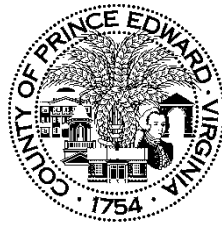




## MISSION STATEMENT

*"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  
September 11, 2018

AGENDA

- 6:00 p.m. Work Session: WWI Memorial
- 7:00 p.m.
1. Chair Pattie Cooper-Jones will call to order the September 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: July 2018 11
    - b. Approval of Minutes: August 14, 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. 71
  9. 2018 Personal Property Tax Relief 73
  10. FY 19 Budget Amendments 77
  11. Highway Matters: Scot Shippee, P.E., Resident Engineer, VDOT 79
  12. **PUBLIC HEARING: Sandy River Reservoir Ordinance** -- *The Board will receive citizen input prior to considering amendments to the County's Ordinance to Regulate and Protect the Sandy River Reservoir and Adjacent County-Owned Properties.* 81
  13. **PUBLIC HEARING: Electronic Summons Ordinance** -- *The Board will receive citizen input prior to considering the adoption of an ordinance establishing an electronic summons system and fee structure for the County.* 85
  14. Appointment: Community Policy Management Team 87
  15. Citizen Volunteer Appointment: Industrial Development Authority 89
  16. County Administrator's Report: 93
    - a. Scenic River Designation of Appomattox River
  17. Committee Reports: 101
    - a. Strategic Planning

18. <u>Closed Session:</u> Section 2.2-3711 (A)(5), <i>Code of Virginia</i> – Business Prospect Section 2.2-3711 (A)(1), <i>Code of Virginia</i> – Personnel	103
19. <u>Correspondence/Informational:</u> a. CRC Items of Interest	105
20. <u>Monthly Reports:</u> a. Animal Control b. Building Official c. Cannery-Commercial Canning d. Tourism	107 108 109 110 111

*(NOTE: Additional agenda items may be added to the Table Pack is available for review after 4:30 p.m. on Tuesday, September 11, 2018.)*





County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: September 11, 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 **September** meeting of the Prince Edward Board of Supervisors, ask for an invocation, and lead the Pledge of Allegiance.

**Attachments:**

**Recommendation:**

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

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County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: September 11, 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 \_\_\_\_\_  
Second \_\_\_\_\_

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

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

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



**STATEMENT OF DISCLOSURE**

**DECLARATION OF INTEREST**

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

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

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

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

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

**DECLARATION OF ACCURACY**

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

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

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

Address \_\_\_\_\_  
\_\_\_\_\_



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

**Meeting Date:** September 11, 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.

**Prince Edward County Public Schools**

The Board of Supervisors is very pleased to have the opportunity to recognize Coach James E. Scott for his Outstanding Service to the Prince Edward County Public Schools. Coach Scott has coached the Prince Edward County Varsity Basketball Team for 38 Years. Over the course of his career, Coach Scott has led by example and inspired his teams toward excellence and sportsmanship. He has encouraged his players to be exceptional leaders on and off the court. The Prince Edward County Board of Supervisors congratulates Coach Scott for his outstanding career and commends him for his service and his dedication to the students he has coached.

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:** September 11, 2018  
**Item No.:** 6  
**Department:** Board of Supervisors  
**Staff Contact:** W.W. Bartlett  
**Issue:** Public Participation

---

**Summary:**

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

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

**Attachments:** Public Participation Tracking Form

**Recommendation:** None.

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

# PUBLIC INPUT TRACKING LOG

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





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

**Meeting Date:** September 11, 2018  
**Item No.:** 7  
**Department:** Board of Supervisors  
**Staff Contact:** W.W. Bartlett  
**Issue:** Board of Supervisors Comments

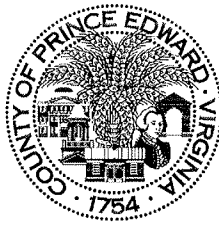
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**Summary:** The Board has set aside ten minutes for Board members to respond to citizen input from Public Participation.

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

**Recommendation:** None.

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



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

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

**PROTOCOL FOR BOARD OF SUPERVISORS COMMENTS**

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

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



County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: September 11, 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:** July 2018 Treasurer's Report

**Recommendation:** Approval

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

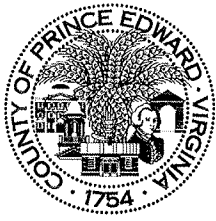
**Prince Edward Board of Supervisors Treasurer's Report - July 2018**

<b>Name of Bank</b>	<b>Bank Balance</b>		<b>Available Balance</b>
Benchmark Pooled Fund Account	\$ 10,909,514.47		\$ 10,909,514.47
Wells Fargo Social Services	\$ 273,498.31		\$ 273,498.31
Benchmark School Fund	\$ 833,094.10		\$ 833,094.10
Benchmark Food Service	\$ 385,781.14		\$ 385,781.14
<b>TOTAL</b>			<b>\$ 12,401,888.02</b>
<b>Certificate of Deposits</b>			
Benchmark			\$ 609,724.91
Farmers Bank			\$ 210,882.92
<b>TOTAL</b>			<b>\$ 820,607.83</b>
<b>GRAND TOTAL</b>			<b>\$ 13,222,495.85</b>

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

<b>Name of Bank</b>	<b>Bank Balance</b>		<b>Available Balance</b>
Benchmark Pooled Fund Account	\$ 8,906,409.36		\$ 8,906,409.36
Wells Fargo Social Services	\$ 338,411.09		\$ 338,411.09
Benchmark School Fund	\$ 322,050.67		\$ 322,050.67
Benchmark Food Service	\$ 397,045.32		\$ 397,045.32
TOTAL			\$ 9,963,916.44
<b>Certificate of Deposits</b>			
Benchmark			\$ 361,158.10
Citizens Bank Recreation			\$ 16,518.43
Farmers Bank			\$ 437,383.74
TOTAL			\$ 815,060.27
<b>GRAND TOTAL</b>			<b>\$ 10,778,976.71</b>

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

**Meeting Date:** September 11, 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:** August 14, 2018 Draft Meeting Minutes

**Recommendation:** Approval.

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

August 14, 2018

At the regular meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 14<sup>th</sup> day of August, 2018; at 7:00 p.m., there were present:

Pattie Cooper-Jones

J. David Emert

Odessa H. Pride

Gene A. Southall

C. Robert Timmons, Jr.

Jerry R. Townsend

Jim R. Wilck

Absent: Robert M. Jones

Also present: Wade Bartlett, County Administrator; Sarah Elam Puckett, Assistant County Administrator; Kate Pickett Eggleston, Economic Development Director; and Brian Butler, County Attorney.

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

In Re: Conflict of Interest Disclosure

(None)

In Re: Recognitions

Chairman Cooper-Jones said “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. She stated that since school has not been in session, there are no recognitions this month.



In Re: Public Participation

**Angela Cook**, Substance Abuse Coalition, stated the Piedmont Alliance for the Prevention of Substance Abuse will hold a Coalition meeting September 13, 2018 at 5:30 p.m. at the Farmville Community Library, to present information on community awareness on the opioid epidemic and other substance abuse and misuse issues.

**Joanne Wcislo**, Pamplin, expressed her concerns regarding blight in Prince Edward County. She presented a letter and photographs to the Board showing examples of rundown properties and properties with accumulated trash, broken down vehicles and overgrown with weeds. She also reported trash along many of the roadways and stated this negatively impacts surrounding properties. Ms. Wcislo stated in order for the County to attract tech businesses and industry, first the County must show the citizens as attractive as employees. She presented several examples of programs enacted in other localities, and suggested the homeowners that do take care of their properties could be presented a "Pride Award." She then suggested forms to report properties with blight and others to nominate a nice property.

In Re: Board Comments

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

Supervisor Timmons thanked Ms. Wcislo for her comments and stated only a few people in each section of the County are guilty of throwing trash from their vehicles. He said in Darlington Heights, they schedule a Community Pick Up twice a year. He said the Sheriff cannot ticket offenders throwing trash unless they are caught in the act and the Judges assure the offenders will receive the maximum fine. Supervisor Timmons stated that as a property owner, he picks up the trash that lands on his property. Blight structure that has eminent harm is dealt with on a case by case basis. He said notices are sent to the property owners; he directed Mr. Bartlett to ask Mr. Fowler to look at the trailers west of Pin Oak Road.

Supervisor Southall thanked all for attending and said that he lives on Briery Road and property owners pick up trash on their properties.

In Re: Consent Agenda

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

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

the Board accepted the Treasurer’s Report for June 2018; the minutes of the meetings held July 10, 2018 and July 31, 2018; Accounts and Claims and Board Mileage Sheets; Salaries; and Event Permits for Appomattox Young Farmers Truck and Tractor Pull, Five County Fair, and Family Affair Kennels Dog Show.

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

Name of Bank	Bank Balance	Available Balance
Benchmark Pooled Fund Account	13,151,555.98	13,151,555.98
Wells Fargo Social Services	105,895.23	105,895.23
Benchmark School Fund	122,301.67	122,301.67
Benchmark Food Service	324,600.13	324,600.13
TOTAL		13,704,353.01
<b>Certificates of Deposit</b>		
Benchmark		609,724.91
Farmers Bank		210,882.92
TOTAL		<u>820,607.83</u>
GRAND TOTAL		<u><u>14,524,960.84</u></u>

PERMITS AND OTHER LICENSES

Anita Bennett	Building permit refund	204.00
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BOARD OF SUPERVISORS

Morrissett Funeral & Cremation Service	Cremation	925.00
Farmville Newsmedia	Advertising	589.92
Odessa H. Pride	Mileage	143.88
C. Robert Timmons, Jr.	Mileage	245.25
Jerry R. Townsend	Mileage	310.65
Business Card	Meals	54.80
	Lodging	881.94
Verizon Wireless	iPad service	936.74
		465.54

COUNTY ADMINISTRATOR

US Cellular	Phone		137.60
University of Virginia	FY19 Dues		1,000.00
Matthew Bender & Company, Inc.	Code Supp Pkg/Index		596.61

COMMISSIONER OF REVENUE

Farmville Printing	Postage	250.00	
	Envelopes / letterhead	148.40	398.40
Treasurer of Virginia	Online service		81.59

ASSESSOR

Wampler-Eanes Appraisal	Assess new construction		7,800.00
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TREASURER

Benchmark Community Bank	Payflow/Paypal		4.30
Treasurer of Virginia	Online service		81.59
University of Virginia	2018 Joint conference	120.00	
	Joint Treasurer training	120.00	
	TAV Course roles	185.00	425.00
Treasurers Association of VA	Dues		400.00
Key Office Supply	Credit	-266.97	
	Copy paper	95.85	
	Ink cartridges	453.46	
	Sticky notes	10.38	
	Chair	169.00	461.72

INFORMATION TECHNOLOGY

Business Data of Virginia, Inc.	Contract agreement	3,900.00	
	Travel expense	1,125.00	5,025.00
BAI Municipal Software	Technical support		11,349.00
ComputerPlus Sales / Service	Printer service contract		79.00

ELECTORAL BOARD AND OFFICIALS

Gwendolyn Akers-Booker	Mileage	76.30	
	Lodging	206.22	
	Meals	31.06	313.58
Charles D. Puckett	Mileage	65.40	
	Lodging	210.74	
	Meals	32.80	308.94

REGISTRAR

U. S. Postal Service	Stamps		500.00
Key Office Supply	Copy paper	63.90	
	Sealing tape	26.28	
	Clips / markers / binders	28.57	
	Paper	17.18	135.93

CIRCUIT COURT

Delux Cleaners	Cleaned 7 robes		70.00
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Matthew Bender & Company, Inc.	Case Finder		103.08
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GENERAL DISTRICT COURT

STEPS, Inc.	Shredding service		35.00
US Cellular	Phone		23.77
Key Office Supply	Pens	60.60	
	Markers / hi-liters	33.09	93.69
Vickie Talbott	Microwave		114.76

CLERK OF THE CIRCUIT COURT

AtWork Franchise, Inc.	Part-time employee		2,456.60
Treasurer of Virginia	Turnover audit		848.50
Rocky Top Locksmith	Replace safe lock		1,375.00
CenturyLink	Phone		45.66
Key Office Supply	Copy paper	319.65	
	Ink cartridges	346.49	
	Paper	24.99	26.45

LAW LIBRARY

Relx, Inc. DBA LexisNexis	Monthly subscription		578.00
Matthew Bender & Company, Inc.	Code 18 Supp Pkg / Inx	596.61	
	Wills & Admin Rel 11	351.31	947.92

COMMONWEALTH'S ATTORNEY

David Moss	Mileage		80.66
Treasurer of Virginia	Dues		260.00
VA Assoc. of Commonwealth's Attorneys	Annual dues		1,750.00
Halasz Reporting & Video	Hearing transcript		212.00
STEPS, Inc.	Shredding service		35.00
Key Office Supply	Paper clips	0.75	
	Pens	62.70	
	Pens / folders / clips	35.03	
	AA batteries	12.99	
	Chair mats	349.65	
	Labels	23.98	485.10

SHERIFF

Express Care	Oil changes		505.89
Pro Auto, LLC	Oil pan		881.93
Rundstrom Auto, LLC	Brake pads & rotors		244.50
Third Street Wrecker, Inc.	Windshield		339.00
ID Networks	Maintenance contract	5,328.75	
	Annual software maintenance	775.00	6,103.75
CenturyLink	Phone	10.36	
	VCIN	7.98	18.33
Sarah Coen	Meal		11.00
Key Office Supply	Toner & folders		304.67
Southside Electric Cooperative	Electric service		15.15
Commtronics of Virginia	Antenna		255.00
DMV	Special ID		10.00

Galls, LLC	EZ Wedge / maglite	177.00	
	Flashlight / boots	242.36	419.36
BKT Uniforms	Pants		321.93
Jannear Jefferson	Sew on hashmarks		175.00
Matthew Bender & Company, Inc.	Code Supp Pkg / Index		596.61
Town Police Supply-Richmond	Bullet-proof vests		6,839.82

RICE VOLUNTEER FIRE DEPARTMENT

C W Williams	Helmets	865.20	
	Traffic cones	182.54	1,047.74
County Waste	Trash collection		32.34
Ellington's Lawn Service	Mowing		600.00
CenturyLink	Phone		184.82
Dominion Energy Virginia	Electric service		357.58
Zurich	Workers comp		2,165.00

PROSPECT VOLUNTEER FIRE DEPARTMENT

Prince Edward County Public Schools	Diesel		101.01
Prince Edward County Treasurer	Gas		30.87

DARLINGTON VOLUNTEER FIRE DEPARTMENT

Cyrus Pest Control Company	Exterminating service		45.00
Mid-Atlantic Irrigation	Bolland covers		666.46
Southside Electric Cooperative	Electric service		478.84

MEHERRIN VOLUNTEER FIRE DEPARTMENT

Commtronics of Virginia	Radios		2,979.65
Parker Oil Company, Inc.	Diesel		1,558.69
Verizon	Phone		193.15
Dominion Energy Virginia	Electric service		531.90

FIRST RESPONDERS

Hampden-Sydney Vol. Fire Dept.	18-19 Support		1,250.00
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PE FIREFIGHTERS ASSOCIATION

Prince Edward Area Firefighters Assoc.	18-19 Support		4,000.00
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AMBULANCE AND RESCUE SERVICES

Prince Edward Volunteer Rescue Squad	18-19 Support		18,700.00
Pamplin Vol. Fire Dept. EMS	18-19 Support		2,500.00
Meherrin Fire & Rescue	18-19 Support		3,250.00

EMERGENCY SERVICES

Business Card	Printer / ink / easel	467.73	
	LEPC meals	214.80	682.53

REGIONAL JAIL & DETENTION

City of Lynchburg	Group home care		2,156.00
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BUILDING OFFICIAL

Rod & Staff, LLC	Serpentine belt	154.50
US Cellular	Phone	24.02
Treasurer of Virginia	2% Permit levy	311.17

ANIMAL CONTROL

Ridge Animal Hospital	Vet service	62.00
East End Motor Company, Inc.	Oil change / pads / rotors	359.39
Dominion Energy Virginia	Electric service	265.07
CenturyLink	Phone	131.17
US Cellular	Phone	106.05
Business Card	Fan	136.88
	Euthanasia drugs	456.94
Walmart Community / SYNCB	Cleaning supplies	78.63

SANDY RIVER RESERVOIR

Southern States	Brush spray	63.42
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GENERAL PROPERTIES

Dodson Brothers Exterminating	Pest control	237.00
ThyssenKrupp Elevator	Service contract - July/Sept.	2,881.36
Wagstaff Sales & Service	Mower repairs	302.94
Southside Electric Cooperative	SRR lights	30.04
Dominion Energy Virginia	Roy Clark monument	7.18
	SCOPE building	91.40
	Courthouse	12,868.84
	Sheriff Dept. shed	6.59
	Worsham Clerk office	13.71
	STEPS Centre	2,359.32
	Lights at Rice	111.81
	Ag building	946.55
	Shop	21.61
Town of Farmville	Water & sewer	16,427.01
AT&T	Phone	141.11
CenturyLink	Phone	43.64
US Cellular	Phone	57.95
O. O. Stiff, Inc.	Phone	117.67
Diamond Paper Company	Monthly service	100.00
Unifirst Corporation	Towels / tissue / bleach	918.09
Farmville Wholesale Electric	Janitorial supplies	186.86
Lowe's	600 Amp fuses	622.31
	No Trespassing signs	12.42
	WD40	4.74
	Gloves & wasp spray	40.43
	Rakes	51.24
	Lawn mower & oil	337.22
Price Supply Company, Inc.	Swoosh cartridge	446.05
Cintas Corporation #524	Uniform rental	44.56
Taylor-Forbes Equipment Company	Weed trimmer / switch	361.45
	Oil	729.38
	Diesel	15.12
Prince Edward County Public Schools		344.50
		118.55

East End Motor Company, Inc.	Inspection	16.00	
	Install mower tube	17.25	33.25
NAPA of Farmville	Oil / filter		79.08
Rod & Staff, LLC	Trailer tires		161.00

CANNERY

Virginia Food Works	Commercial contract		2,916.67
Lowe's	Pipe	3.12	
	Pipe & seal	12.57	15.69
Town of Farmville	Water test kit		40.00
Southside Electric Cooperative	Electric service		298.47
Ellington Energy Service	Fuel		952.18
CenturyLink	Phone		253.51
Diamond Paper Company	Gloves / soap / towels		291.87

HEALTH DEPARTMENT

Prince Edward Health Department	1st Quarter support		42,447.75
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COMPREHENSIVE SERVICES ACT

Centra Health, Inc.	Professional service		15,326.00
Grafton School, Inc.	Professional service		10,175.00
STEPS, Inc.	Professional service		877.50
Virginia Keys School	Professional service		3,570.00
Voices Speech Therapy	Professional service		900.04

OTHER WELFARE / SOCIAL SERVICES

SCOPE / Meals on Wheels	18-19 Support		2,500.00
Piedmont Senior Resources	18-19 Support		3,064.00
STEPS, Inc.	18-19 Support		5,000.00
Jolly Glee Senior Center	18-19 Support		1,120.00
STEPS, Inc. (Community Action Program)	18-19 Support		3,622.00
FACES, Inc.	18-19 Support		2,137.50
Special Olympics - Area 12	18-19 Support		1,000.00
VA Legal Aid Society, Inc.	18-19 Support		1,200.00
Tri-County Life Learners	18-19 Support		1,200.00
Southside Center for Violence Prevention	18-19 Support		2,400.00
Heart of Virginia Free Clinic	18-19 Support		3,000.00
Longwood Center for Visual Arts	18-19 Support		2,000.00
Habitat for Humanity	18-19 Support		1,600.00

