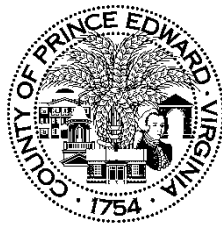




MISSION STATEMENT

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

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**PRINCE EDWARD COUNTY
BOARD OF SUPERVISORS
April 14, 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: 876576#** (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.

AGENDA

7:00 p.m.	1.	The Chair will call to order the <u>April</u> meeting of the Board.	5
	2.	Remote Participation	5
	3.	Invocation	5
	4.	Pledge of Allegiance	5
	5.	Conflict of Interest Disclosures	7
	6.	<u>PUBLIC PARTICIPATION:</u> <i>Citizens wishing to address the Board are asked to please pre-register with the County Administrator’s Office as outlined above, no later than 2:00 PM on Tuesday, April 14, 2020.</i>	9
	7.	Board of Supervisors Comments	11
	8.	<u>Consent Agenda:</u>	
		a. Treasurer’s Report: February 2020	13
		b. Approval of Minutes	17
		c. Review of Accounts & Claims	89
		d. Checks have been issued pursuant to the order of the Board of Supervisors as to salaries, etc., the amount of which salaries has been heretofore approved.	129
		e. FY 20 Budget Amendment: Fire Department ATL Funding	131
	9.	Highway Matters	133
	10.	Emergency Management Update	135
	11.	County Administrator’s Report	137

12.	<u>Budget Work Session:</u>	143
	a. Final Budget Notes from County Administrator	
	b. Outside Agencies	145
	c. Identification of Restricted Capital Items and Purchases	
	d. Tax Rates	
	e. Review of Draft Public Hearing Notice	147
	f. Authorize Advertisement of FY 21 Budget Public Hearing	
13.	<u>Closed Session:</u> Section 2.2-3711 (A)(1), <i>Code of Virginia</i> Section 2.2-3711 (A)(3), <i>Code of Virginia</i>	149
14.	<u>Monthly Reports:</u>	151
	a. Animal Control	152
	b. Building Official	153
	c. Cannery – Commercial Operations	154
	d. Commonwealth Regional Council	155
	e. Farmville Downtown Partnership	156
	f. Tourism	157

(NOTE: Additional agenda items may be added to the Table Pack is available for review after 4:30 p.m. on Tuesday, April 14, 2020.)

RECESS: Tuesday, April 21, 2020 at 5:30 p.m. for a Budget Work Session



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

Meeting Date: April 14, 2020
Item No.: 1, 2, 3, 4
Department: Board of Supervisors
Staff Contact: W.W. Bartlett
Issue: Call to Order, Invocation, Pledge of Allegiance

Summary: Chairman Townsend will call to order the **April** meeting of the Prince Edward Board of Supervisors, provide a statement regarding remote electronic participation, and then ask for an invocation, and lead the Pledge of Allegiance.

Note: 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: 876576# (If busy, please call again.)

Statement by the Board Chair Regarding Remote Access Participation (To be read into minutes.)

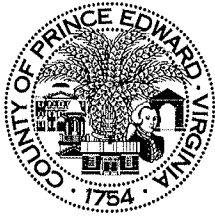
I wish to recognize that members of the Prince Edward County Board of Supervisors are joining tonight’s meeting via remote telephone access. In accordance with the County’s Emergency Ordinance to Address Continuity of Government Associated with the Pandemic Disaster” and as required by the Board’s Electronic Meeting Policy and Section 2.2-3708.2 of the *Code of Virginia*, the members of the Board have provided notice that they will be physically absent from tonight’s Board meeting, because of the health risks caused by the COVID-19 pandemic. They have each requested remote participation in tonight’s Board meeting as follows:

Supervisor _____ Remote Location

These requests are in conformance with the Board’s Emergency Ordinance, Electronic Meeting Policy and the requirements of the Code of Virginia. Pending an objection from a member of this Board of Supervisors, participation from these remote locations shall be approved, and shall be recorded in the minutes of this meeting.

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: April 14, 2020
Item No.: 5
Department: Board of Supervisors
Staff Contact: W.W. Bartlett
Issue: Conflict of Interest Act Disclosures

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

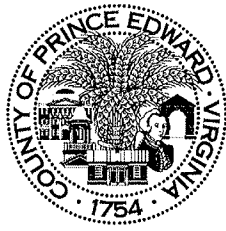
Recommendation:

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: April 14, 2020
Item No.: 6
Department: Board of Supervisors
Staff Contact: W.W. Bartlett
Issue: Public Participation

Summary:

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

In response to the COVID-19 pandemic, input during Public Participation will be received using the following methods:

OPPORTUNITIES FOR PUBLIC PARTICIPATING & PUBLIC INPUT

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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.
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Attachments: Public Participation Tracking Form
Recommendation: None.

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

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: April 14, 2020
Item No.: 7
Department: Board of Supervisors
Staff Contact: W.W. Bartlett
Issue: Board of Supervisors Comments

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

Attachments:

Recommendation: None.

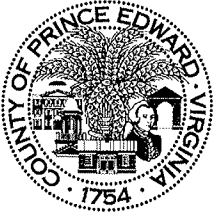
Motion _____
Second _____

Booth _____
Cooper-Jones _____
Emert _____

Gilliam _____
Jones _____
Pride _____

Townsend _____
Wilck _____

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

Meeting Date: April 14, 2020
Item No.: 8-a
Department: Treasurer
Staff Contact: Donna Nunnally
Issue: Treasurer's Report

Summary: The Treasurer's Report is attached.

Attachments: February 2020 Treasurer's Report

Recommendation: Approval

Motion _____
Second _____

Booth _____
Cooper-Jones _____
Emert _____

Gilliam _____
Jones _____
Pride _____

Townsend _____
Wilck _____

Prince Edward Board of Supervisors Treasurer's Report - February 2020

Name of Bank	Bank Balance			Available Balance
Benchmark Pooled Fund Account	\$ 13,812,403.64			\$ 13,812,403.64
Benchmark Social Services	\$ 265,019.06			\$ 265,019.06
Benchmark School Fund	\$ 552,137.46			\$ 552,137.46
Benchmark Food Service	\$ 373,279.09			\$ 373,279.09
TOTAL				\$ 15,002,839.25
Certificate of Deposits				
Benchmark				\$ 609,724.91
Farmers Bank				\$ 214,591.74
TOTAL				\$ 824,316.65
GRAND TOTAL				\$ 15,827,155.90

Prince Edward Board of Supervisors Treasurer's Report - February 2019

Name of Bank	Bank Balance			Available Balance
Benchmark Pooled Fund Account	\$ 15,840,793.23			\$ 15,840,793.23
Wells Fargo Social Services	\$ 359,780.33			\$ 359,780.33
Benchmark School Fund	\$ 1,725,094.72			\$ 1,725,094.72
Benchmark Food Service	\$ 165,634.38			\$ 165,634.38
TOTAL				\$ 18,091,302.66
Certificate of Deposits				
Benchmark				\$ 609,724.91
Farmers Bank				\$ 211,676.94
TOTAL				\$ 821,401.85
GRAND TOTAL				\$ 18,912,704.51

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Meeting Date: April 14, 2020
Item No.: 8-b
Department: County Administration
Staff Contact: Karin Everhart
Issue: Approval of Minutes

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

Attachments: March 10, 2020 @ 5:30 p.m. Draft Meeting Minutes
March 10, 2020 @ 7:00 p.m. Draft Meeting Minutes
March 18, 2020 @ 7:00 p.m. Draft Meeting Minutes (tele-meeting)
March 24, 2020 @ 7:00 p.m. Draft Meeting Minutes (tele-meeting)
March 31, 2020 @ 5:30 p.m. Draft Meeting Minutes

Recommendation: Approval.

March 10, 2020

At the regular meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 10th day of March, 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; Terri Atkins Wilson, County Attorney; and Scott Frederick, P.E., VDOT Resident Engineer.

Chairman Townsend called the March meeting to order. Supervisor Pride offered the invocation and led the Pledge of Allegiance.

In Re: Conflict of Interest Disclosures

(None)

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.

Supervisor Emert stated the Prince Edward County Public School District Spelling Bee was held in January. Students ranging from fourth to seventh grade participated. The winners of the spelling bee were:

1st Place – Natasha Carricato, 4th grade

2nd Place – Oliver Euteneuer, 5th grade

3rd Place – Jalen Sargent, 7th grade

Supervisor Emert then said the 1A/2A Regional Track meet was held in February at the Arthur Ashe Center in Richmond.

- In a field of 15 teams, the Prince Edward County Girls Track Team finished as regional runners-up to Bruton High School.
- The Prince Edward County Boys track team placed third overall behind Bruton and John Marshall.

Supervisor Emert then reported that in February, the Prince Edward County Girls and Boys Track Teams also participated in the State Competition at Roanoke College.

- The girls indoor track team won the 1A-2A state indoor meet with a score of 74 points.
- The boys indoor track team placed third with 33 points.
- The members of the Prince Edward Girls Teams are: Makayla Morris, Haniyyah Johnson, Sye Woodard, Naomi Jones, Shania Jennings, Keira Walker and Laila Jones.
- The members of the Prince Edward Boys Team are: Jarvin Perkins, Reshaud Brown, Abdul Johnson, Hayat Khan, Tim Slater, Tivonte Robinson, Deontray Woodson, Nathan Hamilton, Daylan Craft, and Thomas Walker.

Supervisor Emert said that in November, Prince Edward County High School Senior Hannah Roldan auditioned for and was awarded a spot in the Macy's Great American Marching Band, which performs in the Macy's Thanksgiving Day Parade. Hannah was one of only 25 alto saxophonists in the roughly 200-member ensemble which comprised students from nearly every state in the nation. Students had less than a week to learn extensive marching drill and music before marching the two-mile route through New York City and performing in front of 50 million viewers nationwide.

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.

Frank Lacey, Meals on Wheels, expressed his appreciation for the past support from the Board of Supervisors. He reported there are about 60 people on the list for daily meals through the program and gave a case example. He said the service not only delivers meals, but also provides contact and socialization. Mr. Lacey then requested the Board provide support again this year; he said there are three part-time employees and over 50 volunteers delivering the meals along six different routes, five days a week. He then stated the

program receives no funding from federal or state government, relying on donations from churches, individuals, the Wine Festival fund raiser held by Meals on Wheels, and the County; the cost to the recipients is based on their income and currently only 25% of the people pay anything for the service.

Sam Campbell, Prospect District, stated his opposition to the transfer of \$1.9 million to the IDA. He first requested that Mr. Bartlett's contract not be renewed. He asked that the Board review the summary that Mr. Bartlett provided for the public hearing regarding the transfer to the IDA, saying the County has plenty of money to do this. He asked the Board to review the reasons he gave for the last tax increase. Mr. Campbell said the County can't do both. He requested time for a presentation during the April meeting.

Rodney D. Jones, Prospect District, stated his opposition to the transfer of \$1.9 million to the IDA due to the past deeds of the IDA. He asked what return on investment has the County received from the efforts of the IDA. He stated he couldn't find anything. Mr. Jones said to provide a blank check with no scope and no parameters after a tax increase last year, that have not been vetted and has not been available for the public to see, it would be an injustice.

Heather Forsht, Longwood University Social Services student, reported activities upcoming in April for the Child Abuse Prevention Month promotion. She said there will be a panel discussion on April 20, 2020 for Infant Sleep Safety and a Stewards of Children Training session on April 23, 2020. Following the panel discussion on Infant Sleep Safety, a community conversation with parents for any questions that they may have. The second event, Stewards of Children Training, will be held April 23, 2020 from 6:00 – 8:00 p.m. in the Farmville Train Station. Ms. Forsht thanked Supervisor Cooper-Jones for her support in these efforts. She said more events are being planned.

In Re: Board Comments

Supervisor Wilck, Supervisor Pride, Supervisor Gilliam thanked all for attending the meeting.

Chairman Townsend thanked the citizens for attending and stated he appreciates the support; he said citizens must stay abreast of what is going on in the government.

Supervisor Emert thanked all that came out and said that people need to keep up with what is going on.

Supervisor Cooper-Jones stated she respects the young people and is proud of their accomplishments; she thanked all for attending the meeting.

Supervisor Booth welcomed all for coming to the meeting.

In Re: Consent Agenda

Chairman Townsend stated an addition was made to the minutes held Tuesday, February 11, 2020 at 5:00 p.m.

On motion of Supervisor Wilck, seconded by Supervisor Cooper-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
------	--	-----------

the Board accepted the Treasurer's Report for January 2020; the minutes of the meetings held February 11, 2020 at 5:00 p.m. as amended; February 11, 2020 at 7:00 p.m.; and March 3, 2020; Accounts and Claims, Board Mileage Sheets; and Salaries.

Prince Edward Treasurer's Report - January 2020

Name of Bank	Bank Balance	Available Balance
Benchmark Pooled Fund Account	11,721,782.77	11,721,782.77
Wells Fargo Social Services	253,244.84	253,244.84
Benchmark School Fund	1,321,913.74	1,321,913.74
Benchmark Food Service	362,551.41	362,551.41
TOTAL		13,659,492.76
 Certificates of Deposit		
Benchmark		609,724.91
Farmers Bank		214,591.74
TOTAL		<u>824,316.65</u>
 GRAND TOTAL		 <u><u>14,483,809.41</u></u>

Accounts & Claims:

	<u>MISCELLANEOUS</u>	
Town of Farmville	Thoya post card sales	23.50

<u>BOARD OF SUPERVISORS</u>		
Farmville Newsmedia	Advertising	798.86
Odessa H. Pride	Mileage	12.95
US Cellular	Cellular service	265.00
<u>COUNTY ADMINISTRATOR</u>		
US Cellular	Cellular service	126.12
Diamond Springs Water, Inc.	Water & equipment rental	11.95
Dominion Wholesalers	Copiers	800.00
<u>LEGAL SERVICES</u>		
Terri Atkins Wilson	Legal services	950.00
<u>COMMISSIONER OF REVENUE</u>		
Treasurer of Virginia	Online service	71.10
Commissioner of Revenue Association	Dues	25.00
<u>ASSESSOR</u>		
Wampler-Eanes Appraisal	Reassessment	21,532.50
<u>TREASURER</u>		
Benchmark Community Bank	Payflow/Paypal	61.10
Treasurer of Virginia	Online service	71.10
Weldon Cooper Center	Registration	160.00
BMS Direct	RE bill postage	428.61
STEPS, Inc.	Shredding services	70.00
DMV	DMV Stop fees	2,050.00
<u>ELECTORAL BOARD AND OFFICIALS</u>		
Owen G. Dunn Co.	Ballots / wrap	2,473.33
Farmville Newsmedia	Advertising	122.90
<u>REGISTRAR</u>		
VRAV	Membership dues	250.00
Farmville Herald	Newspaper subscription	40.00
INTAB, LLC	I VOTED stickers	130.04
Key Office Supply	Paper	17.98
	Binders/labels/supps	120.30
Owen G. Dunn Co.	Ballot bin	138.28
		22.41
<u>CIRCUIT COURT</u>		
Key Office Supply	Bottled water	18.38
	File storage	58.00
		76.38
<u>GENERAL DISTRICT COURT</u>		
Diamond Springs Water, Inc.	Water & equipment rental	11.95
Key Office Supply	Calculators	216.85
	LLR84142	5.57
	Clips/packing tape	14.15
		236.57

<u>JUVENILE & DOMESTIC COURT</u>		
Diamond Springs Water, Inc.	Water & equipment rental	77.10
STEPS, Inc.	Shredding services	15.00

<u>CLERK OF THE CIRCUIT COURT</u>		
CenturyLink	Phone	49.94
VA Court Clerk's Association	Annual dues	470.00
Jurors	Jurors	394.79
Diamond Springs Water, Inc.	Water & equipment rental	53.75

<u>LAW LIBRARY</u>		
Relx, Inc. DBA LexisNexis	Subscription	366.00

<u>COMMONWEALTH'S ATTORNEY</u>		
Purchase Power	Postage	520.99
Key Office Supply	Copy paper	149.85
	Post its / mse / keyboard	147.54
Matthew Bender & Company, Inc.	VA Model jury instru	523.61
	Bryson VA Civil Proc	213.10
		736.71

<u>VICTIM WITNESS ASSISTANCE PROGRAM</u>		
U.S. Postal Service	Box rent	64.00

<u>SHERIFF</u>		
Medtox Diagnostics, Inc.	Drug testing	50.00
Commtronics of Virginia	Reprogram radios	1,231.21
East End Motor Company, Inc.	Auto repair	387.52
	Brake installation	1,888.32
	Wrecker service	250.00
		2,525.84
Express Care	Oil changes	951.83
Kenbridge Tire	Calibrations	400.00
Rundstrom Auto, LLC	State inspection	22.00
	Water pump	617.20
		639.20
Key Office Supply	Chair	279.00
	Copy paper	174.75
	Staplers / clips	107.47
	Calendars	28.55
	Resume paper	15.99
	Legal pads	17.78
		623.54
Verizon Connect NWF, Inc.	GPS service	454.80
	GPS service contract	454.80
		909.60
Verizon Wireless	Service	600.37
	Accreditation phones	81.95
		682.32
Zuercher Technologies	Maintenance contract	15,683.00
Farmville Newsmedia	Advertising	599.14
Business Card	Postage	227.60
	Meals	35.87
	Office supplies	43.58
	Fuel	28.00
		335.05
Farmville Printing	Stamped envelopes	896.00
	Letterhead	180.68
		1,076.68

Kinex Networking Solution	Remote backup		19.95
CenturyLink	Phone	10.36	
	Sheriff's VCIN	7.97	18.33
US Cellular	Cellular service		720.77
Diamond Springs Water, Inc.	Water & equipment rental		65.65
Walmart Community / SYNCB	Wire ties	39.96	
	Cups / coffee / etc.	57.06	
	Batteries	14.57	
	Cream / plates	15.32	126.91
Creative Product Source	Magnets		269.01
Perfect Imprinted Products	Whistles		741.16
B&G Auto, Inc.	Battery		181.84
Galls, LLC	Mag light	122.00	
	Security scanner	384.92	
	Mirror	94.25	
	Insignias	36.35	
	Belt and glove pouch	116.44	753.96
NAPA of Farmville	Wiper blades		41.97
Wohlford's Radar	Tuning fork radar		216.00
DMV	Special ID		10.00
Lowe's Business Acct/SYNCB	Totes/ties		89.33
Town Police Supply	Holster		44.00
Sirchie Finger Print Labs	Test kits		86.47
American Uniform Sales	Shirts		592.62
BKT Uniforms	Pants		83.97
Jannear Jefferson	Sew on hashmarks		28.00

FARMVILLE VOLUNTEER FIRE DEPARTMENT

Eastern Fire Equipment Ser	Hygiene kit PVC		117.85
Key Office Supply	Copy paper		34.95
NAFECO, Inc.	Ansul foam	854.50	
	Pants	38.50	893.00

RICE VOLUNTEER FIRE DEPARTMENT

Bug Busters Pest Control	Pest control		45.00
County Waste	Trash collection		106.34
East End Motor Company, Inc.	Tires		1,633.51
Elecom, Inc.	Minitor pagers		1,323.00
Industrial Repair, Inc.	Repair		628.05
CenturyLink	RVFD phone		195.08
Southern States - Amelia	Tank fill		465.37
Dominion Energy Virginia	Electric		441.58
Witmer Public Safety Group	Uniforms & equipment	1,076.99	
	Patches	250.00	1,326.99

DARLINGTON HEIGHTS VOLUNTEER FIRE DEPARTMENT

Cyrus Pest Control Co.	Pest control		45.00
Darlington Heights Vol. Fire Department	Internet		197.45
East End Motor Company, Inc.	Inspection / oil change		448.67
Ellington Energy Service	Propane	723.69	
	Diesel	491.01	

	Gas	316.84	1,531.54
Pairet's, Inc.	Plaque engraving		175.00
Southside Electric Cooperative	DHVFD electric		220.16

