

## MISSION STATEMENT

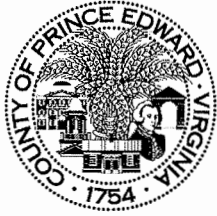
*"The mission of the Board of Supervisors of the County of Prince Edward is to represent all citizens, provide leadership, create vision and set policy to accomplish positive change and planned growth and to provide essential services, enhancing the quality of life and maintaining fiscal responsibility."*

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d. Cannery – Commercial Operations	145
e. Commonwealth Regional Council	150
f. Prince Edward County Public Schools	151
g. Tourism	155

*(NOTE: Additional agenda items may be added to the Table Pack is available for review after 4:30 p.m. on Tuesday, February 11, 2020.)*



County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: February 11, 2020  
Item No.: 1, 2, 3  
Department: Board of Supervisors  
Staff Contact: W.W. Bartlett  
Issue: Call To Order, Invocation, Pledge of Allegiance

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**Summary:** Chairman Townsend 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 \_\_\_\_\_

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

Gilliam \_\_\_\_\_  
Jones \_\_\_\_\_  
Pride \_\_\_\_\_

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

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County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** February 11, 2020  
**Item No.:** 4  
**Department:** Board of Supervisors  
**Staff Contact:** W.W. Bartlett  
**Issue:** Conflict of Interest Act Disclosures

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

**Attachments:** Conflict of Interest Disclosure

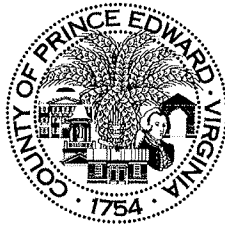
**Recommendation:**

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

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

Gilliam \_\_\_\_\_  
Jones \_\_\_\_\_  
Pride \_\_\_\_\_

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



## STATEMENT OF DISCLOSURE

### DECLARATION OF INTEREST

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

\_\_\_\_\_

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

\_\_\_\_\_

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

\_\_\_\_\_

\_\_\_\_\_

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

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

### DECLARATION OF ACCURACY

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

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

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

Address \_\_\_\_\_

\_\_\_\_\_





County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** February 11, 2020  
**Item No.:** 5  
**Department:** Board of Supervisors  
**Staff Contact:** Kate Pickett  
**Issue:** Recognitions

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

- A. The Fuqua School National Geographic Geography Bee is held each year for 5th through 8th graders. This year, the Geography Bee was held in early January. Joshua Milligan, a 7th grader at Fuqua School, was the winner. Joshua has moved on to compete in the National Geographic Regional Bee through an online assessment. We are anxiously awaiting the results.
- B. The Fuqua School Scripps Spelling Bee is held each year for students in grades 4th-8th. The Spelling Bee was held this year on January 31. Elena Salamo, a 4th grader at Fuqua School, was the Fuqua School Spelling Bee winner. Elena moved onto the Scripps Regional Spelling Bee at The Waldorf School in Richmond on February 3rd. (Results to follow)
- C. Makayla Morris was awarded a State Championship Ring for winning the High Jump at the Virginia High School Outdoor Track and Field Championships held at East Rockingham High School last spring. This is Makayla's fourth State Championship in the High Jump. Makayla is a senior this year and will participate in Indoor Track and Outdoor Track this winter and spring. Hopefully Makayla will finish her career with a full hand of Championship Rings!
- D. For nearly ten years, the PECES art classes have been invited by the Moton Museum Director of Education (PE graduate Cainan Townsend) to help decorate the museum for the holidays. Beginning with the Community Holiday Social on Monday, December 9th, art work by Mrs. Utzinger’s and Ms. Eamigh’s art classes is being displayed on six – six foot paper trees. Each year the decorations are based on a variety of themes: Winter holidays from around our country and world, Virginia Standards of Learning, and Seasonal themes. This year the art teachers and students are particularly excited about our tropical themed trees inspired by our PECES teachers from Jamaica and Trinidad.

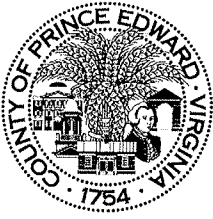
Motion \_\_\_\_\_  
 Second \_\_\_\_\_

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

Gilliam \_\_\_\_\_  
 Jones \_\_\_\_\_  
 Pride \_\_\_\_\_

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

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County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** February 11, 2020  
**Item No.:** 6  
**Department:** Board of Supervisors  
**Staff Contact:** W.W. Bartlett  
**Issue:** Public Participation

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**Summary:**

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

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

**Attachments:** Public Participation Tracking Form

**Recommendation:** None.

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

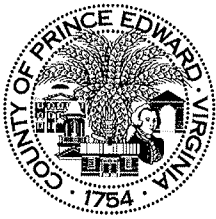
Booth \_\_\_\_\_  
Cooper-Jones \_\_\_\_\_  
Emert \_\_\_\_\_

Gilliam \_\_\_\_\_  
Jones \_\_\_\_\_  
Pride \_\_\_\_\_

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

# PUBLIC INPUT TRACKING LOG

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



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

**Meeting Date:** February 11, 2020  
**Item No.:** 7  
**Department:** Board of Supervisors  
**Staff Contact:** W.W. Bartlett  
**Issue:** Board of Supervisors Comments

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

**Attachments:**

**Recommendation:** None.

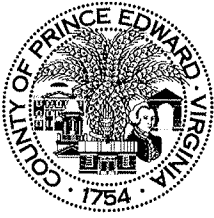
Motion \_\_\_\_\_  
Second \_\_\_\_\_

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

Gilliam \_\_\_\_\_  
Jones \_\_\_\_\_  
Pride \_\_\_\_\_

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

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

**Meeting Date:** February 11, 2020  
**Item No.:** 8-a  
**Department:** Treasurer  
**Staff Contact:** Donna Nunnally  
**Issue:** Treasurer's Report

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

**Attachments:** December 2019 Treasurer's Report

**Recommendation:** Approval

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

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

Gilliam \_\_\_\_\_  
Jones \_\_\_\_\_  
Pride \_\_\_\_\_

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

**Prince Edward Board of Supervisors Treasurer's Report - December 2019**

<b>Name of Bank</b>	<b>Bank Balance</b>			<b>Available Balance</b>
Benchmark Pooled Fund Account	\$ 13,286,799.47			\$ 13,286,799.47
Benchmark Social Services	\$ 303,182.55			\$ 303,182.55
Benchmark School Fund	\$ 1,448,089.25			\$ 1,448,089.25
Benchmark Food Service	\$ 291,767.74			\$ 291,767.74
<b>TOTAL</b>				<b>\$ 15,329,839.01</b>
<b>Certificate of Deposits</b>				
Benchmark				\$ 609,724.91
Farmers Bank				\$ 211,676.94
<b>TOTAL</b>				<b>\$ 821,401.85</b>
<b>GRAND TOTAL</b>				<b>\$ 16,151,240.86</b>



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

<b>Name of Bank</b>	<b>Bank Balance</b>			<b>Available Balance</b>
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
<b>TOTAL</b>				<b>\$ 18,848,944.59</b>
<b>Certificate of Deposits</b>				
Benchmark				\$ 609,724.91
Farmers Bank				\$ 211,676.94
<b>TOTAL</b>				<b>\$ 821,401.85</b>
<b>GRAND TOTAL</b>				<b>\$ 19,670,346.44</b>

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

**Meeting Date:** February 11, 2020  
**Item No.:** 8-b  
**Department:** County Administration  
**Staff Contact:** Karin Everhart  
**Issue:** Approval of Minutes

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

**Attachments:** January 14, 2020 Draft Meeting Minutes  
February 4, 2020 Draft Meeting Minutes

**Recommendation:** Approval.

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

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

Gilliam \_\_\_\_\_  
Jones \_\_\_\_\_  
Pride \_\_\_\_\_

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

January 14, 2020

At the regular meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 14<sup>th</sup> day of January, 2020; at 7:00 p.m., there were present:

Beverly M. Booth

Pattie Cooper-Jones

J. David Emert

Llew W. Gilliam, Jr.

Robert M. Jones

Odessa H. Pride

Jerry R. Townsend

James R. Wilck

Also present: Wade Bartlett, County Administrator; Sarah Elam Puckett, Assistant County Administrator; and Scott Frederick, P.E., VDOT Resident Engineer.

Chairman Wilck 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

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

Supervisor Jones made a motion, seconded by Chairman Wilck, to select the Chairman by rotation as set up during the 2016 organizational meeting, and approving the selection of Jerry R. Townsend as Chairman for 2020; the motion carried:

Aye: Beverly M. Booth  
Pattie Cooper-Jones  
J. David Emert  
Llew W. Gilliam, Jr.  
Robert M. Jones  
Odessa H. Pride  
Jerry R. Townsend  
James R. Wilck

Nay: None

The position of Chairman for 2020 is held by Jerry R. Townsend.

Supervisor Pride made a motion, seconded by Supervisor Cooper-Jones, to select the Vice-Chair by rotation as set up during the 2016 organizational meeting, and approving the selection of J. David Emert as Vice-Chair for 2020; the motion carried:

Aye: Beverly M. Booth  
Pattie Cooper-Jones  
J. David Emert  
Llew W. Gilliam, Jr.  
Robert M. Jones  
Odessa H. Pride  
Jerry R. Townsend  
James R. Wilck

Nay: None

The position of Vice-Chairman for 2020 is held by J. David Emert.

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

Supervisor Jones moved, seconded by Supervisor Wilck, 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: Beverly M. Booth  
Pattie Cooper-Jones  
J. David Emert  
Llew W. Gilliam, Jr.  
Robert M. Jones  
Odessa H. Pride  
Jerry R. Townsend  
James R. Wilck

Nay: None

In Re: Adoption of Board By-Laws

Mr. Wade Bartlett, County Administrator, stated an amendment to the By-Laws is necessary to continue the rotation of the position of Chair and Vice-Chair, as follows:

<u>Year</u>	<u>Chair District Number</u>	<u>Vice Chair District Number</u>
2020	301	601
2021	601	401
2022	401	501
2023	501	101
2024	101	201

Mr. Bartlett said because of the stipulation that a Board member shall have a minimum of one year service prior to election as Vice-Chairman and two years' service prior to election as Chair, requires the rearrangement of the schedule as adopted in January 2019. That schedule would have Supervisor Townsend (301) serving as Chair in 2020 with Supervisor Gilliam (501) serving as Vice-Chair. Supervisor Townsend meets the service criteria and per the policy he could be elected Chair, but Supervisor Gilliam has not served the minimum of one year to serve as Vice-Chair. It is proposed that District 501 be moved down the schedule and serve as Vice-Chair in 2022. This would elevate Supervisor Emert (601) to serve as Vice-Chair in 2020 and Chair in 2021 with Supervisor Pride (401) as Vice-Chair. While this proposal does not place Supervisor Gilliam (501) at the end of the list, it would allow each District to have its Supervisor serve as Chair in the eight-year rotation and meets the spirit of the rotational policy.

Supervisor Emert made a motion, seconded by Supervisor Cooper-Jones, to accept the By-Laws as amended; the motion carried:

Aye: Beverly M. Booth  
Pattie Cooper-Jones  
J. David Emert  
Llew W. Gilliam, Jr.  
Robert M. Jones  
Odessa H. Pride  
Jerry R. Townsend  
James R. Wilck

Nay: None

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>
301	601	2020
601	401	2021
401	501	2022
501	101	2023
101	201	2024

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.”

Mr. Bartlett stated if the Board chose to operate with standing committees, Chairman Townsend set forth his recommendations for committee membership, as follows:

Finance Committee: Supervisor Cooper-Jones (Chair), Supervisor Emert, Supervisor Jones  
Legislative Committee: Supervisor Jones (Chair), Supervisor Booth, Supervisor Gilliam  
Properties Committee: Supervisor Emert (Chair), Supervisor Townsend, Supervisor Cooper-Jones  
Strategic Planning Committee: Supervisor Pride (Chair), Supervisor Booth, Supervisor Gilliam  
Personnel Committee: Supervisor Townsend (Chair), Supervisor Pride, Supervisor Wilck  
Library Committee: Supervisor Wilck (Chair), Supervisor Booth, Supervisor Pride  
Audit Committee: Supervisor Townsend, Supervisor Emert, Supervisor Gilliam  
Fire/EMS Committee: Supervisor Gilliam, Supervisor Booth, Supervisor Townsend  
Bus Committee (Ad Hoc): Supervisor Cooper-Jones (Chair), Supervisor Jones, Supervisor Wilck  
PSAP Committee: Supervisor Jones (Chair), Supervisor Townsend

Supervisor Wilck suggested having only two members on the Audit Committee because the Board doesn't have any oversight and “if you put three people on it, it opens up to a public situation and then you lose the oversight you had.” Mr. Bartlett stated that any committee meeting, even with only two members, by regulation must be advertised and can be attended by the public unless it goes into closed session.

Chairman Townsend stated for the sake of transparency, it needs to have three members, and stated he doesn't want hidden agendas; he said the Board can change that.

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

Aye:	Beverly M. Booth	Nay: None
	Pattie Cooper-Jones	
	J. David Emert	
	Llew W. Gilliam, Jr.	
	Robert M. Jones	
	Odessa H. Pride	
	Jerry R. Townsend	
	James R. Wilck	

The Board concurred with the committee appointments.

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

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

Aye: Beverly M. Booth  
Pattie Cooper-Jones  
J. David Emert  
Llew W. Gilliam, Jr.  
Robert M. Jones  
Odessa H. Pride  
Jerry R. Townsend  
James R. Wilck

Nay: None

the Prince Edward County Board of Supervisors re-adopted 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 Cooper-Jones, seconded by Supervisor Jones, and carried:

Aye:	Beverly M. Booth Pattie Cooper-Jones J. David Emert Llew W. Gilliam, Jr. Robert M. Jones Odessa H. Pride 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 Cooper-Jones, seconded by Supervisor Jones, and carried:

Aye:	Beverly M. Booth	Nay:	None
	Pattie Cooper-Jones		
	J. David Emert		
	Llew W. Gilliam, Jr.		
	Robert M. Jones		
	Odessa H. Pride		
	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

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

Chairman Townsend stated an employee of the County, Billy Coe, went above and beyond the call of duty on January 2, 2020. He said a call went out and Mr. Coe took his own boat to Rice Creek Road when he learned two brothers were in danger because of a boat overturning; one brother swam to shore, but the other brother could not swim. Mr. Coe took his boat which allowed the First Responders to rescue the victim; Mr. Coe also provided dry clothes to the victim for the First Responders to get the victim to the hospital.

Chairman Townsend then recognized Supervisor Wilck for his outstanding job as Chair during 2019. He said Supervisor Wilck is passionate about the initiative for the East Third Street Exchange, and it was made clear that Supervisor Wilck wants the best for the County.



In Re: Public Participation

Chairman Townsend 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.

**Vicky Page**, Leigh District, spoke as representative of the Friends of the Community Library; she invited the Board members to the Friends' Informational Breakfast on January 22 at 8:00 a.m., where they would be brought up to date with the new things that have happened at the library and will provide a tour. She then said the "Little Free Library Project" is working well; she said the first one was installed in November 2014 in Rice. She said a lot of books have gone through it and the unit is showing wear, and new larger units which have metal roofs have been approved. She said the unit at the Prospect site will be replaced next.

**Lee Bidwell**, Leigh District, stated she will not give her address as was directed at the December meeting on the Second Amendment Sanctuary proposal. She said she was disappointed and disheartened that the Board voted to defy the democratic process and go on record to obstruct any laws regarding gun control that might be passed with the Constitutionally dictated legislative process. She said she wanted to comment on the undemocratic way the special-called meeting was handled, and to offer suggestions on how to avoid problems in the future. She said that one of the most troubling aspects of the meeting is that speakers publicly give their address, "especially in front of 600 gun-toting, self-proclaimed sharpshooters." She said she read the Prince Edward County Board of Supervisors Rules as amended, and urged that Rule 13, regarding speakers providing name and address, be amended. She said she understood that it is to prove the speaker lives in the county, but asked they be allowed to use some other fashion to prove residency. She said she felt her personal safety was at risk to be able to express her views as intimidation suppresses free speech. The Board needs to protect the rights of all citizens to speak without fear of repercussions.

Ms. Bidwell said that according to Robert's Rules of Order, after a motion is made, the Chair is to call for discussion but no call was made for discussion of the draft resolution. She said the alternate draft motion did have discussion and Supervisor Wilck called for discussion. She said much of the crowd seemed satisfied with the alternative until Supervisor Wilck pointed out that it did not specifically include [the words] "Sanctuary City" language. She said that with the motion he supported, he did not call for discussion and went straight to the vote, demonstrating clear bias and unwillingness to consider alternatives or amendments

to the proposal. She said it was clear that his mind, as well as those of the majority of the Board, was made up before the public hearing. She said the purpose of a public hearing is to listen to citizen input before making an informed decision. She said the Board needs to adopt policies, procedures and leadership behaviors that allow for civil, respectful public exchange of ideas and Board members must base their voting decisions on thoughtful, careful consideration of all constituents.

**Ian Danielsen**, Farmville District, stated while his comments are pointed and critical regarding the December 17 meeting, he holds Mr. Wilck in high esteem and good faith as he does all Board members and staff. He said he values the relationship and collaboration. He stated he is a citizen deeply concerned over the ways in which last December's public hearing regarding gun sanctuary was handled. He urged the Board to engage in heightened communication to ensure that in future meetings, the attendees' rights are not usurped. He said it was not accurate to be called a public hearing because so many who were in support of the resolution were allowed to disrupt and prevented opponents from freely speaking, the meeting turned instead into more of a one-sided rally. He said when his peer, Susan, attempted to give comment, she was so roundly and hostilely booed, jeered and shouted down, she respectfully requested that the time denied her be reinstated, but it was not afforded her. When the clock reached zero, she was again shouted down by the unruly crowd and she left abruptly in tears, essentially drummed out. He said he brought his nine-year-old son to see a civic hearing in action, his son was made so anxious he crawled into his lap and asked that they leave. He said as they left, a gentleman took him aside and apologized saying the crowd acted horribly. Another man followed him out of the school and said all the hate speech was constitutional. Mr. Danielsen said that is just an example of a tactic of intimidation was used to hijack the process and denied opponents of the measure of any real chance to speak.

Mr. Danielsen said the Board didn't maintain order among supporters of the resolution, and in one constituency's defense of their Second Amendment rights, they trampled on others' First Amendment rights. He said this is not a new strategy; this was planned, systematic and worst of all, permitted, and a case in point of "freedom for me, but not for thee."

Mr. Danielsen said Supervisor Wilck did apologize and but the apology didn't state what should have been done or what will be done in future. He said the integrity of future meetings will be assessed according to their ability and willingness to guarantee that all points of view will be heard without hostile interference. He said the meeting could have been suspended or ended when the meeting was clearly out of

order, or utilized the resource of the Sheriff's office to ensure order. He said given the systematic Sanctuary Circuit rides through the state this past fall, the Board should have expected this and asked that the Board, in the future, preplan actions for ensuring order, fairness and equality. He said citizens can expect the same from some of the constituencies, among many who feel the ends justified the means because the means weren't checked but were reinforced. He asked in what future settings will they use intimidation as a strategy to squelch viewpoints other than their own, such as future Board meetings or at voting precincts.

**John Miller**, Farmville District, expressed his thanks for the support of the Board for the Prince Edward Volunteer Rescue Squad and thanked the Board for the investment through the EMS Levy. He said it provided a catalyst for other agencies and governmental authorities to invest in the Squad. He said an offer was made to fill the Executive Director position and that offer has been accepted. He said the Squad is aggressively pursuing grants, including one to replace the radio system. He said the current system is old and replacement parts are no longer made. He said the grant requires a 50/50 match and asked the Board to consider an amendment to include \$25,900 up-front "advance" to place an order for new radios by the end of February. He said the funds are not needed until July; this would allow the Squad to get the radios for half price. He said the radios (14) total cost is \$62,000; an entire system would be several million dollars

**Ryan Taney**, Prince Edward Volunteer Rescue Squad President, thanked the Board for its support, stating the Board is instrumental in helping the Squad grow in the community and meet its needs. He said the Squad has overcome trying times and has succeeded in part thanks to the Board's guidance. He asked the Board to reach out with any questions or concerns.

Mr. Bartlett asked how long the Rescue Squad has to spend the grant funding. Mr. Miller said they have to have the funding match approval by the end of February and the PO order in to the State by June or July.

Chairman Townsend referred the request to the EMS Committee for their review and recommendation back to the Board.

Supervisor Jones asked if the February 11 [2020] meeting would allow enough time; following some discussion, Mr. Miller said that it would give enough time.

In Re: Board Comments

Supervisor Wilck stated that in regards to the [December 17] meeting, no one [else] sitting on this Board has any blame and accepted all the blame, but not as much as Ms. Bidwell suggested. He said he was overwhelmed, expecting only 350-400 people. He said that Ms. Bidwell told him that the only people that were asked their names were those opposed. He said the reason for that was that the list of everybody else that was signed up with their name and district, so there was no need to [ask]. He said the Board needs their names for the record and it is put into the minutes. He said when Ms. Bidwell made accusations that were not true, he did hang up. He apologized for other things, saying he tried to stop people talking over other speakers by banging the gavel and holding his hand up, but with 600 raucous people, he had little effect and isn't sure what he could have done. Supervisor Wilck said he wrote a letter to the Editor [of the Farmville Herald], but the publisher said it was too long and placed it in as a column. He said people stopped and thanked him for the way the meeting was handled; he said it was nobody's responsibility but his.

Supervisor Pride thanked the citizens for attending and welcomed Supervisor Booth.

Supervisor Gilliam asked the two citizens that spoke during Public Participation to contact him regarding their concerns, and to share his with them. He then welcomed Supervisor Booth.

Chairman Townsend thanked the citizens for attending and thanked the Board for their confidence in him as Chair. He said he will do the best he can for the Board and the citizens. He congratulated Sheriff Epps and Supervisor Booth; he asked the citizens to continue their support and voice concerns.

Supervisor Emert welcomed all to the meeting and welcomed Supervisor Booth and Sheriff Epps.

Supervisor Cooper-Jones congratulated Chairman Townsend, Vice-Chairman Emert, Supervisor Booth, and Sheriff Epps. She thanked the citizens for their participation. She then said the gun sanctuary meeting was a disgusting action regarding how it was handled. She said that in the newspaper, according to Mr. Wilck, "I asked Jerry Townsend and Pattie Cooper-Jones who sat near me and voted differently from the way I voted, if they thought I had handled the meeting fairly and they both responded 'yes.' That question was never asked of Pattie Cooper-Jones because Mr. Wilck did not speak to me, I heard him addressing Jerry Townsend, but that conversation never happened because I did not think the meeting was handled fairly." She said life goes on and the Board is here to serve the constituents and do what they need the Board to do to serve the citizens of Prince Edward County.

Supervisor Jones said he wished to reiterate the congratulations to all the new office-holders, and said that he hopes the Board learned from that public hearing because it did get out of control. He said in the future the Board can be better prepared for it.

Supervisor Booth said Happy New Year to all and thanked all for coming to the meeting.

In Re: Consent Agenda

On motion of Supervisor Jones, seconded by Chairman Townsend, and carried:

<p>Aye: Beverly M. Booth Pattie Cooper-Jones J. David Emert Llew W. Gilliam, Jr. Robert M. Jones Odessa H. Pride Jerry R. Townsend James R. Wilck</p>	<p>Nay: None</p>
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the Board accepted the Treasurer’s Report for November 2019; the minutes of the meetings held December 10, 2019 and December 17, 2019; Accounts and Claims, Board Mileage Sheets and County Attorney Invoice; Salaries; and Appropriations as follows:

FY20 BUDGET AMENDMENTS						
REV/EXP	FUND	DEPARTMENT	OBJECT	DESCRIPTION	DEBIT	CREDIT
REAPPROPRIATION						
3	100	41050	100	From Fund Balance		\$313,000
4	100	94000	301	Sheriff-Communication Equip.	\$313,000	
VFD INSURANCE						
3	100	93000	100	To General Fund Balance		\$60,000
4	100	32200	7040	VFD Insurance	\$60,000	
PIEDMONT COURT SERVICES						
3	741	24040	0021	Community Corrections Grant		\$13,261
4	741	21400	1300	Salaries & Wages	-\$40,954	
4	741	21400	2100	FICA	\$6,696	
4	741	21400	2210	VRS	-\$2,272	
4	741	21400	2211	VRS-Hybrid Employer	\$2,375	
4	741	21400	2212	ICMA – Employer	\$558	
4	741	21400	2213	The Standard	-\$100	
4	741	21400	2300	Blue Cross Blue Shield	\$19,036	
4	741	21400	2400	Group Life	\$1,023	
4	741	21400	2600	Unemployment	-\$41	
4	741	21400	2700	Workers Comp	\$301	
4	741	21400	3199	Purchase of Service – Other	\$3,000	
4	741	21400	3310	Repairs & Maint.	\$750	
4	741	21400	3500	Printing & Binding	\$399	
4	741	21400	3600	Advertising	\$460	

4	741	21400	5110	Electrical Service	\$170	
4	741	21400	5210	Postal	\$300	
4	741	21400	5230	Telecommunications	\$1,616	
4	741	21400	5420	Lease	\$7,850	
4	741	21400	5510	Travel – Mileage	\$5,352	
4	741	21400	5530	Travel- Subsistence & Lodging	\$2,148	
4	741	21400	5540	Travel-Convention	\$1,959	
4	741	21400	5810	Dues	\$45	
4	741	21400	6601	Office Supplies	\$2,590	
4	741	97001	2300	Blue Cross Blue Shield	-\$13,261	

**Prince Edward Treasurer's Report - November 2019**

<b>Name of Bank</b>	<b>Bank Balance</b>	<b>Available Balance</b>
Benchmark Pooled Fund Account	7,797,343.49	7,797,343.49
Wells Fargo Social Services	214,809.29	214,809.29
Benchmark School Fund	165,033.11	165,033.11
Benchmark Food Service	230,226.75	230,226.75
<b>TOTAL</b>		<b>8,407,412.64</b>
 <b>Certificates of Deposit</b>		
Benchmark		609,724.91
Farmers Bank		211,676.94
<b>TOTAL</b>		<b>821,401.85</b>
 <b>GRAND TOTAL</b>		 <b>9,228,814.49</b>

**Accounts & Claims:**

<u>BOARD OF SUPERVISORS</u>		
Perry Carrington	PA Set up for meeting	200.00
Farmville Newsmedia	Advertising	414.79
 <u>COUNTY ADMINISTRATOR</u>		
VACORP	Workers compensation	74.67
National Association of Counties	Membership dues	465.00
Business Data of Virginia, Inc.	Norton antivirus	39.95
Diamond Springs Water, Inc.	Water & equipment rental	19.20
HR Direct	Attendance cards	67.12
Key Office Supply	Envelopes / post-its	7.92
	Cartridges	535.88
		543.80

RR Donnelley	W-2 / 1099 forms	114.87
Walmart Community / SYNCB	Halloween candy	206.36
Dominion Wholesalers	Copier	400.00

COMMISSIONER OF REVENUE

VACORP	Workers compensation	40.59
Farmville Newsmedia	Advertising	
Farmville Printing	Postage envelopes	1,475.00
Treasurer of Virginia	Online service	71.10

ASSESSOR

Wampler-Eanes Appraisal	Reassessment	14,355.00
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TREASURER

VACORP	Workers compensation	45.25
ComputerPlus Sales/Service	Printer maintenance	386.55
Farmville Newsmedia	Tax bill ad	165.92
Neofunds	Postage	1,000.00
Benchmark Community Bank	Payflow/Paypal	5.90
Treasurer of Virginia	Online service	71.10
Mail Finance	Postage machine lease	1,527.00
Business Data of Virginia, Inc.	Norton antivirus	39.95
Key Office Supply	BSN 65650	1.96
	Greenbar paper	342.95
DMV	DMV Stop fees	2,125.00

INFORMATION TECHNOLOGY

Business Data of Virginia, Inc.	Travel & expense	3,250.00
	Contract agreement	9,000.00
BAI Municipal Software	Technical support	12,512.00
ComputerPlus Sales/Service	Printer service contract	79.00

ELECTORAL BOARD AND OFFICIALS

Owen G. Dunn Co.	Ballot services	1,700.00
Claudia Somers	Office assistance	185.00
Farmville Newsmedia	Advertising	98.32
Lynette Wright	Postage	20.90

REGISTRAR

VACORP	Workers compensation	13.91
Lynette Wright	Mileage	125.28
Caitlin Bryant	Meal	8.74
Key Office Supply	Poll supplies	32.99
	Copy paper	69.90

CIRCUIT COURT

VACORP	Workers compensation	6.89
Key Office Supply	Bookcase	162.99
	Printer stand	54.99

Clear project	7.39	
Copy paper	69.90	
Water	18.58	313.85

GENERAL DISTRICT COURT

Mail Finance	Postage lease payment		376.17
U. S. Postal Service	Box rental		64.00
Diamond Springs Water, Inc.	Water & equipment rental		26.45
Key Office Supply	PFX 9024	128.85	
	Supplies	25.77	
	Shredder	299.95	
	Storage boxes	49.95	
	File pockets	26.67	
	Toner	84.89	
	Binders	30.84	646.92

CLERK OF THE CIRCUIT COURT

VACORP	Workers compensation		68.48
Farmville Newsmedia	Advertising		196.64
Key Office Supply	Service contracts (2)	1,553.00	
	Juror supplies	39.64	
	HEW CE505D	345.98	
	Copy paper	139.90	
	Cartridges	357.98	
	Hand towels	31.39	
	Pens / holder / keyboard	96.22	
	Envelopes / staple remover	23.86	
	AOP LT512M / MMMDS330	105.96	2,693.93
Mail Finance	Postage lease payment		407.13
CenturyLink	Phone		58.45
Jurors	Juror		2,280.00
Treasurer of Virginia	Annual maintenance	4,480.00	
	Courtroom printer	200.00	4,680.00
Caskie Graphics, Inc.	Will folders		429.85
Diamond Springs Water, Inc.	Water & equipment rental		46.20

LAW LIBRARY

Relx, Inc. DBA LexisNexis	Monthly subscription		366.00
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COMMONWEALTH'S ATTORNEY

VACORP	Workers compensation		117.81
Megan Clark	Meals / mileage	83.92	
	Lodging	230.04	313.96
Wendy Hannah	Meals / lodging		326.58
Marchella Rustioni	Lodging - CC Case		116.79
National District Attorney Association	Annual dues		181.00
Key Office Supply	Folders / tabs / hi-lighters	137.56	
	Planner	21.99	159.55

