111 South Street, Farmville, Virginia, to receive citizen input prior to considering recommendations from the Prince Edward County Planning Commission on the following:

1. Request by Abner King for a Special Use Permit to operate a Custom Manufacturing Facility located at 653 Plum Creek Road on property identified as Tax Map 008-A-20. This is an A1, Agricultural Conservation District.
2. Request by Bart Gray for a Special Use Permit to operate an Indoor/Outdoor Commercial Sports and Recreation Center located at 140 Sheppards Road on property identified as Tax Map Parcel 022-A-73. This is an A2, Agricultural Residential District.

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

COMMENTS: _____

PERMIT/APPLICATION NO _____
ZONING DISTRICT A7
MAGISTERIAL DISTRICT _____
DATE SUBMITTED 12-6-17

County of Prince Edward

PLEASE PRINT OR TYPE

**PRINCE EDWARD COUNTY APPLICATION
FOR SPECIAL USE PERMIT**

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

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

Property address is 140 Sheppards Farmville VA 23501

Applicant's Name: BART GRAY
Applicant's Address: P.O. BOX 44521 WASHINGTON DC 20026
Applicant's Telephone Number: () 202 352 0641

Present Land Use: Agriculture / Single Residence

Legal Description of Property with Deed Book and Page No. or Instrument No.
Coleman 26.57 acres +/- old Sheppards Tract

Tax Map # TM # 022-12-73 Acreage: 26.57 +/-

Narrative statement evaluating effects on adjoining properties (noise, odor, dust, fumes, etc.): (Attach additional sheet if necessary.) This is a small sports center with little noise impact. There are no odor, dust, fumes concerns (See attached)

Statement of general compatibility with adjacent and other properties in the zoning district. (Attach additional sheet if necessary.) This is moderate commercial use of youth sports activities which should not negatively impact the zoning district (See attached)

Height of Principal Building (s): Feet 16 Stories 2

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

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

Signature of Applicant (if not property owner) _____ Date 12/6/17

PROPERTY OWNER(S) STATEMENT:

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

Signature of Property Owner(s) _____ Date 12/6/17

Signature of Property Owner(s) _____ Date _____

Signature of Property Owner(s) _____ Date _____

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

Application Fee \$300.00 Fee Received by [Signature] Date 1-4-18

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

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

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

PRINCE EDWARD COUNTY APPLICATION FOR SPECIAL USE PERMIT NARRATIVE

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

Applicant's Name: Bart S. Gray

Applicant's Address: 140 Sheppards Drive, Farmville VA. 23901

Applicant's Telephone Number: 202-352-0641

Present Land Use: Residential / Agricultural

Legal Description of Property with Deed Book and Page No. or Instrument No. Coleman, 26.57 acres+/- off of Sheppards Rd

Tax Map # TM # 022-A-73

Acreage: 26.7

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

The property will be used for youth sports training / game activities. The sports center will have a 7,100 square foot clear span metal building that will house 2 batting cages and synthetic field space. Outside of the building will be a large grass rectangular field.

The hours of operation are expected to be weekdays from 3pm -- 10pm and weekends from 12pm -- 9pm. Limited openings outside of the hours for special cases is expected.

The only effect on adjoining property would be possible noise from children playing outside and connected noise from parents. No odor, dust, or fumes effect is expected.

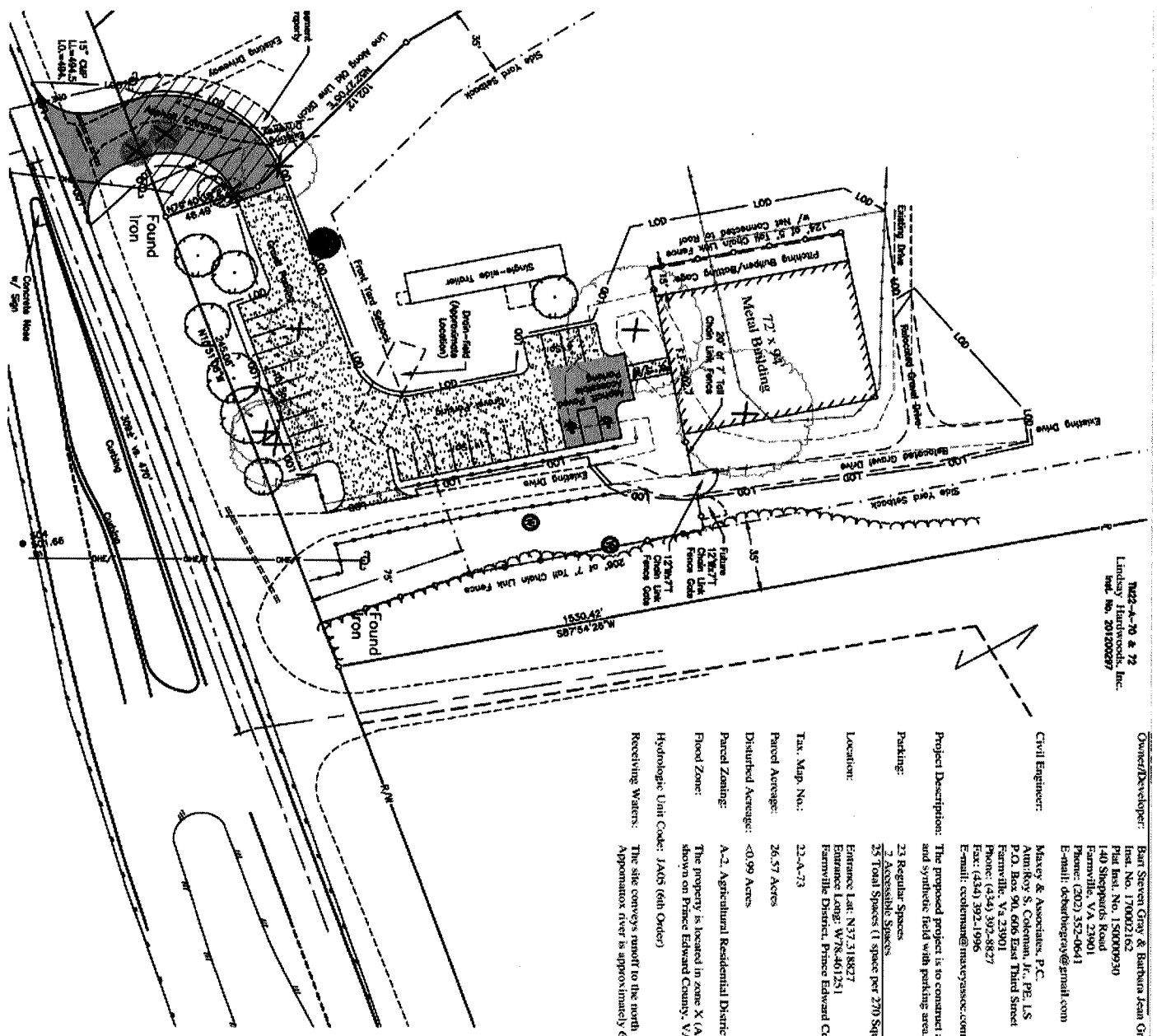
Statement of general compatibility with adjacent and other properties in the zoning district:

To the south of the property is a large sawmill and to the north is a residential lot. The sports center is not heavy industrial or commercial usage so it is compatible with other properties in the zoning district that are located off of 15N.