MEHERRIN VOLUNTEER FIRE DEPARTMENT

Fire & Safety Equipment Company	Safety equipment		688.00
Parker Oil Co., Inc.	Diesel	484.41	
	Propane	561.41	1,045.82
Verizon	MVFD phone		200.79
Vest's Sales & Service, Inc.	Grill for siren		354.98
Dominion Energy Virginia	MVFD electric		421.06

EMERGENCY SERVICES

Timmons Group	Address X reference		140.00
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REGIONAL JAIL & DETENTION

Piedmont Regional Jail	Jail Rev bond		41,449.34
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BUILDING OFFICIAL

US Cellular	Cellular service		32.03
JMBCOA	Association dues		25.00

ANIMAL CONTROL

Ridge Animal Hospital	Vet services		395.82
Dodson Brothers Exterminating	Pest control		50.00
Adam Mumma	Keys / locks / maintenance supplies		56.61
East End Motor Company, Inc.	Oil change & service		99.75
Dominion Energy Virginia	Animal shelter		571.72
CenturyLink	Phone		137.72
US Cellular	Cellular service		76.05

MEDICAL EXAMINER

Treasurer of Virginia	Coroner		100.00
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SANDY RIVER RESERVOIR

Hurt & Proffitt, Inc.	Pmp / Splwy Cap analysis		3,600.00
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GENERAL PROPERTIES

Dodson Brothers Exterminating	Pest control		237.00
NAPA of Farmville	V-Belt / grease		11.98
Price Supply Company, Inc.	Bubbler kit	57.36	
	Fuel filter	22.99	80.35
Southside Electric Cooperative	Electric		30.12
Dominion Energy Virginia	Roy Clark monument	8.89	
	SCOPE building	170.16	
	Courthouse	9,847.06	
	STEPS Headquarters	672.81	
	Sheriff shed	20.79	
	Worsham clock	12.39	
	Lights at Rice	123.71	
	Ag building	1,624.96	

	Shop	38.51	12,519.28
Ellington Energy Service	Heating oil		6,540.00
Parker Oil Company, Inc.	Credit		-54.86
Town of Farmville	Water & sewer		272.02
AT&T	Shop phone		45.80
Commworld	Telecom repair		652.50
CenturyLink	Phone		165.10
US Cellular	Cellular service		106.10
O. O. Stiff, Inc.	Monthly service		100.00
Diamond Paper Company	TP / paper towels	218.64	
	Trash bags / towels / soap	998.19	1,216.83
Unifirst Corporation	Cleaning rentals		71.24
Diamond Springs Water, Inc.	Water & equipment rental		8.95
Fisher Auto Parts, Inc.	Floor dry		19.96

CANNERY

Virginia Food Works	Commercial contract		2,916.67
Southside Electric Cooperative	Electric		368.24
Parker Oil Company, Inc.	Heating oil		659.95
CenturyLink	Phone		280.44

COMPREHENSIVE SERVICES ACT

Acewall Scholars	Professional services		1,100.00
Bear Creek Academy	Professional services		3,610.00
Building Blocks to Success	Professional services		120.00
Centra Health	Professional services		15,301.00
Chestnut Hill Mental Health	Professional services		8,597.00
Faison School for Autism	Professional services		7,127.00
Family Preservation Service	Professional services		780.00
Fulcrum Counselors, LLC	Professional services		2,625.00
Hallmark Youthcare - Richmond	Professional services		18,946.50
Harbor Point Behavioral	Professional services		2,660.00
Intercept Youth Services	Professional services		5,633.94
Spencer Douglas	Professional services		71.47

PLANNING

Donald B. Gilliam	Commission meeting	100.00	
	Mileage	23.00	123.00
Preston Hunt	Commission meeting	100.00	
	Mileage	23.00	123.00
Timothy Mark Jenkins	Commission meeting	100.00	
	Mileage	12.65	112.65
Robert M. Jones	Commission meeting	100.00	
	Mileage	5.75	105.80
Clifford Jack Leatherwood	Commission meeting		100.00
Whitfield Paige	Commission meeting	100.00	
	Mileage	9.20	109.20
John W. Peery, Jr.	Commission meeting	100.00	
	Mileage	1.73	101.74
John C. Prengaman	Commission meeting	100.00	
	Mileage	5.75	105.80

Teresa Sandlin	Commission meeting	100.00	
	Mileage	6.90	106.96
Brett Von Cannon Watson	Commission meeting		100.00
US Cellular	Cellular service		42.04
<u>ECONOMIC DEVELOPMENT</u>			
US Cellular	Cellular service		45.03
<u>TOURISM</u>			
Dominion Energy Virginia	Visitors center		251.35
Town of Farmville	Water & sewer		48.84
CenturyLink	Phone		336.89
Mecklenburg County	Annual dues		4,500.00
<u>COOPERATIVE EXTENSION OFFICE</u>			
Allison Crews	Conference reimbursement		195.00
CenturyLink	Phone		123.88
<u>GENERAL EXPENSE</u>			
Segra	Phone		2,448.84
Rochette's Florist	Flowers (Stokes)		165.00
<u>CAPITAL PROJECTS</u>			
Compro Computers	Computer equipment		13,347.18
C W Warthen	File relocation CCC		7,790.00
Commworld	Telecom repair		450.00
Crabtree, Rohrbaugh & Assoc.	CH Construction	1,745.31	
	STEPS Building renovation	31.20	
	DSS Construction	397.70	2,174.21
Hurt & Proffitt, Inc.	Materials testing		225.00
Phelps Locksmith Service	Rekey		306.00
Timmons Consulting Service	Construction consult		6,026.40
Wright Line, LLC	Install cabinets		1,485.00
Z3N Technologies	Equipment installation		1,373.69
Dominion Wholesalers	Copiers		400.00
Key Office Supply	Wall pockets / racks	223.63	
	Privacy screens	109.95	333.58
<u>DEBT SERVICE</u>			
Citizens & Farmers Bank	YMCA loan - interest		4,674.23
<u>FORFEITED DRUG ASSETS</u>			
Town of Farmville	Comm Atty to FPD		3,000.00
<u>EMS DISTRICT FUND</u>			
Prince Edward Vol. Rescue	Communication equipment		12,031.00
<u>WATER FUND</u>			
Town of Farmville	Water & sewer		21.10

	<u>SEWER FUND</u>	
Dominion Energy Virginia	Sewer pump	174.81
	<u>COLLECTIONS</u>	
ARC3 Gases	Gasket / seat / trch rpr	73.59
Farmville Wholesale Electric	Wire / boxes / stples	254.99
	Wire nuts	15.30
NAPA of Farmville	V-belt / grease	59.16
Republic Services #974	Trash collection	752.21
Emanuel Tire of Virginia	Tire recycling	923.20
STEPS, Inc.	Recycling	2,702.32
Southside Electric Cooperative	Electric	229.37
Dominion Energy Virginia	Rice collection center	66.32
	Trashmore Rd. site	121.13
	Green Bay	92.43
	Sclhse leachate pump	373.48
	Prospect dump site	106.24
	Scalehouse	155.20
	Landfill shelter	74.69
CenturyLink	Phone	243.72
	Phone - Worsham	47.60
US Cellular	Cellular service	32.02
Verizon	Phone	141.55
O. O. Stiff, Inc.	Monthly service	702.50
Ellington Energy Service	Fuel	291.01
East End Motor Company, Inc.	Service call	180.00
	Tires	1,336.76
Excel Truck Group	Credit memo	-778.12
	Credit memo / FC1912A	10.11
	Injector / pump / gasket	3,488.84
	Gaskets	24.20
	Gasket / heads	3,601.86
	Kit / stud / gasket / ring	730.58
Watts Industrial Equipment	Mack truck repair	7,077.47
		563.25
	<u>LANDFILL OPERATIONS</u>	
Resource International	Landfill monitoring	6,163.00
	Project management expense	2,541.85
	SWP PJT Compliance mgmt.	1,550.00
Red Wing Business Advantage	Safety boots / oil	10,254.85
Diamond Springs Water, Inc.	Water & equipment rental	415.46
Llewellyn Metal Works, Inc.	Sweeper parts & repair	16.20
NAPA of Farmville	Batteries	342.40
CenturyLink	Phone	273.98
US Cellular	Cellular service	113.99
Ellington Energy Service	Heating oil	45.03
ARC3 Gases	Cylinder lease	6,570.00
	Gloves	28.83
	Tank lease	86.40
Cavalier Hose & Fittings	Trans oil	72.00
East End Motor Company, Inc.	Gaskets / rpr fuel sys	187.23
		315.48
		5,094.98

<u>RETIREMENT BENEFIT FUND</u>		
Vicki K. Johns	Retiree benefit	1,187.00
<u>PIEDMONT COURT SERVICES</u>		
Southern Copier Sales & Service	Maintenance contract	300.00
Dominion Energy Virginia	Electric	270.87
CenturyLink	Fax line	78.65
Segra	Phone	306.14
CNA Surety	Surety bonds	212.63
Zachary Ayoub	Mileage / subscriptions	158.27
Meri Dalton	Mileage	100.02
Amanda Doss	Mileage	207.00
Alexis Edmonds	Mileage	113.85
Matt Vitale	Mileage	238.00
Southside Messenger	Subscription	51.00
<u>PCS SUPERVISION FEES EXPENDITURES</u>		
Farmville Newsmedia	Advertising	325.00
Southside Messenger	Advertising	36.00
SRP Corporation, LLC	Rent	2,750.00
<u>PCS DRUG TESTING FEES</u>		
Alere Toxicology Service, Inc.	Drug testing fees	20.06

In Re: Properties Committee Report

Mr. Bob Timmons, Properties Committee Chair, provided a construction update to the Board of Supervisors. He said the work should be completed a week from Friday. He said the hand rails will be installed this week and then they will switch the entrance by the end of the month. He said this is six weeks ahead of schedule. Mr. Timmons stated that he will have the final budget at the next meeting.

Supervisor Pride thanked Mr. Timmons for excellent work; Chairman Townsend and Supervisor Cooper-Jones concurred.

Chairman Townsend suggested holding an Open House. Mr. Timmons stated that once the transfer happens and security is set, people will not be able to walk through the building like before.

Mr. Timmons asked that since the County now owns two more properties and the responsibility for maintenance and upkeep, there may not be enough staff to take on that additional work and the Board should consider hiring another public works employee.

In Re: Highway Matters

Mr. Scott D. Frederick, P.E., VDOT Resident Engineer, stated VDOT continues with their normal activities; he said ditching and drain work is being done on Quail Crossing Road. Crews are running the boom axe on Route 460; pipes are being installed on Route 634 along with shoulder stone; potholes and edge work is being done throughout the County. Mr. Frederick said crews are machining dirt roads throughout the County and they are still clearing debris from the windstorm. He said they are also doing “utility locates” in preparation for the Rural Rustic project on Dempsey Road.

Mr. Frederick said the first major Smart Scale Project, the Route 460/Route 307 Interchange, will make changes to that intersection area to make it a free-flow movement and there will no longer be a stop there. He said the project will take several months to complete once work begins; the plan is to begin in early April.

Mr. Frederick said the Board’s plan to follow through with projects that began last year on the Six-Year Plan, and to add mileage to the same roads makes a lot of sense. He said he appreciates the Board agreement to follow suit with Charlotte County and use the Safety Funds to extend the corridor and extend the work on Abilene Road; he said a public hearing will need to be held on the Six-Year Plan.

Supervisor Wilck questioned the project at the Third Street Ramp. Mr. Frederick said that is a Smart Scale Project and progress is being made to provide the additional ramps where Third Street and Route 460 connect on the east side. Mr. Frederick said qualification for the Smart Scale project takes in several factors, one being economic development. He said this project has formed a good case as it encompasses a three-mile radius; he is optimistic.

Chairman Townsend asked about the trash pick-up on Route 15, both northbound and southbound. Mr. Frederick said they try to pick up twice a year, and is done before mowing. Discussion followed.

Supervisor Emert said that on Peaks Road, just past the church on the east side, the ditch is clogged and drainage crosses the road.

Supervisor Jones requested an update on Route 630, Old Ridge Road. Mr. Frederick said that determination hasn’t been returned yet.

Chairman Townsend said he spoke with the County Administrator regarding the secondary road jail labor program; he said that several months ago, each Supervisor was asked to submit a list of prioritized roads. He asked the Board members to review their lists because debris is a serious issue in the County.

In Re: Public Hearing – Special Use Permit – Holocene Clean Energy

Chairman Townsend announced that this was the date and time scheduled for a public hearing prior to considering a request by Holocene Clean Energy for a Special Use Permit to construct and operate a solar generation facility located on properties identified as Tax Map 69-A-14 and 69-4-B in the vicinity of 1827 Piney Grove Road (SR606). Notice of this hearing was advertised according to law in the Wednesday, February 26, 2020 and Wednesday, March 4, 2020 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Bartlett stated the County received a request for a special use permit from Holocene Clean Energy to permit the construction and operation of a solar generation facility on Tax Map Parcels 69-4-B and 69-A-14 owned by Ana Sawyer and located in the vicinity of 1827 Piney Grove Road (SR606).

The public hearing notice was advertised in the August 2nd and 9th editions of The Farmville Herald. On August 20, 2019, the Planning Commission held a public hearing; two citizens spoke during the public hearing. Both asked questions but neither stated they were against the project. The Planning Commission voted to table the request and recommended the Board of Supervisors consider amending the Zoning Ordinance by creating a specific section concerning solar generation facilities which should contain regulations and controls on the siting, installation, operation and decommissioning of such facilities. The Board of Supervisors agreed with the recommendation and agreed to place a moratorium on approving any solar generation requests until such an amendment was approved. County Staff developed an amendment to the Zoning Ordinance dedicated to solar generation facilities.

After considerable discussion and review, the Planning Commission approved recommending such an amendment to the Zoning Ordinance at its meeting on January 21, 2020. The Planning Commission has not held a public hearing on the amendment as County Staff would like to make grammatical and other minor changes to make the proposed amendment easier to understand and eliminate duplication in the body of the amendment.

Holocene has been very patient and helpful during this process. They are fully aware of the requirements of the proposed zoning amendment. Holocene has amended their special use application to meet all of the proposed requirements contained in the proposed amendment to the Zoning Ordinance except for the section relating to the decommissioning security requirements. The proposed amendment requires

applicants to provide security for the entire decommissioning costs and does not allow the reduction of the amount of the security by any estimated future salvage value. Holocene proposes to reduce the decommissioning security requirement by an estimated future salvage value. County staff did not support that position as it would not provide any security to ensure removal and clean-up of the site after decommissioning. The Holocene representative mentioned this issue has been handled different ways in other localities. One way was for a solar generation operator to provide funding over the life of the project that is front loaded. These funds are provided to the locality and are not specifically tied to the decommissioning of the project but are based on the decommissioning costs. If the Board decides to use this approach, Mr. Bartlett recommended the money be placed in a separate fund and be placed in a liability account to be reserved for decommissioning expenses if needed. At the end of the project these funds would then be transferred to the General Fund and be available for use.

Mr. Bartlett said that after discussion during their meeting on February 18, 2020, the Planning Commission recommended approval of the request subject to following the requirements in the proposed zoning amendment but recommends Holocene be able to reduce the decommissioning security amount by the value of the salvage and not issue the Certificate of Occupancy until the security, if any, if required has been provided.

Chairman Townsend opened the public hearing.

Laura Merten, Holocene Clean Energy, stated Holocene submitted a Special Use Permit application for a 3MW solar project on Piney Grove Road. She said they have been working closely with the Planning Commission throughout this process of adopting the Solar ordinance. She said the presentation provided tonight is just “checking boxes” on the requirements in that ordinance. This 3MW project is the only planned project in Prince Edward County. She said they plan to lease 18 acres; 15 acres will be fenced. She said that at the public hearing, there was no opposition; there were a few telephone calls from people having questions.

Ms. Merten quickly reviewed the presentation materials, and stated the site plan has been adjusted to meet all requirements, including 75’ setbacks in the front and 50’ in the sides and rear, and with a 15’ vegetative buffer on all sides. She said the fence will be six feet tall with barbed wire. Ms. Merten reviewed the soil types on the project, their right to use the property, and the decommissioning.

Ms. Merten said they engaged a third-party professional engineer out of Chapel Hill to do a cost estimate for the decommissioning. She said the original cost estimate, prepared in September 2019, included

battery storage; battery storage is no longer in the project and will decrease the cost by approximately \$30,000 to \$127,000. She said the salvage value of the materials increased slightly because of the difference in battery storage. She said the Planning Commission recommended the salvage value of the materials would be considered as surety that the project will be decommissioned in addition to the project being obligated in its agreement with the landowner.

Ms. Merten said Holocene may offer a form of additional security with the funds freed up; that is outlined in the packet. She said this is called the Remediation Fund; she said that is \$128,000 freed up and allocated to the County, front-loaded, with annual payments to the County to continue through the life of the project. This would be a reserve fund for decommissioning or could be used by the County as the County desires.

Ms. Merten stated the presentation included maintenance and operation of the site; the Erosion and Sediment Control Plans and the Stormwater Management will be applied for after the Special Use Permit is approved. Ms. Merten said that letters were sent to adjacent landowners; there were no adverse reactions.

Supervisor Emert questioned the cost estimate. Ms. Merten said the cost estimate was from September 2019; she said they were asked to provide a conservative estimate. She said this estimate, under the ordinance and under the proposal, would be reassessed every five years to guarantee at the end of the life of the project, there will be sufficient revenue to decommission. She said this is truly the last line of security as the project is obligated legally to decommission the project. She said the County, under no circumstances should be, but the money would be available. Discussion followed.

Mr. Bartlett said if something is on someone's land and is abandoned, the landowner is then responsible for removing it.

Terri Atkins Wilson, County Attorney, said it is dependent upon how the lease is written. She said conditions can be put into an agreement. Discussion followed.

Davis Plunkett, Holocene Energy Development Project Manager, said if the project is abandoned onsite, it becomes the landowner's property and will use the equipment onsite to pay for someone to take it apart and take it away as salvage value. He said what is being shown is a snapshot which shows historical value for the major equipment components; the remediation fund is backup. He said if the market would collapse for several of these commodities, there is additional protection for the County in the form of the proposed remediation fund. Mr. Plunkett said the company is willing to provide more frequent cost updates,

or increase the front-load of the remediation fund. Mr. Plunkett said the project as installed is quite valuable. He said the scrap value at the end of the project would be lesser; he said someone could use parts for a different facility.

Mr. Bartlett said the power will be fed into the Southside substation. Ms. Merten said the energy produced will be used locally. Discussion followed.

Supervisor Jones suggested making the project more front-loaded to add more to help offset the costs. Discussion followed.

Supervisor Gilliam questioned rebuilding the site vs. decommissioning at the end of the project. Mr. Plunkett said it is called re-powering a site; he said the life of the project is 35 years.

Mr. Bartlett said that Holocene has agreed to all other conditions. Mr. Plunkett said they are looking to comply and find a solution that would be a higher-level protection and favorable to the County for the remediation fund. He said the remediation fund is available to the County as a replacement for that surety to the County and can be offered in addition to the surety. He said that typically, a bond or letter of credit has fees associated with it. Discussion followed.

Supervisor Jones said the project could be front-loaded with \$8,000 a year for the first 10 years, then \$2,500 each year after that. Ms. Merten said the final figures can be put into the conditions.

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

Mr. Bartlett said the list of conditions are in the proposed amendment; discussion followed.

Supervisor Jones made a motion, seconded by Supervisor Wilck, to approve the Special Use Permit application to permit the construction and operation of a solar generation facility, on Tax Map Parcels 69-4-B and 69-A-14 with the “Holocene Conditions” set forth and the following additional conditions:

- Conditions, site development plans and Landscaping & Screening Plan and all proffers contained in the Holocene Clean Energy presentation/power point dated February 18, 2020
- Approved Erosion & Sediment Control Plan
- Approved Stormwater Management Plan
- Tie the Certificate of Occupancy to the requirement of the bond
- To allow Holocene to reduce the removal costs by the value of the salvage
- Front-load the payment of the remediation funds with \$8,000 per year for the first ten (10) years, then \$2,500 each year for 25 years for a total of \$142,500

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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Holocene Conditions

– Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Applicant. The person or entity who submits an application to the county for a zoning permit or special use permit, as the case may be, to site, develop, construct, install, and operate an alternative generation facility under this article.