VICTIM WITNESS ASSISTANCE PROGRAM

VACORP	Workers compensation		10.27
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<u>SHERIFF</u>		
VACORP	Workers compensation	5,706.52
Beale, Davidson, Etherinton	Legal fees	222.50
Verizon Connect NWF, Inc.	GPS service	454.80
Verizon Wireless	Vehicle modems	600.23
	Cellular service	82.06
Business Card	Postage	30.50
	Meals	108.85
	Accreditation	0.99
	Gas	51.68
	Police supplies	906.93
Kinex Networking Solution	Remote data backup	19.95
CenturyLink	Phone	10.36
	Sheriff's VCIN	7.97
Business Data of VA, Inc.	Norton antivirus	159.80
Diamond Springs Water, Inc.	Water & equipment rental	60.20
Key Office Supply	Binders	150.70
	Dividers	30.38
	Folders / markers / dvd / cds	536.82
	Labels	10.44
	Sharpies	49.54
	Paper	30.78
Kevin Randolph	Gas	808.66
Mike Jackson	Fuel	30.00
DMV Special Plates	Registration	10.00
Fisher Auto Parts, Inc.	Key fob battery	25.00
DMV	Special ID	2.06
Galls, LLC	Gun case	10.00
	Boots	77.90
	Belt	502.95
	Hashmarks	26.25
	Shoes	105.00
Town Police Supply	Ammo	79.20
	Glock mags	2,669.40
American Uniform Sales	Shirts / armor skins	42.00
	Shirts	371.42
		112.96

SHERIFF - COURTS

VACORP	Workers compensation	1,944.56
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FARMVILLE VOLUNTEER FIRE DEPARTMENT

Key Office Supply	Printer	899.00
Municipal Emergency Service	Covert vest	66.13
NAFECO, Inc.	Shirts	75.88
NAPA of Farmville	12V plug	2.69
Taylor-Forbes Equipment Company	Motomix	50.75
Witmer Public Safety Group	Bugles pins	16.19

RICE VOLUNTEER FIRE DEPARTMENT

County Waste	Trash collection	102.00
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Ellington's Lawn Service	Mowing		75.00
Industrial Repair, Inc.	Tires / inspection	1,824.00	
	Repair	1,121.45	
	Steering pump	457.20	3,402.65
Key Office Supply	Printer		499.00
CenturyLink	RVFD Phone		197.01
Dominion Energy Virginia	RVFD Electric		251.64

DARLINGTON HEIGHTS VOLUNTEER FIRE DEPARTMENT

Atlantic Emergency	LED light		178.80
Cyrus Pest Control Company	Pest control		45.00
Darlington Heights Fire Department	Computer / internet		478.13
East End Motor Company, Inc.	Oil change / inspection / bat	143.53	
	Oil change / inspection	352.14	
	Oil change	69.36	
	Oil change / inspection / flt	634.40	1,199.43
	Ellington Energy Service	Propane	
Farmville Wholesale Electric	Light repair		408.69
Fire & Safety Equipment Company	Turnout gear	2,776.95	
	Boots	280.00	3,056.95
Southside Electric Cooperative	DHVFD electric		298.75

MEHERRIN VOLUNTEER FIRE DEPARTMENT

Fire & Safety Equipment Company	Particulate hood		1,754.60
NAPA of Farmville	Batteries		319.10
Parker Oil Company, Inc.	Diesel	1,399.92	
	Propane	653.94	2,053.86
	Verizon Wireless	Cellular service	
VACORP	Workers compensation		2,482.75

EMERGENCY SERVICES

VACORP	Line of Duty insurance		4,554.00
Korman Signs	Road signs		1,271.96

REGIONAL JAIL & DETENTION

Piedmont Regional Juvenile Detention Center	Juvenile detention		375.00
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BUILDING OFFICIAL

VACORP	Workers compensation		285.63
Coy Leatherwood	Meal / registration		25.26

ANIMAL CONTROL

VACORP	Workers compensation		314.82
Cumberland Animal Hospital	Vet services		513.94
Ridge Animal Hospital	Vet services		391.53
Dodson Brothers Exterminating	Pest control		50.00
CenturyLink	Phone		138.40
Crater Criminal Justice	Training		100.00

GENERAL PROPERTIES

VACORP	Workers compensation		1,309.28
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Doli / Boiler Safety	Boiler inspections	60.00
Dodson Brothers Exterminating	Pest control	237.00
Dominion Energy Virginia	SCOPE building	188.32
	Courthouse	11,794.78
	STEPS Headquarters	790.34
	Lights at Rice	114.30
	Ag building	1,515.84
Rohr Mechanical, LLC	A/C unit repair	14,403.58
Town of Farmville	Water & sewer	2,328.75
AT&T	Shop phone	722.02
CenturyLink	Phone	47.15
O. O. Stiff, Inc.	Monthly service	166.45
Diamond Paper Company	Credit	100.00
	Towels/trash bags/cleaner	-22.27
	Cleaning supplies	785.30
	Duster	2,255.83
Air Conditioning Equipment	Actuators	44.00
Diamond Springs Water, Inc.	Water & equipment rental	3,062.86
Key Office Supply	Wire organizers	600.00
	Copy paper/tabs/stapl	15.00
Lowe's	Battery / foil tape	28.35
	Duct fan	31.68
Price Supply Company, Inc.	Wax rings	23.75
	Booster fan/reducer	7.91
Cintas Corporation #524	Uniform rental	70.68
Davis GMC Truck, Inc.	Repair parts / labor	78.59
Fisher Auto Parts, Inc.	Credit	604.26
	Stblizr bar/wpr blde	587.81
	Fuel stb / bttry / filtr	-30.86
	Oil & filter	133.14
		71.81
		132.40
		306.49

CANNERY

VACORP	Workers compensation	93.74
Virginia Food Works	Commercial contract	2,916.67
Parker Oil Company, Inc.	Fuel	700.32
CenturyLink	Phone	282.01
Diamond Paper Company	Cleaning supplies	67.00

COMPREHENSIVE SERVICES ACT

Acewall Scholars	Professional services	1,100.00
Bear Creek Academy	Professional services	3,420.00
Morgan Carraway	Professional services	721.00
Centra Health	Professional services	15,876.00
Chestnut Hill Mental Health	Professional services	8,010.00
Faison School for Autism	Professional services	6,382.00
Fulcrum Counselors, LLC	Professional services	1,298.75
Hallmark Youthcare - Richmond	Professional services	17,962.00
Harbor Point Behavioral	Professional services	2,520.00
James River Therapy Services	Professional services	1,200.00
Prince Edward County Dept of Social Services	Professional services	258.71
Thomas Brothers Software	Maintenance fee	250.00

	<u>PLANNING</u>		
VACORP	Workers compensation		666.79
	<u>ECONOMIC DEVELOPMENT</u>		
VACORP	Workers compensation		10.33
Kate Eggleston	Mileage		85.72
Key Office Supply	Envelopes / post its		7.92
	<u>TOURISM</u>		
VACORP	Workers compensation		11.81
Town of Farmville	Water & sewer		48.84
CenturyLink	Phone		336.62
Business Data of VA, Inc.	Norton antivirus		39.95
Midtown Mailboxes	LVE SUMMR cardstock		3.61
	<u>COOPERATIVE EXTENSION OFFICE</u>		
CenturyLink	Phone		124.90
	<u>GENERAL EXPENSE</u>		
Segra	Phone		2,499.25
Rochette's Florist	Flowers (Carrington)		149.00
	<u>CAPITAL PROJECTS</u>		
Blair Construction, Inc.	PJT 3269 Courthouse	1,091,712.21	
	PJT 3246 STEPS Renov	59,450.01	
	PJT 3251 DSS Bldg	150,814.04	1,301,976.26
Crabtree, Rohrbaugh & Assoc	CH construction		2,645.48
Compro Computers	Equip camera system	1,484.85	
	CH Renov equipment	8,249.05	9,733.90
Town of Farmville	Install hydrant		3,240.00
Precision Doors & Hardware	Key combinator		3,056.87
	<u>FORFEITED DRUG ASSETS</u>		
Thomson Reuters-West	Court screen access		63.00
	<u>CDA SPECIAL LEVY FUND</u>		
Poplar Hill CDA	Special levy payment		41,795.00
	<u>WATER FUND</u>		
Town of Farmville	Water & sewer		94.16
	<u>SEWER FUND</u>		
Dominion Energy Virginia	Sewer pump		48.48
	<u>COLLECTIONS</u>		
VACORP	Workers compensation		2,772.53
East End Motor Company, Inc.	Flat repair		66.95
Farmville Wholesale Electric	Light bulb / wire / nuts	20.71	
	Bulb / tape / knife	127.19	
	Photo sensor / reducer	31.48	

	Screws / wire nuts	21.68	
	Light fixtures / rfrctr	274.54	
	Credit	-92.98	382.62
Lowe's	Paint / paint tray		56.95
Moore Scale Service-Western VA	Scale serviced		325.00
Sherwin Williams Company	Paint & supplies	355.09	
	Tape / pail / coveralls	41.60	
	Paint & coveralls	659.57	
	Paint / shoe covers	856.98	1,913.24
Republic Services #974	Trash collection		664.01
Emanuel Tire of Virginia	Tire recycling		1,597.40
STEPS, Inc.	Recycling		3,305.76
Synergy Recycling, LLC	Electronic recycling		2,442.25
Southside Electric Cooperative	Electric		128.82
Dominion Energy Virginia	Rice collection center		65.64
CenturyLink	Phone	114.41	
	Phone - Worsham	47.93	162.34
O. O. Stiff, Inc.	Monthly service		702.50
	<u>LANDFILL OPERATIONS</u>		
VACORP	Workers compensation		2,018.07
Resource International	Landfill monitoring	9,363.57	
	Project management expense	2,611.00	
	SWP PJT Compliance mgmt.	1,485.50	13,460.07
Carter Machinery Company, Inc.	Roller		508.84
Cavalier Hose & Fittings	Hydraulic oil		194.60
Diamond Springs Water, Inc.	Water & equipment rental		8.95
Ferguson Enterprises, LLC	Clevis		38.90
Lowe's	Shms / sw blades / hammer	86.91	
	Magnet / key box	35.12	
	Lock nut / wshrs / bolts	14.63	
	Scalehouse door	301.90	438.56
Sherwin Williams Company	Paint		212.95
CenturyLink	Phone		114.64
Andy Leatherwood	Cell case		39.99
Ronald Van Eps	Landfill license		50.00
Arc3 Gases	Gloves	81.00	
	Tank rental	27.90	108.90
East End Motor Company, Inc.	Tire repair	88.65	
	Inspection	20.00	108.65
NAPA of Farmville	Dust mask	8.99	
	Thread lock / mask	43.98	
	Hyd oil / battery / core	657.89	
	Light bulbs	8.91	
	Glass cleaner / squeegee	12.48	
	Puller	38.49	
	Tool set / chisel	64.47	
	Penetrant	11.98	
	Battery / core / fusehld	280.27	1,127.46
Southern States	Ratchet / chain		479.94

<u>RETIREMENT BENEFIT FUND</u>		
Vicki K. Johns	Retiree benefit	1,187.00
<u>PIEDMONT COURT SERVICES</u>		
VACORP	Workers compensation	75.05
Southside Messenger	Advertising	144.00
Dominion Energy Virginia	Electric	169.74
CenturyLink	Fax line	77.05
Segra	Phone	312.39
Meri Dalton	Mileage / meals	233.66
Connie Stimpson	Mileage / meals / supply	213.37
Renee T. Maxey	Meals/parking	58.16
Business Data of VA, Inc.	Norton antivirus	119.85
<u>PCS SUPERVISION FEES EXPENDITURES</u>		
Amelia Bulletin Monitor	Advertising	140.00
SRP Corporation, LLC	Rent	2,750.00

In Re: Properties Committee Report

Mr. Bob Timmons, Chair, reported Juvenile Court and their offices are moved in and the Clerk of the Court has been moved in. He said the construction on the sally-port, the entrance, the atrium and the Magistrates office area will be completed by the end of this month. He said the relocation should be complete by mid-February. He stated the final two phases are the Commonwealth Attorney's office which has the stud-walls erected and the General District Courtroom and office area will be started tomorrow. Those should be complete and occupied by mid-March. He said there is a meeting with the Properties Committee to review details; there is one more change order that is being worked on, and a total of change orders with all the properties will be less than \$50,000. He said the renovation is ahead of schedule and under budget.

Supervisor Pride thanked Mr. Timmons for a job well done.

In Re: Commonwealth Regional Council Dues Refund

Ms. Melody Foster, Executive Director of the Commonwealth Regional Council, presented a dues refund to Prince Edward County in the amount of \$4,830.60.

Ms. Foster explained that the Annual CRC Membership Dues Policy states that at the end of each fiscal year, if the CRC Audited Cash Fund Balance is in excess of \$500,000, the dollar amount over this amount will be divided and returned to the member counties.

The Board will need to decide if they want to accept the check or reinvest this amount with the CRC. If reinvested, it could be used to provide a match for any future grants that the CRC would administer for the County; if the refund is accepted, it will be placed into the General Fund's Fund Balance.

Mr. Bartlett recommended the Board accept the refund in order to keep a continuous even amount to be provided to the CRC.

Supervisor Pride made a motion, seconded by Supervisor Gilliam, to accept the refund of \$4,830.60 from the Commonwealth Regional Council; the motion carried:

Aye:	Beverly M. Booth	Nay:	J. David Emert
	Pattie Cooper-Jones		
	Llew W. Gilliam, Jr.		
	Robert M. Jones		
	Odessa H. Pride		
	Jerry R. Townsend		
	James R. Wilck		

In Re: Highway Matters

Mr. Scott D. Frederick, P.E., stated crews are busy with typical winter routine maintenance schedule; he said they are running the boom axe behind the guard rails and on the slopes and doing brush-cutting. He said they are machining shoulders, adding stone in low spots; he said Darlington Heights Road, Five Forks Road, Singleton Road, Worsham Road, and Abilene Road will be next. He said potholes are being filled.

Mr. Frederick said work is being done on the Route 652, Harris Creek Road Bridge; there are a few loose ends they are tying up and are demobilizing the structure and bridge crew equipment, and starting to tie the roadway back in. He said it appears completion will be on February 1. He said the Operational Safety Improvement funds are being used for spot leveling near the landfill, and for radius improvements on Route 15, work at the school and on County Line Road at Route 15. He said those funds are usually about \$70,000; \$55,286 has been spent, \$15,308 remains. He said VDOT plans to use that funding for 18'-widenings on some inside-curve areas where traffic runs off the road, in the hopes to bring the crash rate down.

Mr. Frederick then requested a work session on the Six Year Plan. Following some discussion, it was determined the work session will be held Tuesday, February 11, 2020 at 5:00 p.m.

Mr. Frederick asked for road issues. He stated currently in line for review or work include the pond on Morris Creek and the spillway which is clogged again. He said they will look at the ditch on Singleton

Road; work needs to be done on a culvert on Spring Creek Road due to the road settling, and he is going to look for accident data regarding the turn-off at Route 460 and Rice's Depot Road for a Smart Scale project. He said there is a possible sight distance issue on Harris Creek Road at the Dollar General.

Supervisor Pride asked about the speed study on Douglas Church Road. Mr. Frederick said it has been submitted; he said they do not allow convex mirrors as has been suggested for use.

Chairman Townsend said the bridge at Worsham Road over Briery Creek has potholes that would knock a vehicle out of alignment; it also has a weight limit issue.

Mr. Bartlett said citizens have called Supervisor Booth regarding Briarwood. The hydrology has changed due to the construction and during rain events, flooding occurs and the ditch needs to be reworked.

Supervisor Emert asked for a speed study on Peaks Road, and requested the 25mph limit be extended down to First Ridge.

Supervisor Jones asked about the work on Old Ridge Road. Mr. Frederick said he reviewed VDOT's report and sent it back for a second review.

Supervisor Gilliam asked the status of work on Green Bay Road, Route 696. He said there is a sight issue. Mr. Frederick said he will check into this issue.

In Re: Public Hearing – Amendments to the TransTech Alliance Regional Development Ordinance and Agreement

Chairman Townsend announced that this was the date and time scheduled for a public hearing prior to considering amendments to and the approval of the Transtech Alliance Regional Development Agreement. Notice of this hearing was advertised according to law in the Friday, January 3, 2020 and Friday, January 10, 2020 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Bartlett stated that at its December meeting, the Board approved advertising a public hearing on proposed amendments to the TransTech Alliance Regional Development Agreement, which must be adopted by Ordinance. The Board of the TransTech Alliance, doing business as the Virginia Growth Alliance (VGA), has voted to amend both the Regional Development Agreement and the By-Laws.

Mr. Bartlett said the substantive change proposed in the Agreement can be found in Item 9 – Withdrawal of Membership. The existing agreement states that members can withdraw by merely giving a six-month's written notice to the other members. The proposed change requires the leaving Jurisdiction to



adopt a resolution of withdrawal and still requires a six-month written notice to the other members. Mr. Bartlett added that Section 15.2-1300 of the *Code of Virginia* requires joint agreements be approved by ordinance.

Chairman Townsend opened the public hearing.

**Paul Hoffman**, Prospect District, stated his approval of the amendment. He said he wanted to speak about Economic Development and the County's role in that. He said that like most citizens of Prince Edward County, most of his worldly wealth is in real estate in Prince Edward County. He said he looks to the Board of Supervisors to help protect the value of that property and therefore, the tax base which helps fund the services. He said that is done through economic development, which is one of the few things done that a return is expected. The challenge is if the County is not engaged in Community Development, funding just the most basic of services means localities must raise [tax] rates on citizens. He said Prince Edward County is fortunate currently and asked that the Board not neglect economic development.

Mr. Hoffman said the VGA allows the Board to partner with other communities, learn from them and participate with them. He said the cost of participating in the VGA is about \$20,000, which is "a whiff" in a \$23 million budget; he added the \$9 million on education, of which the principle purpose is to prepare the student to enter the workforce. He said it would be nice to have jobs in Prince Edward County so that after they're educated, they could stay here, buy property, contribute to the economy. He asked that the Board invest in the County's future, and said if they don't invest, he fears for what the future may bring for this County.

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

Supervisor Jones made a motion, seconded by Supervisor Pride, to approve the Ordinance Approving a Regional Development Agreement and to authorize the Chair and/or County Administrator to execute the documents; the motion carried:

Aye:	Beverly M. Booth	Nay:	J. David Emert
	Pattie Cooper-Jones		James R. Wilck
	Llew W. Gilliam, Jr.		
	Robert M. Jones		
	Odessa H. Pride		
	Jerry R. Townsend		

Mr. Bartlett then said the substantive change in the By-Laws can be found in Article II, Item 2. The existing By-Laws state "Additional members may be added by an affirmative two-thirds vote of the Board

of Directors.” Mr. Bartlett said the proposed new By-Laws amend that section to read: “Additional members may be added to the Alliance as provided in the Agreement.” The Agreement states that localities “may become members of the Alliance by the adoption of a resolution to that effect adopted by all of the members of the Alliance.” This language is the same as it always has been in the Agreement. This action merely aligns the By-Laws and the Agreement.

Supervisor Cooper-Jones made a motion, seconded by Supervisor Jones, approve the amendments to the TransTech Alliance By-Laws; the motion carried:

<p>Aye: Beverly M. Booth Pattie Cooper-Jones J. David Emert Llew W. Gilliam, Jr. Robert M. Jones Odessa H. Pride Jerry R. Townsend</p>	<p>Nay: James R. Wilck</p>
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In Re: Board Appointments to Outside Agencies

Mr. Bartlett stated the following positions require appointment or re-appointment:

<p><b>Granite Falls CDA</b> Beverly M. Booth Robert M. Jones Odessa Pride Pattie Cooper-Jones Llew W. Gilliam, Jr.</p>	<p><b>Term Expires</b> 12/31/2023 12/31/2023 12/31/2023 12/31/2023 12/31/2021</p>
<p><b>Virginia’s Heartland Water &amp; Sewer Authority</b> Beverly M. Booth Robert M. Jones Odessa Pride Pattie Cooper-Jones Llew W. Gilliam, Jr.</p>	<p><b>Term Expires</b> 12/31/2023 12/31/2023 12/31/2023 12/31/2023 12/31/2021</p>
<p><b>Workforce Development Consortium</b> Jerry Townsend Wade Bartlett, Alternate</p>	<p><b>Term Expires</b> 12/31/2020 12/31/2020</p>
<p><b>Moton Board</b> Jerry Townsend</p>	<p><b>Term Expires</b> 12/31/2020</p>
<p><b>Local Emergency Planning Comm. (LEPC)</b> Llew W. Gilliam, Jr.</p>	<p><b>Term Expires</b> 12/31/2021</p>
<p><b>Planning Commission</b> Robert M. Jones (Board of Supervisors Representative)</p>	<p><b>Term Expires</b> 12/31/2023</p>
<p><b>Poplar Hill CDA (County Appointee)</b> Beverly M. Booth</p>	<p><b>Term Expires</b> 6/30/2021</p>

**Virginia Growth Alliance**  
Odessa Pride  
Wade Bartlett  
Kate Pickett, Alternate

**Term Expires**  
12/31/2020  
12/31/2020  
12/31/2020

Supervisor Emert made a motion, seconded by Supervisor Pride to approve all appointments as presented; the motion carried:

Aye:	Beverly M. Booth Pattie Cooper-Jones J. David Emert Llew W. Gilliam, Jr. Robert M. Jones Odessa H. Pride Jerry R. Townsend James R. Wilck	Nay:	None
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In Re: County Administrator's Report

Fiscal Year 2021 Budget Schedule

Mr. Bartlett reviewed the proposed budget schedule for the development of the Fiscal Year 2021 Budget. He said the dates closely mirror prior year schedules and has been coordinated with the Schools. He said the Board may also wish to consider the adoption of the Policy for Funding Non-County Agencies and Organizations.

Supervisor Cooper-Jones made a motion, seconded by Supervisor Jones, to approve the revised FY20 Budget Schedule; the motion carried:

Aye:	Beverly M. Booth Pattie Cooper-Jones J. David Emert Llew W. Gilliam, Jr. Robert M. Jones Odessa H. Pride Jerry R. Townsend James R. Wilck	Nay:	None
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**County of Prince Edward  
Proposed FY 21 Budget Schedule**

<b>DATE</b>	<b>ACTIVITY</b>	<b>TIME/LOCATION</b>
January 28, 2020	Budget Preparation Guide distributed to County Departments and Constitutional Offices	
January 28, 2020	Donation Request forms distributed	
Feb. 3 – Mar. 6, 2020	Budget work sessions between Departments and County Administrator	
February 4, 2020 (Tues)	Board of Supervisors Budget Planning meeting	5:30 p.m. 3 <sup>rd</sup> Floor Conference Room
February 12, 2020	Joint meeting of Finance Committees of the Board of Supervisors and School Board.	12:00 p.m. Visitor Center
February 25, 2020 (Tues)	Budget worksheets submitted to County Administrator.	
March 3, 2020 (Tues)	Board of Supervisors budget work session - presentation by Outside Agencies	5:30 p.m. Board of Supervisors Room
March 4, 2020 (Wed)	Joint meeting of Finance Committees of the Board of Supervisors and School Board.	1:00 p.m. School Board Conference Room
March 17, 2020 (Tues)	Joint budget work session of Board of Supervisors and School Board	5:30 p.m. P.E. High School Library
March 20, 2020 (Fri)	School Superintendent submits local funding request to County Administrator	5:00 p.m.
March 20, 2020 (Fri)	Revenue estimates completed by County Administrator	5:00 p.m.
March 24, 2020 (Tues)	Presentation of County Administrator's proposed budget to Board of Supervisors.	5:30 p.m. Board of Supervisors Room
March 26, 2020 (Thurs)	Board of Supervisors budget work session	2:00 p.m. Board of Supervisors Room
March 26, 2020 (Thurs)	Superintendent submits school budget to County Administrator	5:00 p.m.
March 31, 2020 (Tues)	Board of Supervisors budget work session	5:30 p.m. 3 <sup>rd</sup> Floor Conference Room
April 7, 2020 (Tues)	Board of Supervisors Budget Work Session - Presentation of School Budget. Board authorizes Public Hearing for April 21 (Ad dates April 10 & April 17)	5:30 p.m. Board of Supervisors Room
April 14, 2020 (Tues)	Board of Supervisors Budget Work Session	5:30 p.m. 3 <sup>rd</sup> Floor Conference Room
April 21, 2020 (Tues)	Board of Supervisors Budget Work Session	5:30 p.m. 3 <sup>rd</sup> Floor Conference Room
April 21, 2020 (Tues)	Joint Public Hearing on County & School Budgets & Tax Rates	7:00 p.m. Board of Supervisors Room
April 28, 2020 (Tues)	Budget Work Session, Adoption of County & School Budgets & Tax Rates	7:00 p.m. Board of Supervisors Room
June 9, 2020 (Tues)	Approval of Appropriations.	7:00 p.m. Board of Supervisors Room

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

### EMS Tax

Mr. Bartlett stated the budget approved for the EMS fund was \$300,000. Of that amount \$255,000 was budgeted for Vehicles, \$8,920 for communication equipment and \$36,080 was to remain in the fund balance. As of January 7, 2020, a total of \$261,437 has been collected. This is 87% of the levy and is a normal collection rate, more will be collected as time goes on. There has been \$254,386 expended for one ambulance and \$8,919.14 on communication equipment. Mr. Bartlett said he is working with PEVRS to determine their long-term needs to include the paid director and ascertaining the help being provided by the partners – the Town of Farmville, Longwood University and Hampden-Sydney College. He presented an updated six-year summary of anticipated Revenues and Expenses.

Mr. Bartlett said the Town of Farmville is providing fuel and up to \$50,000 for labor and repairs for the ambulances.

Mrs. Broadwater said the Town is paying for the parts and labor. Mr. Bartlett asked if the ambulances are staying on the road better; Mr. Miller said all five are operational.

Mr. Bartlett said the plan is to immediately buy another ambulance this fiscal year with the total cost to be almost \$519,000; he said this will expend more than collected but that the County would front the money. He said the following year, the County would purchase another ambulance, giving them three ambulances. He said the projection is to buy an ambulance every other year; every 8-10 years one would be rotated out and replace it. He said this budgeting forecast will help build solid response units, but doesn't take into account what improvements the new director will make. Discussion followed.

Mr. Bartlett said no action is needed. He asked that the EMS make sure the new radios will fit into the new system just installed in the Sheriff's office.

### Update on Revenues

Mr. Bartlett presented an update on the Revenues. He stated the County revenues are extremely strong in almost every category. He said one of the best is the local sales tax; if it continues at the rate it has been, the County will be about \$200,000 over the budgeted amount and would be the highest amount ever collected in sales tax. He said the Public Service Corporation, which are utilities, and are assessed by the State Corporation Commission and that amount is never seen until they tell us what it is. This jumped up about \$79,000 greater than what was budgeted. He said the Treasurer's office is doing a great job on

collecting the Personal Property tax and the DMV Stop is helping with collections and helps increase the penalty and interest collected. He said \$100,000 more in each should be collected this fiscal year. Collections are strong at the landfill because of a large amount of demolition, such as at Longwood University.

Supervisor Wilck questioned how the proposed landfill in Cumberland would affect Prince Edward County's landfill. Mr. Bartlett said it will not affect Prince Edward County at all in the short-term because Cumberland does not use Prince Edward County's landfill, but it could have an effect in the future.

In Re: Other Business

Mr. Bartlett said one night a year, a count is taken of the homeless; this year the Point In Time Homeless Count will be taken Wednesday, January 22 at 6:00 p.m. to January 23 at 6:00 a.m. He said they go where the homeless are known to shelter and the information is used to provide statistics.

In Re: Animal Warden's Report

Mr. Adam Mumma, Animal Control Officer, submitted a report for the month of December 2019, 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 2019, which was reviewed and ordered to be filed with the Board papers.

In Re: Cannery – Home Canning

Ms. Patty Gulick, Cannery Manager, submitted a report for December 2019, which was reviewed and ordered to be filed with the Board papers.

In Re: Cannery – Commercial

Ms. Allie Hill, Food Works Board President, submitted reports for December 2019, which was reviewed and ordered to be filed with the Board papers.

In Re: Commonwealth Regional Council Items of Interest

Ms. Melody Foster, Executive Director, submitted a report for the month of December 2019, which was reviewed and ordered to be filed with the Board papers.

In Re: Prince Edward County Public Schools

Dr. Barbara Johnson, Superintendent, submitted a financial summary report for the month of December 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 2019, which was reviewed and ordered to be filed with the Board papers.

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

Aye:	Beverly M. Booth Pattie Cooper-Jones J. David Emert Llew W. Gilliam, Jr. Robert M. Jones Odessa H. Pride Jerry R. Townsend James R. Wilck	Nay:	None
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the meeting was recessed at 8:43 p.m. until Tuesday, February 11, 2020 at 5:00 p.m. in the Prince Edward County Board of Supervisors Conference Room, 111 N. South Street, Third Floor, Farmville, Virginia for a work session on the Six-Year Plan.

February 4, 2020

At the special meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 4<sup>th</sup> day of February, 2020; at 5:30 p.m., there were present:

Beverly M. Booth

Pattie Cooper-Jones

J. David Emert

Llew W. Gilliam, Jr.

Robert M. Jones

Odessa H. Pride

Jerry R. Townsend

James R. Wilck

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

Chairman Townsend called the special meeting to order.