CONTRIBUTIONS TO COLLEGES

Southside Virginia Community College	18-19 Support		5,000.00
Longwood Small Business Dev. Center	18-19 Support		3,375.00

MUSEUMS

Robert Russa Moton Museum	18-19 Support		4,000.00
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PUBLIC LIBRARY

Farmville-Prince Edward Community Library	18-19 Support		58,519.50
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	<u>PLANNING</u>		
Farmville Newsmedia	Advertising		516.19
US Cellular	Phone		56.78
	<u>COMMUNITY DEVELOPMENT</u>		
Farmville Chamber of Commerce	18-19 Support		250.00
Town of Farmville	18-19 Support - Airport	3,800.00	
	18-19 Support - Bus	25,000.00	28,800.00
Town of Blackstone	18-19 Support - Bus		4,000.00
Downtown Farmville	18-19 Support		4,000.00
	<u>ECONOMIC DEVELOPMENT</u>		
US Cellular	Phone		71.02
	<u>TOURISM</u>		
Dominion Energy Virginia	Electric service		313.56
Town of Farmville	Water & sewer		47.65
Business Card	UPS		29.56
CenturyLink	Phone		373.32
Magi Van Eps	Meals		24.43
Business Data of Virginia, Inc.	Norton update		34.95
Key Office Supply	Copier service contract	1,420.22	
	Copy paper	191.70	
	Office supplies	682.94	
	Construction paper	2.99	
	Toner	1,349.76	3,647.61
Moffatt Evans	Donation box		61.00
	<u>FLOOD &amp; EROSION CONTROL</u>		
Hurt & Proffitt, Inc.	Stormwater plan review		240.00
	<u>SOIL &amp; WATER CONSERVATION DISTRICT</u>		
Piedmont Soil & Water Conservation District	18-19 Support		2,960.00
	<u>COOPERATIVE EXTENSION OFFICE</u>		
CenturyLink	Phone		109.32
	<u>GENERAL EXPENSE</u>		
Treasurer of Virginia	INS termination		4,025.32
Rochette's Florist	Flowers - Wilck		57.00
	<u>CAPITAL PROJECTS</u>		
BAI Municipal Software	Load ESD's		4,500.00
Business Data of Virginia, Inc.	Shipping expense		28.80
CAS Severn	AS400 Maintenance contract		3,185.01
Compro Computers	Computers / laptops		14,449.97
Election Systems & Software	Voting machines		57,665.00
	<u>GRANITE FALLS EXPENDITURES</u>		
VACORP	Auto / liability insurance		1,550.00



<u>WATER FUND</u>			
VACORP	Auto insurance	75.00	
	Liability insurance	331.50	406.50
Town of Farmville	Water		41.73
<u>SEWER FUND</u>			
VACORP	Auto insurance	75.00	
	Liability insurance	331.50	406.50
Dominion Energy Virginia	Sewer pump		43.87
<u>COLLECTIONS</u>			
Farmville Wholesale Electric	Electrical supplies		764.18
NAFECO, Inc.	Ansul foam		2,250.00
Cavalier Hose & Fittings	Hose / fittings / clamps		89.15
East End Motor Company, Inc.	Inspection		51.00
Watts Industrial Equipment	Serviced truck / oil change		578.42
Republic Services #974	Trash collection		621.21
Emanuel Tire of Virginia	Tire recycling		956.40
STEPS, Inc.	Recycling fee		4,614.24
Synergy Recycling, LLC	Electronic recycling		1,953.45
Southside Electric Cooperative	DH site	49.93	
	Virso site	69.72	119.65
Dominion Energy Virginia	Rice site	24.38	
	Green Bay site	56.35	
	Worsham site	34.62	115.35
CenturyLink	Phone		98.52
US Cellular	Phone		23.77
Verizon	Phone		140.49
O. O. Stiff, Inc.	Monthly service		702.50
Prince Edward County Public School	Diesel		915.94
NAPA of Farmville	Def		49.96
Rod & Staff, LLC	Tires		1,302.50
<u>LANDFILL OPERATIONS</u>			
Resource International	Assessment monitoring	14,764.78	
	Miscellaneous work tasks	2,970.00	
	Storm water compliance	1,962.00	19,696.78
Ferguson Enterprises, Inc.	Pipe / elbow / plug / tee	74.49	
	Tee	6.18	
	Pipe nipples	14.23	
	Pipe / elbow / tee	307.77	402.67
Southern States	Grass seed		79.99
Carter Machinery Company, Inc.	Oil pressure gauge		66.72
East End Motor Company, Inc.	Inspection	16.00	
	Tires	1,157.08	1,173.08
Lowe's	Bug spray / paint		10.38
NAPA of Farmville	Impact socket	15.26	
	Dispenser	76.49	
	Truck computer / core	321.25	

	Sensor / gear oil	53.28	
	Oil stabilizer	34.99	
	Couplings / adapter	28.94	
	Freon / shutoff valve	239.39	
	Cabin air filter	135.96	
	Serpentine belt	39.95	945.51
Ronald Van Eps	Bottled water		11.73
Parker Oil Company, Inc.	Diesel		5,776.46

RETIREMENT BENEFIT FUND

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

Alere Toxicology Services, Inc.	Drug testing		214.28
Dominion Energy Virginia	Electric service		568.34
CenturyLink	Phone		72.01
Lumos Networks	Phone		316.33
Zachary Ayoub	Mileage	219.79	
	Newspapers	3.25	223.04
Connie Stimpson	Mileage		10.17
Taylor Herndon	Mileage	182.55	
	Newspapers	2.10	184.65
Andy Mays	Mileage		136.25
Chris Riviere	Mileage		76.30
Rachel Stahlman	Mileage	74.12	
	Newspaper	0.79	74.91
Rebecca Staton	Mileage		60.39
Key Office Supply	Ink cartridges	282.71	
	2019 Planners	138.32	421.03

PCS SUPERVISION FEES EXPENDITURES

SRP Corporation, LLC	Rent		2,500.00
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Chairman Cooper-Jones announced the absence of Supervisor Bobby Jones is due to a death in his family and expressed the Board's condolences. She then wished Mr. Wade Bartlett, County Administrator, happy birthday a day early.

In Re: Appropriations: Fire Department & Sheriff's Office Carry-Overs

Mr. Bartlett stated that on June 30, 2018, the following fire departments had unexpended funds to be carried forward into the FY19 budget:

Rev/Exp	Fund	Dept	Object	Description	Debit	Credit
3 (Rev)	100	41050	0100	From General Fund Balance		\$172,109
4 (Exp)	100	32200	7001	Farmville Volunteer Fire Dept.	\$ 25	
4 (Exp)	100	32200	7002	Rice Volunteer Fire Dept.	15,663	
4 (Exp)	100	32200	7003	Prospect Volunteer Fire Dept.	44,087	
4 (Exp)	100	32200	7004	Darlington Heights Vol Fire Dept.	63,445	
4 (Exp)	100	32200	7005	Hampden-Sydney Vol Fire Dept.	16,521	
4 (Exp)	100	32200	7006	Pamplin Volunteer Fire Dept.	13,551	
4 (Exp)	100	32200	7007	Meherrin Volunteer Fire Dept	18,817	

Mr. Bartlett stated that in FY18, the Board of Supervisors budgeted \$200,000 in Capital Expenditures for the Sheriff to purchase a new IBR/CAD system. The procurement began but was not completed at the end of FY18. The Sheriff is requesting the re-appropriation of the \$42,618 remaining. This will mainly be used to purchase the equipment that will be placed in the patrol cars to implement the eTicket program. It has been a long-standing policy of the Board to approve such requests. Section 9 of the Annual Resolution of Appropriations adopted each year by the Board authorizes such requests by stating the following: "Appropriations previously designated for Capital Projects will not lapse at the end of the FY but shall remain appropriated until the completion of the project."

Rev/Exp	Fund	Dept	Object	Description	Debit	Credit
3 (Rev)	100	41050	0100	From General Fund Balance		\$42,618
4 (Exp)	100	94000	0031	Capital – Sheriff IBR System	\$42,618	

Supervisor Timmons made a motion, seconded by Supervisor Townsend, to amend the FY19 General Fund Budget as presented and appropriate those same funds; the motion carried:

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

In Re: Highway Matters

Mrs. Sarah Elam Puckett, Assistant County Administrator, stated Bert Dodson, Lynchburg District's new Commonwealth Transportation Board (CTB) member will hold a a meeting Monday, September 24,

2018 at 2:00 p.m. at the Town Offices. This is a regional meeting with Buckingham, Cumberland, Charlotte and Prince Edward Counties and the Town of Farmville.

Mrs. Puckett then announced the Luck Stone Open House to be held on Thursday, August 23, 2018; she said the Board members can let her know if they plan to attend and she will RSVP for them.

Supervisor Townsend asked about the deformations on Virso Road and said nothing has been done. He then asked when VDOT will do tree-limbing and patch/paving. Mrs. Puckett stated the deformations could not be done due to the forecast of rain; some tree-limbing has been done but will check with VDOT to make sure.

Supervisor Southall reported that on the 500-block of Scott Drive, someone threw limbs across the road and pine needles into the ditch. He said he moved some but this could cause issues; he added the ditch line along Scott Drive needs work.

Supervisor Pride stated County Line Road and Route 15 intersection is still a concern; she said nothing has been done and there are still large potholes there.

Supervisor Timmons said the mowing that was done on the secondary roads has not been done well and the grass is still very high; he said the blades on the cutter seem to be worn out. He said the bushes along the pavement need trimming, and on Route 460 West in Prospect, the median is overgrown with trees and large bushes, providing no clear line of sight. He stressed it is not safe there.

Supervisor Emert reported work still needs done on Sulphur Spring Road; residents want to know why there is no guardrail. He said Rattler's Branch Road needs chevrons installed at the creek and bridge, at the curve in the road. He said at the 1500-1600 block of Oliver Road, going west towards Route 460, there is a pothole that is about three feet deep. Supervisor Emert reported a dump truck load of construction litter has been illegally dumped on Route 608 across from Dep. Tharpe.

Supervisor Townsend reported there is no guardrail along Leigh Mountain Road; since the logging has been done, there is a steep drop off.

In Re: Citizen Volunteer Appointments

Mr. Bartlett said Mr. Chris Mason, a long-time member of the Prince Edward County Planning Commission, resigned due to employment obligations. Mr. Mason is a County Representative (outside the

Town of Farmville) on the Planning Commission. At its July meeting, the Board authorized advertising the vacancy to fill this position. The vacancy was advertised; the County Administrator's Office has received one application for this position, from Whitfield M. Paige.

Following some discussion, Supervisor Emert made a motion, seconded by Supervisor Townsend, to appoint Mr. Whitfield M. Paige to the Planning Commission, for a term of office beginning August 14, 2018 and ending December 31, 2019; the motion carried:

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

Chairman Cooper-Jones stated every district needs to be represented on the Planning Commission. She suggested phasing out the current selection process. She then stated the Planning Commission members are paid for each meeting, and also receive mileage. She asked that research needs to be done because it is "in the books" that they are not to receive mileage because they are paid per meeting.

Supervisor Wilck said there is a seated City Councilman on the Planning Commission but there is no reciprocity there; he said there are three members on the Planning Commission from the Town. Discussion followed.

In Re: eTicket Ordinance

Mr. Bartlett stated the new CAD system in the Sheriff's Office has the capability to operate an electronic summons system. Such a system allows a Sheriff's deputy to print and issue a summons from their vehicle. This is the preferred method of issuing a summons because by using the system it automatically populates both the Sheriff and Supreme Court databases whereby the information does not have to be re-entered by clerks in the offices of the Sheriff or Courts. To be able to implement this system required the purchase of in-car computers and printers. The funding to purchase such equipment was included as part of the expense of the new CAD system which was budgeted and appropriated in FY18. Mr. Bartlett stated an

annual maintenance fee to maintain this system will need to be paid and equipment will need to be replaced as it ages and/or breaks.

Mr. Bartlett said that to offset both the purchase and maintenance of the system the General Assembly amended the Code of Virginia allowing governing bodies to assess an additional sum which cannot exceed \$5 as part of each criminal or traffic case. But for the County to begin imposing this fee the Board must pass an ordinance authorizing such a fee.

The County Attorney has drafted a proposed amendment to the County's Code which would allow the imposition of this fee.

Section 38-34      Electronic summons system fee; amount; administration

There is hereby imposed, in addition to any other fees prescribed by law, the sum of \$5.00 in each criminal and traffic case in which the defendant is convicted of a violation of any statute of the Commonwealth or any ordinance of the County filed in the general district court and the circuit court. The clerk of court in which the action is filed shall collect the assessment and remit it to the County treasurer. The County treasurer, subject to appropriation by the Board of Supervisors, shall disburse such funds in accordance with Section 17.1-279.1 of the *Code of Virginia*, 1950, as amended.

Supervisor Timmons made a motion, seconded by Supervisor Townsend, to authorize advertising a public hearing for the Board of Supervisors September meeting to receive public input on the proposed amendment to the County Code allowing the imposition of the Electronic Summons System Fee; the motion carried:

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

In Re: County Administrator's Report – Sandy River Reservoir Ordinance

Mr. Bartlett said the Properties Committee (Supervisor Timmons, Chair; Supervisor Cooper-Jones and Supervisor Townsend) met July 31, 2018. The Committee went to the Gates Bass Road parking area at

Sandy River Reservoir to review the concerns about the public use of that area expressed by adjoining landowners at the July Board meeting. The Committee agreed to the following recommendations:

- County staff will clean up around the existing “road closed” sign and barrier and dry hydrant and check with VDOT about having a new sign and barrier installed.
- Boating access at the end of Route 799 should be restricted to canoes and kayaks. County staff will install physical barriers (poles) to limit the size of boat access at this access point. A new canoe/kayak sign will be installed.
- The “no trespassing signs” that are posted on county property will be removed.
- The “no parking signs” installed by VDOT on county property will be removed.
- County staff will work with the Piedmont Regional Jail to establish an enhanced trash pickup schedule at the reservoir.
- County staff will have installed a sign listing the “rules of use” for the Route 799 access point.
- The Prince Edward County Sheriff’s Office will be asked to increase patrols in the area, particularly on Friday and Saturday nights from 9:00 p.m. to 12:00 midnight.

The Committee and the County Administrator also recommend amendments to County Ordinance to clarify parking, access and use issues and to update the violations section.

Discussion followed regarding the restriction to canoes and kayaks; the Board concurred that the wording may change to include “hand-launched watercraft.”

Supervisor Timmons made a motion, seconded by Supervisor Townsend, to authorize advertising a Public Hearing for the September Board meeting on the proposed amendments to the County Ordinance to Regulate and Protect the Sandy River Reservoir; the motion carried:

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

**ORDINANCE TO REGULATE AND PROTECT THE  
SANDY RIVER RESERVOIR AND ADJACENT COUNTY-OWNED PROPERTIES  
IN ACCORDANCE WITH SECTION 15.1-13 OF THE  
CODE OF VIRGINIA, 1950, AS AMENDED**

Sec. 82-31.

- a) The following activities are hereby declared to be unlawful in that part of Lockett Magisterial District of Prince Edward County known as Sandy River Reservoir and on any County-owned property surrounding the reservoir:

- 1) Presence of persons, boats, or other personal property at anytime in areas marked "No Trespassing," without the express written permission of the county administrator.
- 2) Parking on any County-owned property surrounding the reservoir other than in the Sandy River Reservoir Public Use Area located ~~off Route 640~~ at the end of Route 792, *in designated parking areas at the end of Route 606 and Route 799*, or in any other area specifically designated by the Prince Edward County Board of Supervisors as a Public Parking Area.
- 3) Littering or dumping of any type, kind or description.
- 4) Hunting or trapping of any type, kind or description without an express written permit issued by the County of Prince Edward, with the exception of waterfowl hunting, which requires no county permit. No hunting of any kind shall be allowed on Sunday.
- 5) Conducting fishing tournaments in which prizes are awarded without an express written permit issued by the County of Prince Edward and Department of Game and Inland Fisheries.
- 6) Diving, snorkeling or swimming of any type, kind or description.
- 7) Operation in or on the reservoir of any unlicensed watercraft or any type of watercraft propelled by an engine in excess of ten (10) horsepower.
- 8) Operation in or on the reservoir of ~~a windsurfer, sailboard or~~ any wind-propelled vessel, ~~other than a sailboat~~, length of which ~~shall not~~ exceeds sixteen (16) feet.
- 9) Operation in or on the reservoir of any jet ski.
- 10) Sale of any and all commodities or services anywhere in either the reservoir or the County-owned property surrounding the reservoir, as well as the posting of any kind of advertisement of any description, unless sanctioned by the County of Prince Edward.
- 11) Discharging any firearm, including but not limited to any weapon which propels a projectile by pneumatic means, unless sanctioned by the County of Prince Edward.
- 12) Possession of any type of alcoholic beverage while on the premises.
- 13) Presence on the reservoir or the County-owned property surrounding the reservoir by any person under the age of twelve (12) years, unless such person is accompanied by an individual who is at least twenty-one (21) years of age.
- 14) Camping and lighting or maintaining any kind of fire, unless such activity has been sanctioned or is sponsored by the County.
- 15) Use of any of the County-owned property surrounding the reservoir by any person riding any type of motorized or non-motorized vehicles, bicycle or horse and use of any part of the reservoir or such County-owned property for ice skating or sledding, unless any such use has been expressly sanctioned by the County.
- 16) The use of any of the County-owned property surrounding the reservoir, other than those areas specifically designated by the County as such, for boat access to and from the reservoir including, but not limited to construction of piers, docks and access roads. Individuals owning property adjacent to the county buffer who have a county-approved and permitted boat access ramp shall continue to be responsible for the soil erosion and sedimentation measures and for the safe



maintenance and upkeep of the ramp. The permit is not transferable to any future owners of the property. Permittee must carry liability insurance and show annual proof thereof.

