

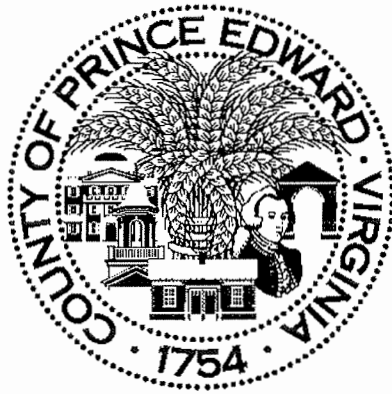


**PRINCE EDWARD COUNTY  
BOARD OF SUPERVISORS**

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**BOARD AGENDA  
JULY 10, 2018**

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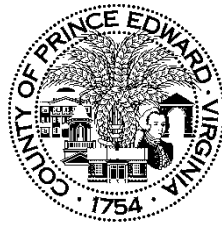


## MISSION STATEMENT

*"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."*

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PRINCE EDWARD COUNTY  
BOARD OF SUPERVISORS  
July 10, 2018

AGENDA

- 7:00 p.m.
1. Chair Pattie Cooper-Jones will call to order the July meeting of the Board of Supervisors. 1
  2. Invocation 1
  3. Pledge of Allegiance 1
  4. Conflict of Interest Disclosures 3
  5. Recognitions 5
  6. **PUBLIC PARTICIPATION**: *Citizens wishing to address the Board are asked to please sign the Public Participation Register prior to the beginning of the meeting.* 7
  7. Board of Supervisors Comments 9
  8. Consent Agenda:
    - a. Treasurer's Report: May 2018 11
    - b. Approval of Minutes: June 12, 2018 15
    - c. Review of Accounts & Claims/Board Mileage Reports 49
    - 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
  9. Highway Matters 79
  10. Appropriations: Prince Edward County Public Schools 81  
Clerk of Court
  11. FY 19 Budget Amendment 83
- 7:30 p.m.
12. **PUBLIC HEARING**: -- *The Board will receive citizen input prior to considering proposed amendments to the C1, General Commercial District, Sections 2.800.3 and 2.800.3(B) of the County Zoning Ordinance.* 85
  13. **PUBLIC HEARING**: -- *The Board will receive citizen input prior to considering a request by Joseph Hines for a Special Use Permit to allow the operation of a Campground proposed to be located on Clark Street, Farmville, VA, on property identified as Tax Map Parcel 037-A-49 and zoned A2, Agricultural Residential District.* 95
  14. **PUBLIC HEARING**: -- *The Board will receive citizen input prior to considering a request by Joseph Hines for a Special Use Permit to allow the operation of a Campground proposed to be located on Green Bay Road on property identified as Tax Map Parcels 39-12-1 and 39-12-22 and zoned A1, Agricultural Conservation District.* 105
  15. Economic Development Report 115
  16. Citizen Volunteer Appointment: Planning Commission Vacancy 117
  17. County Administrator's Report:
    - a. Sheriff's Department At-Will Program 119
    - b. Request from Greensville County 119

18.	<u>Committee Reports:</u>	
	a. Properties & Community Development	123
	b. Strategic Planning	125
19.	<u>Closed Session:</u> Section 2.2-3711 (A)(19), <i>Code of Virginia</i> - Public Safety	127
	Section 2.2-3711 (A)(29), <i>Code of Virginia</i> - Contract Negotiations	
	Section 2.2-3711 (A)(1), <i>Code of Virginia</i> - Personnel	
	Section 2.2-3711 (A)(5), <i>Code of Virginia</i> – Business Prospect	
20.	<u>Upcoming Meetings &amp; Events</u>	129
21.	<u>Correspondence/Informational:</u>	133
	a. CRC Items of Interest	134
22.	<u>Monthly Reports:</u>	135
	a. Animal Control	136
	b. Building Official	137
	c. Cannery-Home Canning	138
	d. Cannery-Commercial Canning	139
	e. Tourism	141

(NOTE: Additional agenda items may be added to the Table Pack is available for review after 4:30 p.m. on Tuesday, July 10, 2018.)



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

**Meeting Date:** July 10, 2018  
**Item No.:** 1, 2, 3  
**Department:** Board of Supervisors  
**Staff Contact:** W.W. Bartlett  
**Issue:** Call To Order, Invocation, Pledge of Allegiance

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**Summary:** Chair Cooper-Jones will call to order the **July** 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 \_\_\_\_\_  
Southall \_\_\_\_\_  
Timmons \_\_\_\_\_

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

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County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** July 10, 2018  
**Item No.:** 4  
**Department:** Board of Supervisors  
**Staff Contact:** W.W. Bartlett  
**Issue:** Conflict of Interest Act Disclosures

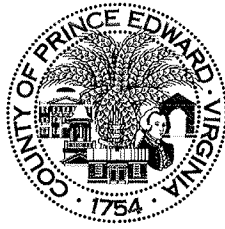
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**Summary:** The Chair will ask if any member of the Board of Supervisors has a conflict or disclosure regarding any item pending before the Board of Supervisors, per the requirements of the *Virginia State and Local Government Conflict of Interests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

**Attachments:** Conflict of Interest Disclosure

**Recommendation:**

Motion _____	Cooper-Jones _____	Pride _____	Townsend _____
Second _____	Emert _____	Southall _____	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

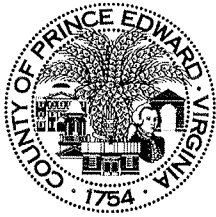
I, the undersigned, certify that all statements in this statement of disclosure are true and correct to the best of my knowledge, are accurate and complete, and include all information required by the *Virginia Conflict of Interest Act*, Title 2.2, Chapter 31, of the *Code of Virginia*.

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

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

Address \_\_\_\_\_

\_\_\_\_\_



County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** July 10, 2018  
**Item No.:** 5  
**Department:** Board of Supervisors  
**Staff Contact:** W.W. Bartlett  
**Issue:** Recognitions

**Summary:** “Recognitions” is an opportunity for the Board of Supervisors to recognize achievements in our community, with a focus on the accomplishments of the students at the Prince Edward County Public Schools and Fuqua School.

**1. 2018 Dixie Boys 15U Virginia State Champions**

Prince Edward County and Charlotte County are both proud to share the 2018 Dixie Boys 15U Virginia State Champions. The team of 13 players and three coaches, who are from both Prince Edward and Charlotte Counties, gave their best and went 4-0 during the recent state tournament. They will represent Virginia in the 2018 Dixie Boys 15U World Series in Ozark, Alabama, July 19-22.

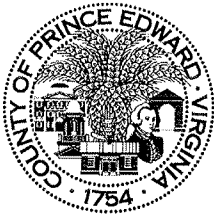
The 2018 Dixie Boys 15U State Champions are:

- Aliq Walker
- Brandin Henson
- Brenden Francisco
- Camron Smith
- Dalton Lockridge
- Hunter Rapole
- Jake Simon
- Johnny Ray Holman
- Michael Seward
- Nate Reed
- Noah Walker
- Tya Johnson
- Wade Jenkins

Coaches:  
 Chris Smith  
 Jeff Rapole  
 Travis Francisco

2. This month the Board also has an opportunity to recognize a member of the Prince Edward County staff. Each year, the Virginia Association of Destination Marketing Organizations (VADMO), an association supporting destination marketing organizations (visitor centers) and the development of tourism and travel professionals in Virginia, awards its VIRGO Awards at its annual Tourism Symposium.

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



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

The Virgo Awards pay tribute to individuals, groups, businesses and destination marketing organizations that have significantly contributed to the Commonwealth of Virginia's economy through tourism promotion and development. Judges for the awards were industry peers from Pennsylvania and North Carolina. Submissions were evaluated on the quality of the submission, economic efficiency, and the economic or community impact.

The County of Prince Edward is proud to announce:

**2017 Visitor Center Manager of the Year: Magi Van Eps**  
**Tourism and Visitor Center Coordinator**  
**Prince Edward County**

Attending the Board meeting to present the award is Jennifer Eddy, co-owner of Eddy Alexander, the firm that led Virginia's Retreat through the rebranding to Virginia's Crossroads. She with support from Virginia Crossroads submitted Magi's name in for the VADMO VIRGO Award.

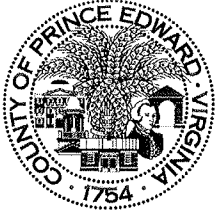
Motion \_\_\_\_\_  
Second \_\_\_\_\_

Cooper-Jones \_\_\_\_\_  
Emert \_\_\_\_\_  
Jones \_\_\_\_\_

Pride \_\_\_\_\_  
Southall \_\_\_\_\_  
Timmons \_\_\_\_\_

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





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

**Meeting Date:** July 10, 2018  
**Item No.:** 6  
**Department:** Board of Supervisors  
**Staff Contact:** W.W. Bartlett  
**Issue:** Public Participation

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**Summary:**

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

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

**Attachments:** Public Participation Tracking Form

**Recommendation:** None.

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

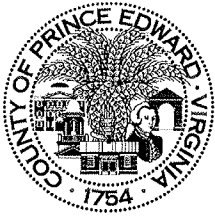
Cooper-Jones \_\_\_\_\_  
Emert \_\_\_\_\_  
Jones \_\_\_\_\_

Pride \_\_\_\_\_  
Southall \_\_\_\_\_  
Timmons \_\_\_\_\_

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

# PUBLIC INPUT TRACKING LOG

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



County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: July 10, 2018  
Item No.: 7  
Department: Board of Supervisors  
Staff Contact: W.W. Bartlett  
Issue: Board of Supervisors Comments

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

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

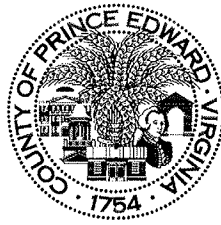
**Recommendation:** None.

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

Cooper-Jones \_\_\_\_\_  
Emert \_\_\_\_\_  
Jones \_\_\_\_\_

Pride \_\_\_\_\_  
Southall \_\_\_\_\_  
Timmons \_\_\_\_\_

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



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

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

**PROTOCOL FOR BOARD OF SUPERVISORS COMMENTS**

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

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



County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** July 10, 2018  
**Item No.:** 8-a  
**Department:** Treasurer  
**Staff Contact:** Donna Nunnally  
**Issue:** Treasurer's Report

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

**Attachments:** May 2018 Treasurer's Report

**Recommendation:** Approval

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

Cooper-Jones \_\_\_\_\_  
Emert \_\_\_\_\_  
Jones \_\_\_\_\_

Pride \_\_\_\_\_  
Southall \_\_\_\_\_  
Timmons \_\_\_\_\_

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

**Prince Edward Board of Supervisors Treasurer's Report -May 2018**

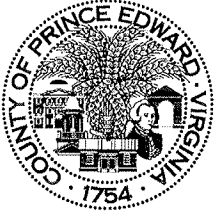
<b>Name of Bank</b>	<b>Bank Balance</b>			<b>Available Balance</b>
Benchmark Pooled Fund Account	\$ 13,730,779.07			\$ 13,730,779.07
Benchmark Social Services	\$ 195,500.20			\$ 195,500.20
Benchmark School Fund	\$ 243,701.60			\$ 243,701.60
Benchmark Food Service	\$ 321,102.01			\$ 321,102.01
<b>TOTAL</b>				<b>\$ 14,491,082.88</b>
<b>Certificate of Deposits</b>				
Benchmark				\$ 609,724.91
Farmers Bank				\$ 210,096.18
<b>TOTAL</b>				<b>\$ 819,821.09</b>
<b>GRAND TOTAL</b>				<b>\$ 15,310,903.97</b>

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

<b>Name of Bank</b>	<b>Bank Balance</b>			<b>Available Balance</b>
Benchmark Pooled Fund Account	\$ 10,437,353.29			\$ 10,437,353.29
Wells Fargo Social Services	\$ 414,675.87			\$ 414,675.87
Benchmark School Fund	\$ 1,481,645.90			\$ 1,481,645.90
Benchmark Food Service	\$ 363,252.24			\$ 363,252.24
<b>TOTAL</b>				<b>\$ 12,696,927.30</b>
<b>Certificate of Deposits</b>				
Benchmark				\$ 361,158.10
Citizens Bank Recreation				\$ 16,518.43
Farmers Bank				\$ 437,383.74
<b>TOTAL</b>				<b>\$ 815,060.27</b>
<b>GRAND TOTAL</b>				<b>\$ 13,511,987.57</b>

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

**Meeting Date:** July 10, 2018  
**Item No.:** 8-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:** June 12, 2018 Draft Meeting Minutes

**Recommendation:** Approval.

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

Cooper-Jones \_\_\_\_\_  
Emert \_\_\_\_\_  
Jones \_\_\_\_\_

Pride \_\_\_\_\_  
Southall \_\_\_\_\_  
Timmons \_\_\_\_\_

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

June 12, 2018

At the regular meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 12<sup>th</sup> day of June, 2018; at 7:00 p.m., there were present:

Pattie Cooper-Jones

J. David Emert

Robert M. Jones

Odessa H. Pride

Gene A. Southall

C. Robert Timmons, Jr.

Jerry R. Townsend

Jim R. Wilck

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

Chairman Cooper-Jones called the June meeting to order. Supervisor Townsend offered the invocation and led the Pledge of Allegiance.

In Re: Conflict of Interest Disclosure

(None)

In Re: Recognitions

Chairman Cooper-Jones said Lucas Dudley, an eighth-grader at Prince Edward County Middle School has been awarded a scholarship to attend the prestigious Space Camp in Huntsville, AL this summer. The application process was very extensive for both the camp and the scholarship. Lucas' application was so impressive that the scholarship donor has offered to sponsor Lucas to future space camps.

Chairman Cooper-Jones stated the Prince Edward Eagles Medford League basketball team is the Heartland Conference League Champions for the third year in a row. Prince Edward played in the championship game against Fluvanna County and was victorious with a 38-27 final score.

Chairman Cooper-Jones introduced the players: Brenda Allen, Nicholas Branch, Keandra Chambers, Dakota Close, Amanda Critzer, Corey Eppes, Diana Feathers, Cornal Greene, Raven Jennings, Shameka Jones, Ozzbourne “Ray” Littleton, Vincent Marsh, Zachary Nunnally, Keyera Palmer, and Kevin St. John.

Chairman Cooper-Jones then introduced the cheerleaders: Alpiniki Jackson, Veronica Perkins, Cheyenne Wilson; the Student Team Managers: Andrea Scott, Ma’Eveya Yancey; and the Student Coaches: Jamal Joyner, Miles Pride, and Jalil Robinson.

Chairman Cooper-Jones announced the Family, Career and Community Leaders of America (FCCLA) is a national Career and Technical Student Organization that provides personal growth, leadership development and career preparation opportunities for students in Family and Consumer Sciences education. The PECHS FCCLA Chapter placed third in the live Culinary Arts competition on April 12 through April 15 in Virginia Beach. Quincy Scott and Miles Pride made up one of the few two-man teams that placed in the competition. The team received silver medals and over \$8,500 in scholarships from The Art Institute, Culinary Institute of America, Culinary Institute of Virginia, Johnson and Wales University, and Sullivan University.

Chairman Cooper-Jones announced PECHS seniors Shanika Dove and Brenda Goodson have been selected as Centennial Scholars at James Madison University. Both Shanika and Brenda applied and went through an interview process in April. The Centennial Scholarship covers tuition, room and board and other costs associated with attendance to James Madison University for all four years.

Chairman Cooper-Jones said that in April, Prince Edward County High School students attended the Virginia Future Business Leaders of America (FBLA) State Leadership Conference. The students that advanced from Regionals competed in six events from Entrepreneurship to Introduction to Business. Four students are now eligible to compete at the FBLA National Leadership Conference in Baltimore, Maryland over the summer. Students participated in many workshops on topics including Leadership Development, Dress for Success, and Goal Setting. Prince Edward FBLA also joined several schools in coordinating competitions.

The winners at the State Leadership Conference include: Tiba Hamza – First place in Introduction to FBLA; the team of Johnny Ray Holman, Sam Detrick, and Ben Edwards – Fifth place Entrepreneurship;

and the team of Chaney Sheehan, Mark Stanley, and Garrison Cheyne – Fourth place in Management Decision Making.

FBLA-PBL is the largest business education student organization in the world. Nearly a quarter of a million high school and middle school students, college and university students, faculty, educators, administrators, and business professionals have chosen to be members of the premier business education association preparing students for careers in business.

Chairman Cooper-Jones said Tractor Supply Company and the National FFA Foundation awarded the PECPS chapter, Prince Edward FFA, a Tractor Supply Company Grants for Growing chapter grant in the amount of \$1,300 for their project, Raised Bed Vegetable Gardening for School Cafeterias (Feeding Our Students). The PECPS FFA grant submission was outstanding and Tractor Supply is honored to support our program. This initiative was led by Emily Camden.

Chairman Cooper-Jones stated the Prince Edward Elementary School recognized Ms. Alison Roberts, a Longwood University student, Ms. Laura Fricker, and Ms. Autumn Wohlford, both reading intervention teachers. They partnered together with several businesses to collect and distribute books to students at the elementary school. Each student was able to self-select five books to add to their home library.

Chairman Cooper-Jones introduced Supervisor Gene A. Southall, the newest Board member; she said he served as Sheriff of Prince Edward County for 22 years.

In Re: Public Participation

**Rick Ewing**, Director, Farmville-Prince Edward Community Library, said the library hours have changed; starting July 2, the library will open at 9:00 a.m. Monday through Saturday. He then stated a new mural has been done by Monty Montgomery; this mural was paid for by donations to the local library board and no taxpayer funds were used for the mural. Mr. Ewing then introduced Morgan Hayes, the new Branch Manager.

Ms. Hayes stated she is looking forward to work at the library and serving the community.

In Re: Board Comments

Supervisors Emert, Pride, and Timmons thanked everyone for attending the meeting.

Chairman Cooper-Jones thanked the parents that allow their children to participate in programs at the schools.

Supervisor Wilck congratulated Supervisor Southall on his appointment to the Board of Supervisors.

Supervisor Southall thanked Supervisor Wilck and said he looks forward to serving the community.

In Re: Consent Agenda

Following some clarification on two items in Accounts and Claims, and on motion of Supervisor Timmons, seconded by Supervisor Townsend, and carried:

Aye:	Pattie Cooper-Jones J. David Emert Robert M. Jones Odessa H. Pride C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck	Nay: None
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the Board accepted the Treasurer’s Report for April 2018; the minutes of the meetings held May 1, 2018, and May 8, 2018; Accounts and Claims and Board Mileage Sheets; and Salaries.

**Prince Edward Treasurer's Report - April 2018**

<b>Name of Bank</b>	<b>Bank Balance</b>	<b>Available Balance</b>
Benchmark Pooled Fund Account	13,682,943.85	13,682,943.85
Wells Fargo Social Services	163,755.67	163,755.67
Benchmark School Fund	1,297,487.54	1,297,487.54
Benchmark Food Service	289,266.92	289,266.92
TOTAL		15,433,453.98
 <b>Certificates of Deposit</b>		
Benchmark		609,724.91
Farmers Bank		210,096.18
TOTAL		819,821.09
		819,821.09
 GRAND TOTAL		 <u><u>16,253,275.07</u></u>

BOARD OF SUPERVISORS

Farmville Newsmedia	Advertising		1,892.66
David Emert	Mileage		166.70
Business Card	Meals	77.40	
	Training	350.00	427.40
Walmart Community/SYNCB	Meeting refreshments		44.48
Verizon Wireless	iPad service		465.54

COUNTY ADMINISTRATOR

US Cellular	Phone		137.60
Business Data of Virginia, Inc.	Norton update		69.90
Diamond Springs Water, Inc.	Equipment rental		8.95
Key Office Supply	Office supplies	504.59	
	Laser cartridge	51.89	556.48
Pairet's, Inc.	Plaques		246.30
Matthew Bender & Company, Inc.	Code Rules 2018 RV11		68.43

LEGAL SERVICES

Brian T. Butler	Serv of Process fees		24.00
Clerk of Circuit Court	Serv of Process fees	60.00	
	Serv of Process fees	-60.00	0.00

COMMISSIONER OF REVENUE

Treasurer of Virginia	Monthly service		81.59
Commissioner of Revenue Association	Dues		240.00
Business Data of Virginia, Inc.	Norton update		34.95
Key Office Supply	Copy paper		223.65

TREASURER

Neofunds	Postage		1,000.00
Benchmark Community Bank	Payflow/Paypal		7.10
Treasurer of Virginia	Monthly service		81.59
Business Data of Virginia, Inc.	Norton update		64.90
Key Office Supply	Ink cartridge	94.08	
	Greenbar paper	379.74	473.82

INFORMATION TECHNOLOGY

Business Data of Virginia, Inc.	Monthly agreement	3,900.00	
	Travel expense	750.00	4,650.00
ComputerPlus Sales/Service	Printer service contract		79.00

ELECTORAL BOARD AND OFFICIALS

Hayley West	Temporary help		30.00
Owen G. Dunn Company	Ballots		1,492.33

REGISTRAR

Gwendolyn Akers-Booker	Mileage		16.02
Whitfield Paige	Mileage		9.81
Farmville Printing	Election envelopes		69.94
Key Office Supply	Envelopes		439.29

CIRCUIT COURT

Key Office Supply	Sharpies	4.95	
	Copy paper	28.95	
	Laser cartridges	209.98	243.88
VA Lawyers Weekly	Annual subscription		389.00

GENERAL DISTRICT COURT

STEPS, Inc.	Shredding service		35.00
US Cellular	Phone		23.77
Diamond Springs Water, Inc.	Water & equipment rental		33.70

CLERK OF THE CIRCUIT COURT

Atwork Franchise, Inc.	Part-time employee		3,673.60
CenturyLink	Phone		45.63
Key Office Supply	Pencils / phone rest	37.88	
	Folders	30.88	
	Pop up dispenser	11.99	
	Monitor stands	108.95	
	Lysol wipes	11.39	
	Mobile file	72.49	
	Stapler	107.44	
	Kleenex hand towels	66.52	
	Erasers	17.88	
	Toner	130.00	
	Stamps	315.30	
	Pens	34.18	
	Copy paper	219.75	1,164.65
T&N Printing	Plats		20.47

LAW LIBRARY

Relx, Inc. DBA LexisNexis	Monthly subscription		578.00
Matthew Bender & Company, Inc.	Code Rules 2018 RV11		68.43

COMMONWEALTH'S ATTORNEY

Southern Copier Sales & Service	Service contract		650.42
Key Office Supply	DVD		20.39
David Moss	Mileage	125.35	
	Lodging	236.04	
	Meals	38.72	

VICTIM WITNESS ASSISTANCE PROGRAM

Cindy Sams	Mileage		55.59
Key Office Supply	Copy paper	10.59	
	Ink cartridge	67.95	
	Color paper/pads	41.87	120.41

SHERIFF

Vincent Rose, PhD	Duty evaluation		200.00
MedTox Laboratories, Inc.	Drug testing		50.00

Commtronics of Virginia	Coil cord / mic elect.	28.50	
	Cable end / repair	672.50	
	Compact microphones	474.50	1,175.50
B&G Auto, Inc.	Inspection		16.00
East End Motor Company, Inc.	Oil change	81.16	
	Fuel pumps / towing	860.49	
	Condenser / inspection	835.70	
	Oil change / tire rotate	80.52	
	Tire	149.96	2,007.83
Express Care	Oil changes	475.81	
	Oil change / wiper blades	127.13	
	Air filter	24.99	627.93
Kenbridge Tire	Calibration		25.00
Business Card	Postage	107.41	
	Meals	64.85	
	Office supplies	26.19	
	Gas	15.00	
	Business cards	13.98	
	Lodging	367.38	594.81
CenturyLink	Phone	10.36	
	VCIN	7.97	18.33
Sarah Coen	Meal		6.69
Joseph Sprague	Meals		17.40
Central VA Criminal Justice	Annual dues		13,125.00
Treasurer / VFSAAA	Science Academy dues		40.00
Diamond Springs Water, Inc.	Water & equipment rental		92.65
Key Office Supply	Envelopes	24.99	
	Ink cartridges	269.98	
	Stamp	26.99	
	Shredder	199.00	520.96
Walmart Community / SYNCB	Coffee / sugar / creamer		107.95
Southside Electric Cooperative	Electric service		15.15
O. O. Stiff, Inc.	Regular John service		595.00
Ellington Energy Service	Gas		53.07
Fisher Auto Parts, Inc.	Battery		104.99
Kustom Signals, Inc.	Radar cable		78.00
Galls, LLC	Leg restraints	220.00	
	Hash mark emblems	42.50	
	Shoes	130.25	
	Boots	42.00	434.75
Lowes Business Account/SYNCB	Respirators		227.04
Sirchie Finger Print Labs	Brush		18.50
Matthew Bender & Company, Inc.	2018 Session summary		104.43

RICE VOLUNTEER FIRE DEPARTMENT

County Waste	Trash collection		64.68
Industrial Repair, Inc.	Inspections		698.19
John Deere Financial	Diesel	276.45	
	Gas	1,310.38	1,586.83
CenturyLink	Phone		184.48



Dominion Energy Virginia	Electric service		331.86
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PROSPECT VOLUNTEER FIRE DEPARTMENT

Fire & Safety Equipment Company	Axe		243.00
Foster Fuels, Inc.	Propane	227.45	
	Gas valve / labor	431.34	658.79
Goodman Specialized Vehicles	Checked powertrain		111.78
Key Office Supply	Toner		56.97
Pamplin Exxon	Inspect / service truck	56.12	
	Fuel	199.67	255.79
Southside VA Vol. Firefighter Assn.	2018-19 Dues		35.00

MEHERRIN VOLUNTEER FIRE DEPARTMENT

Parker Oil Company, Inc.	Gas	234.99	
	Diesel	676.19	911.18
Verizon Wireless	Phone		268.28
Verizon	Phone		193.84
Dominion Energy Virginia	Electric service		730.76

EMERGENCY SERVICES

Business Card	Meeting refreshments	52.19	
	Meals	32.00	84.19

REGIONAL JAIL & DETENTION

Irongate Boundary Management	Electronic monitoring		1,890.00
Piedmont Regional Juvenile Detention Center	Juvenile detention		5,400.00

BUILDING OFFICIAL

US Cellular	Phone		23.77
Coy Leatherwood	Meal	8.86	
	Meeting registrations	30.00	38.86

ANIMAL CONTROL

Jennifer Kingsley, DVM	Vet service		50.00
Ridge Animal Hospital	Sedative	36.00	
	Euthanasia	78.80	114.80
Rod & Staff, LLC	Oil change		53.16
Dominion Energy Virginia	Electric service		434.54
CenturyLink	Phone		120.54
US Cellular	Phone		119.31
Business Card	Dog beds		539.80
Lowe's	Flashlight / paint-suit		131.26
Walmart Community / SYNCB	Gloves / trash bags / soap	66.81	
	Bleach / soap / spray bottle	49.44	116.25

MEDICAL EXAMINER

Treasurer of Virginia	Coroner		40.00
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GENERAL PROPERTIES

Dodson Brothers Exterminating	Pest control	237.00
Fire Sprinkler LTD	Annual service contract	1,500.00
Southern States	Brush spray / straps	119.33
Davis GMC Truck, Inc.	Repair turn signals	207.04
Carpet House	Carpet water damage area	2,464.00
	Carpet tile - Courthouse	1,010.00 3,474.00
Southside Electric Cooperative	SRR lights	30.04
Dominion Energy Virginia	Roy Clark monument	7.19
	SCOPE building	106.32
	Courthouse	10,102.94
	Sheriff Dept. shed	6.59
	Worsham Clerk office	207.81
	Lights at Rice	111.81
	Ag building	988.88
	Shop	37.02 11,568.56
Town of Farmville	Water & sewer	145.66
AT&T	Phone	43.80
CenturyLink	Phone	144.60
US Cellular	Phone	118.66
National Flood Insurance Program	Flood insurance - Courthouse	1,166.00
O. O. Stiff, Inc.	Monthly service	100.00
Diamond Paper Company	Janitorial supplies	1,276.33
Unifirst Corporation	Janitorial supplies	115.44
Walmart Community / SYNCB	Janitorial supplies	101.87
Arc3 Gases	Respirator / gloves	46.85
Diamond Springs Water, Inc.	Equipment rental	8.95
Lowe's	Washers / nuts / bolts	5.64
Price Supply Company, Inc.	O-Ring/ gasket / washer	8.46
	Plunger	4.78 13.24
Cintas Corporation #524	Uniform rental	147.84
Taylor-Forbes Equipment Company	Lawn mower	399.00
Ronald Van Eps	Phone protector / case	67.00
East End Motor Company, Inc.	Mower tire repair	13.62