Supervisor Emert made a motion, seconded by Supervisor Booth, to approve the meeting agenda; the motion carried:

Aye: Beverly M. Booth  
Pattie Cooper-Jones  
J. David Emert  
Llew W. Gilliam, Jr.  
Robert M. Jones  
Odessa H. Pride  
Jerry R. Townsend  
James R. Wilck

Nay: None

In Re: Closed Session

Chairman Townsend made a motion, seconded by Supervisor Cooper-Jones, that the Board convene in Closed Session for a briefing by the County Administrator pertaining to threatened legal action related to the enforcement of the County Zoning Ordinance and Solid Waste Ordinance where such briefing in an open



meeting would adversely affect the litigating posture of the County, pursuant to the exemption provided for in Section 2.2-3711(A)(7) of the *Code of Virginia*; the motion carried:

Aye:	Pattie Cooper-Jones J. David Emert Llew W. Gilliam, Jr. Robert M. Jones Odessa H. Pride Gene A. Southall Jerry R. Townsend James R. Wilck	Nay: None
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The Board returned to regular session by motion of Supervisor Emert, seconded by Supervisor Cooper-Jones, and adopted as follows:

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

Aye:	Pattie Cooper-Jones J. David Emert Llew W. Gilliam, Jr. Robert M. Jones Odessa H. Pride Gene A. Southall 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: Personnel Committee Report

Supervisor Cooper-Jones made a motion, seconded by Supervisor Emert, to approve the Personnel Committee request of Sheriff Epps' request for his Chief Deputy; the motion carried:

Aye:	Beverly M. Booth	Nay: None
	Pattie Cooper-Jones	
	J. David Emert	
	Llew W. Gilliam, Jr.	
	Robert M. Jones	
	Odessa H. Pride	
	Jerry R. Townsend	
	James R. Wilck	

In Re: Discussion of FY 2021 Budget Process

Mr. Bartlett said that as the Board is aware, the County borrowed \$7 million for the construction. He stated he estimates the County's FY 2020 revenue will be \$1 million over budgeted amounts. He stated due to the loan payments, the County's debt service payments will be approximately one-half million dollars more than they would have been without taking out the \$7 million loan, for the next four years. This was anticipated by the County as was the increase in revenues. The plan was to use the additional revenues and the natural annual growth in revenues of \$345,000 to allow the County to afford the debt increase without having to raise taxes.

Mr. Bartlett said he learned from VACo that currently, there are no bills to increase salaries; he said pay raises are a very costly thing for everyone, state and the County included, because that is the vast majority of expenses are salary. He said this year, a lot of the increase in additional revenue has to do with the construction equipment that was in the County for the pipeline; he said a lot of the machinery has been moved out and there will be less in the future. He said the personal property revenues are going up and the Real Estate assessment may increase.

Mr. Bartlett said the County should be fine for FY 2021. He said there a few large projects:

- Replace HVAC for the Courthouse. Mr. Bartlett said the HVAC is now 22 years old; two of three compressors have been replaced at a cost of \$18,000 each. The newest compressor was replaced three years ago. He said there are 12 fan boxes at about \$1,000 each; five were replaced last year. He stated last year an estimate for replacement was \$180,000.

- Phone system. Mr. Bartlett stated the Toshiba telephone system currently used is no longer being made, replacement parts are very difficult to get. That system was approximately \$60,000-\$70,000.
- Vehicles. Mr. Bartlett said the Sheriff's Department is requesting several vehicles; currently, two of their vehicles need engines.
- Courthouse. Following the construction in the Courthouse, work will need to be done to change the carpeting in all the other offices that weren't included. He said the elevator will be worked on after the construction is finished.
- Roof. Mr. Bartlett said insulation is buckling due to water damage under a roof on the Third Street side of the building; he said most of the water has been stopped, and only comes in when there is a hard rain and a lot of wind. He said it may be coming down the brick two-story wall above the flat roof, and the flashing on the roof may be bad. He said the cost to remove the brick, put down new flashing, and re-roof with a modified roof design, which is estimated to cost at least \$50,000.
- Convenience sites, paving. Mr. Bartlett said another project is paving the convenience sites where the citizens would drive; the sites are in Worsham and Rice; this would cost approximately \$60,000.

Mr. Bartlett said the total for these projects would be approximately \$350,000 - \$400,000.

Mr. Bartlett stated the County is currently holding the reassessment; the information will not come into account until the following budget year.

Supervisor Jones left the meeting at this time.

Mr. Bartlett stated he didn't feel the Board would need to increase taxes. Mr. Bartlett said the Transient Occupancy Tax is approved, but is not enacted. He said it is not only for hotels and motels, but is also for B&B, tipis, Airbnb, and campgrounds. The state limits Counties at 5% but even if only rented for the weekend, it could provide approximately \$30,000 per year. He said this would not take into account the rooms at the Executive Inn.

Mr. Bartlett stated there is a bill in the General Assembly that would make the transient occupancy tax apply to state facilities as well, such as Twin Lakes.

Supervisor Wilck questioned the dispute regarding the Prince Edward County and Nottoway County line.

Mrs. Sarah Elam Puckett, Assistant County Administrator, said County Staff met with the Nottoway Sheriff, the County Administrator, the Board of Supervisors member and their 911 address coordinator; she said no one disputed the County line. She said the line for the PSAP and provisioning boundary have to coincide with the law enforcement jurisdictions. Mrs. Puckett said a meeting with the GIS department from the State will be held February 24 to draw the line. She said there are several houses where the line goes

through the property, through the yard or through the house; the two Sheriffs will have to decide which law enforcement agency will be dispatched first. She said they only discussed this from a public safety issue standpoint. She said any other factors that would be affected, such as taxation, would need to be elevated to the Board of Supervisors' level committee, which would be the Chairman and Supervisor Jones. Discussion followed.

Mr. Bartlett asked if there were other recommendations or comments.

Supervisor Cooper-Jones stated the hallways are in need of fresh paint. Mr. Bartlett said while there is nothing in the current budget for this, the multi-colored tile will be replaced; he said the painting can be done in-house. He said several offices may need to buy furniture; the existing furniture will be moved but may not fit into the new offices.

Supervisor Booth suggested hiring a full time, in-house IT person. She described issues with the programming in the Commissioner of Revenue office before she retired. Mr. Bartlett said the software is old and the company had to write a special program for it. Supervisor Cooper-Jones mentioned discussing sharing the IT person at the Library. Mr. Bartlett said Mr. Headley gives a lot of help to the Commissioner of Revenue's office and the Treasurer's Office on the accounting side in addition to the IT service. Discussion followed.

Supervisor Booth questioned who will maintain the building after the reconstruction is complete. Mr. Bartlett said the custodial staff will take care of maintenance; he said more will be expected.

Chairman Townsend said there had been some discussion regarding two part-time positions. Mr. Bartlett said that isn't in the current budget but it can be explored. Discussion followed.

Chairman Townsend said the Finance Committee will take the recommendations under consideration.

Chairman Townsend then said he would like the Strategic Planning Committee to meet to make changes or recommendations and present those to the Finance Committee for their consideration during the budget process. He said he would like Mr. Bartlett to present a "State of the County" address in July, to recap the Board's accomplishments and provide vision for the new fiscal year.

Chairman Townsend stated he would like the Planning Commission to begin the revision of the Comprehensive Plan. He said it has been several years since it was done; he said this process takes a while. Mr. Roark has a lot of experience and will be a great help.

Supervisor Pride stated Mr. Bartlett will consider a date for the Strategic Planning Committee and contact all members.

Chairman Townsend stated the Personnel Committee interviewed an applicant for the Community Development Specialist / Deputy Emergency Management Coordinator position and the Committee recommends hiring this applicant. However, Mr. Bartlett only appropriated \$40,000 for the position, and this gentleman currently earns over \$50,000. Chairman Townsend said it will now go to the Finance Committee to see if the County can pay this position \$62,000. Chairman Townsend listed this applicant's qualifications.

Supervisor Wilck stated this applicant is highly qualified and has a dozen certifications and is experienced.

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

Aye:	Beverly M. Booth	Nay: None
	Pattie Cooper-Jones	
	J. David Emert	
	Llew W. Gilliam, Jr.	
	Odessa H. Pride	
	Jerry R. Townsend	
	James R. Wilck	
Absent:	Robert M. Jones	

the meeting was recessed at 6:48 p.m. until Tuesday, February 11, 2020 at 5:00 p.m. in the Prince Edward County Board of Supervisors Conference Room, 111 N. South Street, Third Floor, Farmville, Virginia for a work session on the Six-Year Plan.

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

**Meeting Date:** February 11, 2020  
**Item No.:** 8-c  
**Department:** County Administration  
**Staff Contact:** Crystal Baker  
**Issue:** Review of Accounts & Claims

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

**Attachments:** January 2020 Bill List  
Board Mileage Report

**Recommendation:**

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

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

Gilliam \_\_\_\_\_  
Jones \_\_\_\_\_  
Pride \_\_\_\_\_

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

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MAJOR# ACCT# 011010	VENDOR NUMBER BOARD OF SUPERVISORS	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
3160	25120	Professional Services PAIRET'S INC	26179	PLAQUES	535.20 535.20 *
3600	15240	Advertising FARMVILLE NEWSMEDIA	129579/1219	ADVERTISING	325.69 325.69 *
5510	25738 29368	Travel-Mileage PRIDE ODESSA H TOWNSEND JERRY R	OCT-DEC 2019 OCT-DEC 2019	MILEAGE MILEAGE	201.65 278.40 480.05 *
5530	11894	Travel-Subsistence & Lodg BUSINESS CARD	6702PUCKETT1219	LODGING VACO CONF	.72
	11894	BUSINESS CARD	6702PUCKETT1219	LODGING VACO CONF	198.46
	11894	BUSINESS CARD	6702PUCKETT1219	WATER	6.00
	11894	BUSINESS CARD	6702PUCKETT1219	LODGING VACO CONF	198.46
	11894	BUSINESS CARD	6702PUCKETT1219	DRINKS	10.11
	11894	BUSINESS CARD	6702PUCKETT1219	BOARD MEETING MEAL	100.50 514.25 *
6040	30440	ADP Equipment US CELLULAR	816442183 0120	CELLULAR SERVICE	264.44 264.44 * 2,119.63 **
012110	COUNTY ADMINISTRATOR				
3160	11894	Professional Services BUSINESS CARD	0639PUCKETT0120	CREDIT CARD CHARGES	95.65 95.65 *
5210	11894 25483	Postal Services BUSINESS CARD PITNEY BOWES GLOBAL FINAN	0639PUCKETT0120 3310417257	POSTAGE ENVELOPES PSIAGE MACHINE LEASE	1,559.45 92.49 1,651.94 *
5230	30440	Telecommunications US CELLULAR	816442183 0120	CELLULAR SERVICE	126.64 126.64 *
5530	11894	Travel-Subsistence & Lodg BUSINESS CARD	6702PUCKETT1219	CREDIT	115.65- 115.65-**
6001	11894	Office Supplies BUSINESS CARD	6702PUCKETT1219	COFFEE CARAFE	15.86
	11894	BUSINESS CARD	6702PUCKETT1219	WIRELESS MOUSE	10.40
	11902	BUSINESS DATA OF VA, INC.	204 300*	NORTON ANTIVIRUS	34.95
	11902	BUSINESS DATA OF VA, INC.	204 301*	NORTON ANTIVIRUS	34.95
	13369	DIAMOND SPRINGS WATER INC	11393100 0120	WATER & EQUIP RENTAL	29.00
	13369	DIAMOND SPRINGS WATER INC	11393100 0120	WATER & EQUIP RENTAL	11.95
	20600	KEY OFFICE SUPPLY	CREDIT 32533	CARTRIDGES/BINDERS	1,534.05-
	20600	KEY OFFICE SUPPLY	538909	CARTRIDGES	568.95



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MAJOR# ACCT#	VENDOR NUMBER VENDOR NAME	DESCRIPTION	INV#	AMOUNT
6012	20600 KEY OFFICE SUPPLY	CALENDARS	538953	52.75
	Books and Subscriptions			775.24 **
	22211 MATTHEW BENDER & CO INC	VA ADV CRT RULES	15999270	119.43
				119.43 *
				1,102.77 **
012240	INDEPENDENT AUDITOR			
3120	28729 MCGRIFF INSURANCE SERVICES	OPEB	19COPEGM03384	1,125.00
	Accountings & Auditing Se			1,125.00 *
				1,125.00 **
012310	COMMISSIONER OF REVENUE			
3600	15240 FARMVILLE NEWSMEDIA	ADVERTISING	129579/1219	135.19
	Advertising			135.19 *
5210	11353 BMS DIRECT	POSTAGE TPP	135638	692.00
	Postal Services			452.85
	11353 BMS DIRECT	PERSONAL PROP PROCES	140759	1,144.85 *
5230	13325 TREASURER OF VIRGINIA	ONLINE SERVICE	T428865	71.10
	Telecommunications			71.10 *
5540	12752 COMMISSIONER OF REV ASSOC	TRAINING	GOLDMAN 0120	150.00
	Travel-Convention & Educa			150.00 *
6001	15380 FARMVILLE PRINTING	LETTERHEAD	1462 LETTERHEAD	106.51
	Office Supplies			509.93-
	20600 KEY OFFICE SUPPLY	CREDIT 32494	CREDIT 32494	4.90
	20600 KEY OFFICE SUPPLY	PADED ENVELOPES	536934	5.37
	20600 KEY OFFICE SUPPLY	RUBBERBANDS	537827	53.64
	20600 KEY OFFICE SUPPLY	FILE FOLDERS	537864	651.60
	20600 KEY OFFICE SUPPLY	CARTRIDGES	538151	104.85
	20600 KEY OFFICE SUPPLY	COPY PAPER	538195	37.98
	20600 KEY OFFICE SUPPLY	STAMPS	538368	454.92 *
6012	23161 NADA USED CAR GUIDE/JD POW	USED CAR GUIDE	750201	53.00
	Books & Subscriptions			160.00
	23161 NADA USED CAR GUIDE/JD POW	USED CAR GUIDE	754051	213.00 *
				2,169.06 **
012320	ASSESSOR			
3160	32122 WAMPLER-EANES APPRAISAL	REASSESSMENT	002 21	17,226.00
	Professional Services			17,226.00 *
				17,226.00 **

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MAJOR# ACCT# 012410	VENDOR NUMBER TREASURER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
3171		Land Sale Expense - TACS			
	29041	TACS, P.C.	6343	TITLE SEARCH FEES	860.00
	29041	TACS, P.C.	6404	TITLE SEARCH FEES	904.05
				ACCOUNT TOTAL	1,764.05 *
5210		Postal Services			
	11353	BMS DIRECT	141796P	POSTAGE PP 2019	2,635.00
	11353	BMS DIRECT	141797P	POSTAGE RE 2019	570.00
				ACCOUNT TOTAL	3,205.00 *
5230		Telecommunications			
	11250	BENCHMARK COMMUNITY BANK	7596	PAYFLOW/PAYPAL	40.20
	13325	TREASURER OF VIRGINIA	T428865	ONLINE SERVICE	71.10
				ACCOUNT TOTAL	111.30 *
5540		Travel-Convention & Educa			
	32294	WELDON COOPER CENTER	41305	TAV COURSE	185.00
	32294	WELDON COOPER CENTER	41306	TAV COURSE	185.00
				ACCOUNT TOTAL	370.00 *
6001		Office Supplies			
	11353	BMS DIRECT	141801	ENVELOPES	228.00
	14794	ESI	IN1453306	SEALING KIT	76.23
	20600	KEY OFFICE SUPPLY	538473	THERMAL	3.00
	20600	KEY OFFICE SUPPLY	538965	COPY PAPER	99.90
	20600	KEY OFFICE SUPPLY	539428	ADD ROLLS	9.79
	20600	KEY OFFICE SUPPLY	539851	PACKING TAPE	5.18
	20600	KEY OFFICE SUPPLY	540035	FLASH DRIVE	19.98
	20600	KEY OFFICE SUPPLY	540135	CORRECTION TAPE	5.76
				ACCOUNT TOTAL	447.84 *
6014		Other Operating Supplies			
	28866	STEPS, INC	15170	SHREDDING SERVICES	35.00
				ACCOUNT TOTAL	35.00 *
6020		DMV Stops			
	13012	DMV	201936502049	DMV STOP FEES	2,550.00
				ACCOUNT TOTAL	2,550.00 *
				MAJOR TOTAL	8,483.19 **
012510		INFORMATION TECHNOLOGY			
3160		Professional Services			
	11902	BUSINESS DATA OF VA, INC.	204 291*	TRAVEL & EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	204 292*	TRAVEL & EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	204 293*	TRAVEL & EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	204 295*	TRAVEL & EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	204 297*	TRAVEL & EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	204 298*	TRAVEL & EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	204 299*	TRAVEL & EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	204 300*	TRAVEL & EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	204 301*	TRAVEL & EXPENSE	125.00
	11902	BUSINESS DATA OF VA, INC.	204 302*	TRAVEL & EXPENSE	125.00

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MAJOR# ACCT#	VENDOR NUMBER NAME	INVOICE#	DESCRIPTION	AMOUNT
3161	28330 Webpage Services SITEVISION INC	21803	WEB HOSTING	179.85
			ACCOUNT TOTAL	179.85 *
			MAJOR TOTAL	7,682.35 **
013100	ELECTORAL BOARD AND OFFICIALS			
3161	28434 Election Official SOMERS CLAUDIA	TMPSRVC 1219/2	OFFICE ASSIST	60.00
			ACCOUNT TOTAL	60.00 *
			MAJOR TOTAL	60.00 **
013200	REGISTRAR			
5210	30550 Postal Services U S POSTAL SERVICE	POSTAGE 0120 POSTAGE 012020	POSTAGE STAMPS POSTAGE STAMPS	357.50
			ACCOUNT TOTAL	550.00
			MAJOR TOTAL	907.50 *
6001	15380 Office Supplies FARMVILLE PRINTING	1549790 1632-CAT ENVELP 538323 538908	VOTER ENVELOPES ELECTION ENVELOPES INK CALENDARS	170.33
			ACCOUNT TOTAL	43.00
			MAJOR TOTAL	162.99
			ACCOUNT TOTAL	27.08
			MAJOR TOTAL	403.40 *
			MAJOR TOTAL	1,310.90 **
021100	CIRCUIT COURT			
6001	20600 Office Supplies KEY OFFICE SUPPLY	537399	TABS	9.22
			ACCOUNT TOTAL	9.22 *
			MAJOR TOTAL	9.22 **
021200	GENERAL DISTRICT COURT			
6001	13369 Office Supplies DIAMOND SPRINGS WATER INC	16759600 1219 538734	WATER & EQUIP RENTAL PLANNER	19.20
			ACCOUNT TOTAL	21.69
			MAJOR TOTAL	40.89 *
			MAJOR TOTAL	40.89 **
021600	CLERK OF THE CIRCUIT COURT			
5230	21319 Telecommunications CENTURYLINK	309863799 0120	PHONE	50.45
			ACCOUNT TOTAL	50.45 *

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MAJOR# ACCT# 6001	VENDOR NUMBER NAME	DESCRIPTION	INV#	AMOUNT
6012	13369 DIAMOND SPRINGS WATER INC	Office Supplies	16938800 0120	
	20600 KEY OFFICE SUPPLY	WATER & EQUIP RENTAL	538527	38.95
	20600 KEY OFFICE SUPPLY	CLEANERS/DUSTERS	538605	47.37
	20600 KEY OFFICE SUPPLY	TRAY/FOLDERS/CPY PPR	538627	24.73
	20600 KEY OFFICE SUPPLY	SUPPLIES	538627	221.92
	20600 KEY OFFICE SUPPLY	SUPPLIES	538627	49.95-
	20600 KEY OFFICE SUPPLY	WALL CALENDARS	538849	144.96
	20600 KEY OFFICE SUPPLY	PLANNER	538850	18.39
	20600 KEY OFFICE SUPPLY	LANYARD	539016	12.03
	20600 KEY OFFICE SUPPLY	ENVELOPE MOISTNRS	539017	14.70
		ACCOUNT TOTAL		473.10 *
021800	LAW LIBRARY			
	11353 BMS DIRECT	Books and Subscriptions	140678	410.00
	29038 T&N PRINTING	CONVERT LNDBOOK/FILM	364484	34.15
	29241 THOMSON REUTERS-WEST	PLATS	841495905	490.00
		PROBATE HANDBOOK		934.15 *
		ACCOUNT TOTAL		1,457.70 **
6012	21761 RELX INC DBA LEXISNEXIS	SUBSCRIPTION	3092416316	366.00
		ACCOUNT TOTAL		366.00 *
022100	COMMONWEALTH'S ATTORNEY			
5210	Postal Services			
	25483 PITNEY BOWES GLOBAL FINAN	POSTAGE METER LEASE	3310214249	134.94
		ACCOUNT TOTAL		134.94 *
6001	Office Supplies			
	11902 BUSINESS DATA OF VA, INC.	NORTON ANTIVIRUS	204 297*	34.95
	20600 KEY OFFICE SUPPLY	CARTRIDGE	538991	75.99
	20600 KEY OFFICE SUPPLY	FOLDERS/CARTRIDGES	538992	386.88
	20600 KEY OFFICE SUPPLY	CALENDAR	538993	5.96
		ACCOUNT TOTAL		503.78 *
		MAJOR TOTAL		638.72 **
022200	VICTIM WITNESS ASSISTANCE PROGRAM			
5810	Dues & Association Member			
	31848 VVAN	MEMBERSHIP DUES	01817 DUES 1219	50.00
		ACCOUNT TOTAL		50.00 *
6001	Office Supplies			
	11902 BUSINESS DATA OF VA, INC.	NORTON ANTIVIRUS	204 304*	34.95
		ACCOUNT TOTAL		34.95 *
		MAJOR TOTAL		84.95 **
031200	SHERIFF			
2700	Worker's Compensation			
	31421 VACORP	WORKERS COMP AUDIT	65141	2,000.00
		ACCOUNT TOTAL		2,000.00 *

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MAJOR# ACCT# 3170	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	ACCOUNT TOTAL	AMOUNT
3311	22345	Medtox Diagnostics Inc	595601	DRUG TESTING KIT		617.77
		Repairs & Maint-Auto & Eq				617.77 *
	11775	BURKEVILLE BODY SHOP	35460	AUTO BODY REPAIR		1,240.47
	14300	EAST END MOTOR CO INC	185464	WRECKER SERVICE		206.00
	14300	EAST END MOTOR CO INC	185539	REPLACE RADIATOR		1,000.95
	14300	EAST END MOTOR CO INC	186210	OIL CHANGE/TIRE RT		122.91
	14300	EAST END MOTOR CO INC	186221	BRAKES & ROTORS		399.46
	14300	EAST END MOTOR CO INC	186265	TIRES/WRECKER SERVICE		80.00
	14300	EAST END MOTOR CO INC	186435	BRAKES & ROTOR INSSL		540.46
	14300	EAST END MOTOR CO INC	186436	MOUNT & BATTERIES		63.50
	14915	EXPRESS CARE	29845	OIL CHANGE		66.08
	14915	EXPRESS CARE	29853	OIL CHANGE/AIR FILTR		120.95
	14915	EXPRESS CARE	29949	OIL CHANGE/AIR FLTR		105.96
	14915	EXPRESS CARE	29988	OIL CHANGE/AIR FILTR		93.16
	14915	EXPRESS CARE	30209	OIL CHANGE		68.17
	14915	EXPRESS CARE	30333	OIL CHANGE/WIPERS		136.95
	29199	THIRD STREET WRECKER INC	S000	WRECKER SERVICE		125.00
	29199	THIRD STREET WRECKER INC	T3045	WRECKER SERVICE		175.00
	29199	THIRD STREET WRECKER INC	T3263	WRECKER SERVICE		235.40
3320	31333	Maintenance Service Contr				4,780.42 *
		VERIZON WIRELESS	9845157620	VEHICLE MODEMS		600.39
5210	11894	Postal Services				600.39 *
		BUSINESS CARD	0555SHERIFF0120	POSTAGE		18.54
5230	11894	Telecommunications				18.54 *
		BUSINESS CARD	0555SHERIFF0120	CELLULAR		152.00
	20904	KINEX NETWORKING SOLUTION	200101 0015	REMOTE DATA BACKUP		19.95
	21319	CENTURYLINK	309468839 0120	PHONE		10.36
	21319	CENTURYLINK	309558628 0120	SHERIFF'S VCIN		7.97
	30440	US CELLULAR	918210747 0120	CELLULAR SERVICE		707.65
5510	999999	Travel-Mileage				897.93 *
		LENEISHA SIMMONS	TOLL 0120	TOLL REIMB		4.50
		LENEISHA SIMMONS	TOLL 0120	TOLL REIMB		4.50
5530	11894	Travel-Subsistence & Lodg				9.00 *
		BUSINESS CARD	0555SHERIFF0120	MEALS		155.46
	19234	JACKSON MICHAEL	REIMB 0120	MEALS		17.48
5540	11894	Travel-Convention and Edu				172.94 *
		BUSINESS CARD	0555SHERIFF0120	TRAINING MATERIAL		33.00
5801	11894	Accreditation				33.00 *
		BUSINESS CARD	0555SHERIFF0120	ACCREDITATION		.99
	31333	VERIZON WIRELESS	9845441066	ACCREDITATION PHONE		82.02
						83.01 *

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MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	ACCOUNT TOTAL	AMOUNT
5810	18851	INTERNATIONAL ASSOCIATION	M20 C423644	MEMBERSHIP DUES	50.00	50.00 *
6001		Office Supplies				
	11894	BUSINESS CARD	0555SHERIFF0120	TRIAD	26.79	26.79
	13369	DIAMOND SPRINGS WATER INC	27961300 0120	WATER & EQUIP RENTAL	53.45	53.45
	20600	KEY OFFICE SUPPLY	538204	FOLDERS/LAMINATING	37.25	37.25
	20600	KEY OFFICE SUPPLY	538699	STORAGE BOXES	30.89	30.89
	20600	KEY OFFICE SUPPLY	539140	LABELS & BATTERIES	43.89	43.89
	32138	WALMART COMMUNITY/SYNCE	35111	CHRISTMAS DECORATION	26.44	26.44
	32138	WALMART COMMUNITY/SYNCE	887	STORAGE BOXES	38.92	38.92
6008		Vehicle & Powered Equip F			257.63	257.63 *
	11894	BUSINESS CARD	0555SHERIFF0120	GAS	69.12	69.12 *
6009		Vehicle & Powered Equip S				
	14300	EAST END MOTOR CO INC	186265	TIRES/WRECKER SERVICE	151.62	151.62
	15721	FISHER AUTO PARTS, INC.	056 251689	KEY FOB BATTERY	4.12	4.12
	15721	FISHER AUTO PARTS, INC.	056 252122	OCTANE BOOSTER	22.32	22.32
6010		Police Supplies			178.06	178.06 *
	15656	FIRE & SAFETY EQUIP CO	98342	EXTINGUISHR INSCNTN	127.25	127.25
	28432	SIRCHIE FINGER PRINT LABS	0428350 IN	EVIDENCE BGS/TIES/TP	315.80	315.80
	29342	TOWN POLICE SUPPLY	R82799	AMMO	1,305.84	1,305.84
6011		Uniforms & Wearing Appare			1,748.89	1,748.89 *
	10380	AMERICAN UNIFORM SALES	55348	SHIRTS	208.93	208.93
	10380	AMERICAN UNIFORM SALES	55530	ARMOR SKINS	156.14	156.14
	11256	BKT UNIFORMS	77867	PANTS	97.98	97.98
	11894	BUSINESS CARD	0555SHERIFF0120	UNIFORM SUPPLIES	139.00	139.00
	14787	EPPS TONY	REIMB 0120	SHOES/SHIRT/BLT KPRS	142.05	142.05
	16102	GALLS LLC	014565273	BOOTS	115.00	115.00
	16102	GALLS LLC	014565545	BOOTS	140.00	140.00
	19331	JEFFERSON JANNEAR	1126	SEW ON PATCHES	77.00	77.00
	19331	JEFFERSON JANNEAR	2020 2	SEW ON PATCHES/HSHMK	63.00	63.00
	19331	JEFFERSON JANNEAR	2020-1	SEW PATCHES	21.00	21.00
	22166	CREATIVE MONOGRAMMING	11390	POLO SHIRTS	144.00	144.00
	25608	PREMIUM MARKETING & SALES	NOVEMBER 8 2019	UNIFORM SUPPLIES	152.45	152.45
6023		Equipment-Alcohol Grant			1,456.55	1,456.55 *
	18984	INTOXIMETERS, INC	645398	ALCOHOL GRANT	145.00	145.00
031201		SHERIFF - COURTS			13,118.25	13,118.25 **
2700		Worker's Compensation				
	31421	VACORP	65141	WORKERS COMP AUDIT	709.00	709.00 *
					709.00	709.00 **
					709.00	709.00 **

MAJOR# ACCT# 032200	VENDOR NUMBER VOLUNTEER FIRE DEPARTMENT	VENDOR NAME VOLUNTEER FIRE DEPARTMENT	IN#	DESCRIPTION	AMOUNT
7001		Payment to Farmville VFD			
	11491	ARC3 GASES	06756880	MEDICAL OXYGEN	62.12
	15680	FIRE PROTECTION EQUIP CO	73775	KIT FOR MSA	109.35
	20600	KEY OFFICE SUPPLY	538385	CARTRIDGES	419.85
	20600	KEY OFFICE SUPPLY	538404	BLACK TONER	139.95
	20600	KEY OFFICE SUPPLY	538966	TENT CARDS	22.35
	22166	CREATIVE MONOGRAMMING	11098	HOODIE	55.00
	23166	NAFECO INC	1010394	SHIRTS & COATS	227.29
	23166	NAFECO INC	1010541	PATCHES	225.00
	23166	NAFECO INC	1012924	PANTS	38.57
	23166	NAFECO INC	1014575	UNIFORMS	1,223.74
	23166	NAFECO INC	1015208	SHIRTS	49.29
	23166	NAFECO INC	1015974	PANTS	242.29
	23166	NAFECO INC	1016330	SHIRT	104.29
	29332	TOWN OF FARMVILLE	FVFDTRK PYMT 19	TRUCK PAYMENT	35,000.00
	32734	WITMER PUBLIC SAFETY GRP	1993329	ALTERATIONS/BUGLES	142.65
				ACCOUNT TOTAL	38,061.74 *
7002		Payment to Rice VFD			
	21319	CENTURYLINK	310013979 0120	RVFD PHONE	196.98
	28597	SOUTHERN STATES COOP INC	G038055	LP GAS	595.02
	32146	WATKINS INSURANCE AGENCY	31345	ACCIDENT INSURANCE	2,771.00
	32146	WATKINS INSURANCE AGENCY	31350	AUTO & PKG INSURANCE	8,292.00
				ACCOUNT TOTAL	11,855.00 *
7003		Payment to Prospect VFD			
	15721	FISHER AUTO PARTS, INC.	056 247578	SILICONE	22.65
	16651	GOODMAN SPECIALIZED	16078G	ELECTRICAL REPAIR	978.55
	21774	LIBERTY MUTAL INSURANCE	13443935	WORKERS COMPENSATION	383.00
	22397	MUNICIPAL EMERGENCY SERV	IN1397758	HAZMAT MATERIALS	426.96
	25680	PRICE SUPPLY CO INC	1910 064503	HVAC AIR FILTERS	22.18
	25782	PRINCE EDWARD CO PBLC SCH	DIESEL-DEC 2019	DIESEL	109.51
	25782	PRINCE EDWARD CO PBLC SCH	DIESEL-NOV 2019	DIESEL	51.52
	25782	PRINCE EDWARD CO PBLC SCH	DIESEL-OCT 2019	DIESEL	155.94
	29440	PRINCE EDWARD CO TREAS	GAS OCT 2019	GAS	108.83
	32146	WATKINS INSURANCE AGENCY	31345	ACCIDENT INSURANCE	2,771.00
	32146	WATKINS INSURANCE AGENCY	31350	AUTO & PKG INSURANCE	9,171.00
				ACCOUNT TOTAL	14,201.14 *
7004		Payment to Darlington VFD			
	28640	SOUTHSIDE ELECTRIC COOP	38156001 0120	ELECTRIC	230.66
	32146	WATKINS INSURANCE AGENCY	31345	ACCIDENT INSURANCE	2,771.00
	32146	WATKINS INSURANCE AGENCY	31350	AUTO & PKG INSURANCE	7,557.00
				ACCOUNT TOTAL	10,558.66 *
7005		Payment to Hampden-Sydney			
	32146	WATKINS INSURANCE AGENCY	31345	ACCIDENT INSURANCE	3,424.00
	32146	WATKINS INSURANCE AGENCY	31350	AUTO & PKG INSURANCE	9,622.00
				ACCOUNT TOTAL	13,046.00 *
7006		Payment to Pamplin VFD			
	32146	WATKINS INSURANCE AGENCY	31350	AUTO & PKG INSURANCE	11,571.00
				ACCOUNT TOTAL	11,571.00 *