- 17) Cutting, removing or altering any trees, brush or other vegetation now growing or hereafter established in the reservoir or on the County-owned property surrounding the reservoir and removing, altering or otherwise disturbing the reservoir or any County-owned land surrounding the reservoir.
  - 18) Withdrawal of water for any purpose, ~~with the exception that adjacent property owners without express written permission from the Prince Edward County Administrator, may withdraw reasonable amounts of water for irrigation and domestic purposes until such time as water therein is used for public water supply.~~
  - 19) Stocking of any fish or other aquatic species in the reservoir or animal on the County-owned property, without written permission of Prince Edward County and the Department of Game and Inland Fisheries.
  - 20) The siting of dwellings not closer than 200 feet from the normal pool elevation of the reservoir, so long as the soil treatment area is located not less than 500 feet from the normal pool elevation of the reservoir.
  - 21) Discharging a firearm, as defined in paragraph 11 of this section, on any county-owned land, on or within 300 feet of a public parking area.
  - 22) *The launch of boats other than a canoe or kayak from County-owned property at the end of Route 799 or Route 606.*
- (b) The Board of Supervisors may, by resolution, authorize the construction and maintenance of public utilities, including electrical supply lines, water and sewer treatment plants, water and sewer supply lines, and telecommunications transmission lines that benefit the public at large and are constructed and maintained by a public utility company, Prince Edward County, or by a public utility authority created pursuant to state law, on Sandy River Reservoir and on any County-owned property surrounding the Sandy River Reservoir. As a condition of said authorization, the entity responsible for the construction or maintenance of the public utility shall restore the affected property to the same condition as it existed on the date of the authorization, and shall maintain the area in that condition for the duration of the authorization, to the extent that is practical and consistent with prevailing utility maintenance practices in the Commonwealth of Virginia.
- (c) Except for those activities specifically authorized by the Board of Supervisors pursuant to Paragraph (b), any person who shall knowingly commit any of the acts declared unlawful in (a) above, *shall, upon conviction of a first offense of a violation of this section, be guilty of a Class 3 misdemeanor, upon conviction of a second offense of a violation of this section, be guilty of a Class 2 misdemeanor, and upon conviction of a third offense of a violation of this section, be guilty of a Class 1 misdemeanor*, as same as defined in Section 18.2-11 of the *Code of Virginia*, 1950, as amended.

(Ord. of 7-9-96, Ord. of 11-12-98, Ord. of 9-14-99, Ord. of 10-10-00, Ord. of 6-10-08, Ord. of 11-12-08, Ord. of 10-9-12, Ord. of 9-8-15, Ord. of 11-17-15, *Proposed Ord. of 8-14-18.*)

In Re: Request from Mecklenburg County – Sales Tax Resolution

Mr. Bartlett stated the County received the attached letter from the Board of Supervisors of Mecklenburg County requesting Prince Edward County adopt a resolution requesting the General Assembly

pass legislation that would allow rural localities to hold a referendum to increase the sales tax from 5.3% to 6.0%.

Mr. Bartlett said that if passed, the increase in sales tax could only be used for school construction and/or renovations. Currently, Counties and Schools receive 1% of the sales tax collected in their localities to be used to fund General Operations. For Prince Edward County, this 13.2% increase would raise approximately \$383,000 annually. This amount would pay the debt service on anywhere from \$6-8 million, possibly more, depending on the interest rate and term of the loan.

Mr. Bartlett stated he contacted Delegate Edmund's legislative assistant; she verified Del. Edmunds is willing to carry this legislation forward.

Supervisor Timmons made a motion, seconded by Supervisor Townsend, to adopt the Resolution in Support For Sales Tax Revenue For School Construction and Improvements; the motion carried:

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

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

**Support For Sales Tax Revenue For School Construction and Improvements**

**WHEREAS**, in 2013 the Virginia General Assembly approved a sales tax increase from 5.3 percent to 6.0 percent in certain localities for Infrastructure Development to relieve traffic congestion, making available billions of dollars of local funding for infrastructure; and

**WHEREAS**, Virginia collects 5.3 percent of sales taxes with 1 percent of that going to the locality, currently representing approximately 2.9 million dollars for Prince Edward County; and

**WHEREAS**, school building needs in many Virginia localities, including the County of Prince Edward, have become as acute a problem as traffic congestion in Northern Virginia and Hampton Roads; and

**WHEREAS**, rural localities in general lack an adequate tax base to support and fund major capital needs; and

**WHEREAS**, school children living in rural areas of Virginia should not be at a disadvantage as compared to other localities in attending school in safe, healthy school buildings; and

**WHEREAS**, the funding of capital projects constricts local school system operating funding and infringes on money for teacher pay and public safety; and

**WHEREAS**, sales tax dollars invested in local construction projects would make available more local dollars to invest in the operation of schools, including more competitive teacher pay and meeting other pressing needs; and

**WHEREAS**, sales tax revenue specifically earmarked for school funding would allow a locality to spend local property tax dollars on such needed areas as public safety, school operating budget, and refuse collection and disposal; and

**WHEREAS**, sales tax revenue specifically designed for school infrastructure funding should not be counted towards the Local Required Effort for educational funding; and

**WHEREAS**, it is in the interest of having a thriving public education system that any enabling legislation guarantees that localities cannot supplant funding from the schools' operational budgets if new revenue is generated from school infrastructure sale tax; and

**WHEREAS**, state enabling legislation is legally required for an additional sales tax which would be expressly dedicated to public school capital project funding; and

**WHEREAS**, each locality should obtain the support of its community by way of a referendum approving any local sales tax increase for school improvements and construction;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Supervisors of the County of Prince Edward does hereby resolve and express its support and desire for the Virginia General Assembly to enact such legislation as is necessary to permit localities to charge an additional sales tax, conditional upon a local referendum approving such sales tax, with the revenue generated thereby being returned to the localities for the express and exclusive purpose of providing funding for public school capital improvements and building purposes, with no dilution of Local Required Effort toward educational operational funding. Once a project for which a referendum is held and approved is completed and all attendant debt satisfied by the increased sales tax and other available revenue sources, the additional sales tax would cease to be charged.

In Re: Strategic Planning Retreat

Mr. Bartlett stated the Board wishes to conduct a strategic planning retreat in September or October and would like to hold the event on either a Tuesday or Wednesday. After obtaining the dates the members of the Board were available, only one date was listed as available by all Board members. That date is Wednesday, October 24, 2018.

Mr. Bartlett said the facilitator is available on that date.

Mr. Bartlett then stated the facility at Twin Lakes is not available on October 24, 2018. The Board's second choice was a facility at Hampden-Sydney College, either Crawley Forum or another facility.

Discussion followed regarding meeting at Crawley Forum at Hampden-Sydney College on October 24, 2018 from 8:30 a.m. – 5:00 p.m. The Board concurred.

In Re: County Administrator's Report – County Personnel Policy

Mr. Bartlett stated that with the new policies enacted by the Sheriff regarding screening of individuals entering into the Courthouse and the revised threat analysis and response procedures, the County's Personnel Policy needs to be amended to make it clear what is expected of the employees if the Courthouse remains open under a heightened security scenario.

Mr. Bartlett presented a proposed amendment to Section 8.11 – "Emergency Closing Policy" of the County's Personnel Policy. Periods of heightened security would occur when a threat is perceived or real, but if the Sheriff determines the risk to be minimal, the courthouse would remain open and the Courts would remain in session.

The Sheriff would evaluate any real or perceived threat and decide action to take. If the Sheriff deems the threat credible and he closes the Courthouse, ALL employees must evacuate the Courthouse and the employees will be placed on Administrative leave, which is paid leave that is not subtracted from an employee's leave balance.

If the Sheriff deems the situation controllable and the Courthouse remains open, employees will be expected to remain at work to provide service to the public. But department heads will be allowed to implement a liberal leave policy whereby employees could be allowed to use their annual leave if they so desire and the work load allows them to leave.

With the increased screening and other security measures implemented by the Sheriff, the possibility of someone being able to bring a weapon into the building has been greatly diminished. Likewise, the ability to bring in an explosive or explosive material of enough quantity to induce significant damage has been greatly diminished. With any threat, the Sheriff and his deputies will make an immediate sweep of all common areas while department heads will ensure their areas are visually inspected. If anything out of place is observed, the Dispatch is to be notified immediately and Sheriff personnel will respond and assess the suspicious item taking the appropriate action. At the same time, the State Police will be contacted and the appropriate level of response will be requested from the State Police.

Supervisor Wilck made a motion, seconded by Supervisor Timmons, to approve the amendment to the Personnel Policy as presented; the motion carried:

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

### 8.11 EMERGENCY CLOSINGS POLICY

It is the intent of the County to provide maximum services to the public by maintaining normal business hours at all County facilities. Under normal and safe conditions, employees are expected to arrive at work on time.

Adverse weather conditions (generally the result of snow or icy conditions) and conditions which make it unsafe or unsanitary for employees to remain at work are recognized as conditions which could jeopardize the safety of employees and could therefore warrant the closing of County facilities. The County Administrator shall determine when to announce the closing or delayed opening of County facilities. Employees shall report to their workstation unless otherwise advised by the County Administrator or his/her designee, under this policy.

During adverse weather conditions it is recognized there can be variances in conditions throughout the County and that some employees live outside of Prince Edward County. If the Courthouse is declared open, Department Heads, at their discretion, can grant leave to employees who have concerns about traveling to work. Department Heads will complete the appropriate form for any employee granted such leave and ensure the time is subtracted from the employee's leave balance.

A. Essential and On-Call Personnel and Operations/Job Sites During Adverse Weather Conditions or heightened security situations.

For the purposes of this policy, employees who report to an essential job site or occupy an essential position may be regularly scheduled to work regardless of conditions. Additionally, certain County employees are considered on-call for the purpose of responding to emergency situations. The following positions are essential-services positions:

- Buildings and Grounds Maintenance Worker
- Buildings and Grounds Maintenance Supervisor

Essential services employees shall report to work at their regularly scheduled time during adverse weather conditions or any other emergency condition.

All other employees shall report to work in accordance with the direction of the County Administrator. Essential services employees shall accrue compensatory time in accordance with Section 4.10.B.3 of this personnel policy.

B. Employee Responsibility

Employees shall be responsible for checking with the County Administrator to determine for the purposes of this policy, whether or not they would be considered non-essential.

C. Public Service Announcements

Public service announcements shall be announced over several local radio and television stations when the County Administrator changes the normal business hours of County facilities (delayed opening, closings of facilities partially or all day).

D. Heightened Security Situations

Due to the nature of the work in various offices located in the Courthouse, there is a possibility threats may be made to the Courthouse or even specific employees. The Sheriff is responsible for providing security in the Courthouse. If at any time any employee receives a direct or implied threat, the employee must notify the dispatch office immediately. The Sheriff will review the threat and determine the appropriate response. If the Sheriff, in consultation with the County Administration, deems the best course of action is to close the Courthouse for the remainder of the work day, all employees must leave the Courthouse. Employees shall be placed on Administrative leave. If the Sheriff, in consultation with the County Administration, deems the best course of action is to have the Courthouse remain open, employees will be expected to remain at work. In these situations where a threat has been received and the Sheriff has made the decision to keep the Courthouse open, Department Heads at their discretion can grant leave to employees who would rather depart the Courthouse. Department Heads will complete the appropriate form for any employee granted such leave and ensure the time is subtracted from the employee's leave balance.

In Re: County Administrator's Report – Virginia Children's Book Festival

Mr. Bartlett said that at the July 10, 2018 meeting of the Board of Supervisors of Prince Edward County, during public participation, Juanita Giles, Director of Virginia's Children's Book Festival gave a short history of the Festival. She also provided a handout that documented its growth and impact across Virginia. The Festival is scheduled for October 17-19, 2018 in Farmville. Last year's student attendance was 7,995 with 23% or 1,839 being from Prince Edward County. Their goal is to have 11,000 attend this year's event.

Mr. Bartlett said that Mrs. Giles asked if Prince Edward County would consider investing in the program. The organization's mission is to create a culture of literacy for all of Virginia's children. Therefore, this organization's focus is not solely on Prince Edward County but all of Virginia. The organization is a 501c (3).

Mr. Bartlett advised the Board this request is out of the normal budget cycle and provided Items 6 and 7 from the Board's Policy on funding non-County organizations:

6. Once the budget is approved for any fiscal year, the Board will not consider any new or additional funding requested by any organization or Board member except in case of an emergency. Additional funding provided due to an emergency will not be provided unless approved by two-thirds of the Board of Supervisors. All members must be present for the vote.

7. All funds provided are subject to modification, reduction, or can be completely rescinded without prior notification. Such action will require approval of two-thirds of the Board of Supervisors. All members must be present for the vote.

Mr. Bartlett said in addition to the restrictions noted, the Policy restricts the amount of total funding that can be provided to such organizations to \$150,000 in a fiscal year. For FY19 the amount budgeted for these organizations totals \$145,123. Thus only \$4,877 remains if the Board wishes to provide funding.

Following some discussion, Supervisor Timmons made a motion, seconded by Supervisor Townsend, to follow County policy and not contribute to Virginia's Children's Book Festival and advise them they can submit a funding request next year during the budget process; the motion carried:

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

In Re: County Administrator's Report – Industrial Development Authority

Mr. Bartlett said that at its July 13, 2018 meeting, the Industrial Development Authority voted to request that the Board of Supervisors consider replacing one of its members due to attendance. The member in question, whose current term of office expires June 30, 2020, has missed in excess of three consecutive meetings and more than four meetings within the last twelve months.

Section 15.2-4904 of the Code of Virginia states:

“A member of the board of directors of the authority may be removed from office by the local governing body without limitation in the event that the board member is absent from any three consecutive meetings of the authority or is absent from any four meetings of the authority within any 12-month period or upon unanimous vote of the board of supervisors. In any such event, a successor shall be appointed by the governing body for the unexpired portion of the term of the member who has been removed.”

Following some discussion, Supervisor Wilck made a motion, seconded by Supervisor Emert, to remove the member in question and to authorize advertising the vacancy on the Industrial Development Authority; the motion carried:

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

Supervisor Townsend questioned if a member of the Board of Supervisors is able to sit on the IDA. After some research, Mr. Brian Butler, County Attorney, said a member of the Board of Supervisors cannot serve on the IDA.

In Re: County Administrator’s Report - Request for Support of a USDA Housing Preservation Grant Application

Mr. Bartlett said the County has received a request from Southeast Rural Community Assistance Project, Inc. (SERCAP) for Prince Edward County to support their request for a grant application for the USDA 2018 Rural Housing Preservation Grants Program. The funds are to be used to repair or for rehabilitation of housing owned or occupied by low income rural citizens. The funds can be used for homeowners. Rental property owners may receive assistance but only if they agree to make the units available to low and very low-income families.

Eligible expenses include electrical wiring, roofs, foundations, insulation, heating units, water/waste disposal systems, handicap accessibility features and administrative expenses.

Mr. Bartlett said these funds would be used in Buckingham and Prince Edward County; there is only \$10 million nationwide to be distributed and would permit work on three homes per county.

Supervisor Townsend made a motion, seconded by Supervisor Pride, to partner with SERCAP on the application for the USDA Housing Preservations Grant application and to authorize the Chairman of the Board or the County Administrator to sign the endorsement; the motion carried:

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



Mr. Bartlett then advised the Board there will be a vacancy in the County's Animal Control as James Farley has been hired as a Heavy Equipment Operator at the County Landfill; he will also perform backup duties for the Animal Control. Mr. Bartlett said he has also hired Christopher Powell, who has experience in construction; this makes the positions at the landfill almost complete.

Mr. Bartlett stated there is a signage issue on the Courthouse lawn. He said since the building is now restricted to one entrance, better signs need to be posted to direct the citizens. He said they will need to contact the architect regarding the changes in access and to obtain recommendations on signage. He said permanent signage is needed on Main Street; discussion followed.

In Re: Finance Committee Report - Landfill

Mr. Bartlett stated the Finance Committee, comprising Supervisor Cooper-Jones, Chair, and Supervisors Jones and Timmons met August 6, 2018 to review requests from the County Administrator concerning the Landfill. The County's primary front-end loader's transmission needs to be replaced. The estimated cost from Carter to repair the loader is approximately \$40,000. This loader was part of the purchase from Wright Construction; it has approximately 14,000 hours on it and we paid \$25,000 for it. It is not worth the cost to repair this loader. It does have parts that could be used, especially the tracks which are in very good shape. Mr. Bartlett said we have been operating with the backup front end loader which is a Caterpillar 963 with over 11,000 hours on it.

The price for a 963 loader with less than 3,000 hours on it can run in the \$200,000 or more range. Ones with 7,000 hours go in the \$60,000-70,000 range. In FY18 collections for landfill charges in the Solid Waste fund were almost \$60,000 more than the budget and \$67,000 more than the budget in the Landfill Construction Fund. We only have one month of collections for FY19, but that one month saw collections of \$72,701 which on an annual basis would be \$872,412. Mr. Bartlett said he does not believe the County will maintain that level of revenues for the entire FY. The budgeted revenues in the Solid Waste Fund for FY19 is \$560,000.

Mr. Bartlett said the Committee recommends an increase in the revenues for landfill charges by \$120,000 and a corresponding increase in expenditures of \$120,000 to purchase a front-end loader.

Following discussion, Supervisor Timmons made a motion, seconded by Supervisor Wilck, to increase the revenue for landfill charges by \$120,000 and a corresponding increase in expenditures of \$120,000 to purchase a front-end loader; the motion carried:

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

Mr. Bartlett then stated the County has an applicant for the General Manager position for Solid Waste. He has 15+ years' experience serving as a construction superintendent managing both projects and employees. He has built landfills and is knowledgeable in their design and construction. He is from Prince Edward and is tired of traveling to manage construction projects. He is willing to work for less than he has been earning at a salary of \$65,000. In the FY19 budget, \$54,161 was budgeted; this position is a Grade 18 with a salary range of \$47,721-\$76,720. The requested amount is in the range and his experience justifies a higher salary than budgeted. This would require an increase of \$13,300 when benefits are included for that position. Due to vacancies in the first two months, we will under expend the FY19 personnel portion of the solid waste fund budget by at least \$17,500. Because of the savings, no budget adjustment would be required to increase the budgeted salary.

Mr. Bartlett said the Committee recommends increasing the position salary to \$65,000.

Supervisor Timmons made a motion, seconded by Supervisor Townsend, to increase the position salary of the General Manager for Solid Waste to \$65,000; the motion carried:

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

Discussion followed on the condition of the sheds at the convenience sites and at the landfill.

In Re: Finance Committee: Sheriff New Hires

Mr. Bartlett said the Finance Committee, comprising Supervisor Cooper-Jones (Chair), Supervisor Jones and Supervisor Timmons, met August 6, 2018 with the Sheriff to discuss the need to increase staff due to the increased security measures instituted by Sheriff Reed. The Sheriff is requesting an additional two full-time positions and two part-time positions. The Sheriff would like to send the new hires to attend the academy for field deputies. He states this would provide him more flexibility and back-up personnel for emergencies or when he is shorthanded due to vacations or when he has openings. The pay for Courtroom security and field officers are very similar, thus the primary impact would be the new hires would be at the Academy for six months vice the 14 weeks required for Courtroom security. The additional 12 weeks would most likely cause an increase in the amount of overtime to cover that 12 weeks.

Mr. Bartlett said the Sheriff proposes the new full-time employees be hired at \$35,000 to be increased to \$39,355 upon successful graduation from the academy. He is requesting the part-time employees be paid \$18 per hour and is estimating each will work on average 25 hours per week. He reviewed the estimated personnel cost for the remainder of FY19 and the outyear costs once the employees have graduated the academy. For FY19, the personnel cost is estimated to be \$140,137 and for the outyears, \$159,720. This equates to a penny on the real estate tax rate. Besides personnel cost, the dues paid annually to the police academy are based on your total workforce. With an additional four employees we can expect the dues will increase by \$1,500.

One-time cost increases are: Uniforms, full-time: \$1,688; uniforms, part-time: \$824; Equipment (weapons, taser, etc.): \$7,500; for a total of \$10,012. The total estimated cost for FY19 is \$151,649 and for the outyears, \$161,220.

