



**PRINCE EDWARD COUNTY
BOARD OF SUPERVISORS
April 28, 2020**

Due to the COVID-19 Emergency, the Board of Supervisors is operating pursuant to and in compliance with its “EMERGENCY ORDINANCE TO EFFECTUATE TEMPORARY CHANGES IN CERTAIN DEADLINES AND TO MODIFY PUBLIC MEETING AND PUBLIC HEARING PRACTICES AND PROCEDURES TO ADDRESS CONTINUITY OF OPERATIONS ASSOCIATED WITH PANDEMIC DISASTER.” This meeting is closed to in-person participation by the General Public, but citizens may listen to the meeting by calling: **1-425-436-6394, Access Code: 867576#** (If busy, please call again.)

Public Participation and Public Hearing Comments for Prince Edward County Board of Supervisors will be received by Karin Everhart, Deputy Clerk to the Board of Supervisors, using one the following methods:

1. Written comments may be mailed to: Board of Supervisors, PO Box 382, Farmville, VA 23901. Please limit word count to no more than 500 words. Must be received by 2:00 PM the day of the meeting.
2. Written comments may be placed in the County “payment dropbox”, located in courthouse parking lot. Please limit word count to no more than 500 words. Must be received in the dropbox by 2:00 PM the day of the meeting.
3. Emailed comments may be sent to board@co.prince-edward.va.us. Please limit word count to no more than 500 words. Must be received by 2:00 PM the day of the meeting.
4. Using the meeting call-in information provided above, citizens may phone-in during the Public Participation and/or Public Hearing portion of a Board meeting agenda; however, citizens must pre-register with the County Administrator’s Office at 434-392-8837 by 2:00 p.m. the day of the Board meeting. Callers must be on the line and ready to speak when called upon by the Board Chair. Please state your name and district of residence. The three (3) minute rule will apply to all public comments.

A G E N D A

- 7:00 p.m.**
1. The Chair will call to order the April meeting of the Board.
 2. Remote Participation
 3. Invocation
 4. Pledge of Allegiance
 5. **PUBLIC HEARING: FY 21 COUNTY & SCHOOL BUDGET AND CY 20 TAX LEVIES.** – The Board will hold a public hearing to receive public input on the Fiscal Year 21 County and School Budget and the Calendar Year 2020 County Tax Levies. 3
 6. **Closed Session:** Section 2.2-3711(A)(1), *Code of Virginia* 7

RECESS: Tuesday, May 5, 2020 at 7:00 p.m.

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

Meeting Date: April 28, 2020
Item No.: 5
Department: County Administration
Staff Contact: W.W. Bartlett
Issue: Public Hearing – FY 21 County & School Budget and CY 20 Tax Levies

Summary:

The Board will hold a public hearing to receive public input on the Fiscal Year 21 County and School Budget and the Calendar Year 2020 County Tax Levies.

Attachments: Public Hearing Notice

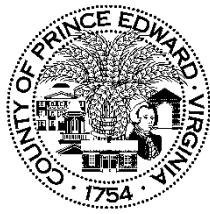
Recommendation: Following the Public Hearing, the Board is required to wait at least seven days before adopting the FY 21 County/School Budget.

Motion _____
Second _____

Booth _____
Cooper-Jones _____
Emert _____

Gilliam _____
Jones _____
Pride _____

Townsend _____
Wilck _____



PUBLIC HEARING NOTICE

**COUNTY AND SCHOOL BUDGET AND TAX LEVIES
FOR THE FISCAL YEAR COMMENCING JULY 1, 2020
COUNTY OF PRINCE EDWARD, VIRGINIA**

The Board of Supervisors of the County of Prince Edward will hold a public hearing on **TUESDAY, APRIL 28, 2020 at 7:00 p.m.** in the Board of Supervisors Room, Prince Edward County Courthouse, 111 South Street, 3rd Floor, Farmville, Virginia, on the proposed **FY21 County Budget, FY21 School Budget and 2020 Tax Levies**. The details of the proposed budget may be examined in the Prince Edward County Administrator’s Office, 111 South Street, 3rd Floor, Farmville, Virginia. Information is also available on the County web site: www.co.prince-edward.va.us.

The following synopsis of the proposed consolidated FY21 County and School Budget is prepared and published for information and fiscal planning purposes only. The inclusion in the proposed budget of any item(s) does not constitute an obligation or commitment on the part of the Prince Edward County Board of Supervisors to appropriate any funds for that purpose. There is no allocation or designation of any funds of the County for any purpose until there has first been an appropriation for that purpose by the Board of Supervisors.