CANNERY

Virginia Food Works	Commercial contract	2,916.67
Southside Electric Cooperative	Electric service	230.96
CenturyLink	Phone	251.01
Key Office Supply	Toner	159.90

COMPREHENSIVE SERVICES ACT

Bear Creek Academy	Professional service	2,960.00
Blue Ridge Therapy Assoc.	Professional service	240.00
Centra Health, Inc.	Professional service	25,596.00
Grafton School, Inc.	Professional service	22,510.00
STEPS, Inc.	Professional service	1,845.00
Virginia Keys School	Professional service	7,140.00
Voices Speech Therapy	Professional service	366.68

	<u>PLANNING</u>	
Farmville Newsmedia	Advertising	233.51
US Cellular	Phone	50.77
Business Card	Recertification E&S	78.00
	<u>ECONOMIC DEVELOPMENT</u>	
US Cellular	Phone	250.91
Business Card	Lodging	105.37
Walmart Community / SYNCB	Mouse / batteries	32.44
	<u>TOURISM</u>	
Dominion Energy Virginia	Electric service	232.80
Town of Farmville	Water & sewer	49.96
Business Card	UPS	14.21
CenturyLink	Phone	359.19
Magi Van Eps	Meals	73.97
Key Office Supply	Markers / dry erase board	26.30
Midtown Mailboxes	Triangular box	4.59
	<u>FLOOD &amp; EROSION CONTROL</u>	
Hurt & Proffitt, Inc.	Stormwater plan review	720.00
	<u>COOPERATIVE EXTENSION OFFICE</u>	
CenturyLink	Phone	109.26
	<u>GENERAL EXPENSE</u>	
Lumos Networks	Phone	2,859.09
Treasurer of Virginia	INS Termination	4,025.32
	<u>CAPITAL PROJECTS</u>	
Compro Computers	Laptop / software / keyboard	2,229.80
Business Card	Server battery backups	579.35
Commworld	Set up fingerprint scan	175.00
Crabtree Rohrbaugh & Assoc.	CH Addition / renovation	73,483.60
	STEPS roof replacement	1,004.01 74,487.61
	<u>DEBT SERVICE</u>	
SCOPE / Meals On Wheels	Building payment	12,000.00
	<u>CDA SPECIAL LEVY FUND</u>	
Poplar Hill Community Dev. Authority	Special levy payment	78,639.49
	<u>WATER FUND</u>	
Town of Farmville	Water	20.11
	<u>SEWER FUND</u>	
Dominion Energy Virginia	Sewer pump	51.96
	<u>COLLECTIONS</u>	
Farmville Wholesale Electric	Light fixtures	306.16

Lowe's	Rope / tarp	119.65	
Cavalier Hose & Fittings	Valve / tee / adapters	68.12	
Fisher Auto Parts, Inc.	Hydraulic oil / funnel	75.45	
Moore Scale Service-Western VA	Print ribbon	101.70	
Rod & Staff, LLC	Repair tarp arm	65.00	
	Tires	662.19	727.19
Republic Services #974	Trash collection		434.60
Emanuel Tire of Virginia	Tire recycling		3,339.60
STEPS, Inc.	Recycling fee		1,890.62
Southside Electric Cooperative	DH site	55.66	
	Virso site	127.37	183.03
Dominion Energy Virginia	Rice site	41.70	
	Cell C pump station	29.62	
	Green Bay site	64.45	
	Leachate pump	386.66	
	Worsham site	112.40	
	Prospect site	89.27	
	Scalehouse	107.62	
	Landfill site	67.01	898.73
CenturyLink	Phone		289.49
US Cellular	Phone		23.77
Verizon	Phone		141.00
O. O. Stiff, Inc.	Monthly service		702.50
Excel Truck Group	Headlamp		368.79
NAPA of Farmville	Bulbs	39.98	
	Term kit / pigtail	26.63	66.61

LANDFILL OPERATIONS

Resource International	Assessment monitoring	4,884.00	
	Misc. work tasks	1,313.00	
	Storm water compliance	1,819.00	8,016.00
Carter Machinery Company, Inc.	Brake cylinder	568.27	
	Spacer / bearing / seal	127.90	
	Bolts	6.60	
	Grommet	12.50	
	Brake line / elbow / seal	188.08	903.35
Cavalier Hose & Fittings	Oil		299.75
Farmville Wholesale Electric	Wall heater		144.56
J R Tharpe Trucking Company	Pulled tanker		200.00
James River Equipment	Nuts & bolts		37.61
Paul Langlois	Vac / reachers / gloves		211.09
Lowe's	Marker paint		17.18
NAPA of Farmville	Transmission / fluid	2,713.81	
	Hose / cooler / clamps	79.89	
	Jack / wrench sets	302.96	
	Silicone	8.29	
	Return	-457.53	
	Stabilizer link	25.98	2,673.40
CenturyLink	Phone		52.11

RETIREMENT BENEFIT FUND

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

Redwood Toxicology Lab	Drug tests	1,489.49	
Alere Toxicology Services, Inc.	Drug testing	136.36	
RJA Fire Extinguisher	Fire extinguisher maintenance	53.00	
Southern Copier Sales & Service	Maintenance contracts	800.00	
Classified Marketplace	Advertising	101.06	
Southside Messenger	Advertising	216.00	
Womack Publishing Company, Inc.	Advertising	129.50	
Dominion Energy Virginia	Electric service	450.86	
CenturyLink	Phone	71.47	
Lumos Networks	Phone	317.05	
SRP Corporation, LLC	Rent	2,500.00	
Zachary Ayoub	Mileage	78.80	
Connie Stimpson	Mileage	15.79	
	Vac / paper / towels / tissues	526.34	
	Rolling cart	35.27	577.4
Taylor Herndon	Mileage	180.38	
	Newspapers	1.05	181.43
Renee T. Maxey	Mileage	129.71	
	Office supplies	139.00	268.71
Andy Mays	Mileage		127.53
Rachel Stahlman	Mileage	70.85	
	Newspaper	0.79	71.64
Rebecca Staton	Mileage	130.47	
	Newspapers	2.10	132.57
Surestay Plus Hotel	Lodging		588.30
Fred Pryor Seminars	Training		447.00
CMI, Inc.	Mouthpieces	168.00	
	Alco-sensors	299.00	467.00
Electronic Systems, Inc.	Postage meter ink		152.00
Key Office Supply	Tri-color ink	42.49	
	Ink cartridges	119.79	
	Name plates	21.98	184.26
STEPS, Inc.	Shredding service		78.00
Computer Projects of IL	Software license		173.40

In Re: Highway Matters

Mr. Bartlett reviewed a mowing schedule received from VDOT; he said they have been cutting the secondary roads since May 29, which will continue through June 17. At that time, VDOT will switch to cutting along the primary roads until they are complete and will then go back to the secondary roadways.

Mrs. Sarah Puckett, Assistant County Administrator, said VDOT has divided the County into five sub-regions with a crew in each sub-region. She said they are moving across the County in five directions, based on these five sub-regions. They do not expect to finish the secondary roads prior to having to switch to the US primary roads, Route 460, Route 15, and Route 360.

Supervisor Timmons reported a limb down on the roadway at Goose Creek Road and Spring Creek Road. He said someone pushed it out of the way but it needs to be picked up. He asked that VDOT look at those roads as there is a lot of cracking on them, as well as on Morris Creek Road.

Supervisor Emert reported a pine tree down around the 1300 block of Prospect Road. He said it has been broken up and pushed to the side but is large. He then reported leaves are filling the ditches on Dry Bridge Road, causing the rain water to go into the yards.

Supervisor Townsend questioned if the jail has increased its trash pick-up program; he said there is a lot of trash along Route 15. Mr. Bartlett said he will look into that.

Supervisor Timmons said trash at Spring Creek and Darlington Heights Roads has been picked up.

Mr. Bartlett reported a letter has been received from VDOT regarding the design changes to the intersection at Kingsville. He said the proposed access to the convenience store will be relocated adjacent to the Fishin' Pig smoker to allow full egress and ingress to the property. He reported the proposed southern access to the Exxon Gas station will be relocated to be directly across the proposed Fishin' Pig entrance. Mr. Bartlett said following the completion of the project, we may look at doing some other safety measures in that area, such as crosswalks.

Mr. Bartlett then reported Plant mix will be spread on Route 360, Route 460 and Route 15; he said Darlington Heights Road is complete. He said there will not be any additional paving on secondary roads this paving season.

In Re: Appropriation of FY19 Prince Edward County Budget

Mr. Bartlett stated that on May 1, 2018, the Board of Supervisors approved the FY19 Budget for Prince Edward County. The resolution adopted on that date listed a total budget of \$54,934,764 which included a School Budget of \$25,765,776 and a School Cafeteria Budget of \$1,301,000.

At that meeting, the Board voted to move \$5,000 from the Piedmont Senior Resources (PSR) expenditure line into the contingency expenditure line until it could be determined if PSR had received a grant for which Prince Edward had increased their funding in FY18. After consultation with the Department of Aging and Rehabilitative Services (DARS), it was determined that PSR was awarded the grant. Therefore, Mr. Bartlett recommended the \$5,000 be transferred back to the PSR expenditure line.

The Budget does not reflect the 7% increase in the self-insurance cost approved by the Board, as it was approved after the budget was advertised. While the Board adopted the 7% increase, we did not officially amend the budget. This would cost the County \$45,707 with our current employee budget and \$20,226 for DSS. After review of revenues through April, I am confident the Personal Property revenue for FY19 could be increased by the \$45,707 and placed in the Insurance Allocation expense line in the General Expense Department and only used if needed. Mr. Bartlett stated he recommends the amendment be made and the list of appropriations be increased to reflect this action.

Mr. Bartlett said that with the late passage of the budget by the General Assembly, he anticipates amendments will also be necessary to the School budget. He said the Superintendent and her staff are still working on that.

Supervisor Timmons recommended the funds placed into the insurance fund be dedicated to the Insurance Fund and not used for any other purpose. Discussion followed.

Supervisor Timmons made a motion, seconded by Supervisor Jones, to authorize the transfer of \$5,000 from line item #4-100-53501-6999, Contingency, to line item #4-100-53501-5609, Piedmont Senior Resources; and to amend the budget by increasing by \$45,707 line item #3-100-11030-2018, Personal Property Tax-2018 (Revenue) and #4-100-91000-5012, Insurance Allocation (Expenditure); and to approve the Annual Resolution of FY19 Appropriations; and to appropriate the FY19 Budget for each County Department and Fund, as amended; the motion carried:

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

**ANNUAL RESOLUTION OF APPROPRIATION OF THE COUNTY OF PRINCE EDWARD  
FOR THE FISCAL YEAR ENDING JUNE 30, 2019**

A resolution to appropriate designated funds and accounts from specified estimated revenues for FY 2019 for the operating budget and the Capital Improvements Program for the County of Prince Edward and to authorize and empower County officers to expend cash assets; and to establish policies under which funds will be expended and managed.

The Prince Edward County Board of Supervisors does hereby resolve on this 12<sup>th</sup> day of June 2018 that, for the fiscal year beginning on July 1, 2018, and ending on June 30, 2019, the following sections are hereby adopted.

- Section 1. The cost centers shown on the attached letter labeled FY 2018-2019 Appropriations are hereby appropriated from the designated estimated revenues as approved by the Board of Supervisors on May 1, 2018 for FY 2018-2019.
- Section 2. Appropriations, in addition to those contained in this general Appropriations Resolution, may be made by the Board of Supervisors, only if deemed appropriate and there is available in the fund unencumbered or unappropriated sums sufficient to meet such appropriations.
- Section 3. All appropriations herein authorized shall be on the basis of cost centers for all departments and agencies and by Category.
- Section 4. The Social Services Board is separately granted authority for implementation of the appropriated funds for their respective operations. By this resolution the Social Services Board is authorized to approve the transfer of any unencumbered balance or portion thereof from one classification of expenditure to another within its respective funds in any amount.
- Section 5. The School Board is separately granted authority for implementation of the appropriated funds for their respective operations. Appropriations for the School Board are by Category. By this resolution the School Board is authorized to approve the transfer of any unencumbered balance or portion thereof from one classification of expenditure to another within or between a category.
- Section 6. The County Administrator is expressly authorized to approve transfers of any unencumbered balance or portion thereof from one classification of expenditure to another within the same Fund with the exception of Constitutional Officers for the efficient operation of government. Transfers into or out of a department of a Constitutional Officer requires prior approval of the Board of Supervisors.
- Section 7. All outstanding encumbrances, both operating and capital, at June 30, 2018 shall be re-appropriated to the FY2019 fiscal year to the same cost center and account for which they are encumbered in the previous year.
- Section 8. At the close of the fiscal year, all unencumbered appropriations lapse for budget items other than those involving ongoing operational projects, or programs supported by grants or County funds, which must be preapproved by the County Administrator or his designee and submitted to the Board of Supervisors for final approval. Such funds must be applied to the purpose for which they were originally approved.
- Section 9. Appropriations previously designated for capital projects will not lapse at the end of the fiscal year but shall remain appropriated until the completion of the project if funding is available from all planned sources, or until the Board of Supervisors, by appropriate ordinance, resolution or other action changes or eliminates the appropriation. Upon



completion of a capital project, the County Administrator is hereby authorized to close out the project and return to the funding source any remaining balances. This section applies to all existing appropriations for capital projects at June 30, 2018 and appropriations as they are made in the FY 2019 Budget. The County Administrator is hereby authorized to approve construction change orders to contracts up to an increase of \$10,000.00 as long as funds are available from the funding sources and approve all change orders for reduction of contracts.

- Section 10. The approval of the Board of Supervisors of any grant of funds to the County shall constitute the appropriation of both the revenue to be received from the grant and the County's expenditure required by the terms of the grant, if any. The appropriation of grant funds will not lapse at the end of the fiscal year but shall remain appropriated until completion of the project or until the Board of Supervisors, by appropriate action, changes or eliminates the appropriation. The County Administrator may increase or reduce any grant appropriation to the level approved by the granting agency during the fiscal year. The County Administrator may approve necessary accounting transfers between departments and funds to enable the grant to be accounted for in the correct manner. Upon completion of a grant project, the County Administrator is authorized to close out the grant and return to the funding source any remaining balance. This section applies to appropriations for grants outstanding at June 30, 2018 and appropriations in the FY 2019 Budget.
- Section 11. The County Administrator may reduce revenue and expenditure appropriations related to programs funded all or in part by the Commonwealth of Virginia and/or the Federal Government to the level approved by the responsible state or federal agency.
- Section 12. The County Administrator is authorized to make transfers to the various funds for which there are transfers budgeted. The County Administrator shall transfer funds as deemed necessary up to amounts budgeted or in accordance with any existing bond resolutions that specify the matter in which transfers are to be made.
- Section 13. The Treasurer may advance monies to and from the various funds of the County to allow maximum cash flow efficiency. The advances must not violate County bond covenants or other legal restrictions that would prohibit an advance. The Treasurer is authorized and directed to credit all interest received from the investment of all County funds to the General fund, with the exception of the School Construction Fund, Economic Development Fund, Recreation Fund, Forfeited Assets Fund, Landfill Fund, D.A.R.E. Fund, VDOT Revenue Sharing Fund (non-local money only) and the Piedmont Court Services Fund, wherein all interest earned will be credited to the respective funds.
- Section 14. All procurement activities with funds appropriated herein shall be made in accordance with the County purchasing policy and applicable state statutes.
- Section 15. It is the intent of this resolution that funds be expended for the purpose indicated in the budget; therefore, budgeted funds may not be transferred from operating expenditures to capital projects or from capital projects to operating expenses without the prior approval from the Board of Supervisors. Also, funds may not be transferred from one capital project to another without the prior approval of the Board of Supervisors.
- Section 16. The County Administrator is authorized, pursuant to State statute, to issue orders and checks for payments where funds have been budgeted, appropriated, and where sufficient funds are available. A listing of vendor payments shall be presented to the Board of Supervisors for information not less frequently than monthly.
- Section 17. Subject to the qualifications in this resolution contained, all appropriations are declared to be maximum, conditional and proportionate appropriations – the purpose being to make

the appropriations payable in full in the amount named herein if necessary and then only in the event to aggregate revenues collected and available during the fiscal year for which the appropriations are made are sufficient to pay all the appropriations in full. Otherwise, the said appropriations shall be deemed to be payable in such proportions as the total sum of all realized revenue of the respective funds is to the total amount of revenue estimated to be available in the said fiscal year by the Board of Supervisors.

- Section 18. All revenues received by an agency under the financial control of the Board of Supervisors or by the School Board or by the Social Services Board not included in its estimate of revenue for the financing of the fund budget as submitted to the Board of Supervisors may not be expended by said agency under the financial control of the Board of Supervisors or by the Social Services Board without the consent of the Board of Supervisors being first obtained, and those sums appropriated to the budget. Any grant approved by the Board for application shall not be expended until the grant is approved by the funding agency for drawdown. Nor may any of these agencies or boards make expenditures which will exceed a specific item of an appropriation.
- Section 19. Allowances out of any of the appropriations made in this ordinance by any or all County departments, commissions, bureaus, or agencies under the financial control of the Board of Supervisors to any of their officers and employees for expense on account of the use of such officers and employees of their personal automobiles in the discharge of their official duties shall be paid at the same rate as that established by the internal revenue service and shall be subject to change by the County Administrator from time to time to maintain like rates.
- Section 20. All previous appropriation ordinances or resolutions to the extent that they are inconsistent with the provisions of this ordinance shall be and the same are hereby repealed.
- Section 21. This ordinance shall become effective on July 1, 2018.

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

	<u>FUND AND FUNCTION</u>	<u>AMOUNT</u>
	<b><u>General Fund</u></b>	
11010	Board of Supervisors	\$ 127,564
12110	County Administrator	525,204
12210	Legal Services	112,577
12240	Independent Auditor	43,847
12310	Commissioner of Revenue	278,555
12320	Assessor	12,000
12410	Treasurer	329,608
12510	Information Technology	177,707
13100	Electoral Board & Officials	48,272
13200	Registrar	95,513
21100	Circuit Court	55,274
21200	General District Court	9,770
21300	Magistrates	3,025
21600	Clerk of Circuit Court	486,211
21800	Law Library	7,000
22100	Commonwealth's Attorney	593,411
22200	Victim Witness Assistance Program	70,766
31200	Sheriff	2,039,385
31201	Sheriff – Courts	403,098

32200	Volunteer Fire Departments	536,600
32300	Ambulance & Rescue Squad	92,800
32400	Forest Fire Prevention	11,687
32500	Emergency Services	84,466
33200	Regional Jail/Juvenile Detention	1,285,000
34100	Building Official	55,865
35100	Animal Control	129,697
35300	Medical Examiner	500
42600	Litter Control	7,452
42610	Sandy River Reservoir	28,000
43200	General Properties	692,383
43400	Cannery	81,581
51100	Health Department	169,791
52500	Crossroads Services Board	60,000
53500	Comprehensive Services Act	1,201,000
53501	Other Welfare/Donations	78,611
68100	Contributions to Colleges	11,750
71100	Parks & Recreation	57,000
72200	Museums	13,000
73500	Public Library	234,078
81100	Planning	189,697
81200	Community Development	48,850
81500	Economic Development	95,140
81600	Tourism	82,095
82300	Flood & Erosion Control	6,000
82400	Soil & Water Conservation	11,840
83500	Cooperative Extension Office	73,537
91000	General Expense	184,007
93000	Transfers Out	10,416,161
94000	Capital Projects	152,350
95000	Debt Service	670,852

**TOTAL GENERAL FUND** \$ **22,180,577**

**Forfeited Assets Fund** \$ **2,000**  
(To be expended only on order of the Board of Supervisors)

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

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

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

**D.A.R.E. Fund** \$ **1,500**  
(To be expended only on order of the Board of Supervisors)

**Welfare Fund** \$ **2,953,997**  
(To be expended only on order of the Social Services Board)

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

61000 – Instruction	\$18,872,059
62000 – Administration, Health, Attendance	1,570,068
63000 – Pupil Transportation	1,773,028
64000 – Operation & Maintenance	1,692,306
66000 – Facilities	150,000
67000 – Debt Service	601,358
68000 – Technology	1,106,957
<b>Total</b>	<b>\$ 25,765,776</b>

**School Cafeteria Fund** \$ 1,301,000  
 (To be expended only on order of the School Board)

**Landfill Construction Fund** \$ 258,000  
 (To be expended only on order of the Board of Supervisors)

**Water Fund** \$ 300,329

**Sewer Fund** \$ 116,329

**Solid Waste Fund** \$ 1,365,428

**Retiree Benefits Fund** \$ 13,584  
 (To be expended only on order of the Board of Supervisors)

**Economic Development Fund** \$ 43,368  
 (To be expended only on order of the Board of Supervisors)

**Revenue Sharing Fund – VDOT** \$ 0.00  
 (To be expended only on order of the Board of Supervisors)

**Piedmont Court Services Fund** \$ 566,274  
 (To be expended only on order of the Board of Supervisors)

**TOTAL APPROPRIATIONS** \$ 54,980,471

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

In Re: Appointment – Board of Appeals for Building Code

A vote was taken on the candidates for the five-year term of Board of Appeals for Building Code.

<u>Candidate</u>	<u>Vote</u>
W. Parker Terry, Jr.	Pattie Cooper-Jones J. David Emert Robert M. Jones Odessa H. Pride Gene A. Southall C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck
Anthony T. Williams	(None)

W. Parker Terry, Jr. will be appointed to the Board of Appeals for Building Code for a term of five years beginning July 1, 2018 and ending June 30, 2023.

In Re: Appointment – Poplar Hill Community Development Authority

A vote was taken on the candidates for the one-year terms for the Poplar Hill Community Development Authority:

<u>Candidate</u>	<u>Vote</u>
John Gantt	Pattie Cooper-Jones J. David Emert Robert M. Jones Odessa H. Pride Gene A. Southall C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck
Roy R. Yeatts, Jr.	Pattie Cooper-Jones J. David Emert Robert M. Jones Odessa H. Pride Gene A. Southall C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck

John Gantt and Roy R. Yeatts, Jr., will be appointed to the Poplar Hill Community Development Authority for a term of one year beginning July 1, 2017 and ending June 30, 2019.

In Re: Appointment – Prince Edward County Industrial Development Authority – Four Year Term

A vote was taken on the candidates for the four-year term for the Prince Edward County Industrial Development Authority:

<u>Candidate</u>	<u>Vote</u>
Bradley Watson	Pattie Cooper-Jones J. David Emert Robert M. Jones Odessa H. Pride Gene A. Southall C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck

Bradley Watson will be appointed to the Prince Edward County Industrial Development Authority for a term of four years beginning July 1, 2018 and ending June 30, 2022.

In Re: Appointment – Social Services Board

A vote was taken on the candidate for the four-year term for the Prince Edward Social Services Board.

<u>Candidate</u>	<u>Vote</u>
Theresa A. Clark, Ph.D.	Pattie Cooper-Jones J. David Emert Robert M. Jones Odessa H. Pride Gene A. Southall C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck
John Percell Johnson, Jr.	(None)
Anthony T. Williams	(None)
Gary L. Williams	(None)

Theresa A. Clark, Ph.D. will be appointed to the Social Services Board for a term of four years beginning July 1, 2018 and ending June 30, 2022.

In Re: Appointment – Central Virginia Regional Library Board

A vote was taken on the candidate for the four-year term for the Central Virginia Regional Library Board.

<u>Candidate</u>	<u>Vote</u>
Gwendolyn S. Akers-Booker	Pattie Cooper-Jones J. David Emert Robert M. Jones Odessa H. Pride Gene A. Southall C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck

Gwendolyn S. Akers-Booker will be appointed to the Central Virginia Regional Library Board for a term of four years beginning July 1, 2018 and ending June 30, 2022.

In Re: Appointment – Piedmont Senior Resources

A vote was taken on the candidate for the three-year term for Piedmont Senior Resources.

<u>Candidate</u>	<u>Vote</u>
Deana J. Bennett	Robert M. Jones Gene A. Southall C. Robert Timmons, Jr.
Brian Vincent	Pattie Cooper-Jones J. David Emert Odessa H. Pride Jim R. Wilck
	Abstain - Jerry R. Townsend

Brian Vincent will be appointed to Piedmont Senior Resources for a term of three years beginning July 1, 2018 and ending June 30, 2021.

In Re: Piedmont Senior Resources, Board Appointment

Supervisor Emert stated he was contacted by Piedmont Senior Resources requesting that a Board member be selected to serve on its board.

Chairman Cooper-Jones asked if any Board member would be interested in serving on the Piedmont Senior Resources Board.

Chairman Cooper-Jones appointed Supervisor Pride to the Piedmont Senior Resources board; the Board concurred.

In Re: Appointments – Board of Supervisors-Poplar Hill CDA

Mr. Bartlett said there are eight members on the Poplar Hill Community Development Authority, three of which are appointed by the Board of Supervisors – two citizens (one-year term of office) and one Board member (two-year term of office). The Board’s two-year term of office was held by late Board member Howard Simpson and it expires June 30, 2019. The Board will wish to appoint a Board of Supervisor member to fill the vacancy on the Poplar Hill CDA for a term of office to expire June 30, 2019.

Chairman Cooper-Jones appointed Supervisor Southall to the Poplar Hill Community Development Authority for a term to expire June 30, 2019; the motion carried:

Aye:	Pattie Cooper-Jones J. David Emert Robert M. Jones Odessa H. Pride C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck	Nay:	None	Abstain:	Gene A. Southall
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Supervisor Southall will be appointed to the Poplar Hill Community Development Authority for a term ending June 30, 2019.

In Re: Appointment – Virginia’s Heartland Regional Industrial Facility Authority

Supervisor Bob Timmons currently represents the Board of Supervisors on this Industrial Facility Authority. His current term of office expires June 30, 2018.

Supervisor Townsend made a motion, seconded by Supervisor Wilck, to reappoint Supervisor Timmons to the Virginia’s Heartland Regional Industrial Facility Authority for a term to expire June 30, 2022; the motion carried:

Aye:	Pattie Cooper-Jones J. David Emert Robert M. Jones Odessa H. Pride Gene A. Southall Jerry R. Townsend Jim R. Wilck	Nay:	None	Abstain:	C. Robert Timmons, Jr.
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Supervisor Timmons will be reappointed to the Virginia’s Heartland Regional Industrial Facility Authority for a term ending June 30, 2019.

In Re: Appointment – South Central Workforce Development Area Consortium

The late Supervisor Howard Simpson was designated by the Chair to represent the Board on the South Central Workforce Development Area Consortium. The Chair will wish to fill this vacancy with a term to expire December 31, 2018.

Chairman Cooper-Jones made a motion, seconded by Supervisor Wilck, to appoint Supervisor Townsend to the Virginia’s Heartland Regional Industrial Facility Authority for a term to expire June 30, 2022; the motion carried:

Aye:	Pattie Cooper-Jones J. David Emert Robert M. Jones Odessa H. Pride Gene A. Southall C. Robert Timmons, Jr. Jim R. Wilck	Nay:	None	Abstain:	Jerry R. Townsend
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Supervisor Townsend will be appointed to the South Central Workforce Development Area Consortium for a term ending December 31, 2018.

In Re: Board Committees – Library Committee & Bus Committee

Chairman Cooper-Jones appointed Supervisor Southall to fill the vacancy created by the passing of Howard Simpson on the Library Committee, and Supervisor Southall to fill the vacancy on the Bus Committee. The Board concurred.