Mr. Bartlett stated the Finance Committee directed County Staff to research other alternatives on the manning of the security checkpoints for the Courthouse. These include (1) Hiring a contractor to provide these services found at most federal buildings, (2) Hiring County security employees who are not trained to the level of a sworn deputy. County staff contacted the Virginia Institute of Government who sent an inquiry to all local governments asking how they staff these positions. We only received one response from a small community who stated they use part-time sworn officers working for the Sheriff. The Finance Committee met and recommends authorizing the Sheriff's request.

Supervisor Townsend made a motion, seconded by Supervisor Timmons, to approve the request of Sheriff Reed to hire two full-time and two part-time positions, with the full-time employees starting at \$35,000 and increasing to \$39,355 after completion of training at the Academy, and the part-time employees starting at \$18/hour; the motion carried:

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

In Re: Finance Committee Report – WWI Monument

Mr. Bartlett stated the County has received two cost estimates for the purchase of a monument for those killed in WWI. We have an estimate from Simmons Monument Company for \$8,000 and one from Martin Monument Company for \$6,250.

Mr. Bartlett stated that to ensure the monument arrives in time for Veterans Day, we need to have the plaque and the monument ordered by September 1, 2018. He added that both he and Mr. Pempel had a very difficult time reaching anyone from the Department of Defense to obtain a list of names. Mr. Pempel has provided a list of names he compiled from various sources. Mr. Bartlett suggested advertisements could be run in the Herald and on radio stations to enlist the aid of the public in obtaining names and ensuring no deserving person is left off the monument.

Mr. Bartlett said the American Legion will provide \$3,000 to go toward the cost of the Monument. This will leave a balance of \$3,250 which can be paid from the contingency line which has a balance of \$10,000.

Supervisor Emert made a motion, seconded by Supervisor Southall, to authorize the County Administrator to sign the contract with Martin Monument Company with the contingency the American Legion pays \$3,000 up front, and place ads in the Herald and radio stations seeking names of Prince Edward County residents who lost their lives in WWI; the motion carried:

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

Nay: None

In Re: FY18 Budget Amendment

Mr. Bartlett stated that each year prior to completing the closeout of the fiscal year various budget amendments are completed. This includes such items as amending the budget to account for the receipt of funds from various grants, insurance reimbursements and unanticipated revenue from various sources.

Mr. Bartlett reviewed a proposed budget amendment for FY18 which ended June 30, 2018. The amendment increases various revenue lines and applies those funds to their corresponding expense lines. The expenses have already been incurred and the revenues have been received this amendment assists in preparing for the FY18 audit.

Supervisor Timmons made a motion, seconded by Supervisor Pride, to approve the budget amendments and appropriate the same funds, as follows:

REV/EXP	FUND	DEPARTMENT	OBJECT	DESCRIPTION	DEBIT	CREDIT
3	100	14010	0001	Fines & Forfeitures		\$14,000
4	100	31200	1205	O/T – At Will	\$14,000	
3	100	16010	0020	Centra O/T – Reimbursement		\$36,200
4	100	31200	1207	O/T- Centra	\$33,600	
4	100	31200	2103	FICA – O/T Centra	\$2,600	
3	100	23000	0021	Shared Expenses-Sheriff		\$29,000
4	100	31200	1100	Salary & Wages-Sheriff	\$29,000	
3	100	33010	0012	Bullet Proof Vest Grant		\$9,117
4	100	31200	6021	Bullet Proof Vest Grant	\$9,117	
3	100	33010	0015	DMV Safety Grant		\$10,045
4	100	31200	6018	Highway Safety Grant	\$10,045	
3	100	18990	0099	Miscellaneous Revenue		\$20,000
4	100	31200	3311	Repairs & Maint. – Auto	\$20,000	
3	100	24040	0033	Sheriff – O/T Grant		\$2,537
4	100	31200	1202	Sheriff – O/T	\$2,537	

The motion carried:

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

In Re: Closed SessionI

Supervisor Wilck made a motion, seconded by Supervisor Emert, that the Board convene in Closed Session for discussion of a business prospect, where no previous public announcement has been made, pursuant to the exemption provided for in Section 2.2-3711(A)(5) of the *Code of Virginia*; the motion carried:

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

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

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

On motion of Supervisor Wilck and seconded by Supervisor Emert, and carried by the following roll call vote:

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

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

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

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

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

In Re: Animal Warden's Report

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

In Re: Cannery – Home Canning

Ms. Pattie Gulick, Cannery Manager, submitted a report for July 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 a report for July, 2018, which were reviewed and ordered to be filed with the Board papers.

In Re: Tourism and Visitor Center Report

Mrs. Magi Van Eps, Tourism & Visitor Center Coordinator, submitted a report for the month of July, 2018, which was reviewed and ordered to be filed with the Board papers.

In Re: Virginia Cooperative Extension Report

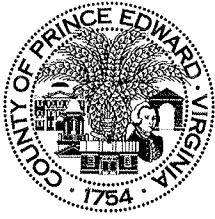
Ms. Katy Overby, Acting Unit Coordinator, submitted a 2018 2<sup>nd</sup> Quarterly Report, which was reviewed and ordered to be filed with the Board papers.

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

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

the meeting was adjourned at 9:12 p.m.





County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: September 11, 2018  
Item No.: 8-c  
Department: County Administration  
Staff Contact: Barbara Poulston  
Issue: Review of Accounts & Claims

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

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

**Recommendation:**

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

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

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

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

8/29/2018

FROM DATE- 8/01/2018  
TO DATE- 8/31/2018

ACCOUNTS PAYABLE CHECKS  
PRINCE EDWARD

FUND NO.	DESCRIPTION	\$\$\$ PAY \$\$\$
100	GENERAL FUND	\$647,718.63
501	WATER FUND	\$39.62
502	SEWER FUND	\$45.56
520		\$32,569.93
732	RETIREMENT BENEFIT FUND	\$1,156.11
741	PIEDMONT COURT SERVICES FUND	\$4,243.75
	TOTAL	685,773.60

AP375H  
8/29/2018  
FUND # - 100 GENERAL FUND

LISTING OF INVOICES FOR 8/01/2018 -- 8/31/2018

AFTER CHECKS  
PAGE 1

MAJOR# ACCT# 011010	VENDOR NUMBER BOARD OF SUPERVISORS	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
3600	15240	Advertising FARMVILLE NEWSMEDIA	129579 ADM 818	ADVERTISING	202.79 *
5307	25545	Public Official Liability POPLAR HILL COMMUNITY	LIABILITY INS18	PUBLIC OFFICL LIABIL	300.00 *
5540	11894	Travel-Convention & Educa BUSINESS CARD	6702 PUCKETT818	CO OFFICIAL SUMMIT	40.00 *
6040	31333	ADP Equipment VERIZON WIRELESS	9811475291	IPAD SERVICE	465.54 *
012110	COUNTY ADMINISTRATOR			ACCOUNT TOTAL	1,008.33 **
5210	11894	Postal Services BUSINESS CARD	6702 PUCKETT818	POSTAGE	6.70 *
5540	11894	Travel-Convention & Educa BUSINESS CARD	6702 PUCKETT818	CO OFFICIAL SUMMIT	40.00 *
6001	11902	Office Supplies BUSINESS DATA OF VA, INC.	024 001	NORTON UPDATE	34.95
	13369	DIAMOND SPRINGS WATER INC	11393100 818	WATER & EQUIP RENTAL	11.40
	20600	KEY OFFICE SUPPLY	517593	INK CARTRIDGES	406.45
	20600	KEY OFFICE SUPPLY	517814	OFFICE SUPPLIES	2,439.10
6012	22211	Books and Subscriptions MATTHEW BENDER & CO INC	4151879	2018 SPECIAL SUPP	2,891.90 *
012310	COMMISSIONER OF REVENUE			ACCOUNT TOTAL	15.66 *
5230	13325	Telecommunications TREASURER OF VIRGINIA	T416830	ONLINE SERVICE	15.66 **
012410	TREASURER			ACCOUNT TOTAL	2,954.26 **
3320	28587	Maintenance Service Contr SOUTHERN COPIER SALES &	180724 0033	ANNUAL COPIER MAINT	81.59 *
5230	11250	Telecommunications BENCHMARK COMMUNITY BANK	7596 TREAS 818	PAYFLOW/PAYPAL	81.59 **
				ACCOUNT TOTAL	300.00 *
				ACCOUNT TOTAL	300.00 *
				ACCOUNT TOTAL	2.60

AP375H  
8/29/2018  
FUND # - 100 GENERAL FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 8/01/2018 -- 8/31/2018

AFTER CHECKS  
PAGE 2

MAJOR# ACCT#	VENDOR NUMBER NAME	INVOICE# INV#	DESCRIPTION	AMOUNT
5510	13325 31659 Treasurer of Virginia VA Employment Commission	T416830 CR 18 PPD 0018	ONLINE SERVICE ONLINE ACCESS	81.59 1,300.00 1,384.19 *
	ACCOUNT TOTAL			
5530	23965 999999 999999 NUNNALLY DONNA POWELL JENNA POWELL JENNA	EXPENSES 818 EXPENSES 818A EXPENSES 818A	MILEAGE-SUMMER CONF MILEAGE-SUMMER CONF MILEAGE-TRAINING	176.58 190.75 28.34 395.67 *
	ACCOUNT TOTAL			
6001	23965 999999 NUNNALLY DONNA POWELL JENNA	EXPENSES 818 EXPENSES 818A	LODGING-SUMMER CONF LODGING-SUMMER CONF	352.26 352.28 704.54 *
	ACCOUNT TOTAL			
6014	20600 KEY OFFICE SUPPLY	517787	OFFICE SUPPLIES	1,920.19 1,920.19 *
	ACCOUNT TOTAL			
6020	28866 13012 DMV Stops DMV	13956 18212819	SHREDDING SERVICE DMV STOP FEES	35.00 35.00 *
	ACCOUNT TOTAL			
012510	INFORMATION TECHNOLOGY			50.00 50.00 *
	MAJOR TOTAL			4,789.59 **
3160	Professional Services			
11902	BUSINESS DATA OF VA, INC.	AUGUST 2018	CONTRACT AGREEMENT	3,900.00
11902	BUSINESS DATA OF VA, INC.	001 001	TRAVEL EXPENSE	125.00
11902	BUSINESS DATA OF VA, INC.	002 001	TRAVEL EXPENSE	125.00
11902	BUSINESS DATA OF VA, INC.	005 001	TRAVEL EXPENSE	125.00
11902	BUSINESS DATA OF VA, INC.	006 001	TRAVEL EXPENSE	125.00
11902	BUSINESS DATA OF VA, INC.	007 001	TRAVEL EXPENSE	125.00
11902	BUSINESS DATA OF VA, INC.	010 001	TRAVEL EXPENSE	125.00
11902	BUSINESS DATA OF VA, INC.	011 001	TRAVEL EXPENSE	125.00
11902	BUSINESS DATA OF VA, INC.	013 001	TRAVEL EXPENSE	100.00
11902	BUSINESS DATA OF VA, INC.	014 001	TRAVEL EXPENSE	125.00
11902	BUSINESS DATA OF VA, INC.	019 001	TRAVEL EXPENSE	125.00
11902	BUSINESS DATA OF VA, INC.	020 001	TRAVEL EXPENSE	125.00
11902	BUSINESS DATA OF VA, INC.	022 001	TRAVEL EXPENSE	125.00
11902	BUSINESS DATA OF VA, INC.	024 001	TRAVEL EXPENSE	125.00
	ACCOUNT TOTAL			5,500.00 *
3320	12762 COMPUTERPLUS SALES/SERVIC	MC0000190345	PRINTER SERV CONTRACT	79.00 79.00 *
	ACCOUNT TOTAL			
	MAJOR TOTAL			5,579.00 **
013100	ELECTORAL BOARD AND OFFICIALS			
5210	32961 Postal Services WRIGHT LYNETTE	POSTAGE 818	POSTAGE	22.10 22.10 *
	ACCOUNT TOTAL			
	MAJOR TOTAL			22.10 **

AP375H  
8/29/2018  
FUND # - 100 GENERAL FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 8/01/2018 -- 8/31/2018

AFTER CHECKS  
PAGE 3

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
021200	GENERAL DISTRICT COURT				
6001		Office Supplies			
	13369	DIAMOND SPRINGS WATER INC	16759600 818	WATER & EQUIP RENTAL	26.45
	20600	KEY OFFICE SUPPLY	517661	CHAIRMAT	119.95
	20600	KEY OFFICE SUPPLY	517793	OFFICE SUPPLIES	665.94
	28587	SOUTHERN COPIER SALES &	180724 0032	COPIER MAINT	620.54
				ACCOUNT TOTAL	1,432.88 *
6095		Office Supplies - Juv Pro			
	20600	KEY OFFICE SUPPLY	516199	DESK CHAIR	298.33
				ACCOUNT TOTAL	298.33 *
				MAJOR TOTAL	1,731.21 **
021600	CLERK OF THE CIRCUIT COURT				
3160		Professional Services			
	10857	ATWORK FRANCHISE INC	49013	PART-TIME EMPLOYEE	756.00
	10857	ATWORK FRANCHISE INC	49671	PART-TIME EMPLOYEE	756.00
	10857	ATWORK FRANCHISE INC	50297	PART-TIME EMPLOYEE	756.00
				ACCOUNT TOTAL	2,268.00 *
				MAJOR TOTAL	2,268.00 **
022100	COMMONWEALTH'S ATTORNEY				
5210		Postal Services			
	999999	CLERK OF DISTRICT COURT		FED DOCUMENTS	14.00
				ACCOUNT TOTAL	14.00 *
5510		Travel-Mileage			
	11409	BOOKER TIFFANY	SUMMER CONF 818	MILEAGE & TOLLS	131.05
	22747	MOSS DAVID	SUMMER CONF 818	MILEAGE	141.70
				ACCOUNT TOTAL	272.75 *
5530		Travel-Subsistence & Lodg			
	11409	BOOKER TIFFANY	SUMMER CONF 818	LODGING	708.52
	11409	BOOKER TIFFANY	SUMMER CONF 818	MEALS	72.98
	22747	MOSS DAVID	SUMMER CONF 818	LODGING	687.42
	22747	MOSS DAVID	SUMMER CONF 818	MEALS	86.09
				ACCOUNT TOTAL	1,555.01 *
5540		Travel-Convention & Educa			
	17334	HANNAH WENDY	REIMB 818	SEMINAR REGISTRATION	1,130.00
	17334	HANNAH WENDY	REIMB 818	AIRFARE	514.61
				ACCOUNT TOTAL	1,644.61 *
5899		Miscellaneous			
	28866	STEPS, INC	13954	SHREDDING SERVICE	35.00
				ACCOUNT TOTAL	35.00 *
6001		Office Supplies			
	11902	BUSINESS DATA OF VA, INC.	010 001	NORTON UPDATE	34.95
	11902	BUSINESS DATA OF VA, INC.	019 001	NORTON UPDATE	34.95
	20600	KEY OFFICE SUPPLY	517524	COPY PAPER	39.95
	20600	KEY OFFICE SUPPLY	517527	ENVELOPES/FOLDERS	65.84

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	20600	KEY OFFICE SUPPLY	518621	COPY PAPER	399.50
	20600	KEY OFFICE SUPPLY	518642	ENVELOPES	9.72
	20600	KEY OFFICE SUPPLY	518643	PENS/FOLDERS/TONER	390.67
				ACCOUNT TOTAL	975.58 *
				MAJOR TOTAL	4,496.95 **
022200		VICTIM WITNESS ASSISTANCE PROGRAM			
6001		Office Supplies			
	20600	KEY OFFICE SUPPLY	516907	BINDER/ERASERS	4.99
	20600	KEY OFFICE SUPPLY	517672	INK CARTRIDGES	333.96
				ACCOUNT TOTAL	338.95 *
				MAJOR TOTAL	338.95 **
031200		SHERIFF			
3170		Drug Testing			
	22347	MEDTOX LABORATORIES INC	7201894888	DRUG TESTING	50.00
				ACCOUNT TOTAL	50.00 *
3311		Repairs & Maint-Auto & Eq			
	14300	EAST END MOTOR CO INC	165550	REPAIR FLAT	21.80
	14300	EAST END MOTOR CO INC	165882	MOUNT/BALANCE TIRES	67.57
	14300	EAST END MOTOR CO INC	166231	MOUNT TIRES/INSPECT	159.00
	14300	EAST END MOTOR CO INC	166486	SERV CALL-SPARE	68.00
	14300	EAST END MOTOR CO INC	166776	WIPERS	26.14
	14300	EAST END MOTOR CO INC	167335	PADS/ROTORS/INSPECT	1,574.49
	14300	EAST END MOTOR CO INC	167765	MOUNT/BALANCE TIRES	31.75
	14300	EAST END MOTOR CO INC	167819	OIL CHANGE	89.26
	14300	EAST END MOTOR CO INC	167911	PADS/ROTORS/OIL CHG	595.40
	14300	EAST END MOTOR CO INC	167988	INSPECTION	16.00
	14300	EAST END MOTOR CO INC	168090	FLAT REPAIR	20.60
	14915	EXPRESS CARE	4849	OIL CHANGE	98.96
	14915	EXPRESS CARE	4893	OIL CHANGE	66.17
	14915	EXPRESS CARE	5185	OIL CHANGE	46.08
	14915	EXPRESS CARE	5213	OIL CHANGE	71.17
	14915	EXPRESS CARE	5307	OIL CHANGE	60.08
	14915	EXPRESS CARE	5632	OIL CHANGE	60.08
	20323	KENBRIDGE TIRE	1012	CALIBRATIONS	150.00
	32736	WOHLFORD'S RADAR	252061	CALIBRATE TUNING FRK	192.00
				ACCOUNT TOTAL	3,414.55 *
3320		Maintenance Service Contr			
	11914	BUSINESS INFORMATION	74852	MAINT SERV CONTRACT	850.00
	16172	GEOCOMM INC	5105	MAINT SERV CONTRACT	3,550.00
	28587	SOUTHERN COPIER SALES &	180724 0034	COPIER SERV CONTRACT	300.00
	28587	SOUTHERN COPIER SALES &	180724 0034 818	SERV CONTRCT-BAL DUE	305.05
				ACCOUNT TOTAL	5,005.05 *
3600		Advertising			
	15240	FARMVILLE NEWSMEDIA	129521 SHERF818	ADVERTISING	602.21
				ACCOUNT TOTAL	602.21 *