Facility owner. The person or entity that owns all or a portion of the alternative energy facility, whether or not it owns the site on which the facility is located.

Integrated PV. Photovoltaics incorporated into building materials, such as shingles.

Large scale energy facility. An alternative energy facility that has a maximum power of not more than 999 kW. Large energy systems are generally used to reduce onsite consumption of utility power for commercial and industrial applications.

Operator. The person or entity responsible for the overall operation and management of the solar energy facility, if different than the facility owner.

Photovoltaic or PV. Materials and devices that absorb sunlight and convert it directly into electricity.

Previously disturbed. Any area of a site that has undergone mechanical land-forming, construction, or demolition activities within the past 50 years.

Project area. The area within a site used for the construction and operation of the energy facility.

Rated capacity. The maximum capacity of a solar energy facility based on the sum total of each photovoltaic system's nameplate capacity or wind generation turbine.

Residential scale energy facility. A facility that (1) utilizes generation equipment that is mounted on or over a building, grassy area or other previously disturbed area, and (2) has a rated capacity of 10kw or less.

Site. The property containing an energy facility.

Site owner. The person or entity that owns all or a portion of the site, if different than the facility owner.

Utility scale energy facility. An energy facility which has a rated capacity of one megawatt (1 MW) or greater. Utility Scale Energy Systems are generally used to provide electricity to a utility provider.

The applicant shall submit a project narrative and site plan that comply with subsections (a) and (b) in Section 53-157. The fencing requirement and the height restriction in Section 53-158 shall apply to all ground-mounted residential and small-scale energy facilities.

Sec. 53-157 – Applications and procedures for this energy facility.

In addition to materials required for a special use permit application, this application shall, unless otherwise provided herein, include the following information:

- a) *Project narrative.* A narrative identifying the applicant, facility owner, site owner, and operator, if known at the time of the application, and describing the proposed energy facility, including an overview of the project and its location; the size of the site and the project area; the current use of the site; the estimated time for construction and proposed date for commencement of operations; the planned maximum-rated capacity of the facility; the approximate number, representative types and expected footprint of the equipment to be constructed, including without limitation photovoltaic panels; towers for wind powered generation equipment; any ancillary facilities, if applicable; and how and where the electricity generated at the facility will be transmitted, including the location of the proposed electric grid interconnection.
- b) *Site plan.* The site plan shall include the following information:
 - 1) Property lines, minimum required setback lines under this article, and any proposed setback lines that exceed the minimum requirements.
 - 2) Existing and proposed buildings and structures, including preliminary location(s) of the proposed equipment.
 - 3) Existing and proposed access roads, permanent entrances, temporary construction entrances, drives, turnout locations, and parking, including written confirmation from the Virginia Department of Transportation (“VDOT”) that all entrances satisfy applicable VDOT requirements; provided, however, these requirements shall not exceed VDOT requirements for other types of projects in the underlying zoning district.
 - 4) Proposed locations and maximum heights of substations, electrical cabling from the generation systems to the substations, panels, ancillary equipment and facilities, buildings, and structures (including those within any applicable setbacks).
 - 5) Fencing as required under this article and other methods of ensuring public safety.
 - 6) Areas where the vegetative buffering required in this article will be installed and maintained and areas where pollinator-friendly and wildlife-friendly native plants, shrubs, trees, grasses, forbs, and wildflowers required in this article will be installed and maintained.
 - 7) Existing wetlands, woodlands and areas containing substantial woods or vegetation.
 - 8) Identification of recently cultivated lands and predominant soil types (based on publicly available data) of those lands.
 - 9) Additional information may be required, as determined by the zoning administrator, such as a scaled elevation view and other supporting drawings, photographs of the proposed site, photo or other realistic simulations or modeling of the proposed energy project from potentially sensitive locations as deemed necessary by the zoning administrator to assess the visual impact of the project, aerial image or map of the site, and additional information that may be necessary for a technical review of the proposal. The planning commission or board of supervisors may require other relevant information deemed to be necessary to evaluate the application.

- c) *Documentation of right to use property for the proposed facility.* Documentation shall include proof of control over the proposed site or possession of the right to use the proposed site in the manner requested. The applicant may redact sensitive financial or confidential information.
- d) *Decommissioning plan; security.*
 - 1) The applicant shall provide a detailed decommissioning plan that provides procedures and requirements for removal of all parts of the energy generation facility and its various structures at the end of the useful life of the facility or if it is deemed abandoned pursuant to Section 53-160. The plan shall include the anticipated life of the facility, the estimated overall cost of decommissioning the facility in current dollars, the methodology for determining such estimate, and the manner in which the project will be decommissioned. The decommissioning plan and the estimated decommissioning cost will be updated upon the request of the zoning administrator, provided the update shall be no more frequently than once every five years and no less frequently than once every ten years.
 - 2) Prior to operation, the applicant must provide security in the amount of the estimated cost of the decommissioning. Options for security include a cash escrow, a performance surety bond, a certified check, an irrevocable letter of credit, or other security acceptable to the county in an amount equal to the estimated decommissioning cost developed and updated in accordance with the decommissioning plan acceptable to the county. The security must remain valid until the decommissioning obligations have been met. The security may be adjusted up or down by the county if the estimated cost of decommissioning the facility changes. The security must be renewed or replaced if necessary, to account for any changes in the total estimated overall decommissioning cost in accordance with the periodic updated estimates required by the decommissioning plan. Obtaining and maintaining the requisite security will be a mandatory condition of the special use permit. The security shall be in favor of the county and shall be obtained and delivered to the county before any construction commences.
 - 3) The decommissioning plan, cost estimates, and all updates of those plans and estimates shall be sealed by a professional engineer.
- e) *Liability insurance.* The applicant shall propose a reasonable amount of liability insurance that the applicant deems adequate to cover operations at the large and utility scale energy facility prior to the issuance of a building permit. Obtaining and maintaining the requisite liability insurance will be a mandatory condition of the special use permit.
- f) *Landscaping and screening plan.* The applicant must submit a landscaping and screening plan that addresses the vegetative buffering required in this article, including the use of existing and newly installed vegetation to screen the facility. The plan also must address the use of pollinator-friendly and wildlife-friendly native plants, shrubs, trees, grasses, forbs and wildflowers in the project area and in the setbacks and vegetative buffering as required in this article.
- g) *Erosion and sediment control plan.* An erosion and sediment control plan must be approved prior to any land disturbing activity.
- h) *Stormwater management plan.* A stormwater management plan must be approved by prior to any land disturbing activity exceeding one acre.
- i) *Virginia Cultural Resource Information System report.* A report by the Virginia Department of Historic Resources Virginia Cultural Resource Information System must be submitted to identify historical, architectural, archeological, or other cultural resources on or near the proposed facility.
- j) *Additional information.* If deemed relevant to the consideration of a special use permit application or the conditions to be included in any special use permit, the zoning

administrator, planning commission or board of supervisors may require the applicant to submit any of the following information, either as part of the special use permit application or as a condition of any special use permit:

- 1) As a condition of the special use permit, the applicant will be required to submit a construction plan, including a proposed construction schedule and hours of operation, before obtaining a building permit.
 - 2) The identification and location of any existing large or utility scale energy facilities and any known proposed large or utility scale energy facilities within a five-mile radius of the proposed site.
 - 3) A report of impact on adjacent property values prepared by a qualified third-party, such as a licensed real estate appraiser.
 - 4) An economic impact analysis prepared by a qualified third-party that reports any expected change in the value of the subject property, expected employment during the construction of the facility, any expected impact on the county's tax revenues, the estimated costs to the county associated with the facility in the form of additional services, and the information on any our economic benefits or burdens from the facility that may be requested by the zoning administrator.
 - 5) A copy of the cultural resources review conducted in conjunction with the state department of historic resources for the permit by rule process shall be submitted by the applicant prior to the issuance of a building permit. This report shall be in addition to the report required in subsection (j)(1) and shall further identify historical, architectural, archeological, or other cultural resources on or near the proposed facility.
 - 6) A report on the potential impacts on wildlife and wildlife habitats at the site and within a two-mile radius of the proposed facility using information provided by the state department of game and inland fisheries or a report prepared by a qualified third-party.
 - 7) A report on potential impacts on pollinators and pollinator habitats at the site, including but not necessarily limited to the submission of a completed site pollinator habitat assessment form as required by the zoning administrator.
 - 8) A glint and glare study that demonstrates either that the panels will be sited, designed, and installed to eliminate glint and glare effects on roadway users, nearby residences, commercial areas, and other sensitive viewing locations, or that the applicant will use all reasonably available mitigation techniques to reduce glint and glare to the lowest achievable levels. The study will assess and quantify potential glint and glare effects and address the potential health, safety, and visual impacts associated with glint and glare. Any such assessment must be conducted by qualified individuals using appropriate and commonly accepted software and procedures.
- k) *Review fees.* The county may retain qualified third-parties to review portions of a permit application that are outside the county's areas of expertise and do not have adequate state and federal review. Any out-of-pocket costs incurred by the county for such review by qualified third-parties shall be paid by applicant. The third-party reviewers and their estimated costs will be submitted to applicant for approval before the costs incurred. The county may, in the alternative, accept such review by qualified third-parties selected, retained and paid by the applicant.
- l) *Post-application documentation and approvals.* All documentation required to be submitted to and approvals required from the county after the issuance of the permit shall, unless otherwise stated in the conditions attached to the special use permit, be submitted or obtained no later than the date of any application for a building permit for the facility. The failure or refusal to submit required documentation or obtain required approvals following the issuance of a special use permit shall result in the suspension of the special use permit and the denial of the building permit.

Sec. 53-158 – Location, appearance, and operational requirements.

The following requirements apply to this project:

- a) *Visual impacts.* The applicant shall demonstrate through project siting and proposed mitigation, if necessary, that the project minimizes impacts on viewsheds, including from residential areas and areas of scenic, historical, cultural, archaeological, and recreational significance. The facility shall utilize only panels that employ anti-glare technology, anti-reflective coatings, and other available mitigation techniques, all that meet or exceed industry standards, to reduce glint and glare. The applicant shall provide written certification from a qualified expert acceptable to the county that the facility's panels incorporate and utilize anti-glare technology and anti-reflective coatings and reduce glint and glare to levels that meet or exceed industry standards.
- b) *Signage.* All signage on the site shall comply with the county sign ordinance, as adopted and from time to time amended. Appropriate warning signage and a 911 address sign shall be posted in a clearly visible manner. Warning signage must identify the owner and include a 24-hour emergency contact phone number.
- c) *Noise.* Noise levels from the facility at the property line shall not exceed 50 db.
- d) *Setbacks.* The project area shall be set back a distance of at least 75 feet from all public rights-of-way and main buildings on adjoining parcels, and a distance of at least 50 feet from adjacent property lines. Exceptions may be made for adjoining parcels that are owned by the applicant. Increased setbacks up to 100 feet and additional buffering may be included in the conditions for a particular permit. Energy facilities also shall meet all setback requirements for primary structures for the zoning district in which the facility is located in addition to the requirements set forth above. Access, erosion and stormwater structures, and interconnection to the electrical grid may be made through setback areas provided that such are generally perpendicular to the property line.
- e) *Fencing.* The project area shall be enclosed by security fencing not less than six feet in height and equipped with an appropriate anti-climbing device such as strands of barbed wire on top of the fence. The height and/or location of the fence may be altered in the conditions for a particular permit. Fencing must be installed on the interior of the vegetative buffer required in this section so that it is screened from the ground level view of adjacent property owners. The fencing shall be maintained at all time while the facility is in operation.
- f) *Vegetative buffer.* A vegetative buffer sufficient to mitigate the visual impact of the facility is required. The buffer shall consist of a landscaped strip at least 15 feet wide, shall be located within the setbacks required under subsection (d), and shall run around the entire perimeter of the property. The buffer shall consist of existing vegetation and, if deemed necessary for the issuance of a special use permit, an installed landscaped strip consisting of multiple rows of staggered trees and other vegetation. This buffer should be made up of plant materials at least three feet tall at the time of planting and that are reasonably expected to grow to a minimum height of eight feet within three years. The planning commission or board of supervisors may require increased setbacks and additional or taller vegetative buffering in situations where the height of structures or the topography affects the visual impact of the facility. Noninvasive plant species and pollinator-friendly and wildlife-friendly native plants, shrubs, trees, grasses, forbs and wildflowers must be used in the vegetative buffer. Fencing must be installed on the interior of the buffer. A recommendation that the screening and/or buffer creation requirement be waived or altered may be made by the planning commission when the applicant proposes to use existing wetlands or woodlands, as long as the wetlands or woodlands are permanently protected for use as a buffer. Existing trees and vegetation may be maintained within such buffer areas except where dead, diseased or as necessary for development or to promote healthy growth, and such trees and vegetation may supplement or satisfy landscaping requirements as applicable. If existing trees and vegetation are disturbed, new plantings shall be provided for the buffer. The buffer shall be maintained for the life of the facility.

- g) *Pollinator habitats.* The project area will be seeded with appropriate pollinator-friendly native plants, shrubs, trees, grasses, forbs and wildflowers. The project area will be seeded promptly following completion of construction in such a manner as to reduce invasive weed growth and sediment in the project area. The owners and operator also are required to install pollinator-friendly native plants, shrubs, trees, grasses, forbs and wildflowers in the setbacks and vegetative buffering.
- h) *Height.* Ground-mounted solar energy generation facilities shall not exceed a height of 20 feet, which shall be measured from the highest natural grade below each solar panel. This limit shall not apply to utility poles and the interconnection to the overhead electric utility grid. Roof mounted systems shall not exceed the maximum height requirements for the applicable zoning district by more than four feet.
- i) *Lighting.* Lighting shall be limited to the minimum reasonably necessary for security purposes and shall be designed to minimize off-site effects. Lighting on the site shall comply with any dark skies ordinance the board of supervisors may adopt or, from time to time, amend.
- j) *Utility Connection.* The generation system shall be installed until evidence has been provided to the County that the owner has been approved by the appropriate electrical provider to interconnect.
- k) *Repair of facility.* Solar panels and windmill equipment shall be repaired or replaced when in visible disrepair. Such repairs include the restoration of non-reflective finish per manufacturer specifications.
- l) *Entry and inspection.* The owners and/or operator will allow designated county officials access to the facility for inspection purposes, provided such inspectors will be subject to the owners' and/or operator's safety requirements and protocols while within the facility.

Sec. 53-160 – Unsafe or abandoned projects; decommissioning.

- a) If the energy facility has been determined to be unsafe by the County building official, the facility shall be required to be repaired by the facility owner, site owner, or operator to meet federal, state, and local safety standards, or to be removed by the owners or operator. The owners or operator must complete the repair or removal of the facility, as directed by the building official, within the time period allowed by the building official. If directed to do so by the building official, the owners or operator will remove the energy facility in compliance with the decommissioning plan established for the facility.
- b) If the energy generation facility is not operated for a continuous period of 12 months, the county may notify the facility owner by registered mail and provide 45 days for a response. In its response, the facility owner shall set forth reasons for the operational difficulty and provide a reasonable timetable for corrective action. If the county deems the timetable for corrective action unreasonable, it may notify the facility owner, and the facility owner shall ensure removal of the facility in compliance with the decommissioning plan established for the facility.
- c) At such time as the energy facility is scheduled to be abandoned or cease operation, the facility owner shall ensure the zoning administrator is notified in writing.
- d) Within 365 days of the date of abandonment or non-operation, whether as declared by the county under subsection (b) or as scheduled by the owners or operator under subsection (c), the facility owner shall ensure the physical removal of the energy facility in compliance with the decommissioning plan established for This facility. This period may be extended at the request of the owners upon approval of the board of supervisors.

- e) When the facility owner, site owner, operator or other responsible parties decommission an energy facility, he shall handle and dispose of the equipment and other facility components in conformance with federal, state and local requirements. All equipment both above and below ground must be removed as part of the decommissioning plan. This shall include but not be limited to above and below ground tanks, cables, fencing, debris, structures or equipment to include foundations and pads and the restoration of the land and related disturbed areas to a natural condition or other approved state.
- f) “Natural condition” shall mean the stabilization of soil to a depth of 3 feet and restoration of site vegetation and topography to pre-existing condition, provided that the exact method and final site restoration plan shall be subject to site plan review and approval giving, among other items, consideration to impact upon future site use, environmental and adjacent property impacts. The zoning administrator may approve a request by the landowner to allow internal paths, roads, travel ways, landscaping, pads or other items which will serve a future permitted site use to remain. Where applicable, if the zoning administrator determines the restoration plan significantly deviates from the description and conditions approved by the Board such plan shall require amendment of conditions through the zoning process.
- g) If the facility owner, site owner, or operator fails to remove or repair any unsafe abandoned or non-operating energy facility after written notice, the county may pursue legal action to have the facility removed at the expense of the facility owner, site owner or operator, each of whom shall be jointly and severally liable for the expense of removing or repairing the facility. The county may call upon the decommissioning security to remove the facility.

In Re: Public Hearing – FY20 Budget Amendment

Chairman Townsend announced that this was the date and time scheduled for a public hearing prior to considering an amendment to the General Fund in the amount of \$1,900,000.00 for a transfer to the Industrial Development Authority of Prince Edward County for economic development purposes. Notice of this hearing was advertised according to law in the Wednesday, February 26, 2020 and Wednesday, March 4, 2020 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Bartlett said the Prince Edward County Industrial Development Authority (IDA) is requesting the Board of Supervisors provide \$1,900,000 to the IDA. These funds would be used by the IDA to strengthen and expand the Economic Development efforts of the IDA.

Per Section 15.2-2507 of the *Code of Virginia*, any Locality may amend its budget during the fiscal year. However, if such an amendment exceeds the currently adopted expenditures by one percent or more, the locality must advertise the amendment at least seven days prior to the public hearing. The County’s currently approved FY20 budget for all funds totals \$65,893,084. The request equates to a 2.9% increase which requires a public hearing.

The County currently has \$20,407,088 in cash assets as of March 4, 2020. The County has about \$900,000 left to pay on the Construction contracts. Subtracting that amount and reducing it by our average cashflow needs from March through October, Mr. Bartlett said he estimates the County will have \$10,858,558 of cash on hand at the end of October. That is the month the County normally hits its lowest cash balance because the collection of real estate and personal property taxes begins in November.

Mr. Bartlett said he estimates the County will have close to \$11.2M at the end of October. The \$10.8 estimate is based on a five-year average. He said there is nothing average about this year; the revenue collection is the highest it has ever been, outpacing historical averages. He said that looking at the collections in February, revenue growth is still accelerating.

Mr. Bartlett said the County has the financial wherewithal to provide the IDA with the requested amount.

Chairman Townsend opened the public hearing.

Brad Watson, Industrial Development Authority, stated there is a lot to be said for not spending money and being good stewards of it; he said there is a time that things happen when you haven't budgeted for them and opportunities present themselves where you can better the future of every citizen of the county by investing in the county. He said he thinks it is time to do that; he said the IDA has been studying this issue for eight months and this is a very good use of funds and timing. He said until the time that this can be discussed publicly, the citizens have to trust that this group of people has the best interest of the County at heart. He said this will allow the community to grow in revenue and opportunities for its citizens.

Michele Schumacher, Lockett District, expressed her opposition to the transfer of \$1.9 million to the IDA. She said the IDA does not have a good track record with their real estate projects; she said that based upon what she read, the Closed Session requirement for the joint meeting with the IDA was a real estate matter and an economic development matter, she can only conclude that the money will be used for a real estate purchase. She said the County is once again being asked to finance a real estate purchase for a business or industry that cannot afford to do so on its own. She asked the Board to think about using taxpayer money to finance a project where the individual and/or business cannot afford to do so standing on its own. She reminded the Board of the Granite Falls project which cost millions in taxpayer dollars, the Poplar Hill project and Manor Golf Course, and the Sandy River Reservoir Water Treatment and Distribution project. She said she wants businesses that are viable and here to stand on its own for years to come.