Height of Principal Building: 16-foot side walls / 22 ft. in center peak Stories: 2

Bandit Sports Center is asking for a special use permit to allow youth sports training and recreation activities on the property. The youth activities will be similar to the below activities allowed with a special use permit in A2.

- Commercial Use Types
 - Campgrounds
 - Commercial Outdoor Sports and Recreation



1422-A-70 & 72
 Lindsay Huntwood, Inc.
 Ref. No. 201200287

Owner/Developer: Bart Steven Gray & Barbara Jean Gray
 Plat No. 170002162
 Plat Inst. No. 150000930
 140 Sheppards Road
 Farmville, VA 23901
 Phone: (302) 352-0641
 E-mail: dcbartgray@gmail.com

Civil Engineer: Maxey & Associates, P.C.
 Anthony S. Coleman, Jr., PE, L.S.
 P.O. Box 90, 606 East Third Street
 Farmville, VA 23901
 Phone: (434) 392-8827
 Fax: (434) 392-1996
 E-mail: acoleman@maxeyassoc.com

Project Description: The proposed project is to construct a 6,768 SF commercial sports recreation center with two heating cages and synthetic field with parking area. The site is to be served by onsite well and septic system.

Parking: 23 Regular Spaces
 2 Accessible Spaces
 25 Total Spaces (1 space per 270 Square Feet)

Location: Entrance Lat: N37.31827
 Entrance Long: W78.461251
 Farmville District, Prince Edward County, Virginia

Tax. Map No.: 22-A-73

Parcel Acreage: 26.57 Acres

Disturbed Acreage: <0.99 Acres

Parcel Zoning: A-2, Agricultural Residential District

Flood Zone: The property is located in zone X (Areas determined to be outside the 0.2% annual chance floodplain) as shown on Prince Edward County, VA Community Panel 510239 0079 C, effective date Oct. 2, 2009

Hydrologic Unit Code: JABS (6th Order)

Receiving Waters: The site conveys runoff to the north and east via unnamed tributaries of the Appomattox River. The Appomattox river is approximately 6,850ft linear feet downstream of the site.

-100' - Lines of Disturbance

BY: CAD									

Progress
 Print

MAXEY & ASSOCIATES, P.C.
 ENGINEERS SURVEYORS PLANNERS
 PO BOX 90 FARMVILLE VIRGINIA 23901
 PHONE: 434-392-8827 FAX: 434-392-1996

Bandit Sports Center
 Farmville District, Prince Edward County, Virginia
 Conceptual Site Plan

Prince Edward County

Special Use Permit

Applicant: Bart Gray
 P. O. Box 44521
 Washington, DC 20026

Date: January 4, 2018

Schedule B

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

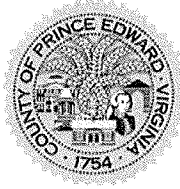
Parcel ID	Owner	Address	Note
022-A-70 022-A-72	Lindsay Hardwoods, Inc.	P. O. Box 343 Farmville, VA 23901	
022-A-70A	Ellington Energy Service, Inc.	1812 W Third Street Farmville, VA 23901	
022-A-74	Randy Clevenstine	P. O. Box 176 Strasburg, PA 17579	
022-A-76	William Thompson	11215 Arlen Park Drive Huntersville, NC 28078	
022-2-4	Kristopher & Whitney Drew c/o Branch Banking & Trust, Co.	P. O. Box 2027 Greenville, SC 29602	
022-2-5	James & Eunice Carwile	209 Lakeside Drive Farmville, VA 23901	
022-2-6	Glenn Gildon	1611 Blue Springs Road Fayetteville, NC 28304	
022-A-2	Emanuel Smith	P.O. Box 1405 Annandale, VA 22003	
022-A-3	Chauncey Stokes & Leroy Trent	123 Seppards Road Farmville, VA 23901	
022-A-3	Calvin & Sandra Gray	1482 Tuggle Road Farmville, VA 23901	

BOARD OF SUPERVISORS

Robert M. Jones
CHAIRMAN

PATTIE COOPER-JONES
VICE CHAIRMAN

CALVIN L. GRAY
Howard K. Simpson
CHARLES W. MCKAY
C. ROBERT TIMMONS, JR.
JERRY R. TOWNSEND
JAMES R. WILCK



COUNTY ADMINISTRATOR
W.W. BARTLETT

POST OFFICE BOX 382
FARMVILLE, VA 23901

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

WBARTLETT@CO.PRINCE-EDWARD.VA.US

COUNTY OF PRINCE EDWARD, VIRGINIA

January 4, 2018

RE: Special Use Permit Application at 140 Sheppards Road

To Whom It May Concern:

The Prince Edward County Planning Commission has scheduled a Public Hearing on Tuesday, January 16, 2018 at 7:00 p.m. to consider a Special Use Permit Application by Bart Gray. The Planning Commission meeting will be held in the Board Room on the Third Floor of the Prince Edward County Courthouse. A public hearing gives the Planning Commission the opportunity to gather citizen input prior to considering the special use request.

Request by Bart Gray to operate a Indoor/Outdoor Commercial Recreation Center located at 140 Sheppards Road. Mr. Gray is proposing to build facility with indoor batting cages, along with an outdoor field and parking.

The property is located on Tax Map Parcel 022-A-73 owned by Bart Gray. This is an A2, Agricultural Conservation District and allowed by Special Use Permit).

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

Sincerely,

Robert S. Fowler
Director
Planning and Community Development

**Prince Edward County Planning Commission
Meeting Minutes
January 16, 2018
7:00 pm**

Members Present:	John Prengaman, Chairman	Chris Mason, Vice Chairman
	Donald Gilliam	Preston L. Hunt
	Robert “Bobby” Jones	Clifford Jack Leatherwood
	John “Jack” W. Peery, Jr.	Teresa Sandlin
	Cannon Watson	
Absent:	Mark Jenkins	
Staff Present:	Rob Fowler, Planning & Zoning Director; Wade Bartlett, County Administrator	

Mr. Rob Fowler, Planning and Zoning Director, called the December 19, 2017 meeting to order at 7:00 p.m.

...

In Re: Public Hearing – Special Use Permit, Bart Gray

Chairman Prengaman announced this was the date and time scheduled for a Public Hearing to receive citizen input prior to considering a request by Bart Gray for a Special Use Permit to operate an Indoor/Outdoor Commercial Sports and Recreation Center, located at 140 Sheppards Road on property identified as Tax Map Parcel 022-A-73. This is an A2, Agricultural Residential District. Notice of this hearing was advertised according to law in the Friday, January 5, 2018 and Friday, January 12, 2018 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Rob Fowler, Planning and Zoning Director, stated Prince Edward County received a Special Use Permit application to permit the operation of an Indoor/Outdoor Commercial Sports Recreation Center, located at 140 Sheppards Road, on Tax Map Parcel 022-A-83 and owned by Bart Gray.