- GENERAL FUND -

ANTICIPATED REVENUES:

Revenue from Local Sources:		
General Property Taxes		\$14,082,748
Other Local Taxes		\$3,930,240
Permits and Licenses		\$60,256
Fines and Forfeitures		\$173,000
Revenue from Use of Money & Property		\$505,943
Charges for Services		\$86,021
Miscellaneous Income		\$33,100
Recovered Costs		\$130,778
Revenue from the Commonwealth		\$4,480,485
Revenue from Federal Government		
	\$36,758	
Revenue from Fund Balance		<u>\$320,285</u>
TOTAL GENERAL FUND REVENUES		\$23,839,614

PROPOSED EXPENDITURES:

Board of Supervisors		\$134,860
General/Financial Administration		\$1,496,741
Board of Elections/Registrar		\$201,169
Judicial Administration		\$1,825,713
Public Safety		\$4,928,284
Public Works		\$1,886,634
Health & Welfare		\$1,931,221
Education		\$8,977,315
Parks/Recreation/Culture		\$341,730
Community Development		\$645,073
General Expense		\$177,744
Capital Projects		\$94,800
Debt Service		<u>\$1,198,562</u>
TOTAL GENERAL FUND EXPENDITURES		\$23,839,614

- SCHOOL FUND -

ANTICIPATED REVENUES:

Other Sources		\$287,344
Revenue from the Commonwealth		\$15,690,038
Revenue from the Federal Government		\$1,904,911
Transfer from County General Fund		<u>\$8,970,706</u>
Total Anticipated Revenues		\$26,852,999

PROPOSED EXPENDITURES:

Instruction		\$19,615,613
Administration, Health, Attendance		\$1,646,801
Pupil Transportation		\$846,138

Operations & Maintenance	\$1,762,329
Facilities	\$150,000
Technology	\$1,225,361
Debt Service	<u>\$606,757</u>
Total Proposed Expenditures	\$26,852,999

- SCHOOL CAFETERIA FUND -

Total Anticipated Revenues	\$1,481,347
Total Proposed Expenditures	\$1,481,347

- SOCIAL SERVICES FUND -

ANTICIPATED REVENUES:

Revenue from the Commonwealth	\$1,031,137
Revenue from the Federal Government	\$1,758,363
Transfer from County General Fund	\$481,551
Recovered Cost	<u>\$5,000</u>
Total Anticipated Revenues	\$3,276,051

Total Proposed Expenditures	\$3,276,051
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- ECONOMIC DEVELOPMENT FUND -

Total Anticipated Revenues	\$23,368
Total Proposed Expenditures	\$23,368

- WATER FUND -

Total Anticipated Revenues	\$298,259
Total Proposed Expenditures	\$298,259

- SEWER FUND -

Total Anticipated Revenues	\$116,953
Total Proposed Expenditures	\$116,953

- LANDFILL CONSTRUCTION FUND -

ANTICIPATED REVENUES:

Interest	\$13,000
Landfill Charges	<u>\$275,000</u>
Total Anticipated Revenues	\$288,000

PROPOSED EXPENDITURES:

Transfer to Landfill Construction Fund Balance	\$288,000
Total Proposed Expenditures	\$288,000

-SOLID WASTE FUND-

ANTICIPATED REVENUES:

Landfill Charges	\$608,000
Recycling Fees	\$15,000
Transfer from General Fund	<u>\$735,272</u>
Total Anticipated Revenues	\$1,358,272

PROPOSED EXPENDITURES:

Collections	\$573,546
Landfill	<u>\$784,726</u>
Total Proposed Expenditures	\$1,358,272

- GRANITE FALLS CDA FUND -

Total Anticipated Revenues	\$1,600
Total Proposed Expenditures	\$1,600

-HEALTH INSURANCE FUND-

Total Anticipated Revenues	\$1,029,197
Total Proposed Expenditures	\$1,029,197

- POPLAR HILL CDA FUND -

Total Anticipated Revenues	\$74,004
Total Proposed Expenditures	\$74,004

- FORFEITED ASSETS FUND -

Total Anticipated Revenues	\$0
Total Proposed Expenditures	\$0

- RETIREE BENEFITS FUND -

Total Anticipated Revenues	\$14,290
Total Proposed Expenditures	\$14,290

- PIEDMONT COURT SERVICES FUND -

Total Anticipated Revenues	\$562,330
Total Proposed Expenditures	\$562,330

TOTAL COUNTY OPERATIONS FOR FY21 **\$59,216,284**

PROPOSED TAX RATES

Notice is hereby given that the Board of Supervisors proposes the following levies for the tax year 2020:

