

**PRINCE EDWARD COUNTY
BOARD OF SUPERVISORS
February 12, 2019**

AGENDA

7:00 p.m.	1.	The Chair will call the <u>February</u> meeting to order.	1
	2.	Invocation	1
	3.	Pledge of Allegiance	1
	4.	Conflict of Interest Disclosures	3
	5.	<u>PUBLIC PARTICIPATION:</u> <i>Citizens wishing to address the Board are asked to please sign the Public Participation Register prior to the beginning of the meeting.</i>	5
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	7.	<u>Consent Agenda:</u>	
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(NOTE: Additional agenda items may be added to the Table Pack is available for review after 4:30 p.m. on Tuesday, February 12, 2019.)

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

Meeting Date: February 12, 2019
Item No.: 1, 2, 3
Department: Board of Supervisors
Staff Contact: W.W. Bartlett
Issue: Call To Order, Invocation, Pledge of Allegiance

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

Attachments:

Recommendation:

Motion _____
Second _____

Cooper-Jones _____
Emert _____
Jones _____

Pride _____
Southall _____

Townsend _____
Wilck _____

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County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: February 12, 2019
Item No.: 4
Department: Board of Supervisors
Staff Contact: W.W. Bartlett
Issue: Conflict of Interest Act Disclosures

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

Attachments: Conflict of Interest Disclosure

Recommendation:

Motion _____
Second _____

Cooper-Jones _____
Emert _____
Jones _____

Pride _____
Southall _____

Townsend _____
Wilck _____

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County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: February 12, 2019
Item No.: 5
Department: Board of Supervisors
Staff Contact: W.W. Bartlett
Issue: Public Participation

Summary:

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

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

Attachments: Public Participation Tracking Form

Recommendation: None.

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

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County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: February 12, 2019
Item No.: 6
Department: Board of Supervisors
Staff Contact: W.W. Bartlett
Issue: Board of Supervisors Comments

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

Attachments:

Recommendation: None.

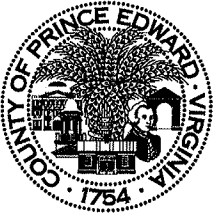
Motion _____
Second _____

Cooper-Jones _____
Emert _____
Jones _____

Pride _____
Southall _____

Townsend _____
Wilck _____

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

Meeting Date: February 12, 2019
Item No.: 7-a
Department: Treasurer
Staff Contact: Donna Nunnally
Issue: Treasurer's Report

Summary: The Treasurer's Report is attached.

Attachments: December 2018 Treasurer's Report

Recommendation: Approval

Motion _____
Second _____

Cooper-Jones _____
Emert _____
Jones _____

Pride _____
Southall _____

Townsend _____
Wilck _____

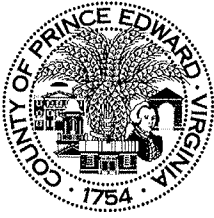
Prince Edward Board of Supervisors Treasurer's Report - December 2018

Name of Bank	Bank Balance			Available Balance
Benchmark Pooled Fund Account	\$ 16,902,406.88			\$ 16,902,406.88
Benchmark Social Services	\$ 289,757.93			\$ 289,757.93
Benchmark School Fund	\$ 1,399,744.65			\$ 1,399,744.65
Benchmark Food Service	\$ 257,035.13			\$ 257,035.13
TOTAL				\$ 18,848,944.59
Certificate of Deposits				
Benchmark				\$ 609,724.91
Farmers Bank				\$ 211,676.94
TOTAL				\$ 821,401.85
GRAND TOTAL				\$ 19,670,346.44

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

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

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County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: February 12, 2019
Item No.: 7-b
Department: County Administration
Staff Contact: Karin Everhart
Issue: Approval of Minutes

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

Attachments: January 8, 2019 Draft Meeting Minutes
January 24, 2019 Draft Meeting Minutes

Recommendation: Approval.

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

January 8, 2019

At the regular meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 8th day of January, 2019; at 7:00 p.m., there were present:

Pattie Cooper-Jones

J. David Emert

Robert M. Jones

Odessa H. Pride

Gene A. Southall

C. Robert Timmons, Jr.

Jerry R. Townsend

James R. Wilck

Also present: Wade Bartlett, County Administrator; Sarah Elam Puckett, Assistant County Administrator; Terri Atkins Wilson, County Attorney; and Carrie Shephard, Acting Resident Engineer, VDOT.

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

In Re: Conflict of Interest Disclosures

(None)

In Re: Selection of Chair and Vice-Chair

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

Chairman Cooper-Jones made a motion, seconded by Supervisor Emert, to select the Chairman by rotation as set up during the 2016 organizational meeting, and approving the selection of James R. Wilck as Chairman for 2019; the motion carried:

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

Nay: None

The position of Chairman for 2019 is held by James R. Wilck.

Supervisor Cooper-Jones made a motion, seconded by Supervisor Southall, to select the Vice-Chair by rotation as set up during the 2016 organizational meeting, and approving the selection of Jerry R. Townsend as Vice-Chair for 2019; the motion carried:

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

Nay: None

The position of Vice-Chairman for 2019 is held by Jerry R. Townsend.

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

Supervisor Timmons moved, seconded by Supervisor Cooper-Jones, that the regular monthly meetings of the Prince Edward County Board of Supervisors be held on the second Tuesday of each month, at 7:00 p.m., in the Board of Supervisors' Room of the Court House Building, 111 South Street, Farmville, Virginia. The motion carried:

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

Nay: None

In Re: Adoption of Board By-Laws

Supervisor Pride made a motion to amend the Board of Supervisors By-Laws to state that should the Board member decline to hold the Chair or Vice-Chair position, that member may nominate any other eligible Board member to serve in the position, the full Board would then vote on that nomination; the Board

member declining to serve would move to the end of the rotation list of seniority and the rotation would proceed to the next higher district number; the motion failed:

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

Chairman Wilck proposed an amendment for the By-Laws to include an Inclement Weather Policy, that if a Board of Supervisors meeting is cancelled due to inclement weather, the meeting would be held the following Thursday unless that date is a holiday, and in that case the meeting would be held the following Tuesday, pursuant to *Virginia Code* 15.2-1416, "All hearings and other matters previously advertised shall be conducted at the continued meeting and no further advertisement is required."

Supervisor Timmons made a motion, seconded by Supervisor Townsend, to include an Inclement Weather Policy, that if a Board of Supervisors meeting is cancelled due to weather conditions, the meeting would be held the following Thursday unless that date is a holiday, and in that case the meeting would be held the following Tuesday, and no further advertisement would be required, and to accept the By-Laws as amended; the motion carried:

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

PRINCE EDWARD COUNTY
RULES OF
THE BOARD OF SUPERVISORS

(As amended January 2019)

I. ATTENDANCE AND ADJOURNMENT

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

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

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

II. CHAIRMAN AND VICE-CHAIRMAN

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

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

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

<u>Chairman District Number</u>	<u>Vice Chairman District Number</u>	<u>Year</u>
701	301	2019
301	501	2020
501	601	2021
601	401	2022
401	101	2023
101	201	2024
201	801	2025
801	701	2026

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

If a Board of Supervisors meeting is cancelled due to inclement weather, the meeting will be held on the following Thursday, unless a holiday, in which case the meeting would be held on the following Tuesday. Pursuant to Virginia Code 15.2-1516, all hearings and other matters previously advertised shall be conducted at the continued meeting and no further advertisement is required.

III. CLERK

The County Administrator shall serve as Clerk to the Board.

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

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

IV. ORDER OF BUSINESS

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

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

V. PREPARATION OF AGENDA

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

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

VI. CONSENT AGENDA

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

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

VII. CONDUCT OF BUSINESS

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

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

VIII. TAKING THE VOTE

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

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

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

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

IX. RECONSIDERATION

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

X. WITHDRAWAL OF EXHIBITS

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

XI. MANUAL AND RULES

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

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

XII. APPOINTMENTS

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

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

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

XIII. PUBLIC HEARINGS

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

XIV. CLOSED SESSIONS

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

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

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

ROBERT'S RULES OF ORDER, NEWLY REVISED

PROCEDURE IN SMALL BOARDS

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

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

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

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

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

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

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

EFFECT OF PERIODIC PARTIAL CHANGE IN BOARD MEMBERSHIP

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

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

The Rules of the Board state that “at the January meeting of each year, the Board shall vote whether to operate with a system of standing committees during the year. If it does, the Board shall specify the name, composition, and function of each of the several committees.” If the Board would vote not to have standing committees, it may act as a “committee of the whole.”

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

Supervisor Cooper-Jones made a motion, seconded by Supervisor Townsend, to operate as a system of standing committees; the motion carried:

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

Chairman Wilck presented the following for consideration by the Board:

Finance Committee: Supervisor Cooper-Jones (Chair), Supervisor Emert, Supervisor Timmons
Legislative Committee: Supervisor Jones (Chair), Supervisor Pride, Supervisor Townsend
Properties Committee: Supervisor Timmons (Chair), Supervisor Townsend, Supervisor Cooper-Jones
Strategic Planning Committee: Supervisor Pride (Chair), Supervisor Emert, Supervisor Southall
Personnel Committee: Supervisor Wilck (Chair), Supervisor Pride, Supervisor Townsend
Library Committee: Supervisor Wilck (Chair), Supervisor Southall, Supervisor Pride
Audit Committee: Supervisor Townsend, Supervisor Wilck
Commonwealth Regional Council Representative/Alternate: Supervisor Emert, Supervisor Pride
Bus Committee (Ad Hoc): Supervisor Southall, Supervisor Cooper-Jones, Bemeché Hicks

The Board concurred with the committee appointments.

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

On motion of Supervisor Pride, seconded by Supervisor Cooper-Jones, and carried:

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

Nay: None

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

BOARD OF SUPERVISORS PUBLIC HEARINGS
RULES OF PROCEDURE

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

The order of speakers will be:

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

- d. Additional rules:

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

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

3. Repetitive testimony is discouraged.
4. The Chairman shall have the authority to end a presentation that violates these rules or for other cause.
5. Following discussion of all matters considered in the public hearing, the Board members will consider one of three actions regarding each matter:
 - Approval (with conditions, as applicable);
 - Denial; or
 - Table for further review.
6. Once the public comment period has been closed, no further public input will be permitted unless clarification is requested by a Board member. The response shall address only those questions raised by the member.

In Re: Adoption of Board Protocol for Public Participation

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

Aye:	Pattie Cooper-Jones J. David Emert Robert M. Jones Odessa H. Pride Gene A. Southall C. Robert Timmons, Jr. Jerry R. Townsend James R. Wilck	Nay: None
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the Prince Edward County Board of Supervisors readopted the following Protocol for Public Participation:

Protocol for Public Participation

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

In Re: Adoption of Protocol for Board of Supervisors Comments

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

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

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

Protocol for Board of Supervisors Comments

- The Board of Supervisors sets aside ten (10) minutes near the beginning of each regular board meeting for each member of the Board of Supervisors to respond to comments made by citizens during “Public Participation,” if he/she so desires.
- This is an opportunity for each individual member of the Board to express his/her own personal opinion in response to a citizen’s concerns on matters of public interest.
- “*Board of Supervisors Comments*” is not designed to allow debate between Board members and citizens.

- The Chairman of the Board will establish the order of speakers and will maintain decorum.
- Each Board member shall be allotted an opportunity to speak for a maximum of one (1) minute; unless additional time is yielded by another member of the Board. In the event a Board member or members shall be absent, unallocated time shall not be allocated to Board members in attendance.
- Following each Board member's comment period, the remaining two (2) minutes shall be set aside for appropriate response, and shall be divided equally between those members of the Board wishing to respond, and as directed by the Chairman.

In Re: Recognitions

Chairman Wilck stated there were no "Recognitions" scheduled during the January meeting.

In Re: Public Participation

Chairman Wilck stated 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.

Katy Overby, Ag & Natural Resources Extension Agent and Unit Coordinator, stated Dan Gorlick has accepted the position as Associate Director for Food Economy and Community; she then introduced Nicole Shuman, Community Food Systems Extension Agent.

Nicole Shuman presented a brief summary of her qualifications and stated she will be working on improving access to and awareness of local foods in Prince Edward County.

Brian Roseboro congratulated Chairman Wilck and Supervisor Townsend, and stated he is planning a community event to be held in April, in conjunction with the Moton Museum and would like participation from Prince Edward County, the Town of Farmville, Prince Edward County Schools and Fuqua Schools. He said this event would review the history, present and future of the community and educate, motivate and inspire the youth in the area to follow their dreams. He added he is looking for sponsorships and partnerships to help fund the event.

In Re: Board Comments

Supervisors Emert thanked everyone for attending the meeting.

Supervisor Pride wished everyone a Happy New Year.

Supervisor Townsend wished everyone a Happy New Year and stated he looks forward to the support of his constituents.

Supervisor Cooper-Jones stated she is truly honored to have served as Chair in 2018; she said she enjoyed her position.

Supervisor Southall thanked all for attending.

Supervisor Timmons read a statement, as follows:

This is the first meeting of Board year 2019 and the first meeting of my second year of my second term as the Buffalo District Board member.

Over the past five years, the Board has been through many changes and has made multiple decisions regarding the governance of Prince Edward County.

The Board has adopted a conservative approach to the County spending by maintaining a low tax rate. Over the past five years, the County has underrun the annual budget while at the same time improving the County services to its citizens. The annual underrun of the County budget has been used to increase its fund balance. Additionally, the County's debt service has decreased and the County has recently taken advantage of refinancing the remaining debt at a lower rate thus reducing the annual payments.

The Fund balance now has sufficient funds to pay for much, if not all, of the upcoming projects at the STEPS building, the new County Social Services building, and for the revisions/upgrades to the Courthouse.

The County has also experienced a growth in new businesses with the latest partner being the YakAttack manufacturing facility.

This Board has instituted many procedural changes to guarantee fair and equal treatment of every citizen in Prince Edward County and not just the privileged few.

The Board has moved from personal agendas that were prevalent in the past to a place where personal agendas have been set aside. I urge the Board to continue with this approach to governance.

Each of us must be totally honest and continually ask ourselves why we vote the way we do and will this vote benefit the citizens of Prince Edward County.

At this time, I am respectfully submitting my resignation to be effective January 31, 2019. I wish each of the Board members the very best and that each of you seek God's wisdom for every decision that you make.

I also wish to thank the citizens of the Buffalo District and Prince Edward County for their trust, support, and confidence by allowing me to serve them these past five years.

May God bless the United States, the great State of Virginia, and especially the citizens of Prince Edward County.

Finally, Mr. Chair, I move that this Board continue to maintain control of its destiny by appointing my successor and authorizing the advertisement for my replacement.

Supervisor Timmons made a motion, seconded by Supervisor Cooper-Jones, to authorize the advertisement for the upcoming vacancy on the Board of Supervisors due to Supervisor Timmons' resignation; the motion carried:

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

Discussion followed regarding the procedure necessary for advertisement and appointment of a Board of Supervisors member. Mrs. Sarah E. Puckett said Staff will get a schedule to the Board with the deadlines for action.

In Re: Consent Agenda

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

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

the Board accepted the Treasurer's Report for November 2018; the minutes of the meetings held December 11, 2018 and December 12, 2018; Accounts and Claims, Board Mileage Sheets and County Attorney Invoice; and Salaries.

Prince Edward Treasurer's Report - November 2018

Name of Bank	Bank Balance	Available Balance
Benchmark Pooled Fund Account	12,186,306.22	12,186,306.22
Wells Fargo Social Services	341,681.91	341,681.91
Benchmark School Fund	2,632,036.54	2,632,036.54
Benchmark Food Service	118,546.22	118,546.22
TOTAL		15,278,570.89
Certificates of Deposit		
Benchmark		609,724.91
Farmers Bank		210,882.92
TOTAL		820,607.83
GRAND TOTAL		16,099,178.72

BOARD OF SUPERVISORS

Farmville Newsmedia	Advertising	362.56
Business Card	Credit card charges	648.08
US Cellular	iPad service / Hot spot	285.47
Verizon Wireless	iPad service	465.54

COUNTY ADMINISTRATOR

VACORP	Workers compensation	82.00
US Cellular	Cellular service	76.94
Business Card	Credit card charges	317.48
Sarah E. Puckett	Mouse / charging cord	27.13
Key Office Supply	Office supplies	389.01
Matthew Bender & Company, Inc.	Books	23.69
	Rules V11 11/18 Supp	23.69 47.38

LEGAL SERVICES

Terri Atkins Wilson, PC	Legal service	2,400.00
VACORP	Workers compensation	15.00

COMMISSIONER OF REVENUE

VACORP	Workers compensation	40.00
Treasurer of Virginia	Online service	82.05

TREASURER

VACORP	Workers compensation	45.00
Farmville Newsmedia	Advertising	147.48
Benchmark Community Bank	Payflow / Paypal	14.60

Treasurer of Virginia	Online service		82.06
Mail Finance	Equipment lease		1,527.00
BMS Direct	Envelopes		228.60
Key Office Supply	Copy paper	119.85	
	Rubber bands	3.31	
	File folders	8.39	
	Black cartridge	272.97	404.52
DMV	DMV Stop fees		150.00

INFORMATION TECHNOLOGY

Business Data of Virginia, Inc.	Travel expense		500.00
Sitevision, Inc.	Web hosting		179.85
BAI Municipal Software	Technical support		11,428.00
ComputerPlus Sales / Service	Printer service contract		79.00

ELECTORAL BOARD AND OFFICIALS

Election Systems & Software	Ballot layout	193.00	
	Ballot coding	1,464.52	
	Ballot audio	735.25	2,392.77
Owen G. Dunn Company	Paper ballots		255.99

REGISTRAR

VACORP	Workers compensation		15.00
Farmville Printing	Envelopes		556.00
Key Office Supply	Returned cartridge	-134.98	
	Office supplies	54.31	
	File folders	7.87	
	Labels	33.81	
	Copy paper	63.90	24.91

CIRCUIT COURT

VACORP	Workers compensation		7.00
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GENERAL DISTRICT COURT

Mail Finance	Mail machine lease		376.17
U. S. Postal Service	PO Box service fee		62.00
US Cellular	Phone		57.38

CLERK OF THE CIRCUIT COURT

VACORP	Workers compensation		72.00
AtWork Franchise, Inc.	Part-time employee		2,494.80
Key Office Supply	Copier maintenance contracts (2)	1,509.00	
	Coffee / creamer / sweetener	53.85	
	Crackers / water / granola	28.96	
	Envelopes	37.20	
	Copy paper	307.65	
	Toner	126.58	
	Keyboard	79.95	
	Kleenex	24.96	
	Ink cartridge	249.55	
	Paper	11.18	

	Envelope moistener	10.18	2,439.06
Mail Finance	Lease postage machine		407.13
CenturyLink	Phone		54.04
Amy Bryant	Juror		30.00
Karren DeJarnette	Juror		30.00
Calvin Gray	Juror		30.00
Patricia Jenkins	Juror		30.00
Edgar Jones	Juror		30.00
Patricia Toney	Juror		30.00
Brian Vincent	Juror		30.00
Wanda B. Adams	Juror		30.00
Otis F. Asal	Juror		30.00
Jonathan D. Atkinson	Juror		30.00
Kimberly D. Boettcher	Juror		30.00
Vanessa L. Booker	Juror		30.00
Gwendolyn R. Brooks	Juror		30.00
Tiffany C. Brown	Juror		30.00
Lee W. Butler	Juror		30.00
Laquasia R. Carter	Juror		30.00
Richard F. Cralle, III	Juror		30.00
Tina M. Davis	Juror		30.00
Shirley D. Eanes	Juror		30.00
Any C. Eberly	Juror		30.00
Clyde S. Hamlin	Juror		30.00
Frances E. Jenkins	Juror		30.00
Mark S. Kendrick	Juror		30.00
Darrel R. Killebrew	Juror		30.00
Frank W. Lacey	Juror		30.00
Joseph E. Miller	Juror		30.00
David G. Norman	Juror		30.00
Rita B. Oakes	Juror		30.00
Julie F. Ragland	Juror		30.00
Lillian W. Rucks	Juror		30.00
Rita A. Saunders	Juror		30.00
Walter W. Wichrowski	Juror		30.00
Ramona J. Wickizer	Juror		30.00
Ronald G. Womack	Juror		30.00
Treasurer of Virginia	Maintenance - Records management		4,350.00
T&N Printing	Plats		16.05

COMMONWEALTH'S ATTORNEY

VACORP	Workers compensation		106.00
Megan Clark	Mileage	127.53	
	Meals & hotel	245.23	372.76
Wendy Hannah	Mileage	71.50	
	Meals & hotel	253.34	324.84
National District Attorney Association	2019 Dues		181.00
Halasz Reporting & Video	Trial transcript		456.00
Key Office Supply	Office supplies	311.35	
	Stamp	16.99	328.34

VICTIM WITNESS ASSISTANCE PROGRAM

VACORP	Workers compensation		11.00
Cindy Sams	Mileage	30.52	
	Meal	13.10	43.62
	<u>SHERIFF</u>		
VACORP	Workers compensation		6,177.00
B&G Auto, Inc.	State inspection	16.00	
	Sway bar install	359.51	
	Fluid / alignment / rckins	430.82	806.33
East End Motor Company, Inc.	Repair steering rack / inspection	1,066.97	
	Oil change & fluids	55.44	
	Headlight repair	95.77	
	Battery	149.29	1,367.47
Express Care	Oil changes		300.76
Kenbridge Tire	Calibration		75.00
Third Street Wrecker, Inc.	Windshield repair		65.00
Business Card	Postage	37.50	
	Mileage	4.30	
	Meals & lodging	139.50	
	Gas	64.81	
	DMV Renewal	25.00	271.11
Kinex Networking Solutions	Remote backup		19.95
CenturyLink	Phone Sheriff's office	9.71	
	Sheriff VCIN	15.32	25.03
US Cellular	Cellular phone		773.23
Central VA Criminal Justice Academy	Training		225.00
Compro Computers	Microsoft Office		350.00
Farmville Printing	Envelopes		691.95
Key Office Supply	Lockbox / labels / forks	264.95	
	Hub adapter	12.99	
	Flash drives	48.95	326.89
Southside Electric Cooperative	Virso electric bill		14.18
Fisher Auto Parts, Inc.	Wiper blades	41.41	
	Light bulb	6.25	
	Key fob batteries	4.12	51.78
Galls, LLC	Police supplies	69.11	
	Mag light / easy wedge	295.00	
	Handcuff case	56.27	
	Boots	90.00	
	Gloves	27.00	
	Boots credit	-130.00	
	Uniform supplies	53.17	
	Belt	73.00	
	Boot	80.83	614.38
Moore Medical, LLC	Gloves		130.18
American Uniform Sales	Shirts / vests	653.49	
	Shirts / armor skins	594.20	
	Shirts	339.02	1,586.71
Creative Monogramming	Hats Sheriff's dept		504.00
Premium Marketing & Sales	Badge		82.50

Intoximeters, Inc.	Meter supplies		145.00
<u>SHERIFF - COURTS</u>			
VACORP	Workers compensation		1,529.00
<u>FARMVILLE VOLUNTEER FIRE DEPARTMENT</u>			
Blue Ridge Rescue Suppliers	Patch bunker gear		156.28
Arc3 Gases	Oxygen cylinder		270.51
Elecom, Inc.	Belt clip / charger		64.60
Farmville Volunteer Fire Department	Insurance renewal		4,766.00
Fire & Safety Equipment Company	Insignia bugles		13.40
Witmer Public Safety Group	Isolation gown		14.00
<u>RICE VOLUNTEER FIRE DEPARTMENT</u>			
County Waste	Trash collection		65.68
Ellington's Lawn Service	Mowing		600.00
Harris - PSPC	Radio equipment		14,071.95
Industrial Repair, Inc.	Battery		241.50
CenturyLink	Phone		205.68
Southern States Cooperative, Inc.	LP gas		2,393.65
Dominion Energy Virginia	Electric		516.24
Witmer Public Safety Group	Uniforms & badges	1,026.66	
	Ties & badges	87.39	1,114.05
<u>PROSPECT VOLUNTEER FIRE DEPARTMENT</u>			
Prince Edward County Public School	Diesel		162.91
Prince Edward County Treasurer	Gas		26.84
<u>DARLINGTON HEIGHTS VOLUNTEER FIRE DEPARTMENT</u>			
Cyrus Pest Control Company	Exterminating service		45.00
Darlington Heights Volunteer Fire Dept	Batteries	215.85	
	Radio parts	274.04	
	Inspections	48.47	
	Landscaping material	118.75	
	Internet	98.17	
	Workers comp insurance renewal	1,881.00	2,636.28
East End Motor Company, Inc.	Inspections		102.00
Ellington Energy Services	LP service		224.86
Southside Electric Cooperative	Electric service		566.94
<u>PAMPLIN VOLUNTEER FIRE DEPARTMENT</u>			
C W Williams	Protective gear	301.32	
	Helmets	1,300.99	
	Equipment	6,715.18	
	Hose / couplings	4,040.60	
	Adapter hanger	70.47	
	Mounting plates	102.53	
	Jacket / pants	683.94	
	Quic-Loc	310.48	13,525.51
Carpet House	Kitchen flooring		792.00
Fire & Safety Equipment Company	Fire extinguisher / bracket		108.58

Foster Fuels, Inc.	Propane		186.41
<u>MEHERRIN VOLUNTEER FIRE DEPARTMENT</u>			
Fire & Safety Equipment Company	Fire helmets		1,037.94
Parker Oil Company, Inc.	Diesel	695.97	
	Diesel for trucks	712.88	
	Propane for station	567.29	1,976.14
Verizon	Phone		194.55
Dominion Energy Virginia	Electric MVF		420.51
<u>FIRST RESPONDERS</u>			
Hampden-Sydney Volunteer Fire Dept	18-19 Support		1,250.00
<u>PE FIREFIGHTERS ASSOCIATION</u>			
Prince Edward Area Firefighters Association	18-19 Support		4,000.00
<u>AMBULANCE & RESCUE SERVICES</u>			
Prince Edward Volunteer Rescue Squad	18-19 Support		18,700.00
Pamplin Volunteer Fire Dept EMS	18-19 Support		2,500.00
Meherrin Fire & Rescue	18-19 Support		3,250.00
<u>EMERGENCY SERVICES</u>			
VACORP	Line of Duty Insurance		4,087.50
Korman Signs	Mile posts		2,352.48
<u>BUILDING OFFICIAL</u>			
VACORP	Workers compensation		361.00
US Cellular	Cellular service		182.49
Coy Leatherwood	Meals	8.58	
	Meeting registration	15.00	23.58
<u>ANIMAL CONTROL</u>			
VACORP	Workers compensation		264.00
Dominion Energy Virginia	Electric		602.50
CenturyLink	Phone (Animal shelter)		149.79
Walmart Community /SYNCB	Phone chargers	25.76	
	Trash bags / bleach	34.39	60.15
Pairt's, Inc.	Shirt		10.00
<u>GENERAL PROPERTIES</u>			
VACORP	Workers compensation		1,029.00
Air Conditioning Equipment	Sensor		12.00
Dodson Brothers Exterminating	Pest control - Cannery	38.00	
	Pest control - Worsham	38.00	
	Pest control - SCOPE	38.00	
	Pest control - CH	85.00	
	Pest control - Visitors Center	38.00	237.00
Southside Electric Cooperative	Electric		30.04
Dominion Energy Virginia	Roy Clark monument	7.63	
	SCOPE building	261.88	