Mr. Fowler said the proposed facility will consist of an approximately 7,000 square foot building that will house two batting cages and a synthetic field space, along with an outdoor rectangular field and parking. The facility will operate Monday-Sunday 12:00 p.m. – 10:00 p.m. with limited openings outside of the normal operating hours for special occasions. The facility will provide off-street parking and will not generate odor, dust, or fumes and noise should not impact the adjacent properties.

Mr. Fowler said the property is located in an A2, Agricultural Residential District and the use is allowed by Special Use Permit.

Mr. Fowler said the business owner, Lindsay Hardwoods, next door to the property has concerns; one other inquiry was made. He said one of the conditions is fencing; the property will be supervised as the Grays live on the property.

Commissioner Peery said the left turn onto the property from Route 15 South will be difficult. Mr. Fowler said the Grays met with VDOT and that is a recommended entrance as is shown on the plan as the VDOT-approved entryway. He said the turn is right past the median.

Commissioner Mason said possible future expansion would include an outdoor rectangular field. Mr. Fowler stated the project is planned to be done in phases; the inside will be done first. Mr. Fowler added there will be no stormwater issues since the disturbance is under an acre; they are building a full erosion and sediment control plan.

Mr. Bart Gray distributed copies of Massey Engineers' initial narrative written early in the project's conception. He added the outside activities are not included in the initial plan and not part of this proposal. Mr. Gray said the current plans center on the entry, parking lot and building. Plans to add pitching mounds on the north side of the building, on the other side of the building from Lindsay Hardwoods, may be in the future.

Commissioner Jones asked if their residence is on the property; Mr. Gray said it is. He said he spoke with the adjacent business, Lindsay Hardwoods, regarding the amount and location of the necessary fencing. He said it is intended the participants in the ball teams do not leave the lot.

Commissioner Prengaman asked about the hours of operation. Mr. Gray said weekdays, they plan to open at 3:00 or 4:00 p.m. and run until 9:00 or 10:00 p.m., after school. He said on weekends, they plan to open at 1:00 p.m. He said they plan to operate summer camps in the large, clear span space.

Chairman Prengaman opened the public hearing.

Mr. Harlan Horton, Attorney for Lindsay Hardwoods, said the sawmill adjoins the property; he said they are concerned about the installation of a facility that will cater to young children and teenagers on property that is immediately adjacent to its operation. Sawmills propose a higher than normal risk of injury to anyone who is unfamiliar to the operation. Children are inquisitive especially when they encounter log piles and heavy equipment. Mr. Horton said his client is opposed because of the high risk of injury that such an industrial operation poses. He said they are also concerned about the impact on their ability to continue operations. They have been notified in writing by their insurance agent that the placement of the youth facility next to the sawmill poses "serious potential risk hazards. Both your property and general liability underwriters will be concerned and potentially make your account less attractive to the insurance market, especially after a trespass-related claim. I do not believe warning or No Trespass signs are adequate." Mr. Horton said Lindsay Hardwoods employs 15-17 full time employees on a regular basis. The loss of the ability to obtain insurance would essentially put them out of business, as insurance for saw mills is hard to come by. Mr. Horton said he was told the youth facility would employ, at most, two to three part-time employees. If the Special Use Permit is approved, it is imperative to consider carefully the potential impact on the existing business and its employees, as well as the best method possible for the users of the facility will be safe, meaning the children participating and their families waiting with nothing to do but explore the area. He said at the very least, requiring Mr. Gray to erect an effective security border fence of at least seven feet high with three strands of barbed wire at the top, that surrounds the youth facility out to Route 15 to prevent people from entering the saw mill property, would be an absolute necessary condition. This would protect the youth and their families and alleviate the concerns his clients' insurance agent has regarding maintenance of the insurance and continuing its operation.

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

Mr. Gray stated he is not trying to open a youth baseball building to put the sawmill out of business or impact their insurance; he said he sees the merit of a fence but the seven-foot high fence with three strands of razor wire seems excessive. He said the recreation will take place inside the building; he said if they decide to have activity outside, he will have to return to the County. He said the initial project, fencing makes sense.

Commissioner Jones stated some pictures of the building and asked how many feet from the sawmill property. Mr. Gray said there is a natural 25-28 feet deep tree line, the setback is 35 feet. He said from the building to the center point of Lindsay Hardwood's operation is approximately 475 feet. He said the tree line will be undisturbed and a fence will be put up.

Commissioner Jones asked about the parking area. Mr. Gray said the parking lot is L-shaped, the majority is along the front of the building.

Chairman Prengaman questioned the occupancy of the building. Mr. Gray said that if successful, he would estimate 100 people. He said there will be two baseball teams, 12 children to a team. He said times would be staggered for arrival and departure; there would be the team of 12 children, two coaches and the parents. He said there are no doors or exit points on the side next to the sawmill. He said there are three 12-foot wide garage doors on the north side, and one entrance door on the west side.

Chairman Prengaman asked about restroom facilities. Mr. Gray said there are adequate facilities with handicap access. He said the 7,000-foot building has a clear span; he said it will include a video room and a parent waiting room. He said there will be no food or concessions in the building.

Commissioner Mason said in looking at the preliminary plan, he asked if a fence from the corner of the building to the edge of the parking lot, would keep people from going anywhere other than into the building. He asked what is on the north side.

Mr. Gray described attaching the fence to corner of the building. Mr. Gray added if pitching mounds and tables are added, he would want fencing around the courtyard and it would be fully contained.

Mr. Horton said the objection to the project is to put conditions on the Special Use Permit that are reasonable and the objective is how to make sure even one child doesn't explore and get hurt.

Further discussion followed regarding the fence. Commission Watson questioned the barrier behind the Executive Inn. He said with the transient nature of the people, there isn't a great difference. Commissioner Jones agreed that would be more of a concern, and that seven-foot tall fence with barbed wire seems excessive.

Following some discussion, Commissioner Jones made a motion, seconded by Commissioner Hunt, to approve for recommendation to the Board of Supervisors the request for operation of an indoor/outdoor Commercial Sports Recreation Center, with the following conditions:

- 7-foot-high fence installed in advance of the business opening, along the southern edge of the parking lot and attached to the building
- Future outside pitching mounds on the north side must be fenced
- Any future expansion must be brought before the Planning Commission

The motion carried:

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





County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: February 13, 2018
Item No.: 12
Department: County Administration
Staff Contact: W.W. Bartlett
Issue: Citizen Volunteer Appointment – Piedmont Senior Resources

Summary: Ms. Justine Young, Executive Director, of Piedmont Senior Resources (PSR) notified the County that Ms. Pauline Stokes, a current member of her Board for Prince Edward County, has resigned for family reasons.

The County has two citizen members on the Piedmont Senior Resources Board. Mrs. LeAnne Emert is also a Board member. Mrs. Emert is currently serving her second term on the PSR Board, which will expire in January of 2020.

The term of office for a PSR Board member is three years from the original date of appointment, and a Board member may serve two consecutive terms.

Attachments:

Recommendation: The Board will wish to consider advertising the vacancy for Citizen Volunteer Applications.