Ms. Schumacher questioned why the County has to be a middleman and asked the Board and the IDA how much land is currently owned or was bought by the IDA for projects and the return on those investments. She then asked what is being done on Route 726. She said the IDA does not keep records and said the last IDA minutes published online were from 2016 and were only published when she raised questions about the Granite Falls hotel project. She said the IDA is not complying with the laws of the state; FOIA requires not only minutes but also meeting notices. She said that before transferring any more money from the County to the IDA, she urged the Board to exercise its fiduciary responsibility and do due diligence on the proposed project.

Sam Campbell, Prospect District, stated his opposition to the transfer of funds to the IDA. He said citizens were hit with a tax increase and there were many proposed projects with no benefit to the County. He requested the Board vote against the request.

Rodney Jones, Prospect District, stated Prince Edward County is a wonderful county. He said if a corporate entity views the website sees the IDA minutes range from 2007 to 2016, they will know that something clandestine is going on. He said just because money is there to spend does not mean it must be spent. He said economic development, job training and business incubators could be done to raise the County up. He questioned giving \$1.9 million to a board that says “trust me.” Mr. Jones asked why the taxpayers cannot know what that \$1.9 million represents. He said there are a lot of great things that could be done with that money that would show a very solid return on investment for the taxpayers of this county.

Gary Barton, Farmville, said he does not want a tax increase or raising the assessment of people’s properties, and stated that just because there’s a surplus doesn’t mean it must be spent. He said the Board is trying to improve the job situations, but the working or retired are trying to do the best with what they have. He said the economy has gotten better, but raising taxes falls on landowners and not everyone in the county. He said the County needs to be more conservative. He then said when Longwood expands, it takes money from the tax base because it’s a non-profit institution and the citizens are supporting Longwood with the taxes which are paid from the state and federal governments along with the real estate taxes to Longwood University. He said if it is a viable investment, let the company put its money into it.

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

Supervisor Jones stated the IDA approached the Board with the project and it is a sizeable amount of money; he said it is a shame the Board can’t divulge information on it right now but there are reasons for

that and the Board has to go on its own judgement; this could bring in tax revenue and create good jobs for the County.

Chairman Townsend said it has been four years since a tax increase on real estate, and local taxes do not support Longwood University. He said the IDA did research on this project, with extensive studies. He said if Prince Edward County is to grow, we will have to step out on reasonable risk. He said nothing is guaranteed but it is a reasonable risk for the County to take. He commended Kate Pickett and the IDA for their work.

Supervisor Cooper-Jones said she is concerned about the lack of IDA minutes posted on the web site since 2016. She said as stewards of the County's money, there should be records of what is being done. Mr. Watson said the minutes will be posted.

Supervisor Jones said that every time the County acquires land and negotiate with businesses, it is done through the IDA. He said the Industrial Park does have a few things out there; the Lowe's building is on land that sold for \$1.3 million and the County paid about \$250,000. He said Paris Ceramic, Tri-Boro, Social Security and VDOT are there. He said the IDA handled all these transactions. He agreed that the Granite Falls project didn't work out, but other projects worked well.

Supervisor Wilck said what the speakers commented on about the other projects, he agreed, but this is a different situation. He said the Board is not in a position to tell about it; this is an excellent investment and will have a lot to do with the growth of Prince Edward County from here on out.

Supervisor Jones made a motion, seconded by Chairman Townsend, to approve the request from the IDA and to increase the General Fund Budget by \$1,900,000 to be provided from the Fund Balance and appropriate the same funds; 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: Resolution – 50th Anniversary of The Woodland, Inc.

Mr. Bartlett stated the Woodland will be celebrating the 50th Anniversary of its founding later this month. David Whitus requested the Board consider adopting a resolution recognizing this important milestone in the company’s history.

Supervisor Emert made a motion, seconded by Supervisor Gilliam, to adopt the Resolution Commending The Woodland, Inc. on the Occasion of its 50th Anniversary; 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	

**A RESOLUTION OF THE BOARD OF SUPERVISORS
COMMENDING THE WOODLAND, INC.
ON THE OCCASION OF ITS 50TH ANNIVERSARY**

WHEREAS, The Woodland, Inc., located in Farmville, Virginia, was established on March 16, 1970 as Southside Community Nursing Home by residents of Prince Edward County and the Town of Farmville; and

WHEREAS, The Woodland, Inc. has a noteworthy record of service to generations of Virginia citizens, and over the years has diversified the levels of senior care it provides, to include: independent living communities, assisted living arrangements and full-time skilled nursing support and rehabilitation; and

WHEREAS, throughout the past five decades, The Woodland, Inc. has had a remarkable impact on our local community through its commitment to providing exemplary services and care; and

WHEREAS, The Woodland, Inc. has enhanced the quality of life for countless numbers of residents from the Farmville area, which has earned it the gratitude and respect of so many;

NOW THEREFORE BE IT RESOLVED, that the Board of Supervisors of the County of Prince Edward, Virginia, is proud to help The Woodland, Inc. celebrate this significant milestone; and

BE IT FURTHER RESOLVED, by the Board of Supervisors of the County of Prince Edward, Virginia, that a copy of this resolution be prepared for presentation to The Woodland, Inc., as an expression of our respect and to extend our congratulations and best wishes for a memorable celebration and many more years of continued success.

In Re: Proclamation – Child Abuse Prevention Month

Mr. Bartlett stated that at the February Board meeting, the Social Work class from Longwood University requested the Board consider adopting a proclamation to designate April 2020 as Child Abuse Prevention Month in Prince Edward County.

Supervisor Emert made a motion, seconded by Supervisor Jones, to adopt the Proclamation Recognizing April 2020 as Child Abuse Prevention Month; 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		

**Proclamation
Recognizing April 2020 as Child Abuse Prevention Month**

WHEREAS, regardless of who they are or the circumstances of their birth, every child has the right to safe, secure and supportive environments, free from abuse and neglect; and

WHEREAS, during Child Abuse Prevention Month, Virginians are reminded of the courage it takes to raise a child and that fundamental human rights mean living free from violence and abuse; and

WHEREAS, child abuse is considered to be one of our nation’s most serious public health problems, with scientific studies documenting the link between the abuse and neglect of children and a wide range of medical, emotional, psychological, and behavioral disorders; and

WHEREAS, child abuse can disrupt early brain development, and serious chronic stress can impair the development of nervous and immune systems; and

WHEREAS, keeping children safe from abuse means playing an active role in their lives, having check-ins, and teaching them the warning signs of abuse and how to protect themselves; and

WHEREAS, child abuse prevention creates a more compassionate society, one which places a high value on the welfare of children; and

WHEREAS, creating communities where families can access an array of support and resources to address the social, emotional and physical health of their children is the best way to combat child abuse; and

WHEREAS, there are approximately 3,500 sleep-related infant deaths in the United States each year, as reported by the Centers for Disease Control, and in 2009, there were 119 sleep-related infant deaths in Virginia alone; and

WHEREAS, studies have shown that many infant sleep deaths can be prevented with public health outreach and parent-education efforts; and

WHEREAS, Virginia remains committed to sustaining safe, nurturing, and supportive environments for families raising children; and

WHEREAS, effective child abuse prevention programs succeed because of partnerships between families, social services agencies, schools, faith communities, civic organizations, law enforcement agencies, and the business community; and

WHEREAS, displaying a pinwheel during the month of April will serve as a positive reminder that together we can prevent child abuse and neglect, and in doing so keep children safe;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of the County of Prince Edward, Virginia, does hereby recognize April 2020 as **CHILD ABUSE PREVENTION MONTH**, and calls this important observance to the attention of all our citizens.

In Re: Non-Emergency Medical Transport – Medic Pro of Virginia

Mr. Bartlett said the County has received a request from Mrs. Kashyn Martin to operate a non-emergency medical transportation service from her home, located at 1296 Carter Road. Prince Edward County's Zoning Ordinance defines this type of business as a Safety Services business and is classified as a Civic Use Type that is permitted by right in the A1 zoning district, in which her address is located. Thus, there is no requirement for a public hearing to be held.

The business will initially consist of two (2) ambulances which will be parked at 1296 Carter Road. Mr. Bartlett said he determined this use will comply with the County's regulations concerning the operation of a Home Occupation and has approved the application as allowed in the County's Zoning Ordinance. The impact of this business will be minimal. As the use is for non-emergency medical transport there will be no use of sirens or lights by the ambulances. Initially, there will be four (4) employees, besides Mrs. Martin. These employees will drive to Mrs. Martin's residence and park their vehicles behind the house. The house will not be altered from its current shape and size, there will be no sign placed in the yard designating the business, no hazardous or toxic material will be stored on site. The ambulances will be stored behind the house and it, together with the trees, will serve to block the view. Once deployed, the ambulances will not return to the residence until the end of the work day. Work days will be 6:00 a.m. – 6:00 p.m. Monday through Saturday. The number of increased trips from the residence is estimated to be a maximum of 12 per day.

Prior to opening her business, Mrs. Martin must obtain a license from the Commonwealth's Office of Emergency Medical Services (EMS). Per *12VAC5-31-420 of the Virginia Administrative Code* all applicants for an EMS agency license must obtain an ordinance or resolution from the local governing body. Additionally, any agency that wants to obtain an Office of EMS license must provide a written agreement with the local governing body that it will assist in mutual aid requests from the local government. Mr. Bartlett said he spoke with the Office of EMS about this requirement, as we would not want sirens, etc., to be activated on a routine basis. They started it would take a request by the County, and no other entity, for the entity to

run emergency medical transports. It is envisioned this would only be requested in extreme emergency situations. Mrs. Martin has agreed to enter into such an agreement with the County.

Mr. Bartlett said that as this is a BY RIGHT use that meets all County requirements for a home occupation, he recommended the County approve a resolution authorizing Medic Pro of Virginia to operate in the territorial boundaries of Prince Edward County.

Mr. Bartlett stated they will transport out of the ambulance as a service but also have a mutual aid agreement.

Chairman Townsend asked how many ambulances are owned by Ms. Martin; Ms. Martin said she has four but will start with two to start off small.

Supervisor Pride made a motion, seconded by Supervisor Cooper-Jones, to approve the resolution and authorize the Board Chair and/or the County Administrator to sign the documents and send them to the Office of EMS; 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		

**A RESOLUTION OF THE BOARD OF SUPERVISORS
OF THE COUNTY OF PRINCE EDWARD, VIRGINIA**

**IN RECOGNITION OF MEDIC PRO OF VIRGINIA
OPERATING AS A NON-EMERGENCY TRANSPORT AGENCY
WITHIN THE COUNTY OF PRINCE EDWARD, VIRGINIA**

WHEREAS, the Virginia Administrative Code and the Virginia Office of Emergency Medical Services require local governing body approval of any medical transport service organization operating within the locality; and

WHEREAS, Medic Pro of Virginia has appeared before the Board of Supervisors of the County of Prince Edward, Virginia, to request approval to provide **NON-EMERGENCY MEDICAL TRANSPORT SERVICES** in Prince Edward County; and

WHEREAS, the Board of Supervisors of the County of Prince Edward, Virginia has determined it to be in the best interest of the citizens of the County for Medic Pro of Virginia to provide non-emergency medical transport services in the County;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of the County of Prince Edward, Virginia, grants approval to Medic Pro of Virginia to provide non-emergency medical transport

services and obtain agency license through approval of the Office of Emergency Medical Services of Virginia.

In Re: County Administrator's Report

Proposed Amendment to County Zoning Ordinance – Alternative Energy

Mr. Bartlett stated the proposed amendment to the County Zoning Ordinance, which if approved, will create a new section imposing controls and restrictions on alternative (solar) generation facilities. Currently electrical generation plants are classified as a Miscellaneous Use Type identified as Utility Services, Major. Currently such uses are allowed in A-1, A-2, R-1, R-2, R-3, and C-1 zoning districts by a Special Use Permit and are allowed in the Industrial Zone "BY RIGHT." They are not allowed in the Manufactured Home Park (MHP), Residential Planned Community (RPC), College Residential (CR), or Village Center (VC) Districts. This proposal has been vetted by the Planning Commission but a Public Hearing has not been held. Mr. Bartlett said the Planning Commission may hold a public hearing on it in April and it could be before the Board in May.

Purchase of Property

Mr. Bartlett stated it has come to Staff's attention that Tax Map Parcel 35-A-6B, addressed as 3006 Hardtimes Road, owned by Mrs. Louise Wright, is available for purchase. The County sold the land to Mr. Carroll Wright in 1991 and has a right of first refusal. As this property is adjacent to the County landfill and the landfill's footprint has expanded significantly since 1991 and will continue to expand, it would be in the County's best interest to purchase this property. Mr. Bartlett stated Staff has been in touch with Mrs. Wright and she is willing to sell the property to the County for the assessed value which is \$24,100 plus settlement charges which will be no greater than \$1,900. It is requested the Board authorize the County Attorney to enter into an agreement with Mrs. Wright to purchase the property with a maximum total cost of \$26,000.

Supervisor Jones asked if there is a mobile home on the land; Mr. Bartlett said there is but it would be done away with. Mr. Bartlett said that would be the likely place for the shop to be built.

Supervisor Booth asked the size of the lot; Mr. Bartlett said it is 2.5 acres.

Supervisor Booth made a motion, seconded by Supervisor Wilck, to authorize the County Attorney to enter into an agreement with Mrs. Louise Wright to purchase 3006 Hardtimes Road (Tax Map Parcel 35-A-6B) with a maximum total cost of \$26,000; 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	

Sheriff's Request to Accept an Ambulance from PEVRS

Mr. Bartlett said PEVRS has a 2011 Ford Ambulance they will be retiring from service. The Sheriff has contacted PEVRS and they are willing to donate the ambulance to the County. The Sheriff plans on using the ambulance as a Crime Scene vehicle. All medical equipment has been removed. The box will serve to house crime scene equipment and will be used to process crime scene evidence.

Sheriff Epps stated this is a wonderful opportunity to get this vehicle to allow them to store and process evidence at the crime scene. He said he intends to form a Task Force to enable the Town and colleges to work together. He stated the ambulance has 80,000 miles and is in good shape; he said the only cost will be \$2,700 to cover the red markings and mark it with appropriate signage.

Supervisor Jones made a motion, seconded by Supervisor Cooper-Jones, to authorize Sheriff Epps to accept the ambulance from PEVRS; 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	

Sheriff Epps said he has been invited to put a man with the Piedmont Regional Jail's crew for trash pick-up; he said he also spoke with Albemarle County who also has a program. Sheriff Epps said there is a lot of liability involved, but he is working on the litter detail.

Insurance Contribution to PEVRS

Mr. Bartlett stated that at its August 13, 2019 meeting, the Board of Supervisors accepted the recommendation of the Fire/EMS Committee and approved providing \$10,000 toward the cost of liability and accident insurance for each Volunteer Fire Departments outside of Farmville to insure the sustainability of coverage. Mr. Bartlett said the Board inadvertently failed to include the Prince Edward Volunteer Rescue Squad whose insurance costs, especially workers compensation, is considerably more than the Volunteer Fire Departments. Mr. Bartlett said that to be equitable, he recommended the Board provide \$10,000 to PEVRS to assist them in paying for increased insurance costs.

Supervisor Jones made a motion, seconded by Supervisor Pride, to provide \$10,000 to PEVRS for increased insurance costs; 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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Prince Edward Volunteer Rescue Squad Requests

Mr. Bartlett stated the new Executive Director of PEVRS, Deanna Jones, is working with her Board to identify ways to operate more efficiently. Some of the changes that have already been implemented will substantially decrease overtime costs and the cost of medical supplies. These savings are projected to total a few thousand dollars each month. In addition, PEVRS has re-evaluated its need for a new ambulance and will now not be requesting funds for the second ambulance from the EMS Fund until after the new fiscal year begins. This will save the County almost \$240,000 compared to the initial ambulance replacement plan.

Mr. Bartlett said the situation now is that over the past year and a half, after much of the prior volunteer management departed, the amount of overtime paid increased substantially which has depleted PEVRS' operational reserves. As stated previously, a plan has been implemented to gain control of the overtime and reduce medical expenses. What PEVRS needs now is time to rebuild its operational reserves. PEVRS is requesting the Board of Supervisors consider two actions:

First, allow PEVRS to defer the three remaining payments on their equipment loan by one year. PEVRS borrowed \$120,000 in March 2017 to purchase equipment. They have made two payments and the third is due this month in the amount of \$26,160. If approved, this will change the final payment from March 2022 to March 2023.

The second request is for the County to provide a loan to PEVRS to allow them to pay off their outstanding mortgage of approximately \$371,000, with current monthly payments of about \$7,600 through January 2023 and a balloon payment of \$181,100. If the Board is so inclined, Mr. Bartlett recommended the County loan PEVRS \$371,000 at 1% simple interest. This will result in monthly payments ranging from about \$6,500 to \$6,200 which would save PEVRS about \$1,100 per month. Currently the County is earning four-tenths of one percent (0.4%) on County money. A 1% rate would be two- and one-half times what the County is currently earning.

Deanna Jones, Executive Director, said more staff has been hired; she said that in April, there will be a new schedule to decrease the overtime. She added they received seven new volunteer applications, four of which already are EMT-certified. She said volunteers will be staffing a truck on Sundays. She said personnel resources are being used more efficiently. Some discussion followed on a possible consolidation of debt and the payment; it was determined that would not be beneficial to PEVRS.

Supervisor Emert said he may have a conflict of interest because he serves on the PEVRS Executive Board. After some discussion, it was determined there would not be a conflict of interest because Supervisor Emert does not receive compensation for his service on that board.

Supervisor Cooper-Jones made a motion, seconded by Supervisor Pride, to allow PEVRS to defer the three remaining payments on their equipment loan by one year, changing the final payment from March 2022 to March 2023; 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		

Supervisor Cooper-Jones made a motion, seconded by Supervisor Jones, to authorize the County to provide a loan to PEVRS in the amount of \$371,000 for five years at 1% simple interest to pay off their outstanding mortgage; 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: Grant Application for Pretrial Services

Mr. Bartlett stated the Governor’s proposed biennium budget includes \$2.3M for the expansion of pretrial services and local probation. These funds survived in the House’s budget but were removed by the Senate. The Department of Criminal Justices Services (DCJS) is hopeful these funds survive the budget process. If that occurs, DCJS is hoping to provide these funds as soon as possible to allow the expansion of this program to those localities selected to receive the funds.

To ensure that occurs, DCJS is soliciting applications from localities seeking to obtain funding to start the program in their jurisdictions. The deadline to submit an application is March 27, 2020.

Pretrial Services provides investigation of those held awaiting bond determination and supervision of defendants from the time of release on bail to trial. The fundamental focus of the program is to reduce the number of defendants held in local jails prior to trial and to ensure the justice system is equitable. These services provide timely and accurate background investigative information on a defendant that judges do not have without this program. This allows judges to make more informed decisions regarding release and the setting of bond. Ideally, the program fosters the use of conditional release for non-violent defendants. Services are primarily targeted toward those arrested for non-violent crimes.

Pretrial services also provide community supervision to defendants released on bond in order to ensure compliance with specific court-ordered conditions. Supervision typically includes substance abuse testing, assessment and treatment, mental health screening and regular supervision contact.

The application would be to provide these services only for Prince Edward County. Mr. Bartlett recommended the County apply for two positions, one investigator and a pretrial supervision officer. He said

he spoke to the Community Corrections Coordinator at DCJS who oversees this program. From discussion with the coordinator, DCJS's budgetary plan should provide enough funding so that for each Full Time Equivalent approved for funding the local government should not have to provide any local money for the program. However, that cannot be guaranteed. Like all grants, the Board of Supervisors could refuse the grant if that was not the case. Mr. Bartlett said all three of the judges have signed a letter of recommendation for this program, along with the Commonwealth's Attorney, and some defense attorneys have.

Supervisor Gilliam asked if a match is required. Mr. Bartlett said there is not; he said Piedmont Court Services raises some of their own funds through supervision fees and classes they hold.

Supervisor Cooper-Jones made a motion, seconded by Supervisor Pride, to authorize the County Administrator to submit a grant request to DCJS to establish pretrial services for Prince Edward County; 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: Animal Warden's Report

Mr. Adam Mumma, Animal Control Officer, submitted a report for the month of February 2020, 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 February 2020, 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 February 2020, 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 February 2020, which was reviewed and ordered to be filed with the Board papers.