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5210	11894	Postal Services BUSINESS CARD	0555 SHERIFF818	POSTAGE	107.33 *
5230	20904	Telecommunications KINEX NETWORKING SOLUTION	180801 0016	REMOTE BACKUP DATA	19.95
	21319	CENTURYLINK	309468839 818	PHONE	10.36
	21319	CENTURYLINK	309558628 818	VCIN	7.97
	30440	US CELLULAR	918210747 818	PHONE	793.43
	30440	US CELLULAR	918210747 818A	PHONE	758.44
5530	11172	Travel-Subsistence & Lodg BARKSDALE GARY SEON	TRAINING 818	MEALS & LODGING	1,590.15 *
	11894	BUSINESS CARD	0555 SHERIFF818	MEALS	600.00
	34410	YODER BRANDON	MEAL 818	MEAL	118.20
	999999	JACKSON MICHAEL	MEAL 818	MEAL	9.92
5540	12318	Travel-Convention and Edu CNTRL VA CRIMINAL JUSTICE	4052	LAW ENFORCEMENT SCHL	15.53
6001	11902	Office Supplies BUSINESS DATA OF VA, INC.	001 001	NORTON UPDATE	743.65 *
	13369	DIAMOND SPRINGS WATER INC	1430	WATER & EQUIP RENTAL	146.18 *
	20600	KEY OFFICE SUPPLY	518097	COPY PAPER	34.95
	20600	KEY OFFICE SUPPLY	518099	OFFICE SUPPLIES	100.70
	20600	KEY OFFICE SUPPLY	518203	STICKY NOTES	159.75
	20600	KEY OFFICE SUPPLY	518249	PLANNERS	3,942.88
	20600	KEY OFFICE SUPPLY	518613	EXPANDING FILE	56.67
	20600	KEY OFFICE SUPPLY	518614	FILES/LTR OPENERS	25.98
6003	12910	Public Education/Crime Pr CREATIVE PRODUCT SOURCE	CPI073509	PENCILS	19.95
	12910	CREATIVE PRODUCT SOURCE	CP1073454	STAR SHAPED STICKERS	37.15
	999999	GREAT WESTERN STATES	3302	SILICONE BRACELETS	4,378.03 *
6004	28640	Virso Comm Center Crime P SOUTHSHIDE ELECTRIC COOP	526776002 818	ELECTRIC SERVICE	364.55
6008	11894	Vehicle & Powered Equip F BUSINESS CARD	0555 SHERIFF818	GAS	310.40
6009	32736	Vehicle & Powered Equip S WOHLFORD'S RADAR	252062	RADAR REPLACEMENTS	512.25
6010	10129	Police Supplies AED SUPERSTORE	954183	AED BATTERIES	1,187.20 *
	13012	DMV	18212818	SPECIAL ID	15.15 *
	29342	TOWN POLICE SUPPLY	24927	AMMUNITION	21.00
	29343	TOWN POLICE SUPPLY-RCHMND	R81754	CARRIER VEST	21.00 *
				ACCOUNT TOTAL	210.00
				ACCOUNT TOTAL	210.00 *
				ACCOUNT TOTAL	1,592.00
				ACCOUNT TOTAL	20.00
				ACCOUNT TOTAL	944.00
				ACCOUNT TOTAL	138.38
				ACCOUNT TOTAL	2,694.38 *

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MAJOR# ACCT# 6011	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
	10380	Uniforms & Wearing Appare			
	10380	AMERICAN UNIFORM SALES	51756	SHIRTS	671.43
	10380	AMERICAN UNIFORM SALES	51757	SHIRTS	98.54
	10380	AMERICAN UNIFORM SALES	51845	SHIRTS	98.54
	10380	AMERICAN UNIFORM SALES	51846	SHIRTS	614.20
	11256	BKT UNIFORMS	71738	JACKETS	595.93
	11894	BUSINESS CARD	0555 SHERIFF818	UNIFORMS	100.78
	16102	GALLS LLC	10264291	SHOES	113.82
	16102	GALLS LLC	10272186	SERGEANT PATCHES	60.50
	16102	GALLS LLC	10385848	BOOTS	101.99
	999999	TAYLOR SHELIA	EXPENSES 818	DRY CLEAN UNIFORMS	23.75
6012		Books & Subscriptions			
	22211	MATTHEW BENDER & CO INC	4162013	2018 SPECIAL SUPP	15.66
					15.66 *
				ACCOUNT TOTAL	2,479.48 *
032200		VOLUNTEER FIRE DEPARTMENT			
7001		Payment to Farmville VFD			
	20600	KEY OFFICE SUPPLY	518400	BOOK SHELF	159.99
	21777	LIBERTY MUTUAL INSURANCE	5542786 818	WORKERS COMP INS	9,427.00
	22327	MCNEIL & COMPANY INC	28954123	INSURANCE RENEWAL	2,626.00
	22397	MUNICIPAL EMERGENCY SERV	1240300	SHIRTS	314.16
	23166	NAFECO INC	936477	SHIRTS	75.25
	23166	NAFECO INC	937206	SHIRT	33.00
	23166	NAFECO INC	937595	SHIRTS	295.82
	29083	TAYLOR-FORBES EQUIP CO	IN62300	MOTOMIX	63.92
	32734	WITMER PUBLIC SAFETY GRP	1869274	HOMO'S PRIDE PATCHES	120.00
	32734	WITMER PUBLIC SAFETY GRP	1876783	FIRE PATCHES	90.00
	999999	HARRIS - PSPC	93293122	RADIOS	1,846.66
7003		Payment to Prospect VFD			
	29440	PRINCE EDWARD CO TREAS	PVFD TRK 818	LOAN PAYMENT	40,875.00
					40,875.00 *
7004		Payment to Darlington VFD			
	12024	C W WILLIAMS	612508	SCBA TESTING	1,409.61
	12996	CYRUS PEST CONTROL CO	AUG 2018	EXTERMINATING SERVIC	45.00
	13083	DARLINGTON HGT FIRE DEPT	REIMB 818	STRIP/WAX FLOORS	1,150.00
	13083	DARLINGTON HGT FIRE DEPT	REIMB 818	INTERNET-JULY	97.72
	13083	DARLINGTON HGT FIRE DEPT	REIMB 818	INTERNET-AUG	97.72
	13083	DARLINGTON HGT FIRE DEPT	REIMB 818	PLUMBING	45.00
	14700	ELLINGTON ENERGY SERVICE	REIMB 818	SVVFA DUES	35.00
	14700	ELLINGTON ENERGY SERVICE	DH PRE-BUY 818	PROPANE PRE-BUY	2,109.94
	14700	ELLINGTON ENERGY SERVICE	503601	GAS	489.61
	14700	ELLINGTON ENERGY SERVICE	FTI00009921	DIESEL	669.32
	21830	LUCK STONE CORPORATION	201166	STONE	644.96
	22468	MID-ATLANTIC IRRIGATION		INSTALL DRY HYDRANT	2,374.17
	28640	SOUTHSIDE ELECTRIC COOP	38156001 818	ELECTRIC SERVICE	509.43
				ACCOUNT TOTAL	9,677.48 *



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MAJOR# ACCT# 7005	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
	10850	Payment to Hampden-Sydney			
	10850	ATLANTIC EMERGENCY	11806RIC	PRIMER PUMP	1,170.48
	12024	ATLANTIC EMERGENCY	11806RIC	PRIMER PUMP	1,170.48
	12024	C W WILLIAMS	611909	GLOVES	195.31
	12024	C W WILLIAMS	612060	VEHICLE REPAIR	537.67
	13166	DAVIS GMC TRUCK INC	58865	VEHICLE REPAIR	65.00
	13166	DAVIS GMC TRUCK INC	58925	INJECTOR PUMP	2,057.01
	14913	FAIL SAFE TESTING	7467	HOSE/LADDER TESTS	2,606.30
	20360	KEPLINGER REPAIR SERV INC	21656	VALVES	146.35
	25366	PIEDMONT FLEET SERVICE	276889	VEHICLE REPAIR	2,442.35
7007		Payment to Meherrin VFD			8,049.99 *
	11255	BENCHMARK COMMUNITY BANK	15001593002 818	TRUCK LOAN PAYMENT	20,000.00
	25246	PARKER OIL CO INC	742331	PROPANE	491.96
	25246	PARKER OIL CO INC	760407	DIESEL	661.98
	31333	VERIZON WIRELESS	942130219 818	PHONE	268.59
	31335	VERIZON	131066238 818	PHONE	194.54
				ACCOUNT TOTAL	21,617.07 *
032500		EMERGENCY SERVICES		MAJOR TOTAL	95,271.34 **
3160	29280	Professional Service E-91	209711	911 ADDRESSING	20.00
		TIMMONS GROUP			20.00 *
6014	15993	Other Operating Supplies	61618	TRAINING REFRESHMENTS	662.31
		FUQUA CATERING			662.31 *
				ACCOUNT TOTAL	682.31 **
033200		REGIONAL JAIL & DETENTION			
3196	25375	Purchase of Services - Ja	1687	JUVENILE DETENTION	4,125.00
	25375	PIEDMONT RGML JUVENILE	1694	JUVENILE DETENTION	6,900.00
				ACCOUNT TOTAL	11,025.00 *
7001	25380	Piedmont Regional Jail-Pe	403	INMATE DAYS-1ST QTR	278,145.51
		PIEDMONT REGIONAL JAIL			278,145.51 *
7010	25380	Revenue Note - Interest	409	REV BOND INTEREST	11,602.70
	25380	PIEDMONT REGIONAL JAIL	442	REVENUE NOTE-INT	4,403.73
				ACCOUNT TOTAL	16,006.43 *
				MAJOR TOTAL	305,176.94 **
034100		BUILDING OFFICIAL			
3311	27770	Repairs & Maint-Auto	64743	INSTALL LIGHT SOCKET	85.00
		ROD & STAFF LLC			85.00 *

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MAJOR# ACCT# 5530	VENDOR NUMBER 21498 21498 21498	VENDOR NAME Travel-Subsistence & Lodg LEATHERWOOD COY LEATHERWOOD COY LEATHERWOOD COY	INV# AUG 2018 JUL 2018 JUN 2018	DESCRIPTION MEAL MEAL MEAL	AMOUNT 9.96 8.86 8.86
5540	21498	Travel-Convention & Educa LEATHERWOOD COY	AUG 2018	MTG REGISTRATION	15.00
	21498	LEATHERWOOD COY	JUL 2018	MTG REGISTRATION	15.00
	21498	LEATHERWOOD COY	JUN 2018	MTG REGISTRATION	15.00
				ACCOUNT TOTAL	45.00 *
				MAJOR TOTAL	157.68 **
035100		ANIMAL CONTROL			
5230	21319	Telecommunications CENTURYLINK	310119726 818	PHONE	131.15
				ACCOUNT TOTAL	131.15 *
				MAJOR TOTAL	131.15 **
035300		MEDICAL EXAMINER			
3110	29459	Professional Health Serv TREASURER OF VIRGINIA	MARCHALL THOMAS	CORONER	20.00
				ACCOUNT TOTAL	20.00 *
				MAJOR TOTAL	20.00 **
043200		GENERAL PROPERTIES			
3310		Repairs/Maintenance			
	13730	DODSON BROS EXTERMINATING	158003 818	PEST CONTROL	38.00
	13730	DODSON BROS EXTERMINATING	158005 818	PEST CONTROL	38.00
	13730	DODSON BROS EXTERMINATING	158006 818	PEST CONTROL	38.00
	13730	DODSON BROS EXTERMINATING	158007 818	PEST CONTROL	85.00
	13730	DODSON BROS EXTERMINATING	158010 818	PEST CONTROL	38.00
	13746	DODSON PEST CONTROL	R01 988345 818	ANNUAL RENEWAL-SCOPE	108.00
				ACCOUNT TOTAL	345.00 *
5110		Electrical Services			
	28640	SOUTHSIDE ELECTRIC COOP	114379002 818	SRR LIGHTS	30.04
	31846	DOMINION ENERGY VIRGINIA	1230385005 818	ROY CLARK MONUMENT	7.32
	31846	DOMINION ENERGY VIRGINIA	1545926683 818	SCOPE BLDG	112.80
	31846	DOMINION ENERGY VIRGINIA	2786281903 818	COURTHOUSE	12,591.79
	31846	DOMINION ENERGY VIRGINIA	6386509092 818	STEPS CENTRE	2,623.84
	31846	DOMINION ENERGY VIRGINIA	6669158583 818	LIGHTS AT RICE	113.49
	31846	DOMINION ENERGY VIRGINIA	8105475944 818	AG BLDG	962.40
				ACCOUNT TOTAL	16,441.68 *
5130		Water & Sewer			
	29332	TOWN OF FARMVILLE	AG BLDG 818	WATER & SEWER	104.06
	29332	TOWN OF FARMVILLE	CH IRRIG 818	WATER	10.75
	29332	TOWN OF FARMVILLE	SCOPE 818	WATER & SEWER	34.84
				ACCOUNT TOTAL	149.65 *

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5440	5230	10105	Telecommunications	7305055660	PHONE	44.01
		21319	AT&T	310262069	PHONE	57.93
		21319	CENTURYLINK	310441360	PHONE	91.20
					ACCOUNT TOTAL	193.14 *
6005		28869	Portable Toilet Rental	6660	MONTHLY SERVICE	100.00
			STIFF O O INC		ACCOUNT TOTAL	100.00 *
6007		11894	Janitorial Supplies	6702	JANITORIAL SUPPLIES	96.35
		13367	BUSINESS CARD	PUCKETT818	TRSBAGS/TOWEL/TISSU	778.10
		30239	DIAMOND PAPER COMPANY	221690	JANITORIAL SUPPLIES	57.72
		30239	UNIFIRST CORPORATION	987029	JANITORIAL SUPPLIES	64.57
			UNIFIRST CORPORATION	995456	JANITORIAL SUPPLIES	996.74 *
					ACCOUNT TOTAL	996.74 *
		12747	Repairs and Maintenance S	15573	FAX LINE REPAIR	427.50
		12747	COMMORLD	15574	FAX LINE REPAIR	315.00
		13369	DIAMOND SPRINGS WATER INC	11393100	WATER & EQUIP RENTAL	4.15
		15560	FARMVILLE WHSALE ELECTRIC	642958	BALLASTS/BULBS	858.40
		16671	GRAINGER	9851851130	KEY BLANKS	15.42
		16671	GRAINGER	9870673309	AHU MOTOR	299.74
		21811	LOWE'S	901266	ROPE	18.99
		21811	LOWE'S	906719	CELL PHONE HOLDER	12.80
		21811	LOWE'S	907003	NO TRESPASSING SIGNS	33.54
		21811	LOWE'S	907100	KNIFE	14.26
		23248	NAPA OF FARMVILLE	184489	RELAY/WD40/GLOVES	52.96
		23248	NAPA OF FARMVILLE	185506	AHU BELTS	39.94
		25120	PAIRET'S INC	25684	SIGNS FOR CH DOORS	165.00
		25352	PELPHS LOCKSMITH SERVICE	1910	CHANGED LOCK/KEYS	168.00
		27922	CINTAS CORPORATION #524	524 09428	UNIFORM RENTAL	318.95
		29083	TAYLOR-FORBES EQUIP CO	IN62845	SAFETY GLASSES	13.95
					ACCOUNT TOTAL	2,758.60 *
6009		27770	Vehicle & Powered Equip S	64451	REPAIR MOWER MUFFLER	45.50
		27770	ROD & STAFF LLC	64658	TIRES	657.00
		29083	TAYLOR-FORBES EQUIP CO	IN63108	MOWER BLADES	119.70
					ACCOUNT TOTAL	822.20 *
043400					MAJOR TOTAL	21,807.01 **
3161		31653	Professional Services-Can	284	COMMERCIAL CONTRACT	2,916.67
			VIRGINIA FOOD WORKS		ACCOUNT TOTAL	2,916.67 *
3310		15799	Repairs & Maintenance	F023880	FLAME DETECTOR KIT	23.79
		29332	FLAMELESS SPECIALTIES	WTR TEST KIT818	WATER TEST KIT	40.00
			TOWN OF FARMVILLE		ACCOUNT TOTAL	63.79 *
5110		28640	Electrical Services	44435001	ELECTRIC SERVICE	366.53
			SOUTHSIDE ELECTRIC COOP	818	ACCOUNT TOTAL	366.53 *

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MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5120	14700	Heating Services ELLINGTON ENERGY SERVICE	82878	HEATING OIL	921.35 *
5230	21319	Telecommunications CENTURYLINK	310248529 818	PHONE	921.35 *
052500	CHAPTER X BOARD				ACCOUNT TOTAL
5640	12928	Payment to Crossroad Ser CROSSROAD SERVICES BOARD	1ST QTR 818	1ST QTR SUPPORT	258.05 *
053500	COMPREHENSIVE SERVICES ACT				258.05 *
3160	CSA Programs				4,526.39 **
	19233	JAMES RIVER THERAP SVCS	AQ 818	PROFESSIONAL SERVICE	15,000.00
	19233	JAMES RIVER THERAP SVCS	AQ 818A	PROFESSIONAL SERVICE	15,000.00 *
	23268	NAPIER JEAN	AUG 2018	FOSTER CARE	15,000.00 **
	23268	NAPIER JEAN	JUL 2018	FOSTER CARE	
	23268	NAPIER JEAN	JUN 2018	FOSTER CARE	
	28866	STEPS, INC	JQ 818	PROFESSIONAL SERVICE	
081100	PLANNING				ACCOUNT TOTAL
3600	15240	Advertising FARMVILLE NEWSMEDIA	129579 ADM 818	ADVERTISING	3,167.50 *
5810	11894	Dues and Association Memb BUSINESS CARD	6702 PUCKETT818	VAZO MEMBERSHIP FEE	3,167.50 **
6001	25120	Office Supplies PAIRET'S INC	25680	DOUBLE-SIDED SIGNS	ACCOUNT TOTAL
081500	ECONOMIC DEVELOPMENT				50.00 *
5540	11894	Travel-Convention & Educa BUSINESS CARD	6702 PUCKETT818	TRAINING	50.00 *
081600	TOURISM				ACCOUNT TOTAL
5130	29332	Water & Sewer TOWN OF FARMVILLE	MOORE BLDG 818	WATER & SEWER	425.00 *
					425.00 *
					425.00 **
					ACCOUNT TOTAL
					47.65 *
					47.65 *

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AFTER CHECKS  
PAGE 11

MAJOR#	VENDOR NUMBER	VENDOR NAME	INVOICE#	DESCRIPTION	AMOUNT
5210	11894	Postal Services BUSINESS CARD	6702 PUCKETT818	UPS	51.82 *
5230	21319	Telecommunications CENTURYLINK	310393238 818	PHONE	360.31 *
5899	999999	Special Projects TWIN LAKES STATE PARK	80118	TOURISM MTG	108.00 *
6001	20600	Office Supplies KEY OFFICE SUPPLY	518514	TONER	93.79 *
082300		FLOOD & EROSION CONTROL			108.00 *
5470	17925	Stormwater Review Fees HURT & PROFFITT, INC	50051	STORMWTR PLAN REVIEW	600.00 *
083500		COOPERATIVE EXTENSION OFFICE			600.00 **
5230	21319	Telecommunications CENTURYLINK	309520098 818	PHONE	113.20 *
091000		GENERAL EXPENSE			113.20 **
5011	999999	Pay Raise Reserve FOWLKES MICHAEL JEROME II	REFUND 818	REFUND	423.12 *
5230	23933	Internal Telecom Account LUMOS NETWORKS	165866886 818	PHONE	2,878.88 *
5699	29748	Reimbursement to State TREASURER OF VIRGINIA	INS ADJUST 818	INS TERMINATION	4,025.32 *
5803	19230	Internal Fuel Account JAMES RIVER SOLUTIONS	S338434 818	CREDIT	297.00-
	19230	JAMES RIVER SOLUTIONS	S343931	GAS	1,733.43
	19230	JAMES RIVER SOLUTIONS	S344255	GAS	1,326.49
	19230	JAMES RIVER SOLUTIONS	S345292	GAS	1,375.36
	19230	JAMES RIVER SOLUTIONS	S346069	GAS	2,694.02
	19230	JAMES RIVER SOLUTIONS	S347212	GAS	2,381.09
				ACCOUNT TOTAL	9,213.39 *
				MAJOR TOTAL	16,540.71 **