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



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: February 13, 2018
Item No.: 13
Department: County Administration
Staff Contact: Sarah Elam Puckett
Issue: Regional Hazard Mitigation Plan

Summary: The Counties of Prince Edward, Amelia, Buckingham, Charlotte, Nottoway, Lunenburg and the Towns of Farmville, Dillwyn, Charlotte Court House, Drakes Branch, Keysville, Phenix, Kenbridge, Victoria, Blackstone, Burkeville and Crewe worked together to update the *Regional Hazard Mitigation Plan*, with FEMA funding, as part of a mitigation planning requirement of the Disaster Mitigation Act of 2000 (DMA 2000). A plan update is required every five years.

The Disaster Mitigation Act charges localities with the responsibility of identifying, assessing, and mitigating the risks within their communities to ensure that critical services would continue to function if a disaster were to occur. The update of the Regional Hazard Mitigation Plan has been approved by the Virginia Department of Emergency Management (VDEM) and the Federal Emergency Management Agency. It is important to note that with an approved Hazard Mitigation Plan, the County is eligible for future mitigation opportunities, if available, to implement pre- and post-disaster projects.

The final draft of the Commonwealth Regional Council Regional Hazard Mitigation Plan in its entirety is available for public review on the County’s website at www.co.prince-edward-va.us; however, an excerpt of the plan is attached to provide the Board an overview of the hazard rankings proposed mitigation actions for the County of Prince Edward.

Attachment: Draft Resolution of Approval
Excerpt of Regional Hazard Mitigation Plan

Recommendation: The Board will wish to adopt the resolution approving the Regional Hazard Mitigation Plan.

Motion _____
Second _____

Cooper-Jones _____
Emert _____
Jones _____

Pride _____
Simpson _____
Timmons _____

Townsend _____
Wilck _____

BOARD OF SUPERVISORS

Pattie Cooper-Jones
Chair

James R. Wilck
Vice Chair

J. David Emert

Robert M. Jones

Odessa H. Pride, Ed.D.

Howard F. Simpson

C. Robert Timmons, Jr.

Jerry R. Townsend



COUNTY OF PRINCE EDWARD, VIRGINIA

COUNTY ADMINISTRATOR

W.W. Bartlett

Post Office Box 382
111 South Street, 3rd Floor
Farmville, VA 23901

Office: (434) 392-8837

Fax: (434) 392-6683

wbartlett@co.prince-edward.va.us
www.co.prince-edward.va.us

**RESOLUTION TO ADOPT
COMMONWEALTH REGIONAL COUNCIL
REGIONAL HAZARD MITIGATION PLAN UPDATE**

WHEREAS, the Disaster Mitigation Act of 2000, as amended, requires that local governments, develop, adopt, and update natural hazard mitigation plans to receive certain federal assistance, and

WHEREAS, a Hazard Mitigation Technical Advisory Committee comprised of representatives from the Counties of Prince Edward, Amelia, Buckingham, Charlotte, Nottoway, Lunenburg and the Towns of Farmville, Dillwyn, Charlotte Court House, Drakes Branch, Keysville, Phenix, Kenbridge, Victoria, Blackstone, Burkeville and Crewe was convened to study the region’s risks from and vulnerabilities to natural hazards, and to make recommendations on mitigating the effects of such hazards on this multi-region; and

WHEREAS, the efforts of the Committee members and the staff of the Commonwealth Regional Council, in consultation with members of the public, private and non-profit sectors, have resulted in an update of the -Regional Hazard Mitigation Plan, including the County of Prince Edward;

NOW THEREFORE, BE IT RESOLVED by Board of Supervisors of the County of Prince Edward, that the CRC Regional Hazard Mitigation Plan update dated December 2017 is hereby approved and adopted for the County of Prince Edward, Virginia.

ADOPTED by the Board of Supervisors of the County of Prince Edward, this 13th day of February, 2018.

APPROVED:

Pattie Cooper-Jones, Chair, Board of Supervisors

ATTEST:

W.W. Bartlett, County Administrator

Hazard Rankings – Pr. Edward Co. (From Qualitative Assessment and Local Input)

Hazard	Likelihood	Spatial Extent	Potential Impact	HAZARD RATING
Drought	2	3	2	7
Severe Thunderstorms and Tornadoes	3	2	2	7
Winter Storms	2	3	2	7
Hurricanes and Tropical Storms	2	2	2	6
Flood	3	2	1	6
Dam/Levee Failure	1	2	3	6
Erosion	1	1	1	3
Wildfire	1	1	1	3
Earthquakes	1	1	1	3
Landslides	0	1	1	2
Sinkholes	0	1	1	2

Hazard rankings are based on a qualitative assessment, as described below. The values assigned for each option chosen are added together for each hazard to arrive at a total score.

	Assigned Value	Definition
Likelihood of Occurrence		
Highly Likely	3	Near 100% annual probability
Likely	2	Between 10 and 100% annual probability
Possible	1	Between 1 and 10% annual probability
Unlikely	0	Less than 1% annual probability
Spatial Extent		
Large	3	More than 50% of area affected
Moderate	2	Between 10 and 50% of area affected
Small	1	Less than 10% of area affected
Potential Impact		
Catastrophic	4	High number of deaths/injuries possible. More than 50% of property in affected area damaged or destroyed. Complete shutdown of facilities for 30 days or more.
Critical	3	Multiple deaths/injuries possible. More than 25% of property in affected area damaged or destroyed. Complete shutdown of facilities for more than one week.
Limited	2	Minor injuries only. More than 10% of property in affected area damaged or destroyed. Complete shutdown of facilities for more than one day.
Minor	1	Very few injuries, if any. Only minor property damage and minimal disruption on quality of life. Temporary shutdown of facilities.

Detailed Information/Status of Local Mitigation Actions

(includes detailed data for each action, as requested by FEMA)

Prince Edward County Mitigation Action 1	Update and improve GIS data for tax parcels, public works, existing businesses, and MSAG.
Category:	Prevention
Hazard(s) Addressed:	Multiple
Priority (High, Moderate, Low):	Moderate/High
Estimated Cost:	\$60,000
Potential Funding Sources:	Would likely seek grant funding
Lead Agency/Department Responsible:	Prince Edward County Administrator's Office
Implementation Schedule:	Dependant on availability of funding
Status: County received grant from VITA in 2009 for this activity. Project ongoing.	
NOTE: This action was amended. It originally read: "Digitize tax maps and implement GIS."	

Prince Edward County Mitigation Action 2	Review all permits for new development and substantial improvements for compliance with the County's ordinances as they relate to flood areas.
Category:	Prevention/Property Protection
Hazard(s) Addressed:	Flood
Priority (High, Moderate, Low):	Moderate
Estimated Cost:	None
Potential Funding Sources:	N/A
Lead Agency/Department Responsible:	County Planning Department, Building Inspector
Implementation Schedule:	Short/near term
Status: Ongoing – enforced through County ordinances	

The County added four (4) new mitigation actions, as seen below:

Prince Edward County New Mitigation Action	Designate and equip emergency shelters in several existing locations in the County; and install quick-connect system and make building/facility renovations to Central Shelter/State-Managed Pet Shelter location.
Category:	Emergency Services
Hazard(s) Addressed:	Multiple
Priority (High, Moderate, Low):	Moderate/High
Estimated Cost:	Depends on scope of work needed
Potential Funding Sources:	Local/grant funds
Lead Agency/Department Responsible:	Prince Edward County Administrator's Office
Implementation Schedule:	Dependent on availability of funding
Status: Need to coordinate with DSS and Red Cross on this.	