In Re: Appointment – Granite Falls CDA

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

Chairman Cooper-Jones appointed Gene Southall to Granite Falls CDA for a term of office to expire November 6, 2018; the motion carried:

Aye: Pattie Cooper-Jones      Nay: None      Abstain: Gene A. Southall  
J. David Emert  
Robert M. Jones  
Odessa H. Pride  
C. Robert Timmons, Jr.  
Jerry R. Townsend  
Jim R. Wilck

In Re: Appointment - 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.

Chairman Cooper-Jones appointed Gene Southall to Virginia's Heartland Water & Sewer Authority for a term of office to expire November 6, 2018; the motion carried:

Aye: Pattie Cooper-Jones      Nay: None      Abstain: Gene A. Southall  
J. David Emert  
Robert M. Jones  
Odessa H. Pride  
C. Robert Timmons, Jr.  
Jerry R. Townsend  
Jim R. Wilck

In Re: Workforce Investment Board

Mr. Bartlett stated the South Central Workforce Development Board meets quarterly and each member is requested to participate on a committee that meets quarterly as well. The Board provides oversight to the employment and training services for adults, dislocated workers and at-risk youth. Policy development is a big part of what the Board does to be sure funds are spent for training that meets the needs of local business.

Mr. Rob Fowler, the County's Director of Planning and Community Development, has represented the County on the WIB since 2016. To keep County representation on the Workforce Development Board, Mr. Bartlett recommended the Board consider forwarding the name of Rob Fowler to the Chief Local Elected Officials Board (CLEO), for reappointment. This nomination will be voted on by the Chief Local Elected Officials at their next meeting; this term of office will expire June 30, 2020.

Supervisor Timmons made a motion, seconded by Supervisor Townsend, to recommend the appointment of Rob Fowler to the Chief Local Elected Officials Board of the South Central Workforce Investment Council for a term of July 1, 2018 to June 30, 2020:

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

In Re: Request from the American Legion

Mr. Bartlett said that during the May Board meeting, the County received a letter from the American Legion for permission to place a new memorial on the Courthouse lawn to honor those service members who lost their lives in WWI.

The policy adopted by the Board of Supervisors in 2010 with regards to the County's military memorials only pertains to the process for including the name of a service member on an existing memorial. The County has no policy regarding placement of a new memorial. As the American Legion is willing to pay for a new monument, this is not a financial decision. With the approved Criteria for Inclusion, the process for determining whose names should be placed on any such monument is already in place.

The primary decision is to determine if the Board is interested in the placement of a new memorial on the Courthouse lawn. If not, the process ends and no further action is required. He said if the decision is to entertain the request, the major decision points are deciding if a new monument is needed or if there is enough space on the existing monuments to hold the names; and if a new monument is needed, where would it be placed and should it match the existing monuments or be distinctive.

Mr. Dan Pempel presented information regarding the existing monuments and a sketch of the proposed monument. He said names were obtained from the Virginia Military Death Database and the Department of Defense. He said the names will have to be reviewed because at the time, all in the area were required to travel to Prince Edward County to sign up with the Draft Board.

Following some discussion, Supervisor Wilck made a motion, seconded by Supervisor Emert, to approve the request from the American Legion.

Supervisor Timmons said the Board should assign this project to the Properties Committee or County staff to meet with representatives from the American Legion and report back to the full Board with a recommendation.

Following further discussion, Supervisors Wilck withdrew his motion.

The Board concurred to table action on the request until after the Properties Committee meets and makes their recommendation. A meeting of the Properties Committee was set for Monday, June 25, 2018 at 5:00 p.m.

In Re: Appropriation – Prince Edward County Public Schools

Mr. Bartlett stated the Prince Edward County Public Schools are requesting an additional appropriation of \$20,000 to the School Food Service Budget. He said the guidelines state that the School can only have a certain amount in the fund. The Schools request that the \$20,000 be moved from the Cafeteria Fund Balance into the Food Products line.

Supervisor Timmons made a motion, seconded by Supervisor Pride, to approve the FY18 Budget Amendment and appropriate the same funds, as follows:

**FY18 BUDGET AMENDMENTS**

Rev/Exp	Fund	Dept.	Object	Description	Debit	Credit
3 (Rev)	270	41050	0270	Cafeteria Fund Balance		\$20,000
4 (Exp)	270	65100	0006	Food Products	\$20,000	

The motion carried:

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

Nay: None

In Re: County Administrator's Report

Strategic Planning Session

Mr. Bartlett stated Board members requested discussion concerning the County's Strategic Plan. He presented the County's Approved Three-Year Strategic Work Plan approved on November 8, 2016; he also included Longwood's Strategic Plan and information obtained from Farmville. The last meeting concerning the County's Strategic Plan was at the July 11, 2017 monthly Board meeting where the Board heard an update from Staff on the progress to date.

Mr. Bartlett asked the Board that as the approved work plan was for a three-year period and we are about half-way through that time, is a full-scale retreat desired or one that would update the existing plan and review progress to date; he then asked if a facilitator should be hired to assist and if so, who; and where and when should a retreat be held.

Mr. Bartlett recommended tasking the Strategic Planning Committee with discussing this issue and making a recommendation to the Board. He stated the members on the Strategic Planning Committee are Supervisor Pride (Chair), Supervisor Emert and Supervisor Wilck.

Chairman Cooper-Jones recommended the Board send the issue to the Strategic Planning Committee for recommendation; the Board concurred.

Personnel Update

Mr. Bartlett stated we have been having difficulty recruiting qualified personnel for the landfill. He said this includes both heavy equipment operators and a Solid Waste Director. The tight job market contributes to the lack of qualified applicants and the pay for the Solid Waste Director may not be adequate. Another issue is the fact that the County only pays once a month. Most construction workers are accustomed to being paid each week. Several applicants have cited that as the reason they would not accept a job offer. Mr. Bartlett said he plans to re-advertise and expand the advertisements to include surrounding Counties and social media. If the frequency of payment remains an issue, we will look at other solutions. Some discussion followed.

Virginia Growth Alliance

Mr. Bartlett said the County's notice of withdrawal was sent to the member jurisdictions as required and the County's request to waive the six-month notice and continue with the Retail Strategies contract was denied. He added the VGA stated the request for waiver was late and they did not approve the waiver requested by Amelia County and it would not be fair to approve Prince Edward County's request. Mr. Bartlett said Prince Edward County is obligated for this fiscal year and will be a member of VGA until June 30, 2019. Prince Edward County will still be part of the Retail Strategies contract with VGA. Discussion followed.

Audit Contract

Mr. Bartlett presented for review the contract to engage Robinson, Farmer, Cox to complete the scope of services to complete the County's FY18 audit. He said the contract price is \$35,500, which represents a \$500 increase over FY17.

Chairman Cooper-Jones made a motion, seconded by Supervisor Wilck, to approve the contract and authorize the Board Chair and the County Administrator to execute all related documents; the motion carried:

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

In Re: Upcoming

Mr. Bartlett stated Southern GO Virginia, Region 3 Partners Update Meeting will be held Thursday, June 21, 2018; RSVP is needed.

Supervisor Timmons asked the members to attend.

Mr. Bartlett said opportunities for funding for our region is available. He said it is hard for one locality to obtain funding. He said the event is well worthwhile.

Mr. Bartlett then stated the Virginia County Supervisors White House Conference will be held Tuesday, June 26, 2018 in Washington D.C. RSVP is necessary.

Mr. Bartlett said the VACo County Officials' Summit will be held Thursday, August 16, 2018. VACo Steering Committee Meetings will also be held this day at the same location.

In Re: Closed Session

Supervisor Wilck made a motion, seconded by Supervisor Timmons, that the Board convene in Closed Session for discussion of public safety communications plans related to the safety and security of the Prince Edward County Sheriff's Department, pursuant to the exemption provided for in Section 2.2-3711(A)(19) of the *Code of Virginia*, and for discussion of the terms of the contract for the replacement of the roof of the STEPS Building which involves the expenditure of public funds, where discussion in an open session would adversely affect the bargaining position of the County, pursuant to the exemption provided for in Section 2.2-3711(A)(29) of the *Code of Virginia*; and for discussion and consideration of the appointments of County Attorneys, pursuant to the exemption provided for in Section 2.2-3711(A)(1) of the *Code of Virginia*; and for discussion of the disposition of publicly-owned real property in the Prince Edward County Business Park, where discussion in an open meeting could adversely affect the negotiating strategy of the County, pursuant to the exemption provided for in Section 2.2-3711(A)(3) of the *Code of Virginia*; the motion carried:

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

Nay: None

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

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

Nay: None

On motion of Chairman Cooper-Jones and seconded by Supervisor Emert, and carried by the following roll call vote:

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

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

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

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

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

Supervisor Emert stated he spoke with a company in Brookneal that will match or do better than what the County is getting paid at J&J, and they will do the trucking for a flat fee per box, which would relieve part of the County's trucking problem. He added that if the Board would like Supervisor Emert to talk with the company, he will do so and report back to the Board. Discussion followed.

In Re: Animal Warden's Report

Mr. Adam Mumma, Animal Control Officer, submitted a report for the month of April 2018, which was reviewed and ordered to be filed with the Board papers.

In Re: Building Official's Report

Mr. Coy Leatherwood, Building Inspector, submitted a report for the month of April 2018, which was reviewed and ordered to be filed with the Board papers.



In Re: Cannery – Commercial Operations

Ms. Allie Hill, Virginia Food Works, submitted reports for March & April, 2018, which were reviewed and ordered to be filed with the Board papers.

In Re: Prince Edward County Public Schools

Dr. Barbara Johnson, Superintendent, submitted a financial summary report for the month of March 2018, 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 reports for the months of March and April, 2018, which were reviewed and ordered to be filed with the Board papers.

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

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

the meeting was adjourned at 9:55 p.m.

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

**Meeting Date:** July 10, 2018  
**Item No.:** 8-c  
**Department:** County Administration  
**Staff Contact:** Barbara Poulston  
**Issue:** Review of Accounts & Claims

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

**Attachments:** June 2018 Bill List  
Board Mileage Reports

**Recommendation:**

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

Cooper-Jones \_\_\_\_\_  
Emert \_\_\_\_\_  
Jones \_\_\_\_\_

Pride \_\_\_\_\_  
Southall \_\_\_\_\_  
Timmons \_\_\_\_\_

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

6/29/2018

FROM DATE- 6/01/2018  
TO DATE- 6/30/2018

ACCOUNTS PAYABLE CHECKS  
PRINCE EDWARD

FUND NO.	DESCRIPTION	\$\$\$ PAY \$\$\$
100	GENERAL FUND	\$336,649.56
501	WATER FUND	\$45.01
502	SEWER FUND	\$55.30
520		\$44,210.44
732	RETIREMENT BENEFIT FUND	\$1,132.00
741	PIEDMONT COURT SERVICES FUND	\$5,414.80
	TOTAL	387,507.11

MAJOR# ACCT# 011010	VENDOR NUMBER BOARD OF SUPERVISORS	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
3160	31980	Professional Services VEPGA	46369	ENERGY NEGOTIATIONS	181.00 ACCOUNT TOTAL 181.00 *
3600	15240	Advertising FARMVILLE NEWSMEDIA	129579 ADM 618	ADVERTISING	460.88 ACCOUNT TOTAL 460.88 *
5530	10652 11894	Travel-Subsistence & Lodg ARAMARK BUSINESS CARD	28268 6702 PUCKETT618	MEALS WATER	170.88 19.36 ACCOUNT TOTAL 190.24 *
6040	31333	ADP Equipment VERIZON WIRELESS	9807768867	IPAD SERVICE	465.54 ACCOUNT TOTAL 465.54 * MAJOR TOTAL 1,297.66 **
012110		COUNTY ADMINISTRATOR			
3320	20600	Maintenance Service Contr KEY OFFICE SUPPLY	515133	COPIER SERV CONTRACT	795.00 ACCOUNT TOTAL 795.00 *
5210	11894 30500	Postal Services BUSINESS CARD U S POSTAL SERVICE	6702 PUCKETT618 BOX RENT 2018	POSTAGE BOX RENT	6.20 90.00 ACCOUNT TOTAL 96.20 *
5230	30440 30440	Telecommunications US CELLULAR US CELLULAR	816442183 618 816442183 618A	PHONE PHONE	137.60 147.60 ACCOUNT TOTAL 285.20 *
5810	31423	Dues & Association Member VA ASSOC OF COUNTIES*	IVC0605018	18-19 DUES	4,877.00 ACCOUNT TOTAL 4,877.00 *
6001	11894 11902 11902 13369 15380 20600 20600 20600	Office Supplies BUSINESS CARD BUSINESS DATA OF VA, INC. BUSINESS DATA OF VA, INC. DIAMOND SPRINGS WATER INC FARMVILLE PRINTING KEY OFFICE SUPPLY KEY OFFICE SUPPLY KEY OFFICE SUPPLY	6702 PUCKETT618 108 2018 83 2018A 11393100 618 5074 BC 516383 516384 516935	NORTON UPDATE NORTON UPDATE NORTON UPDATE WATER & EQUIP RENTAL BUSINESS CARDS COPY PAPER COPY PAPER NAME PLATE-SOUTHALL	29.99 34.95 69.90 43.95 10.00 383.88 91.98 10.00 ACCOUNT TOTAL 674.65 *
6012	22211 22950 22950	Books and Subscriptions MATTHEW BENDER & CO INC MUNICIPAL CODE CORP MUNICIPAL CODE CORP	2781808 309982 311564	2018 ANNO CITATOR WEB HOSTING WEB HOSTING	99.08 950.00 350.00 ACCOUNT TOTAL 1,399.08 ** MAJOR TOTAL 8,127.13 **

AP375H  
6/29/2018  
FUND # - 100 GENERAL FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 6/01/2018 -- 6/30/2018

AFTER CHECKS  
PAGE 2

MAJOR# ACCT# 012310	VENDOR NUMBER COMMISSIONER OF REVENUE	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5210	11353 30520	Postal Services BMS DIRECT U S POSTAL SERVICE	126526P BOX RENT 2018	POSTAGE-PPTY FORMS BOX RENT	5,500.00 144.00 5,644.00 *
5230	13325	Telecommunications TREASURER OF VIRGINIA	T415353	ONLINE SERVICE	81.59 81.59 *
6001	20600	Office Supplies KEY OFFICE SUPPLY	31410	MERCHANDISE RETURNED	183.98-
	20600	KEY OFFICE SUPPLY	515885	FILE FOLDRS/WHITEOUT	40.89
	20600	KEY OFFICE SUPPLY	516600	INK CARTRIDGES/FOLDR	694.82
	20600	KEY OFFICE SUPPLY	516879	TONER	59.95
	20600	KEY OFFICE SUPPLY	516958	INK CARTRIDGE	199.90
	20600	KEY OFFICE SUPPLY	517016	SAMSUNG CARTRIDGES	269.85
	20600	KEY OFFICE SUPPLY	517670	INK CARTRIDGES	329.97
6014	11353	Other Operating Supplies BMS DIRECT	126525	RE & PPTY BOOKS	1,411.40 *
012410	TREASURER			ACCOUNT TOTAL	1,300.00
3320	12762	Maintenance Service Contr COMPUTERPLUS SALES/SERVIC	MC0000189782	ACCOUNT TOTAL	1,300.00 *
3600	15240	Advertising FARMVILLE NEWSMEDIA	130364 TREAS618	PRINTER SERV CONTRCT	602.55 602.55 *
5210	11353 11353 30540	Postal Services BMS DIRECT BMS DIRECT U S POSTAL SERVICE	126658P 126660P BOX RENT 618	DELINQUENT RE AD	110.61 110.61 *
5230	11250 13325	Telecommunications BENCHMARK COMMUNITY BANK TREASURER OF VIRGINIA	7596 TREAS 618 T415353	POSTAGE-RE BILLS POSTAGE-PPTY BILLS BOX RENT	2,000.00 2,000.00 90.00
5410	22079	Lease/Rent Equipment MAIL FINANCE	N7164780	ACCOUNT TOTAL	4,090.00 *
5810	11015	Dues & Association Member BAI TREASURERS USER GROUP	DUES FY19	PAYFLOW/PAYPAL ONLINE SERVICE	3.10 81.59 84.69 *
6001	11902 12726	Office Supplies BUSINESS DATA OF VA, INC. COMPRO COMPUTERS	83 2018A 2125 0717	POSTAGE MTR LEASE	1,527.00 1,527.00 *
				DUES	500.00 500.00 *
				NORTON UPDATE PRINTER	139.80 390.75

MAJOR# ACCT#	VENDOR NUMBER NAME	INV#	DESCRIPTION	AMOUNT
6014	20600 KEY OFFICE SUPPLY	515375	LASER CARTRIDGE	72.59
	20600 KEY OFFICE SUPPLY	515509	INK CARTRIDGES	231.98
	20600 KEY OFFICE SUPPLY	515510	INK CARTRIDGES/PENS	331.43
			ACCOUNT TOTAL	1,166.55 *
	28866 STEPS, INC	13803	SHREDDING SERVICE	70.00
			ACCOUNT TOTAL	70.00 *
			MAJOR TOTAL	8,151.40 **
012510	INFORMATION TECHNOLOGY			
3160	Professional Services			
	11902 BUSINESS DATA OF VA, INC.	JUNE 2018	CONTRACT AGREEMENT	3,900.00
	11902 BUSINESS DATA OF VA, INC.	102 2018	TRAVEL EXPENSE	125.00
	11902 BUSINESS DATA OF VA, INC.	103 2018	TRAVEL EXPENSE	125.00
	11902 BUSINESS DATA OF VA, INC.	108 2018	TRAVEL EXPENSE	125.00
	11902 BUSINESS DATA OF VA, INC.	110 2018	TRAVEL EXPENSE	125.00
	11902 BUSINESS DATA OF VA, INC.	77 2018A	TRAVEL EXPENSE	125.00
	11902 BUSINESS DATA OF VA, INC.	83 2018A	TRAVEL EXPENSE	125.00
	11902 BUSINESS DATA OF VA, INC.	86 2018A	TRAVEL EXPENSE	125.00
	11902 BUSINESS DATA OF VA, INC.	89 2018*	TRAVEL EXPENSE	125.00
	11902 BUSINESS DATA OF VA, INC.	92 2018*	TRAVEL EXPENSE	125.00
	11902 BUSINESS DATA OF VA, INC.	95 2018*	TRAVEL EXPENSE	125.00
	11902 BUSINESS DATA OF VA, INC.	96 2018	TRAVEL EXPENSE	125.00
	11902 BUSINESS DATA OF VA, INC.	97 2018	TRAVEL EXPENSE	125.00
			ACCOUNT TOTAL	5,400.00 *
3161	Webpage Services			
	28330 SITEVISION INC	19960	WEB HOSTING	179.85
			ACCOUNT TOTAL	179.85 *
3320	Maintenance Service			
	11537 BAI MUNICIPAL SOFTWARE	20180530009	ANNUAL MAINTENANCE	5,228.00
	12762 COMPUTERPLUS SALES/SERVIC	MC0000189783	PRINTER SERV CONTRACT	79.00
			ACCOUNT TOTAL	5,307.00 *
			MAJOR TOTAL	10,886.85 **
013100	ELECTORAL BOARD AND OFFICIALS			
1100	Salaries & Wages			
	10173 AKERS-BOOKER GWENDOLYN	MAR-JUN 2018	SALARY	1,074.00
	22152 MARTIN SAMUEL A JR	MAR-JUN 2018	SALARY	537.32
	25938 PUCKETT CHARLES D	MAR-JUN 2018	SALARY	537.32
			ACCOUNT TOTAL	2,148.64 *
3160	Professional Services			
	14551 ELECTION SYSTEMS &	1044522	AUDIO SERVICES	424.00
	14551 ELECTION SYSTEMS &	1044523	BALLOT LAYOUT	78.25
	14551 ELECTION SYSTEMS &	1044526	CODING SERVICES	1,108.92
	24985 OWEN G DUNN CO	13038	BALLOT SERV-TESTING	1,650.00
			ACCOUNT TOTAL	3,261.17 *
3161	Election Official			
	10007 ABDUS-SAPUR BEVERLY	ELECTION 618	OFFICIAL	100.00

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
	10007	ABDUS-SABUR BEVERLY	ELECTION 618	TRAINING	25.00
	10119	ACAMPORA GAIL	ELECTION 618	OFFICIAL	90.00
	10148	ADAMS PATRICIA	ELECTION 618	OFFICIAL	90.00
	11171	BARNES BARBARA	ELECTION 618	OFFICIAL	100.00
	11171	BARNES BARBARA	ELECTION 618	TRAINING	25.00
	11186	BARNES ROBERT L	ELECTION 618	OFFICIAL	90.00
	11186	BARNES ROBERT L	ELECTION 618	TRAINING	25.00
	11198	BASKIN BETTY	ELECTION 618	OFFICIAL	90.00
	11648	BROWN WENDELL	ELECTION 618	OFFICIAL	90.00
	12068	CALHOUN ELIZABETH	ELECTION 618	OFFICIAL	90.00
	12079	CALHOUN LONNIE	ELECTION 618	OFFICIAL	90.00
	12079	CALHOUN LONNIE	ELECTION 618	TRAINING	25.00
	12616	COLES-BARKSDALE DOROTHY	ELECTION 618	OFFICIAL	90.00
	12894	CRAWLEY RALPH A	ELECTION 618	OFFICIAL	90.00
	12894	CRAWLEY RALPH A	ELECTION 618	TRAINING	25.00
	13766	DOVE RACHAEL E	ELECTION 618	OFFICIAL	90.00
	14365	EDMENDSON SARAH	ELECTION 618	OFFICIAL	100.00
	14365	EDMENDSON SARAH	ELECTION 618	TRAINING	25.00
	14739	EMERT PEGGY	ELECTION 618	OFFICIAL	90.00
	14793	ERICKSON RICHARD W	ELECTION 618	OFFICIAL	90.00
	15070	FARMER DEAN	ELECTION 618	SET UP POLLS	50.00
	15574	FAWCETT NANCY D	ELECTION 618	OFFICIAL	115.00
	15574	FAWCETT NANCY D	ELECTION 618	TRAINING	25.00
	15574	FAWCETT NANCY D	ELECTION 618	PHONE	10.00
	15574	FAWCETT NANCY D	ELECTION 618	BALLOTS	20.00
	15574	FAWCETT NANCY D	ELECTION 618	MILEAGE	5.00
	15870	FORD MOSES	ELECTION 618	OFFICIAL	90.00
	15925	FOWLKES JEAN G	ELECTION 618	OFFICIAL	90.00
	16173	GIBBS SHEILA D	ELECTION 618	OFFICIAL	90.00
	16228	GLADDEN YOLANDA	ELECTION 618	OFFICIAL	90.00
	16228	GLADDEN YOLANDA	ELECTION 618	OFFICIAL	115.00
	16228	GLADDEN YOLANDA	ELECTION 618	TRAINING	25.00
	16228	GLADDEN YOLANDA	ELECTION 618	PHONE	10.00
	17062	HALLADAY JENNIFER J	ELECTION 618	MILEAGE	5.00
	17645	HICKS FRANCES	ELECTION 618	OFFICIAL	90.00
	17746	HOLLINGSWORTH ESTHER W	ELECTION 618	OFFICIAL	90.00
	17746	HOLLINGSWORTH ESTHER W	ELECTION 618	OFFICIAL	115.00
	17746	HOLLINGSWORTH ESTHER W	ELECTION 618	TRAINING	25.00
	17746	HOLLINGSWORTH ESTHER W	ELECTION 618	PHONE	10.00
	17746	HOLLINGSWORTH ESTHER W	ELECTION 618	BALLOTS	20.00
	19250	JASPER FRANCES D	ELECTION 618	MILEAGE	5.00
	19250	JASPER FRANCES D	ELECTION 618	OFFICIAL	115.00
	19250	JASPER FRANCES D	ELECTION 618	TRAINING	25.00
	19250	JASPER FRANCES D	ELECTION 618	PHONE	10.00
	19250	JASPER FRANCES D	ELECTION 618	BALLOTS	20.00
	19250	JASPER FRANCES D	ELECTION 618	MILEAGE	15.00
	19701	JOHNSON SYNI	ELECTION 618	OFFICIAL	90.00
	19768	JONES BARBARA	ELECTION 618	OFFICIAL	90.00
	20207	KELLUM DONALD B JR	ELECTION 618	OFFICIAL	90.00
	21001	KOETHER CINDY H	ELECTION 618	OFFICIAL	115.00



MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INVOICE #	DESCRIPTION	AMOUNT
	21001	KOETHER CINDY H	ELECTION 618	TRAINING	25.00
	21001	KOETHER CINDY H	ELECTION 618	PHONE	10.00
	21001	KOETHER CINDY H	ELECTION 618	BALLOTS	20.00
	21001	KOETHER CINDY H	ELECTION 618	MILEAGE	5.00
	21632	LEE JAMES JUNIOR	ELECTION 618	OFFICIAL	90.00
	21664	LEE JEAN W	ELECTION 618	OFFICIAL	115.00
	21664	LEE JEAN W	ELECTION 618	TRAINING	25.00
	21664	LEE JEAN W	ELECTION 618	PHONE	10.00
	21664	LEE JEAN W	ELECTION 618	BALLOTS	20.00
	21664	LEE JEAN W	ELECTION 618	MILEAGE	15.00
	22127	MARCELLIN IDA M	ELECTION 618	OFFICIAL	90.00
	22253	MCBRIDE APRIL	ELECTION 618	OFFICIAL	100.00
	22253	MCBRIDE APRIL	ELECTION 618	TRAINING	25.00
	22274	MCELHENIE LORA P	ELECTION 618	OFFICIAL	115.00
	22274	MCELHENIE LORA P	ELECTION 618	TRAINING	25.00
	22274	MCELHENIE LORA P	ELECTION 618	PHONE	10.00
	22274	MCELHENIE LORA P	ELECTION 618	BALLOTS	20.00
	22274	MCELHENIE LORA P	ELECTION 618	MILEAGE	15.00
	22274	MCELHENIE LORA P	ELECTION 618	OFFICIAL	90.00
	22344	MEDLIN LINDA	ELECTION 618	OFFICIAL	115.00
	22691	MORGAN TOLA	ELECTION 618	OFFICIAL	25.00
	22691	MORGAN TOLA	ELECTION 618	TRAINING	25.00
	22691	MORGAN TOLA	ELECTION 618	PHONE	10.00
	22691	MORGAN TOLA	ELECTION 618	BALLOTS	20.00
	22691	MORGAN TOLA	ELECTION 618	MILEAGE	15.00
	23342	NASH BRENDA	ELECTION 618	OFFICIAL	90.00
	25047	PAIGE WHITFIELD	ELECTION 618	OFFICIAL	150.00
	25047	PAIGE WHITFIELD	ELECTION 618	TRAINING	50.00
	25348	PHAUP NANCY	ELECTION 618	OFFICIAL	100.00
	25348	PHAUP NANCY	ELECTION 618	TRAINING	25.00
	27131	RANDOLPH REBECCA L	ELECTION 618	OFFICIAL	100.00
	27131	RANDOLPH REBECCA L	ELECTION 618	TRAINING	25.00
	27660	ROBERTSON ROSALIE B	ELECTION 618	OFFICIAL	25.00
	27660	ROBERTSON ROSALIE B	ELECTION 618	TRAINING	100.00
	28339	SHEPPERSON BERTHA E	ELECTION 618	OFFICIAL	25.00
	28406	SOMERS JAMES	ELECTION 618	OFFICIAL	100.00
	28406	SOMERS JAMES	ELECTION 618	TRAINING	90.00
	28408	SIMPSON DONNA	ELECTION 618	OFFICIAL	100.00
	28408	SIMPSON DONNA	ELECTION 618	TRAINING	25.00
	28434	SOMERS CLAUDIA	ELECTION 618	OFFICIAL	100.00
	28434	SOMERS CLAUDIA	ELECTION 618	TRAINING	25.00
	28434	SOMERS CLAUDIA	ELECTION 618	OFFICIAL	115.00
	28434	SOMERS CLAUDIA	ELECTION 618	TRAINING	25.00
	28434	SOMERS CLAUDIA	ELECTION 618	PHONE	10.00
	28434	SOMERS CLAUDIA	ELECTION 618	BALLOTS	20.00
	28434	SOMERS CLAUDIA	ELECTION 618	MILEAGE	20.00
	28435	SIMMS SCOTT	ELECTION 618	OFFICIAL	10.00
	28435	SIMMS SCOTT	ELECTION 618	TRAINING	115.00
	28435	SIMMS SCOTT	ELECTION 618	PHONE	25.00
	28435	SIMMS SCOTT	ELECTION 618	BALLOTS	10.00
	28435	SIMMS SCOTT	ELECTION 618	MILEAGE	20.00
	28435	SIMMS SCOTT	ELECTION 618	OFFICIAL	15.00
	28439	SKAKUM LYNN	ELECTION 618	OFFICIAL	115.00