In Re: Farmville Downtown Partnership

Ms. Chelsea White, Farmville Downtown Manager, submitted a newsletter for the month of March 2020, which was reviewed and ordered to be filed with the Board papers.

In Re: Tourism and Visitor Center Report

Mrs. Magi Van Eps, Tourism & Visitor Center Coordinator, submitted a report for the month of February 2020, which was reviewed and ordered to be filed with the Board papers.

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.		
	Robert M. Jones		
	Odessa H. Pride		
	Jerry R. Townsend		
	James R. Wilck		

the meeting was recessed at 9:20 p.m. until Tuesday, March 17, 2020 at 5:30 p.m. for a Budget Work Session -Joint Meeting with the Prince Edward County School Board, in the Prince Edward County High School Library, 1482 Zion Hill Road, Farmville, Virginia.

March 10, 2020

DRAFT

At a special meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 10th day of March, 2020; at 5:30 p.m., there were present:

Beverly M. Booth

Pattie Cooper-Jones

J. David Emert

Robert M. Jones

Odessa H. Pride

Jerry R. Townsend

James R. Wilck

Absent: Llew W. Gilliam, Jr.

Also present: Wade Bartlett, County Administrator; Sarah Elam Puckett, Assistant County Administrator; Kate Puckett, Economic Development Director; Terri Atkins Wilson, County Attorney; Bradley Watson, IDA; Joyce Yeatts, IDA; and Tim Tharpe, IDA.

Chairman Townsend called the special meeting to order.

In Re: Closed Session

Chairman Townsend made a motion, seconded by Supervisor Emert, that the Board convene in Closed Session for discussion of the acquisition of real property and for the disposition of real property for the public purpose of economic development, where discussion in an open meeting would adversely affect the bargaining position of the County, pursuant to the exemption provided for in Section 2.2-3711(A)(3) of the *Code of Virginia*, and for the discussion concerning a prospective business where no previous announcement has been made of the interest in locating in Prince Edward County, pursuant to the exemption provided for in Section 2.2-3711(A)(5) of the *Code of Virginia*; the motion carried:

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

Supervisor Gilliam entered the meeting during closed session.

The Board returned to regular session by motion of Supervisor Emert, seconded by Supervisor 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 Chairman 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.

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

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 meeting was adjourned at 6:49 p.m.

March 18, 2020

At a special meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Wednesday, the 18th day of March, 2020; at 7:00 p.m., there were present in attendance:

Beverly M. Booth

Pattie Cooper-Jones

J. David Emert

Robert M. Jones

Odessa H. Pride

Jerry R. Townsend

James R. Wilck

Absent: Llew W. Gilliam, Jr.

Also present: Wade Bartlett, County Administrator; Sarah Elam Puckett, Assistant County Administrator; Trey Pyle, Community Development Specialist/Deputy Emergency Management Coordinator; Terri Atkins Wilson, County Attorney; and Magi Van Eps, Tourism Coordinator.

Chairman Townsend called the special meeting to order as an emergency called meeting, in accordance with Section 15.2-1418 and Section 2.2-3708.2(3) of the *Code of Virginia*, for the discussion of the national, state and local declared emergency caused by COVID-19.

Chairman Townsend took roll call of those present for the meeting.

In Re: Briefing by the County Administrator

Mr. Bartlett introduced the staff attending the meeting remotely. He then asked Mrs. Puckett for a briefing on COVID-19.

Mrs. Sarah Elam Puckett, Assistant County Administrator, said Magi Van Eps has been reassigned to the County Administrator's office to assist with the Public Information Office, Social Media and Electronics. She stated Trey Pyle, Deputy Emergency Management Coordinator, has made a significant contribution already; he is coordinating all emergency medical services and health care issues, both within the County and in working with our Regional Emergency Medical Service providers and partners. He is monitoring all the resource shortages, and this falls within a wheelhouse that he is already comfortable with

based on his experience both as an EMS provider and the Fire Chief of the Meherrin VFD. She said both of these employees exemplify what all of the County employees are trying to do for the citizens of Prince Edward County, given the duress and the hardship that we all find ourselves in.

Supervisor Gilliam entered the meeting at this time.

Mrs. Puckett stated there has been one confirmed case of COVID-19 in Prince Edward County, and this student has left the County; there are 77 cases and two deaths have been reported in Virginia as of today. Mrs. Puckett said the challenges and vulnerabilities we face in the days ahead is that all public contact makes employees and citizens vulnerable; our challenge is educating and encouraging citizens to stay home as much as possible. The containment and mitigation actions that the Board and the Governor and the President put into place now are going to be necessary to blunt the spread of the virus and we also want to be ahead of that curve, as a community, as a Commonwealth and a nation. She said the Board will likely hear the most from the citizens about how severe these containment and mitigation actions are, but we are hopeful that they will keep the patient curve down. She said at present, the availability of some cleaning supplies and hand sanitizers is still very limited, and there is a significant shortage of personal protective equipment, especially for medical personnel, such as masks and gowns. She said the County should be prepared to operate with a reduction in force resulting from illness and quarantine; she said we have been working with all partners in the Courthouse, the County departments, the judges; everyone has made a diligent effort on their continuity of operations planning. She said they were briefed last Friday and people are working on ways to maintain their services to the citizens but still keep everyone safe. She commended all in the Courthouse for working hard to provide these services. Mrs. Puckett said that at some point, if significant community spread is reached, Dispatch and volunteer EMS systems may be overrun by call volume or by shortages of volunteers and employees due to the virus or quarantine; that is being watched and monitored.

Mrs. Puckett asked the Board to review the March 17, 2020 Declaration by the Governor and the Health Commissioner; she said that will be the one most discussed, as it declares and restricts the number of patrons allowed inside permitted restaurants, fitness centers and theaters. She said Magi Van Eps and Karin Everhart will be working on a specific web page where the County can post all of this information from a link on the County web site.

Mrs. Puckett said the meetings have been listed as cancelled. She said in Education, the school started their meal distribution, the volunteer firefighters are helping and their departments are being used as points of distribution. Both Fuqua and Prince Edward are starting distance learning to keep the children's minds engaged during this time. Hampden-Sydney [College] will be starting remote instruction through April 3 [2020] and Longwood [University] is beginning online classes. Hampden-Sydney campus is empty; Longwood still has 20-30% students in town. Southside Virginia Community College information was provided to the Board members because of students in the area.

Mrs. Puckett said that regarding the Board's governance, County staff is working with VACo, as is every county in Virginia, and cities and towns are working through VML; she said the Board can meet as many times as it needs to for discussion of the current Declaration of Emergency and the COVID-19 health emergency in this fashion as the Board sees fit with no restriction by the Code. If the Board chooses to continue with the budget process, the Code of Virginia places limitations on how you can conduct that business, primarily that the majority of the members of the Board have to assemble and the assemblage location would have to be made open to the public, bearing in mind the social distancing and the 10-person limitation. She said that in assembling the Board, five members would need to be present. She said there is an effort among Virginia local governments to figure out how that can be changed in the weeks and months ahead.

Mrs. Puckett said the status of the County courthouse offices and facilities, as we know them today, has been sent to all Board members, and will be changing, but will be kept up to date as best as we can so we do not inconvenience our citizens. There is an update on Healthcare and Emergency Services; everything is routine operation with the challenge of the shortage of personal protection equipment. She said the 911 Center and the Sheriff's Office Dispatch have started implementing "High Risk Isolation Protocol" so that when people call into the 911 Center, the dispatchers will pre-screen them to see if they have any symptoms so the responders can have the opportunity to be prepared in the event that the response is to a COVID-19 patient.

Mrs. Puckett said this is going to impact the economy, the restaurant impact is part of the Governor's and the Health Commissioner's public health emergency. She said Mrs. Van Eps has shut down the Visitor's Center and has been reassigned, and will be working with Ms. Everhart on the COVID-19 page; the Everbridge Alerting System can also be used. Under Emergency Management and Planning & Coordination,

she and Mr. Pyle have been in statewide briefings and regionally both with the Health Department, the Department of Emergency Management, working with internal partners in the Courthouse, with the community partners: Longwood [University], Hampden-Sydney [College], the Town of Farmville, Centra [Hospital], Prince Edward County and Fuqua [Schools]. She said Mr. Pyle is coordinating with the regional and internal County partners on EMS. She asked the Board to let her know if there are any other agencies that Prince Edward County needs to coordinate with to include them.

Chairman Townsend thanked Mrs. Puckett for the information.

In Re: Board Decision Points Resulting from COVID-19

Mr. Bartlett stated that of the part-time County employees that may need furloughed, the two most concerned about are the part-time employees at the Visitor's Center. One is 75 years old and because of the age dynamic, it is not wise to bring her into the Courthouse. Another part-time employee may be able to help with answering calls because she is not in that age group that is as affected as others. The only other part-time employees are mainly the collection site attendees. He said the Sheriff's Department has part-time employees but they are working. Mr. Bartlett asked the Board if they would consider paying such employees as if they worked their normal hours.

Supervisor Jones asked about Mr. Coy Leatherwood; Mr. Bartlett said he is considered part-time, but he is working. Mr. Bartlett said Mr. Leatherwood works outside and can keep at a distance from the people that he has to speak with. Mr. Bartlett said all of the inspectors are working together, and that the inspectors from Buckingham, Charlotte, Cumberland and Prince Edward Counties have discussed it and will work as a team.

Chairman Townsend said the Governor recommends anyone 65 years of age and older should self-quarantine or limit their access to the public as much as possible to minimize the spread of the virus.

Supervisor Jones said the people that would be furloughed, it wouldn't be a great amount of money to the County and the Board should compensate them for the good work they do. Supervisor Wilck agreed.

Mr. Bartlett said it's about a few thousand dollars at most.

Supervisor Jones made a motion, seconded by Supervisor Wilck, to provide compensation to the part-time employees furloughed due to COVID-19; 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: County Health Insurance

Mr. Bartlett said that with the Declaration of a National Emergency, Anthem is willing and in fact, recommending that self-insurance providers, which is Prince Edward County, waive the members cost share which are co-deductibles or copays, deductibles or co-insurance for diagnostic testing related to COVID-19 as well as for the in-network visits associated with COVID-19 whether it takes place in a doctor's office, urgent care center, or emergency department outpatient services. Mr. Bartlett said he costed this out and for every person who is covered under the County's plan, if they go to the doctor and receive a COVID-19 test, it is a little more than \$6,000. This includes spouses, dependents and employees.

Supervisor Jones made a motion, seconded by Supervisor Booth, to waive the members cost share which are co-deductibles or copays, deductibles or co-insurance for diagnostic testing related to COVID-19 as well as for the in-network visits associated with COVID-19; 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: Waiver of Credit Card Convenience Fees

Mr. Bartlett said the Treasurer has suspended the payment of credit card fees, which are about 2%, for payments made on the County web site. She is unable to waive those fees if someone calls in to make their payment, and cannot waive the credit card fees for those made in her office.

In Re: COVID-19 Impact on Board Meeting Schedule

Mr. Bartlett said the budget schedule states that he is to submit the budget next Tuesday; he recommended that be delayed one week due to COVID-19 taking precedence. He said he could have it prepared but it would be rushed; he said he is not sure the Board would be prepared to have a meeting where only five of the supervisors show up. He said he spoke with the Superintendent of the Schools and she is in agreement with the delay of one week. He said something may come from the Governor's office or the General Assembly that would make it easier for the Board to meet; with the current ten-person limit, with five board members, himself, the Assistant Administrator, the County Attorney, the Clerk to take the minutes, that is nine people. The public could attend other ways; he said eventually we will have to have a public hearing which will be a challenge.

Supervisor Wilck said a newspaper reporter would be there too.

Supervisor Gilliam asked if one-week postponement is enough. Mr. Bartlett said one week would allow him time to prepare the budget and it may need postponed again, but the School Superintendent is concerned if it is delayed much past that because they have to issue contracts for teachers, and they prefer doing that in early May. Mr. Bartlett said there is a requirement in the [County] Code that says the budget will be adopted by May 1; 95% of the counties don't do that, and there is no penalty if it isn't done. Mr. Bartlett said we may get additional information from the Governor's office about this meeting issue in the near future.

Ms. Atkins Wilson, County Attorney, asked what type of notice is required for that type of meeting. Mrs. Puckett said ideally, three days notice is what the Freedom of Information Act would require for regular meetings; an emergency meeting, the public just has to be noticed as it is sent to the Board.

Chairman Townsend said the Board could set up a teleconference as is being conducted and they could call in; more Board members could be at the meeting. Mr. Bartlett said the only time the public needs to give input is for a public hearing, which is scheduled for later on. Discussion followed.

Mr. Bartlett said that if there is still an issue, he can make the documents as usual and deliver those to the Board members and put it on the web site; that way the Board could review it and call Mr. Bartlett with any questions so that once the Board can get together and it is safe to meet, the process could be moved along quickly.

Supervisor Jones commended the staff for "stepping up to bat on this" and for doing so well.

Chairman Townsend made a motion, seconded by Supervisor Emert, to adjust the budget schedule back one week; 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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Supervisor Cooper-Jones made a motion, seconded by Supervisor Wilck, that if it becomes necessary that a Board member needs a COVID-19 test, it would be at the County's expense; 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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Supervisor Pride stated that she has a Town Hall meeting is scheduled for April 16, 2020; she said she is not sure if that will happen but will announce if it will not be held.

Mrs. Puckett asked the Board if this type of COVID-19 briefing should be done on a regular basis. She said there is unlimited access under the Code, or should the staff coordinate through the Chairman if there is new or emergency information to report.

Chairman Townsend asked that the information be relayed to himself; but it wouldn't be a bad idea that if the State of Emergency continues, for the Board to hold a weekly conference call to receive an update on where the County is with contingency plans and how the County is addressing the issues. Following discussion, the Board concurred weekly conference calls will be held Tuesdays at 7:00 p.m. to receive briefings on COVID-19 in Prince Edward County.

Supervisor Jones commended Chairman Townsend on his handling of the meetings during this time; the Board concurred.

On motion of Supervisor Emert, 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.	
	Robert M. Jones	
	Odessa H. Pride	
	Jerry R. Townsend	
	James R. Wilck	

the meeting was adjourned at 7:40 p.m.

March 24, 2020

At a special meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Wednesday, the 24th day of March, 2020; at 7:00 p.m., there were present in attendance:

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; Trey Pyle, Community Development Specialist/Deputy Emergency Management Coordinator; Terri Atkins Wilson, County Attorney; and Magi Van Eps, Tourism Coordinator.

Chairman Townsend called the special meeting to order as an emergency called meeting, in accordance with Section 15.2-1418 and Section 2.2-3708.2(3) of the *Code of Virginia*, for the discussion of the national, state and local declared emergency caused by COVID-19.

Chairman Townsend took roll call of those present for the meeting.

In Re: Briefing on COVID-19

Mrs. Sarah Elam Puckett, Assistant County Administrator, stated she has had the opportunity to work with a lot of warriors and heroes in the community in recent days. She asked the Board to think about all of the people beyond the County Staff, in the community that are all working very hard to overcome this tremendous risk and threat that we face as a nation.

Mrs. Puckett said Prince Edward County has one new confirmed case; it is a Longwood University student. The Virginia Department of Health (VDH) is reporting today, publicly, that there are 290 cases and seven deaths in Virginia due to COVID-19. There are a few more challenges and vulnerabilities; in the future there may be difficulty with the sustainability of the non-profits and the schools with the resources in order

to continue to feed as many citizens that will need that support in the weeks and months ahead. She said a surge is expected in the health care system in the weeks ahead, to include the EMS agencies and hospital. Public contact between employees and citizens continues to make everyone vulnerable, so we must continue to educate and encourage citizens to stay home. The adherence and enforcement of the containment and mitigation actions that have been laid out by the Governor and by the Declaration, and the social distancing, is critical especially at the higher education institutions. Mrs. Puckett said the Department of Social Services is reporting a significant rise in the number of food stamp applications; they are also working very hard to fast track those as we see more unemployment. There will be continuing shortages of Personal Protective Equipment (PPE), cleaning supplies are limited, there is no good news on the horizon about PPEs and they do not expect the supply chain to repair itself for the next three to six weeks. The Commonwealth of Virginia's access to the resources of the federal stockpile are going to continue to be very limited. There are citizens in the County that have started sewing masks; if you should encounter that, there are heroes of all types in our community. She said there is a group coming together to sew masks for the hospital and the health care workers. She said as expected, the County should be prepared to operate in the future with a reduction in force resulting from illness and self-quarantine.

Mrs. Puckett said the Governor's Executive Order #53 has closed the schools for the remainder of the academic year, all K-12 schools, public and private. It has expanded the limitations on retail and non-essential businesses. Public meetings and events are cancelled; the County Administrator is going to be weighing the cancellation of fishing tournaments at Sandy River [Reservoir] because even that collection of boats could be deemed in violation of the 10-person group.

Mr. Bartlett said he did cancel the fishing tournaments earlier in the day.

Mrs. Puckett said that in Education, meal distribution continues. She said Mr. Bruce Davis reports an average of 500 meals per day and is awaiting guidance from the Virginia Department of Education; the schools in general are awaiting guidance on the continuity of learning and being able to maintain meal delivery through May. Fuqua School continues to implement distance learning.

Mrs. Puckett reported Hampden-Sydney [College] has shifted to remote instruction; there are currently 15 students remaining on campus. Students are being allowed to return to campus to retrieve their belongings and once this is completed, the College will be locking down their residence halls. They have no students self-isolating for health considerations. She said Longwood [University] has moved its classes and

assignments to a fully-online format; the campus continues to be open and the University is encouraging students to go home. As of yesterday, there are about 450 students still in university housing or Longwood managed off-campus housing. The University could not provide a number of off-campus students that still remain in Farmville. Students still have access to residence halls and most campus facilities are still operating, although on amended hours. Longwood reports that they stay in daily contact with students who are in self-isolation via phone, text messaging and meal delivery. Mrs. Puckett said Southside Virginia Community College is also all online.

Mrs. Puckett then reported that the County Administrator and County Attorney are developing an emergency ordinance in order to transact regular business, still with limitations; she said staff is developing options for citizens to have remote access to those board meetings when we transition back to regular business.

Mrs. Puckett said that in the Courthouse, most offices remain open; some staff is transitioning to tele-commuting, the Courts are still operating under the Supreme Court order and we have asked that if anything changes, to let staff know and Mrs. Magi Van Eps and Ms. Karin Everhart are making every effort to keep the information on the web site current for the public so the public will know how to transact business with the County.

Mrs. Puckett then said that Southside Community Hospital is still implementing restricted access and they are screening visitors. There are testing sites in the Farmville area; they have established a hotline to call in and be prescreened. They are also doing drive-through testing sites at the Clinic on South Main Street. Mrs. Puckett said Prince Edward County EMS agencies are continuing to respond to calls and the needs of the citizens; they are continuing to look for PPEs. Mr. Trey Pyle has done a lot of coordination with Deanna [Jones]; the access to PPEs is truly a critical shortage now and as we see that med surge in more calls and cases, it will only get worse. What we hear on the news is true and we are experiencing it.

Mrs. Puckett said fire service is still routine operations and still working with the schools, the 911 Center and Dispatch are still screening callers and the 911 Center is helping us track calls so the County can file for public assistance grants.

Mrs. Puckett said the economic impact is that we have rapidly rising unemployment and we will see a decrease in retail sales and sales tax revenue. She said the Prince Edward County economy employs about 8,900 people and the largest industries are educational services (1,500), health care and social assistance

(1,200) and accommodations and food service (1,100). All three of those are impacted. The severity will be determined by the employers and what the federal government does regarding the people who are laid off.

Mrs. Puckett said the County continues with public information; Mrs. Van Eps and Ms. Everhart continue to work on the County web site and keep it updated. Mrs. Van Eps is going to start on the social media presence.