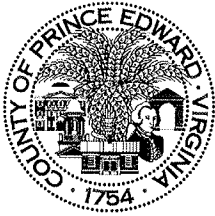
Prince Edward County New Mitigation Action	Install quick-connect system and purchase generator for County fueling system, which serves county government and schools, public safety and public works vehicles.
Category:	Emergency Services
Hazard(s) Addressed:	Multiple
Priority (High, Moderate, Low):	Moderate/High
Estimated Cost:	Approx. \$25,000 for quick-connect, \$15,000 or more for generator (depending on type and size)
Potential Funding Sources:	VDEM/FEMA grant funds, with local match
Lead Agency/Department Responsible:	Prince Edward County Administrator's Office
Implementation Schedule:	Dependent on availability of funding
Status: No action taken – awaiting funding.	

Prince Edward County New Mitigation Action	Update regional (Town of Farmville/P.E. County) water supply plan and County Drought Ordinance.
Category:	Prevention
Hazard(s) Addressed:	Drought
Priority (High, Moderate, Low):	Moderate/High
Estimated Cost:	Minimal – staff time
Potential Funding Sources:	Local
Lead Agency/Department Responsible:	Prince Edward County Administrator's Office
Implementation Schedule:	Near term
Status: In progress.	

Prince Edward County New Mitigation Action	Acquisition and removal of remaining homes in floodplain areas of the County.
Category:	Structural Projects
Hazard(s) Addressed:	Flood
Priority (High, Moderate, Low):	Moderate
Estimated Cost:	\$500,000 +/-
Potential Funding Sources:	FEMA – Hazard Mitigation Grant Program (HMGP), Pre-Disaster Mitigation Program (PDM), Flood Mitigation Assistance Program (FMA)
Lead Agency/Department Responsible:	County
Implementation Schedule:	Dependant on availability of funding
Status: No action taken – awaiting funding.	

The County chose to remove one (1) mitigation action, as seen below:

Prince Edward County Mitigation Action	Purchase generator (30kw) for Prince Edward County Middle School which serves as an emergency shelter.
Category:	Emergency Services
Hazard(s) Addressed:	Multiple
Priority (High, Moderate, Low):	High/Moderate
Estimated Cost:	\$15,000
Potential Funding Sources:	County, with help from grant funds
Lead Agency/Department Responsible:	Prince Edward County Administrator's Office
Implementation Schedule:	Dependent on availability of funding
Status: Remove – No records of this having been done, action being replaced with new action to address emergency shelters (see above – new actions).	



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: February 13, 2018
Item No.: 14
Department: County Attorney
Staff Contact: James R. Ennis
Issue: County Attorney's Report

Summary: The County Attorney will discuss with the Board the following:

- 1. Requesting a Special Election as a result of the announced retirement of the Clerk of Circuit Court.
- 2. Potential litigation involving the Piedmont Regional Jail.

Recommendation: To be determined.

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



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: February 13, 2018
Item No.: 15
Department: County Administration
Staff Contact: W.W. Bartlett
Issue: County Administrator's Report

Summary:

1. STEPS-Virginia Homeless Solutions Program Certification: Since April 2013 the Prince Edward County Board of Supervisors has approved STEPS' request to act on behalf of Prince Edward County in the execution of the Virginia Homeless Solutions Program (VHSP). The VHSP provides the following services: rapid rehousing, prevention and shelter services to those who qualify. Funding for these services is received through a grant from the Virginia Department of Housing and Community Development (DHCD). STEPS serves as the lead agency, coordinating homeless services across our region, for the Heartland Local Planning Group, in an attempt to enhance and not duplicate services. Last year STEPS provided assistance to 170 people in Prince Edward County.

There is no request for matching funds from the County and we have not provided any funds for the duration of this program. The VHSP grant application is due March 30, 2018. The attached certification is exactly the same as the previous three which the Board authorized.

2. CRC CEDS Committee Appointments: As the Board will recall from the discussion at the January Board meeting, the CRC is asking each member locality to recommend appointments to the CEDS Strategy Committee in the following sectors: 1 Elected Official, 1 Private Sector Individual, 1 Chief Administrative Official. The private sector representative must be a member of senior management or executive holding a key decision-making position. Supervisor Timmons, the County's CRC Board Member, and the County Administrator will discuss with the Board recommendations to fill these appointments.

Attachment: Certification of Local Government Approval.

Recommendation:

1. Authorize STEPS to continue to act on behalf of Prince Edward County in the provision of emergency housing services to our citizens and authorize the Chairman of the Board or the County Administrator to sign the attached certification form and any other required documents.
2. Following discussion of appointments to CRC CEDS Committee, the Board will wish to vote to make the appointments.

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

CERTIFICATION OF LOCAL GOVERNMENT APPROVAL

FOR NONPROFIT ORGANIZATIONS

RECEIVING VHSP FUNDS FROM STATE SUBRECIPIENTS

I, William W. Bartlett, County Administrator (*name and title*), duty authorized to act on behalf of
Prince Edward County (*name of jurisdiction*), hereby approves STEPS, Inc. to provide the
following services for our citizens in need:

- **Rapid Re-housing**
- **Prevention**
- **Shelter Services**

By: _____

Signature and Date

William W. Bartlett

Typed or Written Name of Signatory Local Official

County Administrator

Title

Note: This certification does NOT need to be completed annually for the same activities funded the previous year. The State only needs to document that it has offered the local government the opportunity to withdraw its previous approval.



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: February 13, 2018
Item No.: 16
Department: County Administration
Staff Contact: W.W. Bartlett
Issue: Noise Ordinance Committee Report

Summary:

The Noise Ordinance Committee comprising of Supervisor Jones (Chair), Supervisor Townsend and Supervisor Wilck met January 30, 2018 at 3:00 p.m. Also participating in the meeting were: Wade Bartlett, County Administrator; Jim Ennis, County Attorney, Wesley Reed, Sheriff; Sarah Puckett, Assistant County Administrator; and Adam Mumma, Chief Animal Control Officer.

Committee Recommendation to the Board:

Following a discussion of the current complaint about noise caused by barking dogs and a review of the sample ordinances from other jurisdictions provided by the County Attorney, and discussion with the Sheriff and County Administrator/Chief Animal Control Officer, the Committee: (1) considers the circumstances of the current complaint to be unique and not requiring governmental intervention; (2) understands citizens have a civil remedy that can be pursued without involving the County, and (3) believes a noise ordinance provision for barking dogs presents numerous enforcement challenges. Therefore, the Committee was unanimous in its recommendation that the Noise Ordinance not be amended to addresses the issue of barking dogs.