MAJOR#	ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
3320		28439	SKAKUM LYNN	ELECTION 618	TRAINING	25.00
		28882	STOCKTON MARGARET	ELECTION 618	OFFICIAL	100.00
		28882	STOCKTON MARGARET	ELECTION 618	TRAINING	25.00
		29283	TIMMONS LINDA	ELECTION 618	OFFICIAL	90.00
		29348	TOWNSEND CRYSTAL GLENN	ELECTION 618	OFFICIAL	115.00
		29348	TOWNSEND CRYSTAL GLENN	ELECTION 618	TRAINING	25.00
		29348	TOWNSEND CRYSTAL GLENN	ELECTION 618	PHONE	10.00
		29790	TRENT JOYCE MYLUM	ELECTION 618	BALLOTS	20.00
		32915	WRIGHT KASIE R	ELECTION 618	OFFICIAL	90.00
		32915	WRIGHT KASIE R	ELECTION 618	OFFICIAL	100.00
		36140	ZEHNER LUCIE	ELECTION 618	TRAINING	25.00
		36140	ZEHNER LUCIE	ELECTION 618	OFFICIAL	115.00
		36140	ZEHNER LUCIE	ELECTION 618	TRAINING	25.00
		36140	ZEHNER LUCIE	ELECTION 618	PHONE	10.00
		36140	ZEHNER LUCIE	ELECTION 618	BALLOTS	20.00
		36140	ZEHNER LUCIE	ELECTION 618	MILEAGE	15.00
					ACCOUNT TOTAL	6,410.00 *
3600		14551	Maintenance Service Contr ELECTION SYSTEMS &	1043853	MAINTENANCE CONTRACT	5,665.00
					ACCOUNT TOTAL	5,665.00 *
5420		15240	Advertising FARMVILLE NEWSMEDIA	130369 REGIS618	ADVERTISING	135.19
					ACCOUNT TOTAL	135.19 *
		13083	Lease/Rental of Buildings DARLINGTON HGT FIRE DEPT	ELECTION 618	RENT	200.00
		14600	ELKS LODGE #269	ELECTION 618	RENT	200.00
		15520	FARMVILLE VOL FIRE DEPT	ELECTION 618	RENT	200.00
		17208	HAMPDEN-SYDNEY FIRE DEPT	ELECTION 618	RENT	200.00
		22899	MT ZION SECOND BAPTIST CH	ELECTION 618	RENT	200.00
		25920	PROSPECT VOL FIRE DEPT	ELECTION 618	RENT	200.00
		27330	RICE VOL FIRE DEPT	ELECTION 618	RENT	200.00
		28897	MT PLEASANT UNITED	ELECTION 618	RENT	200.00
					ACCOUNT TOTAL	1,600.00 *
5510		10173	Mileage AKERS-BOOKER GWENDOLYN	MILEAGE 618	MILEAGE	107.64
		25047	PAIGE WHITFIELD	MILEAGE 618	MILEAGE	74.67
					ACCOUNT TOTAL	182.31 *
					MAJOR TOTAL	19,402.31 **
013200		REGISTRAR				
5510		32961	Travel-Mileage WRIGHT LYNETTE	MILEAGE 618	MILEAGE	73.58
					ACCOUNT TOTAL	73.58 *
5530		32961	Travel-Subsistance & Lodg WRIGHT LYNETTE	LODGING 618	LODGING	210.74
		32961	WRIGHT LYNETTE	MEALS 618	MEALS	51.24
					ACCOUNT TOTAL	261.98 *
6001		11902	Office Supplies BUSINESS DATA OF VA, INC.	110 2018	NORTON UPDATES	69.90

AP375H  
6/29/2018  
FUND # - 100 GENERAL FUND

LISTING OF INVOICES FOR 6/01/2018 -- 6/30/2018

AFTER CHECKS  
PAGE 7

MAJOR# ACCT#	VENDOR NUMBER NAME	DESCRIPTION	INV#	AMOUNT
021100	15380 FARMVILLE PRINTING	BIND POLL BOOKS	REGISTRAR 618	70.00
	20600 KEY OFFICE SUPPLY	FLASH DRIVE	515075	10.99
	20600 KEY OFFICE SUPPLY	COPIER SERV CONTRACT	516356	482.00
	32961 WRIGHT LYNETTE	VELCRO	EXPENSES 618	21.03
	32961 WRIGHT LYNETTE	CONES/LOCKS	EXPENSES 618A	54.40
		ACCOUNT TOTAL		708.32 *
		MAJOR TOTAL		1,043.88 **
3310	28587 Repairs and Maintenance SOUTHERN COPIER SALES &	ANNUAL MAINT CONTRCT	180605 0032	300.00
		ACCOUNT TOTAL		300.00 *
		MAJOR TOTAL		300.00 **
021200	GENERAL DISTRICT COURT			
3160	13369 Professional Services DIAMOND SPRINGS WATER INC	WATER & EQUIP RENTAL	16759600 618	26.45
		ACCOUNT TOTAL		26.45 *
5210	22079 Postal Services MAIL FINANCE	EQUIPMENT LEASE	N7166822	376.17
	30560 U S POSTAL SERVICE	BOX RENT	BOX RENT 618	62.00
		ACCOUNT TOTAL		438.17 *
5230	30440 Telecommunications US CELLULAR	PHONE	816442183 618	23.77
	30440 US CELLULAR	PHONE	816442183 618A	23.77
		ACCOUNT TOTAL		47.54 *
6001	20600 Office Supplies KEY OFFICE SUPPLY	CARTS	515038	159.90
	20600 KEY OFFICE SUPPLY	EXPANDING FILES	515039	20.25
	20600 KEY OFFICE SUPPLY	SAFE	515606	671.00
		ACCOUNT TOTAL		851.15 *
		MAJOR TOTAL		1,363.31 **
021300	SPECIAL MAGISTRATES			
3310	28587 Repairs and Maintenance SOUTHERN COPIER SALES &	ANNUAL MAINT CONTRCT	180605 0033	350.00
		ACCOUNT TOTAL		350.00 *
		MAJOR TOTAL		350.00 **
021600	CLERK OF THE CIRCUIT COURT			
3160	10857 Professional Services ATWORK FRANCHISE INC	PART-TIME EMPLOYEE	39282	410.00
	10857 ATWORK FRANCHISE INC	PART-TIME EMPLOYEE	43243	459.20
	10857 ATWORK FRANCHISE INC	PART-TIME EMPLOYEE	43244	106.60
	10857 ATWORK FRANCHISE INC	PART-TIME EMPLOYEE	43857	377.20

AP375H  
6/29/2018  
FUND # - 100 GENERAL FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 6/01/2018 -- 6/30/2018

AFTER CHECKS  
PAGE 8

MAJOR# ACCT#	VENDOR NUMBER NAME	INV#	DESCRIPTION	AMOUNT
5210	10857 ATWORK FRANCHISE INC	44771	PART-TIME EMPLOYEE	459.20
	10857 ATWORK FRANCHISE INC	45163	PART-TIME EMPLOYEE	574.00
	10857 ATWORK FRANCHISE INC	45808	PART-TIME EMPLOYEE	459.20
			ACCOUNT TOTAL	2,845.40 *
5230	Postal Services			
	22079 MAIL FINANCE	N7166821	LEASE PAYMENT	407.13
	23798 NEOFUNDS	6828 618 CLERK	POSTAGE	1,500.00
	30610 U S POSTAL SERVICE	BOX RENT 618	BOX RENT	90.00
			ACCOUNT TOTAL	1,997.13 *
5810	Telecommunications			
	21319 CENTURYLINK	309863799 618	PHONE	45.66
			ACCOUNT TOTAL	45.66 *
5850	Dues and Assoc Membership			
	31475 VA COURT CLERK'S ASSOC	18-19 DUES	18-19 DUES	470.00
			ACCOUNT TOTAL	470.00 *
6001	Jurors/Witnesses			
	999999 BOWLES JANET	JUROR 618	JUROR	30.00
	999999 CARRINGTON ALEJIA	JUROR 618	JUROR	30.00
	999999 DAVIS BRUCE	JUROR 618	JUROR	30.00
	999999 FOSTER TRACY	JUROR 618	JUROR	30.00
	999999 GODBURN JAMES	JUROR 618	JUROR	30.00
	999999 JACOBS BOBBY	JUROR 618	JUROR	30.00
	999999 WATKINS CHARLES	JUROR 618	JUROR	30.00
			ACCOUNT TOTAL	210.00 *
6012	Office Supplies			
	20600 KEY OFFICE SUPPLY	515157	ENVELOPES	35.40
	20600 KEY OFFICE SUPPLY	515191	TAPE	78.24
	20600 KEY OFFICE SUPPLY	515194	PENS/SHEET PROTECTRS	21.68
	20600 KEY OFFICE SUPPLY	515491	STORAGE BOXES	151.66
			ACCOUNT TOTAL	286.98 *
			MAJOR TOTAL	5,855.17 **
021800	LAW LIBRARY			
6012	Books and Subscriptions			
	22211 MATTHEW BENDER & CO INC	2196506	LEGISLATIVE SUMMARY	104.43
	22211 MATTHEW BENDER & CO INC	2795167	2018 ANNO CITATOR	99.08
			ACCOUNT TOTAL	203.51 *
			MAJOR TOTAL	203.51 **
022100	COMMONWEALTH'S ATTORNEY			
5210	Postal Services			
	25483 PITNEY BOWES GLOBAL FINAN	3306312469	EQUIPMENT RENTAL	134.94
			ACCOUNT TOTAL	134.94 *
5230	Telecommunications			
	20600 KEY OFFICE SUPPLY	515029	FILE FOLDERS	94.67
	20600 KEY OFFICE SUPPLY	515259	LASER CARTRIDGE	379.90
	20600 KEY OFFICE SUPPLY	515563	PAPER CLIPS	3.25
			ACCOUNT TOTAL	477.82 *

AP375H  
6/29/2018  
FUND # - 100 GENERAL FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 6/01/2018 -- 6/30/2018

AFTER CHECKS  
PAGE 9

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5810	29644	Dues & Association Member			
	29644	TREASURER OF VIRGINIA	DUES-BOOKER 618	DUES	260.00
	29644	TREASURER OF VIRGINIA	DUES-CLARK 618	DUES	260.00
	29644	TREASURER OF VIRGINIA	DUES-HANNAH 618	DUES	260.00
				ACCOUNT TOTAL	780.00 *
5899		Miscellaneous			
	17334	HANNAH WENDY	REIMB 618	MONEY ORDER-SUBPOENA	50.00
	28866	STEPS, INC	13801	SHREDDING SERVICE	35.00
	999999	DARLINGTON COUNTY SO	CASHIER CHECK	CASHIER CK-SUBPOENA	10.00
				ACCOUNT TOTAL	95.00 *
6001		Office Supplies			
	17334	HANNAH WENDY	EXPENSES 618	PHOTOS/FOAM BOARD	70.66
				ACCOUNT TOTAL	70.66 *
				MAJOR TOTAL	1,558.42 **
022200		VICTIM WITNESS ASSISTANCE PROGRAM			
5510	28060	Travel-Mileage	EXPENSES 618	MILEAGE	152.60
				ACCOUNT TOTAL	152.60 *
5530	28060	Travel-Subsistence & Lodg	EXPENSES 618	LODGING	372.00
				ACCOUNT TOTAL	372.00 *
				MAJOR TOTAL	524.60 **
031200		SHERIFF			
3170	22345	Drug Testing	546967	DRUG TESTING	615.53
				ACCOUNT TOTAL	615.53 *
3311		Repairs & Maint-Auto & Eq			
	11005	B&G AUTO INC	3999	BRAKE PADS	221.82
	11005	B&G AUTO INC	4023	RADIATOR & FAN	754.61
	11005	B&G AUTO INC	4023A	AUTO REPAIRS	336.94
	14915	EXPRESS CARE	3094	OIL CHANGE	71.17
	14915	EXPRESS CARE	3152	OIL CHANGE	46.08
	14915	EXPRESS CARE	3259	AIR FILTER	49.98
	14915	EXPRESS CARE	3321	OIL CHANGE	46.08
	14915	EXPRESS CARE	3362	OIL CHANGE	71.17
	14915	EXPRESS CARE	3570	OIL CHANGE	60.08
	15920	FOURTH STREET MOTOR CO	SHERIFF 6/14/18	AUTO REPAIR	935.80
	17004	HALEY AUTO MALL	66799727/1	SEAT BELT BUCKLE	54.45
	20323	KENBRIDGE TIRE	36044	CALIBRATIONS	50.00
	20323	KENBRIDGE TIRE	37214	CALIBRATION	25.00
	20323	KENBRIDGE TIRE	877834	CALIBRATION	25.00
	27490	RUNDSTROM AUTO LLC	JUN 18 2018	WHEEL BEARINGS/BULB	1,125.06
				ACCOUNT TOTAL	3,873.24 *
3600		Advertising			
	15240	FARMVILLE NEWSMEDIA	SHERIFF 618	ADVERTISING	86.03
				ACCOUNT TOTAL	86.03 *

AP375H  
6/29/2018  
FUND # - 100 GENERAL FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 6/01/2018 -- 6/30/2018

AFTER CHECKS  
PAGE 10

MAJOR# ACCT# 5210	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
	11894	Postal Services	0555 SHERIFF618	POSTAGE	11.14
	30666	BUSINESS CARD	BOX RENT 618	BOX RENT	62.00
		U S POSTAL SERVICE		ACCOUNT TOTAL	73.14 *
5230		Telecommunications			
	21319	CENTURYLINK	309468839 618	PHONE	10.36
	21319	CENTURYLINK	309558628 618	VCIN	7.97
	30440	US CELLULAR	918210747 618	PHONE	761.05
	30440	US CELLULAR	918210747A 618	PHONE	775.07
				ACCOUNT TOTAL	1,554.45 *
5530		Travel-Subsistence & Lodg			
	11894	BUSINESS CARD	0555 SHERIFF618	MEAL	13.00
	11894	BUSINESS CARD	0555SHERIFF618A	MEALS & LODGING	114.13
	16653	GOLDMAN ROBERT	MEALS 618	MEALS	67.73
	16653	GOLDMAN ROBERT	MEALS 618A	MEALS	52.08
	28703	SPRAGUE JOSEPH	MEAL 618	MEAL	12.00
				ACCOUNT TOTAL	258.94 *
5540		Travel-Convention and Edu			
	11894	BUSINESS CARD	0555SHERIFF618A	CONFERENCE REGISTRAT	250.00
				ACCOUNT TOTAL	250.00 *
5801		Accreditation			
	20600	KEY OFFICE SUPPLY	516164	FLASH DRIVES	26.98
				ACCOUNT TOTAL	26.98 *
6001		Office Supplies			
	11894	BUSINESS CARD	0555 SHERIFF618	OFFICE SUPPLIES	17.99
	13369	DIAMOND SPRINGS WATER INC	27961300 618	WATER & EQUIP RENTAL	66.95
	13369	DIAMOND SPRINGS WATER INC	27961300A 618	WATER & EQUIP RENTAL	60.20
	17005	HR DIRECT	INV6312172	LABOR LAW POSTERS	78.99
	20600	KEY OFFICE SUPPLY	515363	CUPS	28.89
	20600	KEY OFFICE SUPPLY	515943	DIVIDERS	6.94
	20600	KEY OFFICE SUPPLY	516065	TONER	535.93
				ACCOUNT TOTAL	795.89 *
6004		Virso Comm Center Crime P			
	28640	SOUTHSIDE ELECTRIC COOP	526776002 618	ELECTRIC SERVICE	15.15
				ACCOUNT TOTAL	15.15 *
6009		Vehicle & Powered Equip S			
	17004	HALEY AUTO MALL	65594365	SEAT BELT	78.35
				ACCOUNT TOTAL	78.35 *
6010		Police Supplies			
	10895	AXON ENTERPRISE INC	S11539729	TASER CARTRIDGES	296.50
	16102	GALLS LLC	10007967	CAPTAIN BARS	12.00
	16102	GALLS LLC	9874704	BOOTS	89.00
	16102	GALLS LLC	9967155	MAGLIGHT CHARGER	42.00
	21829	LOWES BUSINESS ACCT/SYNCB	6828	RESPIRATR MASK/REFLL	147.66
	22590	MOORE MEDICAL LLC	99902781	GLOVES	330.41
	22590	MOORE MEDICAL LLC	99921481	FIRST AID KITS	215.00
	29343	TOWN POLICE SUPPLY-RCHMND	RD062119B	AMMUNITION	2,360.00
				ACCOUNT TOTAL	3,492.57 *
				MAJOR TOTAL	11,120.27 **

AP375H  
6/29/2018  
FUND # - 100 GENERAL FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 6/01/2018 -- 6/30/2018

AFTER CHECKS  
PAGE 11

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
032200	7002	VOLUNTEER FIRE DEPARTMENT			
		Payment to Rice VFD			
	12024	C W WILLIAMS	609459	TRUCK MAINTENANCE	220.40
	12024	C W WILLIAMS	611460	TWISTER W/ GRIP	187.24
	12845	COUNTY WASTE	08125809 618	TRASH COLLECTION	32.34
	14695	ELLINGTON'S LAWN SERVICE	63	MOWING	75.00
	14695	ELLINGTON'S LAWN SERVICE	64	MOWING	225.00
	21319	CENTURYLINK	310013979 618	PHONE	184.82
	31846	DOMINION ENERGY VIRGINIA	4500495009 618	ELECTRIC SERVICE	354.68
	31846	DOMINION ENERGY VIRGINIA	5487358649 618	ELECTRIC SERVICE	9.04
	999999	M&J ELECTRICAL SOLUTIONS	2036	SERVICE CALL	102.95
				ACCOUNT TOTAL	1,391.47 *
7003		Payment to Prospect VFD			
	25782	PRINCE EDWARD CO PBLC SCH	DIESEL-MAY 2018	DIESEL	79.58
	29440	PRINCE EDWARD CO TREAS	GAS-APR 2018	GAS	50.77
	29440	PRINCE EDWARD CO TREAS	GAS-MAY 2018	GAS	28.64
				ACCOUNT TOTAL	158.99 *
7004		Payment to Darlington VFD			
	12996	CYRUS PEST CONTROL CO	JUN 2018	EXTERMINATING SERVIC	45.00
	13083	DARLINGTON HGT FIRE DEPT	INTERNET 618	INTERNET	97.02
	21830	LUCK STONE CORPORATION	100876314	STONE	383.72
	28640	SOUTHSIDE ELECTRIC COOP	38156001 618	ELECTRIC SERVICE	326.70
	28640	SOUTHSIDE ELECTRIC COOP	38156001 618A	ELECTRIC SERVICE	383.15
				ACCOUNT TOTAL	1,235.59 *
7007		Payment to Meherrin VFD			
	25246	PARKER OIL CO INC	606313	DIESEL	641.84
	25246	PARKER OIL CO INC	622942	PROPANE	631.77
	25246	PARKER OIL CO INC	642019	DIESEL	605.23
	25246	PARKER OIL CO INC	676256	DIESEL	523.56
	25246	PARKER OIL CO INC	699134	DIESEL	754.72
	25246	PARKER OIL CO INC	70139	CREDIT	830.41-
	25246	PARKER OIL CO INC	887191	OIL	848.10
	31333	VERIZON WIRELESS	942130219 618	PHONE	268.35
	31333	VERIZON WIRELESS	942130219 618A	PHONE	269.13
	31335	VERIZON	1310662238 618	PHONE	193.97
	31846	DOMINION ENERGY VIRGINIA	0519881510 618	ELECTRIC SERVICE	444.79
	31846	DOMINION ENERGY VIRGINIA	0519881510 618A	ELECTRIC SERVICE	524.97
	31846	DOMINION ENERGY VIRGINIA	1913347348 618	ELECTRIC SERVICE	33.14
	31846	DOMINION ENERGY VIRGINIA	1913347348 618A	ELECTRIC SERVICE	31.89
	31846	DOMINION ENERGY VIRGINIA	2725824417 618	ELECTRIC SERVICE	13.76
				ACCOUNT TOTAL	4,954.81 *
				MAJOR TOTAL	7,740.86 **
032500		EMERGENCY SERVICES			
6014	21005	Other Operating Supplies	318977	SIGNS & HARDWARE	854.43
		KORMAN SIGNS			854.43 *
				ACCOUNT TOTAL	854.43 **

AP375H  
6/29/2018  
FUND # - 100 GENERAL FUND

LISTING OF INVOICES FOR 6/01/2018 -- 6/30/2018

AFTER CHECKS  
PAGE 12

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
3196	25375	Purchase of Services - Ja	1673	JUVENILE DETENTION	5,775.00
	25375	PIEDMONT RGNL JUVENILE	1681	JUVENILE DETENTION	3,300.00
				ACCOUNT TOTAL	9,075.00 *
				MAJOR TOTAL	9,075.00 **
034100		BUILDING OFFICIAL			
5230	30440	Telecommunications	816442183 618	PHONE	23.77
	30440	US CELLULAR	816442183 618A	PHONE	24.27
				ACCOUNT TOTAL	48.04 *
5530	21498	Travel-Subsistence & Lodg	MAY 2018	MEAL	8.58
		LEATHERWOOD COY			8.58 *
5540	21498	Travel-Convention & Educa	MAY 2018	MTG REGISTRATION	15.00
		LEATHERWOOD COY			15.00 *
				ACCOUNT TOTAL	71.62 **
035100		ANIMAL CONTROL			
3110		Vet Care			
	12945	CUMBERLAND ANIMAL HOSPITL	102003	VET SERVICE	86.84
	27524	RIDGE ANIMAL HOSPITAL	249689	VET SERVICE	140.14
	27524	RIDGE ANIMAL HOSPITAL	249694	VET SERVICE	135.80
	27524	RIDGE ANIMAL HOSPITAL	250522	VET SERVICE	110.25
	27524	RIDGE ANIMAL HOSPITAL	251509	VET SERVICE	56.80
				ACCOUNT TOTAL	529.83 *
3310		Repairs/Maintenance			
	21811	LOWE'S	906322	SHELF/BITS/SCREWS	27.95
	21811	LOWE'S	906989	PAINT SUPPLIES	70.19
	28352	SHERWIN WILLIAMS CO	02257	PAINT	276.06
	28352	SHERWIN WILLIAMS CO	73435	PAINT	212.44
				ACCOUNT TOTAL	586.64 *
3311		Repairs & Maint-Auto & Po			
	14300	EAST END MOTOR CO INC	164678	INSPECTION	16.00
				ACCOUNT TOTAL	16.00 *
5110		Electrical Services			
	31846	DOMINION ENERGY VIRGINIA	0890745003 618	ELECTRIC SERVICE	185.27
	31846	DOMINION ENERGY VIRGINIA	0890745003 618A	ELECTRIC SERVICE	222.31
				ACCOUNT TOTAL	407.58 *
5230		Telecommunications			
	21319	CENTURYLINK	310119726 618	PHONE	132.12
	30440	US CELLULAR	816442183 618	PHONE	110.80
	30440	US CELLULAR	816442183 618A	PHONE	118.81
				ACCOUNT TOTAL	361.73 *



AP375H  
6/29/2018  
FUND # - 100 GENERAL FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 6/01/2018 -- 6/30/2018

AFTER CHECKS  
PAGE 13

MAJOR# ACCT# 6002	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
6005	21811	Supplies for Shelter LOWE'S	990940	WASHER	426.55 *
				ACCOUNT TOTAL	426.55 *
8202	32138	Janitorial Supplies WALMART COMMUNITY/SYNCR	2190	CLEANING SUPPLIES	70.92 *
				ACCOUNT TOTAL	70.92 *
035300	28596	Equipment SOUTHERN STATES	38904	MANGE MEDICINE	17.99 *
				ACCOUNT TOTAL	17.99 *
3110	29459	Professional Health Serv TREASURER OF VIRGINIA		CORONER	2,417.24 **
				ACCOUNT TOTAL	2,417.24 **
042300		REFUSE DISPOSAL			
3841	28866	Purchase of Serv - Recycli STEPS, INC	MAY 2018	RECYCLING FEE	2,575.46 *
				ACCOUNT TOTAL	2,575.46 *
043200		GENERAL PROPERTIES			
3310		Repairs/Maintenance			
	13730	DODSON BROS EXTERMINATING	158003 618	PEST CONTROL	38.00
	13730	DODSON BROS EXTERMINATING	158005 618	PEST CONTROL	38.00
	13730	DODSON BROS EXTERMINATING	158006 618	PEST CONTROL	38.00
	13730	DODSON BROS EXTERMINATING	158007 618	PEST CONTROL	85.00
	13730	DODSON BROS EXTERMINATING	158010 618	PEST CONTROL	38.00
	22322	DAIKIN APPLIED	3182110	AHU MAINTENANCE	557.30
	27855	ROHR MECHANICAL LLC	3897	REPAIR HEAT PUMP	2,784.71
				ACCOUNT TOTAL	3,579.01 *
3320		General Repair - Water Da CARPET HOUSE			
	12128		16642	INSTALL CARPET-TILE	2,991.00
				ACCOUNT TOTAL	2,991.00 *
5110		Electrical Services			
	28640	SOUTHSIDE ELECTRIC COOP	114379002 618	SRR LIGHTS	30.04
	31846	DOMINION ENERGY VIRGINIA	1230385005 618	ROY CLARK MONUMENT	7.27
	31846	DOMINION ENERGY VIRGINIA	1545926683 618	SCOPE BLDG	87.12
	31846	DOMINION ENERGY VIRGINIA	2786281903 618	COURTHOUSE	12,414.23
	31846	DOMINION ENERGY VIRGINIA	4951935099 618	SHERIFF DEPT SHED	6.59
	31846	DOMINION ENERGY VIRGINIA	4951935099 618A	SHERIFF DEPT SHED	6.59
	31846	DOMINION ENERGY VIRGINIA	5856894620 618	WORSHAM CLERK OFFICE	28.85
	31846	DOMINION ENERGY VIRGINIA	5856894620 618A	WORSHAM CLERK OFFICE	12.55
	31846	DOMINION ENERGY VIRGINIA	6386509092 618	AG BLDG	1,489.75