AP375H  
8/29/2018  
FUND # - 100 GENERAL FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 8/01/2018 -- 8/31/2018

AFTER CHECKS  
PAGE 12

MAJOR# ACCT#	VENDOR NUMBER NAME	INV#	DESCRIPTION	AMOUNT
0002	Computer System 11902 BUSINESS DATA OF VA, INC. 12260 CAS SEVERN	133 2018 432403	CABLE/INK CARTRIDGES SOFTWARE UPGRADE	57.94 3,500.00 3,557.94 *
0028	Prospect Depot VDOT Grant 17925 HURT & PROFFITT, INC 17925 HURT & PROFFITT, INC	50032 50097	INSPECTION/GRANT ADM INSPECTION/GRANT ADM	3,596.89 840.00 4,436.89 *
0034	Courthouse Renovation A&E 12889 CRABTREE ROHRBAUGH & ASSC 12889 CRABTREE ROHRBAUGH & ASSC	12 3033 13 3033	CH ADDITION/RENO CH ADDITION/RENO	13,640.42 6,292.54 19,932.96 *
095000	DEBT SERVICE		MAJOR TOTAL	27,927.79 **
0006	Interest Expense (YMCA) 12540 CITIZENS & FARMERS BANK	3759 YMCA 818	YMCA LOAN-INTEREST	9,258.82 9,258.82 *
0016	Principal - YMCA Loan 12540 CITIZENS & FARMERS BANK	3759 YMCA 818	YMCA LOAN-PRINCIPAL	100,000.00 100,000.00 * 109,258.82 **
			FUND TOTAL	647,718.63

AP375H  
8/29/2018  
FUND # - 501 WATER FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 8/01/2018 -- 8/31/2018

AFTER CHECKS  
PAGE 13

MAJOR#	VENDOR	NUMBER	VENDOR	INV#	DESCRIPTION	AMOUNT
043200	GENERAL	PROPERTIES				
5130	Water Service					
29332	TOWN OF FARMVILLE					
				WATER TANK 818	WATER	39.62
						39.62 *
						39.62 **
					ACCOUNT TOTAL	
					MAJOR TOTAL	
					FUND TOTAL	39.62

AP375H  
 8/29/2018  
 FUND # - 502 SEWER FUND

PRINCE EDWARD  
 LISTING OF INVOICES FOR 8/01/2018 -- 8/31/2018

AFTER CHECKS  
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MAJOR#	VENDOR	VENDOR	DESCRIPTION	AMOUNT
ACCT#	NUMBER	NAME	INV#	
043200	GENERAL	PROPERTIES		
5110	31846	Electrical Services DOMINION ENERGY VIRGINIA	4148700281 818	45.56
			SEWER PUMP	45.56 *
				45.56 **
			ACCOUNT TOTAL	45.56
			MAJOR TOTAL	45.56
			FUND TOTAL	45.56



AP375H  
8/29/2018  
FUND # - 520

PRINCE EDWARD  
LISTING OF INVOICES FOR 8/01/2018 -- 8/31/2018

AFTER CHECKS  
PAGE 15

MAJOR# ACCT# 042300	VENDOR NUMBER COLLECTIONS	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
3310		Repairs & Maintenance			
	15560	FARMVILLE WHSALE ELECTRIC	642995	ELBOWS/TIE-DOWN	20.56
	15560	FARMVILLE WHSALE ELECTRIC	643660	RELAY	16.74
	21811	LOWE'S	906146	AIR CONDITIONER	170.05
				ACCOUNT TOTAL	207.35 *
3311		Repairs & Maint-Auto & Eq			
	12282	CAVALIER HOSE & FITTINGS	41550	PRESSURE WASHER HOSE	218.70
	15560	FARMVILLE WHSALE ELECTRIC	644156	BOLTS/TAPE	48.77
	15721	FISHER AUTO PARTS, INC.	216343	HYDRAULIC OIL	47.98
	16674	GRANT'S GLASS	77052	WINDSHIELD	533.35
	21811	LOWE'S	901205	ANCHOR BOLTS	17.34
	27855	ROHR MECHANICAL LLC	3961	COMPACTOR CAPACITORS	115.95
				ACCOUNT TOTAL	982.09 *
3840		Contract Landfill - POS			
	10254	REPUBLIC SERVICES #974	527802	TRASH COLLECTION	367.79
	10254	REPUBLIC SERVICES #974	527803	TRASH COLLECTION	125.82
	10254	REPUBLIC SERVICES #974	527804	TRASH COLLECTION	125.82
				ACCOUNT TOTAL	619.43 *
3841		Purchase of Service - Rec			
	28866	STEPS, INC	JULY 2018	RECYCLING FEE	495.96
				ACCOUNT TOTAL	495.96 *
5110		Electrical Services			
	28640	SOUTHSIDE ELECTRIC COOP	114379001	DH SITE	50.13
	28640	SOUTHSIDE ELECTRIC COOP	114379003	VIRSO SITE	67.50
	31846	DOMINION ENERGY VIRGINIA	0599507431	RICE SITE	27.90
	31846	DOMINION ENERGY VIRGINIA	0670040567	CELL C PUMP STATION	30.79
	31846	DOMINION ENERGY VIRGINIA	1144204110	GREEN BAY SITE	49.48
	31846	DOMINION ENERGY VIRGINIA	5181167213	LEACHATE PUMP	227.57
	31846	DOMINION ENERGY VIRGINIA	8601161519	PROSPECT SITE	42.56
	31846	DOMINION ENERGY VIRGINIA	8970737501	SCALEHOUSE	80.81
	31846	DOMINION ENERGY VIRGINIA	9176847250	LANDFILL SITE	25.70
				ACCOUNT TOTAL	602.44 *
5230		Telecommunications			
	21319	CENTURYLINK	309480181	PHONE	56.83
	21319	CENTURYLINK	309553498	PHONE	47.75
	21319	CENTURYLINK	309615846	PHONE	54.16
	21319	CENTURYLINK	309714661	PHONE	56.53
	21319	CENTURYLINK	310039285	PHONE	41.81
				ACCOUNT TOTAL	257.08 *
5440		Portable Toilet Rental			
	28869	STIFF O O INC	6660	MONTHLY SERVICE	702.50
				ACCOUNT TOTAL	702.50 *
6009		Vehicle & Powered Equip S			
	23248	NAPA OF FARMVILLE	184404	FREON	24.99
	23248	NAPA OF FARMVILLE	184574	DEF/WASHER FLUID	44.93
	23248	NAPA OF FARMVILLE	184796	BATTERIES	386.97
	27770	ROD & STAFF LLC	64393	TIRES	685.00

AP375H  
8/29/2018  
FUND # - 520

PRINCE EDWARD  
LISTING OF INVOICES FOR 8/01/2018 -- 8/31/2018

AFTER CHECKS  
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MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
042400		LANDFILL OPERATIONS			
3160	27191	Professional Services			
	27191	RESOURCE INTERNATIONAL	44664	ASSESSMENT MONITORIN	5,894.62
	27191	RESOURCE INTERNATIONAL	44665	MISC WORK TASKS	14,987.10
	27191	RESOURCE INTERNATIONAL	44666	STORM WTR COMPLIANCE	1,353.00
				ACCOUNT TOTAL	22,234.72 *
				MAJOR TOTAL	5,791.74 **
3311	11894	Equipment Repairs & Maint			
	21811	BUSINESS CARD	6702 PUCKETT818	RUBBER DISC	438.34
	21811	LOWE'S	906719	CABLE TIES	24.78
	21811	LOWE'S	907100	PADLOCKS & CHAIN	56.84
	23248	NAPA OF FARMVILLE	184876	OIL	6.98
	23248	NAPA OF FARMVILLE	185187	FREON	23.99
	23248	NAPA OF FARMVILLE	185340	COUPLINGS	88.40
	31202	VANEPS RONALD	WATER 818	BOTTLED WATER	11.73
				ACCOUNT TOTAL	651.06 *
5230	21319	Telecommunications			
		CENTURYLINK	309326764 818	PHONE	52.66
				ACCOUNT TOTAL	52.66 *
5601	29503	Annual Landfill Permit			
		TREASURER OF VIRGINIA	904795	ANNUAL FEE	3,234.77
				ACCOUNT TOTAL	3,234.77 *
6009	23248	Vehicle & Powered Equip S			
	27770	NAPA OF FARMVILLE	184961	WIPER BLADES	22.98
	27770	ROD & STAFF LLC	64573	TIRES	582.00
				ACCOUNT TOTAL	604.98 *
				MAJOR TOTAL	26,778.19 **
				FUND TOTAL	32,569.93

AP375H  
8/29/2018  
FUND # - 732

RETIREMENT BENEFIT FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 8/01/2018 -- 8/31/2018

AFTER CHECKS  
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MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
00230	25257	LEOS Disbursements JOHNS VICKI K	AUG 2018	RETIREE AUG PAYMENT	1,156.11
				ACCOUNT TOTAL	1,156.11 *
				MAJOR TOTAL	1,156.11 **
				FUND TOTAL	1,156.11

AP375H  
8/29/2018  
FUND # - 741

PIEDMONT COURT SERVICES FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 8/01/2018 -- 8/31/2018

AFTER CHECKS  
PAGE 18

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
3199	28095	Purchase of Services - Ot ALERE TOXICOLOGY SERV INC	L172632	DRUG TESTING	58.44 *
5230	21319	Telecommunications CENTURYLINK	310357807 818	PHONE	75.76
	23933	LUMOS NETWORKS	174057257 818	PHONE	311.53
5510	10975	Travel - Mileage AYOUB ZACHARY	MILEAGE 818	MILEAGE	387.29 *
	16944	STIMPSON CONNIE	MILEAGE 818	MILEAGE	106.87
	17636	HERNDON TAYLOR	MILEAGE 818	MILEAGE	11.26
	22259	MAYS ANDY	MILEAGE 818	MILEAGE	198.36
	28736	STAHLMAN RACHEL	MILEAGE 818	MILEAGE	81.75
	28833	STATON REBECCA	MILEAGE 818	MILEAGE	295.36
5530	28736	Travel - Subsistence & Lo STAHLMAN RACHEL	MILEAGE 818	MEAL	91.13
5540	31306	Travel - Convention and E VCCJA	VCCJA CONF 818	ANNUAL VCCJA CONF	784.73 *
6001	11902	Office Supplies BUSINESS DATA OF VA, INC.	020 001	NORTON UPDATES	10.77
	16944	STIMPSON CONNIE	MILEAGE 818	KEYS	10.77 *
6012	10975	Books & Subscriptions AYOUB ZACHARY	MILEAGE 818	NEWSPAPERS	175.00
	17636	HERNDON TAYLOR	MILEAGE 818	NEWSPAPERS	175.00 *
097001	PCS SUPERVISION FEES EXPENDITURES			ACCOUNT TOTAL	69.90
5420	28724	PCS - Lease/Rent of Build SRP CORPORATION LLC	RENT 818	RENT	4.82
				ACCOUNT TOTAL	74.72 *
				MAJOR TOTAL	1.75
				ACCOUNT TOTAL	1.05
				MAJOR TOTAL	2.80 *
				MAJOR TOTAL	1,493.75 **
				ACCOUNT TOTAL	2,750.00
				MAJOR TOTAL	2,750.00 *
				MAJOR TOTAL	2,750.00 **
				FUND TOTAL	4,243.75
				TOTAL DUE	685,773.60

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

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







County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** September 11, 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:** September 11, 2018  
**Item No.:** 9  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett  
**Issue:** Personal Property Tax Relief

---

**Summary**

The Commissioner of Revenue has computed the Personal Property Tax Relief Act (PPTRA) percentage of tax relief from the Commonwealth for 2018 to be 34.75% of assessed value based upon guidelines provided by the Commonwealth. The percentage was 35.75% for 2017.

A letter from the Commissioner and the Board Resolution authorizing this percentage of refund are attached.

**Attachment:** Letter dated August 24, 2018 from the Commissioner of Revenue.  
2018 PPTRA Resolution.

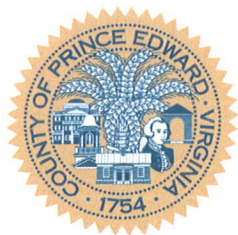
**Recommendations:** The Board will wish to review the proposed amount of tax relief and act on the proposed resolution.

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

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

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

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



**OFFICE OF THE COMMISSIONER OF THE REVENUE  
PRINCE EDWARD COUNTY, VIRGINIA**

Post Office Box 446  
Farmville, Virginia 23901-0446  
(434) 392-3231 • Fax (434) 392-7696

Beverly M. Booth  
Commissioner

**Deputies:**

Amy S. Bryant  
Edna T. Goldman  
Barbara H. Kenny  
Andrea R. Lee

August 24, 2018

Mr. Wade Bartlett  
Prince Edward County Administrator  
Courthouse Building  
Farmville VA 23901

In Re: Personal Property Tax Relief

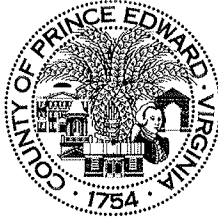
Dear Mr. Bartlett:

Please be advised that the Personal Property Tax Relief (PPTR) for the 2018 tax year is 34.75% of the assessed value. It is my understanding a board resolution is needed for approval.

Should you require additional information, do not hesitate to contact me.

Sincerely,

Beverly M. Booth  
Commissioner of the Revenue



## PPTRA RESOLUTION FOR 2018 County of Prince Edward, Virginia

In accordance with the requirements set forth in *V.A. CODE ANN. §58.1-3524 C.2. and §58.1-3912 E.*, as amended by *Chapter 1 of the Acts of Assembly* (2004 Special Session I) and as set forth in *Item 503.E. (Personal Property Tax Relief Program) of Chapter 951 of the 2005 Acts of Assembly*, any qualifying vehicle situated within the County of Prince Edward, Virginia commencing January 1, 2018, shall receive personal property tax relief in the following manner:

- Personal use vehicles with assessed value of \$1,000 or less will be eligible for 34.75% tax relief; and
- Personal use vehicles with assessed value of \$1,001 or more shall receive 34.75% tax relief on the first \$20,000 in assessed value; and
- All other vehicles which do not meet the definition of “qualifying” (such as business use vehicles, motor homes, etc.) will not be eligible for any form of tax relief under this program; and
- In accordance with *Item 503.D.1. of Chapter 951 of the 2005 Acts of Assembly*, the entitlement to personal property tax relief for qualifying vehicles for tax year 2005 and all prior tax years shall expire on September 1, 2006. Supplemental assessments for tax years 2005 and prior years that are made on or after September 1, 2006 shall be deemed “non-qualifying” for purposes of state tax relief and the local share due from the taxpayer shall represent 100% of the tax assessable.

### 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 reconvened board meeting in Prince Edward County, Virginia, at which a quorum was present and that same was passed by a vote of \_\_\_ in favor and \_\_\_ opposed, this 11<sup>th</sup> day of September, 2018.*

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Pattie Cooper-Jones, Chair

ATTEST:

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W.W. Bartlett, County Administrator

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County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: September 11, 2018  
 Item No.: 10  
 Department: County Administration  
 Staff Contact: W.W. Bartlett  
 Issue: FY19 Budget Amendments

**Summary**

A. When we received the final statement of award from DCJS for the Victim Witness grant it contained \$1,758 more funding than the preliminary grant documents. The proposed adjustments are presented below.

. FY19 BUDGET AMENDMENTS

Rev/Exp	Fund	Dept	Object	Description	Debit	Credit
3 (Rev)	100	33010	0028	Federal Revenues – Victim Witness		\$ 1,758
4 (Exp)	100	22200	2301	Health Insurance	\$ 530	
4 (Exp)	100	22200	3500	Printing & Binding	\$ 300	
4 (Exp)	100	22200	5510	Travel - Mileage	\$ 90	
4 (Exp)	100	22200	5530	Travel – Subsistence & Lodging	-\$ 12	
4 (Exp)	100	22200	5810	Dues	\$ 100	
4 (Exp)	100	22200	6030	Non-Capital Equipment	\$ 750	

B. The Sheriff has requested the use of \$3,000 from the forfeited asset fund to pay the cost of the annual dues for participation in the Piedmont Regional Task Force. The drug task force also includes the Town of Farmville and the Counties of Buckingham and Cumberland. These dues have been paid from the Forfeited Asset fund because of the direct link of the actions of the task force and the generation of forfeited assets. There Sheriff has approximately \$26,000 in this fund.

FY19 BUDGET AMENDMENT

Rev/Exp	Fund	Dept	Object	Description	Debit	Credit
3 (Rev)	105	41050	0105	Fund Balance		\$3,000
4(Exp)	105	31700	6010	Police Supplies	\$3,000	

**Recommendations:** Approve the FY19 budget amendments presented above and appropriate the same funds.

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:** September 11, 2018  
**Item No.:** 11  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett/Sarah Elam Puckett  
**Issue:** Highway Matters

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**Summary:** Scot Shippee, PE, Resident Engineer, VDOT plans to attend the September Board meeting.

**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:** September 11, 2018  
**Item No.:** 12  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett/Sarah Elam Puckett  
**Issue:** PUBLIC HEARING: Sandy River Reservoir Ordinance Amendments

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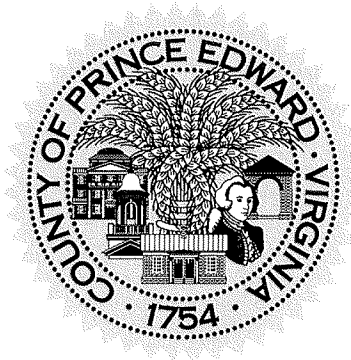
**Summary:** As the Board will recall from the discussion at the August Board meeting, amendments have been proposed to the County’s *Ordinance to Regulate and Protect the Sandy River Reservoir and Adjacent County-Owned Properties*. The proposed amendments (see attachment) have been advertised for a public hearing at the September Board meeting.

The proposed amendments have been reviewed by the County Attorney. County staff also discussed the proposed amendments with Conservation Law Enforcement Office Gavin Fariss, as DGIF is a primary law enforcement agency for the reservoir. He had no objections.

**Attachments:** Public Hearing Notice  
Draft Amendments of the County’s Sandy River Ordinance

**Recommendations:** Following the Public Hearing, the Board will wish to consider the proposed amendments to the *County’s Ordinance to Regulate and Protect the Sandy River Reservoir*.

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



## Notice of Public Hearing

The Prince Edward County Board of Supervisors will hold a Public Hearing on Tuesday, September 11, 2018 at 7:30 p.m. in the Board of Supervisors Room, Prince Edward County Courthouse, 111 South Street, 3rd Floor, Farmville, Virginia, to receive citizen input prior to considering proposed amendments to the County's *Sandy River Reservoir Ordinance*.

A complete copy of the proposed amendments is available for public review in the office of the Prince Edward County Administrator, 111 South Street, 3rd Floor, Farmville, VA, or on the county website at [www.co.prince-edward.va.us](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, contact W. W. Bartlett, County Administrator at 434-392-8837.

**ORDINANCE TO REGULATE AND PROTECT THE  
SANDY RIVER RESERVOIR AND ADJACENT COUNTY-OWNED PROPERTIES  
IN ACCORDANCE WITH SECTION 15.2-1429.1-13 OF THE  
CODE OF VIRGINIA, 1950, AS AMENDED**

Sec. 82-31.