Motion _____
 Second _____

Cooper-Jones _____
 Emert _____
 Jones _____

Pride _____
 Simpson _____
 Timmons _____

Townsend _____
 Wilck _____



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

Meeting Date: February 13, 2018
Item No.: 17
Department: County Administration
Staff Contact: W.W. Bartlett/Sarah Elam Puckett
Issue: Correspondence/Informational

Summary: Please see attachment.

Attachments:

- a. CRC Items of Interest

Recommendation:

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



SHIP WITH

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

CRC January Items of Interest

New Ventures

- All 5 CRC member counties (Amelia, Buckingham, Charlotte, Lunenburg and Prince Edward) Boards of Supervisors voted in favor of the CRC's Proposal for Raising CRC Annual Dues for FY18-19. Proposal includes free grant writing services for member localities.
- CRC is seeking recommended appointments for the CRC's Comprehensive Economic Development Strategy (CEDS) Committee from member localities. Appointments are due February 23, 2018.
- CRC assisted the Town of Drakes Branch in RFP process to hire an Engineer to complete the DCR funded Downtown Flood Protection Study. The Town selected A. Morton Thomas (AMT) and is currently awaiting a proposed contract from AMT to begin contract negotiations for services.
- CRC staff will conduct January 30th Kick-Off meeting with County Staff to discuss Regional Emergency Planning Work activities. As a reminder, the CRC was awarded VDEM State Homeland Security funding for CRC Regional Emergency Planning activities.
- CRC assisting 5 Fire Departments: Phenix, Keysville, Victoria, Toga and Amelia in applying for Assistance to Firefighters Grant Funding. Applications due February 2, 2018.
- CRC approves Agreement to provide Administrative and Technical Services to the Town of Farmville on 2 VDOT Open Grant Projects.
- Reminder – CRC meets the Third Wednesday of each Month at 9:30 a.m. in the Mill Room (basement of CRC office building). The meetings are joint meetings with the County Administrators. The Next CRC meeting is Wednesday, February 21, 2018 at 9:30 a.m.

Activity

- CRC continues to follow-up with all 5 Member County School Systems to provide Grant Funding Opportunities.
- CRC was notified Victoria Elementary School was awarded Fall 2017 Lowe's Toolbox for Education Grant funds totaling \$3,600 to assist in eliminating erosion issues near the entrance to the School. The CRC assisted Lunenburg County Schools in applying for funding.
- CRC was notified that Charlotte County Volunteer Rescue Squad was awarded Rescue Squad Assistance Funding totaling \$152,815.20 to purchase 3 Monitors/Defibrillators and a new 2018 Ambulance. The CRC assisted the Rescue Squad in applying for funding.
- CRC was notified that Charlotte Court House Volunteer Fire Department was awarded Rescue Squad Assistance Funding totaling \$7,846 to purchase a Utility Vehicle Medical Unit equipped with a rescue skid (first one in Charlotte County). The CRC assisted the Fire Department in applying for funding.
- CRC will be conducting 3 Community Meetings in January/February to get input from the citizens to assist with the Update of the Lunenburg/Kenbridge/Victoria Comprehensive Plan.
- CRC continues to assist the Town of Charlotte Court House in the VDOT Evergreen Road Sidewalk Project. The Town signed an agreement with AMT, the selected Engineer for the project on 12-20-17. The Town is currently updating property easement agreements to allow for 60" sidewalks.
- CRC continues to assist the Town of Phenix with their funded Water System Improvements Project. The Town has selected Appomattox Well Drilling to conduct a 48-hour yield test on one of the municipal wells. Staff also prepared and disseminated a RFP for the Town for procurement of a bond counsel.
- CRC continues to assist the Town of Dillwyn with pre-contract activities for the Town's funded CDBG Housing Project. DHR Programmatic Agreement has been approved and executed.



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: February 13, 2018
Item No.: 18
Department: County Administration
Staff Contact: W.W. Bartlett/Sarah Elam Puckett
Issue: Monthly Reports

Summary: Please see attachments.

Attachments:

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

Recommendation:

Motion _____
Second _____

Cooper-Jones _____
Emert _____
Jones _____

Pride _____
Simpson _____
Timmons _____

Townsend _____
Wilck _____



**Animal Control
Monthly Report**

"January 2018"

Dogs

Surrendered	6
Picked Up	7
Claimed By Owner	4
Adopted	0
Died in Kennel	0
Euthanized	2
Transferred to SPCA	9
Dead on Arrival	0
Escaped from Shelter	0
Seized	2

Fees Collected \$50.00

Cats

Surrendered	1
Picked Up	0
Claimed By Owner	0
Adopted	0
Euthanized	0
Died in Kennel	0
Transferred to SPCA	1
Dead on Arrival	0

Fees Collected \$0.00

Wildlife

Handled	0
Euthanized	0
Rabies Case	1

Livestock

Returned to Owner	0
Euthanized	0
Adopted	0

Fees Collected \$0.00

Other Companion Animals

Returned to Owner	0
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Number of Calls to Shelter 176

Summons Issued 13

Warrants Served 0

Days in Court 3

Nuisance Dogs 27

Dangerous Dogs 0

Calls After Hours / On Call 25 calls

Dogs Brought In by Farmville PD 4

Total Fees Collected \$50.00

Bill the Town of Farmville

0 cats housed.

Total \$0.00

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

BUILDING OFFICIAL

Permits Issued Report
1/01/2018 Through 1/31/2018

ADDITIONS	- Issued		2
	- Value		\$10,500.00
	- Permit Fees		\$233.10
	- 2.00% STATE TAX		\$4.66
	- Fees Collected		\$.00
DEMOLITIONS	- Issued		1
	- Value		\$7,500.00
	- Permit Fees		\$50.00
	- 2.00% STATE TAX		\$1.00
	- Fees Collected		\$.00
ONE & TWO FAMILY DWELLING	- Issued		1
	- Value		\$80,000.00
	- Permit Fees		\$289.20
	- 2.00% STATE TAX		\$5.78
	- Fees Collected		\$.00
ELECTRICAL	- Issued		9
	- Value		\$127,450.00
	- Permit Fees		\$550.00
	- 2.00% STATE TAX		\$11.00
	- Fees Collected		\$.00
MECHANICAL	- Issued		6
	- Value		\$125,625.00
	- Permit Fees		\$400.00
	- 2.00% STATE TAX		\$8.00
	- Fees Collected		\$.00
MECHANICAL/GAS	- Issued		3
	- Value		\$1,600.00
	- Permit Fees		\$150.00
	- 2.00% STATE TAX		\$3.00
	- Fees Collected		\$.00
MANUFACTURED HOMES	- Issued		2
	- Value		\$25,000.00
	- Permit Fees		\$200.00
	- 2.00% STATE TAX		\$4.00
	- Fees Collected		\$.00
PLUMBING	- Issued		6
	- Value		\$122,000.00
	- Permit Fees		\$400.00
	- 2.00% STATE TAX		\$8.00
	- Fees Collected		\$.00
REMODELING	- Issued		3
	- Value		\$904,324.00
	- Permit Fees		\$1,012.80
	- 2.00% STATE TAX		\$20.26
	- Fees Collected		\$.00
IN LIEU OF SOIL & EROSION	- Issued		1
	- Value		\$.00
	- Permit Fees		\$.00
	- Fees Collected		\$.00
Total Permits - Issued			34
Total Permits - Value			\$1,403,999.00
Total Permits - Permit Fees			\$3,285.10
Total Permits - Sales Tax 2%			<u>\$ 65.70</u>
			\$ 3,350.80