Unit Levy—All Districts—Per \$100 Assessed Valuation

<u>Levy</u>	<u>2019 Actual Levy</u>	<u>2020 Proposed Levy</u>
Real Estate	\$0.51	\$0.51
Tangible Personal Property—Motor Vehicles	\$4.50	\$4.50
Tangible Personal Property—Business Furniture & Fixtures	\$4.50	\$4.50
Tangible Personal Property – Heavy Equipment	\$4.50	\$4.50
Machinery & Tools	\$4.20	\$4.20
Merchant’s Capital	\$0.70	\$0.70
EMS Levy-Real Estate	\$0.01	\$0.01
EMS Levy-Tangible Personal Property – Motor Vehicles	\$0.10	\$0.10
EMS Levy-Tangible Personal Property – Business Furniture & Fixtures	\$0.10	\$0.10
EMS Levy-Tangible Personal Property – Heavy Equipment	\$0.10	\$0.10

Additional Special Levy—Poplar Hill CDA District Only—Per \$100 Assessed Valuation

<u>Levy</u>	<u>2019 Actual Levy</u>	<u>2020 Proposed Levy</u>
Poplar Hill CDA Real Estate Special Levy	\$1.00	\$1.00

It is the County’s intent to comply with the requirements of the Americans with Disabilities Act. Should you require special accommodations, please contact W.W. Bartlett, County Administrator, at 434-392-8837, by April 24, 2020.

**BY ORDER OF THE BOARD OF SUPERVISORS
PRINCE EDWARD COUNTY, VIRGINIA
W.W. Bartlett, County Administrator**

NOTE: This Proposed Budget is contingent upon receipt of all federal, state & local funding.



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

Meeting Date: April 28, 2020
Item No.: 6
Department: County Administration
Staff Contact: W.W. Bartlett
Issue: Closed Session

Summary:

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

- a. For discussion of the contract of the County Administrator, pursuant to the exemption provided for in Section 2.2-3711(A)(1) of the *Code of Virginia*.

Attachments:

Recommendation: Convene in Closed Session.

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



Updates are highlighted in red.

COVID - 19

Board of Supervisors Briefing #7

April 28, 2020

1. Public Health Update: <https://www.vdh.virginia.gov/coronavirus/>
 - a. Confirmed cases in Prince Edward County and the Piedmont Health District, as of 4/28/2020:

JURISDICTION	CASE COUNT	HOSPITALIZATIONS	DEATHS
Amelia	15	6	1
Buckingham	55	7	0
Charlotte	7	1	0
Cumberland	11	1	0
Lunenburg	4	0	0
Nottoway	11	0	0
Prince Edward	41	3	2
Virginia	14,339	2,165	492

- b. Prince Edward County has community spread of COVID-19 virus.
 - c. There are 5 outbreaks in the Piedmont Health District: 4 in correctional facilities and 1 in a longterm care facility.
 - d. Overall, in Virginia, daily cases are still rising, but growth rates are slowing. Hospitalization rates remain flat.
2. Re-Opening Virginia – “Forward Virginia Blueprint”
 - a. Virginia’s metrics for Phase One: When we see...
 - Downward trend: Percentage of positive tests over 14 days
 - Downward trend: Hospitalizations over 14 days

- Increased testing and tracing
 - Enough hospital beds & intensive care capacity
 - Increasing & sustainable supply of PPE
- b. In Phase One, some businesses would remain closed, while others would reopen under restrictions to guarantee safety. There would be continued social distancing, continued teleworking and a continued recommendation for face coverings in public.
3. Challenges and Vulnerabilities: (not prioritized)
- a. Sustainability of non-profit and school meal resources to feed county citizens. Farmville Cares, a coalition of community non-profits and faith-based organizations, continues its work on helping our citizens and identifying emerging issues.
 - b. Surge in our health care system. It now appears conclusive that flattening the curve and pushing it out further into the future will allow the med-surge to take place without overwhelming Virginia's healthcare system. UVA modelling also seems to show that if we maintain substantial social-distancing through June 10, a "lowered peak" may not come until July-August.
 - c. Plans for alternate health care facilities have been "paused".
 - d. Public contact makes employees and citizens vulnerable. Educating and encouraging citizens to stay home remains critical.
 - e. Adherence and/or enforcement of stay-at-home, containment and mitigation actions and social distancing is critical.
 - f. DSS continues to report rising numbers of Food Stamp and Medicaid applications due to rising unemployment.
 - g. Personal Protective Equipment and hand sanitizer. Continue sourcing of PPE and cleaning supplies. We have a complete month of "PPE burn rates" which will enable us to estimate and procure for PPE needs in the coming twelve months. Exploring federal grant and donation opportunities.
 - h. The County should be prepared to operate with a reduction in force resulting from illness and self-quarantine.