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MAJOR# ACCT# 7007	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
		Payment to Meherrin VFD			
	11894	BUSINESS CARD	0639PUCKETT0120	MVFD ELECTRIC	800.56
	11894	BUSINESS CARD	0639PUCKETT0120	MVFD ELECTRIC	14.95
	12024	C W WILLIAMS	624423	PAC LOK/HOSE HOOKS	345.48
	12362	CFS GROUP	0878687	WASTE REMOVAL	120.19
	15656	FIRE & SAFETY EQUIP CO	97684	GLOVES	54.99
	16651	GOODMAN SPECIALIZED	15784G	SERVICE & REPAIR	3,972.85
	16651	GOODMAN SPECIALIZED	15813G	SERVICE & REPAIR	2,893.02
	20675	KEYSVILLE BUILDING SUPPLY	1912 052179	PRESSURE TREATED	59.00
	20675	KEYSVILLE BUILDING SUPPLY	1912 052803	BLDG WIRE/FLTRS/CRCT	228.46
	22468	MID-ATLANTIC IRRIGATION	204564	HP PUMP/TANK/HOSE RL	5,858.54
	22813	MOTOROLA SOLUTIONS, INC.	8280519145	BATT IMP/BATT LIION	737.06
	22813	MOTOROLA SOLUTIONS, INC.	8280520683	UHF STUBBY ANTENNA	30.16
	22813	MOTOROLA SOLUTIONS, INC.	8280596979	MICROPHONE IMPRES SP	214.05
	22813	MOTOROLA SOLUTIONS, INC.	8280597291	BATT IMP FM LI ION	513.30
	23166	NAFECO INC	1015865	SILVEX PLUS	83.51
	25246	PARKER OIL CO INC	259258	DIESEL	508.29
	25246	PARKER OIL CO INC	265219	PROPANE	552.97
	25246	PARKER OIL CO INC	280423	DIESEL	544.79
	31333	VERIZON WIRELESS	9844449426	CELLULAR SERVICE	269.64
	31335	VERIZON	736 0633 1219	PHONE	236.98
	31846	DOMINION ENERGY VIRGINIA	1913347348 1219	ELECTRIC	34.37
	32146	WATKINS INSURANCE AGENCY	31345	ACCIDENT INSURANCE	4,269.00
	32146	WATKINS INSURANCE AGENCY	31350	AUTO & PKG INSURANCE	14,539.00
7010		First Responders		ACCOUNT TOTAL	36,881.16 *
	17776	HAMPDEN-SYDNEY VOL FIRE	19-20 SUPPRT3/4	19-20 SUPPORT	1,250.00
8010		PE Firefighters Assoc		ACCOUNT TOTAL	1,250.00 *
	25720	PRINCE EDWARD AREA FIRE-	19-20 SUPPRT2/2	19-20 SUPPORT	4,000.00
032300		AMBULANCE AND RESCUE SERVICES		ACCOUNT TOTAL	4,000.00 *
				MAJOR TOTAL	141,424.70 **
7005		Prince Edward Rescue Squa		ACCOUNT TOTAL	18,700.00
	25880	PRINCE EDWARD VOL RESCUE	19-20 SUPPRT3/4	19-20 SUPPORT	18,700.00 *
7006		Pamplin Rescue Squad		ACCOUNT TOTAL	2,500.00
	25201	PAMPLIN VOL FIRE DEPT EMS	19-20 SUPPRT2/2	19-20 SUPPORT	2,500.00 *
7008		Meherrin Rescue		ACCOUNT TOTAL	3,250.00
	22349	MEHERRIN FIRE & RESCUE	19-20 SUPPRT3/4	19-20 SUPPORT	3,250.00 *
032500		EMERGENCY SERVICES		ACCOUNT TOTAL	24,450.00 **
3160		Professional Service E-91		ACCOUNT TOTAL	90.00
	29280	TIMMONS GROUP	230155 65628	ADDRESS X REFERENCE	



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3162	29280 TIMMONS GROUP 29280 TIMMONS GROUP 29280 TIMMONS GROUP 29280 TIMMONS GROUP	231303 65628 233278 65628 234906 65628	ADDRESS X REFERENCE ADDRESS X REFERENCE ADDRESS X REFERENCE	220.00 40.00 50.00 400.00 *
	GIS System			
	29280 TIMMONS GROUP 29280 TIMMONS GROUP 29280 TIMMONS GROUP 29280 TIMMONS GROUP	230152 34335.08 231300 34335.08 233274 34335.08 234904 34335.08	DATA CLEANUP/WEB LOG WEB/DATA CORRECTIONS DATA CLEANUP/WEB LOG DATA CLEANUP/WEB LOG	237.50 625.00 445.00 3,561.25 4,868.75 * 5,268.75 **
034100	BUILDING OFFICIAL			ACCOUNT TOTAL
5230	Telecommunications 30440 US CELLULAR	816442183 0120	CELLULAR SERVICE	260.03 260.03 *
6009	Vehicle & Powered Equip S 15721 FISHER AUTO PARTS, INC. 27770 ROD & STAFF LLC	056 252339 69091	LIGHT BULB OIL CHANGE/GASKET	2.66 214.57 217.23 * 477.26 **
035100	ANIMAL CONTROL			ACCOUNT TOTAL
3110	Vet Care 27524 RIDGE ANIMAL HOSPITAL 27524 RIDGE ANIMAL HOSPITAL 27524 RIDGE ANIMAL HOSPITAL 27524 RIDGE ANIMAL HOSPITAL 27524 RIDGE ANIMAL HOSPITAL 27524 RIDGE ANIMAL HOSPITAL 27524 RIDGE ANIMAL HOSPITAL 27524 RIDGE ANIMAL HOSPITAL 27524 RIDGE ANIMAL HOSPITAL 27524 RIDGE ANIMAL HOSPITAL 31645 VILLAGE VETERINARY SERVIC	276449 278134 279043 279289 279349 279437 279610 279939 280270 280529 280639 22945	VET SERVICES VET SERVICES VET SERVICES VET SERVICES VET SERVICES VET SERVICES VET SERVICES VET SERVICES VET SERVICES EXAM & VET SERVICES VET SERVICES	520.82 120.48 904.79 613.66 60.81 78.22 107.10 309.58 5.80 78.80 150.89 372.37 3,323.32 *
3310	Repairs/Maintenance 13730 DODSON BROS EXTERMINATING 21811 LOWE'S 21811 LOWE'S 21811 LOWE'S 22900 MUMMA ADAM	719313 1219 906047 906137 907152 REIMB 0919	PEST CONTROL MAINT SUPPLIES KEYS/LOCKS/DOOR HNDL DOOR LATCH KEYS	50.00 24.84 127.78 9.48 6.88 218.98 *
5110	Electrical Services 31846 DOMINION ENERGY VIRGINIA	0890745003 0120	ANIMAL SHELTER	735.54 735.54 *
				ACCOUNT TOTAL

MAJOR# ACCT# 5230	VENDOR NUMBER NAME Telecommunications	INV#	DESCRIPTION	AMOUNT
5899	21319 CENTURYLINK 30440 US CELLULAR 32138 WALMART COMMUNITY/SYNCR Miscellaneous	310119726 0120 816442183 0120 1796	PHONE CELLULAR SERVICE PWDR/CASE/TRSHEGS	137.72 76.07 39.97 253.76 *
6001	15917 FOUR PAW BED & BISCUIT, LL	9841	BOARDING	352.50 352.50 *
6002	32138 WALMART COMMUNITY/SYNCR Office Supplies	8640	PAPER/COMBO PACK	49.86 49.86 *
6005	32138 WALMART COMMUNITY/SYNCR 32138 WALMART COMMUNITY/SYNCR 32138 WALMART COMMUNITY/SYNCR 32138 WALMART COMMUNITY/SYNCR 32138 WALMART COMMUNITY/SYNCR Supplies for Shelter	1796 3637 8966 9728	PWDR/CASE/TRSHEGS SUPPLIES/DOG FOOD DOG FOOD BLCH/PPRTWLS/DG FOOD	19.94 25.83 25.83 25.83 97.43 *
035300	21811 LOWE'S 32138 WALMART COMMUNITY/SYNCR 32138 WALMART COMMUNITY/SYNCR 32138 WALMART COMMUNITY/SYNCR Medical Examiner	907652 1796 3637 9728	SUPPLIES PWDR/CASE/TRSHEGS SUPPLIES/DOG FOOD BLCH/PPRTWLS/DG FOOD	15.66 75.39 23.41 30.94 145.40 * 5,176.79 **
3110	29459 TREASURER OF VIRGINIA 29459 TREASURER OF VIRGINIA Professional Health Serv	ABDURRAHMAN YAH MILLER JOSEPH	CORONER CORONER	20.00 20.00 40.00 * 40.00 **
043200	GENERAL PROPERTIES		ACCOUNT TOTAL MAJOR TOTAL	
3310	13730 DODSON BROS EXTERMINATING 13730 DODSON BROS EXTERMINATING 13730 DODSON BROS EXTERMINATING 13730 DODSON BROS EXTERMINATING 13730 DODSON BROS EXTERMINATING 29242 THYSSENKRUPP ELEVATOR Repairs/Maintenance	158003 1219 158005 1219 158006 1219 158007 1219 158010 1219 3005007161	PEST CONTROL PEST CONTROL PEST CONTROL PEST CONTROL PEST CONTROL SERV CONTRACT-JAN/MAR	38.00 38.00 38.00 85.00 38.00 3,073.50 3,310.50 *
3312	15560 FARMVILLE WHSALE ELECTRIC Repairs/Maint-Steps Shred	679773	FUSE	170.64 170.64 *
5110	28640 SOUTHSIDE ELECTRIC COOP 28640 SOUTHSIDE ELECTRIC COOP Electrical Services	114379002 0120 114379002 1219	ELECTRIC ELECTRIC	30.12 31.48

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5120	31846 DOMINION ENERGY VIRGINIA	RY CLK MNMNT	1230385005 0120	13.62
	31846 DOMINION ENERGY VIRGINIA	SCOPE BLDG	1545926683 0120	201.34
	31846 DOMINION ENERGY VIRGINIA	COURTHOUSE	2786281903 0120	11,451.78
	31846 DOMINION ENERGY VIRGINIA	STEPS HDQTRS	4883315659 0120	779.39
	31846 DOMINION ENERGY VIRGINIA	SHERIFF SHED	4951935039 0120	19.82
	31846 DOMINION ENERGY VIRGINIA	WORSHAM CLOCK	5856894620 0120	12.30
	31846 DOMINION ENERGY VIRGINIA	LIGHTS AT RICE	6669158583 0120	126.92
	31846 DOMINION ENERGY VIRGINIA	AG BLDG	8105475944 0120	1,809.69
	31846 DOMINION ENERGY VIRGINIA	SHOP	9670710004 0120	40.73
		ACCOUNT TOTAL		14,517.19 *
5130	14700 ELLINGTON ENERGY SERVICE	HEATING OIL	4167	436.00
		ACCOUNT TOTAL		436.00 *
5230	29332 TOWN OF FARMVILLE	Water & Sewer	AG BLDG 0120	70.05
	29332 TOWN OF FARMVILLE	Water	CH LAWN 0120	11.29
	29332 TOWN OF FARMVILLE	Water & Sewer	SCOPE BLDG 0120	34.84
	29332 TOWN OF FARMVILLE	Water & Sewer	STPS IND 0120	110.13
	29332 TOWN OF FARMVILLE	Water & Sewer	56 SMI WAY 0120	59.06
		ACCOUNT TOTAL		285.37 *
5303	10105 AT&T	SHOP PHONE	7305055660 0120	45.80
	21319 CENTURYLINK	PHONE	310262069 0120	65.22
	21319 CENTURYLINK	PHONE	310441360 0120	100.90
	21319 CENTURYLINK	PHONE	480854042 1219	8.39
	30440 US CELLULAR	CELLULAR SERVICE	816442183 0120	106.12
		ACCOUNT TOTAL		326.43 *
5440	15895 FOREMOST INSURANCE CO	FLOOD INS-VISTRS CTR	FLOOD INS 0120	9,083.00
		ACCOUNT TOTAL		9,083.00 *
6005	28869 STIFF O INC	MONTHLY SERVICE	8412	100.00
		ACCOUNT TOTAL		100.00 *
	13367 DIAMOND PAPER COMPANY	TP DISPENSERS	252714	225.00
	13367 DIAMOND PAPER COMPANY	BLCH/TWLS/TP/HD SOAP	252819	648.40
	13367 DIAMOND PAPER COMPANY	SOAP	252978	17.36
	13367 DIAMOND PAPER COMPANY	TWLS/TP/ROLL TOWELS	253908	428.75
	13367 DIAMOND PAPER COMPANY	TRASH BAGS/TP	253912	92.95
	30239 UNIFIRST CORPORATION	CLEANING RENTALS	202 1075626	71.24
	30239 UNIFIRST CORPORATION	CLEANING RENTALS	202 1077802	71.24
	32138 WALMART COMMUNITY/SYNCB	CLEANING SUPPLIES	9299	105.31
		ACCOUNT TOTAL		1,660.25 *
6007	13369 DIAMOND SPRINGS WATER INC	WATER & EQUIP RENTAL	11393100 0120	8.95
	15560 FARMVILLE WHSALE ELECTRIC	CONTACTOR	679864	27.10
	15721 FISHER AUTO PARTS, INC.	DRIVE BELT	256 252148	15.17
	16671 GRAINGER	RELAY	9391973790	43.84
	21811 LOWE'S	CABLE TL/WALL PLATE	901307	84.64

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6008	21811 LOWE'S	SCREWS/BRCKTS/TOOL	905756	79.06
	23248 NAPA OF FARMVILLE	RAINX/RIVETER	204393	31.99
	27922 CINTAS CORPORATION #524	UNIFORM RENTALS	4036686409	133.93
	27922 CINTAS CORPORATION #524	UNIFORM RENTALS	4037312545	133.93
	27922 CINTAS CORPORATION #524	UNIFORM RENTALS	4037922918	133.93
	27922 CINTAS CORPORATION #524	UNIFORM RENTALS	4038439461	133.93
	27922 CINTAS CORPORATION #524	CREDIT	9071373115	85.82
		ACCOUNT TOTAL		740.65 *
6009	Vehicle & Powered Equip F			
	25782 PRINCE EDWARD CO PBLC SCH	DIESEL	DIESEL-DEC 2019	128.51
	25782 PRINCE EDWARD CO PBLC SCH	DIESEL	DIESEL-NOV 2019	126.94
	25782 PRINCE EDWARD CO PBLC SCH	DIESEL	DIESEL-OCT 2019	136.15
		ACCOUNT TOTAL		391.60 *
6009	Vehicle & Powered Equip S			
	15721 FISHER AUTO PARTS, INC.	BATTERY	056 251635	101.99
	15721 FISHER AUTO PARTS, INC.	OIL/ALTERNATOR/CORE	056 251864	226.54
	15721 FISHER AUTO PARTS, INC.	CREDIT/ CORE RETURN	056 251868	5.12-
	15721 FISHER AUTO PARTS, INC.	CREDIT CORE RETURN	056 251947	63.00-
	15721 FISHER AUTO PARTS, INC.	ROTOR/S/BRAKE PADS	056 252416	171.85
	15721 FISHER AUTO PARTS, INC.	BRAKE ROTOR	056 252488	95.87
	23248 NAPA OF FARMVILLE	RAINX/RIVETER	204393	8.19
		ACCOUNT TOTAL		536.32 *
		MAJOR TOTAL		31,557.95 **
043400	CANNERY			
3161	31653 Professional Services-Can	COMMERCIAL CONTRACT	459	2,916.67
				2,916.67 *
5110	Electrical Services			
	28640 SOUTHSIDE ELECTRIC COOP	ELECTRIC	44435001 0120	391.59
	28640 SOUTHSIDE ELECTRIC COOP	ELECTRIC	44435001 1219	421.70
		ACCOUNT TOTAL		813.29 *
5230	Telecommunications			
	21319 CENTURYLINK	PHONE	310248529 0120	280.40
		ACCOUNT TOTAL		280.40 *
6005	Janitorial Supplies			
	13367 DIAMOND PAPER COMPANY	SOAP/GLOVES	253911	126.85
		ACCOUNT TOTAL		126.85 *
6014	Other Operating Supplies			
	17778 HUBERT CO	BLADES/ASSEMBLY/SOAP	772420	366.89
		ACCOUNT TOTAL		366.89 *
		MAJOR TOTAL		4,504.10 **
051100	HEALTH DEPARTMENT			
5610	Payment To Local Health D			
	25840 PRINCE EDWARD HEALTH DPT	19-20 SUPPORT	19-20 SUPPRT3/4	46,082.25
		ACCOUNT TOTAL		46,082.25 *
		MAJOR TOTAL		46,082.25 **

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MAJOR# ACCT# 052500	VENDOR NUMBER CHAPTER X BOARD	VENDOR NAME	INV#	DESCRIPTION	ACCOUNT TOTAL	MAJOR TOTAL	AMOUNT
5640	12928	Payment to Crossroad Ser CROSSROAD SERVICES BOARD	3RD QTR 0120	3RD QTR SUPPORT	15,000.00	15,000.00	15,000.00
053500		COMPREHENSIVE SERVICES ACT			15,000.00 *	15,000.00 **	15,000.00 **
3160		CSA Programs					
	10121	ACEWALL SCHOLARS		PROFESSIONAL SERVICES	1,100.00		1,100.00
	11191	BEAR CREEK ACADEMY		PROFESSIONAL SERVICES	2,850.00		2,850.00
	12181	CARRAWAY MORGAN		PROFESSIONAL SERVICES	721.00		721.00
	12181	CARRAWAY MORGAN		PROFESSIONAL SERVICES	721.00		721.00
	12181	CARRAWAY MORGAN		PROFESSIONAL SERVICES	124.98		124.98
	12280	CENTRA HEALTH		PROFESSIONAL SERVICES	4,116.00		4,116.00
	12280	CENTRA HEALTH		PROFESSIONAL SERVICES	4,116.00		4,116.00
	12410	CHESTNUT HILL MENTAL HEALT		PROFESSIONAL SERVICES	4,116.00		4,116.00
	14923	FAISON SCHOOL FOR AUTISM		PROFESSIONAL SERVICES	8,117.00		8,117.00
	14939	FAMILY PRESERVATION SERV		PROFESSIONAL SERVICES	5,106.00		5,106.00
	15965	FULCRUM COUNSELORS, LLC		PROFESSIONAL SERVICES	80.00		80.00
	15965	FULCRUM COUNSELORS, LLC		PROFESSIONAL SERVICES	900.00		900.00
	17065	HALLMARK YOUTH-CARE-RICHMD		PROFESSIONAL SERVICES	625.00		625.00
	17065	HALLMARK YOUTH-CARE-RICHMD		PROFESSIONAL SERVICES	15,360.50		15,360.50
	17328	HARBOR POINT BEHAVIORIAL		PROFESSIONAL SERVICES	2,445.00		2,445.00
	18816	INTERCEPT YOUTH SERVICES		PROFESSIONAL SERVICES	1,960.00		1,960.00
	18816	INTERCEPT YOUTH SERVICES		PROFESSIONAL SERVICES	5,452.20		5,452.20
	19233	JAMES RIVER THERAP SVCS		PROFESSIONAL SERVICES	5,633.94		5,633.94
	19233	JAMES RIVER THERAP SVCS		PROFESSIONAL SERVICES	840.00		840.00
					360.00		360.00
					64,744.62 *		64,744.62 **
053501		OTHER WELFARE/SOCIAL SERVICES			64,744.62	64,744.62	64,744.62
5608	28097	SCOPE/Meals on Wheels SCOPE/MEALS ON WHEELS	19-20 SUPPRT2/2	19-20 SUPPORT	2,500.00		2,500.00
5609	25400	Piedmont Senior Resources PIEDMONT SR RESOURCES	19-20 SUPPRT2/2	19-20 SUPPORT	2,500.00 *		2,500.00 *
5610	28866	STEPS Inc. STEPS, INC	19-20 SUPPRT3/4	19-20 SUPPORT	3,064.00		3,064.00
5614	28700	Southside SPCA SOUTHSIDE SPCA	RAISED FND51219	DONATIONS RAISED	3,064.00 *		3,064.00 *
5615	28866	STEPS-Community Action Pr STEPS, INC	19-20 SUPPRT3/4	19-20 SUPPORT	5,000.00		5,000.00
					5,000.00 *		5,000.00 *
					1,394.21		1,394.21
					1,394.21 *		1,394.21 *
					5,542.75		5,542.75
					5,542.75 *		5,542.75 *

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MAJOR# ACCT# 5637	VENDOR NUMBER 15140 FACES, INC	VENDOR NAME FACES	INV#	DESCRIPTION	AMOUNT
5651	28604	Southside Center for Viol SOUTHSIDE CENTER FOR	19-20 SUPPRT2/2	19-20 SUPPORT	ACCOUNT TOTAL 2,250.00 2,250.00 *
5652	17481	Heart of Virginia Free C1 HEART OF VIRGINIA FREE	19-20 SUPPRT2/2	19-20 SUPPORT	ACCOUNT TOTAL 2,400.00 2,400.00 *
5654	17006	Habitat for Humanity HABITAT FOR HUMANITY	19-20 SUPPRT2/2	19-20 SUPPORT	ACCOUNT TOTAL 3,000.00 3,000.00 *
071100		SUPERVISION OF PARKS & RECREATION			ACCOUNT TOTAL 1,600.00 1,600.00 *
5642	17480	Heart of Virginia Festiva HEART OF VA FESTIVAL	19-20 SUPPORT	19-20 SUPPORT	ACCOUNT TOTAL 3,000.00 3,000.00 **
072200		MUSEUMS			ACCOUNT TOTAL 4,000.00 4,000.00 **
5641	27650	Robert R. Moton Museum ROBERT RUSSA MOTON MUSEUM	19-20 SUPPRT2/2	19-20 SUPPORT	ACCOUNT TOTAL 4,000.00 4,000.00 **
073500		PUBLIC LIBRARY			ACCOUNT TOTAL 64,023.75 64,023.75 **
5640	15400	Contribution To Library FARMVILLE-PE COMM LIBRARY	19-20 SUPPRT3/4	19-20 SUPPORT	ACCOUNT TOTAL 64,023.75 64,023.75 **
081100		PLANNING			ACCOUNT TOTAL 500.00 500.00 *
2700	31421	Worker's Compensation VACORP	65141	WORKERS COMP AUDIT	ACCOUNT TOTAL 100.00 100.00
3161	16195	Planning Commission GILLIAM DONALD B	JANUARY 21 2020	COMMISSION MTG	100.00
	17883	HUNT PRESTON	JANUARY 21 2020	COMMISSION MTG	100.00
	19458	JENKINS TIMOTHY MARK	JANUARY 21 2020	COMMISSION MTG	100.00
	19875	JONES ROBERT M	JANUARY 21 2020	COMMISSION MTG	100.00
	21525	LEATHERWOOD CLIFFORD JACK	JANUARY 21 2020	COMMISSION MTG	100.00
	25047	PAIGE WHITFIELD	JANUARY 21 2020	COMMISSION MTG	100.00
	25309	PEERY JOHN W JR	JANUARY 21 2020	COMMISSION MTG	100.00
	25607	PRENGAMAN JOHN C	JANUARY 21 2020	COMMISSION MTG	100.00

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MAJOR# ACCT#	VENDOR NUMBER NAME	INVOICE NUMBER DATE	DESCRIPTION	AMOUNT
5230	30440 US CELLULAR	816442183 0120	CELLULAR SERVICE	42.04 *
5510	16195 GILLIAM DONALD B	JANUARY 21 2020	MILEAGE	23.00
	17883 HUNT PRESTON	JANUARY 21 2020	MILEAGE	23.00
	19458 JENKINS TIMOTHY MARK	JANUARY 21 2020	MILEAGE	12.65
	19875 JONES ROBERT M	JANUARY 21 2020	MILEAGE	5.75
	25047 PAIGE WHITFIELD	JANUARY 21 2020	MILEAGE	9.20
	25309 PEERY JOHN W JR	JANUARY 21 2020	MILEAGE	1.73
	25607 PRENGAMAN JOHN C	JANUARY 21 2020	MILEAGE	5.75
	28067 SANDLIN TERESA	JANUARY 21 2020	MILEAGE	6.90
			ACCOUNT TOTAL	1,000.00 *
			ACCOUNT TOTAL	42.04
			ACCOUNT TOTAL	42.04 *
081200	COMMUNITY DEVELOPMENT			
5648	29332 FARMVILLE AIRPORT	19-20 SUPPRT2/2	19-20 SUPPORT	3,800.00
			ACCOUNT TOTAL	3,800.00 *
5652	25368 TOWN OF BLACKSTONE	19-20 SUPPRT2/2	19-20 SUPPORT	4,000.00
			ACCOUNT TOTAL	4,000.00 *
5655	13763 DOWNTOWN FARMVILLE	19-20 SUPPRT2/2	19-20 SUPPORT	4,000.00
			ACCOUNT TOTAL	4,000.00 *
081500	ECONOMIC DEVELOPMENT			
5230	14366 PICKETT KATE	REIMB 0120	CELL PHONE CASE	52.64
	30440 US CELLULAR	816442183 0120	CELLULAR SERVICE	45.03
			ACCOUNT TOTAL	97.67 *
5510	14366 PICKETT KATE	MILEAGE 0120	MILEAGE	22.54
			ACCOUNT TOTAL	22.54 *
5540	11894 BUSINESS CARD	6702PUCKETT1219	VACO TRAINING	10.00
			ACCOUNT TOTAL	10.00 *
			ACCOUNT TOTAL	130.21 **
081600	TOURISM			
5110	31846 ELECTRICAL SERVICES	0675198071 0120	VISITORS CENTER	174.67

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MAJOR#	ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5130		31846	DOMINION ENERGY VIRGINIA	1059387447 0120	ELECTRIC	75.27
		29332	TOWN OF FARMVILLE Water & Sewer	VISTRS CTR 0120	WATER & SEWER	249.94 *
5210		11894	BUSINESS CARD	0639PUCKETT0120	UPS CHARGES	48.84
		11894	BUSINESS CARD	6702PUCKETT1219	UPS CHARGES	48.84 *
		11894	BUSINESS CARD	6702PUCKETT1219	UPS CHARGES	13.12
		11894	BUSINESS CARD	6702PUCKETT1219	UPS CHARGES	3.64
		11894	BUSINESS CARD	6702PUCKETT1219	UPS CHARGES	8.69
					UPS CHARGES	18.10
5230		21319	CENTURYLINK Telecommunications	310393238 0120	PHONE	43.55 *
6001		20600	KEY OFFICE SUPPLY Office Supplies	538587	CLIPBOARD/CALENDAR	311.11
		32138	WALMART COMMUNITY/SYNCB	9648	CLEANING SUPPLIES	311.11 *
082400			SOIL & WATER CONSERVATION DISTRICT			15.33
5641		25440	PIEDMONT SOIL & WATER Donation - PS&WCD	19-20 SUPPRT3/4	19-20 SUPPORT	41.48
083500			COOPERATIVE EXTENSION OFFICE			56.81 *
3199		29913	TREASURER VA TECH Purchase of Service - Oth	2ND QTR 0120	2ND QTR SUPPORT	710.25 **
5230		21319	CENTURYLINK Telecommunications	309520098 0120	PHONE	2,960.00
091000			GENERAL EXPENSE			2,960.00 *
5230		23933	SEGRA Internal Telecom Account	165866886 0120	PHONE	2,960.00 **
5803		19230	JAMES RIVER SOLUTIONS Internal Fuel Account	S430458-IN	GAS	12,731.54
		19230	JAMES RIVER SOLUTIONS	S430459-IN	GAS	12,731.54 *
		19230	JAMES RIVER SOLUTIONS	S430460-IN	GAS	124.90
		19230	JAMES RIVER SOLUTIONS	S430461-IN	GAS	124.90 *
		19230	JAMES RIVER SOLUTIONS	S430462-IN	GAS	12,856.44 **
		19230	JAMES RIVER SOLUTIONS	S430463-IN	GAS	2,482.22
						2,482.22 *
						1,090.72
						672.81
						1,090.22
						1,037.56
						1,015.93
						1,006.53