MAJOR#	ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5130		29332	Water & Sewer			
		29332	TOWN OF FARMVILLE	AG BLDG 618	WATER & SEWER	74.78
		29332	TOWN OF FARMVILLE	CH IRRIG 618	WATER	11.80
		29332	TOWN OF FARMVILLE	SCOPE BLDG 618	WATER & SEWER	33.65
					ACCOUNT TOTAL	120.23 *
5230			Telecommunications			
		10105	At&T	7305055660 618	PHONE	43.80
		21319	CENTURYLINK	310262069 618	PHONE	57.34
		21319	CENTURYLINK	310441360 618	PHONE	87.32
		21319	CENTURYLINK	310441360 618A	PHONE	87.32
		30440	US CELLULAR	816442183 618	PHONE	117.18
		30440	US CELLULAR	816442183 618A	PHONE	119.16
					ACCOUNT TOTAL	512.12 *
5440			Portable Toilet Rental			
		28869	STIFF O O INC	6558	MONTHLY SERVICE	100.00
					ACCOUNT TOTAL	100.00 *
6005			Janitorial Supplies			
		13367	DIAMOND PAPER COMPANY	217807	JANITORIAL SUPPLIES	663.06
		13367	DIAMOND PAPER COMPANY	217807 1	ROLL TOWELS	131.66
		13367	DIAMOND PAPER COMPANY	218640	BLEACH/TOWELS/CLEANR	178.68
		17312	HANDI-CLEAN PRODUCTS INC	SI 151047	STAINLESS STEEL CLNR	144.71
					ACCOUNT TOTAL	1,118.11 *
6007			Repairs and Maintenance S			
		13369	DIAMOND SPRINGS WATER INC	11393100 618	WATER & EQUIP RENTAL	61.95
		21811	LOWE'S	901833 618	MOLDING	19.84
		21811	LOWE'S	908242	TRIMMER LINE/OIL	28.14
		25680	PRICE SUPPLY CO INC	1805 021466	RETURN	4.78-
		25680	PRICE SUPPLY CO INC	1805 022252	FLUSH VALVE	89.99
		25680	PRICE SUPPLY CO INC	1805 022258	PLUMBING SUPPLIES	111.20
		27922	CINTAS CORPORATION #524	524 09428 618	UNIFORM RENTAL	314.34
		28596	SOUTHERN STATES	31498	GRASS SEED	79.99
		29083	TAYLOR-FORBES EQUIP CO	ING1776	OIL	11.10
					ACCOUNT TOTAL	711.77 *
6008			Vehicle & Powered Equip F			
		25782	PRINCE EDWARD CO PBLC SCH	DIESEL-APR 2018	DIESEL	161.26
		25782	PRINCE EDWARD CO PBLC SCH	DIESEL-MAY 2018	DIESEL	172.15
					ACCOUNT TOTAL	333.41 *
6009			Vehicle & Powered Equip S			
		14300	EAST END MOTOR CO INC	164484	FLAT REPAIR-MOWER	16.98
		29083	TAYLOR-FORBES EQUIP CO	ING1131	OIL & FILTER	36.21
					ACCOUNT TOTAL	53.19 *
					MAJOR TOTAL	26,167.62 **

AP375H  
6/29/2018  
FUND # - 100 GENERAL FUND

LISTING OF INVOICES FOR 6/01/2018 -- 6/30/2018

AFTER CHECKS  
PAGE 15

MAJOR# ACCT# 043400	VENDOR NUMBER CANNERY	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
3161	31653	Professional Services-Can VIRGINIA FOOD WORKS	270	COMMERCIAL CONTRACT	2,916.67
3310	11894	Repairs & Maintenance BUSINESS CARD	6702	REPAIR THERMOMETER	257.00
5110	28640	Electrical Services SOUTHSIDE ELECTRIC COOP	44435001	ELECTRIC SERVICE	254.05
5230	21319	Telecommunications CENTURYLINK	310248529	PHONE	251.01
6001	20600	Office Supplies KEY OFFICE SUPPLY	515061	INK CARTRIDGES	59.98
6014	12098	Other Operating Supplies CAN CORP OF AMERICA INC	9100419574	CANS & LIDS	6,666.84
	16913	GULICK PATTY	REIMB 618	STRAINER/SKIMMERS	33.96
	31564	VA DEPT OF TAXATION	SALE USE TAX618	SALE USE TAX ON CANS	353.33
053500	COMPREHENSIVE SERVICES ACT			ACCOUNT TOTAL	7,054.13 *
3160	CSA Programs			MAJOR TOTAL	10,792.84 **
11191	BEAR CREEK ACADEMY	MH 618	PROFESSIONAL SERVICE	4,070.00	
11327	BLUE RIDGE THERAPY ASSOC	AG 618	PROFESSIONAL SERVICE	240.00	
11327	BLUE RIDGE THERAPY ASSOC	AG 618A	PROFESSIONAL SERVICE	80.00	
12280	CENTRA HEALTH	AG 618B	PROFESSIONAL SERVICE	7,203.00	
12280	CENTRA HEALTH	GL 618	PROFESSIONAL SERVICE	7,203.00	
12280	CENTRA HEALTH	JP 618	PROFESSIONAL SERVICE	8,232.00	
12280	CENTRA HEALTH	KW 618	PROFESSIONAL SERVICE	5,544.00	
12280	CENTRA HEALTH	WC 618	PROFESSIONAL SERVICE	6,864.00	
16672	GRAFTON SCHOOL INC	CS 618	PROFESSIONAL SERVICE	7,110.00	
16672	GRAFTON SCHOOL INC	NMA 618	PROFESSIONAL SERVICE	7,655.00	
16672	GRAFTON SCHOOL INC	NMA 618A	PROFESSIONAL SERVICE	10,683.00	
16672	GRAFTON SCHOOL INC	TJ 618	PROFESSIONAL SERVICE	6,605.00	
23268	NAPIER JEAN	MAY 2018	FOSTER CARE	700.00	
27886	ROSS APRIL	APR 2018	MAINTENANCE PAYMENT	62.80	
27886	ROSS APRIL	MAR 2018	CLOTHING	85.10	
27886	ROSS APRIL	MAR 2018A	MAINTENANCE PAYMENT	60.76	
28866	STEPS, INC	JQ 618	PROFESSIONAL SERVICE	810.00	
28866	STEPS, INC	JY 618	PROFESSIONAL SERVICE	90.00	
28872	STEPPING STONES DAY CARE	APRIL 2018	FOSTER CARE	97.72	
28872	STEPPING STONES DAY CARE	MARCH 2018	FOSTER CARE	48.86	
31657	VIRGINIA KEYS SCHOOL	MG 618	PROFESSIONAL SERVICE	3,570.00	
31981	VOICES SPEECH THERAPY	GL 618	PROFESSIONAL SERVICE	700.00	
			ACCOUNT TOTAL	77,714.24 *	
			MAJOR TOTAL	77,714.24 **	

AP375H

6/29/2018

FUND # - 100 GENERAL FUND

PRINCE EDWARD

LISTING OF INVOICES FOR 6/01/2018 -- 6/30/2018

AFTER CHECKS  
PAGE 16

MAJOR#	VENDOR	INVOICE#	DESCRIPTION	AMOUNT
ACCT#	NUMBER	DATE		
081100	PLANNING			
3161	Planning Commission			
16195	GILLIAM DONALD B	JUN 19 2018	COMMISSION MTG	100.00
17883	HUNT PRESTON	JUN 19 2018	COMMISSION MTG	100.00
19458	JENKINS TIMOTHY MARK	JUN 19 2018	COMMISSION MTG	100.00
19875	JONES ROBERT M	JUN 19 2018	COMMISSION MTG	100.00
21525	LEATHERWOOD CLIFFORD JACK	JUN 19 2018	COMMISSION MTG	100.00
25309	PEERY JOHN W JR	JUN 19 2018	COMMISSION MTG	100.00
25607	PRENGAMAN JOHN C	JUN 19 2018	COMMISSION MTG	100.00
28067	SANDLIN TERESA	JUN 19 2018	COMMISSION MTG	100.00
32150	WATSON BRETT VON CANNON	JUN 19 2018	COMMISSION MTG	100.00
			ACCOUNT TOTAL	900.00 *
5230	Telecommunications			
30440	US CELLULAR	816442183 618	PHONE	55.53
30440	US CELLULAR	816442183 618A	PHONE	55.78
			ACCOUNT TOTAL	111.31 *
5510	Travel-Mileage			
16195	GILLIAM DONALD B	JUN 19 2018	MILEAGE	21.80
17883	HUNT PRESTON	JUN 19 2018	MILEAGE	21.80
19458	JENKINS TIMOTHY MARK	JUN 19 2018	MILEAGE	11.99
19875	JONES ROBERT M	JUN 19 2018	MILEAGE	5.45
25309	PEERY JOHN W JR	JUN 19 2018	MILEAGE	1.63
25607	PRENGAMAN JOHN C	JUN 19 2018	MILEAGE	5.45
28067	SANDLIN TERESA	JUN 19 2018	MILEAGE	6.54
			ACCOUNT TOTAL	74.66 *
			MAJOR TOTAL	1,085.97 **
081500	ECONOMIC DEVELOPMENT			
5230	Telecommunications			
30440	US CELLULAR	816442183 618	PHONE	222.39
30440	US CELLULAR	816442183 618A	PHONE	111.96
			ACCOUNT TOTAL	334.35 *
5810	Dues & Association Member			
11894	BUSINESS CARD	6702 PUCKETT618	VEDA MEMBERSHIP/MTG	35.00
			ACCOUNT TOTAL	35.00 *
			MAJOR TOTAL	369.35 **
081600	TOURISM			
5110	Electrical Services			
31846	DOMINION ENERGY VIRGINIA	0675198071 618	ELECTRIC SERVICE	103.45
31846	DOMINION ENERGY VIRGINIA	0675198071 618A	ELECTRIC SERVICE	136.02
31846	DOMINION ENERGY VIRGINIA	1059387447 618	ELECTRIC SERVICE	84.74
31846	DOMINION ENERGY VIRGINIA	1059387447 618A	ELECTRIC SERVICE	98.66
			ACCOUNT TOTAL	422.87 *
5130	Water & Sewer			
29332	TOWN OF FARMVILLE	MOORE BLDG 618	WATER & SEWER	53.04
			ACCOUNT TOTAL	53.04 *

AP375H  
6/29/2018  
FUND # - 100 GENERAL FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 6/01/2018 -- 6/30/2018

AFTER CHECKS  
PAGE 17

MAJOR# ACCT# 5210	VENDOR NUMBER 11894	VENDOR NAME Postal Services BUSINESS CARD	INV# 6702 PUCKETT618	DESCRIPTION UPS	AMOUNT 15.36 15.36 *
5230	21319	Telecommunications CENTURYLINK	310393238 618	PHONE	370.87 370.87 *
5530	31199	Travel-Subsistence & Lodg VANEPS MAGI	MEALS 618	MEALS	58.55 58.55 *
6001	20600	Office Supplies KEY OFFICE SUPPLY	515950	RUBBER BANDS	1.79
	20600	KEY OFFICE SUPPLY	516160	SHARPIES	4.78
				ACCOUNT TOTAL	6.57 *
				MAJOR TOTAL	927.26 **
083500		COOPERATIVE EXTENSION OFFICE			
3199	29913	Purchase of Service - Oth TREASURER VA TECH	4TH QTR 618	4TH QTR SUPPORT	16,175.47 16,175.47 *
5210	30671	Postal Services U S POSTAL SERVICE	BOX RENT 2018	BOX RENT	90.00 90.00 *
5230	21319	Telecommunications CENTURYLINK	309520098 618	PHONE	109.32 109.32 *
				ACCOUNT TOTAL	16,374.79 **
091000		GENERAL EXPENSE			
5230	23933	Internal Telecom Account LUMOS NETWORKS	165866886 618	PHONE	2,837.95
	23933	LUMOS NETWORKS	165866886 618A	PHONE	2,860.54
				ACCOUNT TOTAL	5,698.49 *
5699	29748	Reimbursement to State TREASURER OF VIRGINIA	INS ADJUST 618	INS TERMINATION	4,025.32 4,025.32 *
5803	19230	Internal Fuel Account JAMES RIVER SOLUTIONS	S327929	GAS	2,058.17
	19230	JAMES RIVER SOLUTIONS	S329612	GAS	2,229.50
	19230	JAMES RIVER SOLUTIONS	S330344	GAS	1,372.00
	19230	JAMES RIVER SOLUTIONS	S331521	GAS	2,032.62
	19230	JAMES RIVER SOLUTIONS	S332587	GAS	1,543.50
	19230	JAMES RIVER SOLUTIONS	S333369	GAS	2,043.76
	19230	JAMES RIVER SOLUTIONS	S334717	GAS	1,539.04
	19230	JAMES RIVER SOLUTIONS	S336238	GAS	1,833.07
	19230	JAMES RIVER SOLUTIONS	S336732	GAS	2,722.96
	19230	JAMES RIVER SOLUTIONS	S338434	GAS	3,401.18
	19230	JAMES RIVER SOLUTIONS	S339767	GAS	1,073.55

AP375H  
6/29/2018  
FUND # - 100 GENERAL FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 6/01/2018 -- 6/30/2018

AFTER CHECKS  
PAGE 18

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
	19230	JAMES RIVER SOLUTIONS	S340790	GAS	1,200.44
	19230	JAMES RIVER SOLUTIONS	S341223	GAS	2,061.67
	19230	JAMES RIVER SOLUTIONS	S342603	GAS	1,972.16
				ACCOUNT TOTAL	27,083.62 *
				MAJOR TOTAL	36,807.43 **
094000		CAPITAL PROJECTS			
0002		Computer System			
	11902	BUSINESS DATA OF VA, INC.	112 2018	INK/RENEW DOMAIN	254.99
	12726	COMPRO COMPUTERS	2122 0717A	UPGRADE PC	644.80
	12726	COMPRO COMPUTERS	2123 0717A	PRINTER	269.95
	12726	COMPRO COMPUTERS	2124 0717	UPGRADE LAPTOPS	1,674.75
	12726	COMPRO COMPUTERS	2126 0717	LAPTOP/SOFTWARE	1,794.95
				ACCOUNT TOTAL	4,639.44 *
0031		Sheriff-IBR System			
	29332	TOWN OF FARMVILLE	ZUERCHER 618	SOFTWARE	475.00
	36550	ZUERCHER TECHNOLOGIES	CHG ORDER 1263	MUGSHOT CAMERA PKG	1,566.00
	36550	ZUERCHER TECHNOLOGIES	FA0000938	SUITE SOFTWARE	38,552.00
				ACCOUNT TOTAL	40,593.00 *
0034		Courthouse Renovation A&E			
	12889	CRABTREE ROHRBAUGH & ASSC	11 3033	CH ADDITION/RENO	19,484.26
	12889	CRABTREE ROHRBAUGH & ASSC	4 3151	STEPS ROOF REPLACMNT	317.25
				ACCOUNT TOTAL	19,801.51 *
				MAJOR TOTAL	65,033.95 **
				FUND TOTAL	336,649.56

AP375H  
 6/29/2018  
 FUND # - 501 WATER FUND

PRINCE EDWARD  
 LISTING OF INVOICES FOR 6/01/2018 -- 6/30/2018

AFTER CHECKS  
 PAGE 19

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5130	29332	Water Service TOWN OF FARMVILLE		WATER TANK 618	45.01
					45.01 *
					45.01 **
				ACCOUNT TOTAL	45.01
				MAJOR TOTAL	45.01
				FUND TOTAL	45.01

AP375H  
6/29/2018  
FUND # - 502 SEWER FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 6/01/2018 -- 6/30/2018

AFTER CHECKS  
PAGE 20

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
043200	31846	Electrical Services DOMINION ENERGY VIRGINIA	4148700281	SEWER PUMP	55.30
				ACCOUNT TOTAL	55.30 *
				MAJOR TOTAL	55.30 **
				FUND TOTAL	55.30



AP375H  
6/29/2018  
FUND # - 520

PRINCE EDWARD  
LISTING OF INVOICES FOR 6/01/2018 -- 6/30/2018

AFTER CHECKS  
PAGE 21

MAJOR#	VENDOR NUMBER	VENDOR NAME	DESCRIPTION	INV#	AMOUNT
3310	21811	LOWE'S	Repairs & Maintenance	902515	2.93
	21811	LOWE'S		907196	122.55
					ACCOUNT TOTAL
3311	12282	CAVALIER HOSE & FITTINGS	PIPE/TAPE/ADAPTER	40959	8.23
	15721	FISHER AUTO PARTS, INC.	HYDRAULIC OIL	211431	91.90
	16671	GRAINGER	CUT RESISTANT GLOVES	9729789389	97.59
	21751	LEMUNYAN FAMILY TRAILER	VENT HOOD	612	35.00
	21811	LOWE'S	TARP	910934	13.76
	27770	ROD & STAFF LLC	U BOLT	63943	15.00
					ACCOUNT TOTAL
3840	10254	Contract Landfill - POS	TRASH COLLECTION	524208	546.05
	10254	REPUBLIC SERVICES #974	TRASH COLLECTION	524209	124.89
	10254	REPUBLIC SERVICES #974	TRASH COLLECTION	524210	124.89
					ACCOUNT TOTAL
3841	14723	Purchase of Service - Rec	TIRE RECYCLING	487274	452.40
	14723	EMANUEL TIRE OF VIRGINIA	TIRE RECYCLING	487452	756.00
	14723	EMANUEL TIRE OF VIRGINIA	TIRE RECYCLING	487521	555.60
	29029	SYNERGY RECYCLING LLC	ELECTRONIC RECYCLING	1800563	2,572.25
					ACCOUNT TOTAL
5110	28640	Electrical Services	DH SITE	114379001 618	49.43
	28640	SOUTHSIDE ELECTRIC COOP	VIRSO SITE	114379003 618	71.22
	31846	DOMINION ENERGY VIRGINIA	RICE SITE	0599507431 618	24.58
	31846	DOMINION ENERGY VIRGINIA	CELL C PUMP STATION	0670040567 618	25.29
	31846	DOMINION ENERGY VIRGINIA	CELL C PUMP STATION	0670040567 618A	47.21
	31846	DOMINION ENERGY VIRGINIA	GREEN BAY SITE	1144204110 618	46.24
	31846	DOMINION ENERGY VIRGINIA	LEACHATE PUMP	4181167213 618	394.31
	31846	DOMINION ENERGY VIRGINIA	LEACHATE PUMP	5181167213 618	418.23
	31846	DOMINION ENERGY VIRGINIA	WORSHAM SITE	7471653571 618	71.99
	31846	DOMINION ENERGY VIRGINIA	WORSHAM SITE	7471653571 618A	28.83
	31846	DOMINION ENERGY VIRGINIA	PROSPECT SITE	8601161519 618	52.24
	31846	DOMINION ENERGY VIRGINIA	PROSPECT SITE	8601161519 618A	43.49
	31846	DOMINION ENERGY VIRGINIA	SCALEHOUSE	8970737501 618	50.48
	31846	DOMINION ENERGY VIRGINIA	SCALEHOUSE	8970737501 618A	56.69
	31846	DOMINION ENERGY VIRGINIA	LANDFILL SITE	9176847250 618	26.73
	31846	DOMINION ENERGY VIRGINIA	LANDFILL SITE	9176847250 618A	24.38
					ACCOUNT TOTAL
5230	21319	Telecommunications	PHONE	309480181 618	55.88
	21319	CENTURYLINK	PHONE	309480181 618A	55.88
	21319	CENTURYLINK	PHONE	309553498 618	46.82
	21319	CENTURYLINK	PHONE	309553498 618A	46.82
	21319	CENTURYLINK	PHONE	309615846 618	51.71

AP375H  
6/29/2018  
FUND # - 520

PRINCE EDWARD  
LISTING OF INVOICES FOR 6/01/2018 -- 6/30/2018

AFTER CHECKS  
PAGE 22

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5440	28869	Portable Toilet Rental STIFF O O INC	6558	MONTHLY SERVICE	702.50 *
6008	25782	Vehicle & Powered Equip F PRINCE EDWARD CO PBLC SCH	DIESEL-APR 2018	DIESEL	1,063.72
6009	25782	Vehicle & Powered Equip S PRINCE EDWARD CO PBLC SCH	DIESEL-MAY 2018	DIESEL	1,008.50
				ACCOUNT TOTAL	2,072.22 *
				ACCOUNT TOTAL	702.50
				ACCOUNT TOTAL	702.50 *
042400	LANDFILL OPERATIONS				
3006	28596	Seeding, Mowing, S&E SOUTHERN STATES	39315	GRASS SEED/SPREADER	219.96
3160	27191	Professional Services RESOURCE INTERNATIONAL	44538	ASSESSMENT MONITORIN	10,461.85
	27191	RESOURCE INTERNATIONAL	44539	MISC WORK TASKS	2,677.10
	27191	RESOURCE INTERNATIONAL	44540	STORM WTR COMPLIANCE	693.00
3311	11491	Equipment Repairs & Maint ARC3 GASES	5395595	PLASMA CUTTER/CORD	3,036.30
	11491	ARC3 GASES	5397683	OXYGEN	22.00
	11491	ARC3 GASES	5449957	ARGON GAS/GRIND DISC	102.54
	11491	ARC3 GASES	5452204	OXYGEN	22.00
	12220	CARTER MACHINERY CO INC	1660595	VEE-BELT SET	82.59
	12220	CARTER MACHINERY CO INC	1672307	ROLLER	239.80
	12220	CARTER MACHINERY CO INC	1679424	TEE	10.18
	12220	CARTER MACHINERY CO INC	1679425	WTR PUMP/CORE/HOSE	1,062.58
	12220	CARTER MACHINERY CO INC	1690485	CAP/GASKET	54.43
	12220	CARTER MACHINERY CO INC	1690486	TRANSMISSION OIL	147.14
	12220	CARTER MACHINERY CO INC	1692213	NUTS/SHOES/SEGMENTS	5,440.48
				ACCOUNT TOTAL	13,831.95 *
				ACCOUNT TOTAL	219.96
				ACCOUNT TOTAL	219.96 *
				ACCOUNT TOTAL	11,817.11 **

MAJOR #	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
	12220	CARTER MACHINERY CO INC	1692214	CREDIT MEMO	559.17-
	12282	CAVALIER HOSE & FITTINGS	40868	FITTING & HOSE	6.38
	12282	CAVALIER HOSE & FITTINGS	41109	OIL/HOSE/CLAMP	332.27
	15597	FERGUSON ENTERPRISES INC	5014973	ELBOW	8.59
	21297	LANGLOIS PAUL	EXPENSES 618	BOLTS & WASHER	3.42
	21297	LANGLOIS PAUL	EXPENSES 618	DRAWBAR PIN	7.98
	21297	LANGLOIS PAUL	EXPENSES 618	AIR FILTER/ADJUSTER	45.85
	21297	LANGLOIS PAUL	REIMB 618	GAS CANS	71.96
	23248	NAPA OF FARMVILLE	182130	RESPIRATOR/TIE DOWN	80.85
	23248	NAPA OF FARMVILLE	182515	DEGREASER/SPRAYER	92.99
	23248	NAPA OF FARMVILLE	182715	OIL FILTER	13.49
	23248	NAPA OF FARMVILLE	182756	HOSE/CLAMP	23.70
	23248	NAPA OF FARMVILLE	182974	FILTER/COUPLING/PLUG	70.47
	23248	NAPA OF FARMVILLE	183085	BRAKE FLUID/ANTI-FRZ	139.92
	23248	NAPA OF FARMVILLE	183211	FREON/PLUG	39.48
	29083	TAYLOR-FORBES EQUIP CO	IN61544	WEEDEATER & ATTCHMNT	773.31
				ACCOUNT TOTAL	11,371.53 *
5230		Telecommunications			
	21319	CENTURYLINK	309326764 618	PHONE	56.32
	21319	CENTURYLINK	309326764 618A	PHONE	51.71
				ACCOUNT TOTAL	108.03 *
6008		Fuel			
	25247	PARKER OIL COMPANY INC	685335	DIESEL	6,252.44
	25782	PRINCE EDWARD CO PBLIC SCH	DIESEL-MAY 2018	DIESEL	529.42
				ACCOUNT TOTAL	6,781.86 *
6009		Vehicle & Powered Equip S			
	21297	LANGLOIS PAUL	REIMB 618	REAR SPRINGS	80.00
				ACCOUNT TOTAL	80.00 *
				MAJOR TOTAL	32,393.33 **
				FUND TOTAL	44,210.44

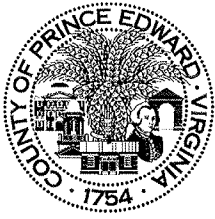
MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
1101	25257	LEOS Disbursements JOHNS VICKI K	JUNE 2018	RETIREE BENEFITS	1,132.00
				ACCOUNT TOTAL	1,132.00 *
				MAJOR TOTAL	1,132.00 **
				FUND TOTAL	1,132.00

MAJOR#	VENDOR	INVOICE#	DESCRIPTION	AMOUNT
3199	Purchase of Services - Ot			
	ALERE TOXICOLOGY SERV INC	L165013	DRUG TESTING	116.88
			ACCOUNT TOTAL	116.88 *
3500	Printing and Binding			
	FARMVILLE PRINTING	PCS 618	ANNUAL REPORTS	499.00
			ACCOUNT TOTAL	499.00 *
3600	Advertising			
	CLASSIFIED MARKETPLACE	134798/0518	ADVERTISING	375.54
	SOUTHSIDE MESSENGER	10386	ADVERTISING	96.00
			ACCOUNT TOTAL	471.54 *
5210	Postal Services			
	MAIL FINANCE	JUNE 2018 PCS	POSTAGE METER LEASE	190.68
			ACCOUNT TOTAL	190.68 *
5230	Telecommunications			
	CENTURYLINK	310357807 618	FAX LINE	74.23
	LUMOS NETWORKS	174057257 618	PHONE	320.86
			ACCOUNT TOTAL	395.09 *
5420	Lease/Rent of Building			
	SRP CORPORATION LLC	RENT 618	RENT	2,500.00
			ACCOUNT TOTAL	2,500.00 *
5510	Travel - Mileage			
	AYOUB ZACHARY	MILEAGE 618	MILEAGE	149.98
	STIMPSON CONNIE	MILEAGE 618	MILEAGE	26.68
	HERNDON TAYLOR	MILEAGE 618	MILEAGE	576.02
	MAYS ANDY	MILEAGE 618	MILEAGE	125.89
	STAHLMAN RACHEL	MILEAGE 618	MILEAGE	38.15
	STATON REBECCA	MILEAGE 618	MILEAGE	113.85
			ACCOUNT TOTAL	1,030.57 *
5530	Travel - Subsistence & Lo			
	HERNDON TAYLOR	MILEAGE 618	MEALS	84.38
	STATON REBECCA	MILEAGE 618	MEALS	50.67
			ACCOUNT TOTAL	135.05 *
6001	Office Supplies			
	KEY OFFICE SUPPLY	517128	LASER CARTRIDGE	69.95
			ACCOUNT TOTAL	69.95 *
6012	Books & Subscriptions			
	HERNDON TAYLOR	MILEAGE 618	NEWSPAPERS	3.15
	STAHLMAN RACHEL	MILEAGE 618	NEWSPAPERS	.79
	STATON REBECCA	MILEAGE 618	NEWSPAPERS	2.10
			ACCOUNT TOTAL	6.04 *
			MAJOR TOTAL	5,414.80 **
			FUND TOTAL	5,414.80
			TOTAL DUE	387,507.11

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

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





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

**Meeting Date:** July 10, 2018  
**Item No.:** 8-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 \_\_\_\_\_

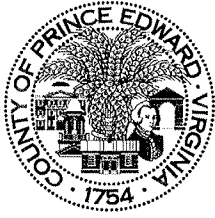
Cooper-Jones \_\_\_\_\_  
Emert \_\_\_\_\_  
Jones \_\_\_\_\_

Pride \_\_\_\_\_  
Southall \_\_\_\_\_  
Timmons \_\_\_\_\_

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

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County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** July 10, 2018  
**Item No.:** 9  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett/Sarah Elam Puckett  
**Issue:** Highway Matters

---

**Summary:**

- a. Scot Shippee, PE, Resident Engineer, VDOT plans to attend the July Board meeting.
- b. The Board will wish to consider the attached resolution of support for the County's two proposed SMART SCALE project submissions.