4. Declarations of Emergency:

- a. Federal: National Emergencies Act and Stafford Disaster Relief and Emergency Assistance Act – March 13, 2020
- b. State: Governor's Declaration - March 12, 2020
 - Governor & Health Commissioner – March 17, 2020
 - Governor's Executive Order #53 – March 23, 2020
 - Governor's Executive Order #55 – March 30, 2020
- c. Local: Declaration of Local Emergency - March 16, 2020
 - Amended Local Declaration – April 7, 2020
 - Board Affirms Local Declarations – April 7, 2020

5. Public Meetings.

- 6. Education:** Governor has closed all K-12 schools for remainder of academic year.
- a. Prince Edward County Public Schools – Meal distribution for students continues; averaging about 500 meals per day. USPS/Baylor Program has started.
 - b. Fuqua School – Implementing distance learning. Using its 3-D Printers to make Face Shields.
 - c. Hampden-Sydney College - The College has shifted to remote instruction for the remainder of the spring semester, with classes resuming via remote instruction on Monday, March 23. There are currently 16 students remaining.
 - d. Longwood University - Longwood has moved classes and assignments to a fully online format through the end of the semester. Longwood stays in daily contact with the students who remain in self-isolation via phone and text messages, and meal deliveries. Longwood required all students to move out of on-campus or Longwood-managed off-campus housing by Friday, March 27, unless an emergency exemption was approved.

Estimated on-campus student count of 115. Off campus = about 100.

- e. Southside Virginia Community College – For the remainder of the Spring semester, SVCC will be implementing alternative modes of instruction.

7. Status of County Facilities, Services & Operations: (Not prioritized)

a. Board Governance

- Emergency Ordinance for Continuity of Government
- Staff continues to manage citizen remote access to and participation in Board meetings.

b. County/Courthouse Offices and Facilities

- Most offices remain open. Some staff transitioning to telecommuting. Courts still operating under Supreme Court Order, which has been extended to April 26, 2020. Asking each office/department to keep County updated so that we can keep public information current.
- New courthouse security protocols.

c. Elections:

- Town – May 19
- Primaries – June 23
- Presidential – November 3

8. Health Care/Emergency Services:

a. Centra Southside Community Hospital

- Implementing restricted entry points and visitation at hospital.
- Out-patient appointments are limited to urgent and emergent. All elective procedures are cancelled.
- Hospital has set up an 18-bed COVID-19 unit and has ability to expand this unit to 50 beds, if needed.
- Pre-screened testing for COVID-19 at CSMC (clinic), Mon-Fri from 8-5, and at STIP Tent and ER, as needed.

- b. Prince Edward County EMS Agencies (PEVRS, M-EMS, P-EMS)
 - 4/20-4/26/20 = 61 EMS Calls (up 20 over previous week)
 - Routine operations. Response based on High Risk Protocols.
 - January 2019 Calls = 326 January 2020 Calls = 333
 - February 2019 Calls = 287 February 2020 Calls = 323
 - March 2019 Calls = 326 March 2020 Calls = 244
- c. Fire Service
 - Routine operations.
- d. 911 Center/Sheriff's Office Dispatch
 - Implementing High Risk Isolation Protocol to pre-screen 911 callers for signs/symptoms of COVID-19 to prepare first responders prior to arrival.

9. Economic Impact:

- a. Rising unemployment. (70% of restaurant workers statewide are unemployed).
- b. Expect drop in retail sales/sales tax revenue.
- c. The economy of Prince Edward County, VA employs approximately 8,900 people. The largest industries in the County are Educational Services (1,558 people), Health Care & Social Assistance (1,188 people), and Accommodation & Food Services (1,081 people). Source: Data USA.

10. Public Information:

- a. Monitoring social media.
- b. Dedicated COVID-19 page on web site.
- c. Everbridge Alerting System available, if needed.

11. Emergency Management: (Panning & Coordination)

- a. PPE Distribution – Courts, Courthouse, PECSO, PECDSS, VFDs
- b. Following every PPE procurement opportunity.
- c. Daily reporting of PPE "burn rate" by County operations.

- d. Regional EM Briefing by VDH and VDEM.
- e. Regional coordination with surrounding counties.
- f. Weekly regional EMS coordination
- g. Internal Coordination with Courthouse Offices
- h. Coordination and communications with Hospital/
Localities/Community Partners.
- i. Coordination with local first responder (LEO, Fire, EMS) agencies.

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