Mrs. Puckett said we are now being asked to track the Personal Protective Equipment “burn rate,” or usage. In order for the Commonwealth of Virginia to request access to resources from the federal stockpile, they have to justify their request. Mr. Pyle contacts the agencies within our community daily that are using PPEs, not including healthcare which is being counted separately. Mr. Pyle has to submit that information daily to the Virginia Department of Emergency Management so they can track our usage and continue to build the case if we need to request additional resources from the federal government.

Mrs. Puckett said we continue to coordinate with the State, the Town, neighboring counties and First Responder agencies, Virginia Department of Emergency Management, the Virginia Department of Health, the offices inside the Courthouse; we have robust communication and coordination. She said that if a Board member should learn of something the Staff may be overlooking, we would be most appreciative that information.

Mr. Bartlett said he spoke with Sheriff Epps about what he is doing concerning enforcement; Sheriff Epps has spoken with the Commonwealth Attorney, and if they see activities which are not allowed under the Emergency Declaration, they will issue a warning and tell them to disperse, then additional action will be taken if required after that. The Sheriff is also increasing his patrols in the residential areas of the County; he is concerned that there may be an increase in break-ins because of people being laid off.

Chairman Townsend asked if Mr. Pyle is getting a count of PPEs used by the Jail. Mr. Bartlett said he spoke with Mr. Jim Davis and got that count for the previous week, and from now on it will be given daily.

Mrs. Puckett said there are eight to ten agencies that Mr. Pyle is tracking; she said he is tracking the agencies in the County and outside of the Town, to include the Juvenile Detention facility.

Chairman Townsend asked about the inventory the EMS units have. Mr. Pyle stated that on a conservative basis, if the calls continue the way they are, probably two weeks, but if call volume picks up, it would be a week to a week and a half before they start running critically low on PPEs. He said that includes

the re-use; they have adopted a re-use or continued prolonged-use policy on the N95 masks to drag the stock out as long as they can. He said that as they become contaminated with known cases, they cannot be reused. He said there are no vendors; the State has secured one but they are eight to ten weeks out on supplying the need. He said we are using friends and neighbors in trying to secure what we can and make do.

Mr. Bartlett asked what the most critical item is currently. Mr. Pyle said is the N95 masks; they are the biggest line of defense that the EMS providers have to filter the particles from the air.

Mr. Bartlett said Mrs. Puckett mentioned local citizens are making masks, and asked how that is progressing and what numbers they can produce. Mr. Pyle said he just learned about that today and will find out more information about the numbers and their effectiveness.

Supervisor Gilliam asked if any other students at Longwood University have been tested; Mrs. Puckett said as she understands it, there is one confirmed case and that there are as many as ten additional students who are self-quarantining because of their contact with him. She said it is not known if those ten have been tested. If they begin to show symptoms, it is likely that they would be tested at that time; she said you can test too early. Mr. Ellington said that is correct.

Chairman Townsend asked Mr. Ellington if those individuals are being monitored to ensure compliance. Mr. Ellington stated that according to Longwood [University], the students are being monitored throughout the day. Mr. Ellington said he requested through Dr. Nash and the Health Department, if they could provide the location of these individuals to enter it into the CAD system to alert law enforcement and emergency Services should they get a call for service to these residents, and according to the Health Department policies, they are not able to release that information to Emergency Services.

Mrs. Puckett asked if the Longwood Police know where the students are; Mr. Ellington isn't sure but he doesn't think so. He said the University is communicating with the students via phone and text messaging.

Supervisor Cooper-Jones said her son is in self-quarantine in Richmond, Virginia. She said he went to a doctor in Richmond, who did not have a test; he has been tested in Prince Edward County at Southside Hospital but has not yet received the results. She said he is back in Richmond and not in Prince Edward County.

Mrs. Puckett said the testing results now are taking six to nine days because of the back-ups in the labs.

Supervisor Jones asked if anything more has been heard about the first Longwood student, and if that student has recovered. Mrs. Puckett said that first student left Prince Edward County a week ago, and returned to her residence outside of Prince Edward County.

Supervisor Gilliam said UVA may have come up with their own test and asked for conformation. Mrs. Puckett said she has not heard that but will research that.

Supervisor Cooper-Jones said she heard their test is a 45-minute test for results. Supervisor Gilliam said he heard several doctors were hoping to create a test that was faster to get the results.

In Re: Board Decision Points Resulting from COVID-19

Mr. Bartlett said there are employees that have concerns about the COVID-19. He said currently the County has the existing Personnel Policy that provides vacation and sick leave. He said the State has a policy called “Public Health Emergency Leave – Administrative Procedure” which includes a section on Pandemics. He said it allows all salaried employees up to 80 hours of paid leave each year to attend to their own medical condition or to care for immediate family members residing in an affected area. He said it also allowed wage or part-time employees to have 80 hours per year, but they would only be paid the number of hours they are normally scheduled to work. He said the agencies would remain open and would be up to the individual department heads to determine if they would have to get a medical certification of being sick or showing symptoms. It also says that agencies should consider expanding the use of alternative work schedules, such as working before or after normal work hours and doing other things to help. The employees are expected to work unless they are ill or they are caring for someone. Mr. Bartlett asked that the Board authorize the County to follow a similar policy for this, which would be developed and ready for consideration at the next meeting. He said there are things that the County would not follow, but this would be limited to 80 hours.

Chairman Townsend stated it is a benefit to the employees, those that are symptomatic and have been to the doctor and put on self-quarantine, they would not be using their leave but the public health emergency leave; if they have a case with child care issues that would qualify them also. He said they have to work the process, first with options of adjusted schedules or tele-working or tele-commuting. He said historically the County mirrors what the state does, and he recommended this policy.

Chairman Townsend made a motion, seconded by Supervisor Cooper-Jones, to adopt the Public Health Emergency Leave for the county and to follow the state guidelines as closely as possible for Prince Edward County; 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: Emergency Ordinance Related to Board Meetings

Mr. Bartlett said he received a model ordinance from VACo put together by the Local Government Attorney's Association; Ms. Terri Atkins Wilson, County Attorney, stated there were drafts but have not yet been able to review it. Mr. Bartlett said that will be presented for the next electronic meeting; he said this can be passed during an electronic meeting and this will allow the Board to move forward in a more organized way. Mr. Bartlett said the Governor's Executive Order #53 states "Operations of a government are exempt from the 10-person rule," so we could meet; it may not be wise to do so but the Board can meet and some may want to attend in person and some may not. That can be determined in the future; he said we will always have a call-in and will provide documents to all the Board members so they can participate. He said we will have to continue the operations of government. Mr. Bartlett said staff is developing ways that the public can call in and participate, especially in public hearings which is a requirement.

Mr. Bartlett said he spoke with the Superintendent of Schools about the meeting to be held on Tuesday; she would like to present on the same date either by presenting the materials or in person, and this would have to be discussed. He said he could get all the budget information and deliver it to every Board member beforehand; those who would want to attend in person would be fine and those who wish to participate electronically would be fine too. He said his normal first budget meeting is to review the proposed budget, and may have a preliminary budget from the Schools. Mr. Bartlett said the Board will need to consider any presentations, such as the Health Insurance representative, who can provide a summary to each member and call in to answer questions. Mr. Bartlett stated there hasn't been a big change in the health

insurance; the effects of COVID-19 will be apparent in the future. Mr. Bartlett said he will get the budget out soon.

Chairman Townsend asked how many Supervisors are willing to attend a meeting Tuesday, March 31, 2020 in person. All Board members expressed their willingness to attend in person except Supervisor Wilck, who was undecided.

Chairman Townsend asked the impact to the budget the County will see because of the closing of the businesses. Mr. Bartlett said the major impact will be on local use and sales tax. He said while restaurants and bars have closed, food establishments and hardware stores are busier than they have ever been. He said during the current fiscal year, even if it is reduced by half, that is only approximately \$400,000 - \$500,000 at most. He said that collections were already above that amount. He said there will not be a significant impact on this year's budget. Next year's budget is hard to predict because that won't start until 1 July 2020. It will be determined by a possible lock-down past July. He said there will also be federal relief packages that we don't know about right now. He said the real estate revenues will not be impacted; personal property is not impacted as quickly. There may be fewer sales of new vehicles but that always drives the native values of used vehicles up. He said the County does not have a business license or meals tax and those are two items that are greatly affected by the economic conditions of a locality. He said the sales tax isn't received until two months following the month it is collected; he said we won't know the impact on March until May.

Chairman Townsend questioned the impact on the Jail; he said offender movement will stop and they receive money per inmate which will have a negative impact. Mr. Bartlett said they will likely have to increase spending in the protective equipment; the County receives a per diem from the state based on inmate days. He said it doesn't seem to have impacted us greatly; we have lowered the number of federal inmates for a variety of reasons and that will lower the revenue. Mr. Bartlett said he reviewed the Jail's preliminary budget and made some recommendations; he said it appears our cost will increase on the Jail next year by a few hundred-thousand dollars. There is one rather large item that he needs to discuss with the Jail Superintendent which would be a significant reduction in expenses.

Supervisor Cooper-Jones asked why the Board has not received the weekly updates from Mr. Bartlett. Mr. Bartlett said he has been overwhelmed with everything; he said he started one but the webinars, conference calls and decisions concerning the COVID-19 have taken up an inordinate amount of time.

Supervisor Pride said that because of the COVID-19 event, she will not be holding her Town Hall meeting on April 16 [2020]. She said she will reschedule once this event gets much better. She will make this announcement on Call FLO in the morning.

Chairman Townsend said that Mr. Bartlett's contract date is growing near; he said the supervisors will need to discuss that soon. He said that will likely be on the meeting agenda for Tuesday.

Supervisor Wilck said that because of what is going on now, he would like the Board to consider giving Mr. Bartlett an extension of three or four months until we get through this. He said the contract is up in June, but give him an extension to September or something and then go into it because Mr. Bartlett is in the middle of all of this stuff. Chairman Townsend said he had the same thought, and something to discuss at the next meeting.

Supervisor Booth thanked the County staff for their dedication and hard work during this COVID-19 pandemic. She said their service to the Board and to the County is greatly appreciated. Chairman Townsend agreed.

On motion of Supervisor Cooper-Jones, seconded by Supervisor Pride, 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 adjourned at 7:57 p.m.

March 31, 2020

At a special meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 31st day of March, 2020; at 5:30 p.m., there were present:

Beverly M. Booth

Pattie Cooper-Jones

Llew W. Gilliam, Jr.

Robert M. Jones

Odessa H. Pride

Jerry R. Townsend

James R. Wilck

Absent: J. David Emert

Also present: Wade Bartlett, County Administrator; Sarah Elam Puckett, Assistant County Administrator (via teleconference); Terri Atkins Wilson, County Attorney; Dr. Barbara A. Johnson, Prince Edward County School Superintendent (via teleconference); Beulah Womack, School Board Chair (via teleconference); and Lucy Carson, School Board Vice-Chair (via teleconference).

Chairman Townsend called the special meeting to order. Supervisor Gilliam gave the invocation and led the Pledge of Allegiance.

In Re: Presentation of School Budget

Dr. Barbara Johnson, Superintendent, Prince Edward County Schools, presented a review of the School Budget. She said they are requesting a total budget of \$28,334,346, which reflects the Food Services requested budget (\$1,481,347), and reflects an increase in operating funds of \$57,644. She said this also reflects a 2% increase in salaries and a 6% decrease in their division-wide health insurance costs. She reviewed reasons for the increase, such as several teaching staff, a Family Preservationist/Truancy Officer, cyber-security management protection, and a new transactional finance software that will work with Frontline.

Dr. Johnson said the State has been generous to the division this year; she reviewed the budget highlights. She said this year, they are required to give a 2% increase; however, initially in the Governor's

budget it was an unfunded mandate. She said they are now receiving \$173,000 for salary supplement and the total cost to provide the salary increase is \$572,000. She said there is also a need for a school bus.

Supervisor Wilck asked if they have calculated the savings for not completing the school year [due to the closure because of COVID-19]. Dr. Johnson said while the costs for transportation and fuel have decreased, there is additional costs for mailings of packets because continuity of learning is expected to continue, and feeding the students. She said with these additional costs, she said she wasn't sure there will be savings.

Supervisor Gilliam asked if any busses were running. Dr. Johnson said there are no busses running.

Mr. Bartlett asked if the allowed software was included. Dr. Johnson said the software [cost] is included; she said they will not move forward with the migration of data until all data is accurate and correct.

Chairman Townsend asked if many students are receiving meals. Dr. Johnson said they anticipated more and initially prepared 1,400 meals, 700 breakfast and 700 lunch; she said they served only 200. She said it has increased to 500 and expects an increase with families coming to pick up meals as time moves forward.

Supervisor Cooper-Jones thanked the Superintendent for providing the meals; she said they are well-received and appreciated at the Parkview complex.

Supervisor Pride said that last year, they wanted to hire an additional Assistant Principal; she said that was included and asked if that has proven worthy. Dr. Johnson stated it has and the number of behavior issues and number of referrals has gone down.

Supervisor Emert arrived at this time.

Chairman Townsend clarified that Dr. Johnson is requesting \$57,644 in addition to level funding. Dr. Johnson said yes, assuming that the state and federal amounts remain as stated. Dr. Johnson then directed the Board members to Page 12 in her budget showing the breakdown of the funds; she then stated that booklet also contains preliminary discussion of renovations and/or a new build around the elementary school.

In Re: Presentation of County Administrator's Budget

Mr. Bartlett presented his FY 21 County Budget Transmittal Letter.

PREAMBLE

Yesterday afternoon with the Governor's issuance of the stay-at-home ordinance, potentially through June 10, 2020, everything I have projected below is now subject to substantial adjustment. The economy has never experienced anything like this and I do not believe anyone can successfully predict the short-term impact on local revenues. But within the next six to nine months, I strongly believe the state and nation will return to a more normal course. When the stay-at-home orders are lifted, and they will be lifted, the pent-up demand will cause a brief burst of economic activity before resuming normal daily operations. I discuss that in more detail below. Now is not the time to panic. It is time for strong and steady leadership and the development of plans ensuring the continuity of government and County operations to be able to serve our citizens in their time of greatest need.

INTRODUCTION

I am pleased to present to the Board of Supervisors my recommended budget for Prince Edward County for Fiscal Year 2021 (FY21). I look forward to feedback and questions from the Board as you consider my recommendations and make adjustments as you move through the budget process, eventually agreeing on a final budget. The development of the budget is the single most important function the County staff completes during any year. The budget is the County's chief decision-making document detailing both the revenue generation decisions of the Board and the allocation of those resources. I could not have presented the budget today without the help of the Judges, Constitutional Officers, School Superintendent, Department Directors and my staff in the County Administrator's office. I would like to thank each of them for their assistance.

The input provided by the Board of Supervisors during the initial budget planning meeting on February 5, 2020 served as the primary direction I followed in developing my recommended budget. The FY20 budget served as a starting point for the development of the FY21 budget. This meant past decisions by the Board were carried into FY21, specifically the spending reductions approved during the FY15 budget development process and the approved policy regarding funding outside organizations.

Before developing the FY20 budget I had to understand the current financial position of the County and project how that position may change during the course of the current fiscal year. In other words, what will Prince Edward's FY21 financial starting point be on July 1, 2020?

FORECAST OF FY20 BUDGET RESULTS

There is no doubt the economic disruption and human toll caused by COVID-19 is having an unprecedented impact on the economy of Prince Edward County, the Commonwealth and the entire nation. As great as that disruption has been, because it did not start until the middle of March the impact on the FY20 Budget will be minimal. The County has already received the great bulk of revenue collections from all of our primary revenue sources – Real Estate and Personal Property while sales tax revenues will only be affected for three months. If we are still dealing with business closures on July 1, 2020, the FY21 budget will feel the brunt of the consequences. This is analyzed later in this letter.

Enclosure (1) is a chart of projected fund balances at the end of FY20 for our major budgetary funds. When totaling the funds together I predict the fund balance will increase by \$2,613,304 to slightly more than \$15 million, this does not take into account the movement of funds from the General Fund to the IDA of \$1.9M which will be discussed later in this letter. This is even after factoring in the expenditures associated with the construction of the new Social Services building and Renovations to the Courthouse and the impact of COVID-19.

Six of the funds have restrictions on their use, either by legal restrictions or by past practice of the Board of Supervisors. These are (1) School Cafeteria Fund, (2) Landfill Fund, (3) Forfeited Asset Fund, (4) Piedmont Court Services Fund, (5) EMS Fund and (6) Health Insurance Fund.

The School Cafeteria Fund is projected to have a balance of \$458,247 at the end of FY20. These funds can only be used for costs associated with the operations of the cafeteria. An additional \$2,190,642 is found in the Landfill Construction fund which has historically been used to pay for the opening and closing of landfill cells. There is no mandatory requirement to pay such costs in cash, thus those funds are available for use at the discretion of the Board of Supervisors and could be used in the case of an emergency. The last engineers estimate predicted we may need to complete a partial closure of cells in the landfill in spring/summer of 2021 at a cost of \$1,030,000 and build a new landfill cell in 2023 costing approximately \$1.6M. I have been in discussion with our engineer about completing a new calculation to determine the remaining airspace to see if those planning dates need to be revised.

It is predicted the Forfeited Asset Fund will contain \$60,162 and the Piedmont Court Services Fund will have \$401,152 at the end of FY20. The EMS fund is projected to end FY20 with a balance of \$38,995. The monies in these three funds can only be used for expenses associated with those activities.

To date the expenses in the Health Insurance Fund have been running less than the amount we have budgeted and it is expected by the end of FY20, it will have a balance of \$148,436. While those funds could be used for other purposes, I would recommend that not be done in the face of the current circumstances that may impact County outlays from the Health Insurance Fund and in order to build a reserve to be used to reduce the need to increase rates in the future.

Assuming the cash in the six funds mentioned above cannot be used, the unrestricted cash balance for Prince Edward County at the end of FY20 is projected to be \$11,828,993. Historically, the County's cash balances decrease about 42% from the end of June until it hits its low point which is typically in September or October. Assuming cash needs will follow the same pattern, the County's cash balance will drop to about \$6.9 million sometime in September or October. Subtracting the \$1.9M to be moved to the IDA fund will decrease that amount to \$5 million.

The projected increase in the cash balance in the General Fund of \$2,172,722 is a combination of better than expected revenues and lower than expected spending. This increase was expected and as discussed before the issuance of the bond in 2019 will be needed to lessen the impact of the debt service associated with that bond for the next three to four years until revenue growth and elimination of other bond payments expire. The General Fund is our primary source of revenue and supports the majority of all County operations. I project the General Fund will end FY20 with an estimated cash reserve of \$9,343,768 after deducting the \$1.9M allocated to the IDA.

General Property taxes are estimated to generate \$1,405,319 more than contained in the budget and is the primary reason for the increase in the General Fund cash balance mentioned above. Collections of Personal Property taxes are predicted to exceed the budget by \$1,154,172. This result is a combination of used cars holding their value, citizens buying more new cars than usual and increased collections of delinquent accounts by the Treasurer and a large payment by the construction company associated with the Atlantic Coast pipeline. The increased efforts involving collecting delinquent accounts will also result in the collections of Penalty and Interest to exceed the budgeted amounts by over \$158,000. Real Estate tax collections will fall short of the budget by slightly more than \$9,000 which is only one-tenth of one percent.

Collections of Fines are projected to exceed the budget by \$34,000. But my mathematical model had projected that amount would have been \$58,431 but because of the COVID-19 impact I reduced the estimate of the amount to be received for the remainder of the FY by 30%. Additionally, the receipt of the funds could be delayed if the courts do not return to normal operations until after July 1, 2020. The Sheriff has informed me they will still continue to do traffic enforcement but with less traffic on the roads I level-funded this revenue stream at \$170,000 for FY21 which is a reduction of 25.5% over the forecast I completed in February.