INSPECTIONS FOR JANUARY 32



Allie Hill
Board President
(434) 960-8958

January 2018 Summary

- The **Fishin' Pig** is still going strong with their production at the cannery, proving to be one of the best commercial clients for 2017.
- New client, **Mielata Creamed Honey**, has completed two batches of their orange-infused creamed honey. It's absolutely delicious. They are based in Richmond and plan to target markets on the east coast.
- Owners of **Reese's Farm Fresh** out of Scottsburg, VA (Halifax County) are new cannery clients, completing a VDACS inspection of one of their many jam flavors. They completed a test batch of Strawberry Jam using frozen berries from their farms' 2017 harvest. They are now ready to make large batches of jam starting in May of this year.
- **Heather Harris** of **Meanwhile Back on the Farm** in Lynchburg has toured the facility and is working on product development of her spicy mustard.
- **Back Pocket Provisions** completed another batch of their bloody mary mix while also being interviewed by *Circa News* out of Washington DC.
- Bill Cox of **Casselmonte Farm** (Powhatan County) has toured the cannery with an interest in making his organically-grown, pickled ginger at the cannery.

Cannery Press and Outreach

- *National Public Radio* (NPR) aired a story on the Prince Edward Cannery on their national program, *All Things Considered*. We have heard feedback from folks across the country hoping to replicate the cannery's impact in their own communities. A link to the story can be found here:
<https://www.npr.org/sections/thesalt/2017/12/26/571740909/in-a-new-deal-era-cannery-old-meets-new>
- *Circa News*, an online, video-based outlet from Washington, DC heard about the cannery from the NPR article and came to visit. They featured one cannery commercial client who said that the success of his business was directly related to the cannery's existence. Please watch the 1.5 minute video link. Note that it was viewed over 21,000 times in the first 72 hours after the story was released!
<https://www.circa.com/story/2018/01/25/business/back-pocket-provisions-bloody-mary-mix-is-bottled-in-a-public-cannery-using-locally-grown-produce>

January Revenue to PEC: \$ 735.00

Interested parties (contacts, tours): 8

Production Clients: 4

Days Used for Commercial Activity: 8

Number of jars created: 1,100

Approximate Market Value of Products: \$13,500

Prince Edward County Public Schools
Summary Financial Report
January 2018

<u>Revenues</u>	Current Month	Year to Date	Budget	Variance Actual Under (Over) Budget	YTD as a Percent of Budget
From the State:					
State Sales Tax	\$ 246,302	\$ 1,727,771	\$ 2,946,914	\$ 1,219,144	58.63
Basic School Aid	\$ 550,262	\$ 3,851,837	\$ 6,268,303	\$ 2,416,466	61.45
All Other	\$ 448,070	\$ 2,428,418	\$ 5,547,732	\$ 3,119,314	43.77
Total State	\$1,244,635	\$ 8,008,025	\$ 14,762,949	\$ 6,754,924	54.24
From the Federal Gov't.	\$ -	\$ 619,640	\$ 2,074,751	\$ 1,455,111	29.87
General Fund (County)	\$ 541,383	\$ 3,610,088	\$ 8,440,984	\$ 4,830,896	42.77
Cash Book -Local	\$ 5,537	\$ 153,312	\$ 415,290	\$ 261,978	36.92
Total Revenues	\$1,791,555	\$ 12,391,065	\$ 25,693,974	\$ 13,302,909	48.23

<u>Expenditures</u>	Current Month	Year to Date	Outstanding Encumbrances	Budget	Expended & Encumbered (Over) Under Budget	Expen. & Encumbrance as a % of Budget
1000-Instruction	\$1,379,975	\$ 8,837,104	\$ 7,470,911	\$ 18,703,993	\$ 2,395,978	87.19
2000-Admin.,Health/Atten.	\$ 106,982	\$ 797,125	\$ 498,520	\$ 1,572,492	\$ 276,847	82.39
3000-Transportation	\$ 109,139	\$ 746,256	\$ 463,857	\$ 1,892,860	\$ 682,747	63.93
4000-Operation/Maintenance	\$ 113,921	\$ 828,526	\$ 192,188	\$ 1,675,318	\$ 654,604	60.93
6000-Facilities	\$ -	\$ 77,491	\$ 43,021	\$ 150,000	\$ 29,487	80.34
7000 - Debt. Service	\$ 9,992	\$ 598,737	\$ -	\$ 601,687	\$ 2,950	99.51
8000 - Technology	\$ 71,546	\$ 505,826	\$ 305,592	\$ 1,097,624	\$ 286,206	73.92
Total Expenditures	\$1,791,555	\$ 12,391,065	\$ 8,974,090	\$ 25,693,974	\$ 4,328,819	83.15

Prince Edward County Public Schools
2017-2018

Comparative Receipts and Expenditures
Year to Date - Month of January 2018

Receipts:	Fiscal 2017				Fiscal 2018			
	Approved Budget	Received Year-to-Date	Percent of Revenue	Approved Budget	Received Year-to-Date	Percent of Revenue	Fiscal Year \$ Difference	Fiscal Year % Difference
Sales Tax	2,966,126	1,686,617	56.86%	2,946,914	1,727,771	58.63%	41,154.00	1.77%
Basic Aid	6,042,245	3,359,877	55.61%	6,268,303	3,851,837	61.45%	491,960.44	5.84%
Other State	5,116,926	1,967,987	38.46%	5,547,732	2,428,418	43.77%	460,430.83	5.31%
Total State	14,125,297	7,014,480	49.66%	14,762,949	8,008,025	54.24%	993,545.27	4.59%
Federal Funds	2,029,416	746,736	36.80%	2,074,751	619,640	29.87%	-127,095.69	-6.93%
Local Funds	8,317,182	4,006,000	48.17%	8,440,984	3,610,088	42.77%	-395,911.76	-5.40%
Cash Book	473,479	210,931	44.55%	415,290	153,312	36.92%	-57,618.61	-7.63%
Total Revenue	\$24,945,374	\$11,978,146	48.02%	\$25,693,974	\$12,391,065	48.23%	412,919.21	0.21%
Expenditures:	Approved Budget	Expended Year-to-Date	Percent of Expenditures	Approved Budget	Expended Year-to-Date	Percent of Expenditures	Fiscal Year \$ Difference	Fiscal Year Difference
Instruction	17,982,676	8,539,670	47.49%	18,703,993	8,837,104	47.25%	297,433.69	-0.24%
Administration	1,517,144	728,606	48.02%	1,572,492	797,125	50.69%	68,518.96	2.67%
Transportation	1,882,742	812,039	43.13%	1,892,860	746,256	39.42%	-65,783.04	-3.71%
Maintenance	1,669,023	828,283	49.63%	1,675,318	828,526	49.45%	242.67	-0.17%
Facilities	208,189	38,103	18.30%	150,000	77,491	51.66%	39,388.47	33.36%
Debt Service	599,330	597,554	99.70%	601,687	598,737	99.51%	1,183.34	-0.19%
Technology	1,086,270	433,891	39.94%	1,097,624	505,826	46.08%	71,935.12	6.14%
Total Expenditures	\$24,945,374	\$11,978,146	48.02%	\$25,693,974	\$12,391,065	48.23%	412,919.21	0.21%