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MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
094000		CAPITAL PROJECTS			
0002		Computer System			
	11902	BUSINESS DATA OF VA, INC.	204 309*	COMPUTER EQUIPMENT	1,553.58
0035		Courthouse Renovation-Con			
	11262	BLAIR CONSTRUCTION INC.	3269-7 COURTHSE	PJT 3269 COURTHOUSE	648,816.48
	12889	CRABTREE ROHRBAUGH & ASSC	24 3033	CH CONSTRUCTION	1,805.58
	17925	HURT & PROFFITT, INC	57189 20191126	MATERIALS TESTING	1,153.50
	17925	HURT & PROFFITT, INC	57604 20191126	MATERIALS TESTING	260.50
	35755	Z3N TECHNOLOGIES	7530	EQUIPMENT REMOVAL	1,626.46
	35755	Z3N TECHNOLOGIES	7553	EQUIPMENT MOVE	1,576.94
0036		Courthouse Renovation-Equ			
	20600	KEY OFFICE SUPPLY	538381	J&D FURNITURE	1,799.00
	20600	KEY OFFICE SUPPLY	538706	CIRCUIT LECTURN	299.00
	20600	KEY OFFICE SUPPLY	538717	CIRCUIT CHAIRS	175.00
	20600	KEY OFFICE SUPPLY	538930	J&D FURNITURE	1,195.87
0301		Sheriff-Communication Equ			
	22812	MOTOROLA SOLUTIONS INC	41264178	SHERIFF COMM EQUIPMT	3,468.87
				ACCOUNT TOTAL	15,300.12 *
				MAJOR TOTAL	17,782.34 **
				ACCOUNT TOTAL	1,553.58
				ACCOUNT TOTAL	1,553.58 *
				ACCOUNT TOTAL	655,239.46 *
				ACCOUNT TOTAL	312,743.27
				MAJOR TOTAL	312,743.27 *
				MAJOR TOTAL	973,005.18 **
				FUND TOTAL	1,515,079.20

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FORFEITED ASSETS FUND

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MAJOR#	VENDOR	NUMBER	NAME	INV#	DESCRIPTION	AMOUNT
031700	FORFEITED DRUG ASSETS					
6030	Commonwealth Atty Expend-					
	29241 THOMSON REUTERS-WEST			841548436	COURT SCREEN ACCESS	63.00
					ACCOUNT TOTAL	63.00 *
					MAJOR TOTAL	63.00 **
					FUND TOTAL	63.00

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CDA SPECIAL LEVY FUND

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MAJOR#	VENDOR	NUMBER	VENDOR	INV#	DESCRIPTION	AMOUNT
ACCT#			NAME			
012110	CDA SPECIAL LEVY					
0001	Special Levy Payment to C					
	25545 POPLAR HILL COMMUNITY			SPECIALLEVY0120	SPECIAL LEVY PAYMENT	20,400.10
					ACCOUNT TOTAL	20,400.10 *
					MAJOR TOTAL	20,400.10 **
					FUND TOTAL	20,400.10

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MAJOR#	VENDOR	INVOICE#	DESCRIPTION	AMOUNT
ACCT#	VENDOR			
043200	NUMBER			
	GENERAL			
	PROPERTIES			
5130	Water Service			
	29332 TOWN OF FARMVILLE			
		WATER TANK 0120	WATER & SEWER	21.10
				21.10 *
				21.10 **
			ACCOUNT TOTAL	
			MAJOR TOTAL	
			FUND TOTAL	21.10

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MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
043200	31846	Electrical Services			
	31846	DOMINION ENERGY VIRGINIA	4148700281	SEWER PUMP	55.88
		GENERAL PROPERTIES	7471653571	SEWER PUMP	137.58
				ACCOUNT TOTAL	193.46 *
				MAJOR TOTAL	193.46 **
				FUND TOTAL	193.46

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MAJOR#	VENDOR NUMBER	VENDOR NAME	INVOICE#	DESCRIPTION	ACCOUNT TOTAL	AMOUNT
2700	31421	Workers Compensation VACORP	65141	WORKERS COMP AUDIT	500.00	500.00 *
3311	11894	Repairs & Maint-Auto & Eq BUSINESS CARD	0639PUCKETT0120	REBUILT MOTOR	1,680.00	
	11894	BUSINESS CARD	6702PUCKETT1219	WHISKER	350.64	
	15560	FARMVILLE WHSALE ELECTRIC	679115	TAPE	25.02	
	28352	SHERWIN WILLIAMS CO	6566-2	PAINT COVERALS	470.04	
3840	10254	Contract Landfill - POS REPUBLIC SERVICES #974	0974 000559564	TRASH COLLECTION	2,525.70	2,525.70 *
	10254	REPUBLIC SERVICES #974	0974 000559565	TRASH COLLECTION	368.95	
	10254	REPUBLIC SERVICES #974	0974 000559566	TRASH COLLECTION	147.53	
3841	14723	Purchase of Service - Rec EMANUEL TIRE OF VIRGINIA	492288	TIRE RECYCLING	664.01	664.01 *
	14723	EMANUEL TIRE OF VIRGINIA	492343	TIRE RECYCLING	1,306.50	
	14723	EMANUEL TIRE OF VIRGINIA	492446	TIRE RECYCLING	628.80	
	28866	STEPS, INC	DECEMBER 2019	RECYCLING	450.00	
	29029	SYNERGY RECYCLING LLC	1901184	ELECTRONIC RECYCLING	1,961.20	
5110	28640	Electrical Services SOUTHSIDE ELECTRIC COOP	114379001 0120	ELECTRIC	2,873.25	2,873.25 *
	28640	SOUTHSIDE ELECTRIC COOP	114379001 1219	ELECTRIC	7,219.75	
	28640	SOUTHSIDE ELECTRIC COOP	114379003 0120	ELECTRIC	102.95	
	31846	DOMINION ENERGY VIRGINIA	0599507431 0120	RICE COLLECTION CNTR	100.10	
	31846	DOMINION ENERGY VIRGINIA	0670040567 0120	TRASHMORE RD SITE	163.15	
	31846	DOMINION ENERGY VIRGINIA	1144204110 0120	GREEN BAY	66.40	
	31846	DOMINION ENERGY VIRGINIA	5181167213 0120	SCLHSE LEACHATE PUMP	116.86	
	31846	DOMINION ENERGY VIRGINIA	8601161519 0120	PROSPECT DUMP SITE	98.00	
	31846	DOMINION ENERGY VIRGINIA	8970737501 0120	SCALEHOUSE	376.66	
	31846	DOMINION ENERGY VIRGINIA	9176847250 0120	LANDFULL SHELTER	107.32	
5230	21319	Telecommunications CENTURYLINK	309480181 0120	PHONE	155.97	155.97
	21319	CENTURYLINK	309553498 0120	PHONE	81.17	81.17
	21319	CENTURYLINK	309615846 0120	PHONE	1,368.58	1,368.58 *
	21319	CENTURYLINK	309714661 0120	PHONE	64.68	
	21319	CENTURYLINK	309714661 0220	PHONE	54.49	
	21319	CENTURYLINK	310039285 0120	PHONE	59.92	
	30440	US CELLULAR	816442183 0120	WORSHAM	64.68	
	31337	VERIZON	131056010 1219	CELLULAR SERVICE	65.58	
	31337	VERIZON	743213759 1219	PHONE	47.60	
5440	28869	Portable Toilet Rental STIFF O O INC	8412	MONTHLY SERVICE	32.02	32.02
				PHONE	50.48	50.48
				ACCOUNT TOTAL	531.46	531.46 *
				ACCOUNT TOTAL	702.50	702.50 *

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MAJOR#	ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
6008	5540	11894	BUSINESS CARD	6702PUCKETT1219	TRAINING EXAM	225.00
			Travel-Convention & Educa			225.00 *
6009		25782	PRINCE EDWARD CO PBLC SCH	DIESEL-DEC 2019	DIESEL	1,314.49
		25782	PRINCE EDWARD CO PBLC SCH	DIESEL-NOV 2019	DIESEL	1,232.22
		25782	PRINCE EDWARD CO PBLC SCH	DIESEL-OCT 2019	DIESEL	1,300.77
			Vehicle & Powered Equip F			3,847.48 *
8207		12282	CAVALIER HOSE & FITTINGS	45518	HOSE/FITTING	136.78
		14943	EXCEL TRUCK GROUP	1267525R	WATER PUMP/CORE	478.80
		14943	EXCEL TRUCK GROUP	13658062	UBOLT	285.40
		23248	NAPA OF FARMVILLE	204345	DEF/OIL/GREASE	627.31
		25596	POWELL'S IDEALLEASE, LLC	628992	EGR VALVE/CORE	1,441.97
			Physical Plant			2,970.26 *
042400		11781	BUGGY TOP LLC	102019 322	RECYCLING SHEDS	4,990.00
			LANDFILL OPERATIONS			4,990.00 *
2700		31421	VACORP	65141	WORKERS COMP AUDIT	500.00
			Workers Compensation			500.00 *
3160		27191	RESOURCE INTERNATIONAL	45876 90094 12	LANDFILL MONITORING	16,072.50
		27191	RESOURCE INTERNATIONAL	45877 90094 18	PROJECT MGMT EXPENSE	1,155.75
		27191	RESOURCE INTERNATIONAL	45878 90094 27	SWP PJT Cmplnce Mgmt	3,680.65
			Equipment Repairs & Maint			20,908.90 *
3311		13369	DIAMOND SPRINGS WATER INC	11393100 0120	WATER & EQUIP RENTAL	8.95
		20600	KEY OFFICE SUPPLY	538422	PRINTER INK	119.62
		21797	LLEWELLYN METAL WORKS INC	5441	LEACHATE PUMP PARTS	84.20
		21797	LLEWELLYN METAL WORKS INC	5476	EXCAVATOR REPAIR	932.95
		21811	LOWE'S	908845	BATTERY/WEATHERSTAIN	160.83
			Telecommunications			1,306.55 *
5230		21319	CENTURYLINK	309326764 0120	PHONE	114.64
		30440	US CELLULAR	816442183 0120	CELLULAR SERVICE	60.03
			Fuel			174.67 *
6008		25782	PRINCE EDWARD CO PBLC SCH	DIESEL-DEC 2019	DIESEL	293.85
		25782	PRINCE EDWARD CO PBLC SCH	DIESEL-NOV 2019	DIESEL	113.62
		25782	PRINCE EDWARD CO PBLC SCH	DIESEL-OCT 2019	DIESEL	82.28
			Vehicle & Powered Equip S			489.75 *
6009		23248	NAPA OF FARMVILLE	CREDIT 204005	CORE RETURN	108.00-
		23248	NAPA OF FARMVILLE	204005	BATTERY/CORE	655.96

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MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
	23248	NAPA OF FARMVILLE	204188	AIR FILTER	79.99
				ACCOUNT TOTAL	627.95 *
				MAJOR TOTAL	24,007.82 **
				FUND TOTAL	49,552.56



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RETIREMENT BENEFIT FUND

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MAJOR#	VENDOR	NUMBER	VENDOR	NAME	INV#	DESCRIPTION	AMOUNT
002230	RETIREMENT BENEFIT FUND						
1101	LEOS Disbursements	25257	JOHNS VICKI K		JANUARY 2020	RETIREE BENEFIT	1,187.00
						ACCOUNT TOTAL	1,187.00 *
						MAJOR TOTAL	1,187.00 **
						FUND TOTAL	1,187.00

MAJOR#	VENDOR	INVOICE#	DESCRIPTION	AMOUNT
ACCT#	NUMBER	NAME		
021400	PIEDMONT COURT SERVICES			
5110	Electrical Service			
	31846 DOMINION ENERGY VIRGINIA	4324962309 0120	ELECTRIC	127.58
	31846 DOMINION ENERGY VIRGINIA	7218131923 0120	ELECTRIC	150.71
			ACCOUNT TOTAL	278.29 *
5210	Postal Services			
	22079 MAIL FINANCE	N8074985	POSTAGE METER LEASE	190.68
			ACCOUNT TOTAL	190.68 *
5230	Telecommunications			
	21319 CENTURYLINK	310357807 0120	FAX LINES	80.65
	23933 SEGRA	174057257 0120	PHONE	311.65
			ACCOUNT TOTAL	392.30 *
5540	Travel - Convention and E			
	25931 PRYOR LEARNING SOLUTIONS	27418622	TRAINING	200.00
			ACCOUNT TOTAL	200.00 *
5810	Dues and Assoc Membership			
	28061 SAM'S CLUB	341141767421520	MEMBERSHIP FEES	45.00
			ACCOUNT TOTAL	45.00 *
6001	Office Supplies			
	16944 STIMPSON CONNIE	REIMB 1219	OFFICE SAFE	49.99
			ACCOUNT TOTAL	49.99 *
6012	Books & Subscriptions			
	10975 AYOUB ZACHARY	REIMB 0120	NEWSPAPER	1.00
	10975 AYOUB ZACHARY	REIMB 1219	SUBSCRIPTNS/MILEAGE	2.58
	13053 DALTON MERI	REIMB 1219	SUBSCRIPTNS/MILEAGE	.75
			ACCOUNT TOTAL	4.33 *
			MAJOR TOTAL	1,160.59 **
097001	PCS SUPERVISION FEES EXPENDITURES			
3600	PCS - Advertising			
	28652 SOUTHSIDE MESSENGER	PCS 1219	ADVERTISING	288.00
			ACCOUNT TOTAL	288.00 *
5420	PCS - Lease/Rent of Build			
	28724 SRP CORPORATION LLC	RENT 0120	RENT	2,750.00
			ACCOUNT TOTAL	2,750.00 *
5510	PCS - Travel-Mileage			
	10975 AYOUB ZACHARY	MILEAGE 0120	MILEAGE	81.42
	10975 AYOUB ZACHARY	REIMB 1219	SUBSCRIPTNS/MILEAGE	265.94
	13053 DALTON MERI	MILEAGE 0120	MILEAGE	26.55
	13053 DALTON MERI	REIMB 1219	SUBSCRIPTNS/MILEAGE	65.54
	13761 DOSS AMANDA	MILEAGE 0120	MILEAGE	124.56
	13761 DOSS AMANDA	MILEAGE 1219	MILEAGE	208.80
	14358 EDMONDS ALEXIS	MILEAGE 0120	MILEAGE	87.66
	14358 EDMONDS ALEXIS	MILEAGE 1219	MILEAGE	90.48
	16944 STIMPSON CONNIE	MILEAGE 0120	MILEAGE	9.02
	16944 STIMPSON CONNIE	MILEAGE 1219	MILEAGE	5.21
	22217 MAXEY RENEE T	MILEAGE 0120	MILEAGE	64.38

AP375H  
2/03/2020  
FUND # - 741

PRINCE EDWARD  
LISTING OF INVOICES FOR 1/01/2020 -- 1/31/2020

AFTER CHECKS  
PAGE 28

PIEDMONT COURT SERVICES FUND

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
	31091	VITALE MATT	1219	MILEAGE	243.60
097002		PCS DRUG TESTING FEES			1,273.16 *
0001		PCS Drug Testing Fees			4,311.16 **
	28095	ALERE TOXICOLOGY SERV INC	L232267	DRUG TESTING FEES	19.48
	28095	ALERE TOXICOLOGY SERV INC	L235876	PCS DRUG TESTING FEES	100.30
					119.78 *
					119.78 **
					5,591.53
					1,592,087.95

ACCOUNT TOTAL  
MAJOR TOTAL

ACCOUNT TOTAL  
MAJOR TOTAL

FUND TOTAL  
TOTAL DUE

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

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





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

**Meeting Date:** February 11, 2020  
**Item No.:** 8-d  
**Department:** County Administration  
**Staff Contact:** Cheryl Stimpson  
**Issue:** Salaries

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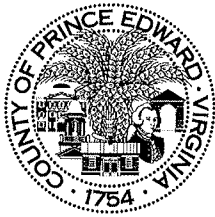
**Summary:** The County Administrator reported that checks have been issued pursuant to the order of the Board of Supervisors as to salaries, etc., the amount of which salaries have been heretofore approved.

**Attachments:** None

**Recommendation:** None

Motion \_\_\_\_\_ Booth \_\_\_\_\_ Gilliam \_\_\_\_\_ Townsend \_\_\_\_\_  
Second \_\_\_\_\_ Cooper-Jones \_\_\_\_\_ Jones \_\_\_\_\_ Wilck \_\_\_\_\_  
Emert \_\_\_\_\_ Pride \_\_\_\_\_

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County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** February 11, 2020  
**Item No.:** 9  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett  
**Issue:** PUBLIC HEARING: Special Use Permit – Piedmont Regional Jail

---

**Summary:**

The County has received a special use permit application from the Piedmont Regional Jail for the installation and operation of an illuminated sign on Tax Map Parcel 12-A-2A owned by the Piedmont Regional Jail Authority, Attachment (1). This property is located in an A-2, Agricultural Residential District. The property is surrounded on three sides by either land owned by the Jail, the Juvenile Detention Center of the County of Prince Edward. The state probation office is located diagonally across from the property and a residential property is located across the street, Industrial Park Road, from the sign, Attachment (2). The public hearing notice was advertised in the January 29<sup>th</sup> and February 5<sup>th</sup>, 2020 editions of the Farmville Herald, Attachment (3). The proposed light is ground mounted and will shine upward onto the sign and is facing away from any structure and will be shining into a wooded area owned by Prince Edward County. The sign is 8 feet wide and the masonry columns are 6 feet in height. The placement of the lighting fixture will cause any light to shine away from any existing structure, Attachment (4).

The List of adjoining property owners can be found in Attachment (5) and the sample letter sent to the adjoining property can be found in Attachment (6).

The Planning Commission held a public hearing on January 21, 2020. No one spoke during the public hearing and the Planning Commission unanimously recommended approval of the Special Use permit.

**Attachments:**

1. Special Use Permit Application
2. Display of the parcel and surrounding properties
3. Public Hearing Notice
4. Picture of the existing sign
5. List of Adjoining property owners notified of the Special Use Application
6. Sample letter sent to adjoining property owners

**Recommendations:** The Board will wish to hold the public hearing and render a decision concerning the special use application. County staff has no concerns regarding the request and believes it will have little to no negative impact on the surrounding properties.

Motion \_\_\_\_\_ Booth \_\_\_\_\_ Gilliam \_\_\_\_\_ Townsend \_\_\_\_\_  
Second \_\_\_\_\_ Cooper-Jones \_\_\_\_\_ Jones \_\_\_\_\_ Wilck \_\_\_\_\_  
Emert \_\_\_\_\_ Pride \_\_\_\_\_

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

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

*County of Prince Edward*

PLEASE PRINT OR TYPE

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

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

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

Applicant's Name: PIEDMONT REGIONAL JAIL AUTHORITY  
 Applicant's Address: 801 INDUSTRIAL PARK ROAD  
 Applicant's Telephone Number: (434) 392-1601

Present Land Use: 6 COUNTY REGIONAL JAIL

Legal Description of Property with Deed Book and Page No. or Instrument No. Tax Map 12-A-1A  
BOOK 237 PAGE 766  
12 ACRES DONATED TO PIEDMONT REGIONAL BY PRINCE EDWARD  
COUNTY SUPERVISORS - DECEMBER 22, 1986

Tax Map # PLAT BOOK 5 PAGE 40      Acreage: 12 ACRES

Narrative statement evaluating effects on adjoining properties (noise, odor, dust, fumes, etc.): (Attach additional sheet if necessary.) THERE WILL BE NO EFFECTS OF NOISE, ODOR, DUST, FUMES  
THE INSTALLATION OF SIGN LIGHTING WILL HAVE MINIMAL EFFECT TO  
ADJOINING PROPERTIES 2100 WATT LIGHTS & LOCALIZED SPOT LIGHT ON SIGN

Statement of general compatibility with adjacent and other properties in the zoning district. (Attach additional sheet if necessary.) PROBATION & PAROLE BUILDING & 1 HOUSE SURROUNDED BY  
TREE'S

Height of Principal Building (s): Feet 6 FOOT SIGN STRUCTURES

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

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

James A. Davis - Superintendent      January 9, 2020  
 Signature of Applicant (if not property owner)      Date

PROPERTY OWNER(S) STATEMENT:

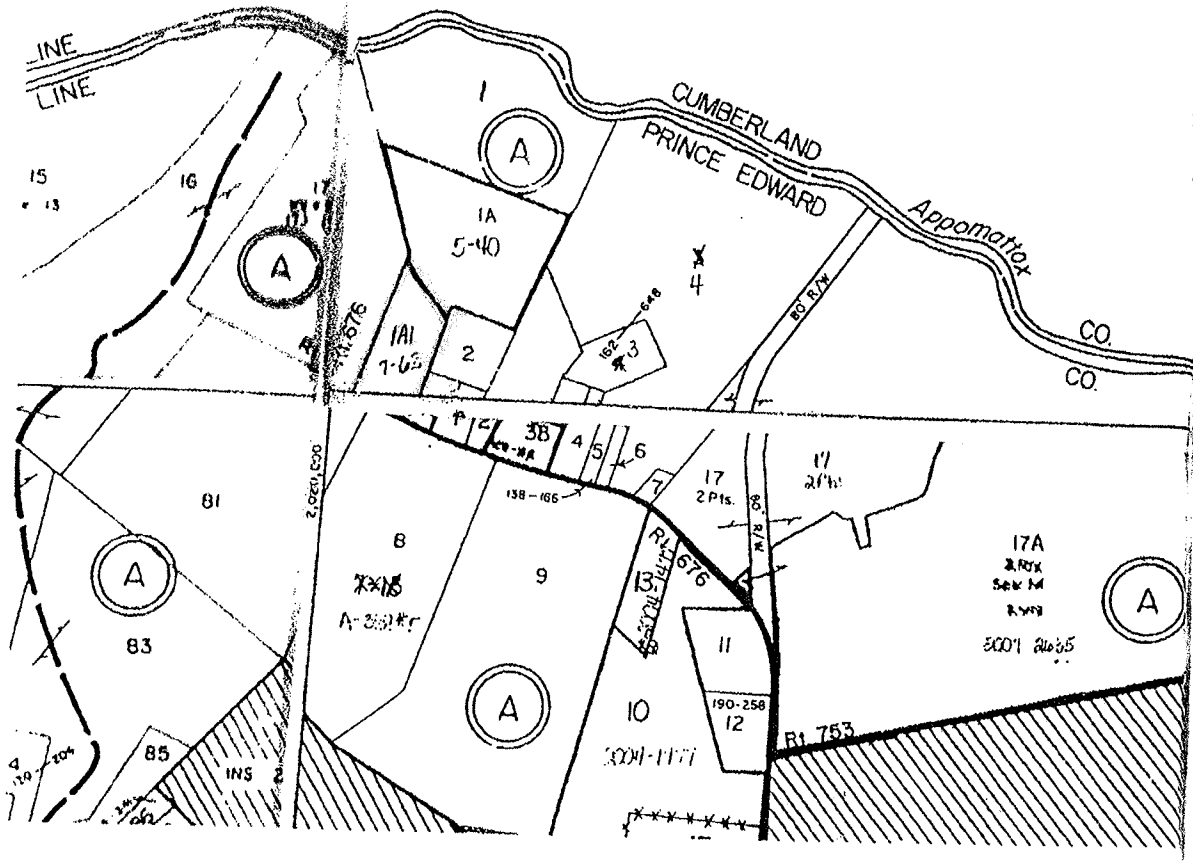
I hereby certify that I/We own the above described property, that the information given is complete and correct to the best of my knowledge, and the above person(s), group, corporation, or agent has the full and complete permission of the undersigned owner(s) to make application for a Conditional Use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

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

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

*Attachment (1)*





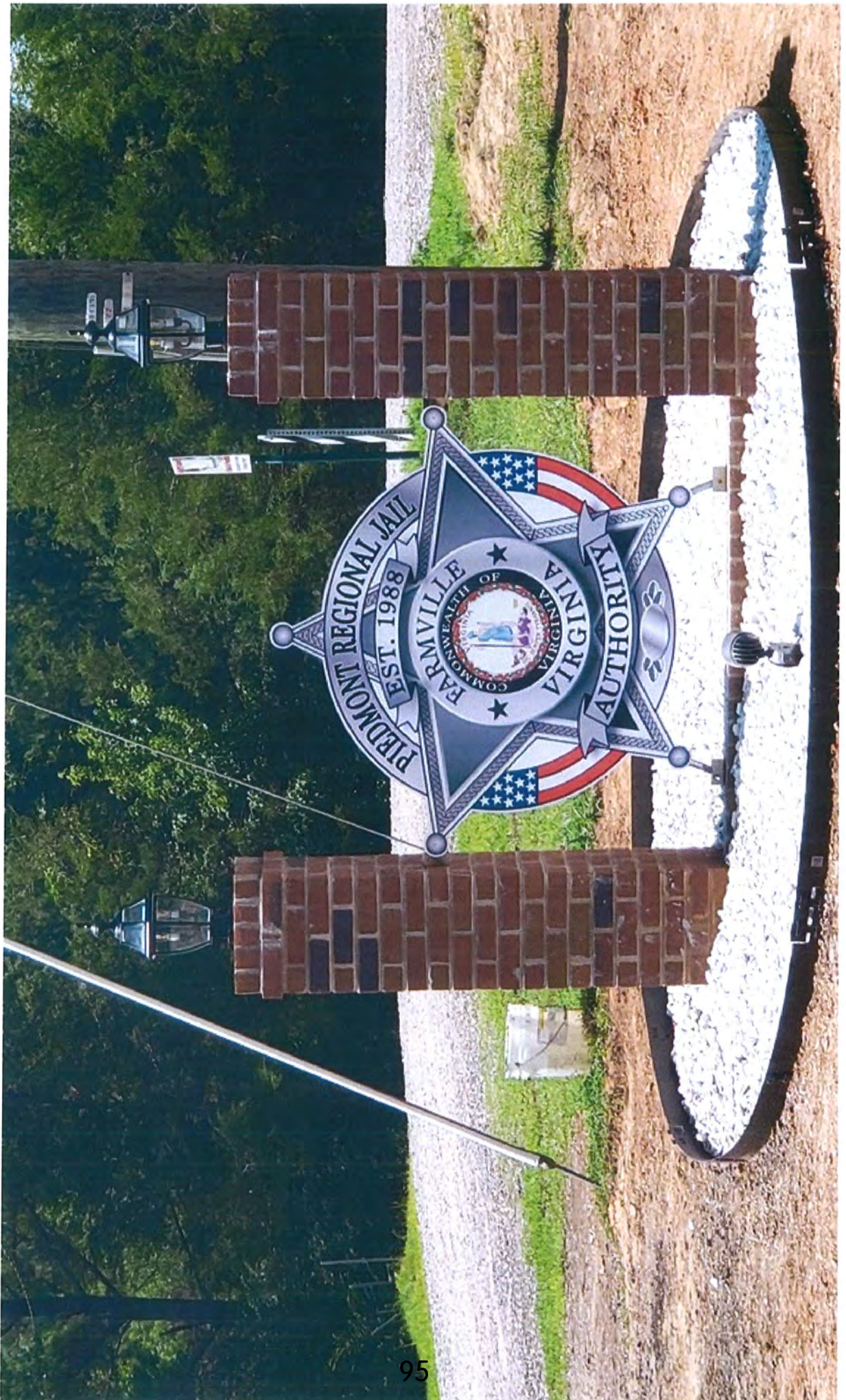


## NOTICE OF PUBLIC HEARINGS

The Prince Edward County Board of Supervisors will hold four public hearings on Tuesday, February 11, 2020 commencing at 7:30 p.m. in the Board of Supervisors Room located on the 3rd Floor of the Prince Edward County Courthouse, 111 N. South Street, Farmville, Virginia, to receive citizen input prior to considering the Planning Commission's recommendation on the following:

1. Request by the Piedmont Regional Jail for a Special Use Permit to erect a lighted sign on Tax Map Parcel 12-A-1A. This is an A-2, Agricultural Residential District.
2. Request by Blackstone Building Group, LLC, to rezone Tax Map Parcels 23-A-40 and 23-A-40A and 23-A-23 from R-2, General Residential to R-3, Medium Density Residential.
3. Amend the County Zoning Ordinance to allow Construction Camps in the A-1, Agricultural Conservation District by Special Use Permit.
4. Request by Q.A. and Tracy Ellington for a Special Use Permit to operate a Construction Camp on property identified as Tax Map 40-A-23 located adjacent to U.S. 460 at Rice. This is an A-1 Agricultural Conservation District.

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



# Prince Edward County

## Special Use Permit

Applicant: Piedmont Regional Jail Authority

### Schedule B

List of adjoining Property owners and mailing addresses for the property proposed for a Special Use Permit

Parcel ID	Owner	Address	Note
11-A-17	Prince Edward County	PO Box 382 Farmville, VA 23901	
12-A-1A1	Piedmont Regional Juvenile Detention Center	PO Box 344 Farmville, VA 23901	
23-A-1	Daphne Maceachran	590 Industrial Park Road Farmville, VA 23901	
23-A-2	Colton Lee West	809 Pine Acres Drive Florence, SC 29501	
11-A-8	Town of Farmville	Farmville Town Manager 116 North Main St. Farmville, VA 23901	

Attachment (5)

BOARD OF SUPERVISORS

Jerry R. Townsend  
Chairman

J. David Emert  
Vice Chairman

Beverly Booth

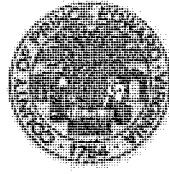
Pattie Cooper-Jones

Llew W. Gilliam, Jr

Robert M. Jones

Odessa H. Pride, Ed.D.

James R. Wilck



COUNTY OF PRINCE EDWARD, VIRGINIA

COUNTY ADMINISTRATOR

W.W. Bartlett

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

Office: (434) 392-8837

Fax: (434) 392-6683

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

January 7, 2020

RE: Special Use Permit Application for Tax Map Parcel 12-A-1A

To: Whom It May Concern:

The Prince Edward County Planning Commission has scheduled a public hearing on Tuesday, *January 21, 2020 at 7:00 p.m.* to consider a Special Use Application by the Board of the Piedmont Regional Jail Authority to erect an illuminated sign on Tax Map Parcel 12-A-14. The Planning Commission meeting will be held in the Board Room on the Third Floor of the Prince Edward County Courthouse. A public hearing gives the Planning Commission the opportunity to gather citizen input prior to considering the special use permit.

The Jail Authority has requested permission to construct an illuminated sign to be located adjacent to the newly constructed parking lot across from the Commonwealth of Virginia Probation Office and immediately to the South of the Piedmont Juvenile Detention Center.

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

Sincerely,

W.W. Bartlett  
County Administrator

January 21, 2020

The following is an excerpt of the minutes of the regular meeting of the Prince Edward County Planning Commission held January 21, 2020.