I estimate Revenues from the Local Sales tax will fall short of the budget by almost \$51,000. While not a large shortfall, this projection is a significant decrease from the amount predicted before the COVID-19 impact. I have reduced the original revenue prediction for sales tax by \$464,097 or 60.3% for the last four months of the Fiscal Year. The impact of COVID-19 on this revenue source is difficult to predict because receipt of these funds from the state is two months behind the actual date of sale. We will not see the impact on March sales until May. While the food establishments and non-essential retailers have seen a major loss of sales, Grocery Stores, Building Supplies, Hardware and Appliance sales have actually increased significantly. Revenues from the state associated with the Child Services Act (CSA) should be approximately \$182,000 less than the original budget. But this reduction in revenue is more than offset by a reduction in CSA expenditures of \$300,000 with the end result being a savings in local expenditures of slightly more than \$118,000.

Not only were revenues strong but expenditures in the General Fund are forecast to be about \$722,000 less than budgeted. The savings in CSA of \$300,000 was by far the largest area of savings. Other significant savings were the transfer to the Solid Waste Fund (\$103,550) and lower than expected Jail expenditures (\$292,000) and a savings of \$127,000 in the Planning Department from vacancy savings. As is the case every year, department directors and Constitutional Officers held the line in spending and most departments are projected to under-spend their budgets.

FY21 BUDGET

For FY21, the recommended budget for all funds besides the Health Insurance fund which is a restatement of expenses paid from other funds is \$58,411,483. As directed by the Board of Supervisors no tax increase is proposed but to balance the budget required the use of \$320,285 from the fund balance. The use of the fund balance was anticipated when the Bond was issued last year to fund the construction of the new Social Services building and the renovation of the Courthouse. This bond payment for FY21 is \$552,107. Only needing \$320,285 from the fund balance is a positive achievement.

After adjusting for the non-cash expense of depreciation, to balance the water and sewer funds required the transfer from the General Fund of \$235,364 to the water fund and \$90,383 to the sewer fund. Combined, these amounts are about \$500 less than in FY20. The Welfare Fund (Social Services) will require the transfer of \$481,551 from the General Fund to meet the local funding requirements for the programs overseen by Social Services. This is approximately \$113,500 less than contained in the FY20 Budget. Additional funding from the Federal Government allowed this decrease in local funding. To balance the Solid Waste Fund requires a transfer from the General Fund of \$735,272 which is almost \$102,000 less than contained in the FY20 budget. This was caused by decreases in capital expenditures as we build up the County's capacity to operate the landfill. This decrease in cost was anticipated and was one of the primary reasons the Board made the decision for the County to assume operational control of the landfill.

Enclosure (2) is a chart that shows the anticipated revenues, expenses and projected fund balances of the various funds at the end of FY21. As you can see it is anticipated there will be only a slight increase in the fund balances. Once again, the amounts on Enclosure (2) do not reflect the \$1.9M to be transferred to the IDA Fund. After subtracting that amount the County would have available unrestricted cash of approximately \$9.6M.

FACTORS SHAPING THE FY21 PROPOSED BUDGET

In this time of economic uncertainty, Prince Edward County is fortunate because our greatest revenue collections are from sources that are categorized as inelastic. Inelastic revenue sources are relatively fixed and are determined by the tax base/assessed values and the tax rate. Real Estate, Personal Property, Merchants Capital are examples of inelastic revenue sources. Elastic Revenue sources are those that change proportionally to increases and decreases in the economy and income levels. Examples of elastic revenue sources are sales taxes and various permits and licenses such as building permits. Revenues we receive from the Commonwealth would be

considered inelastic because they are not directly tied to current economic activity and can be counted on for collection. For FY21, \$20.2M or 85% of the County's revenues are classified as being inelastic while only \$3.6M would be classified as elastic with the vast majority of that being Local Sales Tax. It is elastic revenues that decrease greatly during times of economic distress.

Just because a revenue source is inelastic does not automatically mean a local government will collect such revenue. Citizens and Businesses still have to pay the taxes they are assessed. If they do not have the funds to pay then the collection rate will fall but the tax will remain on the books to be collected later. What we see is that the vast majority of Citizens and Businesses will do all they can to pay their Real Estate taxes and to a lesser extent Personal Property taxes. Much of the remainder of our inelastic revenues come from the Commonwealth and will be paid as they are reimbursements for Constitutional Offices, CSA payments and the reimbursement for the car tax. That leaves the Personal Property Tax, Motor Vehicle License Tax and Merchants Capital Tax as inelastic revenues of significant size that citizens and businesses may elect not to pay. These are projected to amount to \$6.3M in revenue in FY20. Because of the uncertainty of collections, I project these revenue sources will decrease to \$5.6M in FY21, that is a decrease of \$700,000 or 11% over the amount projected to be collected in FY20 but still an increase of almost \$600,000 over the original FY20 budget.

I do not believe the decrease will be greater because of two reasons. First, the Federal relief bills that have been passed. A large amount of the funding in these bills are aimed at businesses and provides substantial incentives for businesses to keep paying their employees even if they are not able to go to work. If a business does layoff its workers without pay, the bill contains a sizeable expansion of unemployment benefits. The bill adds \$600 per week from the Federal Government on top of the amount the worker receives from Virginia. That increase will last for four months. So, if a person is receiving the national average payment of \$340 per week that will increase the amount to \$940. These and other provisions of the relief acts should allow employees and businesses to have enough funds to overcome this pandemic. The second reason I believe the impact will not be greater on County revenues is my belief that while the virus will be with us into the future the U.S. and the rest of the world will adapt and return to a more normal existence and the economy will rebound. As health care supplies and equipment are manufactured and distributed the health care system will become more robust and be able to handle more cases than they can currently allowing a return to normalcy. I am also hopeful that with all the resources being used worldwide to find treatments for COVID-19, that while a vaccine might be a year or more away, various treatments will be found that will lessen the severity of the symptoms and allow people to move freely once again.

The dominant factor in developing the FY21 budget was following the Board's direction of not proposing a tax increase while being able to fund the increased debt service mentioned above and reducing revenues to reflect the impact of COVID-19.

The General Assembly passed a budget with a 4% pay increase for teachers over two budget years. The School Board has elected to provide a 2% pay increase to their employees both in FY21 and FY22 to meet the 4% required to receive the increase in state funding. Overall, the Schools will receive \$840,363 more in state funding in FY21 than in FY20. This will allow the School Board to hire additional people, buy a school bus and provide a 2% salary increase and a step increase to their employees. To assist in achieving these goals the School Board is requesting an increase in local funding of \$57,644.

There are two expenditure lines in the budget that are anticipated to increase significantly. The first is the debt service which was discussed above. Overall, the debt service increase is \$443,167. The other major expenditure increase is a \$400,000 request from the Jail. The original request from the Jail was almost twice that amount but I conducted a fairly quick review of the Jail budget and found expenses that could be reduced and revenues that could be increased. Jail staff has agreed with those changes. I and the other County Administrators will meet with the Jail Superintendent and conduct a complete review of the Jail budget and attempt to lower the County's costs even more but for now I recommend budgeting for the increase in case we are not successful.

Besides the reduction in transfers to the Social Services fund of \$113,500 and the Solid Waste fund of \$102,000 discussed above there is a reduction of \$170,000 in the amount to pay for the remaining work needed to finish the reassessment. After subtracting the costs associated with the construction projects the Capital Expenses in the General Fund decreases by \$95,422. These four reductions total almost \$481,000. There are no other substantial reductions in any other funds. I project General Fund revenues will increase about \$315,000. The personal property tax is expected to increase by about \$558,294. While this is an increase over the FY20 budget it is a decrease of almost 12% over the amount estimated to be collected in FY20. Sales tax is expected to decrease by \$268,300 over the FY20 budget. This is a decrease of 14.8% from the amount forecast to be collected for FY20 in February.

Except for the impact of last year's pay increase most expenses have been held at level funding or decreased. Also included in the budget is funding for a 2% bonus payable in December of 2020. This amounts to slightly more than \$93,000 in the General Fund and another \$12,000 in the Solid Waste Fund and \$6,000 for the Piedmont Court Service Fund. The state budget contained the same 2% bonus for Constitutional Officers and their staff and other local employees partially funded by the state. This bonus is dependent on state revenues meeting specific goals at the end of June.

After discussion with our Insurance Consultant I am recommending the amounts paid for employees remain the same as in FY20. As mentioned earlier the Health Insurance fund is projected to only have a reserve of approximately \$148,438 or 14% of annual expenditures. I recommend this reserve be maintained to reduce any future increases.

Regarding expenditures for the non-profits I am recommending increasing funding for FACES to the amount requested which is \$8,000 or \$3,500 more than contained in the FY20 Budget and after discussion with the Chairman I am recommending increasing funding for Piedmont Senior Resources by \$6,128 to a total of \$12,256 which is 61% of the amount requested. Both these organizations provide meals to those in need and in time of economic distress the need for such assistance is great.

There are six large capital expenditure items proposed in the General Fund budget. These are (1) \$160,000 to allow the Sheriff to purchase three new cars and radar units, (2) \$35,000 to purchase computers, printers, etc., (3) \$35,000 to purchase a pick-up truck for Animal Control, (4) \$33,000 for a new pick-up truck for Public Works, (5) \$22,500 for new terminals for dispatch, (6) \$27,000 to replace carpet in the Courthouse and (7) \$12,800 to buy two voting machines. There are also several capital items in the Solid Waste Fund totaling \$109,000. These are (1) \$15,000 to replace three sheds at the dump sites, (2) \$22,000 to purchase four new bins, (3) \$16,000 for two new compactor cans, (4) \$16,000 for tires for the scraper pan and the off-road truck, (5) \$12,000 for tools, and (6) \$28,000 for tracks for the 963B loader and the excavator.

There are several other adjustments to the budget but none as large as those mentioned above. We will be reviewing the budget in detail as we move through the budget schedule and all your questions will be answered.

Conclusion

As we move forward in the budget process, we will learn more each day. We will begin to understand how businesses and the citizens are availing themselves to the funding available from the Federal Relief bills and how that funding is trickling through the local economy. This will provide key insight on the County's revenue collections and provide the Board with information to make final decisions regarding the budget.

I look forward to our future work sessions and realize the Board may make changes to the proposed budget, that is understandable and expected. Thank you for the opportunity to present this budget for the citizens of Prince Edward County.

Supervisor Wilck asked if there would be any reduction in Jail costs by releasing non-violent offenders. Chairman Townsend said that would be up to a Judge; he said they could go to home-monitoring but movement has ceased.

Mr. Bartlett said the Board just recently approved applying for a grant for Pretrial Services that Piedmont Court Services would monitor, but only for Prince Edward County. The purpose of Pretrial Services is to keep the offenders out of jail, which would help lower the numbers in the Regional Jail, which would reduce our portion of the expense. Discussion followed.

Mr. Bartlett said there are a lot of unknowns, and that the Board has decisions to make.

Mr. Bartlett then stated the Policy for Funding Non-County Agencies and Organizations was adopted June 2016. He said the Fire and EMS departments are now being treated as governmental organizations; and reviewed several other organizations not considered outside organizations. He said that other than the two mentioned previously, he historically does not budget those increases or decreases unless specifically requested by the Board Chair. He said last year, the Board requested a Contingency Line in the budget of \$10,000 in case there is a need to help an organization that the Board views as necessary. Mr. Bartlett stated he included \$10,000 in the budget for the Piedmont Veterans Council; he said the Board approved a one-time funding of \$10,000 for the Piedmont Veterans Council. He said they have done a tremendous job helping the veterans, and was able to bring in about \$21 million of aid to the whole region. Mr. Bartlett said several veterans, young and old alike, have expressed how thankful they are for what the Council has been able to do for them; some is literally life-changing.

Chairman Townsend questioned Recreation Fund. Mr. Bartlett said there is \$10,000 in the County Recreation line item, in a contingency, and the Board would have to vote to spend that. Discussion followed.

Supervisor Cooper-Jones stated the YMCA are providing services for the hospital workers, essential personnel, rescue squad, etc., at a reduced rate; they are opening day-care. Mr. Bartlett said this [funding] is for a whole fiscal year, so if they open later, they made need the funding. Discussion followed.

Chairman Townsend said the Virso Recreation Center needs to be taken off [the list]. Discussion followed on other agencies and the services they provide.

Chairman Townsend asked if providing \$10,000 for the Veterans Council will put them over their self-imposed limit of \$150,000. Mr. Bartlett said it would, but that the ceiling on the donations can be

changed. The policy was adopted before either Supervisor Booth and Gilliam were on the Board so the Board may want to review the policy. Discussion followed.

Supervisor Cooper-Jones requested a change be made in the ceiling for donations from \$150,000 to \$160,000. The Board concurred.

Supervisor Wilck stated he would like to cut a few items. He said the Board needs to be prudent; he said the virus is going to become worse and if the Board is spending more up-front, he would rather not raise things, and may have to give out more later in a time of greater need. He emphasized the Board needs to be careful.

Mr. Bartlett reviewed the budget presentation.

Supervisor Emert asked if the convenience workers have been told to stay back from the citizens [due to social distancing with the COVID-19 pandemic]. Mr. Bartlett said they have and were instructed to help but maintain a safe distance from the citizens.

Mr. Bartlett said the County will have an increase cost due to the elections with extended voting. He then stated several items were not included in the budget because of cost, such as the Chiller, which would be \$180,000 to replace; the telephone system, which is old and parts are no longer available; furniture and carpet in several offices which are now 20+ years old and some are broken; paving of the SCOPE parking lot; and a roll-off truck and compactor at the recycle sites, estimated at \$200,000. He said overall, a 3% increase is represented in the combined budget, which is normal. He stated no increase in tax rates is recommended, and presented a comparison with surrounding localities.

Discussion followed regarding the work session scheduled for Thursday, April 2. The Board decided it was not necessary and cancelled that meeting.

Supervisor Wilck stated Piedmont Senior Resources has a budget of \$1.9 million, and their salaries and benefits are over a million [dollars]; more than fifty-cents of every dollar goes in their pocket. He said by comparison, every dollar FACES receives gets \$22 in retail cost of food. Supervisor Wilck said there are now robo-calls for donations. He said the amount of money contributed to the amount of money actually going to the people is small in comparison. He said it is good for Ms. Young and the four people at the top; 57% is spent on salaries and they have a fleet of vehicles.

Supervisor Wilck said the \$6,000 donation should be left at that, and the \$2,000 that goes to the Small Business Association. Discussion followed.

Supervisor Wilck said Longwood University recently finished their administration building and another is being built. He said they are moving the tennis courts to put in a convocation center, and asked why the County gives to the SBA when they can do that.

Supervisor Cooper-Jones said she understands that Piedmont Senior Resources has a large budget. She said a 62-year old citizen that resides in Meherrin had a serious medical issues and had been in MCV for about four months. Supervisor Cooper-Jones said that this woman's stomach and leg literally burst open and she could not return home because she did not have a ramp. Supervisor Cooper-Jones said she herself contacted PSR and they built a ramp to make access to her house wheelchair accessible, and made adjustments to the bathroom in her home to make it wheelchair accessible. She said there are a lot of residents that cannot take care of themselves or cook for themselves, but they are supplied with home health aides, meals and services, and also provide microwaves to heat the meals. She said Prince Edward County is the biggest user of these services. Supervisor Cooper-Jones said the home health aides get paid to provide this much-needed service.

Supervisor Pride said the vehicles are necessary to serve all the counties, not just Prince Edward County that is served. She asked how long a Board member has been a representative on the PSR board; Mr. Bartlett said she is the first.

Supervisor Pride said more people in Prince Edward County are served than any other county, and Prince Edward County gives one of the lowest fees. She said she will investigate; she said with the services they do, the money is used to the maximum for the County.

Supervisor Wilck said too much of the funding goes to salaries, and at what price because other organizations can serve meals cheaper. He said he plans to report them to the state who will investigate those that spend too much on themselves.

Chairman Townsend stated he knows of a citizen in Meherrin that both their refrigerator and stove were broken and PSR replaced them. He said the Board has the obligation to the citizens of Prince Edward County to ensure they are taken care of. He said it is just fair for the County to pay its fair share. He said going from \$6,100 to \$19,000 is too much, but \$6,100 to \$12,200 is reasonable.

Supervisor Wilck said when you look at the situation, and asked if other counties have [similar organizations like] FACES or Meals On Wheels, or does PSR take care of that service. He said the Board contributes to other organizations that do the same thing.

Supervisor Emert said PSR is not equal with FACES or Habitat for Humanity as those can use all-volunteer labor. He said PSR cannot use volunteer labor; they are required to do background checks for the health aides, which costs more; he said the comparison is not “apples to apples.” Discussion followed.

Mr. Bartlett said there has been discussion regarding programs other than providing meals. Supervisor Cooper-Jones said PSR vans run every Monday to bring five prepared/frozen meals for the people, who just need to microwave the meals, and in addition, for people who cannot take care of themselves, there is a home health aide that goes into the house for at least four hours a day and some receive eight hours of care.

Supervisor Wilck said to make those meals, PSR uses the SCOPE building free of charge; he said they may have put the oven in, but they are not charged a fee to use the building. Supervisor Emert said Prince Edward County would not have the SCOPE building if it were not for the predecessor of Piedmont Senior Resources; he said the predecessor, Senior Center of Prince Edward, and the Area Agency on Aging came about because of SCOPE, and SCOPE is the reason Meals on Wheels happened to apply through a program, through SCOPE and the Area Agency on Aging. Originally, they got it for free because it was their reasoning to get the building to begin with. He said yes, they do use it but the name changed and if it were not for that [original] agency, we would not have a building to begin with.

Supervisor Cooper-Jones stated that the senior citizens are normally able to go to the SCOPE building several days a week to receive meals and socialize, but they are not able to do that now because of COVID-19. She said the other meals are prepared elsewhere. Supervisor Cooper-Jones said they are also being taught how to use computers and other programs.

Supervisor Gilliam said he spoke with Ms. Young about a situation where an elderly person was brought food and she had too much. He said they cleaned out two freezers, two refrigerators and it filled two pick-up trucks. He said he was told that sometimes they “slip through the cracks.” He said when the food is delivered, if the person notices that there is still food there, it should be given to someone else.

Supervisor Gilliam then said the virus is affecting the world and the Board needs to think about what they are getting ready to do with the budget because no one knows thirty to sixty days from now what will happen. He said not to give it out money where the County may really need it to help the citizens months from now; he said the Board may need to hold the line and review things down the road.

Discussion followed on the preparations for the virus.

Mr. Bartlett said Mr. Trey Pyle has ordered masks and gloves that should arrive by the end of this week. Further discussion followed.

Mr. Bartlett said the budget can be approved, but the County will not buy things like capital items right away.

Supervisor Emert said Longwood Village has provided housing for a few months to one of the EMT Fire fighters shifts so both shifts would not be using the squad house to reduce the chance of possibly being cross-contaminated. He added that if any churches or individuals would be interested in donating a card to a store or restaurant to provide meals so they don't have to go out more than necessary.

Mrs. Sarah Elam Puckett, Assistant County Administrator, stated the supply of PPE is not expected to be resupplied for as much as four to six weeks. She said it is possible that Virginia will peak in May and we could be operating under Crisis Standards of Care with a severe shortage of PPE. She said they hope to receive the order by mid-April but many items are unavailable; she said YakAttack is working with the hospital on some equipment that they can make, some local distilleries are making hand sanitizer and people with 3-D printers are trying to fabricate PPE. She said it is going to get a lot worse and the med-surge is expected to peak in May.

In Re: Closed Session

Chairman Townsend made a motion, seconded by Supervisor Jones, that the Board convene in Closed Session for discussion, consideration and evaluation 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*; the motion carried:

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

The Board returned to regular session by motion of Supervisor Emert, seconded by Supervisor Wilck, 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

On motion of Chairman Jones, and seconded by Supervisor Emert, 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

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.

On motion of Chairman Townsend, seconded by Supervisor Gilliam, 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

the meeting was adjourned at 8:19 p.m.



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

Meeting Date: April 14, 2020
Item No.: 8-c
Department: County Administration
Staff Contact: Crystal Baker
Issue: Review of Accounts & Claims

Summary: The March bill list, Mileage Reports and County Attorney invoices are attached for the Board's review.