**Attachments:** Draft SMART SCALE Resolution

**Recommendation:** Approval of SMART SCALE Resolution.

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

Cooper-Jones \_\_\_\_\_  
Emert \_\_\_\_\_  
Jones \_\_\_\_\_

Pride \_\_\_\_\_  
Southall \_\_\_\_\_  
Timmons \_\_\_\_\_

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

BOARD OF SUPERVISORS

Pattie Cooper-Jones  
Chairman  
James R. Wilck  
Vice Chairman  
J. David Emert  
Robert M. Jones  
Odessa H. Pride, Ed.D.  
Gene A. Southall  
C. Robert Timmons, Jr.  
Jerry R. Townsend



COUNTY OF PRINCE EDWARD, VIRGINIA

COUNTY ADMINISTRATOR

W.W. Bartlett  
Post Office Box 382  
111 South Street, 3<sup>rd</sup> Floor  
Farmville, VA 23901  
Office: (434) 392-8837  
Fax: (434) 392-6683  
wbartlett@co.prince-edward.va.us  
www.co.prince-edward.va.us

A Resolution of the  
Board of Supervisors of the County of Prince Edward, Virginia

- SMART SCALE -

*Improvements to the US 460 East Interchange and RT 665/RT 692 Intersection*

**WHEREAS**, in June 2018, the County of Prince Edward submitted two Smart Scale project applications for improvements to the US 460 East Interchange (east of Farmville) and the RT 665/RT 692 Intersection; and

**WHEREAS**, the VDOT scoring process is based on the following factors: congestion mitigation, economic development, accessibility, safety, environmental quality, land-use and transportation coordination; and

**WHEREAS**, County staff conferred with the VDOT Lynchburg District Planning Staff on the eligibility of these two projects, and based upon that review VDOT determined they are both eligible for funding through Smart Scale; and

**WHEREAS**, the US 460 East Interchange project is located on a Corridor of Statewide Significance;

**NOW, THEREFOR, BE IT RESOVED**, that the Board of Supervisors of the County of Prince Edward hereby supports the Prince Edward County’s Smart Scale Applications for improvements to the US 460 East Interchange and the RT 665/RT 692 Intersection.

Certification

*I hereby certify that the foregoing resolution was duly considered by the Board of Supervisors of the County of Prince Edward, Virginia at a regular board meeting in Prince Edward County, Virginia, at which a quorum was present and that same was passed this 10<sup>th</sup> day of July, 2018.*

CERTIFIED TRUE COPY

\_\_\_\_\_  
Pattie Cooper-Jones, Chair, Board of Supervisors



County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: July 10, 2018  
 Item No.: 10  
 Department: County Administration  
 Staff Contact: W.W. Bartlett  
 Issue: APPROPRIATION & BUDGET AMENDMENT

---

**Summary:**

1. The Circuit Court Clerk has received notification she has \$4,000 available in the Technology Trust Fund. She has requested these funds to assist in paying the maintenance costs of the Records Management and Case Imaging (CIS) Systems. The request has been approved. She is requesting the Board of Supervisors amend her FY18 budget and appropriate the funds. The Clerk was notified these funds were available in FY18 and can be used to pay for invoices incurred in FY18
  
2. The Prince Edward County School Board is requesting the Prince Edward County Board of Supervisors approve their request to transfer \$60,000 from the Instruction category to the Facilities category in the FY18 Budget. These funds will be used to abate mold and rust on the ceiling of the elementary school cafeteria. This action does not increase the total school budget thus there is no need to appropriate the funds. It is merely a transfer of funds that have already been appropriated.

FY18 BUDGET AMENDMENT

Rev/Exp	Fund	Dept	Object	Description	Debit	Credit
3 (Rev)	100	23000	0080	Technology Trust Fund		\$4,000.00
4 (Exp)	100	21600	5880	Circuit Court Clerk - TTF	\$4,000.00	
3(Exp)	250	61000	0001	School Fund - Instruction		\$60,000.00
3(Exp)	250	66000	0001	School Fund - Facilities	\$60,000.00	

**Attachment:**

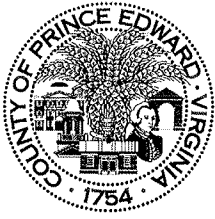
**Recommendation:** Approve the FY18 Budget Amendment presented above and appropriate the same funds.

Motion \_\_\_\_\_ Cooper-Jones \_\_\_\_\_ Pride \_\_\_\_\_ Townsend \_\_\_\_\_  
 Second \_\_\_\_\_ Emert \_\_\_\_\_ Southall \_\_\_\_\_ Wilck \_\_\_\_\_  
 Jones \_\_\_\_\_ Timmons \_\_\_\_\_

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County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** July 10, 2018  
**Item No.:** 12  
**Department:** Planning and Community Development  
**Staff Contact:** Rob Fowler  
**Issue:** **Public Hearing: Amendment to the Zoning Ordinance**

**Summary:**

The Planning Commission conducted a Public Hearing on June 19, 2018 to consider amending the C11, General Commercial Zoning District, Section 2.800.3 of the Prince Edward County Zoning Ordinance. The amendment would remove the uses listed below from Section 2.800.3 (A) and add them to Section 2.800.3 (B). No one spoke at the Planning Commission Public Hearing on the proposed amendment. This amendment if adopted will require the uses listed below to obtain a Special Use Permit, whereas currently they are allowed by right.

- Commercial Outdoor Entertainment
- Commercial Outdoor Sports and Recreation
- Car Wash
- Campgrounds
- Crisis Centers
- Dance Hall
- Flea Market
- Gasoline Station
- Hotel/Motel/Lodge
- Laundry
- Commercial Kennels
- Mini Warehouses
- Pawn Shop
- Recycling Centers
- Transportation Terminal

This would provide an additional layer of review for these uses within the C1, General Commercial District to ensure that uses are compatible with adjacent properties.

**Attachments:** Public Hearing Notice  
 Proposed Amendment to the Prince Edward County Zoning Ordinance  
 Excerpt of Planning Commission Minutes.

**Recommendation:** Following the public hearing, the Board will wish to consider the recommendation of the Planning Commission to approve the amendment to the Zoning Ordinance.

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



June 22, 2018

**Please publish the following public hearing notice in THE FARMVILLE HERALD on Friday, June 29, 2018 and Friday, July 6, 2018**



### **Notice of Public Hearings**

The Prince Edward County Board of Supervisors will hold the following public hearings on Tuesday, July 10, 2018 at 7:30 p.m. in the Board of Supervisors Room located on the 3<sup>rd</sup> Floor of the Prince Edward County Courthouse, 111 South Street, Farmville, Virginia, to receive citizen input prior to considering the recommendations from the Prince Edward County Planning Commission on the following:

1. Amendments to the C1, General Commercial District, Sections 2.800.3 and 2.800.3 (B) of the Prince Edward County Zoning Ordinance.
2. Request by Joseph Hines for a Special Use Permit to allow the operation of a Campground proposed to be located on Clark Street, Farmville, VA, on property identified as Tax Map Parcel 037-A-49 and zoned A2, Agricultural Residential District.
3. Request by Joseph Hines for a Special Use Permit to allow the operation of a Campground proposed to be located on Green Bay Road on property identified as Tax Map Parcels 39-12-1 and 39-12-22 zoned A1, Agricultural Conservation District

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



**Sec. 2-800 C1 General Commercial District**

**Sec. 2-800.1 Statement of Intent**

The C1 General Commercial District applies to areas of the County where commercial patterns of development currently exist and where future commercial development is encouraged. A wide range of civic, office and commercial uses are permitted in C1 General Commercial Districts.

**Sec. 2-800.3 Permitted Uses**

(A) The following uses are permitted by right in the C1 General Commercial District, subject to all other applicable requirements contained in this ordinance. An asterisk (\*) indicates that the use is subject to additional, modified or more stringent standards as listed in Article III, Use and Design Standards.

1. Agricultural Use Types

(None)

2. Residential Use Types

Manufactured Home, Emergency \*

3. Civic Use Types

Administrative Services  
Assisted Care Residence  
Cemetery \*  
Clubs  
Community Recreation  
~~Crisis Center~~  
Cultural Services  
Educational Facilities, College/University  
Educational Facilities, Primary/Secondary  
Guidance Services  
Life Care Facility  
Nursing Home  
Post Office  
Public Assembly  
Public Maintenance and Service Facilities  
Public Parks and Recreation Areas  
Religious Assembly

Safety Services

4. Office Use Types

Financial Institutions

General Office

Laboratories

Medical Office

5. Commercial Use Types

Agricultural Services

Antique Shops

Assembly Hall

Automobile Dealership, New \*

Automobile Dealership, Used \*

Automobile Parts/Supply, Retail

Automobile Rental/Leasing

Automobile Repair Services, Minor

Bed and Breakfast \*

Business or Trade School

Business Support Services

~~Campground~~

~~Car Wash~~

Commercial Indoor Amusement

Commercial Indoor Entertainment

Commercial Indoor Sports and Recreation

~~Commercial Outdoor Entertainment~~

~~Commercial Outdoor Sports and Recreation~~

Communication Services

Construction Sales and Services

Consumer Repair Services

Convenience Store

~~Dance Hall~~

Day Care Center \*

Equipment Sales and Rental

~~Flea Market~~

Funeral Services

Garden Center

~~Gasoline Station~~

Hospital

~~Hotel/Motel/Motor Lodge~~

~~Kennel, Commercial~~

~~Laundry~~  
Manufactured Home Sales \*  
~~Mini Warehouse \*~~  
~~Pawn Shop~~  
Personal Improvement Services  
Personal Services  
Recreational Vehicle Sales and Service \*  
Restaurant  
Retail Sales Studio, Fine Arts  
Veterinary Hospital/Clinic

6. Industrial Use Types

~~Recycling Centers and Stations~~  
~~Transportation Terminal~~

7. Miscellaneous Use Types

Amateur Radio Tower \*  
Utility Service, Minor

Section 2-800.3 (B)

(B) The following uses are permitted by special use permit in the C1 General Commercial District, subject to all other applicable requirements contained in this ordinance. An asterisk (\*) indicates that the use is subject to additional, modified or more stringent standards as listed in Article III Use and Design Standards.

1. Agricultural Use Types

(None)

2. Residential Use Types

(None)

3. Civic Use Types

Correction Facilities

**Crisis Center**

Halfway House

4. Office Use Types

Substance Abuse Clinic \*

5. Commercial Use Types

Adult Uses \*

Automobile Repair Services, Major \* Golf  
Course

**Campground**

**Carwash**

**Commercial Outdoor Entertainment**

**Commercial Outdoor Sports and Recreation**

**Dance Hall**

**Flea Market**

**Gasoline Station**

**Kennel, Commercial**

**Laundry**

**Mini Warehouse**

**Pawn Shop**

Sawmill and Woodyard

Truck Stop

6. Industrial Use Types

Construction Yard Custom

Manufacturing Transfer  
Station

**Recycling Centers and Stations**

**Transportation Terminal**

Truck Terminal

7. Miscellaneous Use Types

Aviation Facility

Outdoor Gathering \*

Parking Facility, Surface/Structure  
Tower \*

Utility Service, Major



Mr. Fowler said this would provide an additional layer of review when development takes place within the C1, General Commercial District to ensure that uses are compatible with adjacent properties.

Chairman Prengaman opened the public hearing.

Kent Lee questioned if there will be another hotel built in town. Chairman Prengaman stated this public hearing is on the proposed ordinance amendment.

Jack Houghton, Farmville, stated he resides in Crestview and that he received a telephone call and an email earlier in the afternoon advising that the public hearing was cancelled on the matter relating to the property to the south of the Crestview residential area. He said he has a problem with the public hearing being advertised to the entire county and the County cannot cancel a public hearing by telephoning him. He said the public hearing is still to be held and it is not legal to not take comment.

Chairman Prengaman said this public hearing is regarding the Zoning Ordinance and not the Crestview Project.

Mr. Houghton said he is discussing the process, and the people in the Crestview neighborhood were told the hearing was tonight by public notice. He said they weren't notified that the meeting was cancelled.

Chairman Prengaman said the County has no ability to notify the entire population of the County. Mr. Houghton said the County can do so by stating so in this meeting. He said they can notify by another public hearing but the public hearing cannot be cancelled. He said a sign is posted on the door of the lobby but that is not due process. He said these people in attendance are opposed to the proposed rezoning that was just withdrawn, so when it appears again, he urged the Planning Commission to advertise properly.

Chairman Prengaman stated legal counsel was contacted and proper procedure was followed that the County currently has in place. He said that under New Business, the County Planning Commission will, between now and the next meeting, review the policies regarding public hearings.

Mr. Houghton said there were three public hearings regarding specific properties listed in that advertisement; all of them were identified by street names, but the one regarding Crestview did not identify [a specific address] and there was not way to identify where that property was. He added it isn't fair or consistent.

Chairman Prengaman stated this will be taken under counsel; he said this public hearing has nothing to do with how the County advertises and is strictly regarding the proposed ordinance amendment.

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

Commissioner Watson made a motion, seconded by Commissioner Jenkins, to approve for recommendation to the Board of Supervisors the amendment to the Zoning Ordinance to add the uses be permitted by Special Use Permit in Section 2.800.3(B); the motion carried:

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

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County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** July 10, 2018  
**Item No.:** 13  
**Department:** Planning and Community Development  
**Staff Contact:** Rob Fowler  
**Issue:** PUBLIC HEARING: Special Use Permit-Joseph Hines (Clark Street)

**Summary:** The County has received a special use permit application from Joseph Hines to permit the operation of a Campground providing up to 31 camp sites located on Clark Street, on Tax Map Parcel 037-A-49 owned by Joseph Hines. The property is zoned A2, Agricultural Residential, and the use would be allowed by Special Use Permit.

The property is approximately 11.22 acres and the proposed facility would have up to 31 campsites which will be primarily marketed to workers associated with long term construction projects, but can be used by the general public. The proposed project will be required to provide public water and sewer obtained from the Town of Farmville to each individual site.

The Planning Commission conducted a public hearing on June 19, 2018 to obtain public comment of the proposed Special Use Permit. One person spoke in opposition to the application. The Planning Commission recommended forwarding the application to the Board of Supervisors for approval with the following conditions:

- The submittal of a Site Plan, Erosion and Sediment/Stormwater for staff approval.
- Town approval for public water, sewer and access.
- Health Department regulations/requirements are obtained.
- All lighting is glare-shielded from extending beyond the property lines.
- Facilities be approved for trash
- Quiet hours are maintained after 10 p.m.

**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:** Following the Public Hearing, consider the Special Use Permit and recommendations from the Planning Commission.

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



June 22, 2018

**Please publish the following public hearing notice in THE FARMVILLE HERALD on Friday, June 29, 2018 and Friday, July 6, 2018**



### **Notice of Public Hearings**

The Prince Edward County Board of Supervisors will hold the following public hearings on Tuesday, July 10, 2018 at 7:30 p.m. in the Board of Supervisors Room located on the 3<sup>rd</sup> Floor of the Prince Edward County Courthouse, 111 South Street, Farmville, Virginia, to receive citizen input prior to considering the recommendations from the Prince Edward County Planning Commission on the following:

1. Amendments to the C1, General Commercial District, Sections 2.800.3 and 2.800.3 (B) of the Prince Edward County Zoning Ordinance.
2. Request by Joseph Hines for a Special Use Permit to allow the operation of a Campground proposed to be located on Clark Street, Farmville, VA, on property identified as Tax Map Parcel 037-A-49 and zoned A2, Agricultural Residential District.
3. Request by Joseph Hines for a Special Use Permit to allow the operation of a Campground proposed to be located on Green Bay Road on property identified as Tax Map Parcels 39-12-1 and 39-12-22 zoned A1, Agricultural Conservation District

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

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

PERMIT/APPLICATION NO \_\_\_\_\_  
 ZONING DISTRICT M  
 MAGISTERIAL DISTRICT \_\_\_\_\_  
 DATE SUBMITTED \_\_\_\_\_

*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: JOSEPH C HINES  
 Applicant's Address: PO Box 268, Farmville, VA 23901  
 Applicant's Telephone Number: (804) 615-2162

Present Land Use: Vacant Property with 1 Rental Unit

Legal Description of Property with Deed Book and Page No. or Instrument No. DB 1600, Pg 1455  
See Attached Plat and Description

Tax Map # 37-A-49      Acreage: 11.22

Narrative statement evaluating effects on adjoining properties (noise, odor, dust, fumes, etc.): (Attach additional sheet if necessary.) Proposed Campground Use for Special Use Permit

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

Height of Principal Building (s): Feet N/A      Stories N/A

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.**

Joseph C Hines      Date 4/3/18  
 Signature of Property Owner(s)      Date

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

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

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

Application Fee \$300.00      Fee Received by [Signature]      Date 6/4/18

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  
Special Use Permit

Applicant: Joseph Hines  
Clark Street  
Tax Map#37-A-49

Date: June 6, 2018

**Schedule B**

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

Parcel ID	Owner	Address	Note
037-A-49	Ashworth Holdings, LLC	P O Box 10268 Danville, VA 24543	
037C-1-1	MARJ, LLC	2108 S. Main Street Farmville, VA 23901	
037-7-5	Longwood Village Housing Foundation, LLC	Three James Center #1206 1051 E. Cary Street Richmond, VA 23219	
037-7-5A	Longwood Village Housing Foundation, Inc.	515 Main Street Farmville, VA 23901	
038-A-11A	Town of Farmville	P O Box 368 Farmville, VA 23901	
037-7-3 037-7-4 038-A-11B	Joseph Hines	P O Box 268 Farmville, VA 23901	
037-7-1 037-7-2	Linda Waldren, LLC ATTN: Ron Sadlin C/O REMAX Advantage Plus	318 S. Main Street Farmville, VA 23901	
051-8-1 051-8-2	Prince Edward School District		

BOARD OF SUPERVISORS

Pattie Cooper-Jones  
Chairman  
James R. Wilck  
Vice Chairman  
J. David Emert  
Robert M. Jones  
Odessa H. Pride, Ed.D.  
Gene A. Southall  
C. Robert Timmons, Jr.  
Jerry R. Townsend



COUNTY OF PRINCE EDWARD, VIRGINIA

COUNTY ADMINISTRATOR

W.W. Bartlett

Post Office Box 382  
111 South Street, 3<sup>rd</sup> Floor  
Farmville, VA 23901

Office: (434) 392-8837  
Fax: (434) 392-6683

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

June 6, 2018

RE: Special Use Permit Application at Clark Street

To Whom It May Concern:

The Prince Edward County Planning Commission has scheduled a Public Hearing on Tuesday, June 19, 2018 at 7:00 p.m. to consider a Special Use Permit Application by Joseph Hines. 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 Joseph Hines to allow the operation of a campground located on Clark Street.

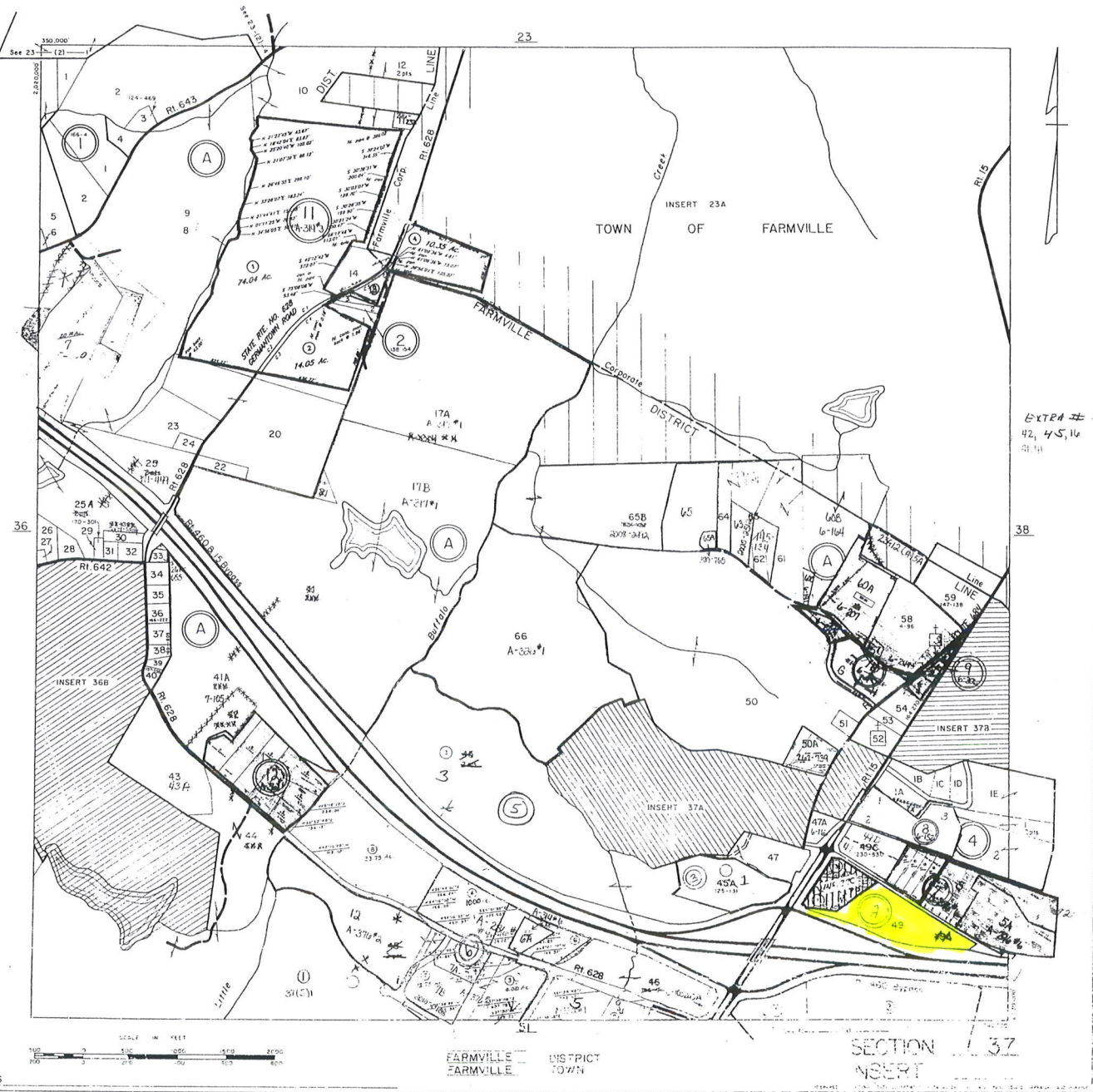
The property is located on Tax Map Parcel 37-A-49 and owned by Joseph Hines. This is an A2, Agricultural Residential District and allowed by Special Use Permit.

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](http://www.co.prince-edward.va.us). If you have any questions about this meeting or the permit application, I encourage you to contact me by calling 434-392-8837 or electronically at [rfowler@co.prince-edward.va.us](mailto:rfowler@co.prince-edward.va.us)

Sincerely,

Robert S. Fowler  
Director  
Planning and Community Development

PRINCE EDWARD COUNTY





Chairman Prengaman opened the public hearing.

Mr. Ron Sandlin stated he is the property manager for the property at 202 Clark Street and has been since 2001, which is directly across from the proposed camp. Currently, the tenant in that building is Hospice VA, and the employees enter and leave the building at all hours getting medical supplies. The building is monitored and is well lit to provide safety and security. Mr. Sandlin added that he is currently in negotiations with a daycare center that will hold up to 25 full-time infants and toddlers, and additional children before and after school. He asked if a construction camp is the right neighbor. He said there is also a Longwood University housing complex on Clark Street, and asked what the impact to the neighborhood will be. He stated the owner of the property and he oppose this project for this area.

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

Mr. Hines stated he spoke with Louise Waller of the Longwood Real Estate Foundation, who is not in opposition to the project. He said he also went to McGeorge RV and asked about the prices of the campers. He said campers for the construction workers range in cost from \$80,000 to \$200,000 and with that level of user who is very invested in the future and in their jobs, would be the users that would be at this particular site.

Commissioner Jones asked the plans for the property after the pipeline is completed. Mr. Hines stated he would be willing to put a sunset provision on the project. He said police routinely visit the area, and the campground clientele would be respectful and as was heard on the applications from Tim Tharpe and Leon Lapp, these are not irresponsible people. If there would be a problem, those people would be removed as quickly as possible.

Chairman Prengaman asked if only the pipeline workers would be permitted to the campground. Mr. Hines said he will talk to one of the contractors about signing a contract to take whatever spaces can be put in there. He said they will get a schematic layout and will have to work out stormwater, sewer and water and other elements so another level of planning will take place, including engineering plans which will be approved by the County, as well as any potential security measures.

Commissioner Jones asked if transportation will be coordinated for the employees. Mr. Hines said the estimate is that there would be a maximum total of 60 campsites which would generate 13 vehicles in the morning peak hour and 17 vehicles in the evening peak hour.

Commissioner Jones asked if the construction project will take three years. Mr. Hines said it can take longer depending on the permits, but three years is a normal time frame. He said he is in this business for his living and can assure the County that things take a tad longer than what is anticipated, but that is realistic.

Commissioner Peery asked about the water and sewer for the property. Mr. Hines stated Mr. Spates quoted the same rate for water/sewer hookups as he did for the other campsites.

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

Commissioner Jones asked if there will be conditions set. Mr. Fowler said the site plan must comply with stormwater plan approval, VDOT and Town approvals for access, Health Department regulations have to be met, and depending on the site plan, as with the others, all lighting has to be glare shielded, proper trash facilities provided, and will need to provide quiet hours beginning at 10:00 p.m. He said this would also be open for other traveling campers; there is need for travel trailer access.

Chairman Prengaman stated that at the previous meeting, construction campsites were reviewed and guidelines were set relative to quiet hours, adhering to all guidelines required for facilities, water, sewer; VDOT for access to the property, and all that was put in place, subject to receiving the permit and going through everything before approval of those construction camps.

Mr. Fowler said the A2 zoning district does not permit a work or construction campsite but would permit campground; it is different. He said putting a time limit on it is in the power of the Planning Commission to revisit, but it is not a construction camp. He said that definition is a facility providing camping and parking areas, incidental



services for travelers and recreational vehicles or tents. He said the owner will decide the target group to advertise, as long as he operates within the guidelines put in place.

Commissioner Jones stated there is a large campground on the bypass near Appomattox which is used by both travelers and construction workers, and it seems to be well maintained. He said there may be a need for this in our area.

Commissioner Jones made a motion, seconded by Commissioner Hunt, to approve for recommendation to the Board of Supervisors the Special Use Permit Application from Joseph Hines for a Special Use Permit to allow the operation of a campground located on Clark Street on property identified as Tax Map Parcel 37-A-49, with the following conditions:

- Site Plan, Erosion & Sediment/Stormwater approval by staff
- VDOT Approvals
- Town Approvals
- Health Department regulations/requirements be obtained
- All lighting is glare-shielded from extending beyond the property lines.
- Facilities be approved for trash.
- Quiet hours are maintained after 10 p.m.

The motion carried:

Aye: Donald Gilliam

Preston Hunt

Mark Jenkins

Robert M. Jones

Clifford Jack Leatherwood

John "Jack" W. Peery, Jr.

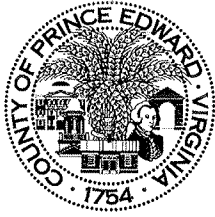
John Prengaman

Cannon Watson

Abstain: Teresa Sandlin

Nay: (None)

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County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** July 10, 2018  
**Item No.:** 14  
**Department:** Planning and Community Development  
**Staff Contact:** Rob Fowler  
**Issue:** PUBLIC HEARING: Special Use Permit-Joseph Hines (Green Bay Road)

**Summary:** The County has received a special use permit application from Joseph Hines to permit the operation of a Campground providing up to 29 camp sites located on Green Bay Road, on Tax Map Parcels 039-12-1 and 039-12-2 owned by Joseph Hines. The property is zoned A1, Agricultural Conservation District, and the use would be allowed by Special Use Permit.

The property is approximately 8.99 acres and the proposed facility would have up to 29 campsites which will be primarily marketed to workers associated with long term construction projects, but can be used by the general public. The proposed project will be required to provide bathroom facilities, water as required by the Virginia Department of Health.

The Planning Commission conducted a public hearing on June 19, 2018 to obtain public comment of the proposed Special Use Permit. No one spoke in opposition. The applicant will be required to obtain VDOT approval for all proposed entrances.

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

- The submittal of a Site Plan, Erosion and Sediment/Stormwater for staff approval.
- Health Department regulations/requirements are obtained.
- All lighting is glare-shielded from extending beyond the property lines.
- Facilities be approved for trash
- Quiet hours are maintained after 10 p.m.

**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:** Following the Public Hearing, consider the Special Use Permit and recommendations from the Planning Commission.