- (a) The following activities are hereby declared to be unlawful in that part of Lockett Magisterial District of Prince Edward County known as Sandy River Reservoir and on any County-owned property surrounding the reservoir:
- (1) Presence of persons, boats, or other personal property at anytime in areas marked "No Trespassing," without the express written permission of the county administrator.
  - (2) Parking on any County-owned property surrounding the reservoir other than in the Sandy River Reservoir Public Use Area located ~~off Route 640~~, at the end of Route 792, in designated parking areas at the end of Route 606 and Route 799, or in any other area specifically designated by the Prince Edward County Board of Supervisors as a Public Parking Area.
  - (3) Littering or dumping of any type, kind or description.
  - (4) Hunting or trapping of any type, kind or description without an express written permit issued by the County of Prince Edward, with the exception of waterfowl hunting, which requires no county permit. No hunting of any kind shall be allowed on Sunday.
  - (5) Conducting fishing tournaments in which prizes are awarded without an express written permit issued by the County of Prince Edward and Department of Game and Inland Fisheries.
  - (6) Diving, snorkeling or swimming of any type, kind or description.
  - (7) Operation in or on the reservoir of any unlicensed watercraft or any type of watercraft propelled by an engine in excess of ten (10) horsepower.
  - (8) Operation in or on the reservoir of ~~a windsurfer, sailboard or~~ any wind-propelled vessel, ~~other than a sailboat~~, length of which ~~shall not exceed~~s sixteen (16) feet.
  - (9) Operation in or on the reservoir of any jet ski.
  - (10) Sale of any and all commodities or services anywhere in either the reservoir or the County-owned property surrounding the reservoir, as well as the posting of any kind of advertisement of any description, unless sanctioned by the County of Prince Edward.
  - (11) Discharging any firearm, including but not limited to any weapon which propels a projectile by pneumatic means, unless sanctioned by the County of Prince Edward.
  - (12) Possession of any type of alcoholic beverage while on the premises.
  - (13) Presence on the reservoir or the County-owned property surrounding the reservoir by any person under the age of twelve (12) years, unless such person is accompanied by an individual who is at least twenty-one (21) years of age.
  - (14) Camping and lighting or maintaining any kind of fire, unless such activity has been sanctioned or is sponsored by the County.
  - (15) Use of any of the County-owned property surrounding the reservoir by any person riding any type of motorized or non-motorized vehicle, bicycle or horse and use of any part of the reservoir or such County-owned property for ice skating or sledding, unless any such use has been expressly sanctioned by the County.



- (16) The use of any of the County-owned property surrounding the reservoir, other than those areas specifically designated by the County as such, for boat access to and from the reservoir including, but not limited to construction of piers, docks and access roads. Individuals owning property adjacent to the county buffer who have a county-approved and permitted boat access ramp shall continue to be responsible for the soil erosion and sedimentation measures and for the safe maintenance and upkeep of the ramp. The permit is not transferable to any future owners of the property. Permittee must carry liability insurance and show annual proof thereof.
  - (17) Cutting, removing or altering any trees, brush or other vegetation now growing or hereafter established in the reservoir or on the County-owned property surrounding the reservoir and removing, altering or otherwise disturbing the reservoir or any County-owned land surrounding the reservoir.
  - (18) Withdrawal of water for any purpose, ~~with the exception that adjacent property owners without~~ express written permission from the Prince Edward County Administrator. may withdraw reasonable amounts of water for irrigation and domestic purposes until such time as water therein is used for public water supply.
  - (19) Stocking of any fish or other aquatic species in the reservoir or animal on the County-owned property, without written permission of Prince Edward County and the Department of Game and Inland Fisheries.
  - (20) The siting of dwellings not closer than 200 feet from the normal pool elevation of the reservoir, so long as the soil treatment area is located not less than 500 feet from the normal pool elevation of the reservoir.
  - (21) Discharging a firearm, as defined in paragraph 11 of this section, on any county-owned land, on or within 300 feet of a public parking area.
  - (22) The launching of any watercraft, other than canoes, kayaks and small vessels without the use of a trailer entering the water, is prohibited at designated sites at the end of Route 799 and Route 606; watercraft may be launched by hand only at these designated sites. All watercraft to be launched by the use of a trailer entering the water shall use the concrete ramp at the end of Route 792.
- (b) The Board of Supervisors may, by resolution, authorize the construction and maintenance of public utilities, including electrical supply lines, water and sewer treatment plants, water and sewer supply lines, and telecommunications transmission lines that benefit the public at large and are constructed and maintained by a public utility company, Prince Edward County, or by a public utility authority created pursuant to state law, on Sandy River Reservoir and on any County-owned property surrounding the Sandy River Reservoir. As a condition of said authorization, the entity responsible for the construction or maintenance of the public utility shall restore the affected property to the same condition as it existed on the date of the authorization, and shall maintain the area in that condition for the duration of the authorization, to the extent that is practical and consistent with prevailing utility maintenance practices in the Commonwealth of Virginia.
  - (c) Except for those activities specifically authorized by the Board of Supervisors pursuant to Paragraph (b), any person who shall knowingly commit any of the acts declared unlawful in (a) above, **shall be guilty of a Class 3 misdemeanor. A second violation of this section within three years is a Class 2 misdemeanor. A third violation of this section within three years is a Class 1 misdemeanor**, as same is defined in Section 18.2-11 of the *Code of Virginia*, 1950, as amended.

*Ord. of 7-9-96, Ord. of 11-12-98, Ord. of 9-14-99, Ord. of 10-10-00, Ord. of 6-10-08, Ord. of 11-12-08, Ord. of 10-9-12, Ord. of 9-8-15, Ord. of 11-17-15, Proposed Ord. of 9-11-18.*



County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** September 11, 2018  
**Item No.:** 13  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett  
**Issue:** PUBLIC HEARING: eTicket Ordinance

**Summary**

As the Board will recall, the new CAD system in the Sheriff’s Office has the capability to operate an electronic summons system. Such a system allows a Sheriff’s deputy to print and issue a summons from their vehicle. This is the preferred method of issuing a summons because by using the system it automatically populates both the Sheriff and Supreme Court data bases whereby the info does not have to be re-entered by clerks in the offices of the Sheriff or Courts. To be able to implement this system required the purchase of in-car computers and printers. The funding to purchase such equipment was included as part of the expense of the new CAD system which was budgeted and appropriated in FY18. We will have to pay an annual maintenance fee to maintain this system and will also have to replace equipment as it ages and/or breaks.

To offset both the purchase and maintenance of the system the General Assembly amended the *Code of Virginia* allowing governing bodies to assess an additional sum which can not exceed \$5 as part of each criminal or traffic case. But for the County to begin imposing this fee the Board must pass an ordinance authorizing such a fee. The County Attorney drafted a proposed amendment to the County’s Code which allows the imposition of this fee. The Board has authorized a public hearing for the September Board meeting on this draft ordinance (below).

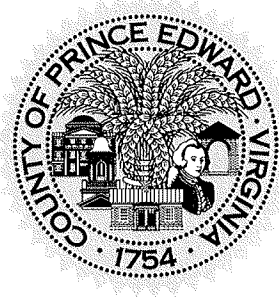
**Section 38-34 – Electronic summons system fee; amount; administration**

There is hereby imposed, in addition to any other fees prescribed by law, the sum of \$5.00 in each criminal and traffic case in which the defendant is convicted of a violation of any statute of the Commonwealth or any ordinance of the County filed in the general district court and the circuit court. The clerk of court in which the action is filed shall collect the assessment and remit it to the County treasurer. The County treasurer, subject to appropriation by the board of supervisors, shall disburse such funds in accordance with Section 17.1-279.1 of the Code of Virginia, 1950, as amended.

**Attachment:** Public Hearing Notice

**Recommendation:** Following the Public Hearing, the Board will wish to consider adoption of the proposed Ordinance providing for the imposition of the Electronic Summons System Fee.

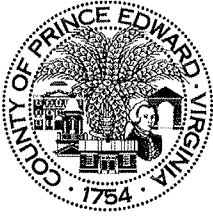
Motion _____	Cooper-Jones _____	Pride _____	Townsend _____
Second _____	Emert _____	Southall _____	Wilck _____
	Jones _____	Timmons _____	



## **NOTICE OF PUBLIC HEARING**

The Prince Edward County Board of Supervisors will hold a Public Hearing on Tuesday, September 11, 2018 at 7:30 p.m. in the Board of Supervisors Room, Prince Edward County Courthouse, 111 South Street, 3rd Floor, Farmville, Virginia, to receive citizen input prior to considering the adoption of an ordinance establishing an electronic summons system and fee structure for the County of Prince Edward.

A complete copy of the proposed ordinance is available for public review in the office of the Prince Edward County Administrator, 111 South Street, 3rd Floor, Farmville, VA, or on the county website at [www.co.prince-edward.va.us](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, contact W. W. Bartlett, County Administrator at 434-392-8837.



County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** September 11, 2018  
**Item No.:** 14  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett  
**Issue:** Community Policy Management Team Appointment

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**Summary**

The General Assembly created the Children’s Services Act (CSA) to create a collaborative system of services and funding that is child centers, family focused and community based too address the needs of troubled at-risk youths and their families. Chapter 52 of title 2.2 of the Code of Virginia outlines the requirements of this program,

To receive CSA funds from the Commonwealth of Virginia section 2.2-45204 of the Code, directs every County to establish a Community Policy and Management Team (CPMT). Membership of the CPMT is specified in section 2.2-5205 of the code and states the CPMT shall include:

- One elected official or an appointed official (presently the County Administrator)
- The local agency heads or their designees of the – (1) Community Services Board, (2) Juvenile Court Services Unit, (3) Department of Health, (4) Department of Social Services and (4) Local School Division.
- Representative of a private organization or association of providers for children’s or family services if such organizations are located within the locality.
- A Parent representative

The CPMT’s private organization representative as resigned. The CPMT is requesting the Board appoint Wesley Inge to serve as the representative of a private organization. Mr. Inge serves as the Regional Director at the Family Preservation Services, Inc. He has 18 years of experience in the child services and family preservation field, and has a Masters in Counseling. He is well aware of the challenges faced by families and their children. This appointment will be for the unexpired term of the former incumbent and will run from September 12, 2018 – June 30, 2020. The CPMT is also requesting Mindy Osborn be appointed as Mr. Inge’s alternate. Mrs. Osborn has 10 years of experience in child services and family preservation. She currently serves as the Regional Coordinator and Therapeutic Day Treatment Director for Family Preservation Services, Inc.

**Attachment:**

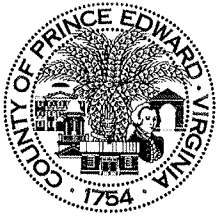
**Recommendations:**

Appoint Mr. Inge to serve on the CPMT as the representative of a private organization, with Mrs. Osborn serving as the alternate, whose term will run from September 12, 2018 – June 30, 2020.

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:** September 11, 2018  
**Item No.:** 15  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett/Sarah Elam Puckett  
**Issue:** Citizen Volunteer Appointments

**Summary:**

Appointments: Attached is a Citizen Volunteer Application for the appointment to the vacancy on the County Industrial Development Authority.

APPOINTMENT	TERM OF OFFICE	# OF VACANCIES	CURRENTLY IN OFFICE	CITIZEN VOLUNTEER APPLICANTS
County Industrial Development Authority	4 Years  Unexpired Term Until 6-30-2020  (Eligible for re-appointment)	1	Vacant	Robert Atkinson

**Attachments:** Citizen Volunteer Application

**Recommendations:** Make Citizen Volunteer Appointment.

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



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

Name Robert Atkinson Date 8/22/18

Home Address 1000 MERRIDOWN LANE

City FARMVILLE State VA Zip Code 23901

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

Home Telephone Number NOT APD FAX ~~434 392 3150~~ <sup>NOT APD</sup>

E-Mail Address RLATKINSD29@GMAIL.COM

Present Employer W.C. NEWMAN Co., Inc. <sup>MAILING</sup>

Business Address 10630 PRINCE EDWARD HIGHWAY <sup>P.O. Box 374</sup>  
FARMVILLE

City PROSPECT State VA Zip Code 23960

Business Telephone Number 434 392 3150 FAX 434 392 3150

Which Address is Preferred for Mailings? Home  Office

Optional Information Which May Prove Helpful:

Occupation OWNER

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

Education: High School PRINCE EDWARD ACADEMY Year 1976

College/Technical School N.C. STATE Year 1980

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

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

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

Past Board, Commission, and Committee Assignments CDA Board (current)

Professional, Civic, or Other Activities CLUBS, FUTURE BOARDS, CHAMBER BOARDS (PAST)

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

I WOULD LIKE TO BE ON THE IDA BOARD BECAUSE I AM  
VERY INVOLVED IN INDUSTRIAL DEV. IN OUR COUNTRY.  
I HAVE UTILIZED AN IDA LOAN IN THE PAST  
TO HELP DEVELOP MY OWN NON SITE FEN  
W.C. NEWMAN CO. INC.

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

*no*

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

*no*

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

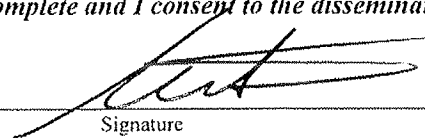
**APPOINTED BY THE BOARD OF SUPERVISOR:**

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

**APPOINTED BY CIRCUIT COURT:**

- Electoral Board
- Board of Zoning Appeals

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

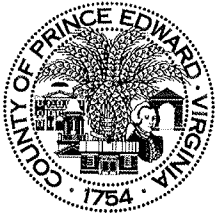
  
Signature

*8/22/18*  
Date

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

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

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County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** September 11, 2018  
**Item No.:** 16  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett  
**Issue:** County Administrator’s Report: Virginia Scenic River Program

**Summary:**

Appomattox County contacted DCR expressing interest in having portions of the Appomattox River designated as a Scenic River. DCR has responded to Appomattox County and is seeking support from the other five jurisdictions that border the river on its way to the Powhatan border, Attachment (1).

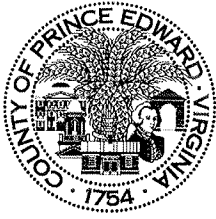
Virginia’s Scenic Rivers Program’s intent is to identify, designate and help protect rivers and streams that possess outstanding scenic, recreational, historic and natural characteristics of statewide significance for future generations. After an evaluation process, if the river is deemed worthy, the local government must then have its local legislators present a bill to the General Assembly, which then must pass a resolution adopting the river into the system of scenic rivers.

Staff has reviewed the Virginia Scenic River Program website and offers the following information:

**What Scenic River Designation Does**

- Designation encourages protection of and preservation of the river.
- Designation declares the protection of a river’s scenic values to be a beneficial purpose of water resource policy.
- Designation requires appointment of an administering agency, usually the Department of Conservation and Recreation (DCR).
- Designation requires the Virginia Scenic River Advisory Board, whose members are appointed by the Governor, to advise the Director of DCR on federal, state or local plans that impact the designated river segment and to give local citizens a voice in river-related issues.
- After designation, the General Assembly must approve construction of any dam or other structure that would result in an impediment to the natural flow of the river.
- For properties along the designated scenic rivers, a special tax assessment may be given to reduce the tax liability, as valued by the State Land Evaluation Advisory Council, if adopted by the locality.
- The Federal Energy Regulatory Commission (FERC) recognizes Virginia’s designated Scenic River System. This acknowledgement of the program ensures that the qualities of the designated river are considered during licensing or relicensing of federal projects on that river.

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



County of Prince Edward  
Board of Supervisors  
Agenda Summary

**What Scenic River Designation Does Not Do**

- Designation does not give the state control over land use.
- Designation carries with it no land use controls.
- Designation does not give the public any right to use privately owned land.
- Virginia does not commercially promote its scenic rivers.
- Recreational use of the rivers currently in the Scenic Rivers System has not increased any more that the use of high quality streams that are not in the system.

Based on information that staff has reviewed, participating in the study and designation of the river may provide riparian landowners and other local citizens a stronger voice in any government action or decisions that have to the potential to impact “their” river.

**Attachments:**

- (1) DCR letter dated August 13, 2018
- (2) Virginia Scenic River Program Brochure

**Recommendation:** The Board will wish to consider requesting DCR to evaluate whether the section of the Appomattox River in Prince Edward County will qualify for designation.

:

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

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

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

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

*Nade Bertlett*

Matthew J. Strickler  
*Secretary of Natural Resources*

Clyde E. Cristman  
*Director*



Rochelle Altholz  
*Deputy Director of  
Administration and Finance*

Russell W. Baxter  
*Deputy Director of  
Dam Safety & Floodplain  
Management and Soil & Water  
Conservation*

Thomas L. Smith  
*Deputy Director of Operations*

## COMMONWEALTH of VIRGINIA

DEPARTMENT OF CONSERVATION AND RECREATION

August 13, 2018

Ms. Anne H. Dixon  
Appomattox County Parks, Recreation & Tourism Department  
Post Office Box 863  
Appomattox, Virginia 24522

RE: Proposed Scenic River Study of the Appomattox River

Dear Ms. Dixon:

Thank you for your letter of July 23, 2018, expressing interest in the Virginia Scenic River program and requesting that the Appomattox River from Route 612 to the Powhatan County Line be studied to determine if this reach qualifies for Scenic River designation. As the river flows east, it touches five other jurisdictions: The Town of Farmville and the Counties of Amelia, Buckingham, Cumberland and Prince Edward. We appreciate knowing that Appomattox County supports the study, and as we move forward, we will seek support from the adjoining localities as well.

After a desk top review of the river, it came to mind that you may want to consider adding another river section to your evaluation request -- the section above Route 612 starting at Route 616. This nearly 13-mile segment appeals to novice paddlers, goes through state forest lands and has attractive scenic views.

We are currently finalizing our work plans for 2018-19 Scenic River studies; all field work must be completed during adequate water flow and full riparian leaf-out. Lynn Crump, Environmental Programs Planner and coordinator of the Scenic Rivers program, can be reached at 804-786-5054 or [lynn.crump@dcr.virginia.gov](mailto:lynn.crump@dcr.virginia.gov). She will need the following at your earliest convenience:

1. The name and contact information of your representative who will be working with Ms. Crump on this project.
2. A guide who is familiar with current river conditions, at least two boats with paddlers and a shuttle to assist the DCR staff who will be floating/paddling the river segment.
3. Suggestions for possible dates for the river field evaluation when the water levels are adequate. We ask that you coordinate with your staff when proposing dates so that we can complete all necessary field work within several days.
4. A copy of your county comprehensive plan and/or strategic plan that shows support for protection of natural resources and/or the Appomattox River.

600 East Main Street, 24<sup>th</sup> Floor | Richmond, Virginia 23219 | 804-786-6124

*State Parks • Soil and Water Conservation • Outdoor Recreation Planning  
Natural Heritage • Dam Safety and Floodplain Management • Land Conservation*

Ms. Anne H. Dixon  
August 13, 2018  
Page Two

The Department of Conservation and Recreation (DCR) administration and staff look forward to working with Appomattox and the adjacent counties on the evaluation. We are excited to work with you to recognize the attributes of the Appomattox River that contribute so much to the local quality of life.