	Courthouse	11,902.76	
	Sheriff Department shed	6.59	
	Worsham Clerk office	336.24	
	STEPS Centre	1,218.54	
	Lights at Rice	113.78	
	Ag blog	1,982.17	
	Shop	55.41	1,765.00
Ellington Energy Service	Heating oil		6,360.00
Parker Oil Company	Heating oil		457.99
Town of Farmville	Water & sewer		706.57
AT&T	Phone (Shop)		45.22
CenturyLink	Phone		159.08
US Cellular	Cellular service		125.43
O. O. Stiff, Inc.	Monthly service		100.00
Diamond Paper Company	Cleaner / tissue	218.94	
	Floor pads	80.44	
	Towels / tissue / soap	323.10	622.48
Walmart Community / SYNCB	Housekeeping supplies		120.18
Business Card	Credit card charges		194.59
Farmville Wholesale Electric	Screwdriver / wire conn	103.34	
	Globes / light bulb / surg	81.34	
	Light bulbs	778.75	963.43
Key Office Supply	Batteries		3.56
Lowe's	Tub / mortar mix / block	25.74	
	Screwdriver / door knob	53.15	
	Christmas decorations	75.92	
	Duct tape	4.74	
	Hitch	22.49	182.04
Cintas Corporation #524	Uniform rental		473.62
East End Motor Company, Inc.	Vehicle maintenance		348.93
NAPA of Farmville	Trailer light		66.99

CANNERY

VACORP	Workers compensation		68.00
Virginia Food Works	Commercial contract		2,916.67
Fisher Auto Parts, Inc.	Gasket maker		7.48
Southside Electric Cooperative	Electric service		343.58
Ellington Energy Service	Heating fuel		786.61
Parker Oil Company, Inc.	Heating oil		889.55
CenturyLink	Phone		285.88

HEALTH DEPARTMENT

Prince Edward Health Department	3rd Quarter support		40,506.08
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COMPREHENSIVE SERVICES ACT

Blue Ridge Therapy Assoc.	Professional service		2,520.00
Centra Health	Professional service		25,145.50
Elk Hill	Professional service		3,990.00
Faison School for Autism	Professional service		6,680.00
James River Therapy Services	Outpatient services	150.00	
	Mentoring services	825.00	975.00

Christopher Doyle Jones	Basic maintenance PY	1,400.00	
	Maintenance clothing	239.35	1,639.35
National Counseling Group	Professional service		1,103.13
Pediatric Therapies, Inc.	Professional service		720.00
Key Office Supply	Pens / ink cartridge		187.95

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	
	18-19 Support (Comm. Action Program)	3,622.00	8,622.00
FACES, Inc.	18-19 Support		2,137.50
Southside Center for Violence Prevention	18-19 Support		2,400.00
Heart of VA Free Clinic	18-19 Support		3,000.00
Habitat for Humanity	18-19 Support		1,600.00

CONTRIBUTIONS TO COLLEGES

Longwood Small Business Development Center	18-19 Support		3,375.00
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SUPERVISION OF PARKS & RECREATION

Heart of Virginia Festival	18-19 Support		2,000.00
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MUSEUMS

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

Farmville-PE Community Library	18-19 Support		58,519.50
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PLANNING

VACORP	Workers compensation		916.00
Donald B. Gilliam	Commission meeting	100.00	
	Mileage	21.80	121.80
Preston Hunt	Commission meeting	100.00	
	Mileage	21.80	121.80
Timothy Mark Jenkins	Commission meeting	100.00	
	Mileage	11.99	111.99
Robert M. Jones	Commission meeting	100.00	
	Mileage	5.45	105.45
Clifford Jack Leatherwood	Commission meeting		100.00
Whitfield Paige	Commission meeting	100.00	
	Mileage	8.70	108.70
John W. Peery, Jr.	Commission meeting	100.00	
	Mileage	1.63	101.63
John C. Prengaman	Commission meeting	100.00	
	Mileage	5.45	105.45
Teresa Sandlin	Commission meeting	100.00	
	Mileage	6.54	106.54
Brett Von Cannon Watson	Commission meeting		100.00
Farmville Newsmedia	Advertising		571.49
US Cellular	Cellular service		46.55
Business Card	Credit card charges		156.00

COMMUNITY DEVELOPMENT

Town of Farmville	18-19 Support / Airport	3,800.00
Town of Blackstone	18-19 Support (Piedmont Area Transit)	4,000.00
Downtown Farmville	18-19 Support	4,000.00

ECONOMIC DEVELOPMENT

VACORP	Workers compensation	11.00	
Kate Eggleston	USPS Certified mail	18.60	
	Mileage to VGA meetings	239.80	258.40
US Cellular	Cellular service	40.34	
Hampden Sydney College	Manor Road	4,250.00	
Business Card	Credit card charges	49.99	
James Early	Logo design	500.00	

TOURISM

VACORP	Workers compensation	10.00
Professional Printers, Inc.	Reprint brochures	5,370.00
Dominion Energy Virginia	Electric	149.70
Ellington Energy Service	Propane - Visitor's Center	447.00
Town of Farmville	Water/sewer	48.84
Business Card	Credit card charges	20.05
Key Office Supply	Comp book / calendar	4.48
Lowe's	Christmas decorations	77.14

SOIL & WATER CONSERVATION DISTRICT

Piedmont Soil & Water Conservation District	18-19 Support	2,960.00
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COOPERATIVE EXTENSION OFFICE

CenturyLink	Phone	115.08
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GENERAL EXPENSE

Lumos Networks	Phone	2,856.21	
Treasurer of Virginia	Ins termination	4,025.32	
Southern States - Amelia	Gas	11,404.11	
Sarah E. Puckett	Sheet - WWI event	15.24	
	Resolution frames	20.79	36.03

CAPITAL PROJECTS

Compro Computers	Router / memory / CSEFNS	389.85	
	HP monitors	319.90	
	HP monitors shipping	179.90	889.65
Commtronics of Virginia	FCC Fees radio system	450.00	
DH Wireless Solutions	Modem	12,136.50	
	Antenna / modem	5,031.60	17,168.10
Crabtree, Rohrbaugh & Associates	STEPS Roof replacement	643.86	
Craftsman Roofing, Inc.	STEPS Centre roofing	254,095.92	

CDA SPECIAL LEVY

Poplar Hill Community Development Authority	Special Levy payment	65,708.95
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	<u>WATER FUND</u>		
Town of Farmville	Water		62.96
	<u>SEWER FUND</u>		
Dominion Energy Virginia	Sewer pump		292.03
	<u>COLLECTIONS</u>		
VACORP	Workers compensation		2,309.00
Lowe's	Anchor adhesive		37.94
NAPA of Farmville	Rachets	61.98	
	Brake fluid	25.99	
	Hyd oil / adjust wrench	106.97	
	Air filter	120.99	
	Lamps	39.98	
	Def	137.88	
	Seal beam	10.99	
	Bulbs	4.90	
	Warranty / core / battery	265.98	
	Battery warranty / core return	-311.98	463.68
Republic Services #974	Trash collection		624.37
Emanuel Tire of Virginia	Tire recycling		669.60
STEPS, Inc.	Processing paper		24.92
Southside Electric Cooperative	Electric	97.12	
	Virso site	140.76	237.88
Dominion Energy Virginia	Rice site	65.96	
	Green Bay site	123.75	
	Worsham site	152.36	342.07
CenturyLink	Phone		260.46
US Cellular	Cellular service		43.03
O. O. Stiff, Inc.	Monthly service		702.50
Prince Edward County Public Schools	Diesel		1,166.29
East End Motor Company, Inc.	Tires		530.00
	<u>LANDFILL OPERATIONS</u>		
VACORP	Workers compensation		2,951.00
Resource International	Landfill project management	3,508.46	
	Project management expense	4,328.95	
	Storm water PRMT project mgmt	891.00	8,728.41
Southern States	Lime / grass seed	80.77	
	Drain spd / marking pnt	81.96	
	Heat tape / lime	81.54	244.27
D&A Contractors	Well / tank / pump		5,500.00
Dominion Energy Virginia	Power upgrade		760.27
Arc3 Gases	Welding wire / blanket	104.93	
	Tank rental	9.30	114.23
Carter Machinery Company, Inc.	Spring assembly	320.18	
	Filter elements	222.00	542.18
Cavalier Hose & Fittings	Hose / fittings		57.36
Farmville Wholesale Electric	Electric upgrade 40 AMP	827.74	
	Electric prt 400 AMP	208.63	1,036.37
Ferguson Enterprises, Inc.	PVC elbow	7.79	

	Electrical tape	6.76	14.55
Llewellyn Metal Works, Inc.	U-bolts / washers / nuts	179.80	
	Nuts / bolts / spcr pipe	31.00	210.80
Lowe's	Cement	20.40	
	Deck boards	146.14	
	Screws	9.11	175.65
NAPA of Farmville	Belts	99.00	
	Grease gun	169.99	
	Nylon tubing	72.93	
	Couplings	43.98	
	Batteries	379.98	
	Freon	22.99	
	U-Joint / lamps	28.97	
	Roller bearing guard	133.97	
	Fuel / oil / air filters	198.46	
	Locking collar	105.52	
	U-Joint / tie-downs	61.86	
	Exhaust pipe connector	27.36	
	Oil	1,373.88	
	Caliper	32.99	
	Hose clamp / cable tie	56.89	
	Brake chamber	56.99	
	Clevis	9.99	
	Bulbs	12.90	
	Wire trm kit / crimp T	52.58	
	Hyd oil / adjust wrench	31.99	
	Paint / tape	21.98	
	Warranty / core / battery	192.99	
	Booster cable / return	-192.99	
	Booster cable / return	131.99	
	Adhesive	18.49	
	Alternator / core	74.49	
	Brake warranty / brakeshoe	-1,395.92	
	Brake warranty / brakeshoe	1,395.92	3,220.17
Pairet's, Inc.	Vinyl lettering		15.00
Pearson Equipment Company	Equipment rental		419.50
Taylor-Forbes Equipment Company	Pipe / O ring / shipping		101.22
CenturyLink	Phone		53.42
US Cellular	Cellular service		49.52
Ellington Energy Service	Fuel		6,247.50
Prince Edward County Public Schools	Diesel		677.27
Anderson Tire Company, Inc.	Tires / O ring		2,621.90
Rod & Staff, LLC	Tires		755.50
Watts Industrial Equipment	Clutch parts / install		1,746.73

RETIREMENT BENEFIT FUND

Vicki K. Johns	Retiree benefit		1,156.11
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PIEDMONT COURT SERVICES

VACORP	Workers compensation		80.00
Alere Toxicology Services, Inc.	Lab services		58.44

Amelia Bulletin Monitor	Advertising		35.00
Farmville Newsmedia	Advertising		110.23
Southside Messenger	Advertising		120.00
CenturyLink	Phone		70.79
Lumos Networks	Phone		312.60
SRP Corporation, LLC	Rent		2,750.00
Zachary Ayoub	Mileage	111.83	
	Books / subscription	1.58	113.41
Connie Stimpson	Office supplies	5.69	
	Mileage	86.69	92.38
Andy Mays	Mileage		110.09
Rachel Stahlman	Mileage		70.85
Rebecca Staton	Mileage		123.07
Thomas Woodall	Mileage		97.01

In Re: Highway Matters

Ms. Carrie Shephard, Acting Resident Engineer, VDOT, said crews are repairing gravel roads, fixing potholes and cleaning up debris. She then reviewed various projects and their expected completion dates:

Route 686, Alan Farm Road	Contractor beginning, expected completion by late winter
Route 613, Miller Lake Road	Headwalls and wingwalls for the pipes are being constructed, completion by early to mid-spring
Route 600, Gully Tavern Road	Bridge deck design reviewed for approval; once approved, the contractor can install and it will be over the road, expected completion by early to mid-spring
Route 628, Leigh Mountain Road	Traffic study completed in 2016, and wasn't recommended for guardrails Chevrons were installed. She said she will resubmit the concern; will meet with Supervisor Townsend at site
Route 634, New Bethel Road	Will check status

Supervisor Timmons said a good job was done clearing the debris in the Darlington Heights area; he asked when mowing the grass will be finished. He said the grass was never cut and is high and on the roads.

Supervisor Emert reported Featherfin Road, off Route 626, is completely washed out. He said work needs to be done on Chinquapin Road.

Supervisor Townsend reported that at the intersection of Route 15 South and Route 634, a stop sign has been moved and there is a pothole where the sign had been.

In Re: Public Hearing – Special Use Permit – Par 5 Development Group, LLC

Chairman Wilck announced that this was the date and time scheduled for a public hearing on a Special Use Permit application from Par 5 Development Group, LLC to permit the construction of a retail establishment, along with illuminated signage, located at 8277 Patrick Henry Highway (US 360) on Tax Map Parcels 107-A-30, 107-A-31, 107-A-32, and 107-A-33, owned by Harvie and Rebecca Whitus. Notice of this hearing was advertised according to law in the Wednesday, December 26, 2018 and Wednesday, January 2, 2019 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Fowler stated the County has received a special use permit application from Par 5 Development Group, LLC to permit the construction of a retail establishment, along with illuminated signage, located at 8277 Patrick Henry Highway (US 360) on Tax Map Parcels 107-A-30, 107-A-31, 107-A-32, and 107-A-33, owned by Harvie and Rebecca Whitus.

Mr. Fowler said the proposed Dollar General store will be approximately 9,100 square feet and provide 35 parking spaces and have illuminated signage. This is an allowed use in the A1, Agricultural Conservation District by Special Use Permit. The store will operate between the hours of 8:00 a.m. to 10:00 p.m., Monday through Sunday, receive one delivery by tractor trailer once a week during normal operation hours, and utilize “Night Friendly” LED lighting. The developer is working with VDOT staff to address traffic controls, safety concerns and necessary road improvements.

The Planning Commission conducted a Public Hearing on December 18, 2018; two neighbors and one person who owns rental property across Patrick Henry Highway from the proposed project spoke. No one spoke against the proposed project, but did raise concerns regarding lighting, buffers and stormwater issues and trash/litter. The developer agreed to the following:

- Construct a privacy fence along the sides and rear of the property
- All lighting will be Night Sky friendly and face downward
- Would research if the wall sign could be dimmed after the store closed
- That the site would be monitored for trash and litter daily
- That an approved Erosion and Sediment Control/Stormwater Plan would be submitted and approved by Prince Edward County
- The site will comply with all landscape regulations

Mr. Fowler said the Planning Commission recommended forwarding the matter to the Board of Supervisors for approval with the following conditions:

- Landscape buffer consisting of privacy fencing along the sides and rear of the property lines
- Monument sign internally illuminated with no changeable copy
- Brick veneer front with wainscoting trim (similar to the Rice Store location)
- VDOT approval
- Final Site Plan approval from County Staff
- Approved Erosion & Sediment Control/Stormwater Plan

Mr. Fowler said Staff does not have any concerns of negative impacts on the surrounding properties associated with the request, per section 5-124.1 B.2.

Chairman Wilck opened the public hearing.

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

Supervisor Jones stated an individual had questions about trash and lighting; the citizen no longer has concerns regarding those issues.

Supervisor Jones made a motion, seconded by Supervisor Townsend, to approve the Special Use Permit application from Par 5 Development Group, LLC to permit the construction of a retail establishment, along with illuminated signage, located at 8277 Patrick Henry Highway (US 360) on Tax Map Parcels 107-A-30, 107-A-31, 107-A-32, and 107-A-33 with the following conditions:

- Landscape buffer consisting of privacy fencing along the sides and rear of the property lines
- Monument sign internally illuminated with no changeable copy
- Brick veneer front with wainscoting trim (similar to the Rice Store location)
- VDOT approval
- Final Site Plan approval from County Staff
- Approved Erosion & Sediment Control/Stormwater Plan, with at least 60% treated on site

The motion carried:

Aye:	Pattie Cooper-Jones J. David Emert Robert M. Jones Odessa H. Pride Gene A. Southall C. Robert Timmons, Jr. Jerry R. Townsend James R. Wilck	Nay: None
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In Re: Public Hearing – Jamestown Presbyterian Church Private Educational Facility

Chairman Wilck announced that this was the date and time scheduled for a public hearing on a request by Jamestown Presbyterian Church for a Special Use Permit to construct a new building to operate a Private Educational Facility located on Tax Map Parcel 27-(6)-C-O, just North of 1751 Lockett Road, Rice,

VA. This is an A1, Agricultural Conservation District. Notice of this hearing was advertised according to law in the Wednesday, December 26, 2018 and Wednesday, January 2, 2019 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Fowler stated the County has received a special use permit application from Jamestown Presbyterian Church for the construction and operation of a Private Educational Facility for up to fifty (50) children located on Tax Map Parcel 27-(6)-C-O, just North of 1751 Lockett Road, Rice, and owned by Jamestown Presbyterian Church.

The proposed facility will offer full-time and part-time enrollment options for K-12 grade students and will operate Monday through Friday from 8:00 a.m. to 3:00 p.m. After-school activities will occur from 3:00 p.m. to 5:00 p.m., on occasion. The proposed school will utilize a combination of outdoor learning and community service projects as a foundation for the curriculum development and transportation will be provided by the parents. There will be up to seven teachers/staff employed.

Mr. Fowler said the property is zoned A1, Agricultural Conservation, and this zoning classification permits a Private Educational Facility by Special Use Permit. Access to the new facility will be provided through the existing church access.

The Planning Commission conducted a public hearing on December 18, 2018 concerning this application and made a recommendation for approval. No one spoke against and four spoke in support of the application at the public hearing. The Planning Commission recommended forwarding the matter to the Board of Supervisors for approval. Staff does not have any concerns of negative impacts on the surrounding properties associated with the request.

Angela Whittaker, Director of the Full Circle School, stated there is a wonderful partnership with the school and church. She said they intend to keep the expansion as “green” as is possible. She said the grades will expand to include second grade through high school; she added they are grateful for and appreciate the support.

Supervisor Southall asked how many will be employed at the school. Ms. Whittaker said there are currently two employees are full time and one is part time; she said next year there will be three full-time employees. They currently have 11 students and by the end of this school year, expect to have 15-17 enrolled, and by fall they expect at least 22 students attending the school.

Beverly Hines, Jamestown Presbyterian Church Trustee, said they have enjoyed having the school at the church; it is a wonderful opportunity to use the school as a mission. She said they anticipate capping the enrollment at about 50 students, but the school has outgrown the building.

Chairman Wilck opened the public hearing.

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

Supervisor Timmons asked if the Planning Commission had additional conditions; Supervisor Jones said there were no additional to the normal building requirements.

Supervisor Emert made a motion, seconded by Supervisor Townsend, to approve the Special Use Permit application from Jamestown Presbyterian Church to construct a new building to operate a Private Educational Facility located on Tax Map Parcel 27-(6)-C-O, just North of 1751 Lockett Road, Rice; the motion carried:

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

In Re: Fire Association Capital Expenditure Financing Fund

Mr. Bartlett stated that in 2011, the Board of Supervisors approved the creation of the Fire Association Capital Expenditure Financing Fund. He said the County makes available to the members of the Fire Association up to \$600,000 in low interest financing for the purchase of trucks, apparatus and equipment. Section 15.2-954 of the *Code of Virginia* authorizes any locality to make loans to any nonprofit organization furnishing firefighting or rescue services.

At present, the Prospect Volunteer Fire Department and the Prince Edward Volunteer Rescue Squad have outstanding loans. Prospect borrowed \$187,500 in March of 2016 and still has \$75,000 outstanding. PEVRS borrowed \$120,000 in March of 2017 and still has \$96,000 outstanding.

Mr. Bartlett reviewed the Master Agreement, signed by all of the VFD and the Rescue Squad, which contains the procedures by which the Fire Association will request funds to be provided and for which organization, and the County will create a promissory note, which provides that in the event of a default each member of the Association guarantees repayment of the loan.

At its December 19, 2018 meeting, the Prince Edward Area Firefighters Association approved a request from the Hampden-Sydney Volunteer Fire Department for \$90,000 of funding to finance the purchase of self-contained breathing apparatus (Airpaks).

Chief L. W. Gilliam, Hampden-Sydney Fire & Rescue, requested a loan for \$90,000 for SCBA Airpaks; he said the current Airpaks are 28 years old. He said the company that provides the current style was bought out twice and is closing, and in two years they will not be able to get parts. He said new packs would provide an extra 25 minutes of working time; each new Airpak is \$7,500. He stated the \$90,000 would only replace half of the current inventory.

Supervisor Timmons asked about the grant they were awarded several years ago and reminded Chief Gilliam about the free grants service offered by the CRC.

Chief Gilliam said the grant was for turnout gear four or five years ago. He said they have applied for grants each year for the past three years and have been denied; he said they tried to have a region-wide application but currently, the [Firefighters] Association doesn't have things in place to allow them to submit for grants as a County organization.

Mr. Bartlett said the County provides loans to the Fire Departments; he said this would be repaid at about \$19,000 a year for five years.

Chief Gilliam said this is different as they are requesting equipment and not a truck.

Supervisor Pride thanked Chief Gilliam for their support to herself and the County.

Supervisor Timmons made a motion, seconded by Supervisor Pride to authorize the County Administrator to finalize the financing agreement between Hampden-Sydney Volunteer Fire Department and the County; the motion carried:

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

Supervisor Cooper-Jones made a motion, seconded by Supervisor Emert to authorize the Chair to execute the agreement on behalf of the County; the motion carried:

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

Nay: None

PROMISSORY NOTE

\$90,000.00

Farmville, Virginia
January 9, 2019

FOR VALUE RECEIVED, the undersigned, Hampden-Sydney Volunteer Fire Department, promise(s) to pay to the County of Prince Edward, Virginia, or order, the principal sum of Ninety Thousand Dollars (\$90,000), with interest from date at the rate of three per cent (3.00%) per annum on the unpaid balance until paid. The said principal and interest shall be payable at the office of the Prince Edward County Administrator at P.O. Box 382, Farmville, Virginia 23901, or at such place as the holder may designate in writing, in annual installments of principal and interest beginning on August 1, 2019 in the amount of \$19,507.50; on August 1, 2020 in the amount of \$20,160.00; on August 1, 2021 in the amount of \$19,620.00; on August 1, 2022 in the amount of \$19,080.00 and on August 1, 2023 a final payment of \$18,540.00. Hampden-Sydney Volunteer Fire Department shall have the right to pre-pay this note without penalty.

If default be made in any payment as above provided the unpaid balance of this Note with all accrued interest thereon may, at the option of the holder, be declared due and payable at once. Failure to exercise this option shall not constitute a waiver of the right to exercise the same in the event of any subsequent default.

Each and every maker or endorser of this note severally waives presentment, demand, protest and notice of dishonor, as well as the benefit of any exemption under the homestead laws, and agrees to remain bound for the payment hereof notwithstanding any agreement or agreements for the extension of the due date of any said installments, in whole or in part, made by the holder, before, on or after maturity thereof, even though without their or any of their consent, or without notice to them or any of them, but reserve the right of anticipation and agrees to pay a twenty per cent attorney's fee if placed in the hands of an attorney for collection.

NOTICE: THE DEBT SECURED HEREBY IS SUBJECT TO CALL IN FULL OR THE TERMS THEREOF BEING MODIFIED IN THE EVENT OF SALE OR CONVEYANCE OF THE PROPERTY SECURED HEREBY.

In Re: Appointments to Outside Agency Boards

Mr. Bartlett said the following positions require appointment /re-appointment by the Board of Supervisors:

Granite Falls Community Development Authority (CDA)

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

Supervisor Cooper-Jones made a motion, seconded by Supervisor Emert, to appoint Supervisor Southall to the Granite Falls Community Development Authority; the motion carried:

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

Nay: None

Virginia's Heartland Water & Sewer Authority

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

Supervisor Emert made a motion, seconded by Supervisor Jones, to appoint Supervisor Southall to the Virginia's Heartland Water & Sewer Authority; the motion carried:

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

Nay: None

South Central Workforce Development Board

Each member of the Workforce Board is required to appoint a member and an alternate to its Board. The Board is named the Chief Local Elected Official (CLEO). The appointed member must be an elected member of the Board of Supervisors but does not have to be the Chairman, while the alternate may be either an elected official or an appointed official. Historically, the County Administrator has served as the alternate. Supervisor Simpson and Mr. Bartlett were appointed for one-year terms in January 2018 that expired on December 31, 2018.

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

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

Nay: None

Moton Museum Council:

The Moton Museum Board of Trustees has a standing committee, the Moton Museum Council which makes the recommendations to the Board of Trustees. Eleven of the Council members serve as categorical members representing specific institutions, community groups, and governmental agencies to include Prince Edward County. Supervisor Townsend currently represents Prince Edward County on the Moton Council and his term expired on December 31, 2018.

Supervisor Cooper-Jones made a motion, seconded by Supervisor Emert, to appoint Supervisor Townsend to the Moton Museum Council for 2019; the motion carried:

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

Crossroads Community Service Board (CCSB)

Community Service Boards serve as the single point of entry for the Virginia public mental health system to include substance abuse disorders. The CCSB serves seven counties and is tasked with reviewing and evaluating the community based mental health, substance abuse and developmental services delivery system in the seven counties served. Each County appoints two members to the CCSB with one being a member of the Board of Supervisors and one being a citizen appointee. Our citizen representative is Mr. Maurice Finney. His three-year term of office expired December 31, 2018. Re-appointment of Mr. Finney to the Crossroads Board has been requested by the Executive Director. The Board will wish to consider re-appointment Mr. Finney to the Crossroads Board.