Prince Edward County Public Schools
2017-2018
Food Service Department
Summary Financial Report
January 2018

<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	\$ 1,110	\$ 14,094	\$ 18,903	\$ 4,809	74.56
Fresh Fruit & Vegetable	\$ -	\$ 1,284	\$ 55,000	\$ 53,716	0.00
Total State Funds	\$ 1,110	\$ 15,377	\$ 73,903	\$ 58,526	20.81
Federal Reimbursement	\$ 61,813	\$ 519,853	\$ 808,053	\$ 288,200	64.33
Fund Balance	\$ -	\$ 58,812	\$ 58,812	\$ -	100.00
Cash Book - Local	\$ 16,128	\$ 83,947	\$ 212,956	\$ 129,009	39.42
Total Revenues	\$ 79,051	\$ 677,990	\$ 1,153,724	\$ 475,734	58.77

<u>Expenditures</u>	<u>Current Month</u>	<u>Year to Date</u>	<u>Outstanding Encumbrances</u>	<u>Budget</u>	<u>Expended & Encumbered (Over) Under Budget</u>	<u>Expen. & Encumbrance as a % of Budget</u>
Salary	\$ 27,667	\$ 182,197	\$ 165,154	\$ 357,445	\$ 10,095	97.18
Fringe Benefits	\$ 11,769	\$ 75,144	\$ 69,651	\$ 157,867	\$ 13,072	91.72
Purchased Services	\$ 2,235	\$ 21,322	\$ 3,312	\$ 49,353	\$ 24,719	49.91
Refunds	\$ -	\$ 182	\$ -	\$ 182	\$ -	100.00
Travel	\$ -	\$ 2,248	\$ -	\$ 2,248	\$ -	100.00
Materials & Supplies	\$ 41	\$ 36,685	\$ 2,874	\$ 39,559	\$ 0	100.00
Food Supplies	\$ 18,777	\$ 234,904	\$ 33,993	\$ 425,759	\$ 156,861	63.16
Repairs & Maintenance	\$ 619	\$ 4,361	\$ -	\$ 12,500	\$ 8,139	34.89
Equipment Fund Balance	\$ -	\$ 58,713	\$ -	\$ 58,812	\$ 99	99.83
Furniture/Equipment	\$ -	\$ 48,273	\$ -	\$ 50,000	\$ 1,727	96.55
Total Expenditures	\$ 61,107	\$ 664,028	\$ 274,984	\$ 1,153,724	\$ 214,712	81.39

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

2017-2018
Comparative Receipts and Expenditures
Food Service Department
Year to Date

Month of January 2018

Receipts:	Fiscal 2017			Fiscal 2018			
	Budgeted	Rec. YTD	Percent	Budgeted	Rec. YTD	Percent	Diff.
State School Food	12,605	11,157	88.52	18,903	14,094	74.56	-13.96
Fresh Fruit & Vegetable	60,000	37,452	62.42				
State Equipment Grant	58,056	54,872	94.52	55,000	1,284	0.00	-94.52
Total State	130,661	103,482	79.20	73,903	15,377	20.81	-58.39
Federal Reimbursement	774,498	379,020	48.94	808,053	519,853	64.33	15.40
Fund Balance	0	0	0.00	58,812	58,812	100.00	100.00
Cash Book - Local	241,324	127,111	52.67	212,956	83,947	39.42	-13.25
Total Revenue	\$1,146,483	\$609,613	53.17	\$1,153,724	\$677,990	58.77	5.59
Expenditures:	Budgeted	Expended YTD	Percent	Budgeted	Expended YTD	Percent	Diff.
Salary	353,066	191,279	54.18	357,445	182,197	50.97	-3.20
Fringe Benefits	147,170	69,244	47.05	157,867	75,144	47.60	0.55
Purchased Services	66,766	22,171	33.21	49,353	21,322	43.20	10.00
Refunds	112	0	0.00	182	182	100.00	100.00
Travel	2,500	415	16.60	2,248	2,248	100.00	83.40
Materials & Supplies	25,329	25,329	100.00	39,559	36,685	92.73	-7.27
Food Supplies	440,000	226,171	51.40	425,759	234,904	55.17	3.77
Repairs & Maintenance	12,640	11,692	0.00	12,500	4,361	34.89	34.89
Furniture/Equipment	40,844	40,844	100.00	50,000	48,273	96.55	-3.45
Equipment - Fund Balance				58,812	58,713	99.83	
Equipment Grant	58,056	54,872	94.52				
Total Expenditures	\$1,146,483	\$642,017	56.00	\$1,153,724	\$664,028	57.56	1.56

Tourism & Visitor Center Monthly Report for January 2018

VIRGINIA'S HEARTLAND REGIONAL VISITOR CENTER GUESTBOOK SIGNINGS:					
	Virginia Guests	Other States	Other Countries	Total Guests	Average Visitors per Month:
YTD 2018	137	8	0	145	290.0
2017	3,206	488	44	3,738	311.5

Total / 1 Month
Total / ALL of 2017

Requests for Information:

	Phone Inquiries	Video Views (all)	Center Visits	VisitFarmville.com Facebook Engagements	Tablet/Cell Web Hits	Monthly Totals:
January 2018	96	36	145	20,210	5,145	25,632
January 2017	74	0	176	6,289	4,552	11,091
% Difference	29.73%	100.00%	-17.61%	100.00%	13.03%	131.11%

	Phone Inquiries	Video Views (all)	Center Visits	VisitFarmville.com Facebook Engagements	Tablet/Cell Web Hits	Total YTD Inquiries:
TOTAL YTD 2018 YTD	96	36	145	20,210	5,145	25,632
2017 YTD	74	0	176	6,289	6,539	13,078
% Difference	29.73%	100.00%	-17.61%	100.00%	-21.32%	95.99%

Report to February Board of Supervisors:

- Beginning this month, a column reporting social media views of the Find It In Farmville! Campaign begins. This is replacing the mailings of requests for information as that number has declined over the years. Fewer people are seeking items mailed, as information is more readily available online.
- Find It In Farmville Overview aired at Longwood University during their December and January for both Men's and Women's Basketball games. A total of 15 home games- six Women's and nine Men's basketball games. The video was aired 60 times total during these games. Additionally, viewership of these eight games online totalled another 781 potential views of the video. That doesn't count the views by the supporters in the stands. Longwood airing this video is at no charge.
- We expect to hear Virginia Tourism Corporation grant award announcements in February for both Virginia's Crossroads and The Heart of Your Adventure.
- Starting out 2018 with very strong engagement number from VisitFarmville.com.