**In Re: Public Hearing – Special Use Permit – Illuminated Sign**

Chairman Prengaman announced this was the date and time scheduled for a Public Hearing on a request by the Piedmont Regional Jail for a Special Use Permit to erect a lighted sign on Tax Map Parcel 12-A-2A. This is an A-2, Agricultural Residential District. Notice of this hearing was advertised according to law in the Wednesday, January 8, 2020 and Wednesday, January 15, 2020 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Bartlett stated the County has received a Special Use Permit Application from the Piedmont Regional Jail for the installation and operation of an illuminated sign on Tax Map Parcel 12-A-2A, owned by the Piedmont Regional Jail Authority. This property is located in an A-2, Agricultural Residential District. The property is surrounded on three sides by either land owned by the Jail, the Juvenile Detention Center of the County of Prince Edward. The state probation office is located diagonally across from the property and a residential property is located across the street, Industrial Park Road, from the sign.

Mr. Bartlett said the proposed light is ground-mounted and will shine upward onto the sign and is facing away from any structure and will be shining into a wooded area owned by Prince Edward County. The sign is 8-feet wide and the masonry columns are 6-feet in height. The placement of the lighting fixture will cause any light to shine away from any existing structure.

Mr. Bartlett stated County staff has no concerns regarding the request and believes it will have little to no negative impact on the surrounding properties. He said no comments from the public were received.

Chairman Prengaman opened the public hearing.

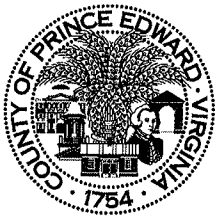
There being no one wishing to speak, Chairman Prengaman closed the public hearing.

Commissioner Jenkins made a motion, seconded by Commissioner Sandlin, to approve for recommendation to the Board of Supervisors the request from the Piedmont Regional Jail for a Special Use Permit to erect a lighted sign on Tax Map Parcel 12-A-2A; the motion carried:

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

CERTIFIED TRUE COPY

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



County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** February 11, 2020  
**Item No.:** 10  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett  
**Issue:** PUBLIC HEARING: Rezoning – Blackstone Building Group

---

**Summary:**

The County has received a request from Blackstone Building Group to rezone Tax Map Parcels 23-A-23, 23-A-40 and 23-A-40A from R-2 General Residential to R-3, Medium Density Residential, Attachment (1). The total area requested to be rezoned is approximately 126.53 acres, and lies South of Third Street, Attachment (2).

The public hearing notice was advertised in the January 29th & February 5th, 2020 editions of the Farmville Herald, Attachment (3). The list of adjoining property owners sent a letter notifying them of the rezoning request can be found in Attachment (4). The sample letter sent to the adjoining property owners can be found in Attachment (5).

The reason for the rezoning is because the Blackstone Building Group would like to develop the land in question as a mixed-use development that would include single family lots, Townhomes, duplexes, and multi-family units. Multi-family units are not allowed in an R-2 zone but are allowed in an R-3 zone. A Preliminary Development Layout displays the proposed development, Attachment (6).

But it must be emphasized that the development has not been approved and is still in the development stage. No detailed site plan has been submitted or approved.

The Planning Commission held a public hearing on this request on January 21, 2020. No one spoke and the Planning Commission approved the request with 9 votes and one-member abstaining.

**Attachments:**

1. Request for Rezoning
2. Display of the tax maps and surrounding properties
3. Public Hearing Notice
4. List of Adjoining property owners notified of the Special Use Application
5. Sample letter sent to adjoining property owners
6. Preliminary Development Layout

**Recommendations:**

The Board will wish to hold the public hearing and render a decision concerning the rezoning. County staff has no concerns regarding the request and believes it will have little to no negative impact on the surrounding properties.

Motion _____	Booth _____	Gilliam _____	Townsend _____
Second _____	Cooper-Jones _____	Jones _____	Wilck _____
	Emert _____	Pride _____	

FOR OFFICE USE ONLY  
 Comments \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

FOR OFFICE USE ONLY  
 PERMIT APPLICATION # \_\_\_\_\_  
 Date Submitted \_\_\_\_\_  
 Magisterial District \_\_\_\_\_

County of Prince Edward

PLEASE PRINT OR TYPE

PRINCE EDWARD COUNTY  
 APPLICATION  
 REQUEST FOR REZONING  
 REQUEST FOR AMENDMENT

I, WE BLACKSTONE BUILDING GROUP LLC  
 DO HEREBY PETITION THE BOARD OF SUPERVISORS OF THE COUNTY OF PRINCE EDWARD TO AMEND THE  
 COUNTY ZONING ORDINANCE BY:

Modifying section(s) \_\_\_\_\_ of the ordinance as noted below. (See Schedule A)  
 Modifying the Zoning District Classification of the following described property from the R-2  
 District(s), to the R-3 District.

Location / Legal Description of Property: Deed Book / Page No. \_\_\_\_\_ or Instrument No. \_\_\_\_\_  
 Tax Map # \_\_\_\_\_ Subdivision, if applicable \_\_\_\_\_

If acreage, attach plat of property and a metes and bounds description.  
 Briefly describe the current use of the property.

PROPERTY VACANT / SEE SURVEY PLAT

Provide on schedule A below a description of the proposed use and how such proposed amendment to the zoning ordinance relates to the County's Comprehensive Plan.

Provide on schedule B below a list of all property owners and their mailing addresses as shown on the County land records who are contiguous to and directly across the street from the parcel(s) proposed to be changed.

Owner(s) of Property CONTRACT OWNER  
 Name: BLACKSTONE BUILDING GROUP LLC Stephen Paul Law  
MEDIL BYERS II Signature  
 Address: 4860 COX ROAD SUITE 200 12/19/19  
GLEN ALLEN, VA 23060 Date

Phone: 757-510-2457 E-mail: RICK@LONGEVITYSOLUTIONSVA.COM  
 Owner(s) of Property  
 Name: JOHN EDGESTON / MARSHALL BLACKSTON J. M. Hunt  
 Address: STATEWIDE REALTY Signature  
Phone: 434-315-3533 12/19/19 Date  
 E-mail: \_\_\_\_\_

Schedule A  
 Describe the requested amendment to the Zoning Ordinance, (OR), Describe the relationship of the proposed re-zoning to the County's Comprehensive Plan.

REZONE REQUEST FOR PLANNED DEVELOPMENT FROM LOW-MEDIUM DENSITY TO HIGH DENSITY INCLUDING MULTI-FAMILY, TOWN HOME DUPLEX AND SMALLER LOT SINGLE FAMILY  
REZONE APPROX 115 ACRES

Schedule B  
 Contiguous property owner(s) to be affected by this proposed change.

Name	Address
<u>MELKS PLACE</u>	<u>2106 W THIRD ST. FARMVILLE VA 23901</u>
<u>BARBARA Livi ET AL</u>	<u>201 THIRD STREET, FARMVILLE VA 23901</u>
<u>WOODLAND RETIREMENT</u>	<u>2003 COBB ST. FARMVILLE VA 23901</u>
<u>GRANT'S CURBS</u>	<u>2102 W THIRD ST. FARMVILLE VA 23901</u>

NOTE: The above information must be supplied by the applicant. Failure to do so will void the application. Attach additional sheets, if necessary.

Application Fee Re-zoning Permit \$300  
 Application Fee Zoning Amendment \$300  
 Application Fee Received By MLB Date 12/19/19  
 Cash  Check  # 1074

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

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

Mall to: Department of Building & Zoning  
 P. O. Box 382  
 Farmville, VA 23901  
 (434) 392-8837







## NOTICE OF PUBLIC HEARINGS

The Prince Edward County Board of Supervisors will hold four public hearings on Tuesday, February 11, 2020 commencing at 7:30 p.m. in the Board of Supervisors Room located on the 3rd Floor of the Prince Edward County Courthouse, 111 N. South Street, Farmville, Virginia, to receive citizen input prior to considering the Planning Commission's recommendation on the following:

1. Request by the Piedmont Regional Jail for a Special Use Permit to erect a lighted sign on Tax Map Parcel 12-A-1A. This is an A-2, Agricultural Residential District.
2. Request by Blackstone Building Group, LLC, to rezone Tax Map Parcels 23-A-40 and 23-A-40A and 23-A-23 from R-2, General Residential to R-3, Medium Density Residential.
3. Amend the County Zoning Ordinance to allow Construction Camps in the A-1, Agricultural Conservation District by Special Use Permit.
4. Request by Q.A. and Tracy Ellington for a Special Use Permit to operate a Construction Camp on property identified as Tax Map 40-A-23 located adjacent to U.S. 460 at Rice. This is an A-1 Agricultural Conservation District.

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

# Prince Edward County

## Rezoning Request

Applicant: Blackstone Building Group Tax Map 23-A-23 & 23-A-40 & 23-A\_40A

### Schedule B

List of adjoining Property owners and mailing addresses for the property proposed to be rezoned from R-2 to R-3

Parcel ID	Owner	Address	Note
23-A-37 & 23-A-37A	Michael T. Papandrea	1925 Hill Cross Road Charlotte Court House, VA 23923	
23-A-34	Odessa Branch	302 Harper Street Farmville, VA 23901	
23-A-35	John & Mary Jones	2228 Quincy St NE Washington, DC 20018	
23-A-36	Elizabeth Watkins, Et AL	c/o Oscar & William Reid 503 Griffin Blvd Farmville, VA 23901	
23A1-A-1	Celia Brown & Joe Howard	c/o Oscar & William Reid 503 Griffin Blvd Farmville, VA 23901	
23-A-40 & 23-A-40A	Joyce P. Eggleston	320 Edgewood Lane Farmville, VA 23901	
23-A-40B	Johnson Pleas	C/O Francine Thompson 1643 Hopewell Ave Baltimore, MD 21221	
23-A-61	Layne Street Land Holdings, LLC	PO Box 6443 Falmouth, VA 22403	
22-A-120	Malcolm L. Bailey	606 Bailey Road Keysville, VA 23947	
22-A-122	Guy B. Dixon Trust	Separate Share C Trust 30 Willis Mountain Plant Lane Dillywyn, VA 23936	
22-A-123	Christy A. Callas	824 Buffalo Heights Road Farmville, VA 23901	
23A1-A-2	Mary West	4 Fessler Place Montclair, NJ 07042	
	23A1-2C - 4,5,6,7,8,9,10	Barbara Lini Et AL PO Box 852 Oakhurst, NJ 07755	
23A2 - 8 - A,B,C,D,E	The Woodlands Inc	The Woodland Inc. 2003 Cobb St. Farmville, VA 23901	
23-A-43	Marshall A. Thackston	6 Morris Creek Road Charlotte Court House, VA 23923	

**BOARD OF SUPERVISORS**

Jerry R. Townsend  
Chairman  
J. David Emert  
Vice Chairman  
Beverly Booth  
Pattie Cooper-Jones  
Llew W. Gilliam, Jr.  
Robert M. Jones  
Odessa H. Pride, Ed.D.  
James R. Wilck



**COUNTY OF PRINCE EDWARD, VIRGINIA**

**COUNTY ADMINISTRATOR**

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

January 7, 2020

RE: Rezoning request for Tax Map Parcels 23-A-40, 23-A-40A and 23-A-43

To: Whom It May Concern:

The Prince Edward County Planning Commission has scheduled a public hearing on Tuesday, January 21, 2020 at 7:00 p.m. to consider a rezoning request by Blackstone Building Group. The Planning Commission meeting will be held in the Board Room on the Third Floor of the Prince Edward County Courthouse. A public hearing gives the Planning Commission the opportunity to gather citizen input prior to considering rezoning the property.

The Blackstone Building Group has requested permission to develop the property for residential uses, this includes single family homes, duplexes, Townhomes and Multi-family units. The total area to be rezoned is 126.53 acres and adjoins the Town of Farmville with an entrance to the property on Third Street. The property is currently zoned R-2, General Residential District and the request is to rezone the three parcels to R-3, Medium District Residential District.

You are receiving this notice because you own land adjacent to this parcel. The Rezoning request is available for review in the Prince Edward County Department of Planning and Community Development and on the County web page at [www.co.prince-edward.va.us](http://www.co.prince-edward.va.us). If you have any questions about this meeting or the permit application, I encourage you to contact me by calling 434-392-8837 or electronically at [wbartlett@co.prince-edward.va.us](mailto:wbartlett@co.prince-edward.va.us).

Sincerely,

W.W. Bartlett  
County Administrator



January 21, 2020

The following is an excerpt of the minutes of the regular meeting of the Prince Edward County Planning Commission held January 21, 2020.

**In Re: Public Hearing – Request for Rezoning – Blackstone Building Group**

Chairman Prengaman announced this was the date and time scheduled for a Public Hearing on a request by Blackstone Building Group, LLC, to rezone Tax Map Parcels 23-A-40, 23-A-40A and 23-A-23 from R-2, General Residential to R-3, Medium Density Residential. Notice of this hearing was advertised according to law in the Wednesday, January 8, 2020 and Wednesday, January 15, 2020 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Commissioner Sandlin recused herself from this public hearing.

Mr. Bartlett stated the County has received a request from Blackstone Building Group to rezone Tax Map Parcels 23-A-23, 23-A-40, and 23-A-40A from R-2, General Residential to R-3, Medium Density Residential. The total area requested to be rezoned is approximately 126.53 acres and lies south of Third Street.

Mr. Bartlett said the reason for the rezoning request is because the Blackstone Building Group would like to develop the land in question as a mixed-use development that would include single family lots, townhomes, duplexes, and multi-family units. He said multi-family units are not allowed in an R-2 zone but are allowed in an R-3 zone. A Preliminary Development Layout displaying the proposed development has been provided.

Mr. Bartlett emphasized that the development has not been approved and is still in the development stage; he said no detailed site plan has been submitted or approved. He said there has been one telephone call regarding this from a neighbor that did not want his own property rezoned.

Commissioner Jones said that if the rezoning is passed, the developer would still have to come before the Planning Commission with a site plan. Mr. Bartlett said that is correct; the developer didn't want to proceed until this issue could be addressed.

Commissioner Jones then asked if the developer has gone before Town Council and asked if the County approved it but the Town [of Farmville] did not, would that kill the project. Mr. Bartlett said the majority of the property is in the county, and recommended a voluntary boundary adjustment to take the 120+/- acres into the Town, because of the entrance to the property and as it is within the Town's water and sewer service area. He said some of the property is wetlands and cannot be developed. Discussion followed.

Chairman Prengaman stated this public hearing is only looking at the rezoning request. He then opened the public hearing.

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

Chairman Prengaman said there is potential for development for the County or Town, more homes and people, with a possible impact on businesses in the area. There are a lot of hoops for the developer to meet.



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

**Meeting Date:** February 11, 2020  
**Item No.:** 11  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett  
**Issue:** PUBLIC HEARING: Amendment to Zoning Ordinance

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**Summary:**

The Planning Commission conducted a Public Hearing on January 21, 2020 to consider the proposed amendment to the County Zoning Ordinance by adding a Special Use Permit process for “Construction Camps” in the A-1, Agricultural Conservation District, to allow temporary housing (i.e. recreational vehicles) for employees/labor drawn to the area by large construction projects.

This would add “Construction Camps” to Section 2-100.3. B.5 of the Zoning Ordinance.

The definition of Construction Camps is:  
“Sites that provide temporary sites and connections for recreational vehicles for a large influx of employees/labor drawn to the area by large extended construction projects. These camps are meant to minimize the strain on local resources, limit social impacts on the community and allow control and order to be imposed on the occupants.”

Construction camps closely resemble campgrounds in layout and operation and campgrounds are already an allowed use in the A1 zone by special use permit. There are only two major differences between a construction camp and a campground both in the operational arena. First, per Department of Health regulations a campground has to have a bathhouse while construction camps do not. Second, for campgrounds the board has limited the length of stay to only 30 days while in a construction camp the length of the stay is not limited. But there is no state requirement to limit the length of stays at a campground.

**Attachments:** Public Hearing Notice

**Recommendations:** The Board will wish to hold the public hearing and render a decision concerning amending the zoning ordinance to allow construction camps in the A1 zone by special use permit application.

Motion \_\_\_\_\_ Booth \_\_\_\_\_ Gilliam \_\_\_\_\_ Townsend \_\_\_\_\_  
Second \_\_\_\_\_ Cooper-Jones \_\_\_\_\_ Jones \_\_\_\_\_ Wilck \_\_\_\_\_  
Emert \_\_\_\_\_ Pride \_\_\_\_\_



## NOTICE OF PUBLIC HEARINGS

The Prince Edward County Board of Supervisors will hold four public hearings on Tuesday, February 11, 2020 commencing at 7:30 p.m. in the Board of Supervisors Room located on the 3rd Floor of the Prince Edward County Courthouse, 111 N. South Street, Farmville, Virginia, to receive citizen input prior to considering the Planning Commission's recommendation on the following:

1. Request by the Piedmont Regional Jail for a Special Use Permit to erect a lighted sign on Tax Map Parcel 12-A-1A. This is an A-2, Agricultural Residential District.
2. Request by Blackstone Building Group, LLC, to rezone Tax Map Parcels 23-A-40 and 23-A-40A and 23-A-23 from R-2, General Residential to R-3, Medium Density Residential.
3. Amend the County Zoning Ordinance to allow Construction Camps in the A-1, Agricultural Conservation District by Special Use Permit.
4. Request by Q.A. and Tracy Ellington for a Special Use Permit to operate a Construction Camp on property identified as Tax Map 40-A-23 located adjacent to U.S. 460 at Rice. This is an A-1 Agricultural Conservation District.

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

January 21, 2020

The following is an excerpt of the minutes of the regular meeting of the Prince Edward County Planning Commission held January 21, 2020.

**In Re: Public Hearing – Amendment to Zoning Ordinance**

Chairman Prengaman announced this was the date and time scheduled for a Public Hearing on an amendment to the Prince Edward County Zoning Ordinance to allow Construction Camps in the A-1, Agricultural Conservation District by Special Use Permit. Notice of this hearing was advertised according to law in the Wednesday, January 8, 2020 and Wednesday, January 15, 2020 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Wade Bartlett, County Administrator, stated this amendment would add “Construction Camps” to Section 2-100.3.B.5 of the Zoning Ordinance and add a Special Use Permit process for “Construction Camps” in the A-1, Agricultural Conservation District, to allow temporary housing (i.e., recreational vehicles) for employees and/or labor drawn to the area by large construction projects. Mr. Bartlett said Construction Camps are meant to minimize the strain on local resources, limit social impacts on the community and allow control and order to be imposed on the occupants. He said campgrounds have been allowed in the A-1 District since 2007.

Commissioner Watson asked for clarification on the difference between the construction camp and a campground. Mr. Bartlett said the difference is usually the length of time that people can stay. He said campers can stay a maximum of 30 days; construction camps do not have that restriction and people can stay for the duration of the construction job. Mr. Bartlett said all other regulations are the same as a campground. He gave an example of special septic systems are required for a camp having over 24 sites.

Chairman Prengaman said construction camps have been previously approved but not in the A-1 zoning district. Mr. Bartlett said that was correct; he said A-1 is the largest area designation in the county.

Commissioner Hunt asked what effect it would have on the water system. Mr. Bartlett said wells would have to be drilled, according to the number of campsites.

Chairman Prengaman opened the public hearing.

Steven Samaras, Lockett District, asked if there are two projects, he is interested in the one at Rice. He said a campground has a limit of a 30-day stay, his concern is once it is done being a construction camp, or if the pipeline project falls through and the project is abandoned, what becomes of the campground. Chairman Prengaman said a regular campground has a different designation, this would be a construction camp. Mr. Bartlett said the Special Use Permit goes with the land but the landowner could request a different use. Chairman Prengaman stated that once the construction camp use would be finished, the owner could come back to the Planning Commission for the campground use which would require another permit.

Brian Lokker, Lockett District, asked where he could find the updated Zoning Ordinance. He stated the one currently available on the website is from 2007 and asked how to access the amendments since that time. He then stated no information regarding the hearings was on the web site and asked for the definition of a construction camp. Mr. Bartlett said the County is in the process of updating the web site and should be done by this summer. He said the Zoning Ordinance amendments should be on it then.

Eric Hodges, Lockett District, expressed concerns regarding safety and the increased violence that could come with the camp; he asked what kind of safety measures will be in place. Chairman Prengaman stated designations were placed on previous camps regarding security including a timeframe on how often police would be traveling through the area. He said other sites have stipulated that an attendee had to be on site. He said these can also be added as stipulations to the special use permits.

Jim Pohl, Lockett District, asked about the occupancy on each camp site; he then asked about the property setbacks. He expressed his concern regarding the number of people potentially occupying two acres, condensed into a minimum amount of space. He said this location is very close to the Trail, questioned the state easement, and also expressed concern about leaching from the septic because it is higher than the creek below.

Chairman Prengaman clarified this public hearing is for the amendment to the Zoning Ordinance to add the definition and allow for a Construction Camp to be permitted by Special Use Permit in the A-1 Zoning District, and not for a specific location or property.

Mr. Samaras stated that this amendment being county-wide, perhaps a stipulation would be to limit the number of people, adding concerns regarding traffic and density. He said the Trail takes in a lot of property in the A-1 district.

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

Commissioner Watson stated the amendment appears to be a natural add-on with just a slight adjustment from the definition of campground. He said each project would be scrutinized. He stated this just gives the ability to grant in a zone that seems well-suited to that use.

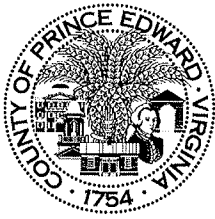
Chairman Prengaman said stipulations can be added to individual proposed projects, and forward recommendations to the Board of Supervisors.

Commissioner Jones said the Ordinance never had a need to include this type of use before. Commissioner Jones then made a motion, seconded by Commissioner Watson, to approve for recommendation to the Board of Supervisors to add the definition for Construction Camp to A-1 Zoning District by Special Use Permit; the motion carried:

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

CERTIFIED TRUE COPY

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



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

**Meeting Date:** February 11, 2020  
**Item No.:** 12  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett  
**Issue:** PUBLIC HEARING: Special Use Permit – Construction Camp - Ellington

**Summary:**

The County has received a Special Use Permit Application from Mr. & Mrs. Ellington to construct and operate a Construction Camp on Tax Map Parcel 40-A-23, Attachment (1). This Parcel is located Southwest of the intersection of Highway 460 and Pisgah Church Road (SR735), Attachment (2). The public hearing notice was advertised in the Farmville Herald on January 29 & February 5, 2020, Attachment (3). This is an A-1 Agricultural Conservation District. In addition to requesting the use of the property as a Construction Camp for the duration of the building of the Atlantic Coast Pipeline (ACP), the Ellington’s are requesting to be allowed to continue to use the site as a campground following the completion of the ACP. Campgrounds are an allowed use in the A-1 zone by Special Use Permit. Construction Camps would be allowed by Special Use Permit in the A-1 zone if the Board of Supervisors approve an amendment to the Zoning Ordinance allowing Construction Camps as an allowed use by Special Use Permit in the Agricultural Conservation District, A-1.

The request includes a site plan detailing the construction of up to 25 camp sites on the property, an office/bathhouse and a Dumpster Pad to hold waste, Attachment (4). The entrance would be off of Pisgah Church Road. The sites will be graveled and a storm water plan must be submitted and approved prior to final site plan approval. Water would be provided from wells and sewage would be handled by an on-site sewage system which must be approved by the Virginia Department of Health. The entrance permit must be approved by the Virginia Department of Transportation.

The site currently contains a natural buffer along its borders, Attachments (5) & (6). The latest traffic data shows an annual average daily traffic volume of 100 vehicles on Pisgah Church Road at the intersection with US 460. From 2013 – 2019 VDOT data shows there was one accident at the intersection of Pisgah Church Road and US 460. There were an additional three accidents in the near vicinity. All three of those were single vehicle accidents, two occurred when a vehicle struck a deer and the other was a single vehicle having a head-on collision with an object other than another vehicle, Attachment (7). Attachment (8) is an email from the VDOT Resident Engineer stating a campground of this size would generate 14 annual average daily trips. Attachments (9) and (10) list the adjoining property owners notified of the request and the letter mailed to each.

The Planning Commission held a public hearing on this request on January 21, 2020. Six people spoke at the public hearing. The major concerns were (1) Loss of peace and quiet, (2) Would the property be used for permanent residences if the project failed, (3) The natural buffer be maintained, (4) One adjoining property owner asked a privacy fence be erected along his property line, (5) the

Motion _____	Booth _____	Gilliam _____	Townsend _____
Second _____	Cooper-Jones _____	Jones _____	Wilck _____
	Emert _____	Pride _____	



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

request for the Construction Camp and Campground uses be separated, (6) The site plan appears to violate the 35 foot minimum set back requirement, (7) The increase in traffic and (8) the possible high density of people, (9) the lowering of property values. A draft of the minutes of the Planning Commission’s January 21, 2020 are contained in Attachment (11).

The public hearing was closed and the Planning Commission asked questions of Mr. Ellington and sought ways to mitigate negative impacts. After discussion the Planning Commission unanimously approved recommending approval of the Construction Camp but not the Camp Ground with the following conditions:

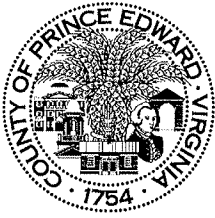
- :
1. Site Plan and Erosion & Sediment Control and Stormwater approvals be obtained prior to construction.
  2. VDOT Approval for the Site entrance
  3. Approval from the Department of Health for both water and septic systems
  4. Existing Natural buffer along the property lines not be disturbed or removed.
  5. Lighting be glare-shielded to prevent light from extending beyond the property.
  6. Facilities be provided for trash.
  7. Quiet hours are maintained from 10:00 p.m. until 6:00 a.m.
  8. Site be free of litter and debris at all times.
  9. A woven wire six-foot-high fence be erected along the border of tax map parcels 40-A-23
  10. Tents be restricted from the Construction Camp.

The Health department requires Construction Camps and Campgrounds to meet the same conditions in regards to water supply (wells) and treatment of sewage (septic systems) the only difference is that Campgrounds must have a bath house while Construction Camps do not. This is because The Health Departments assume no tents or camping trailers without plumbing will be allowed in a Construction Camp. The above conditions exceed the conditions placed on the two other sites approved for Construction Camps, specifically items 8, 9 & 10 listed above. A sunset provision of three years after the beginning of the construction period was also imposed of the previously approved Construction Camps.

The above conditions also closely align with the conditions imposed on the one approved Camp Ground in the County. Differences are (1) sites must be vacated for at least 72 hours between stays which were limited to 30 days per the Rules and Regulations submitted by the property owner, (2) Signage at the entrance to the camp ground must list the cell number or contact number of the property owner and (3) A set of Rules and regulations submitted by the property owner, Attachment (12).

While the Planning Commission only recommends the Construction Camp use be approved at this time, County Staff is confused as to the reason for that recommendation as no justification was stated. If the rules and regulations in Attachment (12) are made a condition for approval of the campground and it requires a bathhouse per Health Department requirements, it would have a stricter set of operational guidelines than the Construction Camp. By delaying the approval of the

Motion _____	Booth _____	Gilliam _____	Townsend _____
Second _____	Cooper-Jones _____	Jones _____	Wilck _____
	Emert _____	Pride _____	



**County of Prince Edward  
Board of Supervisors  
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special use request for the property it would allow the Board to determine if the use as a Construction Camp creates an undue burden on the adjoining property owners. But with a completely different set of customers using a Construction Camp as compared to a Campground and stricter rules staff does not believe comparing the impacts of the two uses is appropriate. Staff believes a better comparison of the impact of a campground is the history associated with the one existing campground in the County as long as the rules in Attachment 12 are approved as a condition. Staff is not aware of any problems with the existing campground. As such Staff does not believe there to be any advantage in withholding approval of the Special Use request for a camp ground if the Board approves the use as a Construction Camp. Staff recommends the change over from a Construction Camp to a Camp Ground occur no later than 30 days after the completion of the ACP construction project which will be considered complete when the local Construction Office at the old SMI site closes.

**Attachments:**

1. Special Use Permit Application
2. Display of the tax parcel and surrounding properties
3. Public Hearing Notice
4. Proposed Site Plan
5. Pictures of Rear and Western edge of Property
6. Picture of Eastern edge of Property
7. Display of location of crashes in the vicinity
8. Email dated January 25, 2020 from Scott Frederick, Resident Engineer
9. List of Adjoining property owners notified of the Special Use Application
10. Sample letter sent to adjoining property owners
11. Draft minutes of the Planning Commission meeting on January 21, 2020
12. Briery Creek Lake RV Sites – Rules and Regulations

**Recommendations:**

The Board will wish to hold the public hearing and render a decision concerning the special use application.

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

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

Gilliam \_\_\_\_\_  
Jones \_\_\_\_\_  
Pride \_\_\_\_\_

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

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

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

County of Prince Edward

PLEASE PRINT OR TYPE

PRINCE EDWARD COUNTY APPLICATION  
 FOR SPECIAL USE PERMIT

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

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

Applicant's Name: Anthony & Tracey Ellington  
 Applicant's Address: 3454 Gully Towels Rd Rice, VA  
 Applicant's Telephone Number: 434-603-2016

Present Land Use: Field

Legal Description of Property with Deed Book and Page No. or Instrument No. DB/Pg 2010/279  
Mpp 040 A 23 6.82 acres

Tax Map # 040 A 23 Acreage: 6.82 acres

Narrative statement evaluating effects on adjoining properties (noise, odor, dust, fumes, etc.): (Attach additional sheet if necessary.) CONSTRUCTION OF INDUSTRIAL CAMP GROUNDS TO BE USED FOR HOUSING OF CONTRACTORS DURING PIPELINE CONSTRUCTION

Statement of general compatibility with adjacent and other properties in the zoning district. (Attach additional sheet if necessary.) PIPE Pipeline Construction is completed, intentions will be to turn area into picnic campground. Property Adjoints Trails to Trails

Height of Principal Building (s): Feet \_\_\_\_\_ Stories \_\_\_\_\_

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

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

Signature of Applicant (if not property owner) \_\_\_\_\_ Date 12/30/19

PROPERTY OWNER(S) STATEMENT:

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

Signature of Property Owner(s) \_\_\_\_\_ Date 12/30/19

Signature of Property Owner(s) \_\_\_\_\_ Date 12/30/19

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

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

Application Fee \$300.00 Fee Received by WNB Date 1/3/2020

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

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

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







## NOTICE OF PUBLIC HEARINGS

The Prince Edward County Board of Supervisors will hold four public hearings on Tuesday, February 11, 2020 commencing at 7:30 p.m. in the Board of Supervisors Room located on the 3rd Floor of the Prince Edward County Courthouse, 111 N. South Street, Farmville, Virginia, to receive citizen input prior to considering the Planning Commission's recommendation on the following:

1. Request by the Piedmont Regional Jail for a Special Use Permit to erect a lighted sign on Tax Map Parcel 12-A-1A. This is an A-2, Agricultural Residential District.
2. Request by Blackstone Building Group, LLC, to rezone Tax Map Parcels 23-A-40 and 23-A-40A and 23-A-23 from R-2, General Residential to R-3, Medium Density Residential.
3. Amend the County Zoning Ordinance to allow Construction Camps in the A-1, Agricultural Conservation District by Special Use Permit.
4. Request by Q.A. and Tracy Ellington for a Special Use Permit to operate a Construction Camp on property identified as Tax Map 40-A-23 located adjacent to U.S. 460 at Rice. This is an A-1 Agricultural Conservation District.