Supervisor Cooper-Jones made a motion, seconded by Supervisor Townsend, to reappoint Mr. Maurice Finney to the Crossroads Board for a term of three years from January 1, 2019 to December 31, 2021; the motion carried:

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

Nay: None

In Re: County Administrator's Report – FY 20 Budget Schedule

Mr. Bartlett reviewed the revised FY20 Budget Schedule; the schedule had been sent to Dr. Johnson, Superintendent of Prince Edward County Public Schools, and revisions were made to benefit all parties.

Mr. Bartlett said the proposed schedule closely follows last year's schedule. Budget planning kicks off with a meeting on February 5, 2019, whose primary purpose will be for the Board of Supervisors to provide budget guidance to the County Administrator, Constitutional Officers and County Staff. The schedule contains one joint meeting of the Finance Committees of the School Board and the Board of Supervisors (February 12, 2019) and will be held at the County Administrator's Office at the Courthouse. Mr. Bartlett said a meeting of the Finance Committees was added on March 6, 2019. He said the scheduled meeting on March 14 to March 19, 2019; that is a joint meeting of the Board of Supervisors and the School Board to be held at 5:30 at the High School Library. The next change was when the County would advertise the budgets; that was scheduled for April 2, which is in the middle of Spring Break; that has been changed to April 9, which moves the public hearing to April 23; a meeting will be held on April 30 for the adoption of the budgets and the tax rates.

Supervisor Townsend made a motion, seconded by Supervisor Pride, to approve the revised FY20 Budget Schedule; the motion carried:

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

Nay: None

**County of Prince Edward
Proposed FY 20 Budget Schedule**

DATE	ACTIVITY	TIME/LOCATION
February 1, 2019	Budget Preparation Guide distributed to County Departments and Constitutional Offices	
February 1, 2019	Donation Request forms distributed	
Feb. 8-Mar 8, 2019	Budget work sessions between Departments and County Administrator	
February 5, 2019	Board of Supervisors Budget Planning meeting	5:30 p.m. 3 rd Floor Conference Room
February 12, 2019	Joint meeting of Finance Committees of the Board of Supervisors and School Board.	5:30 p.m. School Board Conference Room
February 25, 2019	Budget worksheets submitted to County Administrator.	
March 5, 2019	Board of Supervisors budget work session - presentation by Outside Agencies	5:30 p.m. 3 rd Floor Conference Room
March 6, 2019	Joint meeting of Finance Committees of the Board of Supervisors and School Board.	1:00 p.m. School Board Conference Room
March 19, 2019	Joint budget work session of Board of Supervisors and School Board	5:30 p.m. P.E. High School Library
March 22, 2019	School Superintendent submits local funding request to County Administrator	
March 22, 2019	Revenue estimates completed by County Administrator	
March 26, 2019	Presentation of County Administrator's proposed budget to Board of Supervisors.	5:30 p.m. Board of Supervisors Room
March 28, 2019	Board of Supervisors budget work session	2:00 p.m. Board of Supervisors Room
March 28, 2019	Superintendent submits school budget to County Administrator	
April 2, 2019	Board of Supervisors budget work session	5:30 p.m. 3 rd Floor Conference Room
April 9, 2019	Board of Supervisors budget work session - Presentation of School Budget. Board authorizes Public Hearing for April 23 (Ad dates April 12 & 19)	5:30 p.m. Board of Supervisors Room
April 16, 2019	Board of Supervisors Budget Work Session	5:30 p.m. 3 rd Floor Conference Room
April 23, 2019	Budget Work Session	5:30 p.m. 3 rd Floor Conference Room
April 23, 2019	Joint Public Hearing on County & School Budgets & Tax Rates	7:00 p.m. Board of Supervisors Room
April 30, 2019	Budget Work Session, Adoption of County & School Budgets & Tax Rates	7:00 p.m. Board of Supervisors Room
June 11, 2019	Approval of Appropriations.	7:00 p.m. Board of Supervisors Room

Note: Schedule subject to change by authority of the Board of Supervisors.

In Re: Reassessment

Mr. Bartlett said it is time for Prince Edward County to conduct reassessment. He requested authorization to release an RFP to hire a vendor to perform the reassessment work.

Supervisor Cooper-Jones made a motion, seconded by Supervisor Townsend, to authorize the County Administrator to issue an RFP for reassessment services; the motion carried:

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

Mr. Bartlett said the instructions to the assessor will include tweaks, such as the instruction regarding siting of homesites on each parcel; he said previously, 1,085 parcels were removed. He said the Board can give directions to the assessor.

Chairman Wilck asked who did the previous assessment; Mr. Bartlett said Wampler Eanes did the reassessment in 2013-2014.

Supervisor Timmons said he received many complaints during that reassessment process. Mr. Bartlett said there were issues with the lead assessor; that assessor is no longer with the firm.

Supervisor Timmons stated the County needs to insure the same issues do not occur. Discussion followed.

In Re: Personnel Committee Report

Mr. Bartlett stated the Personnel Committee, comprising Supervisor James Wilck, Chair; Supervisor Pride, Supervisor Timmons and Supervisor Townsend, met Tuesday, January 8, 2019 to discuss salary adjustments for the County employees not discussed at the December 2018 meeting. As the Board will recall, he said he mentioned during the Budget process that salaries for some employees were no longer competitive, making hiring and retention difficult. In response, the Board budgeted \$50,000 in the pay raise reserve to assist in correcting that problem. During the December meeting, the Board approved pay adjustments that increase our annual costs about \$5,320, and mainly focused on clerical and custodial positions that work inside the Courthouse. The Board instructed Mr. Bartlett to do the same salary survey for the maintenance,

landfill and some of the Visitor's Center employees. The Personnel Committee reviewed that information and found positions at the landfill only need one minor adjustment. He said that if approved, these will be effective as of January 1, 2019. The total impact of all the adjustment recommended, including benefits, would increase the cost by about \$42,009. Adding that amount to the \$5,320 totals \$47,329.

Mr. Bartlett reviewed adjustments as follows:

Heavy Equipment Operator, \$37,808
Solid Waste, \$61,244 when he receives his Operators License;
from Pay Grade 18 to Pay Grade 20
Part-time Trash Truck Driver, \$15/hr.
Convenience Site Employees, \$10/hr.
Part-time Visitor's Center Employees, one to \$10/hr.,
and the employee with over 11 years' experience, to \$12/hr.
Tourism Director, from Pay Grade 9 to Pay Grade 13, \$43,524
Part-time Building Official, \$23.82/hr.

Mr. Bartlett said it will need to be adjusted next year due to the anticipated increase of salaries the General Assembly and the Governor have put in the budget; we will have to see what happens at the end of the General Assembly session. Discussion followed.

Supervisor Timmons made a motion, seconded by Supervisor Townsend, to approve the salary adjustments as requested and to set an effective date of January 1, 2019; the motion carried:

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

In Re: Update of County EMS Response Plan

Mrs. Sarah Elam Puckett, Assistant County Administrator, stated the County received a letter from Farmville Fire Chief, Dean Farmer, requesting an update of the County's EMS Response Plan. The County authorized the Farmville Volunteer Fire Department to operate emergency medical responder services within the corporate limits of the Town of Farmville. The impetus for this update is the licensing process for the Farmville First Responder. All of the County's EMS agencies are included in the updated resolution to represent the overall response plan for the County.

Mrs. Puckett stated that last month, the Board approved the operational status of the Farmville Fire Department as a First Responder; this Resolution Adopting an Emergency Medical Services Response Plan is an Amendment to the County EMS Response Plan, which was last updated in 2015; this adds the Farmville Volunteer Fire Department as an Emergency Medical Responder with a primary response area coterminous with the corporate limits with the Town of Farmville, which reflects the action the Board took last month on their operational status. Chief Farmer made this request so he may finalize the permitting process with the Office of EMS with the State and get operational.

Discussion followed on the fire district map.

Supervisor Timmons made a motion, seconded by Supervisor Cooper-Jones, to approve the Resolution Adopting an Emergency Medical Services Response Plan for the County of Prince Edward, Virginia; the motion carried:

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

**RESOLUTION OF THE BOARD OF SUPERVISORS
ADOPTING AN EMERGENCY MEDICAL SERVICES RESPONSE PLAN
FOR THE COUNTY OF PRINCE EDWARD, VIRGINIA**

WHEREAS, regulations governing Emergency Medical Services (EMS) in the Commonwealth of Virginia, as codified in 12VAC5-31-370, mandate that each EMS agency that responds to medical emergencies for its primary service area shall be a Designated Emergency Response Agency (DERA), and shall provide services within its primary service area as defined by the local EMS response plan as required by EMS regulation 12VAC5-31-610; and

WHEREAS, the following EMS agencies are Designated Emergency Response Agencies as defined by EMS Regulation 12VAC5-31-10 in Prince Edward County:

Prince Edward Volunteer Rescue Squad, Inc.
Hampden-Sydney Volunteer Fire Department, Inc.
Meherrin Volunteer Fire & Rescue, Inc.
Pamplin Volunteer Fire Department and EMS, Inc.
Farmville Volunteer Fire Department, Inc.

WHEREAS, Prince Edward County has been divided into seven fire districts which are identified on the Fire District Response Map maintained by the Farmville Emergency Communications (911) Center; and

WHEREAS, the individual EMS agencies are independent corporations that are best able to determine compliance with EMS regulations and to formulate a response plan for their primary service areas;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE COUNTY OF PRINCE EDWARD, VIRGINIA, that the EMS primary service areas in Prince Edward County, Virginia, shall be assigned according to fire department response areas, as follows:

1. Prince Edward Volunteer Rescue Squad, Inc. shall have a primary EMS response area that is coterminous with the following fire district(s): Farmville, Company 1; Hampden-Sydney, Company 2; Prospect, Company 4; Darlington Heights, Company 6; and Rice, Company 7;
2. Hampden-Sydney Volunteer Fire Department, Inc. shall have an Emergency Medical Responder primary response area coterminous with the following fire district(s): Hampden-Sydney, Company 2; and Darlington Heights, Company 6;
3. Meherrin Volunteer Fire & Rescue, Inc. shall have a primary EMS response area that is coterminous with the following fire district(s): Meherrin, Company 5; and
4. Pamplin Volunteer Fire Department and EMS, Inc. shall have a primary EMS response area that is coterminous with the following fire district(s): Pamplin, Company 3; and
5. Farmville Volunteer Fire Department, Inc. shall have an Emergency Medical Responder primary response area coterminous with the corporate limits of the Town of Farmville.

BE IT FURTHER RESOLVED, that the individual designated EMS agencies shall establish an EMS response plan as required by EMS Regulation 12VAC5-31-601 which shall apply to the agency's primary response area and shall file a copy of that plan with the Prince Edward County Administrator; and

BE IT FURTHER RESOLVED, that the designated EMS agencies shall document compliance with the established EMS response capability, unit mobilization interval, and the responding interval standards contained in the individual plans.

In Re: Closed Session

Supervisor Townsend made a motion, seconded by Supervisor Pride, that the Board convene in Closed Session for the disposition of publicly-held real property, the building formerly known as STEPS, where discussion in an open meeting would adversely affect the bargaining position of the County, pursuant to the exemption provided for in Section 2.2-3711(A)(3) of the *Code of Virginia*; the motion carried:

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

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

Aye:	Pattie Cooper-Jones J. David Emert Robert M. Jones Odessa H. Pride Gene A. Southall C. Robert Timmons, Jr. Jerry R. Townsend James R. Wilck	Nay: None
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On motion of Supervisor Townsend, and seconded by Supervisor Timmons, and carried by the following roll call vote:

Aye:	Pattie Cooper-Jones J. David Emert Robert M. Jones Odessa H. Pride Gene A. Southall C. Robert Timmons, Jr. Jerry R. Townsend James R. Wilck	Nay: None
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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: Properties & Community Development Committee Report

Supervisor Timmons made a motion, seconded by Supervisor Townsend, to approve the bid and request the contractor's required documents, to authorize the architect to begin the negotiation process, and to execute the contract, and to authorize a public hearing to amend the General Fund Budget for the modification to the renovation of the STEPS building; the motion carried:

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

Nay: None

Supervisor Timmons stated the County will be receiving the bids for the new STEPS building on Tuesday, January 22 [2019]; he would like to have a Properties Committee meeting on Wednesday, January 23, 2019 at 5:30 p.m., and to have a called meeting of the Board of Supervisors on Thursday, January 24, 2019, at 5:00 p.m. He said the called meeting is to get the decision made on the STEPS building contractor and not wait till the February meeting which would cause a three-week delay in the project.

In Re: Animal Warden's Report

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

In Re: Prince Edward County Public Schools

Dr. Barbara Johnson, Superintendent, submitted a financial summary report for the month of November 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 December 2018, which was reviewed and ordered to be filed with the Board papers.

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

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

the meeting was recessed at 8:57 p.m. until Thursday, January 24, 2019, at 5:00 p.m. in the Prince Edward County Board of Supervisors Room, 111 South Street, Third Floor, Farmville, Virginia.

January 24, 2019

At the reconvened meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Thursday, the 24th day of January, 2019; at 5:00 p.m., there were present:

Pattie Cooper-Jones

Robert M. Jones

Odessa H. Pride

Gene A. Southall

C. Robert Timmons, Jr.

Jerry R. Townsend

James R. Wilck

Absent: J. David Emert

Also present: Wade Bartlett, County Administrator; Sarah Elam Puckett, Assistant County Administrator; Terri Atkins Wilson, County Attorney.

Chairman Wilck called the reconvened meeting to order.

In Re: Board Vacancy

Mr. Bartlett stated there are several decision points: (1) hold the election as early as possible, before the June 11, 2019 primary; (2) hold the election as soon after the June 11, 2019 primary as possible; or (3) wait for November 12, 2019 General Election. He said having an election will cost approximately an additional \$7,000 if held on any other than the date of the General Election. He provided information concerning the three scenarios.

1. Unlike prior vacancies on the Board, this vacancy is from a written notification prior to the actual date of the vacancy. Per 24.2-226 of the *Code of Virginia*, the Board of Supervisors upon written notification of a resignation MAY immediately petition the Circuit Court to issue a writ of election and the Court MAY immediately issue the writ to call the election. The Officer's resignation shall not be revocable after the date stated for resignation or after the 45th day before the date set for the special election.
2. If the Board does not wish to immediately call for the election the same *Code* section states: "The governing body ... SHALL within 15 days of the occurrence of the vacancy, petition the Circuit Court to issue a writ of election to fill the vacancy."

3. The Board will need to determine if it wishes to petition the Court to hold the election in concert with the elections on November 12, 2019 or request a special election to be held at another time which would cost the County approximately \$7,000.
4. If the Board wishes to hold a special election other than on November 12, 2019, several restrictions come into play. Section 24.2-682 of the *Code of Virginia* lays out the guidelines of when special elections can be held. No special election can be held within 55 days of a general or primary election. No special election can be held on the same day as a primary election. A special election can be held on the same day as a general election.
5. We have been informed there will be a primary on June 11, 2019. Therefore, no special election can be held on that date nor for the 55 days prior to that date. That means a special election could be held as late as April 16, 2019. Section 24.2-507 of the *Code of Virginia* states for special elections, the deadline to submit a declaration of candidacy and file the petitions is “(i) at least 60 days before the election or (ii) within five days of any writ of election or order calling a special election to be held less than 60 days after the issuance of the writ or order.” *Code* Section 24.2-510 states exactly the same time frames for political parties to nominate by methods other than a primary. What this means is if the order calling for the special election is filed on or before February 14, 2019 to hold the special election on April 16th, the 60-day rule is met. This means candidates would have to declare and file their petitions by February 14. It also means parties would have to nominate their candidates by February 14. If the order calling for the special election is filed after February 14 for April 16, there would be less than 60 days before the special election and candidates would only have five days to decide to run and obtain the necessary petition. Either way there would not be much time for prospective candidates to do what is necessary.
6. If the decision is to request an election after the primary, but before the general election, the special election could be held no later than September 17, 2019. This would allow more time for candidates to file; this would still cost the County \$7,000.

Supervisor Timmons stated that at the previous meeting, the Board voted to not have the judges appoint someone, but to have the Board appoint his successor. He said that because of the time constraints and being fair to everyone, he felt the Board must consider appointing someone. He said he would like the Board to advertise, take applications and then appoint someone, and come the General Election in November, they could run [for office] and take it from there.

Supervisor Timmons made a motion, seconded by Supervisor Townsend, to authorize the County Administrator to advertise the upcoming District 501 vacancy; the motion carried:

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

Mr. Bartlett said that on filling the vacancy, the Code Section 24.2-228 governs the process of an interim appointment. He said the Board, within 45 days of the office becoming vacant, may appoint a qualified voter. That would bring us to March 17. He said the Board needs to decide the process; he said the Board can advertise and take applications, and then interview everyone or narrow it down. Discussion followed.

Chairman Wilck said he feels there is a need to advertise; he added there will be many applicants and there are two potential applicants so far.

Supervisor Timmons said the Board adopted a policy of being open and transparent; he said his motion was to authorize staff to advertise for filling the vacancy.

Mrs. Sarah Elam Puckett, Assistant County Administrator, said the advertisement could run next Wednesday, January 30 and the following Friday, February 1, 2019, with a deadline for applications February 8, 2019 at noon. She said the Board could choose to review them prior to the Board meeting on Tuesday, February 12. Discussion followed.

The Board concurred to meet Tuesday, February 12, 2019 at 5:00 p.m. for a closed session to discuss the potential appointment or announcement of a plan to interview applicants.

Supervisor Emert entered the meeting at 5:25 p.m.

In Re: Closed Session

Supervisor Townsend made a motion, seconded by Supervisor Cooper-Jones, that the Board convene in Closed Session for discussion of the terms and scope of the public contract for the construction of a new Social Services Building, where discussion in open session would adversely affect the bargaining position of the County, pursuant to the exemption provided for in Section 2.2-3711(A)(29) of the *Code of Virginia*; the motion carried:

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

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

Aye:	Pattie Cooper-Jones J. David Emert Robert M. Jones Odessa H. Pride Gene A. Southall C. Robert Timmons, Jr. Jerry R. Townsend James R. Wilck	Nay: None
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On motion of Supervisor Townsend, and seconded by Supervisor Jones, and carried by the following roll call vote:

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

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

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

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

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

Supervisor Timmons made a motion, seconded by Supervisor Cooper-Jones, to accept the proposal from Blair Construction, as presented, with the contingencies to do a detailed review to determine the extent of the valued engineering items for final price adjustment, to be completed within the next two weeks; the motion carried:

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

Nay: None

Supervisor Emert made a motion, seconded by Supervisor Townsend, to release the bids for the Courthouse; the motion carried:

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

Nay: None

Supervisor Jones made a motion, seconded by Supervisor Cooper-Jones, to authorize the County Attorney to file the petition and seek a Writ of Election from the Circuit Court for a special election to be held on November 12, 2019; the motion carried:

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

Nay: None

Discussion followed regarding a performance contract and a bond issue.

Supervisor Cooper-Jones made a motion, seconded by Supervisor Townsend, to authorize the Board Chair or County Administrator to execute the surety bonds and all other necessary documents involving the lease, performance agreements and incentive funds from VEDP and the Tobacco Commission, once the County Attorney is satisfied; the motion carried:

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

Nay: None

Mrs. Puckett stated the Finance Committee has a joint Finance Committee meeting with the School Board Finance Committee on February 12, 2019 at 5:30 p.m. She said that meeting could be rescheduled so the full Board may convene to review the applications for the vacancy. Discussion followed.

Supervisor Emert said he met with the Prince Edward County Volunteer Rescue Squad; he said they are in need. He said they cover Cumberland County from the Town limits up to Midway Grocery; Cumberland County pays approximately \$450,000 to an outside firm to cover their other two areas. Supervisor Emert said the Rescue Squad will approach the Board to request more funding from Prince Edward County, and said the Rescue Squad is seeking other avenues, as well; they cannot buy anything or fix anything. He said the Rescue Squad feels if they are going to give Prince Edward County the same coverage and services that they have been, they will have to hire some people full time and provide training. Discussion followed.

Supervisor Timmons thanked the Board members for an interesting five years; he said it has been a pleasure and an honor working on the Board, and cherishes the time spent together.

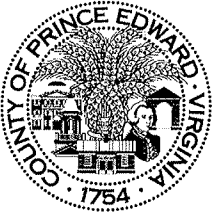
Chairman Wilck stated the County has been turned down again by VDOT for the Third Street ramp down into Route 460. He said that has been going on for approximately 20 years. He said he personally will be trying to fight that; he is receiving letters from those affected by it – those on the economic side and the truckers, Tim Tharpe, Robert Atkinson, and the President of Virginia Truckers Association. He said Senator Mark Peake will take him to visit with Shannon Valentine, the Chairperson of the Commonwealth Transportation Board, who oversees VDOT. He said Bert Dodson is Prince Edward County's representative on the Commonwealth Transportation Board. Chairman Wilck said he doesn't expect immediate action but if they can get VDOT thinking about it, it may be done in two or three years.

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

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

the meeting was recessed at 6:34 p.m. until February 12, 2019 at 5:00 p.m.

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County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: February 12, 2019
Item No.: 7-c
Department: County Administration
Staff Contact: Crystal Baker
Issue: Review of Accounts & Claims

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

Attachments: January 2018 Bill List
County Attorney Invoice

Recommendation:

Motion _____
Second _____

Cooper-Jones _____
Emert _____
Jones _____

Pride _____
Southall _____

Townsend _____
Wilck _____

AP375H
1/29/2019
FUND # - 100

PRINCE EDWARD
LISTING OF INVOICES FOR 1/01/2019 -- 1/31/2019

AFTER CHECKS
PAGE 1

MAJOR# ACCT# 018990	VENDOR NUMBER MISCELLANEOUS	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
0027	29332	THOYA Postcard Sales TOWN OF FARMVILLE	THYA PSTCRDS 4Q	THOYA POST CRD SALES	34.78 34.78 * 34.78 **
011010	BOARD OF SUPERVISORS				ACCOUNT TOTAL
3600	Advertising				MAJOR TOTAL
15240	FARMVILLE NEWSMEDIA	671728	ADVERTISING	129.04	
15240	FARMVILLE NEWSMEDIA	671731	ADVERTISING	98.32	
15240	FARMVILLE NEWSMEDIA	680749	ADVERTISING	122.90	
15240	FARMVILLE NEWSMEDIA	680749	ADVERTISING	122.90	
15240	FARMVILLE NEWSMEDIA	684783	ADVERTISING	239.66	
15240	FARMVILLE NEWSMEDIA	690151	ADVERTISING	239.66	
15240	FARMVILLE NEWSMEDIA	693468	ADVERTISING	116.76	
5510	Travel-Mileage				ACCOUNT TOTAL
25738	PRIDE ODESSA H	OCT-DEC 2018	MILEAGE	359.70	
29269	TIMMONS C ROBERT JR	OCT-DEC 2018	MILEAGE	189.66	
29368	TOWNSEND JERRY R	OCT-DEC 2018	MILEAGE	288.84	
6040	ADP Equipment				ACCOUNT TOTAL
30440	US CELLULAR	816442183 0119	CELLULAR SERVICE	237.32	
31333	VERIZON WIRELESS	9820879429	IPAD SERVICE	465.54	
012110	COUNTY ADMINISTRATOR				ACCOUNT TOTAL
5230	Telecommunications				MAJOR TOTAL
30440	US CELLULAR	816442183 0119	CELLULAR SERVICE	125.76	
6001	Office Supplies				ACCOUNT TOTAL
11902	BUSINESS DATA OF VA, INC.	163 001	NORTON ANTIVIRUS SW	69.90	
13369	DIAMOND SPRINGS WATER INC	11393100 0119	EQUIPMENT RENTAL	8.95	
20600	KEY OFFICE SUPPLY	524619	FORMS/PLANNER	174.78	
20600	KEY OFFICE SUPPLY	524717	PLANNER	15.89	
32138	WALMART COMMUNITY/SYNCB	9510	MOUSE/MOUSE PAD	18.36	
6012	Books and Subscriptions				ACCOUNT TOTAL
22211	MATTHEW BENDER & CO INC	790598X	VA ADV CRT RULES&PRT	89.74	
012240	INDEPENDENT AUDITOR				ACCOUNT TOTAL
3120	Accountings & Auditing Se				MAJOR TOTAL
28729	STANLEY HUNT DUPREE &	18COPEGM01875	OPEB	89.74 *	
				503.38 **	
				ACCOUNT TOTAL	
				MAJOR TOTAL	
				6,419.00	
				6,419.00 *	
				6,419.00 **	

AP375H
1/29/2019
FUND # - 100 GENERAL FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 1/01/2019 -- 1/31/2019

AFTER CHECKS
PAGE 2

MAJOR# ACCT# 012310	VENDOR NUMBER NAME COMMISSIONER OF REVENUE	INVOICE#	DESCRIPTION	AMOUNT
5210	15380 Postal Services FARMVILLE PRINTING	6165	POSTAGE	250.00
5230	13325 Telecommunications TREASURER OF VIRGINIA	T420448	VITA PHONE SERVICE	250.00 *
6001	15380 Office Supplies FARMVILLE PRINTING	6165	ENVELOPES & PRINTING	82.06
6012	18968 Books & Subscriptions J D POWER	708096	SUBSCRIPTION RENEWAL	82.06 *
012410	TREASURER			137.00
5210	11353 Postal Services BMS DIRECT	131765P	DELINQ PP POSTAGE	137.00 *
5230	11353 Telecommunications BMS DIRECT	131766P	DELINQ RE POSTAGE	524.96 **
6012	11250 Telecommunications BENCHMARK COMMUNITY BANK	7596 TREAS 0119	PAYFLOW/PAYPAL	27.20
6020	13325 Books & Subscriptions TREASURER OF VIRGINIA	T420448	VITA PHONE SERVICE	82.06
6012	15241 Books & Subscriptions FARMVILLE HERALD	TREAS 0119	SUBSCRIPTION	109.26 *
6020	13012 DMV Stops DMV	18362710	DMV STOP FEES	78.00 *
012510	INFORMATION TECHNOLOGY			200.00
3160	Professional Services			200.00 *
11902	BUSINESS DATA OF VA, INC.	JANUARY 2019	CONTRACT AGREEMENT	3,283.11 **
11902	BUSINESS DATA OF VA, INC.	149 001	TRAVEL AND EXPENSE	3,900.00
11902	BUSINESS DATA OF VA, INC.	150 001	TRAVEL AND EXPENSE	250.00
11902	BUSINESS DATA OF VA, INC.	151 001	TRAVEL AND EXPENSE	125.00
11902	BUSINESS DATA OF VA, INC.	154 001	TRAVEL AND EXPENSE	125.00
11902	BUSINESS DATA OF VA, INC.	155 001	TRAVEL AND EXPENSE	125.00
11902	BUSINESS DATA OF VA, INC.	156 001	TRAVEL AND EXPENSE	125.00
11902	BUSINESS DATA OF VA, INC.	158 001	TRAVEL AND EXPENSE	125.00
11902	BUSINESS DATA OF VA, INC.	160 001	TRAVEL AND EXPENSE	125.00
11902	BUSINESS DATA OF VA, INC.	162 001	TRAVEL AND EXPENSE	125.00
11902	BUSINESS DATA OF VA, INC.	163 001	EXPENSE AND TRAVEL	125.00
11902	BUSINESS DATA OF VA, INC.	164 001	EXPENSE AND TRAVEL	125.00