If you would like us to meet with county officials or the community to introduce the Virginia Scenic River Program, please contact Ms. Crump.

Thank you for your interest.

Sincerely,



Danette M. Poole, Director,  
Division of Planning and Recreation Resources

cc: The Honorable David E. Whitus, Mayor of Farmville  
A. Taylor Harvie III, Amelia County Administrator  
Susan M. Adams, Appomattox County Administrator  
Rebecca Carter, Buckingham County Administrator  
Vivian Seay Giles, Cumberland County Administrator  
Wade Bartlett, Prince Edward County Administrator ✓  
Gerald Spates, Farmville Town Manager  
J.P. Duncan, Planning Director/Zoning Administrator, Cumberland County  
Lynn Crump, DCR, Environmental Programs Planner



# Virginia Scenic Rivers Program

## Benefits of scenic river designation

- Provides opportunities to consider scenic and other resources in planning and design.
- Focuses Federal Energy Regulation Commission reviews of hydro or related project proposals.
- Encourages closer review of projects and proposals by state agencies and localities.
- Requires General Assembly authorization for dam construction.
- Provides for continued existing appropriate riparian land uses.
- Provides framework for appointment of a local Scenic River Advisory Committee.
- Provides eligibility for land use tax considerations, if locally adopted.

## Scenic river designation process

The following steps are taken in the designation of a candidate river segment.

1. A local governing board asks DCR to study a river segment.
2. DCR conducts a preliminary study to see if the segment meets minimum criteria. If so, DCR further studies the segment for eligibility with local support.
3. If deemed eligible, the locality accepts DCR's report and passes a resolution endorsing designation of the qualifying river segment.
4. The local board has a state legislator sponsor a bill to designate the river segment scenic.



*Seven of Virginia's major river basins contain at least one state-designated scenic river. Exceptions are the York and New Basins.*

**The intent of the Virginia Scenic Rivers Program is to identify, recognize and provide a level of protection to rivers with significant scenic, historic, recreational and natural values.**

**The program began in 1970 when the General Assembly passed the Virginia State Scenic River Act.**

**Since then, more than 700 river miles have received state scenic river designation. The Virginia Department of Conservation and Recreation administers the program.**

### STUDY REQUEST

Before a river or river segment can be designated, DCR staff must conduct a study to determine if it qualifies for scenic river status. Studies are usually initiated at the request of local governments.

For a river segment to be studied, it must:

- Be at least 5 miles long.
- Be publically accessible or listed in a standard canoeing guide.
- Have identifiable start and end points.

### EVALUATION PROCESS

Upon receiving a request, DCR conducts a river evaluation that includes a map survey and literature review. DCR staff and a team of local residents then canoe or boat the stretch of river to rate its scenic characteristics. Each river or river segment is evaluated on 14 criteria. These were established to provide a uniform gauge by which all waterways are measured.

### Virginia Scenic Rivers Program Evaluation Criteria

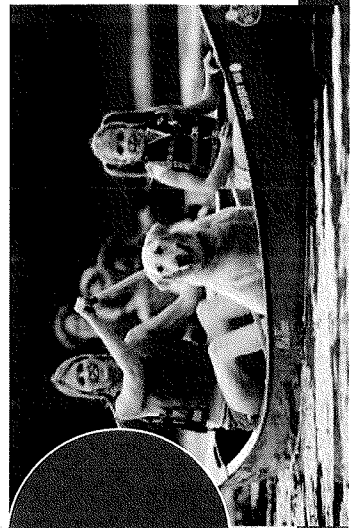
- Stream corridor vegetation
- Streambed and stream flow modifications
- Human development of visual corridor
- Historic features
- Landscape
- Quality of fishery
- Rare, threatened or endangered species
- Water quality
- Parallel roads
- Crossings
- Special features affecting aesthetics
- Recreational access
- Land conservation
- Overall aesthetic appeal

### QUALIFICATION PROCESS

If a river qualifies for scenic status, the local governing body would show support for designation by approving a resolution. The final step is for the General Assembly to pass a bill designating the waterway a state scenic river.

### ADMINISTERING AGENCY

As the administering agency for the program, DCR periodically assesses conditions along each scenic river segment and comments on projects that may impact a designated scenic river.



**What is a scenic resource?**  
*Scenic resources are visually or aesthetically pleasing and reflect healthy natural areas or attractive historical or cultural landscapes. They define our sense of place — where we live, work and recreate. — Virginia Outdoors Plan*

# VIRGINIA'S Scenic Rivers PROGRAM



## VIRGINIA SCENIC RIVER DESIGNATION

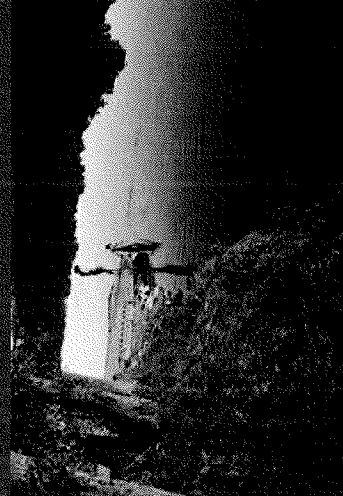
### Does

- ✓ Allow riparian landowners to continue using their land as they did before the designation.
- ✓ Give riparian landowners, local citizens and local governments a greater voice in the planning and implementation of federal and state projects that might affect the river.
- ✓ Require all state agencies to consider the visual, natural and recreational values of a scenic river in planning and permitting processes.
- ✓ Require General Assembly authorization for the construction, operation or maintenance of a dam, or similar structure, that would impede the natural flow of the river.
- ✓ Require the Federal Energy Regulatory Commission to use the scenic river report when considering the impact of proposed hydropower or related projects on a designated scenic river.

## VIRGINIA SCENIC RIVER DESIGNATION

### Does Not

- ✗ Impose any land-use controls or regulations. Land-use controls are the jurisdiction of the locality. DCR provides technical assistance to localities to help protect river corridors, though any such measures are implemented at the discretion of local government.
- ✗ Affect a riparian landowner's right to use the river or its banks for grazing, irrigation, fishing, etc.
- ✗ Impose any restrictions on fishing or boating on the river or adjacent lands.
- ✗ Give the general public the right to use privately owned riparian lands. Landowners maintain all lawful rights, including the right to post their property against trespass.
- ✗ Promote increases in recreational use of the river.
- ✗ Bring any federal or state control, rules or regulation.
- ✗ Provide for the use of eminent domain, which is specifically prohibited by the Scenic River Act.
- ✗ Affect tributary streams or branches.



## For more information

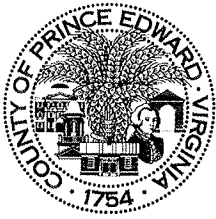
804-786-5054  
[www.dcr.virginia.gov/recreational\\_planning/srmain.shtml](http://www.dcr.virginia.gov/recreational_planning/srmain.shtml)

Full text of the Virginia State Scenic River Act is in the Code of Virginia, Sections 10.1-400 through 418.



Photos by: left, Bill Gattines Jr., courtesy of Virginia Tourist Corp.; middle (top), Gerald DeLong; middle (right), Tompey T. Wilson

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County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** September 11, 2018  
**Item No.:** 17  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett  
**Issue:** Committee Reports: Strategic Planning

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**Summary**

The Strategic Planning Committee consisting of Supervisors Pride (Chair), Emert and Wilck met on Tuesday, August 28, 2018 to discuss the process of conducting the strategic retreat and how to focus the discussion during the retreat. There was discussion on the need to hire a facilitator or use County Staff and the need to narrow the focus of the Strategic Plan.

The Committee makes the following recommendations:

1. Hire Mrs. St. Clair to serve as the facilitator.
2. Assessment interviews only be conducted for Supervisors Emert and Southall.
3. Reduce the Scope of the Strategic Plan by focusing only on items the Board can control.
4. Keep Education as a Critical Target Area but eliminate Priority #2 because most of the Key Tasks/Activities are functions of the School Board not the Board of Supervisors.
5. Under the Critical Target Area – Education. Amend the Key Tasks/Activities of Priority #1 by replacing item C – “Review results of citizen survey conducted in 2013” with the following: “Receive annual updates from the School Board on the status of School Accreditation.”

Mrs. St. Clair strongly recommends conducting the assessment interviews with all Board members. She states the assessment interview is an integral part of the strategic planning process not, as many think, merely a preparatory process. It is the first step in developing a plan and process of change. The interview is where some of the most important work occurs. During the one-on-one interviews, Board members can concentrate and feel open to elaborate where they think the County is in its direction and how they might like to see that direction change. They can also freely express how they want their relationship with other Board members and Staff to proceed and state their vision of the future. This process is best done initially in one-on-one interviews and not in a group. She also stated with a new Board Chair, and with two new members, the Prince Edward County Board has experienced substantial change which has caused the dynamics of the Board relationships to also change significantly.

Her proposal is to conduct all the interviews on the same day and allocate an hour for each Board member. The fee will be the same whether she interviews two members or all.

**Attachment:**

**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:** September 11, 2018  
**Item No.:** 18  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett  
**Issue:** Closed Sessions

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**Summary:**

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

- a) 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; and
- b) For discussion, consideration and interviews of prospective candidates for employment for the position of County Attorney, pursuant to the exemptions provided for in Section 2.2-3711(A)(1) of the Code of Virginia.

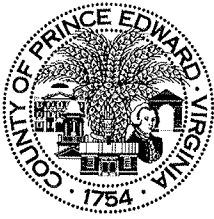
**Attachments:**

**Recommendation:**

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: September 11, 2018  
Item No.: 19  
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 \_\_\_\_\_



SHIP WITH

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

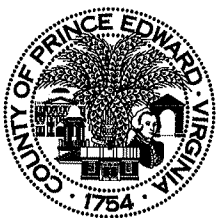
### CRC August 2018 Items of Interest

#### New Ventures

- CRC staff surveying Rescue Squads and Fire Departments to gather information in hopes of finding ways to solve common issues.
- CRC are working with the VEC and Counties to address mistakes in information on the published 50 Largest Employer listings provided by County.
- CRC followed-up with Cumberland and Nottoway Counties to request their membership as well as an opportunity to join in the CRC CEDS process. Both counties declined.
- CRC staff submits Lowe's Community Partners Fund Application for Virso Community Center for grounds improvements in Prince Edward County.
- CRC assisting STEPS, Inc. in applying for a VHDA Community Impact Grant to develop an Affordable Housing Strategic Plan for Prince Edward County.
- CRC administering funded VDH Grant for construction of Amelia County Water Tank.
- CRC assisting Town of Keysville with Update of Keysville Comprehensive Plan.
- CRC submits a VML Insurance Risk Management Grant to request funds for a laptop computer for the CRC.
- CRC Assisting Charlotte County with a Tobacco Region Opportunity Fund (TROF) Grant (pending).
- Next CRC Meeting date-- **Wednesday, September 19, 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. CRC staff have also met with new Interim Superintendents in Buckingham and Amelia counties to make them aware of the CRC grant writing services.
- CRC staff attended Chesapeake Assessment Scenario Tool (CAST) Training held by DEQ to assist the CRC and stakeholders of Chesapeake Bay Localities of PD 14 to begin the Development of the Watershed Implementation Plan Phase III.
- CRC holding 2<sup>nd</sup> Meeting for Stakeholders for the Development of the Watershed Implementation Plan Phase III on Thursday, August 30, 2018, 3:00 p.m. in the Mill Room, Farmville, Virginia.
- Town of Charlotte Court House Evergreen Road Sidewalk Project - 100% Design submitted by AMT to VDOT for approval. The Town is currently seeking new easements from property owners in the project area to meet VDOT requirements.
- AMT has completed a Draft of the Drakes Branch Flood Protection Study and will present the Report at a Town Community Meeting in September.
- CRC staff met with Lunenburg/Kenbridge/Victoria Comprehensive Plan Working Committee on August 9<sup>th</sup> to review Special Policy areas and revisions of the Land Use Map, and Goals, Objectives and Strategies sections.
- CRC staff are assisting the Drakes Branch Fire Department and the Prince Edward County Rescue Squad in submitting Rescue Squad Assistance Fund (RSAF) Grants.
- Dillwyn CDBG Housing Project – Work write-ups on 3 houses have been completed. Currently awaiting comments back from DHR. It is hoped project bids can begin in September.
- Regional Emergency Planning Activities – CRC staff are developing FEMA-approved Debris Management Plans for all 5 localities. Plans would be utilized if a natural disaster were to occur. Draft Plans for Amelia, Buckingham and Charlotte have been developed so far.
- CRC staff are assisting the Berkley Group with identifying additional stakeholders for input on the CRC CEDS.



County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: September 11, 2018  
Item No.: 20  
Department: County Administration  
Staff Contact: W.W. Bartlett/Sarah Elam Puckett  
Issue: Monthly Reports

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Summary: Please see attachments.

**Attachments:**

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

**Recommendation:**

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

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

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

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



**Animal Control  
Monthly Report**

**"August 2018"**

**Dogs**

Surrendered	9
Picked Up	18
Claimed By Owner	5
Adopted	6
Other	0
Euthanized	4
Transferred to SPCA	13
Dead on Arrival	0
Escaped from Shelter	0
Seized	1
Bite Case	0
Other	0

**Fees Collected** \$215.00

**Cats**

Surrendered	11
Picked Up	1
Claimed By Owner	0
Adopted	0
Euthanized	11
Died in Kennel	0
Transferred to SPCA	1
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** 205

**Summons Issued** 4

**Warrants Served** 0

**Days in Court** 3

**Nuisance Dogs** 5

**Dangerous Dogs** 1

**Calls After Hours / On Call** 25

**Dogs Brought In by Farmville PD** 8

**Total Fees Collected** \$215.00

**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  
8/01/2018 Through 8/31/2018

ADDITIONS	- Issued		3
	- Value		\$978,082.00
	- Permit Fees		\$795.60
	- 2.00% STATE TAX		\$15.92
	- Fees Collected		\$.00
ONE & TWO FAMILY DWELLING	- Issued		3
	- Value		\$842,500.00
	- Permit Fees		\$1,268.00
	- 2.00% STATE TAX		\$25.48
	- Fees Collected		\$.00
ELECTRICAL	- Issued		13
	- Value		\$298,084.00
	- Permit Fees		\$835.00
	- 2.00% STATE TAX		\$16.70
	- Fees Collected		\$.00
MECHANICAL	- Issued		12
	- Value		\$15,288.00
	- Permit Fees		\$690.00
	- 2.00% STATE TAX		\$13.80
	- Fees Collected		\$.00
MECHANICAL/GAS	- Issued		2
	- Value		\$1,000.00
	- Permit Fees		\$100.00
	- 2.00% STATE TAX		\$2.00
	- Fees Collected		\$.00
MANUFACTURED HOMES	- Issued		4
	- Value		\$147,800.00
	- Permit Fees		\$705.00
	- 2.00% STATE TAX		\$14.10
	- Fees Collected		\$.00
PLUMBING	- Issued		7
	- Value		\$4,000.00
	- Permit Fees		\$400.00
	- 2.00% STATE TAX		\$8.00
	- Fees Collected		\$.00
REMODELING	- Issued		3
	- Value		\$2,526,000.00
	- Permit Fees		\$970.60
	- 2.00% STATE TAX		\$19.41
	- Fees Collected		\$.00
IN LIEU OF SOIL & EROSION	- Issued		2
	- Value		\$.00
	- Permit Fees		\$.00
	- Fees Collected		\$.00
Total Permits - Issued			49
Total Permits - Value			\$4,812,754.00
Total Permits - Permit Fees			\$5,764.20
Total Permits - Sales Tax 2%			<u>\$ 115.41</u>
			<b>\$ 5,879.61</b>

INSPECTIONS FOR AUGUST 68



Allie Hill  
Board President  
(434) 960-8958



## August 2018 Summary

### Current Clients

- **Season's Bounty Farm** made tomato salsa and pizza sauce using their tomatoes.
- **Steve Narleski** of Dia de los Burritos in New Jersey made two more flavors of hot sauce.
- **Sweet On the Bubbly** will make more alcohol-infused jams.
- **Skinquarter Farm Market** used VFW's co-packing services to produce marinara using approximately 500 pounds of their tomatoes. Skinquarter Farm grows other types of produce as well and could become a regular client throughout the growing season.
- **The Prissy Pickle Company** (Richmond and Virginia Beach) made Bread & Butter Pickles.
- **Monticello** made jam using their peaches and cherries.
- **Bubba T's** made their marinade.
- **The Fishin' Pig** made one of their barbeque sauces and two dry rubs.
- **Sweet and Savory of Mecklenberg** made test batches of jams and jelly.



A completed batch of marinara cools before being packed into boxes for Skinquarter Farm.

### Inquiries/Visits/Tours

- **Chilli Richmond** toured the cannery. They are interested in making hot sauce at the cannery.
- **Randall Crossman** inquired about making his family's salsa recipe at the cannery.

### Upcoming in September:

- **The Community Foundation of Western North Carolina** (Asheville, NC) will be touring the cannery and learning more about how both the home canning and commercial canning groups operate and the relationship with the county. They view the cannery as a model for future endeavors by their own organization as they don't currently have a public cannery in their area.
- **Sweet on the Bubbly** will make more alcohol-infused jams.
- **Bellair Farms** will return to make pizza sauce and pepper jelly.
- **Vitick's Switchel** will undergo VDACS inspection at the cannery.

August Revenue to PEC: \$1,411

Interested parties (phone and email contacts, tours): 1

Different Production Clients: 9

Days Used for Commercial Activity: 15

Number of jars created: 3,846

Approximate Market Value of Products (if sold retail and not wholesale): \$33,605

## Tourism & Visitor Center Monthly Report for August 2018

HEARTLAND REGIONAL VISITOR CENTER GUESTBOOK SIGNINGS:					
	Virginia Guests	Other States	Other Countries	Total Guests	Average Visitors per Month:
YTD 2018	2,218	311	34	2,563	320.4
2017	3,206	488	44	3,738	311.5

Total / 8 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:
August 2018	47	17	379	6,466	1951	8,860
August 2017	85	120	330	12,886	3047	16,468
% Difference	-44.71%	-85.83%	14.85%	-49.82%	-35.97%	-46.20%

TOTAL YTD	2018 YTD	2017 YTD	% Difference	Total YTD Inquiries:
533	1,446	2,563	60,631	82,134
674	662	2,332	57,923	74,379
-20.92%	118.43%	9.91%	4.68%	10.43%

#### Report to September Board of Supervisors:

- Visitation continues to grow with High Bridge and downtown shopping being the top reasons people come to the Visitor Center. The new hotels are seeing good growth, and almost all give a discount to visitors who are recommended by our staff.
- August saw an increase in large fulfillment requests - family reunions and church homecomings for a total of 150 bags of information given to visitors to the area.
- Virginia's Crossroads is continuing to develop videos for each member's community. Once five communities videos are completed, they will be aired on ComCast and the many social media outlets we have individually and collectively.
- The Find It In Farmville videos continue to be viewed on YouTube - an additional 17 times this past month. We have had a couple of visitors put down "videos" or "commercials on TV" as how they heard about our community.
- Since we started tracking VisitFarmville.com, this is the first time Engagements were down; however, overall engagements are still high - and this without any SEO (Search Engine Optimization) in place. Visitors are finding this website through direct access or by referral from social media. These are strong numbers.

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