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

Cooper-Jones \_\_\_\_\_  
 Emert \_\_\_\_\_  
 Jones \_\_\_\_\_

Pride \_\_\_\_\_  
 Southall \_\_\_\_\_  
 Timmons \_\_\_\_\_

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



June 22, 2018

**Please publish the following public hearing notice in THE FARMVILLE HERALD on Friday, June 29, 2018 and Friday, July 6, 2018**



### **Notice of Public Hearings**

The Prince Edward County Board of Supervisors will hold the following public hearings on Tuesday, July 10, 2018 at 7:30 p.m. in the Board of Supervisors Room located on the 3<sup>rd</sup> Floor of the Prince Edward County Courthouse, 111 South Street, Farmville, Virginia, to receive citizen input prior to considering the recommendations from the Prince Edward County Planning Commission on the following:

1. Amendments to the C1, General Commercial District, Sections 2.800.3 and 2.800.3 (B) of the Prince Edward County Zoning Ordinance.
2. Request by Joseph Hines for a Special Use Permit to allow the operation of a Campground proposed to be located on Clark Street, Farmville, VA, on property identified as Tax Map Parcel 037-A-49 and zoned A2, Agricultural Residential District.
3. Request by Joseph Hines for a Special Use Permit to allow the operation of a Campground proposed to be located on Green Bay Road on property identified as Tax Map Parcels 39-12-1 and 39-12-22 zoned A1, Agricultural Conservation District

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

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

PERMIT/APPLICATION NO \_\_\_\_\_  
 ZONING DISTRICT \_\_\_\_\_  
 MAGISTERIAL DISTRICT                       
 DATE SUBMITTED \_\_\_\_\_

*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: JOSEPH C. HINES  
 Applicant's Address: PO Box 268, Farmville, VA 23901  
 Applicant's Telephone Number: (804) 615-2162

Present Land Use: Vacant Property

Legal Description of Property with Deed Book and Page No. or Instrument No. DB 1600, pg. 1455  
See Attached Plot and Description

Tax Map # 39-12-1 / 39-12-2      Acreage: 5.02 / 3.97 (8.99 Total)

Narrative statement evaluating effects on adjoining properties (noise, odor, dust, fumes, etc.): (Attach additional sheet if necessary.) Proposed Campground Use for Special Use Permit

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

Height of Principal Building (s): Feet N/A      Stories N/A

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.

                          Date 4/5/18  
 Signature of Property Owner(s)      Date

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

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

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

Application Fee \$300.00      Fee Received by                           Date 4/7/18

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

**Special Use Permit Application**

**Joseph C. Hines  
PO Box 268  
Farmville, VA 23901  
804-615-2162 (c)**

**Legal Description of Property**

**DB 1600, Page 1455**

**Tax Map Parcel Number 039-12-1 – See attached Plat**

All that certain tract or parcel of land, fronting on the southern side of Highway No. 460, lying and being in Lockett Magisterial District, Prince Edward County, Virginia designated as Lot 1 of the Sunrise Subdivision containing 5.02 acres according to a survey by Gregory A. Watson, L.S., of Watson & Duggan, PLC, which is recorded in the Clerk's Office of the Circuit Court of Prince Edward County, Virginia dated May 6, 2004 and recorded with Instrument Number 200500271, reference to which plat is herewith made for a more particular metes and bounds description of the property.

**Tax Map Parcel Number 039-12-2 – See attached Plat**

All that certain tract or parcel of land, fronting on the southern side of Highway No. 460, lying and being in Lockett Magisterial District, Prince Edward County, Virginia designated as Lot 2 of the Sunrise Subdivision containing 3.97 acres according to a survey by Gregory A. Watson, L.S., of Watson & Duggan, PLC, which is recorded in the Clerk's Office of the Circuit Court of Prince Edward County, Virginia dated May 6, 2004 and recorded with Instrument Number 200500271, reference to which plat is herewith made for a more particular metes and bounds description of the property.

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

It is anticipated that there will be no negative effects on the adjoining properties.

**Statement of General Compatibility with adjacent and other properties in the zoning district.**

The requested special use will be generally compatible with the adjacent and other properties.

Prince Edward County  
Special Use Permit

Applicant: Joseph Hines  
Green Bay Road  
Tax Map # 39-12-1 & 39-12-2

Date: June 6, 2018

**Schedule B**

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

Parcel ID	Owner	Address	Note
039-A-23	Mary Redd C/O Irene Watson Hurt	84 Hurt Hill Lane Rice, VA 23966	
039-5-A	Ann Sibold & Donald Miller	1394 Krim Point Road Midlothian, VA 23114	
039-13-1 039-13-2	Robert Hines	1505 Lindenberg Square Wake Forest, NC 27587	
039-11-2	Adaniel Victor, Romeo Clemente & Theresa Capati Dionisio	116 Jesse's Way Farmville, VA 23901	
039-11-15	Billy & Elizabeth Rutherford	21605 Prince Edward Highway Rice, VA 23966	
039-12-3	Keepsake Storage, LLC	6651 Drunkard Road Jetersville, VA 23083	

**BOARD OF SUPERVISORS**

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Chairman  
James R. Wilck  
Vice Chairman  
J. David Emert  
Robert M. Jones  
Odessa H. Pride, Ed.D.  
Gene A. Southall  
C. Robert Timmons, Jr.  
Jerry R. Townsend



**COUNTY OF PRINCE EDWARD, VIRGINIA**

**COUNTY ADMINISTRATOR**

W.W. Bartlett  
Post Office Box 382  
111 South Street, 3<sup>rd</sup> Floor  
Farmville, VA 23901  
Office: (434) 392-8837  
Fax: (434) 392-6683  
wbartlett@co.prince-edward.va.us  
www.co.prince-edward.va.us

June 6, 2018

RE: Special Use Permit Application at Green Bay Road

To Whom It May Concern:

The Prince Edward County Planning Commission has scheduled a Public Hearing on Tuesday, June 19, 2018 at 7:00 p.m. to consider a Special Use Permit Application by Joseph Hines. 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 Joseph Hines to allow the operation of a campground located on Green Bay Road.

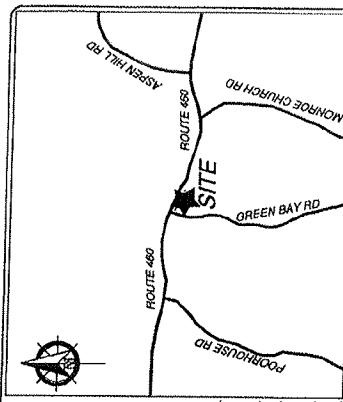
The property is located on Tax Map Parcels 39-12-1 and 39-12-2 owned by Joseph Hines. This is an A1, Agricultural Conservation District and allowed by Special Use Permit.

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](http://www.co.prince-edward.va.us). If you have any questions about this meeting or the permit application, I encourage you to contact me by calling 434-392-8837 or electronically at [rfowler@co.prince-edward.va.us](mailto:rfowler@co.prince-edward.va.us)

Sincerely,

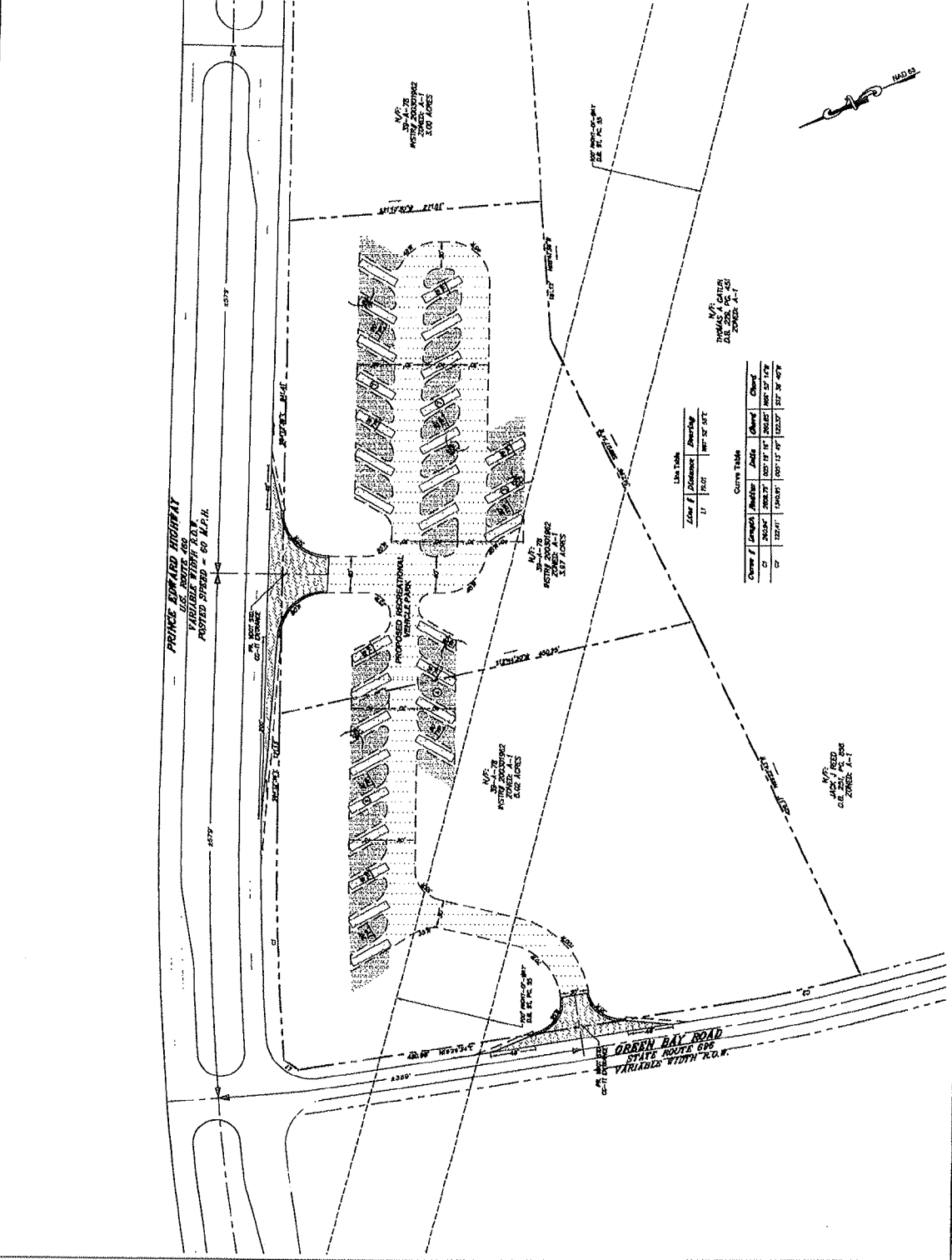
Robert S. Fowler  
Director  
Planning and Community Development





SITE LOCATION MAP - SCALE: 1"=2000'

**NOTES:**  
 THE PLAN IS FOR CONCEPTUAL PURPOSES ONLY AND HAS BEEN PREPARED TO BE AN INSTRUMENT OF SERVICE.  
 ALL DIMENSIONS AND PROPERTY INFORMATION ARE BASED ON THE RECORD PLANS AND SURVEY DATA.  
 ALL DIMENSIONS ARE IN FEET UNLESS OTHERWISE NOTED.  
 ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.  
 ALL DIMENSIONS ARE TO CENTERLINE UNLESS OTHERWISE NOTED.  
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N.P.  
 200' X 30'  
 200' X 30'  
 200' X 30'

N.P.  
 THOMAS A. COTLER  
 D.E. 200, DE. 450  
 200' X 30'

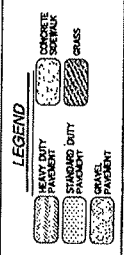
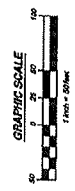
Line Table

Line #	Description	Length
1	1/2" = 1'	100' 0" 0"
2	1/4" = 1'	100' 0" 0"

Cover Table

Cover #	Length	Material	Area	Color	Change
1	100' 0" 0"	CONCRETE	100' 0" 0"	100' 0" 0"	100' 0" 0"
2	100' 0" 0"	GRAVEL	100' 0" 0"	100' 0" 0"	100' 0" 0"

**RECREATIONAL VEHICLE PARK**  
 CONCEPTUAL SITE LAYOUT #1 (CP-1)  
 PRINCE EDWARD COUNTY, VA  
 K&P PROJECT #:  
 DATE: MAY 25, 2016  
 REVISION DATE:  
 REVISION DESCRIPTION:



**KOONTZ  
 BRYANT  
 JOHNSON  
 PHILLIPS**  
 1705 North Parkham Road, Suite 202  
 Henrico, VA 23229

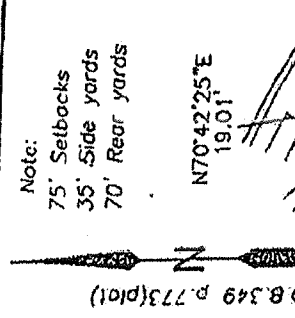
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6-

Notes

1. Tax Map Parcel Number 39-A-78.
2. This plat has been prepared without benefit of a title report and therefore may not show all encumbrances on the property.
3. Exterior boundary is based on plat recorded in D.B.349 p.773. All interior lot lines are based on current field survey.
4. Private entrances will be addressed upon individual request from VDOT.
5. See Prince Edward County Zoning Ordinance for setbacks and yard widths.

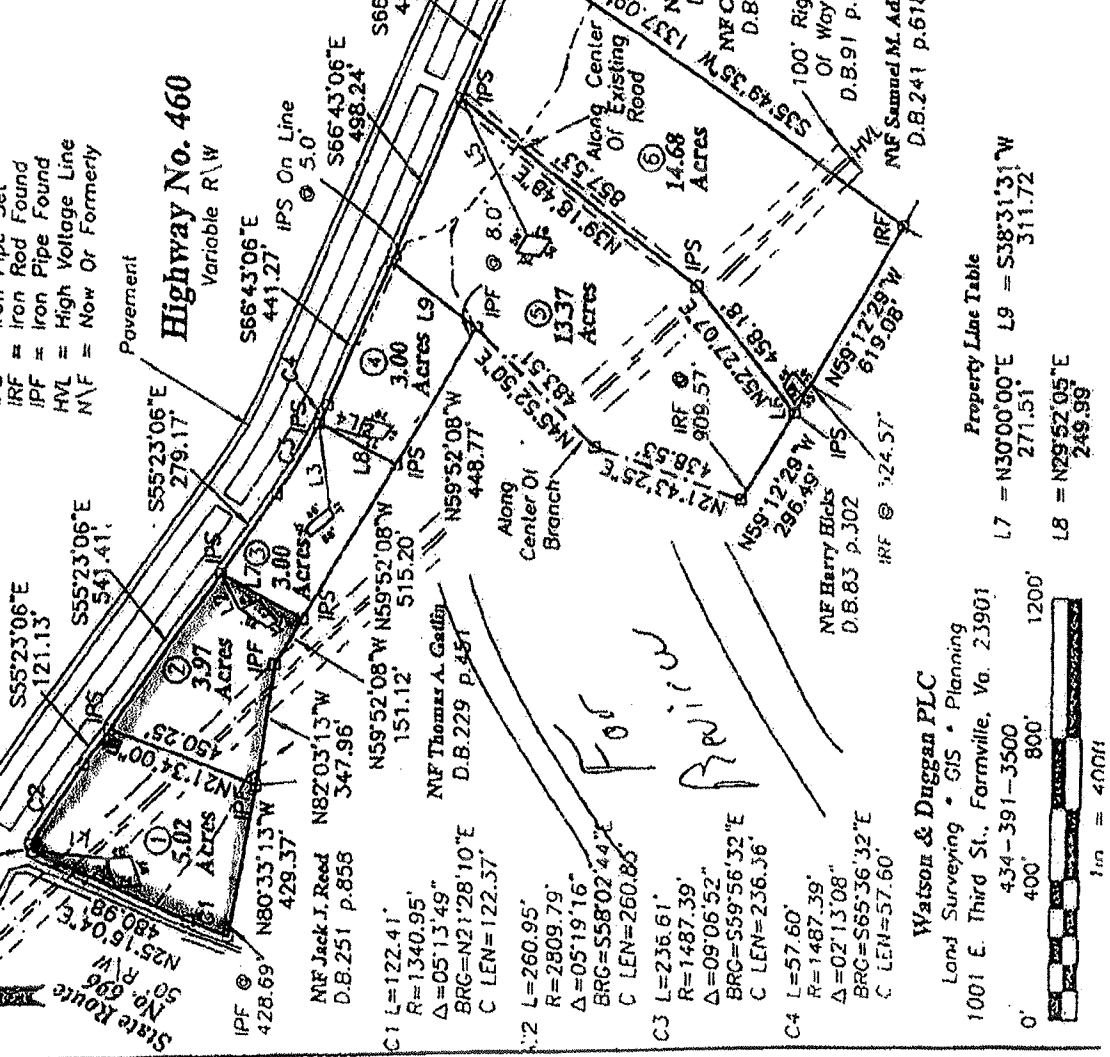
LINE	BEARING	DISTANCE
L1	N06°28'31"E	203.67
L2	N62°10'59"E	118.73
L3	N82°40'38"E	248.48
L4	N18°01'00"E	114.84
L5	N63°43'07"E	431.22
L6	N89°56'55"W	28.86

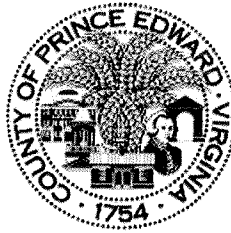
Legend  
 IPS = Iron Pipe Set  
 IRF = Iron Rod Found  
 IPF = Iron Pipe Found  
 HVL = High Voltage Line  
 N\F = Now Or Formerly



"Sunrise" Subdivision  
 Being The Property Owned BY  
 P.R.J. Land Trust  
 Instrument # 200301962  
 Lockett District, Prince Edward County, Va.  
 May 6, 2004  
 012500A

Health Dept. Approval Statement  
 This subdivision is approved for individual onsite sewage systems in accordance with the provisions of the Code of Virginia, and the Sewage Handling and Disposal Regulations (12VAC 5-610-10 et seq. the Regulations), (and local ordinances if the locality has authorized the local health dept. to accept private evaluations for compliance with local ordinances). This subdivision was submitted to the Health Dept. for review pursuant to 32.1-163.5 of the Code of Virginia which requires the Health Dept. to accept private soil evaluator (AOSE) or a professional engineer working in consultation with an AOSE for residential development. The Dept. is not required to perform a field check of such evaluations. This subdivision is certified as being in compliance with the Board of Health's regulations. This plat was rec Circuit Court of f do;





Prince Edward County Planning Commission  
Meeting Minutes  
June 19, 2018  
7:00 pm

Members Present: John Prengaman, Chair  
John "Jack" W. Peery, Jr., Vice Chair  
Donald Gilliam  
Preston L. Hunt  
Mark Jenkins  
Robert "Bobby" Jones  
Clifford Jack Leatherwood  
Teresa Sandlin  
Cannon Watson

Staff Present: Rob Fowler, Zoning Director

Chairman John Prengaman called the June 19, 2018 meeting to order at 7:00 p.m.

---

**In Re: Special Use Permit – Joseph Hines, Campground on Green Bay Road**

Chairman Prengaman announced this was the date and time scheduled for a Public Hearing on a request by Joseph Hines for a Special Use Permit to allow the operation of a campground located on Green Bay Road on property identified as Tax Map Parcel 39-12-1 and 39-12-2, zoned A1, Agricultural Conservation District. Notice of this hearing was advertised according to law in the Friday, June 8, 2018 and Friday, June 15, 2018 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Fowler stated the County has received a Special Use Permit application to permit the operation of a Campground located on Green Bay Road, on Tax Map Parcels 39-12-1 and 39-12-2, owned by Joseph Hines. The proposed facility will consist of approximately 29 campsites which will allow the use of tents and recreational vehicles on approximately 8.99 acres.

Mr. Fowler said the facility will be required to provide bathroom facilities, water and sewer as required by the Virginia Department of Health. The applicant will have to obtain VDOT approval for the proposed access points prior to the issuance of any permits.

Mr. Fowler said the property is located in an A1, Agricultural Conservation District and the use is allowed by Special Use Permit. He recommended use of the same conditions as specified in the previous public hearing, if approved for recommendation to the Board. He said no feedback has been received regarding this application. He added the applicant is working with the Health Department on issues with the soil.

Chairman Prengaman opened the public hearing.

Mr. Joseph Hines stated that in doing research within the community, there does appear to be a lack of campground sites like this. He said there are construction projects going on all the time, and there might be people that wish to rent sites other than the ACP. He said this project could last longer because of High Bridge Trail, Briery Lake, Sandy River Reservoir and others. He said there may be a demand for an RV or campground site. He said having

responsible leasers is important and should a problem arise, he would do everything in his power to eliminate that problem.

Chairman Prengaman questioned the parcel size in relation to the number of proposed camp sites. Mr. Hines said the land is split into two sections by a Dominion Power easement; there are 8.99 acres total. He said one section is 5.02 acres and the other is 3.97 acres.

Commissioner Jones asked if a water and sewage source will be provided. Mr. Hines said there will be, and enough wells to accommodate the number of sites. He said the Health Department has requirements for what an RV will sustain in terms of water and sewer and that will be accommodated in this process.

Commissioner Jones asked if each site will be manned. Mr. Hines said he needs to check what the requirements call for depending on the type of camp that is set up. He said the construction camp, similar to what Leon Lapp had, is important that it be manned. He said the campsite on Briery does not appear to be manned.

Commissioner Peery asked if someone is available to check on and maintain the sites. Mr. Hines said that with the Atlantic Coast Pipeline, once that moves on, he will look at the financial feasibility if the property is vacated in terms of this particular use, then it would be cleaned up and environmentally sound. He stated he is a professional engineer and has a license that he has to commit to public health, safety, and welfare first and foremost in anything he does and he would apply that commitment to this project.

Commissioner Leatherwood asked if the site will have water, sewer and electric. Mr. Hines said he would like to have those available.

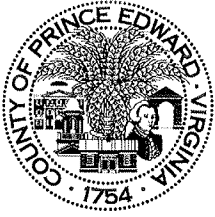
There being no one further wishing to speak, Chairman Prengaman closed the public hearing.

Commissioner Jones made a motion, seconded by Commissioner Peery, to approve for recommendation to the Board of Supervisors the Special Use Permit Application from request Joseph Hines for a Special Use Permit to allow the operation of a campground located on Green Bay Road on property identified as Tax Map Parcel 39-12-1 and 39-12-2, with the following conditions:

- Site Plan, Erosion & Sediment/Stormwater approval by staff
- VDOT Approvals
- Health Department regulations/requirements be obtained
- All lighting is glare-shielded from extending beyond the property lines.
- Facilities be approved for trash.
- Quiet hours are maintained after 10 p.m.

The motion carried:

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



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

**Meeting Date:** July 10, 2018  
**Item No.:** 15  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett/Kate Pickett Eggleston  
**Issue:** Economic Development Report

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**Summary:** The County’s Director of Economic Development, Kate Pickett Eggleston, will make a presentation to the Board regarding her Plan of Work for the upcoming year and its alignment with the Board’s Strategic Work Plan.

**Attachments:**

**Recommendations:**

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

Cooper-Jones \_\_\_\_\_  
Emert \_\_\_\_\_  
Jones \_\_\_\_\_

Pride \_\_\_\_\_  
Southall \_\_\_\_\_  
Timmons \_\_\_\_\_

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

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County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** July 10, 2018  
**Item No.:** 16  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett/Sarah Elam Puckett  
**Issue:** Citizen Volunteer Appointments

---

**Summary:** Regrettably, Mr. Chris Mason, a long-time member of the Prince Edward County Planning Commission, has submitted his resignation due to employment obligations. Mr. Mason is a County-Representative (outside the town of Farmville) on the Planning Commission. The Board will wish to authorize advertising the vacancy to fill this position.

**Attachments:**

**Recommendation:** Authorize advertising the citizen volunteer position.

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

Cooper-Jones \_\_\_\_\_  
Emert \_\_\_\_\_  
Jones \_\_\_\_\_

Pride \_\_\_\_\_  
Southall \_\_\_\_\_  
Timmons \_\_\_\_\_

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

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

**Meeting Date:** July 10, 2018  
**Item No.:** 17  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett  
**Issue:** County Administrator's Report

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**Summary:**

A. AT-WILL REPORT - For FY18 the AT-WILL program has cost a total of \$74,073.23 which includes the FICA cost associated with the payroll expenditures. Fines actually collected for the Fiscal Year total. \$197,211.30. As has been the case since the program began it is self-funded.

The program continues to serve as a valuable law enforcement tool by increasing the number of deputies on shifts at no cost to the citizens. By having deputies working traffic enforcement under this program it frees deputies on their normal shifts from conducting routine traffic duty. This allows them to concentrate on other law enforcement duties such as crime prevention, solving crime and increasing visibility and availability of law enforcement throughout the County.

B. REQUEST FROM GREENSVILLE COUNTY – The County has received a request from Greensville County to support their grant application to the GO Virginia State Foundation, Attachment (1). The application requests \$2.2 million from GO Virginia to assist in funding a \$5.5 million project to complete engineering and construction of utilities for the Mid-Atlantic Advanced Manufacturing Center (MAMaC). The MAMaC is a 1,600-acre Industrial Park with frontage on I-95 located between exits 13 and 17. It is estimated the construction of MAMaC would inject an annual average of \$197.9 million in the region while supporting 1,433 jobs per year for the first three years. Attachment (2) is a proposed letter of support Greensville County is requesting Prince Edward County provide.

**Attachments:**

- (1) Email from Director of Econ Dev/Deputy Administrator from Greensville County dtd July 2, 2018
- (2) Proposed letter of Support for Greensville County

**Recommendations:**

AT – WILL: The Board will wish to decide if it will continue to authorize this program. No budget action is required for FY19 as the funding is contained in the approved budget.

REQUEST FROM GREENSVILLE COUNTY – The Board will wish to consider approving the request from Greensville County and authorize the chair person to sign the letter on behalf of the Board of Supervisors.

Motion \_\_\_\_\_ Cooper-Jones \_\_\_\_\_ Pride \_\_\_\_\_ Townsend \_\_\_\_\_  
Second \_\_\_\_\_ Emert \_\_\_\_\_ Southall \_\_\_\_\_ Wilck \_\_\_\_\_  
Jones \_\_\_\_\_ Timmons \_\_\_\_\_

## Sarah Puckett

---

**Subject:** FW: Support Letter Request  
**Attachments:** LOS Prince Edward Region 3 request.docx

-----Original Message-----

From: Natalie Slate <[nslate@greenvillecountyva.gov](mailto:nslate@greenvillecountyva.gov)>  
Sent: Monday, July 02, 2018 10:11 AM  
To: [wbartlett@co.prince-edward.va.us](mailto:wbartlett@co.prince-edward.va.us)  
Cc: Jeffrey G Reed <[jeff@vagrowth.com](mailto:jeff@vagrowth.com)>  
Subject: Support Letter Request

Good morning,

Greenville County has received approval from the GO Virginia Region 4 Council to pursue a competitive grant through Go Virginia State Foundation. The funds would be used to complete engineering and construction of utilities on the Mid-Atlantic Advanced Manufacturing Center. Upon completion of this project the site would conform to a Tier 4 site as identified by the Virginia Business Ready Sites Program, making MAMaC the only Tier 4, certified site over 1,000 acres in Virginia.

Greenville County is financially partnered with the City of Emporia and the County of Mecklenburg to develop and market the MAMaC site. The regional impact will reach 60 miles or more. A regional economic impact study performed by Chmura estimated the construction of a plant would directly generate an annual average \$168.8 million in spending in the region with 1,203 jobs, the majority being in construction trades. Overall, the construction of MAMaC is expected to inject an annual average \$197.9 million into the region's economy while supporting 1,433 jobs per year the first three years. The total spending impact is \$593.8 million over the three years alone.

As a partner of VGA and a locality in the 60 mile radius of the site, I request your support for this grant application. Attached is a draft letter stating your locality understands their potential benefit from the development of the MAMaC site. The letter also requests that the GO Virginia Region 3 Council endorse the grant application by letter to the State Board encouraging a favorable vote and award of the grant to Region 4. Please note, there is no request for a financial obligation by Region 3.