AP375H
1/29/2019
FUND # - 100 GENERAL FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 1/01/2019 -- 1/31/2019

AFTER CHECKS
PAGE 3

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
3320	12762	Maintenance Service	MC00000191965	PRINTER SERV CONTRACT	79.00
		COMPUTERPLUS SALES/SERVIC			79.00 *
					6,109.00 **
013200	REGISTRAR				ACCOUNT TOTAL
5210	30550	Postal Services	STAMPS 0119	STAMPS	500.00
		U S POSTAL SERVICE			500.00 *
6001	20600	Office Supplies	524237	OFFICE SUPPLIES	95.78
		KEY OFFICE SUPPLY			95.78 *
					595.78 **
021200	GENERAL DISTRICT COURT				ACCOUNT TOTAL
3160	13369	Professional Services	16759600 0119	WATER & EQUIP RENTAL	19.20
		DIAMOND SPRINGS WATER INC			19.20 *
					19.20 **
021600	CLERK OF THE CIRCUIT COURT				ACCOUNT TOTAL
3160	15240	Professional Services	691996	ADVERTISING	98.32
		FARMVILLE NEWSMEDIA			98.32 *
5210	14552	Postal Services	IN1154533	POSTAGE INK	166.42
		ELECTRONIC SYSTEMS INC			166.42 *
5230	21319	Telecommunications	309863799 0119	PHONE	47.04
		CENTURYLINK			47.04 *
5850	999999	Jurors/Witnesses	JUROR 0119	JUROR	30.00
		BARBARA CASE	JUROR 0119	JUROR	30.00
		CAINAN TOWNSEND	JUROR 0119	JUROR	30.00
		DANIEL COPELAND	JUROR 0119	JUROR	30.00
		EARL CARTER, JR.	JUROR 0119	JUROR	30.00
		HEATHER EDWARDS	JUROR 0119	JUROR	30.00
		JASON TIBBS	JUROR 0119	JUROR	30.00
		ODESSA PRIDE	JUROR 0119	JUROR	30.00
					210.00 *
					ACCOUNT TOTAL

AP375H
1/29/2019
FUND # - 100 GENERAL FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 1/01/2019 -- 1/31/2019

AFTER CHECKS
PAGE 4

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
6001	13369	Office Supplies	104979000	WTR/EQP RNIL/BOTTLES	37.90
	13369	DIAMOND SPRINGS WATER INC	116187085	WATER & BOTTLES	27.75
	20600	DIAMOND SPRINGS WATER INC	524478	LAPTOP CASES	145.98
	20600	KEY OFFICE SUPPLY	524884	COPY PAPER	159.80
	20600	KEY OFFICE SUPPLY	524885	TONER	325.98
6012				ACCOUNT TOTAL	697.41 *
	22211	Books and Subscriptions	7290411	VA/WV WILLS & ADMIN	370.31
	29038	MATTHEW BENDER & CO INC	329705	PLAT REDUCTIONS	31.10
	29241	T&N PRINTING	839448024	PROBATE HANDBOOKS	426.00
				ACCOUNT TOTAL	827.41 *
				MAJOR TOTAL	2,046.60 **
021800		LAW LIBRARY			
6012	21761	Books and Subscriptions	3091804888	NOV & DEC MONTHLY BL	664.00
	22211	RELX INC DBA LEXISNEXIS	5410924	VA MODEL JURY INST C	360.31
	22212	MATTHEW BENDER & CO INC	03877277	LAW LIBRARY BOOKS	4.20
	22212	MATTHEW BENDER	0637185X	LAW LIBRARY BOOKS	23.69
	29241	MATTHEW BENDER	839448024	PROBATE HANDBOOKS	426.00
				ACCOUNT TOTAL	1,478.20 *
6040	12329	ADP EQUIPMENT	COMM EQUIP	LAW LIBRARY COMPUTER	723.55
		CENTRAL VA RGNL LIBRARY			723.55 *
				ACCOUNT TOTAL	2,201.75 **
022100		COMMONWEALTH'S ATTORNEY			
5210	25483	Postal Services	3307711563	LEASING CHARGES	134.94
		PITNEY BOWES GLOBAL FINAN			134.94 *
5510	17334	Travel-Mileage	MILEAGE 0119	MILEAGE	54.50
		HANNAH WENDY			54.50 *
5899	17334	Miscellaneous	REIMB 0119	JURY TRIAL SUPPLIES	28.59
		HANNAH WENDY	14289	SHREDDING SERVICE	35.00
	28865	STEPS, INC			63.59 *
6001		Office Supplies			
	20600	KEY OFFICE SUPPLY	524013	FLASH DRIVE	79.00
	20600	KEY OFFICE SUPPLY	524546	CLIPS/PENS/BATT/ETC	53.77
	20600	KEY OFFICE SUPPLY	524917	COPY PAPER	239.70
	20600	KEY OFFICE SUPPLY	524927	LASER CARTRIDGE	122.99
				ACCOUNT TOTAL	495.46 *
6012	15240	Books and Subscriptions	690153	ADVERTISING	73.74
		FARMVILLE NEWSMEDIA			73.74 *
				ACCOUNT TOTAL	73.74 *
				MAJOR TOTAL	822.23 **

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
022200	23930	Travel-Convention & Educa NOVA	NOVA 0119	TRAINING CONFERENCE	475.00
				ACCOUNT TOTAL	475.00 *
5540	31848	Dues & Association Member VVAN	01333	MEMBERSHIP DUES	50.00
				ACCOUNT TOTAL	50.00 *
6001	20600	Office Supplies KEY OFFICE SUPPLY	524815	FOLDERS/TONER	151.97
			524816	TONER CARTRIDGE4	85.99
				ACCOUNT TOTAL	237.96 *
				MAJOR TOTAL	762.96 **
031200	SHERIFF				
3311	11005	Repairs & Maint-Auto & Eq BEG AUTO INC	55038134AF	HEATER HOSE/ANTIPIRZE	151.33
	11775	BURKEVILLE BODY SHOP	34179	WRECK REPAIR	1,373.40
	11775	BURKEVILLE BODY SHOP	34317	REPAIR WRECKD VEHICLE	1,408.25
	11775	BURKEVILLE BODY SHOP	34318	REPAIR WRECKED VEHICLE	1,101.55
	14300	EAST END MOTOR CO INC	173126	OIL CHANGE	154.91
	14915	EXPRESS CARE	1534	OIL CHANGE	46.08
	14915	EXPRESS CARE	1591	OIL CHANGE/AIR FLTR	118.95
	14915	EXPRESS CARE	1896	OIL CHANGE	71.17
	14915	EXPRESS CARE	2065	OIL CHANGE	66.17
	14915	EXPRESS CARE	2213	OIL CHANGE	51.17
	14915	EXPRESS CARE	2345	OIL CHANGE	60.08
	14915	EXPRESS CARE	2383	OIL CHANGE	46.08
	17004	HALEY AUTO MALL	66812653	RPLCE TRANS/BRK INST	4,868.85
	20323	KENERIDGE TIRE	591352	CALIBRATION	25.00
	27490	RUNDSTROM AUTO LLC	4220	COOLANT/RESERV/ANTFZ	172.50
	27767	ROCKWELL AUDIO	13161	SPEAKER INSTALLATION	49.99
	27767	ROCKWELL AUDIO	13184	RADAR MOUNT	69.00
	29199	THIRD STREET WRECKER INC	23098	WRECKER SERVICE	125.00
				ACCOUNT TOTAL	9,959.48 *
3320	27140	Maintenance Service Contr RECOM SYSTEMS LLC	MAINT 0119	LOGGER MAINT/SUPPORT	2,660.00
				ACCOUNT TOTAL	2,660.00 *
3600	15240	Advertising FARMVILLE NEWSMEDIA	705825	ADVERTISING	344.12
				ACCOUNT TOTAL	344.12 *
5210	19930	Postal Services JOYNER CHRISTOPHER	REIMB 0119	REIMB POSTAGE	7.41
				ACCOUNT TOTAL	7.41 *
5230	20904	Telecommunications KINEX NETWORKING SOLUTION	190101 0017	REMOTE DATA BACKUP	19.95
	21319	CENTURYLINK	309468839 0119	PHONE	10.36
	21319	CENTURYLINK	309558628 0119	SHERIFF VCIN	7.97

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5530		30440	US CELLULAR	918210747 0119	CELLULAR SERVICE	830.40
					ACCOUNT TOTAL	868.68 *
5810		12566	Travel-Subsistence & Lodg COEN SARAH	MEAL 112618	SUBSISTENCE	5.65
		14185	EANES-FORD QUINYANA	QE JAILOR TRNG	TRVL - SUBSISTENCE	756.00
					ACCOUNT TOTAL	761.65 *
6001		18851	Dues & Association Member INTERNATIONAL ASSOCIATION	M19 C423644	MEMBERSHIP DUES	50.00
					ACCOUNT TOTAL	50.00 *
6003		13369	Office Supplies DIAMOND SPRINGS WATER INC	27961300 0119	WATER & EQUIP RENTAL	46.70
		32138	WALMART COMMUNITY/SYNCR	3406	FILE BKS/CLNDR/DECOR	46.25
		32138	WALMART COMMUNITY/SYNCR	6672	CNDY/DRNKS/CFEE/CPS	74.50
		32138	WALMART COMMUNITY/SYNCR	9254	CARDS	24.02
					ACCOUNT TOTAL	191.47 *
6004		16691	Public Education/Crime Pr GREATWESTERN STATES SUPP	4185	STRESS BALLS	644.10
					ACCOUNT TOTAL	644.10 *
6009		28640	Virso Comm Center Crime P SOUTHSIDE ELECTRIC COOP	526776002 0119	VIRSO ELECTRIC BILL	15.15
					ACCOUNT TOTAL	15.15 *
6010		14300	Vehicle & Powered Equip S EAST END MOTOR CO INC	173304	TIRES & INSPECTION	261.51
		23833	NETWORKFLEET INC.	OSV000001652358	WIFI FOR VEHICLES	146.64
		27490	RUNDSTROM AUTO LLC	DEC 5 2018	TIRES/STEMS/BAATTERES	979.66
					ACCOUNT TOTAL	1,387.81 *
6011		12993	Police Supplies CVCJA	4213	POLO/PT CLTHS/LUNCH	102.90
		16102	GALLS LLC	011565259	BELT	32.00
		16102	GALLS LLC	011596733	SHLDR HLSTR/MAG PCH	117.00
		16102	GALLS LLC	11500450	GLOVE POUCH	17.27
		16102	GALLS LLC	11540301	FLSHLT/HLDRS/BLTS	266.78
		16102	GALLS LLC	11549813	LEG IRONS	80.70
		25900	PRINTECH INC	10919	SUMMONS BOOKS	178.22
		28432	SIRCHIE FINGER PRINT LABS	0380312 IN	CRIME SCENE TAPE	201.32
					ACCOUNT TOTAL	996.19 *
6011		10380	Uniforms & Wearing Appare AMERICAN UNIFORM SALES	52865	SHIRTS	110.98
		10380	AMERICAN UNIFORM SALES	52944	SHIRTS	527.30
		10380	AMERICAN UNIFORM SALES	53000	SHIRTS	104.54
		11256	BKT UNIFORMS	73758	PANTS	137.97
		11256	BKT UNIFORMS	73767	PANTS AND COAT	440.96
		16102	GALLS LLC	011649567	SHOES	124.50
		16102	GALLS LLC	011655832	BOOTS	101.73
		16102	GALLS LLC	11490503	BOOTS	74.00
		16102	GALLS LLC	11539166	BELTS	44.00
		16102	GALLS LLC	11540301	FLSHLT/HLDRS/BLTS	87.00
		19331	JEFFERSON JANNEAR	0102	SEWING ON PATCHES	70.00
		19331	JEFFERSON JANNEAR	1213	SEW ON PATCHES	56.00

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032200	25608	PREMIUM MARKETING & SALES	121818	BADGE/NAMEPLATE	19,857.04	19,857.04 **
7001		VOLUNTEER FIRE DEPARTMENT				
		Payment to Farmville VFD				
	11317	BLUE RIDGE RESCUE SUPPLRS	45326	DYNA FIT SUSPENDERS		89.53
	15656	FIRE & SAFETY EQUIP CO	92225	BADGE GOLD PLATE		310.00
	20600	KEY OFFICE SUPPLY	524893	STAPLERS/PRINTERS		453.67
	29332	TOWN OF FARMVILLE	FVFDTRK PYMT 18	TRUCK PAYMENT		35,000.00
	32734	WITMER PUBLIC SAFETY GRP	1906872	UNIFORMS		95.59
	32734	WITMER PUBLIC SAFETY GRP	1906872.001	BUGLES		28.00
	32734	WITMER PUBLIC SAFETY GRP	1906872.002	BUGLES		35.00
				ACCOUNT TOTAL		36,011.79 *
7002		Payment to Rice VFD				
	15721	FISHER AUTO PARTS, INC.	SER 180831	SERVICE CHARGE		2.80
	15721	FISHER AUTO PARTS, INC.	SER 181031	SERVICE CHARGE		5.02
	15721	FISHER AUTO PARTS, INC.	SER 181130	SERVICE CHARGE		5.12
	15721	FISHER AUTO PARTS, INC.	SER 181231	SERVICE CHARGE		5.22
	15721	FISHER AUTO PARTS, INC.	056 219474	COMMERCIAL BATTERY		248.49
	21319	CENTURYLINK	310013979 0119	PHONE		205.67
	28091	SCHMIDT'S REPAIR SERVICE	1274	SYSTEM CONTROLLER		1,047.39
	28597	SOUTHERN STATES COOP INC	C919767	LP GAS		918.14
	28597	SOUTHERN STATES COOP INC	C927512	DIESEL		666.56
	28597	SOUTHERN STATES COOP INC	C936829	GAS		70.23
	28976	STRASBURG MICHAEL	2062	HVAC REPAIR		214.44
	28976	STRASBURG MICHAEL	2063	COMM REFRIG REPAIR		189.95
	28976	STRASBURG MICHAEL	2064	PROPANE LEAK REPAIR		70.00
	31846	DOMINION ENERGY VIRGINIA	4500495009 0119	ELECTRIC		610.20
	32146	WATKINS INSURANCE AGENCY	30717	ACCIDENT INSURANCE		2,771.00
	32146	WATKINS INSURANCE AGENCY	30776	AUTO & PKG INSURANCE		7,794.00
	32734	WITMER PUBLIC SAFETY GRP	1909568.001	BADGE		23.17
				ACCOUNT TOTAL		14,847.40 *
7003		Payment to Prospect VFD				
	15656	FIRE & SAFETY EQUIP CO	91775	TURNOUT GEAR LETRING		70.00
	15656	FIRE & SAFETY EQUIP CO	92052	TURNOUT GEAR		1,199.00
	15908	FOSTER FUELS INC	330816	LP GAS		206.88
	25782	PRINCE EDWARD CO PBLC SCH	DIESEL-DEC 2018	DIESEL		106.64
	27133	RAY DRAPER HEATING	3169	ICE MACHINE SERVCING		694.00
	29083	TAYLOR-FORBES EQUIP CO	IN66370	SAFETY HELMETS		219.85
	29440	PRINCE EDWARD CO TREAS	GAS DEC 2018	GAS		93.85
	32146	WATKINS INSURANCE AGENCY	30717	ACCIDENT INSURANCE		2,771.00
	32146	WATKINS INSURANCE AGENCY	30776	AUTO & PKG INSURANCE		8,847.00
				ACCOUNT TOTAL		14,208.22 *
7004		Payment to Darlington VFD				
	12996	CYRUS PEST CONTROL CO	JAN 2019	PEST CONTROL SERVICES		45.00
	13083	DARLINGTON HGT FIRE DEPT	REIMB 0119	INTERNET SERVICE		98.17
	14300	EAST END MOTOR CO INC	172612	STATE INSPECTION		51.00

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7005		28640	SOUTHSIDE ELECTRIC COOP	38156001 0119	ELECTRIC	272.69
		32146	WATKINS INSURANCE AGENCY	30717	ACCIDENT INSURANCE	2,771.00
		32146	WATKINS INSURANCE AGENCY	30776	AUTO & PKG INSURANCE	7,227.00
			Payment to Hampden-Sydney			10,464.86 *
		10850	ATLANTIC EMERGENCY	12007RIC	VEHICLE REPAIR	7,350.39
		10850	ATLANTIC EMERGENCY	12093RIC	INSPECTION/MAINTENANCE	2,872.20
		12897	CREATIVE ELECTRIC CONTRCT	9786	DOWNPYMT GENERATOR	29,650.00
		12897	CREATIVE ELECTRIC CONTRCT	9822	GENERATOR - 2ND PYMT	8,500.00
		15560	FARMVILLE WHSALE ELECTRIC	652929	WALL SWITCH SENSOR	39.88
		15656	FIRE & SAFETY EQUIP CO	92224	FIRE EXT.W/WALLBRKET	266.00
		15908	FOSTER FUELS INC	330415	PROPANE/LP GAS	254.12
		17208	HAMPDEN-SYDNEY FIRE DEPT	92110	REIMB FIRE & SAFETY	5,999.30
		32146	WATKINS INSURANCE AGENCY	30717	ACCIDENT INSURANCE	3,424.00
		32146	WATKINS INSURANCE AGENCY	30776	AUTO & PKG INSURANCE	8,274.00
			Payment to Pamplin VFD			66,629.89 *
7006		32146	WATKINS INSURANCE AGENCY	30776	AUTO & PKG INSURANCE	11,875.00
			Payment to Meherrin VFD			11,875.00 *
7007		11466	BOYD RONALD	038036	WATER HEATER REPAIRS	172.80
		25246	PARKER OIL CO INC	906451	DIESEL	419.20
		31333	VERIZON WIRELESS	9820505474	PHONE WIFI STN&TRKS	269.01
		32146	WATKINS INSURANCE AGENCY	30717	ACCIDENT INSURANCE	4,269.00
		32146	WATKINS INSURANCE AGENCY	30776	AUTO & PKG INSURANCE	15,486.00
			Capital Equipment - HSC			20,616.01 *
8006		17776	HAMPDEN-SYDNEY VOL FIRE	LOAN 0119	LOAN 0119	90,000.00
						90,000.00 *
						264,653.17 **
033200			REGIONAL JAIL & DETENTION			
3196			Purchase of Services - Ja			
		25375	PIEDMONT RGNL JUVENILE	1728	JUVENILE DETENTION	3,375.00
		25375	PIEDMONT RGNL JUVENILE	1737	JUVENILE DETENTION	3,300.00
		28662	SOUTHSIDE OUTREACH DET	FT 0119	ELECTRONIC MONITRING	874.00
		28662	SOUTHSIDE OUTREACH DET	JB 1218	ELECTRONIC MONITORNG	1,140.00
		28662	SOUTHSIDE OUTREACH DET	JBKR 0119	ELECTRONIC MONITRING	1,178.00
		28662	SOUTHSIDE OUTREACH DET	JBXTN 0119	ELECTRONIC MONITRING	456.00
						10,323.00 *
7001		25380	Piedmont Regional Jail-Pe	2879	INMATE DAYS-3RD QTR	191,168.35
			PIEDMONT REGIONAL JAIL			191,168.35 *
						201,491.35 **
034100			BUILDING OFFICIAL			
5230		30440	Telecommunications	816442183 0119	CELLULAR SERVICE	31.91
			US CELLULAR			31.91 *

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5530	21498	Travel-Subsistence & Lodg LEATHERWOOD COY	REIMB 1218	SUBSISTENCE	9.93 *
5540	21498	Travel-Convention & Educa LEATHERWOOD COY	REIMB 1218	MTG REGISTRATION	15.00 *
5880	29642	2% Blg Permit Surcharge TREASURER OF VIRGINIA	LV201901/2	2% PERMIT LEVY	397.92 *
6008	21498	Vehicle & Powered Equip F LEATHERWOOD COY	REIMB 1218	FUEL	5.00 *
035100		ANIMAL CONTROL			397.92 *
3110		Vet Care			5.00 *
	20919	KINGSLEY JENNIFER DVM	JAN 10 2019	VET SERVICE	75.00
	27524	RIDGE ANIMAL HOSPITAL	259196	EXAM/VET SERVICE	385.80
	27524	RIDGE ANIMAL HOSPITAL	259418	EXAM/VET SERVICES	120.90
				ACCOUNT TOTAL	581.70 *
3311	15721	Repairs & Maint-Auto & Po FISHER AUTO PARTS, INC.	056 226355	TRUCK CMERSHLL SUPRT	47.62
				ACCOUNT TOTAL	47.62 *
5230	30440	Telecommunications US CELLULAR	816442183 0119	CELLULAR SERVICE	75.81
				ACCOUNT TOTAL	75.81 *
5899	25840	Miscellaneous PRINCE EDWARD HEALTH DPT	133264907 0119	IMMUNIZATIONS/RABIES	330.88
				ACCOUNT TOTAL	330.88 *
6001	32138	Office Supplies WALMART COMMUNITY/SYNCB	9875	PAPER TOWELS	16.98
				ACCOUNT TOTAL	16.98 *
6005	21811	Janitorial Supplies LOWE'S	906334	CLEANING SUPPLIES	40.57
	32138	WALMART COMMUNITY/SYNCB	8228	TP/BLEACH/PAPR TWLS	44.13
	32138	WALMART COMMUNITY/SYNCB	9875	PRINTER/INK CRTRDGES	185.91
				ACCOUNT TOTAL	270.61 *
				MAJOR TOTAL	1,323.60 **
042300		REFUSE DISPOSAL			
3311	15560	Repairs & Maint-Auto & Eq FARMVILLE WWSALE ELECTRIC	654423	FUSES	133.40
				ACCOUNT TOTAL	133.40 *
				MAJOR TOTAL	133.40 **
043200		GENERAL PROPERTIES			
3310	13730	Repairs/Maintenance DODSON BROS EXTERMINATING	158003 0119	PEST CONTROL	38.00

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5110	Electrical Services			
	28640 SOUTHSIDE ELECTRIC COOP	114379002 0119	ELECTRIC	31.48
	31846 DOMINION ENERGY VIRGINIA	1230385005 0119	ELECTRIC RY CLK MNMT	9.13
	31846 DOMINION ENERGY VIRGINIA	1545926683 0119	SCOPE BLDG	295.92
	31846 DOMINION ENERGY VIRGINIA	2786281903 0119	COURTHOUSE	10,604.86
	31846 DOMINION ENERGY VIRGINIA	6386509092 0119	STEPS	1,084.24
	31846 DOMINION ENERGY VIRGINIA	6669158583 0119	LIGHTS AT RICE	113.78
	31846 DOMINION ENERGY VIRGINIA	8105475944 0119	AG BLDG	2,199.56
			ACCOUNT TOTAL	3,212.88 *
5120	Heating Services			
	14700 ELLINGTON ENERGY SERVICE	501032	PROPANE STEPS CENTR	1,948.70
	14700 ELLINGTON ENERGY SERVICE	802756	FUEL	1,605.31
	14700 ELLINGTON ENERGY SERVICE	89248	FUEL	5,114.69
			ACCOUNT TOTAL	8,668.70 *
5130	Water & Sewer			
	29332 TOWN OF FARMVILLE	AG BLDG 0119	WATER & SEWER	56.69
	29332 TOWN OF FARMVILLE	CH IRRIG 0119	WATER	11.29
	29332 TOWN OF FARMVILLE	SCOPE 0119	WATER & SEWER	34.84
	29332 TOWN OF FARMVILLE	STEPS IND 0119	WATER & SEWER	37.27
			ACCOUNT TOTAL	140.09 *
5230	Telecommunications			
	10105 AT&T	7305055660 0119	PHONE SHOP	45.18
	12747 COMWORLD	15333	HELP DESK CALL	62.50
	21319 CENTURYLINK	310441360 0119	PHONE	92.08
	30440 US CELLULAR	816442183 0119	CELLULAR SERVICE	107.73
			ACCOUNT TOTAL	307.49 *
5440	Portable Toilet Rental			
	28869 STIFF O O INC	6898	MONTHLY SERVICE	100.00
			ACCOUNT TOTAL	100.00 *
6005	Janitorial Supplies			
	13367 DIAMOND PAPER COMPANY	230068	GLOVES/TOWLS/TP	948.54
			ACCOUNT TOTAL	948.54 *
6007	Repairs and Maintenance S			
	13369 DIAMOND SPRINGS WATER INC	11393100 0119	EQUIPMENT RENTAL	8.95
	15560 FARMVILLE WSALE ELECTRIC	653434	LIGHT BULBS	46.00
	15560 FARMVILLE WSALE ELECTRIC	654770	LIGHT BULBS/BALLAST	27.58
	21811 LOWE'S	902730	GLOVES/SHOVEL	41.75
	25680 PRICE SUPPLY CO INC	1812 040844	DRAIN OPENER/REPRKIT	45.38
	27855 ROHR MECHANICAL LLC	4107	HOT WTR HTR REPLCMNT	10,144.57
	27922 CINTAS CORPORATION #524	524480857	UNIFORM RENTAL	82.42
	27922 CINTAS CORPORATION #524	524483820	UNIFORM RENTAL	83.98
	27922 CINTAS CORPORATION #524	524486721	UNIFORM RENTAL	124.79
	27922 CINTAS CORPORATION #524	524489660	UNIFORM RENTAL	92.12