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



Rear + West Side



East side



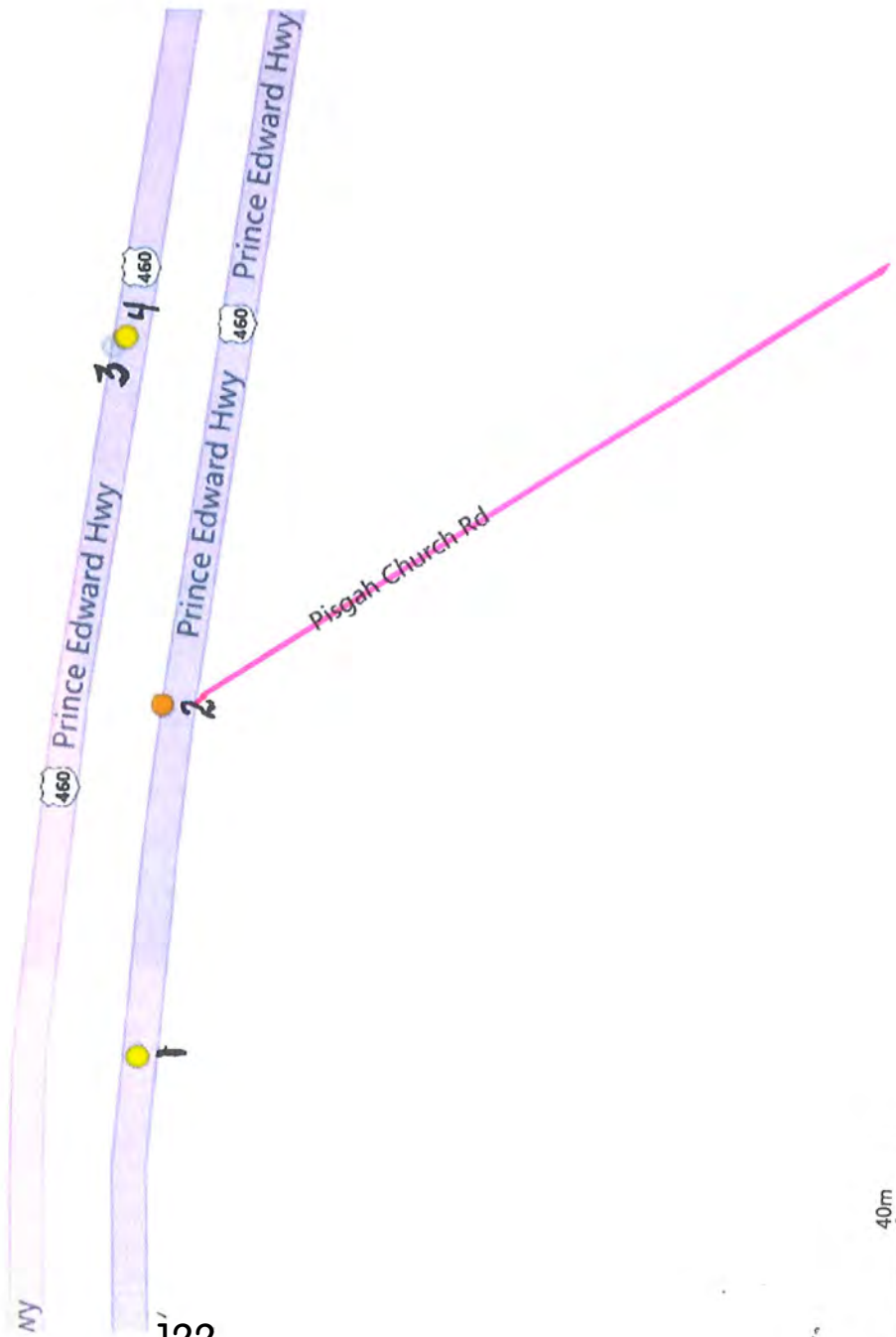
# 2013 - August, 2019 virginia Crashes

U.S. 460/Pisgah Church Rc X

Legend

Virginia Crashes (Full Details)

- K. Fatal Injury
- B. Visible Injury
- C. Nonvisible Injury
- A. Severe Injury
- PDO. Property Damage Only



40m  
200ft

## Wade Bartlett

---

**From:** Frederick, Scott <[scott.frederick@vdot.virginia.gov](mailto:scott.frederick@vdot.virginia.gov)>  
**Sent:** Wednesday, January 22, 2020 5:16 PM  
**To:** Wade Bartlett  
**Subject:** Average Daily Trips for 25 site campsite

The annual average daily (AADT) trips for a 25 site campground is 14 according to the latest trip generation manual. This number is annual average. It takes into account the off season that has very little trips and peak season that has many trips.

--

Thanks,  
**Scott D. Frederick, PE**  
**Resident Engineer**

**Virginia Department of Transportation**  
**Farmville Residency**  
637 Commerce Road  
Farmville, VA 23901  
(434) 505-3431  
[scott.frederick@vdot.virginia.gov](mailto:scott.frederick@vdot.virginia.gov)

# Prince Edward County

## Special Use Permit

Applicant: Anthony & Tracey Ellington Tax Map 40-A-23

### Schedule B

List of adjoining Property owners and mailing addresses for the property proposed for a Special Use Permit

Parcel ID	Owner	Address	Note
40-A-20	Douglas S. & Shelly Farley	563 Rices Depot Road Rice VA 23966	
40-A-25	Commonwealth of VA, DCR	203 Governor St Richmond, VA 23219	
40-3-1	Bobby J. Bush	1911 Lockett Road Rice, VA 23966	
40-A-23A	Lorraine S. Nelson	C/O Lorraine S. Pohl 637 Rices Depot Road Rice, VA 23966	
41-A-31	Starr & Jeanette Jones	89 Pisgah Church Road Rice, VA 23966	
41-A-32	Larry & Lynn Clements	108 Pisgah Church Road Rice, VA 23966	
41-A-33 41-A-34	Steven Wallace	138 Pisgah Church Road Rice, VA 23966	
41-A-38	Brian & Kirstyn Lokker	765 Rices Depot Road Rice, VA 23966	
41-A-39	Steven & Annette Samaras	741 Rices Depot Road Rice, VA 23966	
41-A-40 41-5-1	Kayton Properties LLC	Kayton Properties, LLC 233 N. Main Street Farmville, VA 23901	
41-A-43 41-A-44	James & Beth Bell	672 Rices Depot Road Rice, VA 23966	
41-3-A 41-3-B 41- 4-A	Larry Clements	66 Pisgah Church Road Rice, VA 23966	
40-4-1	Timothy J. Tharpe, LLC	1815 Price Drive Farmville, VA 23901	



BOARD OF SUPERVISORS

James R. Wilck  
Chairman  
Jerry R. Townsend  
Vice Chairman  
Pattie Cooper-Jones  
J. David Emerit  
Hew W. Gilliam, Jr.  
Robert M. Jones  
Odessa H. Fride, Ed.D.  
Gene A. Southall



COUNTY OF PRINCE EDWARD, VIRGINIA

COUNTY ADMINISTRATOR

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

January 11, 2020

RE: Special Use Permit Application for 40-A-23

To Whom it May Concern:

The Prince Edward County Planning Commission has scheduled a Public Hearing on Tuesday, January 21, 2020, at 7:00 p.m. to consider a Special Use Permit Application on Tax Map Parcel 40-A-23 owned by Mr. & Mrs. Ellington. This parcel is located immediately west of the intersection of U.S. 460 and Pisgah Church Rd (SR735). The Planning Commission meeting will be held in the Board Room on the Third Floor of the Prince Edward County Courthouse. A public hearing gives the Planning Commission the opportunity to gather citizen input prior to considering the special use request.

The Ellington's have requested permission to operate a Construction Camp to house workers anticipated to arrive for the construction of the Atlantic Coast Pipeline. The Ellington's have also requested once the construction of the pipeline is completed and there is no longer a demand for a Construction Camp that they be allowed to operate the facility as a Campground for use by the public visiting the County. The proposed facility will contain 25 camp sites which will be served by a septic system and commercial well. Eventually a 48'X48' office/bathhouse will be constructed on site. The entrance to the camp sites will be off of Pisgah Church Rd (SR735). A dumpster will be located on-site for the disposal of waste and will be screened in accordance with the County's Zoning Ordinance. The existing natural buffer is to remain and be augmented if needed to screen the facility from adjoining property.

This is an A-1, Agricultural Conservation District and Campgrounds are allowed by Special Use Permit. Immediately prior to this public hearing a public hearing will be held to amend the County's Zoning Ordinance to allow Construction Camps in A-1 Zoning Districts.

You are receiving this notice because you own land adjacent to this parcel. The Special Use Permit Application is available for review in the Prince Edward County Department of Planning and Community Development and on the County's web page at [www.co.prince-edward.va.us](http://www.co.prince-edward.va.us). If you have any questions about this meeting or the permit application, I encourage you to contact me at 434-392-8837 or electronically at [wbartlett@co.prince-edward.va.us](mailto:wbartlett@co.prince-edward.va.us).

Sincerely

  
W.W. Bartlett

County Administrator

January 21, 2020

The following is an excerpt of the minutes of the regular meeting of the Prince Edward County Planning Commission held January 21, 2020.

**In Re: Public Hearing – Special Use Permit – Construction Camp - Ellington**

Chairman Prengaman announced this was the date and time scheduled for a Public Hearing on a request by Mr. and Mrs. Ellington for a Special Use Permit to operate a Construction Camp on property identified as Tax Map Parcel 40-A-23 located adjacent to Highway 460; this is an A-1 Agricultural Conservation District. Notice of this hearing was advertised according to law in the Wednesday, January 8, 2020 and Wednesday, January 15, 2020 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Bartlett stated the County has received a Special Use Permit application from Mr. and Mrs. Q. Anthony Ellington to construct and operate a Construction Camp on Tax Map Parcel 40-A-23. This parcel is located Southwest of the intersection of Highway 460 and Pisgah Church Road (SR 735). In addition to requesting the use of the property as a Construction Camp for the duration of the building of the Atlantic Coast Pipeline (ACP), the Ellingtons are requesting to be allowed to continue to use the site as a campground following the completion of the ACP. Mr. Bartlett said campgrounds are an allowed use in the A-1 zone by Special Use Permit. Construction Camps would be allowed by Special Use Permit if the Board of Supervisors approve an amendment to the Zoning Ordinance allowing Construction Camps as an allowed use by Special Use Permit in the A-1, Agricultural Conservation District.

Mr. Bartlett said the request includes a site plan detailing the construction of up to 25 camp sites on the property, an office/bathhouse and a dumpster pad to hold waste. He said the entrance would be off of Pisgah Church Road. The sites would be graveled and a storm water plan must be submitted and approved prior to a final site plan approval. He stated water would be provided from wells and sewage would be handled by an on-site sewage system which must be approved by the Virginia Department of Health. The entrance permit must be approved by the Virginia Department of Transportation.

Mr. Bartlett stated the site currently contains a natural buffer along its borders. The latest traffic data shows an annual average daily traffic volume of 100 vehicles on Pisgah Church Road at the intersection with US 460. From 2013-2019, VDOT data shows there was one accident at the intersection of Pisgah Church Road and US 460. There were an additional three accidents in the near vicinity. All three of those were single vehicle accidents; two occurred when a vehicle struck a deer and the other was a single vehicle having a head-on collision with an object other than another vehicle.

Mr. Bartlett said staff recommends the following conditions be imposed if the Planning Commission approves the Special Use Permit:

1. Site Plan and Erosion & Sediment Control and Stormwater approvals be obtained prior to construction
2. VDOT Approval for the Site entrance
3. Approval from the Department of Health for both water and septic systems
4. Existing Natural buffer along the property lines not be disturbed or removed
5. Lighting be glare-shielded to prevent light from extending beyond the property
6. Facilities be provided for trash
7. Quiet hours are maintained from 10:00 p.m. until 6:00 a.m.
8. Site be free of litter and debris at all times

Chairman Prengaman said it appears the Planning Commission is looking at a dual special use permit which would transfer from a construction camp to a campground.

Andy Ellington stated his property is located along the Rails To Trails; he said he has been in negotiations with Atlantic Coast Pipeline as they are in need of housing space if the pipeline is ever approved. He said when he first bought the property, his desire was to open a campground due to the area not having enough hotels for the people coming for the historical attractions. He said his intent is to request that after the construction camp is done and the pipeline is built, he would like to maintain a campground with the access to Rails To Trails. He said this would be an economic boost for the area and would be monitored strictly, as most campgrounds are, with quiet times; he said it will be well-maintained throughout its operation.

Mr. Ellington said the plans for the Atlantic Coast Pipeline were drawn in 2017; they have met many of the hurdles they never thought would arise. He said the ACP anxiously awaits the decision from the Supreme Court early this year, anticipate construction to begin early next year, and is seeking these campgrounds to house their construction workers because there is no housing or hotel space in Prince Edward County.

Mr. Bartlett asked if the Ellingtons have contacted a representative from High Bridge Trail State Park. Mr. Ellington said that they have; he said he requested access to enter the Rails To Trails from the campground, and was advised that this can be done with an application permit process. He added that they welcomed this.

Commissioner Sandlin asked Mr. Ellington to elaborate on the planned security. Mr. Ellington stated security is their utmost concern as there are a lot of people against the pipeline and they (ACP) have to protect their workers and the community.

Commissioner Jones asked what type of security is planned for after the construction camp would become a campground. Mr. Ellington said by then he would like the Sheriff's office to come through [the campground], and he would monitor the site himself.

Commissioner Peery asked if Mr. Ellington plans to have an office onsite. Mr. Ellington said he would for the campground.

Chairman Prengaman opened the public hearing.

Steven Samaras, Lockett District, said he understands that the Ellingtons would like to handle both at the same time, because of the sewer, wells, and electric, but his concerns are that if it becomes a campground and if it doesn't succeed, what happens to the property at that time. He said he is concerned that people will use it as permanent residences. He said sites with a 30-day stay limit as a campground would eliminate that possibility. He said he is also concerned that there would not be an attendant, and is happy that the pipeline camp would be monitored, and when it becomes a public campground, it would be in Ellingtons' interest to keep people from pulling in off Route 460 and camping for free.

Larry Clements, Lockett District, expressed his concern about the property bordering the majority of this project. He stated four generations of his family have lived and enjoyed the privacy and quiet, and that his house is on the back of his property and has enjoyed that privacy for over 60 years. He stated he has nothing against his neighbors, but is concerned about what will happen to the quiet that they have had. He requested that, in addition to the natural buffer, a privacy fence be installed on the property line.

Brian Lokker, Lockett District, said the request overlaps with two separate proposals. He asked how the conditions placed on the construction camp would carry over to the campground. He said the

narrative statement presented shows nothing as to how additional conditions would be addressed, such as noise, odor, dust or fumes, or how the proposed use is compatible with the adjacent properties, adding that it is not compatible and would depend on how the neighbors' concerns are addressed. He then questioned the duration of construction camp and then the changes for the campground.

Chairman Prengaman said the construction camp would be designated as such for as long as the construction camp is needed and construction is going on. He said when the pipeline is completed, the workers would move on to the next site where they would be working.

Mr. Lokker said the request should be split into two separate requests. He asked if they would bring in campers or singlewides.

Chairman Prengaman said usually they are campers or trailers; people travel with the construction crews. He said they typically use larger campers or five-wheelers as these are the workers' homes.

Mr. Lokker asked about noise restrictions. Chairman Prengaman said quiet time would be stipulated from 10:00 p.m. to 6:00 a.m., seven days a week.

Mr. Lokker then asked about the lighting and security since the property borders four residences. Chairman Prengaman said the glazed shielded lighting would be set down and inward, not to go beyond the perimeter of the site, and is a normal condition set into the special use permit.

Mr. Lokker then said it appears this project violates the ordinance minimum 35-foot setback. He asked about a review of the conditions and how this will work for the community. He then stated the agenda and information regarding the project was not online for review.

Lori Pohl, Lockett District, expressed her concerns regarding the number of people living on each of the 25 proposed lots, on less than five acres. She said she is also concerned about the cars and traffic in the area, and said it must be limited. She said it is "horrifying enough to lose your property values and to lose the land around you that you're living at. Been there now for thirty years and I am frustrated by the constant barrage that we've had on the little town of Rice. Not that sure why it would be okay to do this to us and sure it would not go through in Farmville."

Jim Pohl, Lockett District, asked in talking about the occupancy of the trailers, who owns the trailers, how many people would be in each one of them, and stated they could have 100 people on less than four acres. He asked if there would be electric or propane hookups.

Mr. Ellington said the electric hookups will be 50-amp service.

Mr. Pohl then expressed his concern about the location of the sewer and the possible leaching into the creek below. He then asked with this amount of underground wire and plumbing, someone needs to keep an eye on it. He asked about the easement from the Trail, and said the plan butts up against the Trail and it is marked where he himself cannot go in relation to the Trail.

Mr. Ellington said there will be three wells; the septic tank will be located in front of the office with a pumping station to pump it back. Mr. Bartlett asked if there would be preliminary treatment in the front tank; Mr. Ellington said it would.

Mr. Pohl asked how long the construction camp would be active, how many miles of pipeline are in the county, and who will pay for the occupancy.

Chairman Prengaman said it hasn't been established when the pipeline will begin construction, and no stipulation of a start and end time has been established.

Mr. Bartlett said there are not many miles of pipeline in Prince Edward County, and goes through the northeastern corner of Prince Edward County. He said the construction workers usually pay occupancy.

Chairman Prengaman stated camps will be competing for the occupancy of the workers, and there are positives for the County such as increased revenue at gas stations, restaurants, retail, and if they bring their families, in the schools.

Mr. Bartlett said he is not concerned about the capacity of the schools; he said when he started in 2007, there were 2,500 students and now that number is down to 2,000. He said the campsites would have gravel, or impervious surfaces; the plans will have to take that into account and they would have to build stormwater ponds and Erosion and Sediment Control as if it was an asphalt area to take care of the runoff.

Mr. Pohl asked where the stormwater pond would be located. Mr. Bartlett said that would be up to the engineer and the County would have to get it approved by a second engineer for the site and Stormwater Plan. Mr. Bartlett said not all sites have to have stormwater ponds; some may have basins or a level-spreader, and it depends on calculations by engineers. Discussion followed.

Eric Hodges, Lockett District, stated he is in opposition to the camps and said there is space somewhere more appropriate in the County than the residential area being proposed. He questioned the viability of a campground along Route 460.

Mr. Bartlett said it is against the law for the Planning Commission to issue or deny a permit for anything based on viability; he said that is not the Planning Commission or Board of Supervisors' decision.

Commissioner Watson said if the applicant wants to do the project, that is his risk. Discussion followed.

Chairman Prengaman said the County has approved camps, some on the edge of town in which no activity has occurred. He said it is up to the individuals where to stay.

Mr. Ellington said he is a lifelong resident of Rice and when he first purchased the property it was overgrown. He cleared the lot for the beauty of the Rice community and maintains it regularly. He said his heart is in Rice and he desires to have something that will add to the community. He said he would rather see a campground than a hotel or Family Dollar. He said that Rice will continue to grow. He said this is the first step of many for this [project] coming to fruition. He said as a developer, he will not do anything else until he gets support of the Planning Commission and the Board [of Supervisors] before exhausting any more money into this project.

Commissioner Jones asked if he would consider putting a privacy fence on the property line. Mr. Ellington said he would, and had been asked if he would leave the buffer when he first cleared the lot. He said he did so and discussion followed regarding the type of privacy fence.

Commissioner Jones said a fence would be a permanent barrier to keep people wandering onto private property from the campground. Mr. Ellington asked if a woven wire fence would be acceptable; discussion followed.

Mr. Bartlett asked if Dominion has been in touch regarding transportation of the workers from the camp to the work site. He said they do not want individual cars because there is no parking available for the cars. Mr. Ellington said that is up to them but stated they want to limit as much traffic around the construction area because they are concerned for their protection while on the construction sites from people that are protesting the project.

Chairman Prengaman said the County does not deal with Dominion or any other company in relation to the camp and is only involved in considering a Special Use Permit.

Commissioner Peery asked how many people are expected. Mr. Ellington said that according to Maxey & Associates, and assuming two employees at the office and 25 RV sites, and using traffic rates for a mobile home park, the average traffic is 133 vpd, with the computed hourly volume for the entrance would be 16 vehicles per hour and in the afternoon, worst case, 9 vph entering and 7 vph exiting the site. He said Pisgah Church Road has a average daily trip count of 100 vpd, with a peak hour of 12 vehicles per hour in one direction. Route 460 has an annual average daily trip count of 14,000 vpd and a peak hour of 679 vph in one direction. He said a moderate volume entrance would be required on the camp.

Commissioner Jones said he learned that they would have a bus service for the campers because they do not have enough places to park the cars; he said many already have busses.

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

Commissioner Jones said with the stipulations that staff has, restricting the use of tent camping during the construction camp phase, a woven wire fence on the property line and natural buffer, and add spruce to block the view.

Chairman Prengaman said he feels they need to separate the construction camp use and a campground use would allow a transition between the two; he suggested they only look at the construction camp during this public hearing, delete the campground and readdress that as a separate Special Use Permit. Discussion followed.

Commissioner Peery recommended a six-foot high fence.

Chairman Prengaman said the six-foot privacy fence, woven wire and the tree buffer, and no tent-camping would be stipulations. He said it would have to be approved by VDOT for the entrance and approved by the Health Department, the site has to be reviewed by an engineer once the requestor has their proposal in place, otherwise no construction can occur.

Commissioner Watson stated the Planning Commission gathers the information and makes recommendations to the Board of Supervisors.

Chairman Prengaman stated the Board will approve or deny the request at the following meeting. Discussion followed.

Chairman Prengaman said the Planning Commission is amending the application slightly and considering only the construction camp and not for the campground. He said the eight stipulations that are routine and two additional stipulations are as follows:

1. Site Plan and Erosion & Sediment Control and Stormwater approvals be obtained prior to construction
2. VDOT Approval for the Site entrance
3. Approval from the Department of Health for both water and septic systems
4. Existing Natural buffer along the property lines not be disturbed or removed
5. Lighting be glare-shielded to prevent light from extending beyond the property
6. Facilities be provided for trash
7. Quiet hours are maintained from 10:00 until 6:00 a.m.
8. Site be free of litter and debris at all times
9. Fence, six-foot high, wire or woven fence
10. Tents restricted from the construction camp

Commissioner Jones made a motion, seconded by Commissioner Hunt, to approve for recommendation to the Board of Supervisors, the Special Use Permit application for a construction camp for the duration of construction of the Atlantic Coast Pipeline, with the ten stipulations as follows:

1. Site Plan and Erosion & Sediment Control and Stormwater approvals be obtained prior to construction
2. VDOT Approval for the Site entrance
3. Approval from the Department of Health for both water and septic systems
4. Existing Natural buffer along the property lines not be disturbed or removed
5. Lighting be glare-shielded to prevent light from extending beyond the property
6. Facilities be provided for trash
7. Quiet hours are maintained from 10:00 until 6:00 a.m.
8. Site be free of litter and debris at all times
9. Fence, six-foot high, wire or woven fence
10. Tents restricted from the construction camp

The motion carried:

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

CERTIFIED TRUE COPY

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W. W. Bartlett  
County Administrator

# *BRIERY CREEK LAKE RV SITES*

## RULES AND REGULATIONS

Welcome to Briery Creek Lake RV Sites:

This is written to serve as added information to our guests regarding our requirements. The sheet outlines rules, regulations and codes of conduct to which you agree to abide by during your stay with us. The park reserves the right to refuse service to anyone or have any guest removed for violations of the following rules.

ALL RV SITE RULES AND REGULATIONS MUST BE FOLLOWED AT ALL TIMES AND SITES MUST BE KEPT NEAT, CLEAN, UNCLUTTERED AND FREE OF LITTER INCLUDING CIGARETTE BUTTS.

Quiet time will be from 11:00 PM to 7:00 AM

There is a strict limitation of a 30 day maximum stay.

Sites must be free of storage containers, household items, tools, refrigerators or anything not normally associated with regular camping. Briery Creek Lake RV Sites is not responsible for theft.

Guests are not to add any items to their site that would give the appearance of a full time home. Additionally, no altering of the site is allowed without the permission of the manager.

All table coverings, patio mats, rugs, awning lights or decorations must be kept neat to maintain Briery Creek Lake RV Site standards.

No clothes lines will be strung outside.

Trash pick-up is Monday and Friday at noon. Trash must be properly bagged and placed in the dumpsters located on the property. Trash is not to be placed out at night. Any trash accumulated during the day must be taken to the dumpster located on the property. Do not dump any food outside any site for any reason.

No washing of rigs or automobiles on Briery Creek Lake RV Site property. Commercial dry wash may be used.

All individuals riding bikes or mechanized devices including, but not limited to, scooters, mopeds, etc. must wear a safety helmet while riding on Briery Creek Lake RV Site property. No riding of such items after dark is permitted.



All RV's must be kept road ready and able to evacuate, under their own power, on short notice.

Pets are welcome. The following restrictions apply:

Pets shall not be tied outside unattended and must be under control of owner at all times. If you pet barks or otherwise makes noise when left alone, make arrangements for your pet while you are away. No dog pens (portable or permanent) are allowed on Briery Creek Lake RV Site property. Pet droppings are the responsibility of the owner, which includes ALL parts of Briery Creek Lake RV Site property. Pets should not be walked on other sites at any time. Clean up bags must be visible when walking your dog.

The Speed Limit on Briery Creek Lake RV Site property is 6mph. We wish to have a safe property and insist that you keep your speed at the designated speed limit while you are on Briery Creek Lake RV Site property.

Only two passenger vehicles may be parked at your site.

Only registered guests are allowed to use a site. Visitors to your site must notify management.

Destructive, malicious, inappropriate, boisterous, rowdy behavior will not be tolerated in the campground or the surrounding area.

**FOR YOUR SAFETY AND THE SAFETY OF OTHERS  
IT IS REQUIRED THAT ALL GUESTS OBSERVE THE RULES  
BRIERY CREEK LAKE RV SITES RESERVES THE RIGHT TO REFUSE  
SERVICE OT ANYONE OR HAVE ANY PERSON ON SITE REMOVED FOR  
VIOLATIONS OF THE RULES**

Emergency phone: 911  
Non-Emergency phone: 434-392-8101

Briery Creek Lake RV Sites Management: 434-

Signature of Guest: \_\_\_\_\_

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

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

**Meeting Date:** February 11, 2020  
**Item No.:** 13  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett  
**Issue:** County Administrator's Report

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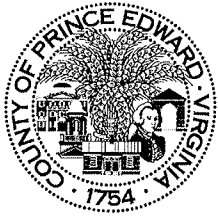
**Summary:**

A. The County was notified by the Schools they have received a School Equipment Safety Grant in the amount of \$34,621. The School requests the Board of Supervisors above a budget amendment and appropriate the same funds as shown below.

B. The Finance Committee comprised of Supervisor Cooper-Jones, chair and Supervisors Emert and Jones met on February 5, 2020. One topic was a request by the Sheriff to increase his budget by \$16,000. These funds are needed to replace engines in two of his cars. These cars still have life left in them our insurance company is still assessing the damage on one of the vehicles and we will receive a payment but we do not know the amount at this time. Additionally, the sheriff is short cars at this time and needs the cars repaired quickly. The Committee reviewed the revenues the Sheriff's department has generated from the At-Will program. For the first seven months of the year \$128,136 has been collected. This program will generate at a minimum \$199,176 this fiscal year and if the current rate is maintained it is projected a total of \$228,775 will be collected. The budget only contains \$170,000 for this revenue. The Committee recommends the Board amend the FY20 budget by \$16,000 and appropriate the same funds as shown below

C. With the recent water rescue it became apparent there was a need for a boat that would be available immediately in case it was needed. Several years ago, the Sheriff's department acquired two small boats, motors and trailers from the Federal Surplus Program. The Sheriff realized these boats were not being used to their fullest and had the potential to be available for use if a need arose in the future. The Sheriff contacted the Federal Authorities and they have agreed he could surplus the boats. The Code of Virginia allows the Board to donate equipment to Volunteer Fire Departments (VFD). The VFD are in the process of developing capabilities for various emergency situations one of which is water rescue. But that process is ongoing and final decisions have not been made of which department will specialize in each of the emergency needs. I recommend the Board surplus the Boats, Motors and Trailers and allow the County Administrator to donate them to the VFD that eventually will be participating in water rescues.

Motion \_\_\_\_\_ Booth \_\_\_\_\_ Gilliam \_\_\_\_\_ Townsend \_\_\_\_\_  
Second \_\_\_\_\_ Cooper-Jones \_\_\_\_\_ Jones \_\_\_\_\_ Wilck \_\_\_\_\_  
Emert \_\_\_\_\_ Pride \_\_\_\_\_



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

FY2020 BUDGET AMENDMENT

Rev/Exp	Fund	Dept	Object	Description	Debit	Credit
3	250	24020	0106	Safety & Security Grant		\$34,621
4	250	66000	6200	Facilities – Site Improvement	\$34,621	
3	100	14010	0001	Fines & Forfeitures		\$16,000
4	100	31200	3311	Sheriff – Repairs/Autos	\$16,000	

**Attachments:**

**Recommendations:** Amend the FY20 budget as displayed above and appropriate the same funds. Declare the boats, motors and trailers surplus.

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

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

Gilliam \_\_\_\_\_  
Jones \_\_\_\_\_  
Pride \_\_\_\_\_

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



County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: February 11, 2020  
Item No.: 14  
Department: County Administration  
Staff Contact: W.W. Bartlett/Sarah Elam Puckett  
Issue: Correspondence/Informational

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**Summary:** Please see attachments.