I am happy to discuss any questions you may have at any time. I also have the grant application white paper available should you wish to review it. If you are supportive, please print the attached letter on your letterhead and mail a hard copy to:

GO Virginia Region 3 Council  
Charles Majors, Chair  
200 S. Mecklenburg Avenue  
South Hill, Virginia 23970

and

VA Growth and Opportunity Board  
Mr. John O. Wynne, Chair  
101 W. Main Street, Ste. 415  
Norfolk, VA 23510

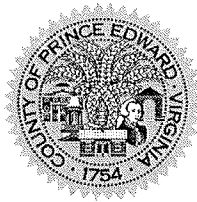
Please send a signed electronic copy to: [nslate@greenvillecountyva.gov](mailto:nslate@greenvillecountyva.gov)  
[jordan.snelling@dhcd.virginia.gov](mailto:jordan.snelling@dhcd.virginia.gov)  
[lizpovar@gmail.com](mailto:lizpovar@gmail.com)

Thank you in advance for your support. The grant application will be complete by July 6. If possible I would like to include your letter with the application. If that timing is not convenient please continue to pursue support and send when possible.

Natalie B. Slate  
Director of Economic Development/Deputy Administrator  
1781 Greenville County Circle

**BOARD OF SUPERVISORS**

Pattie Cooper-Jones  
Chairman  
James R. Wilck  
Vice Chairman  
J. David Emert  
Robert M. Jones  
Odessa H. Pride, Ed.D.  
Gene A. Southall  
C. Robert Timmons, Jr.  
Jerry R. Townsend



**COUNTY OF PRINCE EDWARD, VIRGINIA**

July 10, 2018

**COUNTY ADMINISTRATOR**

W.W. Bartlett  
Post Office Box 382  
111 South Street, 3<sup>rd</sup> Floor  
Farmville, VA 23901  
Office: (434) 392-8837  
Fax: (434) 392-6683  
wbartlett@co.prince-edward.va.us  
www.co.prince-edward.va.us

GO Virginia Region 3 Council  
ATTN: Charles Majors, Chair  
200 S. Mecklenburg Avenue  
South Hill, Virginia 23970

RE: Region 4 GO Virginia Competitive Grant Application  
MAMaC Site Readiness Infrastructure

Dear Chairman Majors:

The Mid-Atlantic Advanced Manufacturing Center (MAMaC), located at Interstate 95, Exit 13 in Greensville County, will have a transformational impact on the economic conditions throughout Southern Virginia, including the County of Prince Edward, through the creation of new jobs, higher wages and increased business activity within the region. Prince Edward County, is located within a 60 mile radius of the site, as are many of the GO Virginia Region 3 localities.

Communities throughout Southern Virginia have suffered industry loss and higher unemployment numbers than that of the Commonwealth as a whole. The County Board of Supervisors recognizes the new marketing opportunities that will generate for our industrial and commercial sites through new industries wanting to locate near MAMaC.

On June 26, the GO Virginia Region 4 Council unanimously voted to submit a competitive grant request to the VA Growth and Opportunity Board for MAMaC site readiness infrastructure. Award of the grant will make MAMaC the only certified, tier 4, mega site in the Commonwealth.

The Prince Edward County Board of Supervisors supports the GO Virginia Region 4 project and requests the GO Virginia Region 3 Council also support the competitive application with a letter to the GO Virginia State Board encouraging award of the grant.

Sincerely,

Pattie Cooper-Jones, Chair  
Prince Edward County Board of Supervisors

CC: John O. Wynne, VA Growth and Opportunity Board Chair  
Natalie Slate, Greensville County Director of Economic Development

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County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: July 10, 2018  
 Item No.: 18-a  
 Department: County Administration  
 Staff Contact: W.W. Bartlett  
 Issue: Committee Reports: Properties & Community Development

**Summary:** The Properties Committee comprising Supervisor Timmons – Chair, and Supervisors Cooper-Jones and Townsend met June 25, 2018 and discussed the following:

- (1.) **WWI MONUMENT:** The committee met with representatives of the American Legion and reviewed their proposed plans, which called for: (a.) the placement of a monument that was smaller than the County’s current monuments on the lawn of the courthouse; (b) the proposed design used a smooth-edged monument instead of the rough cut edges that are on our lawn; and (c) the names would be engraved in the stone verses the use of a bronze plaque which are on the current monuments. Using the size and style of monument that is currently located on the Courthouse Lawn would substantially increase the cost and the American Legion does not have enough funding on hand to pay for such a monument. The American Legion has pledged \$3,000 for the project.

**RECOMMENDATION** - The Committee recommends the Board approve the placement of a monument commemorating the ultimate sacrifice made by Prince Edward County citizens in their service during WWI. The Committee also recommends the new monument match the style and size of the existing monuments with the County providing the additional funds required which are estimated to be between \$3,000 - \$4,000 dollars. This could be paid from the contingency line which contains \$10,000. Cost estimates are being obtained from local vendors and the Department of Defense has been contacted to verify those citizens killed in action during WWI.

- (2.) **RETAINING WALL:** In an effort to protect the public by ensuring all retaining walls in the County are constructed in accordance with standards contained in the Virginia Statewide Building Codes (VSBC) the Committee reviewed a draft “Retaining Wall Guideline” (Attachment 1). This guideline will require a building permit be obtained for all retaining walls three feet high or higher. The Guidelines are not more stringent than the VSBC but by requiring a permit the construction of such walls can be tracked and construction monitored to ensure compliance with the VSBC. The current building permit form can be utilized and the fee based on the cost of construction.

**RECOMMENDATION** – The Committee recommends approval of the attached Guidelines.

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

# COUNTY OF PRINCE EDWARD BUILDING OFFICE

Building Inspector: Coy Leatherwood

## Retaining Wall Guidelines

### I. 2012 Virginia USBA – Exemptions from Permits

1. Retaining Walls supporting less than three (3) feet of unbalanced fill. This exemption shall not apply to any wall impounding Class I, II, or III-A liquids or supporting a surcharge other than ordinary unbalanced fill.

### II. Permit Requirements

Permits are required for walls not meeting the above exemption per the following table.

<u>Height of Unbalanced Fill</u>	<u>Permit Required</u>	<u>Design Required</u>
<3 Feet	No	No
3 – 4 Feet	Yes	No
4 – 6 Feet	Yes	Yes*
6 – 10 Feet	Yes	Yes*
> 10 Feet	Yes	Yes**

\* Standard manufacturer designs are acceptable for wall up to six (6) feet in height or fill. Walls exceeding six (6) feet in height are required to bear the stamp of a Virginia Registered Design Professional.

\*\* Walls exceeding ten (10) feet in height or unbalanced fill are required to meet the requirements of the Special Inspections Program as specified in section 111.2, of the Virginia Uniform Statewide Building Code.

#### Minimum Design Plan Information;

- Minimum scale ¼ inch = 1 foot; all dimensions must be shown.
- Specifications for construction materials.
- Specifications for the backfill material and compaction requirements.
- Wall elevations and multiple cross section of each retaining wall, to include structural details. The actual ground slope at the top and the tow of the retaining wall.
- Bearing capacity of the foundation soil.
- Method for drainage.
- Plans indicating walls which extend across multiple properties must include a description of provisions to be made to provide access and maintenance of the wall



County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: July 10, 2018  
 Item No.: 18-b  
 Department: County Administration  
 Staff Contact: W.W. Bartlett  
 Issue: Committee Reports: Strategic Planning

**Summary**

A. Strategic Planning: The Strategic Planning Committee, comprising Supervisor Pride – Chair, and Supervisors Emert and Wilck met June 20, 2018. The purpose was to develop recommendations to present to the Board on the best path forward to ensure the Board and staff maintained a focus on the plan and used it to guide long-term decisions. The Committee recommended answers to the four questions posed at the June meeting. These are:

(1.) *As the work plan is approved for a three-year period and we are about half-way through that time, is a full-scale retreat desired or one that would update the existing plan and review progress to date?*

**RECOMMENDATION** – The retreat should be a re-examination of the current plan completed in one day.

(2.) *Should a facilitator be hired to assist and if so who?*

**RECOMMENDATION** – Yes. Obtain the services of the same facilitator since she is familiar with the County’s Board and plan.

(3.) *Where should any retreat be held?*

**RECOMMENDATION** – The Committee recommends the retreat be held at the Cedar Crest Conference Center at Twin Lakes State Park, with Crawley Forum at Hampden-Sydney College as the alternate location.

(4.) *When should the retreat be held?*

**RECOMMENDATION** – A Tuesday or Wednesday in September.

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

Cooper-Jones \_\_\_\_\_  
 Emert \_\_\_\_\_  
 Jones \_\_\_\_\_

Pride \_\_\_\_\_  
 Southall \_\_\_\_\_  
 Timmons \_\_\_\_\_

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

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County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** July 10, 2018  
**Item No.:** 19  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett  
**Issue:** Closed Session

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**Summary:**

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

- a) For the discussion of public safety communications plans related to the safety and security of the Prince Edward County Sheriff's Department, pursuant to the exemption provided for in Section 2.2-3711(A)(19) of the *Code of Virginia*; and
- b) For discussion of the terms of the contract for the replacement of the roof of the STEPS Building which involves the expenditure of public funds, where discussion in an open session would adversely affect the bargaining position of the County, pursuant to the exemption provided for in Section 2.2-3711(A)(29) of the *Code of Virginia*; and
- c) For discussion and consideration of the appointment of a County Attorney, pursuant to the exemption provided for in Section 2.2-3711(A)(1) of the *Code of Virginia*; and
- d) For discussion of a business prospect, where no previous public announcement has been made, pursuant to the exemptions provided for in Section 2.2-3711(A)(5) of the Code of Virginia.

**Attachments:**

**Recommendation:**

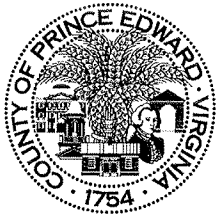
Motion \_\_\_\_\_  
Second \_\_\_\_\_

Cooper-Jones \_\_\_\_\_  
Emert \_\_\_\_\_  
Jones \_\_\_\_\_

Pride \_\_\_\_\_  
Southall \_\_\_\_\_  
Timmons \_\_\_\_\_

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

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County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: July 10, 2018  
 Item No.: 20  
 Department: County Administration  
 Staff Contact: Sarah Elam Puckett  
 Issue: Upcoming

---

**Summary:** Please mark your calendars for the following upcoming events:

- a. **Virginia State University College of Agriculture**  
 Agricultural Research Station Industrial Hemp Field Day  
 Thursday, July 26, 2018, 9:00 a.m. - 3:00 p.m.  
 VSU Randolph Farm, 4415 River Road, Petersburg, VA  
 (Note: See attached email for registration information. Cost: \$10 per person.)
  
- b. **VCO County Officials' Summit**  
 Thursday, August 16, 2018, 9:00 a.m. – 12:30 p.m.  
 Fredericksburg Expo and Conference Center  
 (Note: See attached tentative agenda. Registration required. VACo Committee Meetings will be held immediately following the morning session.)

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

Cooper-Jones \_\_\_\_\_  
 Emert \_\_\_\_\_  
 Jones \_\_\_\_\_

Pride \_\_\_\_\_  
 Southall \_\_\_\_\_  
 Timmons \_\_\_\_\_

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

## Wade Bartlett

---

**From:** Virginia Fiber <vanaturalfiber@gmail.com>  
**Sent:** Tuesday, June 26, 2018 3:04 PM  
**To:** wbartlett@co.prince-edward.va.us  
**Subject:** Economic Development Agriculture Field Day, July 26

Greetings,

We hope this message finds you well.

My name is Robert Ujevic with the Virginia Natural Fiber Cooperative. We would like to invite the board to the **VSU College of Agriculture Agricultural Research Station Industrial Hemp Field Day at VSU Randolph Farm, 4415 River Road, Petersburg, VA on July 26, 2018 from 9am - 3pm.**

This event features agricultural scientists, economic developers and farmers from Prince Edward County. Please register, post and share this event with others. **Registration is \$10/person and includes lunch.** Register online at <https://www.ext.vsu.edu/events/industrial-hemp-field-day-2018>

We look forward to your reply.

Robert Ujevic

--

(804) 246-8903

*Sustainable*

*Value Chain*

*Lifestyles in Virginia*

[www.vafiber.com](http://www.vafiber.com)

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# 2018 VACo County Officials' Summit AGENDA

VACo Education and Steering Committee Meetings

Thursday, August 16

VACo Board of Directors Meeting

Friday, August 17



Fredericksburg Expo and Conference Center | 2371 Carl D. Silver Parkway | Fredericksburg, VA 22401

## Thursday, August 16

8:30am Registration

9am – 12:30pm Program

- Introductions | **VACo President Sherrin Alsop**
- US Senate Incumbent **Tim Kaine** (INVITED)
- Sponsor Break
- US House of Representatives District 10 Incumbent **Barbara Comstock** (INVITED)
- Sponsor Break
- US House of Representatives District 10 Candidate **Jennifer Wexton** (INVITED)
- Sponsor Break
- US House of Representatives District 7 Incumbent **Dave Brat** (INVITED)
- Sponsor Break

- US House of Representatives District 7 Candidate **Abigail Spanberger** (INVITED)
- Sponsor Break
- US Senate Candidate **Corey Stewart**
- Lunch

**1:30 – 3pm**

**VACo Steering Committee Meetings**

- **Economic Development and Planning** (Ballroom A)
- **Education** (Ballroom B)
- **Environment and Agriculture** (Ballroom C)
- **Health and Human Resources** (Ballroom F)

**3pm**

**Break**

**3:15 – 4:45pm**

**VACo Steering Committee Meetings**

- **Finance** (Ballroom F)
- **General Government** (Ballroom C)
- **Transportation** (Ballroom A)
- **Communications** (Ballroom B)

---

## **Friday, August 17**

**9 am – Noon**

**VACo Board of Directors Summer Meeting**



County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: July 10, 2018  
Item No.: 21  
Department: County Administration  
Staff Contact: W.W. Bartlett/Sarah Elam Puckett  
Issue: Correspondence/Informational

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Summary: Please see attachments.

**Attachments:**

- a. CRC Items of Interest

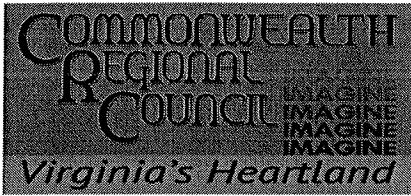
**Recommendation:**

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

Cooper-Jones \_\_\_\_\_  
Emert \_\_\_\_\_  
Jones \_\_\_\_\_

Pride \_\_\_\_\_  
Southall \_\_\_\_\_  
Timmons \_\_\_\_\_

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



### CRC June Items of Interest

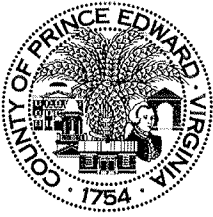
#### New Ventures

- **Beginning July 1<sup>st</sup>**, CRC will provide **Grant Writing at no charge** to member localities as well as non-profits (501C3) located within the localities (ex. Fire Departments, Rescue Squads, Schools, Law Enforcement, etc.). The CRC will be entitled to administration contracts of funded grants. The CRC will vet 501C3's through their respective local government contacts.
- New Regional Planner – Camre Johnson to join CRC Staff on July 2, 2018.
- CRC welcomes new CRC Alternate – Glenn Millican, Lunenburg County Planner to June CRC Meeting.
- CRC CEDS Committee Meeting set for July 9<sup>th</sup>, Longwood University.
- CRC notifies Amelia County, VDH will be making grant/loan or loan offer to Amelia County for Amelia County Water Tank Project.
- CRC executes Agreement with DEQ to Assist with the development of the Virginia Chesapeake Bay Phase III, Watershed Implementation Plan for PD14 localities located in the Chesapeake Bay Watershed area.
- CRC submits 2018 State Homeland Security Program Grant Applications for funding of additional CRC Emergency Planning activities.
- CRC Adopts Resolutions of Support for Buckingham and Prince Edward County's VDOT Smart Scale Applications.
- CRC staff participate in Go Virginia Regional 3 Partners Summit held at Hampden-Sydney College.
- CRC staff participate in Innovation Group Subcommittee – Career Pathways in Technology and Trades meeting at SVCC.
- CRC Assisting Charlotte County with Tobacco Region Opportunity Fund (TROF) Grant to provide assistance to Cardinal Homes (pending).
- Next CRC Meeting date-- **Wednesday, July 18, 2018** at 9:30 a.m. CRC will be meeting in the Mill Room (basement of CRC office building). The meetings are joint meetings with the County Administrators.

#### Activity

- CRC staff continue to provide funding source information and assistance to County School systems.
- Update - Town of Charlotte Court House Evergreen Road Sidewalk Project, 90% Design submitted by AMT to VDOT. Waiting for VDOT/FHWA approval.
- Update -Drakes Branch DCR Flood Protection Study, AMT fast tracking study to assist Town in being prepared to apply for VDEM Mitigation Assistance Grant funds in July 2018 (deadline not set as of this date). Draft Study Report will be ready by the end of June.
- Update – Lunenburg/Kenbridge/Victoria Comprehensive Plan Update, Working Committee will meet on June 28<sup>th</sup> to focus on the Land Use Phase of Plan.
- Update – Dillwyn CDBG Housing Project, Project Management Team and Rehab Board will meet June 27<sup>th</sup> to review status of participating homes in project.
- Update – Phenix Water System Project, CRC/Town officials working with VA Dept. of Health to resolve new issue as a result of well tests and related Notice of Violation from VDH-ODW. Engineer is amending the PER to address long-term solutions for dealing with violation.
- Regional Emergency Planning Activities. Staff is developing FEMA-approved Debris Management Plan for all 5 localities. Plans would be utilized if a natural disaster were to occur. The Draft Amelia County Debris Management Plan has been completed and reviewed by Amelia staff and has been submitted to DEQ for comments. Staff are now working on Draft Buckingham Debris Management Plan.





County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: July 10, 2018  
Item No.: 22  
Department: County Administration  
Staff Contact: W.W. Bartlett/Sarah Elam Puckett  
Issue: Monthly Reports

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**Summary:** Please see attachments.

**Attachments:**

- a. Animal Control
- b. Building Official
- c. Cannery-Home Canning
- d. Cannery-Commercial Canning
- e. Tourism

**Recommendation:**

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

Cooper-Jones \_\_\_\_\_  
Emert \_\_\_\_\_  
Jones \_\_\_\_\_

Pride \_\_\_\_\_  
Southall \_\_\_\_\_  
Timmons \_\_\_\_\_

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



**Animal Control  
Monthly Report**

**"June 2018"**

**Dogs**

Surrendered	5
Picked Up	16
Claimed By Owner	1
Adopted	1
Other	0
Euthanized	7
Transferred to SPCA	15
Dead on Arrival	0
Escaped from Shelter	0
Seized	1
Bite Case	1
Other	0

**Fees Collected** \$112.00

**Cats**

Surrendered	50
Picked Up	0
Claimed By Owner	0
Adopted	3
Euthanized	38
Died in Kennel	0
Transferred to SPCA	9
Dead on Arrival	0

**Fees Collected** \$0.00

**Wildlife**

Handled	0
Euthanized	0
Rabies Case	0

**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** 162

**Summons Issued** 4

**Warrants Served** 0

**Days in Court** 1

**Nuisance Dogs** 6

**Dangerous Dogs** 1

**Calls After Hours / On Call** 36

**Dogs Brought In by Farmville PD** 2

**Total Fees Collected** \$112.00

**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  
6/01/2018 Through 6/30/2018

ADDITIONS	- Issued	4
	- Value	\$10,348.00
	- Permit Fees	\$354.60
	- 2.00% STATE TAX	\$7.09
	- Fees Collected	\$.00
COMMERCIAL	- Issued	1
	- Value	\$5,600.00
	- Permit Fees	\$100.00
	- 2.00% STATE TAX	\$2.00
	- Fees Collected	\$.00
DEMOLITIONS	- Issued	2
	- Value	\$200.00
	- Permit Fees	\$100.00
	- 2.00% STATE TAX	\$2.00
	- Fees Collected	\$.00
ONE & TWO FAMILY DWELLING	- Issued	2
	- Value	\$501,917.00
	- Permit Fees	\$929.00
	- 2.00% STATE TAX	\$17.86
	- Fees Collected	\$.00
ELECTRICAL	- Issued	14
	- Value	\$18,655.00
	- Permit Fees	\$750.00
	- 2.00% STATE TAX	\$15.00
	- Fees Collected	\$.00
MECHANICAL	- Issued	7
	- Value	\$3,500.00
	- Permit Fees	\$400.00
	- 2.00% STATE TAX	\$8.00
	- Fees Collected	\$.00
MECHANICAL/GAS	- Issued	6
	- Value	\$17,120.26
	- Permit Fees	\$300.00
	- 2.00% STATE TAX	\$6.00
	- Fees Collected	\$.00
MANUFACTURED HOMES	- Issued	5
	- Value	\$297,000.00
	- Permit Fees	\$725.60
	- 2.00% STATE TAX	\$14.52
	- Fees Collected	\$.00
PLUMBING	- Issued	7
	- Value	\$3,500.00
	- Permit Fees	\$350.00
	- 2.00% STATE TAX	\$7.00
	- Fees Collected	\$.00
POOL	- Issued	1
	- Value	\$22,000.00
	- Permit Fees	\$35.00
	- 2.00% STATE TAX	\$.70
	- Fees Collected	\$.00
REMODELING	- Issued	1
	- Value	\$3,000.00
	- Permit Fees	\$75.00
	- 2.00% STATE TAX	\$1.50
	- Fees Collected	\$.00
IN LIEU OF SOIL & EROSION	- Issued	4
	- Value	\$.00
	- Permit Fees	\$.00
	- Fees Collected	\$.00
Total Permits - Issued		54
Total Permits - Value		\$882,840.26
Total Permits - Permit Fees		\$4,119.20
Total Permits - Sales Tax 2%		<u>\$ 81.67</u>
		<b>\$ 4,200.87</b>

INSPECTIONS FOR JUNE 69

# PRINCE EDWARD COUNTY CANNERY

7916 Abilene Road  
Farmville, Virginia 23901

Patty Gulick  
Cannery Manager  
434-223-8664

## June 2018 Cannery Report

Cannery report is as follows:

609 (qts.)	@.48 =	\$292.32
0 (pts.)	@.40 =	\$ 0.00
0 Gallons	@1.25=	\$ 0.00
12 Patrons usage	@1.00 =	\$ 12.00
30% out of County =		\$ 0.00
Non-processing fees =		\$ 0.00
60 LBS. total Meat Cut @ \$10.00 min.		\$ 50.00
<b>Total</b>		<b>\$354.32</b>

The cannery had a total of 12 registered patrons use the facility this month. These cannery users brought friends and family members with them to share their knowledge and experiences. This increased our total number of participating residents to 26 for the month of June.

P. Gulick

kef



Allie Hill  
Board President  
(434) 960-8958

## *June 2018 Summary*

### **Current Clients**

- **The Fishin' Pig** returned to make two batches of their Memphis Sauce and two of their dry rubs.
- **Sweet on the Bubbly** returned to make four different recipes of their alcohol-infused jams. Over 800 jars of jam in various sizes (2 oz., 9 oz.), in addition to a few gallon jars, were made.
- **Browntown Farms** (Brunswick County) made spicy strawberry jam and peach strawberry jam.
- **Hobby Hill Farm** made blueberry jam and blueberry syrup.

### **Inquiries/Visits/Tours**

- Robin Allen, the owner of **Birdie's Pimento Cheese** (South Hill, VA), met with us to discuss packing pimento cheese. "Cold" packing food products is new to us and our limitation appears to be maintaining a cold processing temperature as the building itself is not air conditioned. Performing the processing and packaging inside the walk-in refrigerator may be an acceptable option. If viable, Birdie's may be a biweekly, year round client of the cannery.
- **Convergent Coffee Company** of Richmond visited the cannery in May and expressed interest in buying the (unused) horizontal retort to use for processing their cold brew coffee. This month, Ron VanEps assisted them in testing their cans of coffee in the retort. Convergent is assessing the flavor and quality of the tested cans and we expect to hear back on their interest in purchasing the retort.
- **The Prissy Pickle Company** (Richmond and Virginia Beach) toured the cannery and is interested in VFW making 4 flavors of pickles. They've sought out VFW because the commercial kitchen they've been using is no longer a viable option due to high pricing and operational matters.
- **Rupen's** inquired about producing 3 flavors of Indian sauces. Rupen's is owned by Rupen Rao, who has a line of cookbooks and spice blends centered around Indian cuisine. Rupen is located in Washington, DC, and was attracted to the cannery as other bottling companies require a minimum order of thousands of jars for initial production.
- The owners of **Smohk Restaurant** toured the cannery, interested in making their barbeque sauce with VFW. Smohk (pronounced "smoke") is a restaurant in downtown Richmond that specializes in barbeque and other southern food.
- **Waverly Farms** (Burkeville, VA) is planning on making strawberry balsamic jam using berries from their farm.
- **Shooting Creek Farm** (Floyd County)
- **Season's Bounty Farm** (Harrisonburg)
- **Johnson's Orchard** (Bedford County)
- **Troyer Fruit and Produce** (Waynesboro)
- **Crozet Coffee Company** (Albemarle County)

**Upcoming in July:**

- **Steve Narleski** of Dia de los Burritos in New Jersey will be making his hot sauce.
- **Sweet On the Bubbly** will make more alcohol-infused jams.
- **Nona's Italian Cucina** will be making a test batch of her family recipe marinara sauce.
- **Malcom's Market Garden** will produce strawberry jams and syrups.
- **Nisani Farms** (Charlotte County) will make Ginger Turmeric Syrups and Turmeric Relish.
- **Westmoreland Berry Farm** will co-pack strawberry preserves.

**Events**

VFW's Allie Hill presented a **Workshop on Food Preservation** at the Crozet Library in Albemarle County. She shared information about how to use both the "home canning" and "commercial" options of the Prince Edward Cannery.

**June Revenue to PEC:** \$551.00

**Interested parties (phone and email contacts, tours):** 11

**Different Production Clients:** 4

**Days Used for Commercial Activity:** 4

**Number of jars created:** 1178

**Approximate Market Value of Products** (if sold retail and not wholesale): \$8,200

## Tourism & Visitor Center Monthly Report for June 2018

HEARTLAND REGIONAL VISITOR CENTER GUESTBOOK SIGNINGS:				
	Virginia Guests	Other States	Other Countries	Total Guests Average Visitors per Month:
YTD 2018	1,550	243	24	1,817
2017	3,206	488	44	3,738
				<b>302.8</b>
				<b>311.5</b>

Total / 6 Months  
Total / ALL of 2017

### Requests for Information:

	Phone Inquiries	Video Views (All)	Center Visits	VisitFarmville.com Facebook Engagements	Tablet/Cell Web Hits	Monthly Totals:
June 2018	80	202	425	7,240	1,534	9,481
June 2017	71	143	376	6,210	1,889	8,689
% Difference	12.68%	41.26%	13.03%	16.59%	-18.79%	9.11%

**141**

TOTAL YTD	437	1,400	1,817	45,192	13,626	Total YTD Inquiries: 62,472
2018 YTD	505	367	1,666	36,811	8,428	47,777
% Difference	-13.47%	281.47%	9.06%	22.77%	61.68%	30.76%

### Report to July Board of Supervisors:

- June has been a solid month for visitation and access to our amenities via social media. We see visitors stating they found our community through the many postings on Facebook, YouTube, Instagram, and other social media places. Virginia Tourism Corporation is getting great play from the videos they shot and air on virginia.org. Soon, the new videos produced by Virginia's Crossroads will be up there, too! Here is the link to CRUSH Friday in Farmville and Appomattox: <https://blog.virginia.org/2018/05/crush-friday-farmville-appomattox/>
- The Farmville video, called Sandy River Glamping, was viewed 1,297 in the last 30 days.
- VisitFarmville.com May numbers reflect 20,916 views of High Bridge's Firefly Festival scheduled for early June, including 1,410 post clicks - generally Shares.
- The Find It In Farmville videos saw an additional 202 views this past month - for the first six months of 2018, our videos have been viewed 1,400 times.
- FASTC representatives visit or email almost weekly, seeking introductions or information on community amenities as the facility continues to be developed. The program leaders seek to work around the existing large events, like both college's Parent's Weekends, Homecoming, and Graduation weekends.

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