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6008	29035 T-N-T SMALL ENGINE REPAIR	377826	SHARPEN SAW BLADES	10,753.54 *
	25782 Vehicle & Powered Equip F PRINCE EDWARD CO PBLC SCH	DIESEL-DEC 2018	DIESEL	142.95
6009	14300 Vehicle & Powered Equip S EAST END MOTOR CO INC	172358	TIRES	579.80
	23248 NAPA OF FARMVILLE	190653	DEF	12.99
	27490 RUNDSTROM AUTO LLC	JAN 24 2019	INSPECTION	16.00
			ACCOUNT TOTAL	608.79 *
			MAJOR TOTAL	39,221.95 **
043400	CANNERY			
3161	31653 Professional Services-Can VIRGINIA FOOD WORKS	345	COMMERCIAL CONTRACT	2,916.67
			ACCOUNT TOTAL	2,916.67 *
5110	28640 Electrical Services SOUTHSIDE ELECTRIC COOP	44435001 0119	ELECTRIC	299.31
			ACCOUNT TOTAL	299.31 *
5120	25247 Heating Services PARKER OIL COMPANY INC	930721	HEATING OIL	1,082.71
			ACCOUNT TOTAL	1,082.71 *
6005	13367 Janitorial Supplies DIAMOND PAPER COMPANY	230069	GLOVES/PAPER TOWELS	192.00
			ACCOUNT TOTAL	192.00 *
			MAJOR TOTAL	4,490.69 **
052500	CHAPTER X BOARD			
5640	12928 Payment to Crossroad Ser CROSSROAD SERVICES BOARD	3RD QTR 0119	3RD QTR SUPPORT	15,000.00
			ACCOUNT TOTAL	15,000.00 *
			MAJOR TOTAL	15,000.00 **
053500	COMPREHENSIVE SERVICES ACT			
3160	11191 CSA Programs BEAR CREEK ACADEMY	HD 1218	PROFESSIONAL SERVICES	1,295.00
	11327 BLUE RIDGE THERAPY ASSOC	AG 0119	PROFESSIONAL SERVICES	160.00
	11327 BLUE RIDGE THERAPY ASSOC	GL 0119	PROFESSIONAL SERVICES	40.00
	11327 BLUE RIDGE THERAPY ASSOC	NA 1218	PROFESSIONAL SERVICES	40.00
	12280 CENTRA HEALTH	AG 0119	PROFESSIONAL SERVICES	3,150.00
	12280 CENTRA HEALTH	AG 1218	PROFESSIONAL SERVICES	6,300.00
	12280 CENTRA HEALTH	CS 0119	PROFESSIONAL SERVICES	4,200.00
	12280 CENTRA HEALTH	GL 0119	PROFESSIONAL SERVICES	2,450.00
	12280 CENTRA HEALTH	GL 1218	PROFESSIONAL SERVICES	5,950.00
	12280 CENTRA HEALTH	JP 0119	PROFESSIONAL SERVICES	3,528.00
	12280 CENTRA HEALTH	ML 0119	PROFESSIONAL SERVICES	4,200.00

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LISTING OF INVOICES FOR 1/01/2019 -- 1/31/2019

AFTER CHECKS
PAGE 12

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
	12280	CENTRA HEALTH	NA 0119	PROFESSIONAL SERVICES	1,750.00
	12280	CENTRA HEALTH	WC 0119	PROFESSIONAL SERVICES	3,528.00
	14923	FALSON SCHOOL FOR AUTISM	TJ 0119	PROFESSIONAL SERVICES	4,592.00
	19233	JAMES RIVER THERAP SVCS	AQ 0119	PROFESSIONAL SERVICES	275.00
	19233	JAMES RIVER THERAP SVCS	SC 0119	PROFESSIONAL SERVICES	825.00
	19803	JONES CHRISTOPHER DOYLE	GM 0119	PROFESSIONAL SERVICES	700.00
	20662	KEYSTONE NEWPORT NEWS LLC	SF 0118	PROFESSIONAL SERVICES	1,015.00
	20662	KEYSTONE NEWPORT NEWS LLC	SF 1218	PROFESSIONAL SERVICES	2,900.00
	23472	NATIONAL COUNSELING GROUP	AQ 0119	PROFESSIONAL SERVICES	1,038.24
	28866	STEPS, INC	OO 0119	PROFESSIONAL SERVICES	450.00
	28866	STEPS, INC	OO 1218	PROFESSIONAL SERVICES	472.50
				ACCOUNT TOTAL	48,858.74 *
				MAJOR TOTAL	48,858.74 **
081100		PLANNING			
5230	30440	Telecommunications US CELLULAR	816442183 0119	CELLULAR SERVICE	41.92
				ACCOUNT TOTAL	41.92 *
				MAJOR TOTAL	41.92 **
081500		ECONOMIC DEVELOPMENT			
5230	30440	Telecommunications US CELLULAR	816442183 0119	CELLULAR SERVICE	44.39
				ACCOUNT TOTAL	44.39 *
				MAJOR TOTAL	44.39 **
081600		TOURISM			
5130	29332	Water & Sewer TOWN OF FARMVILLE	VISTR CNTR 0119	WATER & SEWER	48.84
				ACCOUNT TOTAL	48.84 *
5230	21319	Telecommunications CENTURYLINK	310393238 0119	PHONE	371.78
				ACCOUNT TOTAL	371.78 *
6001	32138	Office Supplies WALMART COMMUNITY/SYNCE	3411	TOTES	43.94
				ACCOUNT TOTAL	43.94 *
				MAJOR TOTAL	464.56 **
083500		COOPERATIVE EXTENSION OFFICE			
5230	21319	Telecommunications CENTURYLINK	309520098 0119	PHONE	115.08
				ACCOUNT TOTAL	115.08 *
				MAJOR TOTAL	115.08 **
091000		GENERAL EXPENSE			
5230	23933	Internal Telecom Account LUMOS NETWORKS	165866886 0119	MONTHLY SERVICE	2,806.72
				ACCOUNT TOTAL	2,806.72 *
				MAJOR TOTAL	2,806.72 **

AP375H
1/29/2019
FUND # - 100 GENERAL FUND

LISTING OF INVOICES FOR 1/01/2019 -- 1/31/2019

AFTER CHECKS
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MAJOR# ACT# 5803	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
	28598	Internal Fuel Account	C417810	GAS	1,311.36
	28598	SOUTHERN STATES-AMELIA	C465621	GAS	1,464.22
	28598	SOUTHERN STATES-AMELIA	C482368	GAS	1,134.53
	28598	SOUTHERN STATES-AMELIA	C520027	GAS	1,846.76
	28598	SOUTHERN STATES-AMELIA	C542870	GAS	820.42
	28598	SOUTHERN STATES-AMELIA	C583207	GAS	1,261.98
	28598	SOUTHERN STATES-AMELIA	C604971	GAS	1,017.94
	28598	SOUTHERN STATES-AMELIA	C630387	GAS	1,099.29
	28598	SOUTHERN STATES-AMELIA	C654798	GAS	1,058.51
	28598	SOUTHERN STATES-AMELIA	C694380	GAS	1,153.59
	28598	SOUTHERN STATES-AMELIA	C714115	GAS	1,508.47
	28598	SOUTHERN STATES-AMELIA	C757247	GAS	1,112.40
	28598	SOUTHERN STATES-AMELIA	C771091	GAS	1,050.73
	28598	SOUTHERN STATES-AMELIA	C813680	GAS	1,071.22
	28598	SOUTHERN STATES-AMELIA	C828002	GAS	957.50
	28598	SOUTHERN STATES-AMELIA	C861983	GAS	872.46
	28598	SOUTHERN STATES-AMELIA	C879120	GAS	481.11
				ACCOUNT TOTAL	19,222.49 *
				MAJOR TOTAL	22,029.21 **
094000		CAPITAL PROJECTS			
0028	17925	Prospect Depot VDOT Grant	52098	GRANT ADMIN	1,875.00
	17925	HURT & PROFFITT, INC	52430	GRANT ADMINISTRATION	470.00
				ACCOUNT TOTAL	2,345.00 *
0031	32916	Sheriff-IBR System	4120739	CONNECTRS DISPTCHTRML	798.00
		WRIGHT LINE LLC			798.00 *
0050	12889	STEPS Centre-A&E	1 3033.3	DSS/STEPS BUILDING	71,451.93
		CRABTREE ROHRBAUGH & ASSC			71,451.93 *
				ACCOUNT TOTAL	105,511.64
0060	12889	DSS Bld-A&E	1 3197	DSS/STEPS BUILDING	105,511.64 *
		CRABTREE ROHRBAUGH & ASSC			
				ACCOUNT TOTAL	25,581.15
0201	32916	Sheriff-PF&E	004121375	DISPATCH EQUIP RMDL	342.00
	32916	WRIGHT LINE LLC	4121147	DISPATCH PWER BASES	750.60
	32916	WRIGHT LINE LLC	4121148	DISPTCH ARM/SERVC MT	4,662.00
	32916	WRIGHT LINE LLC	4121257	POLES/MOUNTS DISPTCH	569.88
	32916	WRIGHT LINE LLC	4121258	DISPATCH PEDESTAL	31,905.63 *
				ACCOUNT TOTAL	212,012.20 **
				FUND TOTAL	856,130.11

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1/29/2019
FUND # - 105 FORFEITED ASSETS FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 1/01/2019 -- 1/31/2019

AFTER CHECKS
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MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
031700	29241	Commonwealth Atty Expend- THOMSON REUTERS-WEST	839327615	J&D COURT SCREEN	60.00
	29241	FORFEITED DRUG ASSETS	839510857	J&D COURT SCREEN	60.00
				ACCOUNT TOTAL	120.00 *
				MAJOR TOTAL	120.00 **
				FUND TOTAL	120.00

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
031299	12913	CREATIVE PRODUCT SOURCING	121258	DARE SHIRTS/TAGS/BNY	2,070.20
	12913	CREATIVE PRODUCT SOURCING	121645	DARE JACKET	48.00
0001		Expenditures - Dare Donat			
					2,118.20 *
					2,118.20 **
				ACCOUNT TOTAL	
				MAJOR TOTAL	
				FUND TOTAL	2,118.20

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1/29/2019
FUND # - 501 WATER FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 1/01/2019 -- 1/31/2019

AFTER CHECKS
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MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
043200	29332	GENERAL PROPERTIES			
5130		Water Service			
	29332	TOWN OF FARMVILLE			
			WATER TANK 0119	WATER & SEWER	7.38
				ACCOUNT TOTAL	7.38 *
				MAJOR TOTAL	7.38.**
				FUND TOTAL	7.38

AP375H
1/29/2019
FUND # - 502 SEWER FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 1/01/2019 -- 1/31/2019

AFTER CHECKS
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MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5110	31846	Electrical Services DOMINION ENERGY VIRGINIA	4148700281	0119 SEWER PUMP	42.87
				ACCOUNT TOTAL	42.87 *
				MAJOR TOTAL	42.87 **
				FUND TOTAL	42.87

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1/29/2019
FUND # - 520

LISTING OF INVOICES FOR 1/01/2019 -- 1/31/2019

AFTER CHECKS
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MAJOR# ACCT# 042300	VENDOR NUMBER COLLECTIONS	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
3840	10254	Contract Landfill - POS			
	10254	REPUBLIC SERVICES #974	0974 000536883	TRASH COLLECTION	368.63
	10254	REPUBLIC SERVICES #974	0974 000536884	TRASH COLLECTION	126.12
	10254	REPUBLIC SERVICES #974	0974 000536885	TRASH COLLECTION	126.12
				ACCOUNT TOTAL	620.87 *
3841	28866	Purchase of Service - Rec			
	29029	STEPS, INC	DECEMBER 2018	RECYCLING FEE	1,880.96
	29029	SYNERGY RECYCLING LLC	1801115	ELECTRONIC RECYCLING	2,873.45
	29029	SYNERGY RECYCLING LLC	1801359	ELECTRONIC RECYCLING	1,832.25
				ACCOUNT TOTAL	6,586.66 *
5110	28640	Electrical Services			
	28640	SOUTHSIDE ELECTRIC COOP	114379001 0119	ELECTRIC	105.53
	31846	SOUTHSIDE ELECTRIC COOP	114379003 0119	ELECTRIC	227.10
	31846	DOMINION ENERGY VIRGINIA	0599507431 0119	RICE COLLECTION CNTR	92.91
	31846	DOMINION ENERGY VIRGINIA	0670040567 0119	ELECTRIC	29.59
	31846	DOMINION ENERGY VIRGINIA	1144204110 0119	ELECTRIC GREEN BAY	109.52
	31846	DOMINION ENERGY VIRGINIA	5181167213 0119	ELECTRIC	350.19
	31846	DOMINION ENERGY VIRGINIA	8601161519 0119	ELECTRIC	120.72
	31846	DOMINION ENERGY VIRGINIA	8970737501 0119	ELECTRIC	179.40
	31846	DOMINION ENERGY VIRGINIA	9176847250 0119	ELECTRIC	112.38
				ACCOUNT TOTAL	1,327.34 *
5230	21319	Telecommunications			
	21319	CENTURYLINK	309480181 0119	PHONE	57.74
	21319	CENTURYLINK	309553498 0119	PHONE	48.77
	21319	CENTURYLINK	309615846 0119	PHONE	165.07
	30440	US CELLULAR	816442183 0119	CELLULAR SERVICE	31.91
	31335	VERIZON	248 5696 1218	PHONE	50.15
	31335	VERIZON	736 2828 1218	PHONE	94.21
				ACCOUNT TOTAL	447.85 *
5440	28869	Portable Toilet Rental			
	28869	STIFF O INC	6898	MONTHLY SERVICE	702.50
				ACCOUNT TOTAL	702.50 *
6008	25782	Vehicle & Powered Equip F			
	25782	PRINCE EDWARD CO PBLC SCH	DIESEL-DEC 2018	DIESEL	1,211.64
				ACCOUNT TOTAL	1,211.64 *
6009	14300	Vehicle & Powered Equip S			
	23248	EAST END MOTOR CO INC	172669	TRACTOR INSPECTION	51.00
	27770	NAPA OF FARMVILLE	191045	DEF	51.96
	27770	ROD & STAFF LLC	66316	TIRES	260.50
				ACCOUNT TOTAL	363.46 *
				MAJOR TOTAL	11,260.32 **
042400		LANDFILL OPERATIONS			
3160	27191	Professional Services			
	27191	RESOURCE INTERNATIONAL	45002 90094 12	LANDFILL PJT MGMT	22,984.46
	27191	RESOURCE INTERNATIONAL	45003 90094 18	PROJECT MGMT EXPENSE	4,294.92

AP375H
1/29/2019
FUND # - 520

LISTING OF INVOICES FOR 1/01/2019 -- 1/31/2019

AFTER CHECKS
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MAJOR#	VENDOR NUMBER	VENDOR NAME	DESCRIPTION	INV#	AMOUNT
3311	27191	RESOURCE INTERNATIONAL	STW WTR PRMT PUT MGT	45004 90094 27	1,757.70
		Equipment Repairs & Maint			29,037.08 *
	11491	ARC3 GASES	CYLINDER RENT	5903478	9.61
	12220	CARTER MACHINERY CO INC	CLAMP/MUFFLER/ELBOW	1964693	558.04
	12220	CARTER MACHINERY CO INC	SERVICE CHARGE	61795	10.84
	15597	FERGUSON ENTERPRISES INC	MAPP GAS	5369951	19.15
	22669	MOORE SCALE SRV-WSTRN VA	PRINTER FOR SCALE	5532	1,131.98
	23248	NAPA OF FARMVILLE	BATTERY RETURN CORE	CREDIT 190784	36.00-
	23248	NAPA OF FARMVILLE	MOLY LUB	190414	59.10
	23248	NAPA OF FARMVILLE	DE-ICER	190446	23.88
	23248	NAPA OF FARMVILLE	ADAPTER	190446	2.49
	23248	NAPA OF FARMVILLE	CHUCK	190446	12.49
	23248	NAPA OF FARMVILLE	ADAPTER	190446	2.49
	23248	NAPA OF FARMVILLE	STARTING FLUID	190499	7.96
	23248	NAPA OF FARMVILLE	WHEEL BEARING	190763	143.99
	23248	NAPA OF FARMVILLE	OIL FILTER	190763	7.99
	23248	NAPA OF FARMVILLE	OIL	190763	41.94
	23248	NAPA OF FARMVILLE	DOOR HANDLE	190763	17.49
	23248	NAPA OF FARMVILLE	BATTERY	190763	121.99
	23248	NAPA OF FARMVILLE	BATTERY DEPOSIT	190763	18.00
	23248	NAPA OF FARMVILLE	BATTERY	190763	137.99
	23248	NAPA OF FARMVILLE	BATTERY DEPOSIT	190763	18.00
	23248	NAPA OF FARMVILLE	HOSE CLAMPS	190790	5.38
	23248	NAPA OF FARMVILLE	HOSE CLAMPS	190790	2.29
	23248	NAPA OF FARMVILLE	BRAKE FLUID/OIL	191044	25.99
	23248	NAPA OF FARMVILLE	BRAKE FLUID/OIL	191044	89.94
	28695	SPAULDING EQUIPMT CO INC	TRACTOR RIM	IN81150	629.20
5230		Telecommunications			3,062.22 *
	21319	CENTURYLINK	PHONE	309326764 0119	53.42
	30440	US CELLULAR	CELLULAR SERVICE	816442183 0119	44.39
6001		Office Supplies - Landfill			97.81 *
	11902	BUSINESS DATA OF VA, INC.	LANDFILL BILLING FRMS	171 001	284.79
6008		Fuel			284.79 *
	14700	ELLINGTON ENERGY SERVICE	FUEL	802760	674.78
	14700	ELLINGTON ENERGY SERVICE	FUEL	89298	5,265.22
	25782	PRINCE EDWARD CO PBLC SCH	DIESEL	DIESEL-DEC 2018	862.22
6009		Vehicle & Powered Equip S			6,802.22 *
	14300	EAST END MOTOR CO INC	VEHICLE INSPECTION	172616	16.00
	14300	EAST END MOTOR CO INC	SERVICE TRCK INSPECTN	172630	16.00
	14300	EAST END MOTOR CO INC	TRACTOR TIRES	172659	1,060.00
	23248	NAPA OF FARMVILLE	OIL STABILIZER/OIL	191123	34.99
	23248	NAPA OF FARMVILLE	OIL STABILIZER/OIL	191123	83.94
			ACCOUNT TOTAL		1,210.93 *
			MAJOR TOTAL		40,495.05 **
			FUND TOTAL		51,755.37

AP375H
1/29/2019
FUND # - 520

PRINCE EDWARD
LISTING OF INVOICES FOR 1/01/2019 -- 1/31/2019

AFTER CHECKS
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MAJOR#	VENDOR	VENDOR	INVOICE	DESCRIPTION	AMOUNT
ACCT#	NUMBER	NAME	#		

AP375H
 1/29/2019
 FUND # - 732 RETIREMENT BENEFIT FUND

PRINCE EDWARD
 LISTING OF INVOICES FOR 1/01/2019 -- 1/31/2019

AFTER CHECKS
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MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
002230	25257	LEOS Disbursements JOHNS VICKI K	JAN 2019	RETIREE BENEFIT	1,156.11
				ACCOUNT TOTAL	1,156.11 *
				MAJOR TOTAL	1,156.11 **
				FUND TOTAL	1,156.11

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
021400	PIEDMONT COURT SERVICES				
3199	28095	Purchase of Services - Ot ALERE TOXICOLOGY SERV INC	L191422	LAB SERVICES	58.44 *
				ACCOUNT TOTAL	58.44 *
3600	10261	Advertising AMELIA BULLETIN MONITOR	PCS 0119	ADVERTISING	140.00
	15240	FARMVILLE NEWSMEDIA	129432/1218	ADVERTISING	101.60
	28652	SOUTHSIDE MESSENGER	PCS 1218	ADVERTISING	160.00
				ACCOUNT TOTAL	401.60 *
5110	31846	Electrical Service DOMINION ENERGY VIRGINIA	4324962309 0219	ELECTRIC	164.77
	31846	DOMINION ENERGY VIRGINIA	7218131923 0119	ELECTRIC PCS	149.66
	31846	DOMINION ENERGY VIRGINIA	7218131923 0119	ELECTRIC PCS	170.46
	31846	DOMINION ENERGY VIRGINIA	7218131923 0219	ELECTRIC	148.28
				ACCOUNT TOTAL	633.17 *
5210	22079	Postal Services MAIL FINANCE	N7496648	POSTAL METER LEASE	190.68
				ACCOUNT TOTAL	190.68 *
5230	21319	Telecommunications CENTURYLINK	310357807 0119	PHONE	75.65
	23933	LUMOS NETWORKS	174057257 0119	PHONE	306.94
	23933	LUMOS NETWORKS	174057257 0219	PHONE	308.42
				ACCOUNT TOTAL	691.01 *
5420	28724	Lease/Rent of Building SRP CORPORATION LLC	RENT 0119	RENT	2,750.00
				ACCOUNT TOTAL	2,750.00 *
5540	25931	Travel - Convention and E PRYOR LEARNING SOLUTIONS	ODR#20 27060684	TRAINING SEMNR AWAYS	99.00
				ACCOUNT TOTAL	99.00 *
5810	28061	Dues and Assoc Membership SAM'S CLUB	417674215 0119	MEMBERSHIP RENEWAL	45.00
				ACCOUNT TOTAL	45.00 *
6001	11902	Office Supplies BUSINESS DATA OF VA, INC.	163 001	SOFTWARE	34.95
	20600	KEY OFFICE SUPPLY	525929	CARTRIDGES	85.16
	20600	KEY OFFICE SUPPLY	526171	VCIN PRINTER RIBBONS	38.97
	26525	QUILL CORPORATION	4345174	EXPO DUAL 6CT COLORS	13.79
	26525	QUILL CORPORATION	4382804	INK/FLDR/SOAP	299.44
				ACCOUNT TOTAL	472.31 *
6040	20904	ADP Equipment KINEX NETWORKING SOLUTION	190105 0011	ADP EQUIP/RMTE BCKUP	10.00
				ACCOUNT TOTAL	10.00 *
				MAJOR TOTAL	5,351.21 **
				FUND TOTAL	5,351.21
				TOTAL DUE	916,681.25

Approved at meeting of _____ on _____

Signed _____ Title _____ Date _____

Title

Date

Title

Date

December 28, 2018

Prince Edward County, Virginia
Post Office Box 382
Farmville, VA 23901

wbartlett@co.prince-edward.va.us

spuckett@co.prince-edward.va.us

FOR PROFESSIONAL SERVICES RENDERED:

Invoice #1003

General Legal Representation:

12/11/18	Meeting with Board of Supervisors	2.50 hr.
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Total hours = 2.50 hrs. @ \$200.00/hr.

BALANCE DUE **\$500.00**

DUE UPON RECEIPT

Please make check payable to Terri Atkins Wilson, P.C.



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: February 12, 2019
Item No.: 7-d
Department: County Administration
Staff Contact: Cheryl Stimpson
Issue: Salaries

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

Attachments: None

Recommendation: None

Motion _____
Second _____

Cooper-Jones _____
Emert _____
Jones _____

Pride _____
Southall _____

Townsend _____
Wilck _____

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County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: February 12, 2019
Item No.: 8
Department: County Administration
Staff Contact: W.W. Bartlett/Sarah Elam Puckett
Issue: Highway Matters

Summary: A representative of the Farmville Residency will be at the February Board meeting.

Attachments:

Recommendation:

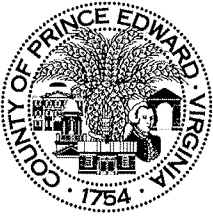
Motion _____
Second _____

Cooper-Jones _____
Emert _____
Jones _____

Pride _____
Southall _____

Townsend _____
Wilck _____

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

Meeting Date: February 12, 2019
Item No.: 9
Department: County Administration
Staff Contact: W.W. Bartlett
Issue: Resolution – U.S. 460 Interchange (East Third Street)

Summary:

Attached is a resolution of support calling for VDOT to recognize the importance of completing the Third Street Interchange and to provide the necessary funding to complete this Interchange.

The Chairman would like the Board to pass this resolution which he can use to show the full Board supports his efforts to have this Interchange completed. The Town of Farmville has been asked to provide a similar resolution.

Attachment: Draft Resolution

Recommendation: Approve the attached resolution and authorize Chair to execute the Resolution.

Motion _____
Second _____

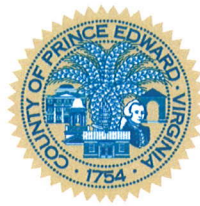
Cooper-Jones _____
Emert _____
Jones _____

Pride _____
Southall _____

Townsend _____
Wilck _____

BOARD OF SUPERVISORS

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



COUNTY ADMINISTRATOR

W.W. Bartlett
Post Office Box 382
111 South Street, 3rd Floor
Farmville, VA 23901
Office: (434) 392-8837
Fax: (434) 392-6683
wbartlett@co.prince-edward.va.us
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COUNTY OF PRINCE EDWARD, VIRGINIA

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

Improvements to the US 460 East Interchange

WHEREAS, in June 2005, the County of Prince Edward jointly participated in a Feasibility Study with the Town of Farmville to develop recommendations for the completion of the Farmville US 460 East Interchange; and

WHEREAS, the Feasibility Study was in part funded by VDOT’s Rural Transportation Planning Grant Program through the Piedmont Planning District Commission.; and

WHEREAS, the study concluded “...the economic development opportunities for the eastern route 460 Business corridor were severely limited due to the lack of access to westbound 460”; and

WHEREAS, US 460 is identified in VTRANS 2040 Multimodal Transportation plan as a Corridor of Statewide Significance that traverses the Commonwealth from Beckley, West Virginia to Hampton Roads, Virginia, and

WHEREAS, the current interchange does not provide westbound access from Business 460 to U.S. 460 or eastbound access from U.S. 460 to Business 460; and

WHEREAS, this limited access has negatively impacted the development of a major commercial corridor in the Town of Farmville; and

WHEREAS, the limited access forces heavy trucks to travel through residential communities or through the middle of the Town of Farmville on a two-lane road; and

WHEREAS, this route forces these trucks to cross pedestrian crosswalks used by students of Longwood University to traverse from their Dorm rooms to their classrooms, the Library and Cafeteria, thereby jeopardizing their safety; and

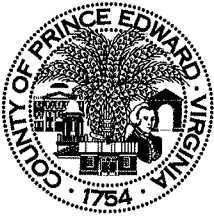
NOW, THEREFOR, BE IT RESOVED, that the Board of Supervisors of the County of Prince Edward hereby supports the completion of the Interchange and urges the Virginia Department of Transportation to recognize the need and provide the necessary funding to complete this Interchange.

Certification

I hereby certify that the foregoing resolution was duly considered by the Board of Supervisors of the County of Prince Edward, Virginia at a regular board meeting in Prince Edward County, Virginia, at which a quorum was present and that same was passed this 12th day of February, 2019.