**Attachments:**

- a. Letter, RE: Federal Waste Disposal Act
- b. Thank You, Habitat For Humanity

**Recommendation:**

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

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

Gilliam \_\_\_\_\_  
Jones \_\_\_\_\_  
Pride \_\_\_\_\_

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

Prince Edward County Board of Supervisors  
c/o Prince Edward County Administrator  
Wade Bartlett  
111 South Street, Third Floor  
PO Box 382  
Farmville, VA 23901

Re: Waste Disposal Act


Dear Board Members:

We have a trash problem in the Commonwealth. Much of the trash we put in landfills is not even ours; we accept trash from 29 states, DC, and Canada; some of it is asbestos. Waste disposal companies are expanding existing landfills and constructing new ones all across the Commonwealth. All of these landfills leak toxins and chemicals into the soil, which finds its way into our well water and into our watersheds leading to our reservoirs, rivers, lakes, and bays. Many, if not all, of these landfills experience methane flareups which release toxic chemicals into the air and endangers our health. All of these toxins not only sicken us, but they also kill wildlife; they kill our vegetation. They destroy nature's ability to sustain itself, to provide us with clean air, water, and food sources. Man is killing Mother Nature.

Landfill pollution also affects climate change. Everything we do, or fail to do, affects our climate, which changes weather patterns and normal temperatures. Any nightly weather segment during the news broadcasts reveals the changes that are taking place. Is this what you want for Virginia, more landfills to be built and expanded, especially in your County, so the nation can dump its trash in Virginia? Is Virginia for L♥vers, or Landfills?

Help stop these waste companies from ever expanding across the Commonwealth, turning it into the nation's landfill, and destroying its natural beauty by introducing and passing a resolution that you will request that the U.S. Congress pass a bill to amend the Waste Disposal Act to give state Governors the immediate authority to ban out-of-state trash. Thank you.

Respectfully,

  
Trudy Berry  
1662 Bethel Church Road  
Green Bay, VA 23942-2008



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

Dear Prince Edward County,

You are making a difference! We cannot overstate just how grateful we are for your partnership in the mission. We promise to steward your trust responsibly.

Date	Amount
1/15/2020	\$1,600.00



**BUILDING  
COMMUNITY  
TOGETHER  
IN 2020!**



As the calendar moves into a new decade, your gift will allow for even more families to experience the solid foundation of homeownership and home repair. Currently, one new construction is just weeks away from completion. That will quickly be followed by two more builds that are over halfway complete. Along with these will be the start of more new construction, along with an expansion of our Brush With Kindness repair program.

Here's to the next decade of loving our neighbors through shelter!

In partnership,

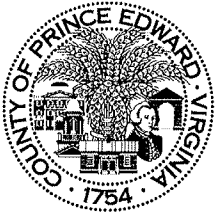
Jayne Johnson  
Executive Director  
Piedmont Habitat for Humanity

*Your support is important  
to our mission.*

Note- The Piedmont 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.

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County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** February 11, 2020  
**Item No.:** 15  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett/Sarah Elam Puckett  
**Issue:** Monthly Reports

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**Summary:** Please see attachments.

**Attachments:**

- a. Animal Control
- b. Building Official
- c. Cannery – Home Canning Operations
- d. Cannery – Commercial Operations
- e. Commonwealth Regional Council
- f. Prince Edward County Public Schools
- g. Tourism

**Recommendation:**

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

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

Gilliam \_\_\_\_\_  
Jones \_\_\_\_\_  
Pride \_\_\_\_\_

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



**Animal Control  
Monthly Report**

**"January 2020"**

**Dogs**

Surrendered	12
Picked Up	21
Claimed By Owner	10
Adopted	0
Died in Kennel	0
Euthanized	6
Injured / Euth.	0
Transferred to SPCA	32
Dead on Arrival	0
Escaped from Shelter	0
Seized	17
Bite Case	0
Other (HBC)	2

**Fees Collected** \$30.00

**Cats**

Surrendered	7
Picked Up	0
Claimed By Owner	0
Adopted	0
Euthanized	0
Died in Kennel	0
Transferred to SPCA	7
Dead on Arrival	0

**Fees Collected** \$0.00

**Wildlife**

Handled	0
Euthanized	0
Rabies Case	0

**Livestock**

Returned to Owner	0
Died in Kennel	0
Adopted	0

**Fees Collected**

**Other Companion Animals**

Returned to Owner	0
Surrendered	3
Transferred	0
Adopted	3

**Number of Calls to Shelter** 145

**Summons Issued** 0

**Warrants Served** 0

**Days in Court** 3

**Nuisance Dogs** 2

**Dangerous Dogs** 4

**Calls After Hours/On Call** 20

**Dogs Brought in by Farmville PD** 1

**Total Fees Collected** \$30.00

<b>Bill the Town of Farmville</b>	
_____ cats housed.	
<b>Total Billed:</b>	\$ _____

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

*form 2-2020*

# BUILDING OFFICIAL

Permits Issued Report  
1/01/2020 Through 1/31/2020

ADDITIONS	- Issued			5
	- Value		\$84,635.00	
	- Permit Fees		\$459.60	
	- 2.00% STATE TAX		\$9.19	
	- Fees Collected		\$.00	
CELL TOWER	- Issued			1
	- Value		\$15,000.00	
	- Permit Fees		\$500.00	
	- 2.00% STATE TAX		\$10.00	
	- Fees Collected		\$.00	
COMMERCIAL	- Issued			1
	- Value		\$1,500.00	
	- Permit Fees		\$252.00	
	- 2.00% STATE TAX		\$5.04	
	- Fees Collected		\$.00	
ONE & TWO FAMILY DWELLING	- Issued			4
	- Value		\$765,900.00	
	- Permit Fees		\$1,483.80	
	- 2.00% STATE TAX		\$29.68	
	- Fees Collected		\$.00	
ELECTRICAL	- Issued			21
	- Value		\$28,420.00	
	- Permit Fees		\$1,150.00	
	- 2.00% STATE TAX		\$23.00	
	- Fees Collected		\$.00	
MECHANICAL	- Issued			6
	- Value		\$5,200.00	
	- Permit Fees		\$300.00	
	- 2.00% STATE TAX		\$6.00	
	- Fees Collected		\$.00	
MECHANICAL/GAS	- Issued			9
	- Value		\$66,778.00	
	- Permit Fees		\$550.00	
	- 2.00% STATE TAX		\$11.00	
	- Fees Collected		\$.00	
MANUFACTURED HOMES	- Issued			1
	- Value		\$15,000.00	
	- Permit Fees		\$121.60	
	- 2.00% STATE TAX		\$2.43	
	- Fees Collected		\$.00	
PLUMBING	- Issued			7
	- Value		\$3,500.00	
	- Permit Fees		\$350.00	
	- 2.00% STATE TAX		\$7.00	
	- Fees Collected		\$.00	
IN LIEU OF SOIL & EROSION	- Issued			4
	- Value		\$.00	
	- Permit Fees		\$.00	
	- Fees Collected		\$.00	
Total Permits - Issued				59
Total Permits - Value			\$985,933.00	
Total Permits - Permit Fees			\$5,167.00	
Total Permits - Sales Tax 2%			<u>\$ 103.34</u>	
			<b>\$ 5,270.34</b>	

INSPECTIONS FOR JANUARY 86

# PRINCE EDWARD COUNTY CANNERY

7916 Abilene Road  
Farmville, Virginia 23901

Patty Gulick  
Cannery Manager  
434-223-8664

## January 2020 Cannery Report

Cannery report is as follows:

1404 (qts)	@ .59	\$828.36
<b>Total</b>		<b><u>\$828.36</u></b>

P. Gulick

kef

Katharine Wilson  
Director  
[info@virginiafoodworks.org](mailto:info@virginiafoodworks.org)



January 2020	
Total number of units processed	7708
Retail value of products	\$74,422.00
# Clients	7
# New Clients	0
# processing days	10
Revenue generated (PEC)	\$1,672.50
Revenue generated (VFW)	\$11,359.48

## January 2020 Summary

### Announcement

After the success of the Open House event in November, we decided to host a second event in March to specifically attract farmers to tour the cannery before their season becomes busy. We'll have samples of VFW recipes available for attendees to taste so they can plan to save some of their harvest to make value-added products with us later this year. The Open House is Thursday, March 5th from 4 to 7pm.

### From the Production Floor

January was very busy at the cannery, especially considering that Kathleen, our Production Manager, took a much-deserved vacation at the end of the month. We fit ten production days in before she left, three of which were for Rupen's, a client who makes seven different curry sauces. We produced over 3,300 jars of his sauces over those three days with the help of 12 employees. It was the first multiple-day production of that size that we've done for a client, and we learned a lot through its planning and execution. It was overall a success, and we are planning another large-scale production for Rupen's in March.

We hosted Garner's Produce for two pepper jelly production days, and during the first one they brought two media staff from the Virginia Farm Bureau. They took pictures and videos of everyone working, and interviewed Kathleen and Garner's Farm Manager. I'll share the content as soon as it's published.

Garner's brought us peppers to prepare for processing in November, but January was their first production with us. They grow produce on 110 acres in Westmoreland County, and we are looking forward to making more products with them this season- especially strawberry jam!

### In the Office

VFW's Board of Directors met on January 13th and voted on a final version of our mission statement: "Virginia Food works guides food producers in taking their product from recipe to retail." At our next meeting in April, we will continue our strategic planning to rework our vision statement.



# Open House

Hosted by Virginia Foods Works  
at the Prince Edward County Cannery

**March 5<sup>th</sup>, 2020 4-7pm**

7916 Abilene Rd, Farmville, VA 23901



Come tour the commercial & home canning facility, see a production demonstration, and sample our in-house recipes!

Learn more at [www.virginiafoodworks.org](http://www.virginiafoodworks.org)

RSVP to [info@virginiafoodworks.org](mailto:info@virginiafoodworks.org)

[View this email in your browser](#)



## Winter 2019-2020 Newsletter



Woodside Farms' marinara sauce production & two colors of Garner's Produce pepper jellies

### Open House at Prince Edward County Cannery

We're excited to announce that after the success of our November event, we're hosting another **Open House** on **Thursday, March 5th** from **4-7pm**! Come tour the cannery, see a demonstration by our Production Manager, and taste samples of our recipes.

The recipes we'll sample are especially geared toward farmers who want to find an additional sales avenue for their produce. Peppers can become pepper jelly, tomatoes can become marinara, salsa, or pizza sauce, and more! Come visit us before the season becomes hectic so you can plan ahead for making value-added products with your summer and fall harvests.

You can visit our [Open House event page](#) for more details and a schedule of event activities.

The **March Open House** is a great time to see the cannery if you're thinking of doing a test batch or regular production day in April or May, when we're offering a special **\$10 discount** on our hourly co-packing rates!

RSVP to Our March Open House Here!

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We've certainly stayed busy this winter, with 24 production days in December and January and almost every production day booked in February! Looking at 2019 as a whole, we helped our clients produce over 39,400 units of their delicious, unique products. The estimated retail value of these products reaches over \$293,000! That's a lot of Virginia-grown ingredients and Virginia-made food products being consumed in communities across the state.

If you're interested in starting a food business, developing a product with us or using our co-packing services, click [here](#) to learn more and connect with us!

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#### Cannery Availability

The cannery is currently available to commercial clients Tuesday-Friday. We are already booking into mid-March, so please try to reach out 4-6 weeks ahead of when you'd like to schedule production.

The home canning season opens in June, after which point reserving the cannery will require more advanced notice for just Tuesday, Thursday and Friday productions.

We are recommending that our regular clients get a production run in before the "busy season" starts this summer.



#### Client Highlight: Rupen's

We completed a three-day production run for Rupen's curry sauces in January, yielding over 3,300 jars! Rupen has been a VFW client since 2018, and now has 7 curry sauces that he sells to a Whole Foods in D.C., along with several other stores, on Amazon, and on his [website](#). We're so impressed with how his business has grown and can't wait to make even more of his delicious sauces!



The incredible mix of spices that goes into one of his sauces is pictured above.

**The following are free or low-cost events and workshops that food entrepreneurs and farmers may find helpful.**

Offerings from the Small Farm Educational Outreach Program listed [here](#):

- USDA Programs Information Session, February 18th in Rapidan
  - Learn about value-added producer grant and rural business development grant opportunities!
- Marketing Workshops, March 5th in Rapidan and March 24th in Petersburg
- Marketing Your Farm Products, March 18 in Halifax, VA
- Food Preservation & Food Safety, April 2nd in King George

[Marketing 101 courses](#) from Virginia SBDC, in February, March and April around the state

[Selling to the Shelf](#) by AppleCart, February 11th in Richmond

**Reminder:** we're offering a discount for test batches and full production days in April and May!

[Email us](#) for scheduling and earn \$10 off our hourly co-packing rates.



**Wishing all Virginia farmers a wonderful start to the upcoming growing season!**





### CRC January 2019 Items of Interest

#### New Ventures

- Charlotte Court House Volunteer Fire Department awarded \$44,000 RSAF Grant to purchase a Quick Response Vehicle. CRC assisted with the application.
- Charlotte County Volunteer Rescue Squad awarded \$41,049.60 RSAF Grant to purchase portable radios. CRC assisted with the application.
- CRC returns CRC Member Dues Refund to Amelia, Buckingham, Charlotte, Lunenburg and Prince Edward Counties. Buckingham and Amelia Counties reinvest funds with CRC.
- CRC staff assisting Virginia's Heartland Industrial Authority with applying for VDOT Economic Development Access Program funds and DRPT Rail Industrial Access Program funds for Project Peanut.
- CRC assisting the Town of Victoria to apply to Department of Conservation and Recreation for funding to update safety plans for three dams owned by the Town.
- CRC assisting Buckingham Branch Library to explore funding to purchase IT equipment for the new library.
- CRC assisting Central High Museum in Charlotte Court House with a planning grant to the National Endowment for the Humanities.
- Next CRC Meeting date-- **Wednesday, February 19, 2020 at 9:30 a.m.** The CRC meeting will be at Barbara Rose Johns Farmville-Prince Edward Community Library, 1303 West Third Street, Farmville, VA. The meetings are joint meetings with the County Administrators and College/University representatives.

#### Activity

- Comprehensive Economic Development Strategy (CEDs) – Still waiting on EDA approval of the submitted CEDs.
- Town of Charlotte Court House Evergreen Road Sidewalk Project: The Town has awarded the construction contract to Pearson Construction, Inc. Construction will begin February 20<sup>th</sup>.
- Dillwyn CDBG Housing Rehabilitation Project – Construction has been completed on 2 homes. The family who lost their home to a fire decided to purchase a home on their own and have withdrawn from the project. The remaining four homes will be put out to be bid out in the coming month.
- Dillwyn VDOT Streetscape Project – The CRC is currently working with the Town, Consultant and VDOT to re-bid the project.
- Phenix Water System Project – The Town has selected B&B Consultants to provide engineering services for the project. The Town and B&B Consultants are developing a contract for services.
- Regional Emergency Planning – CRC staff have developed a Volunteer/Donation Management Coordination Plan. CRC is reaching out to seek more community involvement and plans to meet with volunteer organizations to create formal agreements for future major events.
- Keysville Comprehensive Plan Update – The Draft Plan was presented to the Keysville Town Council & Planning Commission on January 13, 2020. A copy has been made available for the public. A Joint Town Council and Planning Commission Meeting will be held on February 10<sup>th</sup> to receive public comments and adopt the Plan.
- Lunenburg/Kenbridge/Victoria VHDA Housing Study – A survey has been distributed online and in various locations to collect data on Housing needs in Lunenburg, Kenbridge and Victoria.
- STEPS, Prince Edward Affordable Housing Study – Housing Roundtable meeting will be held on January 28<sup>th</sup> at the Woodland Community Center.
- CRC is updating the CRC's Rural Long-Range Transportation Plan. A survey is planned for the Spring to collect data on transportation priorities for the region.
- CRC will be working with other Chesapeake Bay PDC's to implement regional training workshops on small-scale best management practices that can affect water quality in the region.

Prince Edward County Public Schools  
2019-2020

Comparative Receipts and Expenditures  
Year to Date - Month of January 2020

Receipts:	Fiscal 2019			Fiscal 2020			Fiscal Year \$ Difference	Fiscal Year % Difference
	Approved Budget	Received Year-to-Date	Percent of Revenue	Approved Budget	Received Year-to-Date	Percent of Revenue		
Sales Tax	2,860,777.00	1,686,552.70	58.95%	\$2,987,847.00	\$1,779,948.76	59.57%	93,396.06	0.62%
Basic Aid	6,027,146.00	3,425,859.45	56.84%	\$6,027,146.00	\$3,461,239.85	57.43%	35,380.40	0.59%
Other State	5,398,415.00	2,115,296.69	39.18%	\$5,839,656.00	\$2,396,644.91	41.04%	281,348.22	1.86%
Total State	14,286,338.00	7,227,708.84	50.59%	\$14,854,649.00	\$7,637,833.52	51.42%	410,124.68	0.83%
Federal Funds	1,848,257.00	1,101,498.64	59.60%	\$2,310,350.00	\$1,260,227.30	54.55%	158,728.66	-5.05%
Local Funds	8,440,984.00	4,233,644.11	50.16%	\$8,912,671.00	\$4,506,336.92	50.56%	272,692.81	0.41%
Cash Book	384,573.00	162,656.86	42.30%	\$283,925.00	\$54,992.17	19.37%	-107,664.69	-22.93%
<b>Total Revenue</b>	<b>24,960,152.00</b>	<b>12,725,508.45</b>	<b>50.98%</b>	<b>\$26,361,595.00</b>	<b>\$13,459,389.91</b>	<b>51.06%</b>	<b>733,881.46</b>	<b>0.07%</b>
<b>Expenditures:</b>								
Instruction	18,136,942.00	9,171,046.00	50.57%	\$19,362,682.00	\$9,773,153.75	50.47%	602,107.75	-0.09%
Administration	1,550,068.00	757,288.41	48.86%	\$1,609,987.00	\$706,133.19	43.86%	-51,155.22	-5.00%
Transportation	1,698,028.00	836,237.52	49.25%	\$1,705,402.00	\$839,779.75	49.24%	3,542.23	-0.01%
Maintenance	1,692,306.00	865,572.21	51.15%	\$1,740,577.00	\$928,100.56	53.32%	62,528.35	2.17%
Facilities	194,495.00	30,639.45	15.75%	\$150,000.00	\$52,724.24	35.15%	22,084.79	19.40%
Debt Service	601,358.00	598,463.04	99.52%	\$606,366.00	\$603,471.31	99.52%	5,008.27	0.00%
Technology	1,086,955.00	466,261.78	42.90%	\$1,186,581.00	\$556,027.11	46.86%	89,765.33	3.96%
<b>Total Expenditures</b>	<b>24,960,152.00</b>	<b>12,725,508.41</b>	<b>50.98%</b>	<b>\$26,361,595.00</b>	<b>\$13,459,389.91</b>	<b>51.06%</b>	<b>733,881.50</b>	<b>0.07%</b>

Prince Edward County Public Schools  
**Summary Financial Report**  
**January 2020**

<u>Revenues</u>	Current Month	Year to Date	Budget	Variance Actual Under (Over) Budget	YTD as a Percent of Budget
From the State:					
State Sales Tax	\$ 262,242.06	1,779,948.76	\$ 2,987,847.00	\$ 1,207,898.24	59.57%
Basic School Aid	\$ 494,462.83	3,461,239.85	\$ 6,027,146.00	\$ 2,565,906.15	57.43%
All Other	\$ 468,239.49	2,396,644.91	\$ 5,839,656.00	\$ 3,443,011.09	41.04%
Total State	<u>\$ 1,224,944.38</u>	<u>7,637,833.52</u>	<u>\$ 14,854,649.00</u>	<u>\$ 7,216,815.48</u>	51.42%
From the Federal Gov't.	\$ 38,961.09	1,260,227.30	\$ 2,310,350.00	\$ 1,050,122.70	54.55%
General Fund (County)	\$ 665,964.04	4,506,336.92	\$ 8,912,671.00	\$ 4,406,334.08	50.56%
Cash Book -Local	<u>\$ 10,700.34</u>	<u>54,992.17</u>	<u>\$ 283,925.00</u>	<u>\$ 228,932.83</u>	19.37%
<b>Total Revenues</b>	<b><u>\$ 1,940,569.85</u></b>	<b><u>\$ 13,459,389.91</u></b>	<b><u>\$ 26,361,595</u></b>	<b><u>\$ 12,902,205</u></b>	<b>51.06%</b>

<u>Expenditures</u>	Current Month	Year to Date	Outstanding Encumbrances	Budget	Expended & Encumbered (Over) Under Budget	Expen. & Encumbrance as a % of Budget
1000-Instruction	\$ 1,517,294.52	\$ 9,773,153.75	\$ 7,697,668.70	\$ 19,362,682.00	\$ 1,891,859.55	90.23%
2000-Admin.,Health/Atten.	\$ 92,956.53	\$ 706,133.19	\$ 425,189.22	\$ 1,609,987.00	\$ 478,664.59	70.27%
3000-Transportation	\$ 116,733.13	\$ 839,779.75	\$ 415,401.46	\$ 1,705,402.00	\$ 450,220.79	73.60%
4000-Operation/Maintenance	\$ 126,983.55	\$ 928,100.56	\$ 146,349.65	\$ 1,740,577.00	\$ 666,126.79	61.73%
6000-Facilities	\$ 3,500.00	\$ 52,724.24	\$ 67,007.00	\$ 150,000.00	\$ 30,268.76	79.82%
7000 - Debt. Service	\$ -	\$ 603,471.31	\$ -	\$ 606,366.00	\$ 2,894.69	99.52%
8000 - Technology	<u>\$ 83,102.12</u>	<u>\$ 556,027.11</u>	<u>\$ 227,763.94</u>	<u>\$ 1,186,581.00</u>	<u>\$ 402,789.95</u>	66.05%
<b>Total Expenditures</b>	<b><u>\$ 1,940,569.85</u></b>	<b><u>\$ 13,459,389.91</u></b>	<b><u>\$ 8,979,379.97</u></b>	<b><u>\$ 26,361,595.00</u></b>	<b><u>\$3,922,825.12</u></b>	<b>85.12%</b>

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

**2019-2020  
Comparative Receipts and Expenditures  
Food Service Department  
Year to Date**

**Month of January 2020**

<b>Receipts:</b>	<b>Fiscal 2019</b>			<b>Fiscal 2020</b>			<b>Diff.</b>
	<b>Budgeted</b>	<b>Rec. YTD</b>	<b>Percent</b>	<b>Budgeted</b>	<b>Rec. YTD</b>	<b>Percent</b>	
State School Food	20,000.00	17,127.00	86%	41,015.00	95,835.22	234%	148%
Fresh Fruit & Vegetable	<u>55,000.00</u>	<u>22,102.50</u>	40%	<u>55,000.00</u>	<u>27,327.05</u>	50%	9%
<b>Total State</b>	<b>75,000.00</b>	<b>39,229.50</b>	<b>52%</b>	<b>96,015.00</b>	<b>123,162.27</b>	<b>128%</b>	<b>76%</b>
Federal Reimbursement	1,056,000.00	600,044.00	57%	1,219,760.00	624,571.53	51%	-6%
Fund Balance	0.00	0.00	#DIV/0!	0.00	0.00	#DIV/0!	
Cash Book - Local	<u>170,000.00</u>	<u>60,442.00</u>	36%	<u>148,000.00</u>	<u>63,270.55</u>	43%	7%
<b>Total Revenue</b>	<b>1,301,000.00</b>	<b>699,715.50</b>	<b>54%</b>	<b>1,463,775.00</b>	<b>811,004.35</b>	<b>55%</b>	<b>2%</b>
<b>Expenditures:</b>	<b>Budgeted</b>	<b>Expended YTD</b>	<b>Percent</b>	<b>Budgeted</b>	<b>Expended YTD</b>	<b>Percent</b>	<b>Diff.</b>
Salary	403,984.41	203,520.00	50%	416,348.28	215,739.66	52%	1%
Fringe Benefits	187,237.83	92,582.50	49%	193,400.00	98,033.92	51%	1%
Purchased Services	50,000.00	31,315.00	63%	55,000.00	62,774.50	114%	52%
Refunds	300.00	0.00	0%		0.00	#DIV/0!	#DIV/0!
Travel	4,500.00	684.66	15%	5,000.00	940.80	19%	4%
Materials & Supplies	23,864.00	21,619.00	91%	40,000.00	32,458.01	81%	-9%
Food Supplies	551,369.00	302,645.00	55%	634,015.00	331,222.48	52%	-3%
Repairs & Maintenance	27,760.98	17,335.00	62%	20,000.00	21,731.66	109%	46%
Furniture/Equipment	51,983.94	51,983.94	100%	50,000.00	28,943.71	58%	-42%
Equipment - Grant	<u>0.00</u>	<u>0.00</u>	#DIV/0!	<u>50,000.00</u>	<u>0.00</u>	0%	
<b>Total Expenditures</b>	<b>1,301,000.16</b>	<b>721,685.10</b>	<b>55%</b>	<b>1,463,763.28</b>	<b>791,844.74</b>	<b>54%</b>	<b>-1%</b>

Prince Edward County Public Schools  
**2019-2020**  
**Food Service Department**  
**Summary Financial Report**  
**January 31, 2020**

<u>Revenues</u>	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>Variance Actual Under (Over) Budget</u>	<u>YTD as a Percent of Budget</u>
From the State:					
State School Food	\$ 16,518.90	\$ 95,835.22	\$ 41,015.00	\$ (54,820.22)	234%
Fresh Fruit & Vegetable	\$ 3,614.00	\$ 27,327.05	\$ 55,000.00	\$ 27,672.95	50%
Total State Funds	\$ 20,132.90	\$ 123,162.27	\$ 96,015.00	\$ (27,147.27)	128%
Federal Reimbursement	\$ 107,735.40	\$ 624,571.53	\$ 1,219,760.00	\$ 595,188.47	51%
Cash Book - Local	\$ 14,007.41	\$ 63,270.55	\$ 148,000.00	\$ 84,729.45	43%
<b>Total Revenues</b>	<b>\$ 141,875.71</b>	<b>\$ 811,004.35</b>	<b>\$ 1,463,775.00</b>	<b>\$ 652,770.65</b>	<b>55%</b>

<u>Expenditures</u>	<u>Current Month</u>	<u>Year to Date</u>	<u>Outstanding Encumbrances</u>	<u>Budget</u>	<u>Expended &amp; Encumbered (Over) Under Budget</u>	<u>Expen. &amp; Encumbrance as a % of Budget</u>
Salary	\$ 33,820.98	\$ 215,739.66		\$ 416,348.28	\$ 200,608.62	52%
Fringe Benefits	\$ 16,213.38	\$ 98,033.92		\$ 193,400.00	\$ 95,366.08	51%
Purchased Services	\$ 12,355.83	\$ 62,774.50		\$ 55,000.00	\$ (7,774.50)	114%
Refunds	\$ -	\$ -			\$ -	#DIV/0!
Travel	\$ 329.50	\$ 940.80		\$ 5,000.00	\$ 4,059.20	19%
Materials & Supplies	\$ 2,058.42	\$ 32,458.01		\$ 40,000.00	\$ 7,541.99	81%
Food Supplies	\$ 47,607.03	\$ 331,222.48		\$ 634,015.00	\$ 302,792.52	52%
Repairs & Maintenance	\$ 4,193.00	\$ 21,731.66		\$ 20,000.00	\$ (1,731.66)	109%
Furniture/Equipment	\$ -	\$ 28,943.71		\$ 50,000.00	\$ 21,056.29	58%
Equipment - grant	\$ -	\$ -		\$ 50,000.00	\$ 50,000.00	0%
<b>Total Expenditures</b>	<b>\$ 116,578.14</b>	<b>\$ 791,844.74</b>	<b>\$ -</b>	<b>\$ 1,463,763.28</b>	<b>\$ 671,918.54</b>	<b>54%</b>

## Tourism & Visitor Center Monthly Report for January 2020

HEARTLAND REGIONAL VISITOR CENTER GUESTBOOK SIGNINGS:					
	Virginia Guests	Other States	Other Countries	Total Guests	Average Visitors per Month:
YTD 2020	149	11	5	165	165.0
2019	3,323	506	56	3,885	323.8

Total / 1 Month

Total / ALL of 2019

### Requests for Information:

	Phone Inquiries	Video Views (All)	Center Visits	GoogleMyBusiness Finding the Visitor Center	Tablet/Cell Web Hits	Monthly Totals:
January 2020	44	5	165	2,789		3,003
15 January 2019	68	33	142		5,100	5,343
% Difference	-35.29%	100.00%	16.20%		-100.00%	-43.80%

	Phone Inquiries	Video Views (All)	Center Visits	GoogleMyBusiness Finding the Visitor Center	Tablet/Cell Web Hits	Monthly Totals:
TOTAL YTD	44	5	165	2,789	0	3,003
2020 YTD	44	5	165	2,789	0	3,003
2019 YTD	68	33	142		5,100	5,343
% Difference	-35.29%	-84.85%	16.20%	100.00%	-100.00%	-43.80%

### Report to February Board of Supervisors:

- Happy New Year! We are preparing the community for Bike Virginia 2020 which takes place June 19 - 24. Registration opened on January 1st, and all of the hotels filled up in two weeks! Bike Virginia staff tell me that they are already more than 50% registered for the 1,600 cyclists who will be here for six days this summer.
- We are working to connect the organization helping the cyclists find other housing options, including lodging in surrounding communities.
- We will host a video conference in March or April between Bike Virginia staff and the many local resources that need information to prepare for this event.
- 2019 Visitor Guestbook stats reflect that 21.4% of the visitors who stop in here state High Bridge Trail State Park as the reason for their visit. Second place goes to those visiting family or friends at 13.3% followed by 11.5% seeking information on the community and 10% who are travelers who simply left US460 due to the signage.
- As VisitFarmville.com doesn't share data with us, I set up the Heartland Regional Visitor Center as a Google My Business location, I will now share those numbers on a quarterly basis. This data reflects how often the Heartland Regional Visitor Center is a search phrase on Google, as well as how often phone calls came to us due to that Google search. Additionally, it tracks requests for information and directing these virtual visitors to the county website. It's another data source for how visitors find out about our community and all we have to offer guests.

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