CERTIFIED TRUE COPY

James R. Wilck, Chair, Board of Supervisors



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

Meeting Date: February 12, 2019
Item No.: 10
Department: County Administration
Staff Contact: W.W. Bartlett
Issue: Shentel Cable Television Franchise Renewal

Summary:

Shenandoah Cable Television, LLC, doing business as Shentel is requesting to renew the existing Franchise Agreement which was originally adopted in 1993. The Franchise Agreement was last renewed in June of 2010 effective in December 2008.

Per section 15.2-2108.21 of the Code of Virginia such agreements shall have a term of 15 years. Section 15.2-2108.1.1.C of the Code of Virginia states "...no new or renewed cable franchise entered into on or after January 1, 2007 shall include a franchise fee as long as cable services are subject to the Virginia Communications Sales and Use Tax." Shentel is subject to this tax which is capped at 5% per chapter 6.2 of Title 58.1 of the Code of Virginia.

Shentel pays this tax directly to the Commonwealth. The Commonwealth then remits to the County our portion as part of the Telecommunication Tax we receive each month.

With deregulation franchise agreements no longer provide exclusive monopolies to cable companies. As stated in the heading this is a non-exclusive franchise meaning any other provider could enter the market if they so wished. No longer having the authority to negotiate the franchise fee, the primary purpose of the franchise agreement is to reach agreement on the use of public rights of way, and to require Shentel to indemnify the County for any work done in the rights of way.

Attachments:

1. Franchise Agreement adopted 1993
2. Resolution Authorizing Renewal of the Franchise Agreement

Recommendation: Recommend approving the attached resolution and authorize the Board Chair and County Administrator to execute all necessary documents.

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

AN ORDINANCE GRANTING A NON-EXCLUSIVE FRANCHISE TO TELE-MEDIA CORPORATION AND ITS SUCCESSORS AND ASSIGNS TO OPERATE AND MAINTAIN A COMMUNITY TELEVISION SYSTEM; SETTING FORTH CONDITIONS ACCOMPANYING THAT GRANT OF FRANCHISE; PROVIDING FOR THE COUNTY REGULATION OF THE COMMUNITY TELEVISION SYSTEM; AND PRESCRIBING PENALTIES FOR THE VIOLATION OF ITS PROVISIONS.

BE IT ORDAINED BY THE BOARD OF SUPERVISORS OF PRINCE EDWARD COUNTY, VIRGINIA, THAT

SECTION 1. SHORT TITLE. This ordinance shall be known and may be cited the "Community Antenna Television Franchise Ordinance" (Ordinance).

SECTION 2. DEFINITIONS. For the purpose of this Ordinance the following terms, phrases, words, and their derivations shall have the meaning given herein. Terms of art not otherwise defined herein, whether capitalized or not, shall have the meanings ascribed to them in the Cable Television Consumer Protection and Competition Act of 1992 (the "1992 Cable Act"). When not inconsistent with the context, words used in the present tense include the future, words in the plural number include the singular number, and words in the singular number include the plural number. The word "shall" is always mandatory and not merely directory.

- 2-1 "County" is the unincorporated portion of the County of Prince Edward, Virginia
- 2-2 "Grantee" is Tele-Media Corporation or any person or entity who succeeds Tele-Media Corporation as Grantee hereunder in accordance with the provisions of this Franchise.
- 2-3 County Administrator is the County Administrator of Prince Edward County, Virginia
- 2-4 "Board of Supervisors" is the Board of Supervisors of Prince Edward County, Virginia
- 2-5 "Person" is any person, firm, partnership, association, corporation, company or organization of any kind
- 2-6 "Community Antenna Television System", hereinafter referred to as "CATV System" or "System", means a system of coaxial cables or other electrical conductors and equipment used or to be used primarily to receive television or radio signals directly or indirectly off-the-air and transmit them to subscribers for a fee
- 2-7 "Annual Gross Operating Revenues" means any and all compensation and other consideration derived directly by Grantee from subscribers in the County for regularly furnished Basic CATV service, and shall not include revenues derived from per channel charges, per program charges, leased channel revenues, advertising revenues or taxes on services furnished by Grantee imposed directly on any subscriber or user by any town,

county, state or other governmental unit and collected by Grantee for such governmental unit.

- 2-8 FCC shall mean the Federal Communications Commission
- 2-9 Residential Subscriber (Subscriber) shall mean a purchaser in good standing of any service that a Grantee delivers to any Home provided that service is not utilized in connection with a business, trade or profession.
- 2-10 Home is any single family dwelling unit whether a house, apartment, trailer or rented room.
- 2-11 Local Government Occupied Buildings are those buildings owned in whole or in part by Prince Edward County, Virginia or occupied in whole or part by County officials in furtherance of County government objectives and shall include without limiting the generality of the foregoing all volunteer fire and/or rescue companies located within the County.
- 2-12 Signals shall mean and refer to all frequencies provided by or permitted to be inserted by a Grantee on the System operated by such Grantee.
- 2-13 Streets shall mean all public streets, alleys, public rights of way now laid out or dedicated within the County.
- 2-14 1992 Cable Act is the Cable Television Consumer Protection & Competition Act of 1992 amending the Communications Act of 1934 (the "1992 Cable Act").

SECTION 3. GRANT OF AUTHORITY. There is hereby granted by the County to Grantee the right and privilege to construct, erect, operate and maintain in, upon, along, across, above, over and under the streets, alleys, public ways, and public places now laid out or dedicated, and all extensions, thereof, and additions thereto in the County, on poles, wires, cable, underground conduits, manholes, and other television conductors and fixtures, and to use poles, wires, cables and other facilities of persons, providing consent is obtained from such persons, necessary for the maintenance and operation in the County a community television system for the interception, sale and distribution of television and radio signals.

- 3-1 Non-exclusive Grant. The right to use and occupy said streets, alleys, public ways and places, or the facilities of other places for the purposes herein set forth shall be non-exclusive, and the County reserves the right to grant a similar use of said streets, alleys, public ways and places, to any person at any time during the period of the Franchise.
- 3-2 No franchise granted hereunder shall limit Grantee to serving only one portion of the

County, it being the intent of this Ordinance to allow Grantee to construct, operate and maintain a CATV System to all unserved portions of the County to which they desire to extend such service, subject only to the requirements of this Ordinance.

SECTION 4. RATES. The County specifically retains all rights to regulate the rates for the provision of cable service subject to the provisions of relevant Federal and State legislation.

SECTION 5. COMPANY LIABILITY - INDEMNIFICATION. It is expressly understood and agreed by and between Grantee and the County that Grantee shall, and does by its acceptance of this Ordinance specifically agree to save the County harmless from all losses sustained by the County on account of any suit, judgement, execution, claim or demand whatsoever resulting from the granting of this Franchise. The above shall include, but shall not be limited to damages arising out of copyright infringement and all other damages arising out of the installation, operation or maintenance of the CATV System authorized herein, whether or not any act or omission complained of is authorized, allowed, or prohibited by this Franchise.

5-1 Grantee, by its acceptance of this Ordinance, specifically agrees that it shall maintain throughout the term of its Franchise, liability insurance, insuring the County and the Grantee against all claims or damages in the minimum amounts of at least:

- (1) \$1,000,000 for bodily injury or death to any one person, and \$1,000,000 for bodily injury or death resulting from any one accident.
- (2) \$1,000,000 for property damages resulting from any one accident.
- (3) All of the foregoing insurance contracts shall be issued and maintained by companies authorized to do business in the Commonwealth of Virginia and acceptable to the County and said contracts shall provide for thirty (30) days written notice of any cancellation to both the County and the Grantee herein.

SECTION 6. COMPLIANCE WITH APPLICABLE LAWS AND ORDINANCES. Grantee shall, at all times during the life of its Franchise, be subject to all lawful exercises of the police power by the County and to such reasonable regulation as the County, State or Federal Government shall hereafter provide. Any lawful modification resulting from amendment of Cable Operational Rules and Technical Standards Part 76 of the Rules and Regulations of the FCC shall be incorporated into this Ordinance on the date such modifications become obligatory under federal regulations, or in the event no obligatory date is established, within

one year of adoption, or at the time of the renewal of the terms of its Franchise, which ever occurs first.

SECTION 7. TERRITORIAL AREA INVOLVED. This Ordinance relates to the present unincorporated areas of the County.

7-1 Except as provided in Section 7-2 of this Ordinance, Grantee shall provide service to all Persons requesting such within the County, contiguous to Grantee's existing System, as long as it is economically feasible to do so. As used herein "economically feasible" shall mean that there are at least 28 occupied homes per linear mile and shall be based upon a measurement taken from the outermost extremity of the potential extension area back through and measured along the shortest path of available streets, alleys, public right of ways and public places now laid out or dedicated for such, inclusive of limited access and private easements.

7-2 Grantee shall be entitle to recover from each Person desiring to become a Subscriber, whose home is contiguous to Grantee's existing System, in those instances where the economically feasible requirements of Section 7-1 of this Ordinance are not met, the direct, total cost of that portion of combined trunk and feeder line extension which exceeds one hundred fifty feet and shall be based upon a measurement taken from the outermost extremity of the line extension area back through and measured along the shortest path of available streets, alleys, public ways and public places now laid out or dedicated for such, inclusive of all limited access and private easements, and including any existing System contiguous thereto from which an extension can be made. Each Person along the extension area shall share on a pro-rata footage basis the direct total cost of constructing the line extension pursuant to the following payment plan: 1/3 thereof to be paid prior to Grantee's ordering all required line extension materials, 1/3 thereof to be paid upon delivery of all required line extension materials and prior to Grantee's commencing construction of the line extension and the final 1/3 thereof to be paid prior to Grantee's connecting each person to the System as a Residential Subscriber. Each Person not initially contributing to the direct total cost of the line extension pursuant to the payment plan specified in this section or in the instance of each additional home constructed and occupied along the line extension or in the instance of a home in existence and not occupied at the time of construction of the line extension, shall prior to Grantee's connecting such Person to Grantee's System as a Residential Subscriber reimburse each Person who made the initial payment pursuant to the payment plan

specified in this section on a pro-rata footage basis.

- 7-3 Each person contributing toward the direct total cost of the line extension agrees to waive all ownership interest in the line extension. All equipment and components of the line extension, including but not limited to cable wire, electronics and pedestals shall at all times remain the exclusive property of the Grantee.
- 7-4 Grantee shall install a CATV service drop line to Residential Subscribers of a home requesting such. The cost of the service line installation will be at the rate specified in Grantee's prevailing schedule of Installation Charges.

SECTION 8. APPLICATION TO FCC. Grantee shall, within sixty (60) days from the date of the acceptance of its Franchise, make proper application to the FCC for all permits, licenses or approvals required by law for the construction and operation of a CATV System and shall promptly and diligently pursue the granting of all applicable FCC permits.

SECTION 9. OPERATION AND MAINTENANCE OF SYSTEM. Grantee shall operate its Cable System as required by the FCC's Rules and Regulations, including any and all minimum standards, and updates thereof, prescribed by the FCC pursuant to the provisions of Section 16 of the 1992 Cable Act (amending Section 624 (e) of the Communications Act of 1934), and, pending the FCC's adoption of the afore-referenced standards, shall ensure compliance with all provisions of FCC Rule Section 76.605 (Technical Standards), and any amendments thereto, throughout all parts of the County to which it provides service.

Grantee shall render efficient service, respond to Subscriber service problems and correct malfunctions as promptly as possible, and, under normal circumstances, shall respond immediately to service outages involving more than one Subscriber in a localized service area and shall respond to service outages involving an individual Subscriber only by the end of the business day next following receipt of notice of such outage, taking into consideration safety and force majeure circumstances.

Grantee shall maintain a local business office or agent which Subscribers may telephone during regular business hours without incurring added toll charges so that CATV maintenance service shall be promptly available. Grantee shall maintain an emergency maintenance phone available to all Subscribers on a toll-free basis.

Grantee shall comply with customer service standards established by the FCC pursuant to Section 8 of the "1992 Cable Act" (amending Section 632 of the Communications Act of 1934) upon adoption by the FCC of such standards.

SECTION 10. RULES AND REGULATIONS GOVERNING OPERATION. Grantee shall render its service in accordance with the rules and regulations as specified herein, in the

County now applicable to their operation, or such rules and regulations as may be hereafter promulgated by the County or by any public regulatory agency of the State of Virginia or the United States.

SECTION 11. COMPLIANCE WITH THE CABLE ACT AND THE RULES AND REGULATIONS OF FEDERAL COMMUNICATIONS COMMISSION.

Grantee and the County shall, at all times, comply in all material respects with the provisions of the "1992 Cable Act" and the Rules and Regulations promulgated by the FCC, as the same may be amended from time to time, with respect to the operation of the System. This obligation shall include adherence in all material aspects by Grantee to the Rules and Regulations of the FCC with respect to technical and engineering specifications involved in the construction of CATV Systems and signal carriage therein and adherence in all material respects by the County with the obligations applicable to a "franchising authority" under the "1992 Cable Act". In order to inform the residents of the County as to the channel carriage and programming the System, Grantee will utilize local advertising.

SECTION 12. PROGRAM ALTERATION. All programs of broadcasting stations carried by Grantee shall be carried in their entirety as received, with announcements and advertisement and without additions.

SECTION 13. SERVICE TO LOCAL GOVERNMENT OCCUPIED BUILDINGS AND COUNTY SCHOOLS AND PUBLIC SCHOOLS. Upon request from the County, Grantee shall install one (1) cable television service drop connecting one (1) television set for the reception of Basic Service, as such is currently and hereinafter defined, in each of the County's municipal owned buildings, fire department main building and rescue squad main building. Such installation and monthly service to one (1) television outlet shall be at no cost to the County, fire department and rescue squad. Installation of additional television sets will be billed to the County Administrator in accordance with Grantee's prevailing installation and monthly service charges or if custom work is required, at time and materials.

SECTION 14. EMERGENCY USE OF FACILITIES. In the case of any emergency or disaster, Grantee shall, upon request of the Board of Supervisors, make its facilities accessible to the County for use during such emergency or disaster period, provided such access is technically feasible, subject to such standards as the FCC may prescribe pursuant to Section 16 (b) of the 1992 Cable Act (amending Section 624 of the Communications Act of 1934 relating to emergency information).

SECTION 15. OTHER BUSINESS ACTIVITIES.

- (a) Grantee hereunder shall not engage in the business of selling, repairing, or installing television receivers, radio receivers or accessories for such receivers within the County during the term of its Franchise.

- (b) This Ordinance authorizes only the operation of a CATV System as provided for herein, and does not take the place of any other franchise, license, or permit which might be required by Grantee.

SECTION 16. PROMULGATION OF RULES. Grantee shall have the authority to promulgate such rules, regulations, terms and conditions governing the conduct of its business as shall be reasonably necessary to enable the proper operation of the CATV System, and to assure an uninterrupted service to each and all of its Subscribers. Provided, however, that such rules, regulations, terms and conditions shall not violate provisions hereof or the laws of the State of Virginia or of the United States.

SECTION 17. SAFETY REQUIREMENTS.

- (a) Grantee shall at all times employ ordinary care and shall install and maintain in use commonly accepted methods and devices for preventing failures and accidents which are likely to cause damage, injuries, or nuisance to the public.
- (b) Grantee shall install and maintain its wires, cables, fixtures, and other equipment in accordance with the requirements of the National Electric Code, and in such manner that they will not interfere with any installation to the County or of a public utility serving the County.
- (c) All structures, and all lines, equipment and connections in, over, under and upon streets, sidewalks, alleys and public ways and places of the County, where ever situated or located, shall at all times be kept and maintained in a safe, suitable, substantial condition, and in good order and repair.

SECTION 18. CONDITIONS OF STREET OCCUPANCY.

- 18-1 Use. All transmission and distribution structures, lines and equipment erected by grantee or used in other poles or facilities within the County shall be so located as to cause minimum interference with the proper use of streets, alleys and other public ways and places to cause minimum interference with the rights of reasonable convenience of property owners who adjoin any of the said streets, alleys, or other public ways and places.
- 18-2 Restoration. In case of any disturbance of pavement, sidewalk, driveway or other surfacing, Grantee shall, at its own cost and expense and in a manner approved by the County Administrator or his duly appointed agent, replace and restore all paving, sidewalk, driveway or surface of

any street or alley disturbed in as good conditions as before said work was commenced.

- 18-3 Relocation. In the event that at any time during the period of Grantee's Franchise the State or County shall lawfully elect to alter, or change the grade of any street, alley or other public way, or to alter, change, or install public utilities, Grantee, upon reasonable notice by the State or County, shall remove, relay, and relocate its poles, wires, cables, and underground conduits, manholes and other fixtures at its own expense.
- 18-4 Placement of Fixture. Grantee shall not place poles or other fixtures where the same will interfere with any gas, electric or telephone fixture, water hydrant, or water and sewer mains, and all such poles or other fixtures placed in any street or otherwise shall be placed within the dedicated easements for such and then in such a manner as not to interfere with the usual travel on said streets, alleys and public ways, all to be approved by the County Administrator, or his duly appointed agent of said County and in accordance with existing County policy.
- 18-5 Temporary Removal of Wire for Building Moving. Grantee shall, on the request of any person holding a building moving permit issued by the County, temporarily raise or lower its wires to permit the moving of buildings. The expense of such temporary removal, raising or lowering of wires shall be paid by the person requesting the same, and shall not exceed the actual costs of the Grantee. Grantee shall have the authority to require such payment in advance. Grantee shall be given no less than three (3) days advance notice to arrange for such temporary wire changes.
- 18-6 Tree Trimming. Grantee shall have the authority to trim trees upon an overhanging street, alleys, sidewalks and public places of the County so as to prevent the branches of such trees from coming in contact with the wires and cables of the County and at Grantee's expense.

SECTION 19. PREFERENTIAL OR DISCRIMINATORY PRACTICES PROHIBITED. Grantee shall not, as to rates, charges, service facilities, rules, regulations or in any other respect, make or grant any preference or advantage, provided nothing in this Ordinance shall be deemed to prohibit the establishment of a graduated scale or charges for bulk billed multiple installations at the same time or within the same building, nor shall it be deemed to prohibit the Grantee from providing free basic service to County schools, or local government occupied buildings.

SECTION 20. REMOVAL OF FACILITIES UPON REQUEST. Upon termination of service to any subscriber, Grantee shall

promptly remove all its facilities and equipment from the premises of such Subscriber upon request of the Subscriber.

SECTION 21. COUNTY RIGHT IN FRANCHISE.

- 21-1 County Rules. The right is hereby reserved by the County to adopt, in addition to the provisions herein contained and existing applicable ordinances, such additional regulations as it shall find necessary in the exercise of the police power, provided that such regulations, by ordinance, or otherwise, shall be reasonable, and not in conflict with the rights herein granted and shall not be in conflict with the laws of the State of Virginia or of the United States.
- 21-2 Use of System by County. The County shall have the right during the life of Grantee's Franchise to install and maintain free of charge upon the poles of Grantee any wire and pole fixtures necessary for a police or fire alarm system so long as such wires and pole fixtures do not interfere with the CATV operation of Grantee and are installed in accordance with the requirements of the National Electric Code.
- 21-3 Supervision and Inspection. The County shall have the right to supervise all construction or installation work performed subject to the provisions of this Ordinance and to make such inspections as it shall find necessary to insure compliance with governing ordinances.
- 21-4 Procedure after Expiration of Franchise. At the end of the Franchise term, the County shall have the right to determine whether Grantee shall continue to operate and maintain its System pending the decision of the County as to the granting of another Franchise for its future maintenance and operation of such System.

SECTION 22. PAYMENT TO THE COUNTY. Grantee shall pay to the County annually the amount equal to five percent (5%) as is currently allowable in Section 14 of the "1992 Cable Act", or such higher percentage as may be subsequently allowable under Section 14 or any other applicable statute, of the Annual Gross Operating Revenues during the year for the use of the streets and other facilities of the County in operation of the CATV System and for County supervision thereof. Such fee shall be paid not later than one hundred fifteen (115) days after the close of the Grantee's fiscal year.

SECTION 23. RECORDS AND REPORTS. The County shall have access during normal business hours to all of the Grantee's plans, contracts, and engineering, accounting, financial, statistical, customer and service records relating to the property and operation of Grantee and to all other records required to be kept hereunder; provided that nothing contained herein shall be construed to allow the County or any other person(s) access to any personally

identifiable information concerning any Subscriber.

23-1 Company Rules and Regulations. Grantee shall have the right to adopt reasonable rules, regulations, terms and conditions governing the conduct of its business. Copies of such rules, regulations, terms and conditions adopted by the Grantee for the conduct of its business shall be available to Subscribers and to the County.

23-2 Gross Revenue. Grantee shall file an annual summary report showing gross revenue received by the Grantee from its operations with the County during the preceding year and such other information as the County shall request and such other properties and expenses related to the Grantee's services within the County.

SECTION 24. TERM OF FRANCHISE. The Franchise and rights granted hereunder shall take effect and be in force from and after the final passage thereof, as provided by law and upon filing of acceptance and all other instruments required herein by Grantee with the Board of Supervisors, and shall continue in force and effect for a term of fifteen (15) years.

SECTION 25. TRANSFER OF FRANCHISE. Grantee shall not sell or transfer its CATV System, nor transfer any rights under a Franchise to another person without prior written approval by the Board of Supervisors and such approval shall not be unreasonably withheld. No sale or transfer shall thereafter be effective until the vendee, assignee or lessee has filed in the office of the County Administrator an instrument, duly executed, reciting the fact of such sale, assignment or lease.

SECTION 26. SEVERABILITY. If any section, subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions hereof.

SECTION 27. PENALTIES. Any violation by Grantee, its vendee, lessee or successor, of the provisions of this Franchise or any material portions thereof, or the failure promptly to perform any of the provisions thereof, shall be cause for the forfeiture of this Franchise and all rights hereunder to the County after written notice to Grantee and continuation of such violation, failure or default.

SECTION 28. SIGNAL QUALITY REQUIREMENTS; SERVICE TO BE PROVIDED.

- (1) Grantee shall engineer, install, maintain, operate and equip the System herein provided so as to meet the technical standard of the FCC and the 1992 Cable Act.
- (2) The signals distributed by Grantee shall be the best possible signals available under the

circumstances existing at the time and shall provide the best possible quality reception to each Subscriber.

- (3) Grantee shall demonstrate by instruments and otherwise to the Board of Supervisors that a signal of adequate strength and quality is being delivered.
- (4) The following channels shall be available through the Community Antenna Television System, subject to the provisions of Section 4 and Section 5 of the 1992 Cable Act and any subsequent enactment governing channel carriage:

Lifetime

Channel #	2	Local Advertising
	3	WTBS, Atlanta, IND Ch. 17
	4	WWOR, New York, IND Ch. 9
	6	WTVR, Richmond, CBS Ch. 6
	7	WRLH, Richmond, IND Ch. 35
	8	WRIC, Richmond, ABC Ch. 8
	9	WCVE, Richmond, PSB Ch. 23
	10	WGN, Chicago, IND Ch.9
	11	WCVW, Richmond, PBS, Ch. 57
	12	WWBT, Richmond, NBC Ch. 12
	13	WSET, Lynchburg, ABC Ch. 13
	14	ACTS
	15	QVC

Basic Tier

	18	MTV
	19	Nickelodeon
	20	TNN
	21	The Weather Channel
	22	The Family Channel
	23	CNN
	24	USA
	25	ESPN
	26	A&E
	27	Lifetime
	28	The Discovery Channel
	29	BET
	30	HTS
	31	TNT

Premium Services

	5	HBO
	16	Showtime
	17	Disney

SECTION 29. FRANCHISE REVOCATION.

- (a) Whenever Grantee shall refuse, neglect or willfully fail to construct, operate or maintain its cable television system or to provide service to its Subscribers in substantial accordance with the terms of this Ordinance and

any agreement representing the grant of a Franchise, or any applicable rule or regulation, or materially breaches its Franchise Agreement, or practices any fraud or deceit upon the County or its Subscribers within the County or if such Franchisee becomes insolvent, as adjudged by a court of competent jurisdiction, or is unwilling or unable to pay its uncontested debts, or is adjudged bankrupt, or seeks relief under the bankruptcy laws, then the Franchise may be revoked.

- (b) In the event the County believes that grounds for revocation exist or have existed, it will notify Grantee in writing, setting forth the facts on which such belief is grounded. If, within thirty (30) days following such written notification, the Grantee has not furnished reasonably satisfactory evidence that corrective action has been taken or is being actively and expeditiously pursued, or that the alleged violations did not occur, or that the alleged violations, except those involving financial matters, were beyond Grantee's control, the County may call and give notice of a hearing to consider revocation of Grantee's Franchise. If the County, following such hearing, finds that grounds for revocation exist, it may thereupon by Ordinance duly adopted revoke for cause the Franchise granted to Grantee.

SECTION 30. NOTICE REQUIREMENTS FOR MATTERS AFFECTING EXISTING FRANCHISE. Every direction, notice or order to be served upon Grantee, shall be sent certified return receipt to the office designated by Grantee whose address shall be provided to the Board of Supervisors before the Grantee commences operation of his System. Every notice to be served upon the Board of Supervisors shall be delivered to the County Administrator's Office, 111 South Street, Courthouse Annex Building, Farmville, Virginia. The delivery of such notice shall be deemed to have been at the time of receipt.

SECTION 31. AMENDMENTS TO THIS ORDINANCE. At any time during the term of any Franchise granted pursuant to this Ordinance, the County or Grantee may propose amendments to this Franchise Ordinance by giving written notice of such proposed amendments to all other parties directly affected by such proposals and the County and Grantee shall within a reasonable time after such notice negotiate in good faith to agree on a mutually satisfactory amendment.

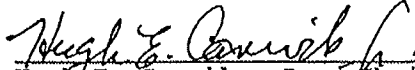
SECTION 32. ACCEPTANCE OF FRANCHISE. No Franchise shall be deemed as granted pursuant to this Ordinance unless such grant be approved by a Resolution adopted by the Board of Supervisors and within thirty (30) days after such approval the applicant therefore acknowledges, in a writing provided by the County, its acceptance of the provisions of this Ordinance.

SECTION 33. FORCE MAJEURE. Notwithstanding any provision to the contrary herein, neither the County nor any

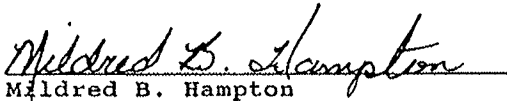
Grantee shall be held liable for, or suffer any penalty or detriment for, any failure to comply with any provision of this Ordinance or any Franchise granted hereunder, if such failure to comply arises from any act of God or any other condition not within the reasonable control of such non-complying person.

ENACTED AND ORDAINED BY THE BOARD OF SUPERVISORS OF PRINCE EDWARD COUNTY, VIRGINIA, THIS 14TH DAY OF SEPTEMBER, 1993.

PRINCE EDWARD COUNTY, VIRGINIA



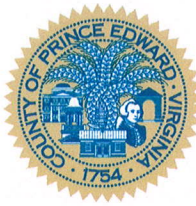
Hugh E. Carwile, Jr., Chairman
Board of Supervisors

Attest: 

Mildred B. Hampton
County Administrator

BOARD OF SUPERVISORS

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



COUNTY OF PRINCE EDWARD, VIRGINIA

COUNTY ADMINISTRATOR

W.W. Bartlett
Post Office Box 382
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Farmville, VA 23901
Office: (434) 392-8837
Fax: (434) 392-6683
wbartlett@co.prince-edward.va.us
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**A Resolution of the
Board of Supervisors of the County of Prince Edward, Virginia**

APPROVING THE RENEWAL OF THE CABLE TELEVISION FRANCHISE

WHEREAS, Shenandoah Cable Television, LLC (“Franchisee”) owns, operates, and maintains a cable television system (“System”) serving Prince Edward County, Virginia pursuant to a franchise agreement which expired on December 13, 2018 (the “Franchise”) issued by Prince Edward County, Virginia (the “Franchise Authority”), and Franchisee is the duly authorized holder of the Franchise; and

WHEREAS, Franchisee and Franchise Authority have continued to follow and be bound by the Franchise; and

WHEREAS, Franchisee has requested the consent of the Franchise Authority for the renewal of the Franchise in accordance with the requirements of the Franchise and applicable law; and

WHEREAS, Franchisee has represented that it will comply with the terms and conditions of the Franchise; and

WHEREAS, the Franchise Authority believes that it is in the best interest of the community to approve the renewal of the Franchise granted to Franchisee.

NOW, THEREFORE, BE IT RESOLVED BY THE FRANCHISE AUTHORITY AS FOLLOWS:

SECTION 1: The Franchise Authority hereby approves and consents to the renewal for a term of ten years of the Franchise, all in accordance with the terms of the Franchise and applicable law and Franchisee shall comply with the terms and conditions of the Franchise.

SECTION 2: The Franchise Authority confirms that the renewal term of the Franchise shall be for a term of fifteen (15) years deemed to have commenced on December 14, 2018 and ending on December 13, 2033.

SECTION 3: The Franchise Authority agrees that the pledge of, or grant of a security interest in, the Franchise to any lender(s) of Shenandoah Cable Television, LLC or its affiliates, for the purpose of securing indebtedness, shall not require the consent of Franchise Authority and is hereby authorized.

SECTION 4: This Resolution shall have the force of a continuing agreement with Franchisee, and Franchising Authority shall not revoke, amend or otherwise alter this Resolution without the consent of Franchisee.

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 meeting in Prince Edward County, Virginia, at which a quorum was present and that same was passed this 12th day of February, 2019.

CERTIFIED TRUE COPY

James R. Wilck, Chair, Board of Supervisors

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

Meeting Date: February 12, 2019
Item No.: 11
Department: County Administration
Staff Contact: W.W. Bartlett
Issue: STEPS – Virginia Homeless Solutions Program (VHSP)

Summary:

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

There is no request for matching funds from the County and we have not provided any funds for the duration of this program. The VHSP grant application is due March 30, 2019

The attached certification is exactly the same as the previous three which the Board authorized.

Attachment: Certification of Local Government Approval.

Recommendation: Authorize STEPS to continue to act on behalf of Prince Edward County in the provision of emergency housing services to our citizens and authorize the County Administrator to sign the attached certification form and any other required documents.

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



225 Industrial Park Rd. Farmville, VA 23901 | (434) 315-5909

January 25, 2019

Mr. Wade Bartlett
Prince Edward County Administrator
P.O. Box 382
Farmville, Virginia 23901

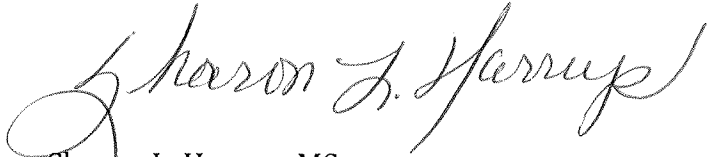
Dear Mr. Bartlett,

Enclosed you will find a *Certification of Local Government Approval for Nonprofit Organizations Receiving VHSP Funds from State Subrecipients*. STEPS is respectfully requesting you sign this form in support of STEPS receiving funding for the Virginia Homeless Solutions Program (VHSP) for fiscal year 2019-2020 from the Virginia Department of Housing and Community Development.

If you would like for us to send a representative from STEPS to your Board of Supervisors meeting to share information on VHSP services, we would be more than willing. Please contact me at (434) 315-5905 Ext. 212 to have a STEPS representative at your February meeting. It is significant to note in Fiscal Year 2017-2018, STEPS served 281 individuals who needed shelter services and safe housing.

Please feel free to reach out to us with any questions or concerns regarding VHSP or its funding. We appreciate the trust you have placed in us to meet the needs of those experiencing homelessness and those to whom we are able to provide services to prevent homelessness in your locality!

Respectfully submitted by,

A handwritten signature in black ink, reading "Sharon L. Harrup". The signature is written in a cursive style with a large initial 'S'.

Sharon L. Harrup, MS
STEPS President & CEO

*Enclosure: Certification of Local Government Approval for Nonprofit Organizations
Receiving VHSP Funds from State Subrecipients*

CERTIFICATION OF LOCAL GOVERNMENT APPROVAL

FOR NONPROFIT ORGANIZATIONS

RECEIVING VHSP FUNDS FROM STATE SUBRECIPIENTS

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

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

By: _____

Signature and Date

William W. Bartlett

Typed or Written Name of Signatory Local Official

County Administrator

Title

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



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: February 12, 2019
Item No.: 12
Department: County Administration
Staff Contact: W.W. Bartlett
Issue: Properties Committee

Summary:

On January 24, 2019 the Board of Supervisors accepted the proposal from Blair Construction for the construction of the new building for Social Services and STEPS upon the acceptance of various value engineering proposals being accepted to arrive at a final price. The Properties Committee met with the Architect, General Contractor and the Electrical Subcontractor on January 30, 2019.

The Committee reviewed various Value Engineering (VE) proposals. The Committee recommends the following VE proposals be accepted for the new Social Services/STEPS building: Additional saving maybe available after further research and consultation with YAKATTACK.

1. Tempered glass vice bulletproof glass at transaction windows – Savings = \$25,000 min.
2. Delete High Density Storage and thickened concrete – Savings = \$56,000
3. Run power and phone overhead vice underground – Savings = \$25,000
4. Change Emetco 22-gauge roof to 24-gauge VR-16 Architectural Panel & Nucor Classic Wall Panels – Savings = \$115,000
5. Substitute untreated truss’s etc. with sprinkler system for Fire treated – Savings =\$50,000

TOTAL SAVINGS = \$271,000

The Committee recommends the following VE proposals be accepted for the STEPS CENTRE

1. Allow set screw steel fitting for all EMT regardless of size. – Savings = \$2,400
2. Allow MC cable throughout the building where allowed by code – savings = \$7,500
3. Change cooper feeder wire to aluminum conductors – savings = \$21,000
4. Install Fire Alarm cable in open air less conduit – savings = \$5,500
5. Remove NETA testing and allow CEC to perform testing – savings = \$7,000
6. Remove lighting relay panels, add occupancy sensors built into the fixtures on manufacturing floor, if YAKATTACK approves– savings \$6,800

TOTAL SAVINGS = \$50,200

Attachment:

Recommendation: Provided for information, no action required

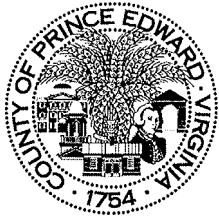
Motion _____
 Second _____

Cooper-Jones _____
 Emert _____
 Jones _____

Pride _____
 Southall _____

Townsend _____
 Wilk _____

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

Meeting Date: February 12, 2019
Item No.: 13
Department: County Administration
Staff Contact: W.W. Bartlett/Sarah Elam Puckett
Issue: Correspondence/Informational

Summary: Please see attachments.

Attachments:

- a. CRC Items of Interest
- b. CRC Newsletter
- c. Southside Electric Cooperative Letter
- d. Thank You, Habitat For Humanity

Recommendation:

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



Commonwealth Regional Council (CRC) 2018 Items of Interest
(January 2018 – December 2018)

CRC Activities

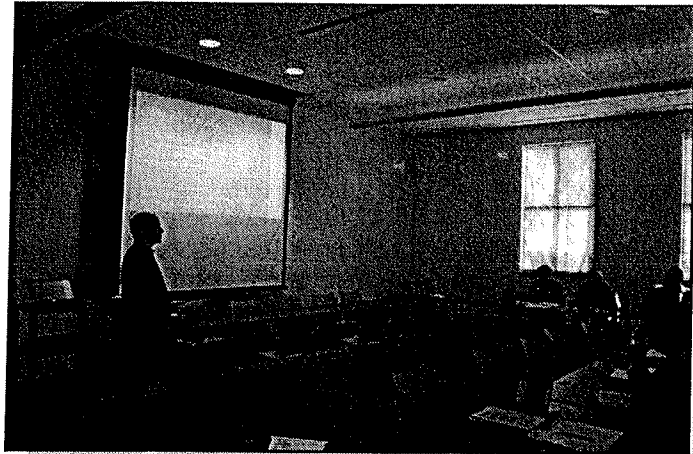
- CRC was awarded an Economic Development Administration (EDA) Grant to develop a Comprehensive Economic Development Strategy (CEDS). A CEDS Committee was appointed and is currently developing the CEDS with the assistance of CRC staff and the Berkley Group.
- Beginning July 1st the CRC began providing Grant Writing at no charge to member localities as well as non-profits (501c3's) located within the localities.
- CRC was contracted by the Virginia Department of Environmental Quality (DEQ) to collect, provide local review and submit the CRC region's data for the development of the DEQ Chesapeake Bay Watershed Implementation Plan, Phase III.
- CRC submitted Regional Top Priority Census Tracts for consideration of Opportunity Zone Designations.
- CRC assisted the Town of Drakes Branch in procuring an engineer to develop the Department of Conservation and Recreation (DCR) funded Downtown Flood Study. The CRC is also assisting the Town in overseeing the finalization of the Study.
- CRC is assisting member counties in developing County Debris Management Plans.
- CRC is assisting member counties in developing Memorandum's of Understanding for disaster assistance.
- CRC is administering the Virginia Department of Health funded Town of Phenix Water System Improvement Project.
- CRC is administering the Virginia Department of Transportation funded Charlotte Court House Evergreen Road Sidewalk Project.
- CRC is administering the Virginia Department of Housing and Community Development funded Town of Dillwyn Housing Rehabilitation Project.
- CRC is assisting with the Joint Lunenburg/Kenbridge/Victoria Comprehensive Plan Update.
- CRC is assisting with the Keysville Comprehensive Plan Update.
- CRC hosted regional FOIA training for member locality's staff.
- CRC provides funding source information to member county schools.
- CRC surveys Rescue Squads and Fire Departments to gather information in hopes of finding ways to solve common issues.
- CRC is working with localities that were approved for Presidential Disaster Declaration as a result of Tropical Storm Michael for Public Assistance funding.
- CRC Transportation Committee met and received a presentation from Mr. Chris Wichman, Intermodal Planning and Investment, Office of the Secretary of Transportation on an Update of VTrans – Virginia's Statewide Multimodal Transportation Plan.

Grant Activity

- CRC assisted 5 fire departments: Phenix, Keysville, Victoria, Toga and Amelia in applying for FEMA Assistance to Firefighters Grant Funding (AFG).
- CRC assisted Amelia County in applying for Virginia Department of Health funding for the construction of a 500,000 gallon water storage tank.
- CRC submits State Homeland Security Grant for CRC funding of Regional Emergency Planning activities.
- CRC assisted Charlotte County in submitting a TROF Application to the Tobacco Commission for funding to expand an existing business.
- CRC assisted Drakes Branch Volunteer Fire Department and Prince Edward County Volunteer Rescue Squad in applying for funds from the Rescue Squad Assistance Fund (RSAF).
- CRC assisted Lunenburg County Schools in applying to the Baseball Tomorrow Fund for funds for new baseball fields at the schools.
- CRC assisted James L. Hamner Library in preparing a Letter of Request to the Enterline Foundation for funding to support a music program for adults.
- CRC assisted the Kenbridge Police Department in applying to USDA for funding for a new police vehicle.
- CRC assisted Victoria Fire & Rescue in applying for FEMA Assistance to Firefighters Grant Funding (AFG).
- CRC assisted the Ward Burton Wildlife Foundation in applying for funding from the Coca-Cola Foundation for funding to expand their educational outreach program.
- CRC assisted STEPS, Inc. in applying for funding from VHDA to fund an Affordable Housing Strategic Plan for Prince Edward County.
- CRC assisted the Town of Drakes Branch in applying for Pre-Disaster Mitigation Grant funds from the Virginia Department of Emergency Management (VDEM) to assist in costs towards a new Municipal Building (including a Fire Department).
- CRC assisted the Ward Burton Wildlife Foundation in applying for funding from the Virginia Environmental Endowment and a preliminary request to S.C. Johnson for funding to expand the Foundation's educational programs.

Regional Reporter

News and Events from the
Commonwealth Regional Council
Volume 13, Issue 2 – Winter 2019



CRC CEDS Update

Work on the Commonwealth Regional Council's (CRC) new Comprehensive Economic Development Strategy (CEDS) for the five CRC member counties is progressing, and still on track for completion in March 2019. The project is being funded by a grant from the U.S. Economic Development Administration (EDA), with the CRC providing in-kind as a match.

Todd Gordon, Director of Planning with the Bridgewater-based Berkley Group (the consultant working with the CRC and the CEDS during this process-pictured above), gave a presentation on the project's status during the December 19, 2018 CRC Monthly Council Meeting. The CEDS Committee identified Strengths, Weaknesses, Opportunities, and Threats for the region. The consultant, using that information plus demographic, workforce, and other data they and their partners compiled, have developed a draft vision statement and strategic goals that will be part of the CEDS. The next steps are to finalize the draft report and submit it to the CEDS Committee and public for review.

The CEDS, once completed, will identify locally-grown strategies to guide regional economic development, encourage partnerships and collaboration, and improve economic outcomes and overall quality of life in the region. The CEDS is a prerequisite for federal designation as an Economic Development District through the EDA and must be updated at least once every five years.

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CRC Staff Changes

New CRC Staff – Amy Shiffer, Office Manager

The Commonwealth Regional Council (CRC) is pleased to announce that Amy Shiffer started as the CRC's (part-time) Office Manager on November 27, 2018. She replaces the previous Office Manager, Doug Watson, who left the Council in the late summer to pursue other endeavors.

A native of Tennessee, Amy relocated to Virginia in 2003 and graduated from Longwood University in 2010 with a Bachelor of Fine Arts degree in Painting and Drawing. She is a regional landscape artist, and her artistic practice includes pastel painting and photography. Additionally, Amy has an employment and educational background in Accounting, Finance, Banking, and Management. In addition to working for the CRC, she works part-time at R. A. Wilmoth Accounting in the Town of Farmville.

Amy currently resides in Farmville. Her interests include biking, hiking, and walking. She has two children and a cat named Daisy. Her daughter, Hannah Eason, is 19 and a recent Fuqua School graduate. Hannah is currently attending VCU, where she plans to major in Communications (she worked as a Disc Jockey for several years at WFLO). Amy's son Zachary Eason, is 15 and currently a sophomore at Fuqua School. He plans to obtain his pilot's license. Zachary has developed a passion for flying through Fuqua's aviation program.



CRC CEDS Update cont.

The CEDS, once completed and approved by EDA, will make covered localities eligible for EDA grants that could fund a wide variety of infrastructure and technical assistance projects. Additionally, once the CEDS is approved, the CRC can pursue designation from the EDA as an Economic Development District.

CRC Wrapping UP Work on Phase III of Chesapeake Bay WIP

The Commonwealth Regional Council (CRC) has been working alongside the Department of Environmental Quality (DEQ) to assist with Phase 3 of the Chesapeake Bay Watershed Implementation Plan (WIP). The CRC was tasked with making revisions to the regional urban input deck; along with a list of programmatic actions to supplement Best Management Practices (BMPs) included in the input deck.

The CRC convened meetings on July 23, 2018, August 30, 2018, October 22, 2018 and December 11, 2018 to engage local officials, stakeholders and citizens in the WIP process. The CRC also attended a joint meeting with the DEQ and Soil and Water Conservation Districts (SWCD) on December 6, 2018 in Remington, Virginia. This meeting was scheduled by DEQ to present all final revisions/comments to the regional urban and agriculture input decks.

The CRC has worked to compile accurate and corresponding data for the BMPs on the ground in the region—the compilation of this data served as the final revisions to the regional urban input deck for the CRC. In addition to the work done to collect all BMPs implemented in the region, the CRC worked to compile a list of programmatic actions that were also submitted to DEQ in the final input deck. All final deliverables have been met in the contract with DEQ, and the CRC is currently in discussions for a contract extension with DEQ to assist in the final implementation of the WIP before the submission to the EPA on August 9, 2019. The draft WIP is to be made available to planning district commissions on April 12, 2019, with the final WIP being submitted to the EPA on August 9, 2019.

CRC Awarded SHSP Grant for Additional Emergency Planning

On August 31, 2018, Governor Ralph Northam announced Homeland Security Grant awards for the 2018 application cycle. The Commonwealth Regional Council (CRC) was awarded \$19,475.00 for the development of a Volunteer, Donation Management and Coordination Plan for the CRC Region. The plan will help CRC member localities plan for and deal with any influx of volunteers and donations that come into the region as a result of a major disaster. The Virginia Department of Emergency Management (VDEM) received more than 110 requests totaling \$8 for competitive grants in the 2018 grant cycle. The CRC's application was one of 48 statewide that received funding totaling \$2.2 million.

In addition to the competitive grants, VDEM awarded a total of \$2.5 million in non-competitive grants for 30 projects. That included an award of \$70,000 to Lunenburg County for supporting the regional radio cache team. Lunenburg is one (1) of five (5) radio cache teams strategically located across the State.

CRC Staff Attends VDOT Local Programs Workshop

Funding Programs, Project Issues Discussed

On September 18, 19, and 20, 2018, Commonwealth Regional Council (CRC) staff attended the sixth annual VDOT Local Assistance Workshop. This workshop focuses on providing an overview of local programs and training for program management and project development. The Workshop is meant to bring together local government, VDOT, and private sector staff to discuss delivery of the local transportation program.

The workshop included plenary sessions at the beginning and end, plus breakout sessions throughout the three days. Plenary session speakers included Stephen Birch, Commissioner of Highways, VDOT; Jessie Yung, Virginia Division Administrator, Federal Highway Administration; and Catherine McGhee, Director of the Virginia Transportation Research Council. During the Plenary Sessions, speakers provided an update on efforts to ensure localities have the tools to effectively deliver transportation projects and efforts to provide innovative transportation solutions in Virginia.

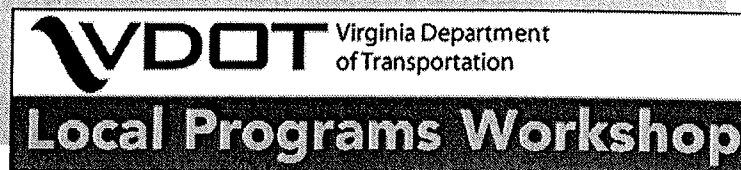
Topics covered during the breakout sessions included:

New Technologies;

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CRC Staff Attends VDOT Local Programs Workshop cont.

Pre-Award Audits;
Audit Compliance;
Environmental Compliance;
Construction Documentation;
Inspection Duties;
Change Orders and Claims;
Project Management/Initiation;
Project Funding; and
Right-of-Way and Utility Relocation.



CRC staff was able to attend a number of sessions.

Some important points that came out of the breakout sessions include:

VDOT staff stressed the importance of utilizing the Locally Administered Projects (LAP)-tool for projects, while coordinating with VDOT. VDOT staff advised, repeatedly, that the LAP-MAP would be useful in project development, delivery, close out and audits.

Secondly, VDOT staff focused on the importance of partnering for successful local projects. Staff highlighted current initiatives at both the State and Federal levels regarding the Local Program. Stephen Birch, VDOT Commissioner of Highways, spoke extensively about the Local Program and the efforts to ensure that locals had the necessary tools needed to effectively deliver transportation projects.

The dates and location for next year's workshop will be announced at a later date.

CRC Grant Writing Update

STEPS Receives VHDA Grant

The CRC would like to congratulate STEPS, Inc., which learned on December 7, 2018 that the Virginia Housing Development Authority (VHDA) awarded them a grant of \$20,000 to fund the development of an Affordable Housing Strategic Plan for Prince Edward County. The CRC assisted with the application, which was submitted on November 6, 2018. The Plan will help Prince Edward County address affordable housing, which was identified as a need in the County's Comprehensive Plan (the area is experiencing a shortage of affordable housing). The study area will include the County and the Town of Farmville. It will target those in need of affordable housing, including: first-time homeowners, the young workforce, lower income citizens, citizens with disabilities and the elderly. STEPS will work with a consultant and the Affordable Housing Coalition, which was formed to explore housing needs and consists of various stakeholders (Prince Edward County, Town of Farmville, Centra Southside Community Hospital, Farmville Area Habitat for Humanity, Prince Edward County Schools, FUQUA School, Longwood University, and Hampden-Sydney College) in the development of this study. The CRC will administer the project.

CRC Assists Local Departments with RSAF Grant Applications

The Commonwealth Regional Council (CRC) assisted with two (2) applications for the most recent round of the Rescue Squad Assistance Fund (RSAF), which closed on September 15. The CRC assisted with the following applications:

- Drakes Branch Volunteer Fire Department (DBVFD, Charlotte County), for funding to purchase extrication equipment.
- Prince Edward County Rescue Squad, for funding to purchase a new ambulance.

In January, the CRC learned that the DBVFD was awarded \$17,534.48 through the program.

The RSAF, administered by the Virginia Department of Health, provides funding to non-profit EMS agencies and organizations in Virginia. Eligible items include EMS equipment and vehicles, computers, EMS management programs, courses/classes and projects benefiting the recruitment and retention of EMS members. The CRC would like to congratulate the DBVFD on their award.

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CRC Grant Writing Update cont.

CRC Assists Victoria Fire & Rescue with AFG application

The most recent round of DHS/FEMA Assistance to Firefighters Grant (AFG) applications was a little earlier this year than in recent years, with the application period running from September 24 to October 6, 2018. Since 2001, AFG has helped firefighters and other first responders obtain critically needed equipment, protective gear, emergency vehicles, training, and other resources needed to protect the public and emergency personnel from fire and related hazards.

For the most recent round, Commonwealth Regional Council (CRC) staff assisted Victoria Fire & Rescue (VFR) in Lunenburg County with an AFG application for funds to purchase new Self-Contained Breathing Apparatus (SCBA) and related gear. The CRC would like to wish VFR luck with its application.

CRC Assists WBWF with grant applications for educational outreach

The Commonwealth Regional Council (CRC) assisted the Ward Burton Wildlife Foundation (WBWF) with three (3) grant applications to help cover costs for expanding its Educational Outreach program. The CRC assisted with applications to the Coca-Cola Foundation to cover material costs, and the Virginia Environmental Endowment and S.C. Johnson to help cover program costs.

For many years, the Foundation has had an educational outreach program to teach youth about the importance of our natural resources. The outreach consisted of classroom visits to local schools by Ward Burton, former NASCAR driver and winner of the 2002 Daytona 500, inviting youth to The Cove (a 2,500-acre preserve owned by the WBWF and located near Clover, VA), and providing them with outdoor experiences such as hunting, camping, shooting, and fishing. The Foundation is looking to expand that outreach so they can take the program directly to all public schools in Virginia's Region 8 – which includes all five counties in the CRC Region. The WBWF is also partnering with Virginia State Parks to provide hands-on learning experiences at the parks.

The CRC would like to wish the Foundation luck with its outstanding grant requests.

CRC Assists Lunenburg County with BTF Application

The Commonwealth Regional Council (CRC) assisted Lunenburg County and Lunenburg County Public Schools in applying for a Baseball Tomorrow Fund (BTF) Grant. The BTF is a joint initiative between Major League Baseball (MLB) and the MLB Players Association. The fund awards grants to organizations involved in the operation of youth baseball and softball programs and facilities. The County is seeking funds from the BTF to assist in constructing new ball fields for both the softball and baseball programs, which would also benefit both the local Babe Ruth League and Dixie Youth programs. The application for the BTF grant was submitted on October 1, 2018, with funding announcements expected in the winter.

DHCD Funding Programs for Spring 2019

The Department of Housing and Community Development recently announced three (3) grants with deadlines in the spring of 2019:

Industrial Revitalization Fund (IRF): The program is targeted toward vacant non-residential structures whose poor condition creates physical and economic blight to the surrounding area in which the structure is located. Eligible properties shall include those formerly used for manufacturing, warehousing, mining, transportation and power production, as well as large-scale "white elephant" structures. The maximum level of funding for this grant is \$600,000, and requires at least a dollar-for-dollar match. No more than five percent (5%) local match will be accepted as in-kind or cash for out-of-pocket administrative costs. Applications are due by March 1, 2019. <http://www.dhcd.virginia.gov/index.php/business-va-assistance/blighted-structures/industrial-revitalization-fund-irf.html>

DHCD Commercial District Affiliates Grant (CDA): The program is designed to assist organizations and communities undertake downtown revitalization efforts. Eligible projects include non-profit organizational development, market studies, branding, design projects, entrepreneur support programs, economic vitality projects and other consultant projects that contribute to downtown neighborhoods. Award amounts do not exceed \$7,000, and requires no match unless a design project is pursued. Applications are due by March 22, 2019. <http://www.dhcd.virginia.gov/images/VMS/FY2020%20Affiliate%20Grant%20Manual.pdf>

Community Business Launch (CBL): The CBL is designed to assist communities in taking a systems approach to defining and pursuing an asset-based small business development strategy. The maximum CBL award for FY '20 is projected to be \$45,000. Local governments, non-profit economic development organizations, Main Street Associations and regional economic development groups are eligible to apply for this funding. There is a 25% match for single applicants. The match should consist of cash and in-kind support. Businesses must be open by September 30, 2020. Applications are due by March 1, 2019. <http://www.dhcd.virginia.gov/index.php/business-va-assistance/community-business-launch-cbl.html>

VDH-ODW Releases Funding Solicitation for Water System Improvements

The Virginia Department of Health-Office of Drinking Water (VDH-ODW) has released updated information on the upcoming round of grant/loan funding. A number of localities in Planning District 14 have used VDH-ODW funds in recent years for planning and/or construction activities to repair and improve their public water systems.

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CRC Grant Writing Update cont.

VDH-ODW Releases Funding Solicitation for Water System Improvements cont.

Typically, there are two different pots of funding – the Drinking Water State Revolving Fund (DWSRF) Program, which provides funding (usually loans) for larger construction projects such as water distribution system repair and replacement; and the Water Supply Assistance Grant Fund (WSAG), which provides grants for smaller construction projects such as construction/upgrade of wells and storage tanks and planning grants to develop preliminary plans and engineering documents for future construction funding applications. Applications are due by April 1 (can be postmarked), with a how-to-apply workshop webinar tentatively scheduled for February 20, 2019.

General information about these funding programs, with changes for this year's round of funding, can be reviewed online at <http://www.vdh.virginia.gov/drinking-water/financial-construction-assistance-programs/>

CRC Project Update

Emergency Planning Activities Moving Ahead

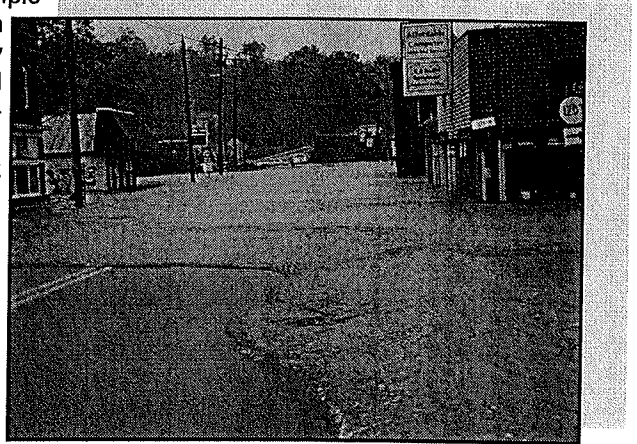
The Commonwealth Regional Council (CRC) is moving closer to completion of activities related to its State Homeland Security Program (SHSP) grant that was awarded in 2017. The grant is funding the development of FEMA-approved debris management plans and Memorandums of Understanding for disaster assistance for the localities in the CRC Region. Draft Debris Management Plans has been developed for Amelia, Buckingham, and Charlotte Counties, and data collection has begun on draft Plans for Lunenburg and Prince Edward Counties. Working with one of the local County Attorneys, CRC staff has developed a draft MOU that is being reviewed by the other localities. The CRC has until March 31, 2019 to complete the scope of the current grant.

Dillwyn Housing Project: Bids for First Set of Houses

The Town of Dillwyn's Housing Rehab project is now moving along, with the first two (2) houses bid out in December (bids were opened on December 17, 2018) and construction on those houses expected to begin in January or February 2019. The CRC is assisting the Town with this project, which is funded by a Community Development Block Grant (CDBG) through the Department of Housing and Community Development (DHCD). In addition to these two houses, four (4) others are slated for rehab or substantial reconstruction and one (1) vacant house will be demolished. The hope is that the Rehab Specialist hired by the Town, Roanoke-based Southeast Rural Communication Action Project (RCAP), will be able to begin work write-ups for the next group of houses in the Spring.

Drakes Branch Flood Protection Study Near Completion

The Town of Drakes Branch Downtown Area Flood Study is set for completion in January. The study, funded by the Department of Conservation and Recreation, is intended to further refine the flood area and identify solutions to flooding issues in the downtown area, which were identified as a need during the planning phase of the Town's Community Development Block Grant (CDBG) Downtown Revitalization project. Richmond area-based A. Morton Thomas and Associates has been hired to conduct the study. Tasks involved include hydraulic and hydrologic modeling and survey of the study area, a conceptual plan for improvements and funding scenarios, and a revised flood plain map. The consultant and CRC presented findings and a draft report to the public at a Community Meeting in October – just days after Hurricane Michael came through the area, causing major flooding in Drakes Branch and other parts of the region.



Related to Hurricane Michael, on December 18, 2018, the President approved a federal disaster declaration for the event covering multiple localities in Virginia – including Amelia, Charlotte, Lunenburg, and Prince Edward Counties. As a result, localities covered under the declaration are eligible for FEMA Public Assistance and other funding to help recover from damages related to Michael. Anyone needing assistance related to Michael should contact Gene Stewart (540-383-5126) or Lucy Carter Smith (804-922-0454) with The Virginia Department of Emergency Management, Region 3.

Work Progressing on Local Comprehensive Plans

The Commonwealth Regional Council (CRC) is working on two local Comprehensive Plans:

Lunenburg/Kenbridge/Victoria Joint Comp Plan Update: The CRC is continuing to assist Lunenburg County and the Towns of Kenbridge and Victoria with an update of their Joint Comprehensive Plan. The draft Plan was reviewed by the Joint Working Committee in December 2018 and January 2019, and CRC staff is working with the Committee on some final revisions to complete the document. Adoption of the Plan is expected to occur in the late Winter or early Spring.

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CRC Project Update cont.

Work Progressing on Local Comprehensive Plans cont.

Keysville Comp Plan Update: The CRC is working with the Town of Keysville on an update of its Comprehensive Plan. The first part of this process was a Community Meeting, held on November 15, 2018 at the Keysville Fire Department to gather citizen input on issues of importance to the Town. Building on the input received from that meeting, CRC staff is now working with the Town's Planning Commission to develop a survey for receiving additional input. The Plan Update for Keysville is expected to be complete in the Spring of 2020.

CRC Quick Notes

Governor Announces Administration/Board Appointments

Since July, Governor Ralph Northam has announced a number of administration and board appointments. Local appointments of note include:

- Brandon Hatcher of Buckingham County, appointed as the Executive Assistant to the Secretary of Agriculture and Forestry.
- The Honorable Marilyn Tavenner of Amelia Court House, appointed to the Board of Directors of the Virginia Commonwealth University Health System Authority.
- Alison King, PhD, of Amelia, appointed to the Board of Health Professions.
- Gerald K. Washington of Buckingham County, appointed to the Board of Game and Inland Fisheries.
- The Honorable Arthur Townsend of Victoria (Lunenburg County Sheriff), appointed to the Virginia State Crime Commission.

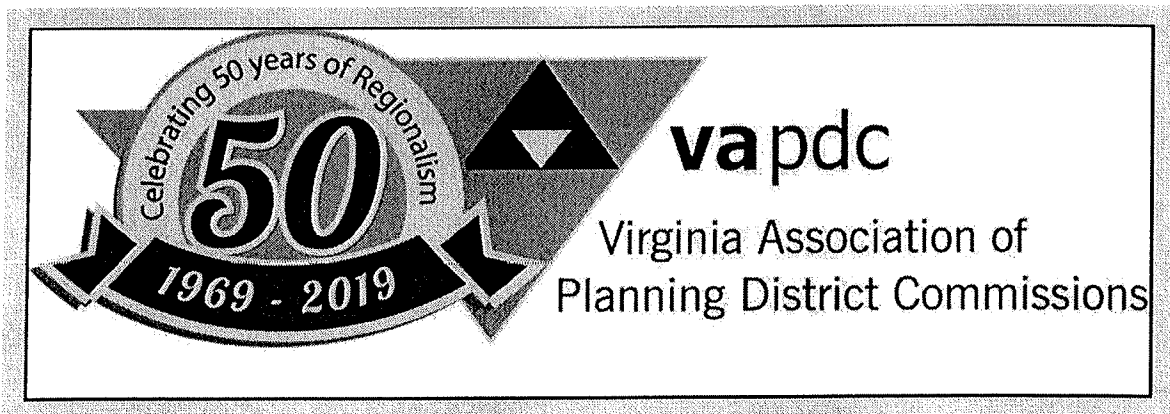
The CRC Council and staff would like to congratulate these individuals on their appointments.

VAPDC planning 50th Anniversary Celebration for January 31.

The Virginia Association of Planning District Commissions (VAPDC) has planned a 50th Anniversary Reception for Thursday, January 31, 2019 in Richmond. VAPDC will also join the Virginia Association of Counties to host the annual County Government Day at the Omni Richmond Hotel during the day, with the VAPDC reception later that evening at the hotel.

VAPDC is an organization representing and advocating for Virginia's 21 Planning District Commissions (PDC)/Regional Councils (RC). VAPDC works to bring diverse resources together at the regional level in partnership with local, state, and federal entities to strengthen regions and the State. The Association promotes coordination and cooperation among the State's PDCs/RCs to heighten their effectiveness and efficiency; provide mutual assistance and the exchange of ideas; and otherwise promote understanding for how PDCs/RCs can help save their regions and the Commonwealth time and money. PDCs/RCs were formally created by the General Assembly in 1968 through the Virginia Area Development Act (VADA), in response to a growing recognition that growth and infrastructure problems often transcend local boundaries. PDCs/RCs were intended to encourage and facilitate local government cooperation in addressing problems and opportunities that are greater than any one locality. VADA was superseded by the Regional Cooperation Act of 1995, which made some changes to the Regional Planning Process.

For more information, or to register, please go to <https://www.vapdc.org/copy-of-links>



Calendar of Events

Late January

- 24 – VML Legislative Day, Richmond
- 30 – Virginia Rural Center Rural Caucus Reception, Richmond
- 31 – VACO/VAPDC County Government Day at the General Assembly, Richmond
- 31 – VACO Board of Directors Meeting, Richmond
- 31 - VAPDC 50th Anniversary Reception, Richmond

February

- 1 -Virginia General Assembly to pass resolution honoring VAPDC -50th Anniversary
- 1-2 – VACO Chairpersons Institute, Richmond
- 18 – State and local government, CRC offices closed for Presidents Day
- 19-20 – CTB workshop and action meeting, VDOT Central Office, Richmond
- 20 – CRC Monthly Council Meeting, Farmville - Prince Edward Public Library
- 23 – Virginia General Assembly 2019 Session adjourns

March

- 19-20 – CTB workshop and action meeting, VDOT Hampton Roads District Office
- 20 – CRC Monthly Council Meeting, Farmville - Prince Edward Public Library
- 29 – CDBG Competitive grant applications due to DHCD

April

- 9-10 – CTB workshop and action meeting, VDOT Central Office, Richmond
- 17 – CRC Monthly Council Meeting, Farmville - Prince Edward Public Library
- 22 – State and local government, CRC offices closed for Easter
- Date TBD – VACO Spring Board of Directors Meeting, Wythe County

May

- 14-15 – CTB workshop and action meeting, VDOT Northern Virginia District Office
- 15 – CRC Monthly Council Meeting, Farmville - Prince Edward Public Library
- 27 – State and local government, CRC offices closed for Memorial Day

June

- 18-19 – CTB workshop and action meeting, VDOT Central Office, Richmond
- 19 – CRC Monthly Council Meeting, Farmville - Prince Edward Public Library

May-September – VACO Regional Meetings, dates and locations TBA

The *Regional Reporter* is published by the Commonwealth Regional Council. We can be reached at:
P.O. Box P, One Mill Street, Suite 202
Farmville, Virginia 23901

Phone – (434) 392-6104; Fax – (434) 392-5933

On the web: <http://www.virginiashheartland.org/>

To be included in the CRC's newsletter mailing list, please call (434) 392-6104 or e-mail TFortune@virginiashheartland.org.

CRC Staff

Melody Foster – Executive Director
Todd Fortune – Deputy Director, Newsletter Editor

André Gilliam - Community Development Planner
Amy Shiffer - Office Manager (Part-time)

Cam Johnson - Regional Planner



SOUTHSIDE ELECTRIC COOPERATIVE, INC.
 PO BOX 7
 CREWE VA 23930-0007
 Your Touchstone Energy® Cooperative

COMMUNITY CANNERY P E CO
 PO BOX 382
 FARMVILLE VA 23901-0382



Dear Member,

Southside Electric Cooperative (SEC) has contracted with **Townsend Tree Service** to conduct right-of-way maintenance along the Cooperative's more than 7,400 miles of overhead line. Townsend contractors will be trimming trees, clearing brush and removing hazard trees, which may cause damage to SEC's electrical grid and interrupt service to our members. As a courtesy, we wish to inform you that this work will be performed in your area over the next several weeks.

Representatives from **Townsend Tree Service, Davey Resource Group and SEC** will be working together to identify trees that have the potential to interfere with co-op infrastructure if left unchecked. Right-of-way maintenance practices will be conducted in accordance with American National Standards Institute's (ANSI) A300 standards and techniques, as approved by the International Society of Arboriculture. ANSI A300 standards require lateral pruning, which is healthier for trees and promotes growth away from electrical lines.

Trimming is not performed for aesthetics, rather, it is conducted with line clearance and tree health in mind. Some trimming styles may include the 'V' Trim, 'L' Trim and Side Trim, or a combination thereof. Minimum trimming clearances are twenty (20) feet horizontally and fifteen (15) feet vertically to any tree, limb, or branch.

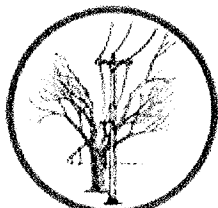
Hazard tree removal will also be performed to eliminate dead, decayed, diseased and otherwise hazardous (leaning, unstable, etc.) trees that pose a threat to SEC lines and poles.

By adhering to these industry standards, SEC can achieve the line clearances described in its current Terms and Conditions, allowing us to increase and maintain reliability, safety and accessibility of the electrical grid.

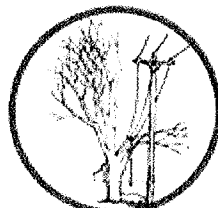
If you have any questions or concerns related to this work, please contact **Louis Urbine at 434-645-2511**.

Sincerely,

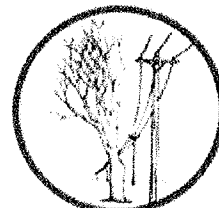
SEC's Vegetation Management Team



V-Trim



L-Trim



Sidewall



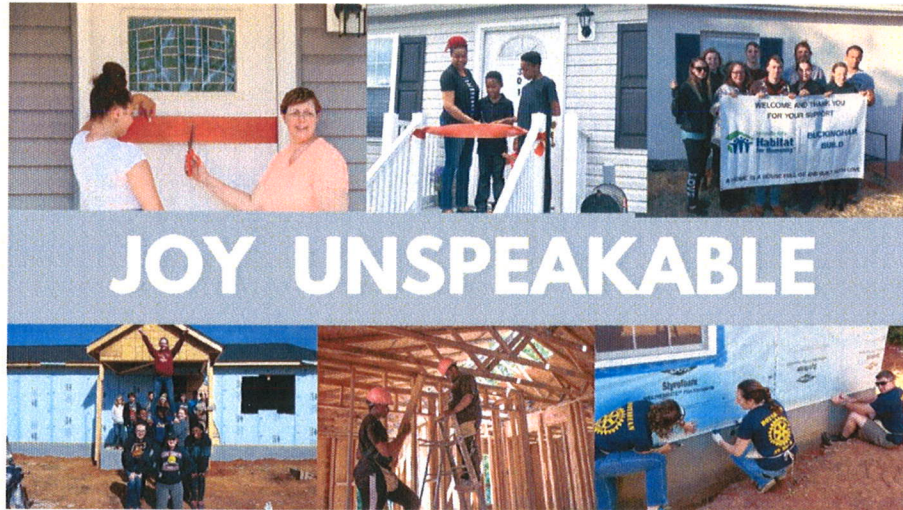


Prince Edward County
County Administrator's Office
P. O. Box 382
Farmville, VA 23901

Dear Prince Edward County,

Thank you for your recent donation. We greatly appreciate the support.

Date	Amount
12/14/2018	\$1,600.00



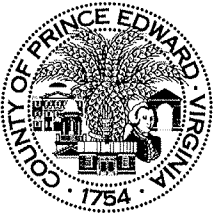
Because of your generosity, this has been a year of great joy. From families turning over the ceremonial shovel of dirt at Ground Breaking Ceremonies to families cutting ribbons at Home Dedication Ceremonies, lives are being changed. From homeowners receiving needed repairs to laughter shared as volunteers and Habitat Partner Families work side by side, the impact has been great. And the joy continues. In the first few months of 2019, six builds will either continue or begin. All because you, alongside other donors and volunteers, embrace the vision of a world where everyone has a decent place to live.

Thank you for your support!

Jayne Johnson
Executive Director
Farmville Area Habitat for Humanity

Note- The Farmville Area Habitat for Humanity, a nonprofit recognized as tax-exempt by the IRS under Section 501(c)(3), provided no goods or services to you in consideration of this gift, unless noted above. Please retain for your records.

P.O. Box 816, Farmville, VA 23901 | 434-394-3001 | www.farmvillehabitat.org



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: February 12, 2019
Item No.: 14
Department: County Administration
Staff Contact: W.W. Bartlett/Sarah Elam Puckett
Issue: Monthly Reports

Summary: Please see attachments.

Attachments:

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

Recommendation:

Motion _____
Second _____

Cooper-Jones _____
Emert _____
Jones _____

Pride _____
Southall _____

Townsend _____
Wilck _____



**Animal Control
Monthly Report**

"January 2019"

Dogs

Surrendered	15
Picked Up	23
Claimed By Owner	7
Adopted	4
Died in Kennel	0
Euthanized	1
Transferred to SPCA	26
Dead on Arrival	1
Escaped from Shelter	0
Seized	1
Bite Case	0
Other (Deceased owner)	1

Fees Collected \$96.00

Cats

Surrendered	3
Picked Up	2
Claimed By Owner	0
Adopted	0
Euthanized	2
Died in Kennel	0
Transferred to SPCA	3
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
-------------------	---

Number of Calls to Shelter 202

Summons Issued 17

Warrants Served 1

Days in Court 2

Nuisance Dogs 5

Dangerous Dogs 1

Calls After Hours / On Call

Dogs Brought In by Farmville PD 2

Total Fees Collected \$96.00

Bill the Town of Farmville

0 cats housed.

Total \$0.00

*Adam Mumma, Chief Animal Control Officer
Chris Riviere, Deputy Animal Control Officer*

BUILDING OFFICIAL

Permits Issued Report
1/01/2019 Through 1/31/2019

ADDITIONS	- Issued	2
	- Value	\$47,900.00
	- Permit Fees	\$196.50
	- 2.00% STATE TAX	\$3.93
	- Fees Collected	\$.00
ONE & TWO FAMILY DWELLING	- Issued	1
	- Value	\$35,000.00
	- Permit Fees	\$352.00
	- 2.00% STATE TAX	\$7.04
	- Fees Collected	\$.00
ELECTRICAL	- Issued	16
	- Value	\$27,750.00
	- Permit Fees	\$785.00
	- 2.00% STATE TAX	\$15.70
	- Fees Collected	\$.00
MECHANICAL	- Issued	4
	- Value	\$4,500.00
	- Permit Fees	\$200.00
	- 2.00% STATE TAX	\$4.00
	- Fees Collected	\$.00
MECHANICAL/GAS	- Issued	1
	- Value	\$8,498.00
	- Permit Fees	\$50.00
	- 2.00% STATE TAX	\$1.00
	- Fees Collected	\$.00
PLUMBING	- Issued	4
	- Value	\$2,000.00
	- Permit Fees	\$200.00
	- 2.00% STATE TAX	\$4.00
	- Fees Collected	\$.00
REMODELING	- Issued	2
	- Value	\$114,000.00
	- Permit Fees	\$330.00
	- 2.00% STATE TAX	\$6.60
	- Fees Collected	\$.00
Total Permits	- Issued	30
Total Permits	- Value	\$239,648.00
Total Permits	- Permit Fees	\$2,113.50
Total Permits	- Sales Tax 2%	<u>\$ 42.27</u>
		\$ 2,155.77

INSPECTIONS FOR JANUARY 54



Allie Hill
Board President
(434) 960-8958

December 2018/January 2019 Summary and Year-End Report

Virginia Food Works hires a new Director

Michelle McKenzie of southern Albemarle has stepped into the roll of Director. She has a strong farming background with 8 years of experience growing vegetables. Her former employer, Bellair Farm, has been and will continue to be a client of VFW. Michelle is excited to further VFW's goal of helping local producers and entrepreneurs make value-added products using the most local ingredients possible.

Our busiest winter yet

Eight unique clients produced over 4527 units worth about \$31,000 in retail value. Many clients cited Christmas markets as a reason for booking this month. Booking in January continued to be steady with 10 unique clients producing 6129 units worth almost \$42,000 retail. Steady usage in the winter is an encouraging sign for the success of the organization.

Virginia Farm to Table Conference

In December, Allie and Michelle attended the Virginia Farm to Table Conference, where Allie gave a presentation about producing value-added products. This conference was a great immersive learning experience for our new director and a great way to spread the word about the work VFW does.

Tours and partnerships

- **Extension Agent Warner Orozco** visited the cannery. In his role as an Extension Educator for the **Pamunkey Indian Tribe**, he is interested in bringing a group out to the cannery to learn about home food preservation. **Prince Edward Extension Agent Nicole Shuman** will partner with Warner on this project about sourcing some native Virginian fruits to preserve.
- Holly Mitchell, General Manager of the new project **Dominion Public Market** came for a cannery tour. This mixed-use market and kitchen will be hosting workshops and other events.

Two new board members

This month we also welcomed two new board members to the organization. Mary Harris, who recently moved to Prince Edward, and Nicole Shuman, a local Extension agent, will be joining our Board of Directors.

The next page includes summary statistics for the months of December and January as well as our annual impact in 2018. Also included is a list of all commercial clients for 2018, where they are located and what products they make at the cannery.

Monthly Summary	December	January
No. of Unique Clients	8	10
No. of New Clients	2	0
Days in Production	12	13
Hours of Production	61.75	73.50
Units Produced	4,527	6,129
Est. Market Value	\$31,235.80	\$41,965.15
PECC Revenue Generated	\$1,338.50	\$1,550.00

TOTAL ANNUAL IMPACT	
No. of Unique Clients	30
No. of New Clients	15
Days in Production	85
Hours of Production	405.28
Units Produced	28,548
Est. Market Value	\$231,183.81

Agriberry	Hanover, VA	Fruit Puree
Back Pocket Provisions	Washington DC	Bloody Mary Mix
Bellair Farm	Albemarle County	Pepper Jelly, Pizza Sauce
Birdie's Pimento Cheese	South Hill, VA	5 flavors of Pimiento Cheese
Browntown Farms	Brunswick County	Strawberry Jams
Bubba T's	Midlothian, VA	Hot Sauce
Chili of Richmond	Richmond, VA	Hot Pepper Sauce
Dia de los Burritos	New Jersey	Several Hot Sauces
Fishin' Pig	Prince Edward County	Barbeque Sauces and Spice Rubs
Hobby Hill Farm	Powhatan, VA	Fruit Jams and Syrups
Homegrown Virginia	Prince Edward County	Jams and Pepper Jellies
Liberty Tree Farm	Bumpass, VA	Pepper Jelly
Malcom's Market Garden	Staunton, VA	Strawberry Jams and Syrups
Manakintown Farms	Powhatan, VA	Hot Pepper Tonic
Meanwhile Back on the Farm	Coleman Falls, VA	Sicy Mustard
Mielata	Midlothian, VA	Creamed Honey
Monticello	Charlottesville, VA	Pepper Jelly
Mudd Sauce	Scottsville, VA	3 Hot Sauces
Nona's Italian Cucina	Charlottesville, VA	Marinara Sauce
Pennacook Peppers	Virginia Beach, VA	Pepper Jelly
Po River Apiary	Spotsylvania, VA	Honey Habanero Sauce
Reeses Farm	Scottsburg, VA	Fruit Jams
Rupen Rao	Washington, DC	Multiple flavors of Indian Sauces and Marinades
Seasons Bounty Farm	Harrisonburg, VA	Tomato Salsa and Pizza Sauce
Skinquarter Farm	Moseley, VA	Marinara Sauce
Sperare Foods	Virginia Beach, VA	Marinara Sauce
Sweet and Savory of Mecklenberg	Mecklenberg, VA	Fruit Jams
Sweet on the Bubbly	Alexandria, VA	Alcohol-Infused Jams
The Prissy Pickle Company	Virginia Beach, VA	Pickles
Vitick's Switchel	Arlington, VA	Ginger and Turmeric Switchel Drink
Westmoreland Berry Farm	Westmoreland County	Fruit Jams

Tourism & Visitor Center Monthly Report for January 2019

HEARTLAND REGIONAL VISITOR CENTER GUESTBOOK SIGNINGS:					
	Virginia Guests	Other States	Other Countries	Total Guests	Average Visitors per Month:
YTD 2019	125	17	0	142	142.0
2018	3,208	425	52	3,685	307.1

Total / 1 Month
Total / ALL of 2018

Requests for Information:

	Phone Inquiries	Video Views (All)	Center Visits	VisitFarmville.com Facebook Engagements	Tablet/Cell Web Hits	Monthly Totals:
January 2019	68	33	142	1,718	5,100	7,061
January 2018	96	36	145	20,210	5,145	25,632
% Difference	-29.17%	100.00%	-2.07%	-91.50%	-0.87%	-72.45%

TOTAL YTD	Total YTD Inquiries:					
2019 YTD	68	33	142	1,718	5,100	7,061
2018 YTD	96	36	145	20,210	6,539	27,026
% Difference	-29.17%	-8.33%	-2.07%	-91.50%	-22.01%	-73.87%

Report to February Board of Supervisors:

- 2019 is a year of many celebrations: This year marks 50 years since the first State slogan was invented - Virginia Is For Lovers! The Tourism Office is working with many local businesses developing opportunities to celebrate this milestone, helping to drive more visitors to the area. VTC is marketing the 50 Days of Summer, so that is the direction our promotions are being developed in. Plans are to kick off at the Heart of Virginia Festival on May 4th.
- 2019 also marks 400 years since the first Africans and the first women were brought to our shores. Additionally, it's been 400 years since the first Thanksgiving which was celebrated two years before the Pilgrims even landed in Massachusetts. American Evolution / 2019 Commemoration is the Commonwealth's tourism endeavor seeking events and sites to commemorate these auspicious anniversaries.
- Three sites in Prince Edward have been designated for special attention: The Free Blacks of Israel Hill marker and Longwood Female Seminary marker both now have a new sign posted underneath, thanks to the 2019 Commission. See images below:
 - The Moton Museum, as a brick-and-mortar facility, open to the public has received a larger sign designating them as a Virginia History Trail Site.
 - Further sites in Prince Edward County being promoted on the Virginia History Trails App, include Hampden-Sydney College and Twin Lakes.