Attachments: March 2020 Bill List
County Attorney Invoices

Recommendation:

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

4/01/2020

FROM DATE- 3/01/2020
TO DATE- 3/31/2020

ACCOUNTS PAYABLE CHECKS
PRINCE EDWARD

FUND NO.	DESCRIPTION	\$\$\$ PAY \$\$\$
100	GENERAL FUND	\$1,363,096.81
105	FORFEITED ASSETS FUND	\$63.00
125	DARE FUND	\$1,611.44
501	WATER FUND	\$47,239.31
502	SEWER FUND	\$17,856.97
520		\$63,083.98
732	RETIREMENT BENEFIT FUND	\$2,374.00
741	PIEDMONT COURT SERVICES FUND	\$5,226.72
	TOTAL	1,500,552.23

AP375H
4/01/2020
FUND # - 100

PRINCE EDWARD
LISTING OF INVOICES FOR 3/01/2020 -- 3/31/2020

AFTER CHECKS
PAGE 1

MAJOR#	ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
012050	2019	29332	MOTOR VEHICLE LICENSE TAXES			
			Motor Vehicle Licenses-20			
			TOWN OF FARMVILLE	DECALS 2020	AUTO DECALS	66,020.57
						66,020.57 *
						66,020.57 **
					ACCOUNT TOTAL	
					MAJOR TOTAL	
011010	3160		BOARD OF SUPERVISORS			
			Professional Services			
		19946	JUDY ELLINGTON DESIGN	6569	BUSINESS CARDS	52.22
		19946	JUDY ELLINGTON DESIGN	6571	BUSINESS CARDS	42.74
						94.96 *
					ACCOUNT TOTAL	
					ACCOUNT TOTAL	
						75.00
						448.59
						523.59 *
5530	3600		Advertising			
		11894	BUSINESS CARD	0369PUCKETT0320	ADVERTISING	120.95
		15240	FARMVILLE NEWSMEDIA	129579/0220	ADVERTISING	108.61
			Travel-Subsistence & Lodg			
		11894	BUSINESS CARD	0369PUCKETT0320	BOS MTG MEAL	57.30
		11894	BUSINESS CARD	0369PUCKETT0320	BOS MTG MEAL	55.55
		11894	BUSINESS CARD	0639PUCKETT0220	BOARD MTG MEALS	43.56
		11894	BUSINESS CARD	0639PUCKETT0220	BOS LUNCH MTG	385.97 *
			Travel-Convention & Educa			
		11894	BUSINESS CARD	0369PUCKETT0320	VACO COURSE	150.00
		11894	BUSINESS CARD	0639PUCKETT0220	FORUM REGISTRATION	1,400.00
		11894	BUSINESS CARD	0639PUCKETT0220	REGISTRATION	150.00
		30440	ADP Equipment	816442183 0320	CELLULAR SERVICE	280.48
			US CELLULAR			280.48 *
						2,985.00 **
					ACCOUNT TOTAL	
					ACCOUNT TOTAL	
012110	2700		COUNTY ADMINISTRATOR			
			Worker's Compensation			
		31421	VACORP	WRKCOMP4/4 0320	WORKERS COMPENSATION	74.67
						74.67 *
			Professional Services			
		11894	BUSINESS CARD	0639PUCKETT0220	UPS	1.62
			Postal Services			
		11894	BUSINESS CARD	0639PUCKETT0220	POSTAGE	1.62 *
			Telecommunications			
		30440	US CELLULAR	816442183 0320	CELLULAR SERVICE	26.35
			Travel-Subsistence & Lodg			
		11894	BUSINESS CARD	0369PUCKETT0320	CELLULAR SERVICE	26.35 *
						126.12
						126.12 *
						6.86

AP375H
4/01/2020
FUND # - 100 GENERAL FUND

LISTING OF INVOICES FOR 3/01/2020 -- 3/31/2020

AFTER CHECKS
PAGE 2

MAJOR#	ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5540		11894	BUSINESS CARD	0369PUCKETT0320	EMS MTG MEAL	106.69
			Travel-Convention & Educa			113.55 *
		11894	BUSINESS CARD	0639PUCKETT0220	REGISTRATION	50.00
5810		31330	VENMA	3457	MEMBERSHIP DUES	50.00 *
6001			Office Supplies			75.00
		11894	BUSINESS CARD	0639PUCKETT0220	BLUEPRINTS	75.00 *
		13369	DIAMOND SPRINGS WATER INC	11393100 0320	WATER & EQUIP RENTAL	142.06
		20600	KEY OFFICE SUPPLY	539204	NAMEPLATE	11.95
		20600	KEY OFFICE SUPPLY	539337	CARTRIDGES	14.00
		20600	KEY OFFICE SUPPLY	539338	CARTRIDGES	269.99
		20600	KEY OFFICE SUPPLY	539340	CARTRIDGE	719.94
		20600	KEY OFFICE SUPPLY	539526	PACKING TAPE	269.99
		20600	KEY OFFICE SUPPLY	539976	TONER	10.36
		20600	KEY OFFICE SUPPLY	539988	MESSAGE BOOKS	69.99
		20600	KEY OFFICE SUPPLY	540864	LAMINATING/INK/LABELS	29.94
		20600	KEY OFFICE SUPPLY	540929	PLANNER	38.68
		20600	KEY OFFICE SUPPLY	541157	BINDERS & LABELS	16.99
						154.69
012240			INDEPENDENT AUDITOR			1,748.58 *
						2,215.89 **
3120		28729	MCGRIF F INSURANCE SERVICES	20COPEGM03634	OPEB	1,500.00
			Accountings & Auditing Se			1,500.00 *
						1,500.00 **
012310			COMMISSIONER OF REVENUE			
2700		31421	VACORP	WRKCOMP4/4 0320	WORKERS COMPENSATION	40.59
			Worker's Compensation			40.59 *
3600		15240	FARMVILLE NEWSMEDIA	130634/0230	ADVERTISING	221.22
			Advertising			221.22 *
5230		13325	TREASURER OF VIRGINIA	T430233	ONLINE SERVICE	71.10
			Telecommunications			71.10 *
5810		31448	VAAO	DUES 2020	MEMBERSHIP DUES	35.00
			Dues & Association Member			35.00 *
6001		20600	KEY OFFICE SUPPLY	539633	BINDERS	110.23
		20600	KEY OFFICE SUPPLY	540261	STAMP	39.95
		20600	KEY OFFICE SUPPLY	541007	FOLDERS	78.80

AP375H
4/01/2020
FUND # - 100 GENERAL FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 3/01/2020 -- 3/31/2020

AFTER CHECKS
PAGE 3

MAJOR# ACCT#	VENDOR NUMBER NAME	INVOICE NUMBER	DESCRIPTION	AMOUNT
6014	25120 PAIRET'S INC	26212	NAME/DESK PLATES	210.50
	11353 BMS DIRECT	135638/2	TPP FORMS	439.48 *
012320	ASSESSOR		ACCOUNT TOTAL	4,177.42
3160	32122 WAMPLER-EANES APPRAISAL	004 21	REASSESSMENT	4,177.42 *
	9rofessional Services		ACCOUNT TOTAL	43,065.00 *
	31241 VACORP	WRKCOMP4/4 0320	WORKERS COMPENSATION	43,065.00 **
012410	TREASURER		ACCOUNT TOTAL	43,065.00 **
2700	31421 VACORP	WRKCOMP4/4 0320	WORKERS COMPENSATION	45.25
3171	29041 TACS, P.C.	6479	TITLE SEARCH FEES	45.25 *
	29041 TACS, P.C.	6501	TITLE SEARCH FEES	192.00
3320	12762 COMPUTERPLUS SALES/SERVIC	MC0199253	PRINTER MAINTENANCE	1,704.03
	15241 FARMVILLE HERALD	130364/0220	ADVERTISING	1,896.03 *
3600	15241 FARMVILLE HERALD	130364/0220	ADVERTISING	386.55
	11250 BENCHMARK COMMUNITY BANK	7596 TREAS 0320	PAYFLOW/PAYPAL	386.55 *
5230	13325 TREASURER OF VIRGINIA	T430233	ONLINE SERVICE	1,473.26
	26125 QUADIENT LEASING USA, INC.	N8180542	POSTAGE LEASE	1,473.26 *
5410	26125 QUADIENT LEASING USA, INC.	N8180542	POSTAGE LEASE	13.40
6001	11353 BMS DIRECT	141796	PP BILL POSTAGE	71.10
	11902 BUSINESS DATA OF VA, INC.	01 1007	NORTON ANTIVIRUS	84.50 *
	11902 BUSINESS DATA OF VA, INC.	01 1020	NORTON ANTIVIRUS	1,527.00
	20600 KEY OFFICE SUPPLY	540881	ICX90781	1,527.00 *
	20600 KEY OFFICE SUPPLY	541192	COPY PAPER	1,184.54
	20600 KEY OFFICE SUPPLY	541367	BR80C	39.95
	20600 KEY OFFICE SUPPLY	541507	CF226A	3.49
	13012 DMV	202006001431	DMV STOP FEES	149.85
6020	13012 DMV	202006001431	DMV STOP FEES	3.40
			ACCOUNT TOTAL	122.99
			ACCOUNT TOTAL	1,544.17 *
			ACCOUNT TOTAL	1,600.00
			ACCOUNT TOTAL	1,600.00 *
			MAJOR TOTAL	8,556.76 **

AP375H
4/01/2020
FUND # - 100 GENERAL FUND

LISTING OF INVOICES FOR 3/01/2020 -- 3/31/2020

AFTER CHECKS
PAGE 4

MAJOR#	ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
3160	012510		Information Technology			
			Professional Services			
		11902	BUSINESS DATA OF VA, INC.	01 1006	TRAVEL & EXPENSE	125.00
		11902	BUSINESS DATA OF VA, INC.	01 1007	TRAVEL & EXPENSE	125.00
		11902	BUSINESS DATA OF VA, INC.	01 1009	TRAVEL & EXPENSE	125.00
		11902	BUSINESS DATA OF VA, INC.	01 1010	TRAVEL & EXPENSE	125.00
		11902	BUSINESS DATA OF VA, INC.	01 1011	TRAVEL & EXPENSE	125.00
		11902	BUSINESS DATA OF VA, INC.	01 1012	TRAVEL & EXPENSE	125.00
		11902	BUSINESS DATA OF VA, INC.	01 1013	TRAVEL & EXPENSE	125.00
		11902	BUSINESS DATA OF VA, INC.	01 1015	TRAVEL & EXPENSE	125.00
		11902	BUSINESS DATA OF VA, INC.	01 1016	TRAVEL & EXPENSE	2,880.00
		11902	BUSINESS DATA OF VA, INC.	01 1017	TRAVEL & EXPENSE	125.00
		11902	BUSINESS DATA OF VA, INC.	01 1018	TRAVEL & EXPENSE	125.00
		11902	BUSINESS DATA OF VA, INC.	01 1019	TRAVEL & EXPENSE	125.00
		11902	BUSINESS DATA OF VA, INC.	01 1020	TRAVEL & EXPENSE	125.00
		11902	BUSINESS DATA OF VA, INC.	01 1021	TRAVEL & EXPENSE	125.00
		11902	BUSINESS DATA OF VA, INC.	01 1022	TRAVEL & EXPENSE	125.00
		11902	BUSINESS DATA OF VA, INC.	01 1023	TRAVEL & EXPENSE	125.00
		11902	BUSINESS DATA OF VA, INC.	01 1024	TRAVEL & EXPENSE	125.00
		11902	BUSINESS DATA OF VA, INC.	01 1025	TRAVEL & EXPENSE	125.00
		11902	BUSINESS DATA OF VA, INC.	01 1027	TRAVEL & EXPENSE	125.00
		11902	BUSINESS DATA OF VA, INC.	01 1028	TRAVEL & EXPENSE	125.00
		11902	BUSINESS DATA OF VA, INC.	01 1038	TRAVEL & EXPENSE	125.00
		11902	BUSINESS DATA OF VA, INC.	1 1004	CONTRACT AGREEMENT	4,500.00
		11902	BUSINESS DATA OF VA, INC.	1001	EXPENSES	95.31
		11902	BUSINESS DATA OF VA, INC.	1003	TRAVEL & EXPENSE	125.00
		11902	BUSINESS DATA OF VA, INC.	1003	TRAVEL & EXPENSE	125.00
3320			Maintenance Service			
		12762	COMPUTERPLUS SALES/SERVIC	MC0198867	PRINTER SERV CONTRACT	79.00
		12762	COMPUTERPLUS SALES/SERVIC	MC0198868	PRINTER SERV CONTRACT	79.00
		12762	COMPUTERPLUS SALES/SERVIC	MC0199254	PRINTER SERV CONTRACT	79.00
					ACCOUNT TOTAL	10,100.31 *
					MAJOR TOTAL	10,337.31 **
013100			ELECTORAL BOARD AND OFFICIALS			
1100			Salaries & Wages			
		10173	AKERS-BOOKER GWENDOLYN	NOV-FEB 2020	SALARY	1,106.32
		22152	MARTIN SAMUEL A JR	NOV-FEB 2020	SALARY	553.33
		25938	PUCKETT CHARLES D	NOV-FEB 2020	SALARY	553.33
					ACCOUNT TOTAL	2,212.98 *
3160			Professional Services			
		24985	OWEN G DUNN CO	21365	L&A TESTING	1,700.00
					ACCOUNT TOTAL	1,700.00 *
3161			Election Official			
		10119	ACAMPORA GAIL	ELECTION 0320	OFFICIAL	90.00
		10148	ADAMS PATRICIA	ELECTION 0320	OFFICIAL	90.00
		11171	BARNES BARBARA	ELECTION 0320	OFFICIAL	100.00

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	11171	BARNES BARBARA	ELECTION 0320	OFFICIAL TRAINING	25.00
	11186	BARNES ROBERT L	ELECTION 0320	OFFICIAL	90.00
	11186	BARNES ROBERT L	ELECTION 0320	OFFICIAL TRAINING	25.00
	11198	BASKIN BETTY	ELECTION 0320	OFFICIAL	100.00
	11198	BASKIN BETTY	ELECTION 0320	OFFICIAL TRAINING	25.00
	11648	BROWN WENDELL	ELECTION 0320	OFFICIAL	90.00
	12068	CALHOUN ELIZABETH	ELECTION 0320	OFFICIAL	90.00
	12079	CALHOUN LONNIE	ELECTION 0320	OFFICIAL	90.00
	12616	COLES-BARKSDALE DOROTHY	ELECTION 0320	OFFICIAL	100.00
	12616	COLES-BARKSDALE DOROTHY	ELECTION 0320	OFFICIAL TRAINING	25.00
	12807	COPELAND ARETHA	ELECTION 0320	OFFICIAL	100.00
	12807	COPELAND ARETHA	ELECTION 0320	OFFICIAL TRAINING	25.00
	12894	CRAWLEY RALPH A	ELECTION 0320	SET UP	50.00
	13015	DAILEY OTIS	ELECTION 0320	OFFICIAL	90.00
	13015	DAILEY OTIS	ELECTION 0320	OFFICIAL MILEAGE	90.00
	13057	DANIEL BARBARA W	ELECTION 0320	OFFICIAL	10.00
	13766	DOVE RACHAEL E	ELECTION 0320	OFFICIAL	90.00
	14365	EDMUNDSON SARAH	ELECTION 0320	OFFICIAL	90.00
	14365	EDMUNDSON SARAH	ELECTION 0320	OFFICIAL TRAINING	100.00
	14739	EMERT PEGGY	ELECTION 0320	OFFICIAL	25.00
	14739	EMERT PEGGY	ELECTION 0320	OFFICIAL TRAINING	115.00
	14739	EMERT PEGGY	ELECTION 0320	OFFICIAL	25.00
	14739	EMERT PEGGY	ELECTION 0320	OFFICIAL CELL PHONE	10.00
	14739	EMERT PEGGY	ELECTION 0320	OFFICIAL PICK UP	20.00
	14739	EMERT PEGGY	ELECTION 0320	OFFICIAL MILEAGE	15.00
	14792	ERICKSON EMILY	ELECTION 0320	OFFICIAL	90.00
	14792	ERICKSON EMILY	ELECTION 0320	OFFICIAL TRAINING	25.00
	14793	ERICKSON RICHARD W	ELECTION 0320	OFFICIAL	115.00
	15574	FAWCETT NANCY D	ELECTION 0320	OFFICIAL	90.00
	15574	FAWCETT NANCY D	ELECTION 0320	OFFICIAL TRAINING	25.00
	15574	FAWCETT NANCY D	ELECTION 0320	OFFICIAL CELL PHONE	10.00
	15574	FAWCETT NANCY D	ELECTION 0320	OFFICIAL PICK UP	20.00
	15574	FAWCETT NANCY D	ELECTION 0320	OFFICIAL MILEAGE	15.00
	15870	FORD MOSES	ELECTION 0320	OFFICIAL	90.00
	15925	FOWLKES JEAN G	ELECTION 0320	OFFICIAL	90.00
	16228	GLADDEN YOLANDA	ELECTION 0320	OFFICIAL	115.00
	16228	GLADDEN YOLANDA	ELECTION 0320	OFFICIAL TRAINING	25.00
	16228	GLADDEN YOLANDA	ELECTION 0320	OFFICIAL MILEAGE	15.00
	17746	HOLLINGSWORTH ESTHER W	ELECTION 0320	OFFICIAL	115.00
	17746	HOLLINGSWORTH ESTHER W	ELECTION 0320	OFFICIAL TRAINING	25.00
	17746	HOLLINGSWORTH ESTHER W	ELECTION 0320	OFFICIAL CELL PHONE	10.00
	17746	HOLLINGSWORTH ESTHER W	ELECTION 0320	OFFICIAL PICK UP	20.00
	17746	HOLLINGSWORTH ESTHER W	ELECTION 0320	OFFICIAL MILEAGE	15.00
	19250	JASPER FRANCES D	ELECTION 0320	OFFICIAL	115.00
	19250	JASPER FRANCES D	ELECTION 0320	OFFICIAL TRAINING	25.00
	19250	JASPER FRANCES D	ELECTION 0320	OFFICIAL CELL PHONE	10.00
	19250	JASPER FRANCES D	ELECTION 0320	OFFICIAL PICK UP	20.00
	19250	JASPER FRANCES D	ELECTION 0320	OFFICIAL MILEAGE	15.00
	19650	JOHNSON ALICE B	ELECTION 0320	OFFICIAL	90.00
	19701	JOHNSON SYNI	ELECTION 0320	OFFICIAL	90.00

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	19768	JONES BARBARA	ELECTION 0320	OFFICIAL	90.00
	20207	KELLUM DONALD B JR	ELECTION 0320	OFFICIAL	100.00
	20207	KELLUM DONALD B JR	ELECTION 0320	OFFICIAL TRAINING	25.00
	20279	KELSEY PEGGY	ELECTION 0320	OFFICIAL	90.00
	21632	LEE JAMES JUNIOR	ELECTION 0320	OFFICIAL	90.00
	22127	MARCELLIN IDA M	ELECTION 0320	OFFICIAL	90.00
	22253	MCBRIDE APRIL	ELECTION 0320	OFFICIAL	100.00
	22253	MCBRIDE APRIL	ELECTION 0320	OFFICIAL TRAINING	25.00
	22274	MCELHENIE LORA P	ELECTION 0320	OFFICIAL	115.00
	22274	MCELHENIE LORA P	ELECTION 0320	OFFICIAL TRAINING	25.00
	22274	MCELHENIE LORA P	ELECTION 0320	OFFICIAL CELL PHONE	10.00
	22274	MCELHENIE LORA P	ELECTION 0320	OFFICIAL PICK UP	20.00
	22274	MCELHENIE LORA P	ELECTION 0320	OFFICIAL MILEAGE	15.00
	22344	MEDLIN LINDA	ELECTION 0320	OFFICIAL	90.00
	22400	MILHOUSE ANDREA R	ELECTION 0320	OFFICIAL	90.00
	22691	MORGAN TOLA	ELECTION 0320	OFFICIAL	90.00
	22742	MOSELEY RITA O	ELECTION 0320	OFFICIAL	90.00
	22989	MUQIT AISHA A	ELECTION 0320	OFFICIAL	90.00
	23342	NASH BRENDA	ELECTION 0320	OFFICIAL	90.00
	25047	PAIGE WHITFIELD	ELECTION 0320	OFFICIAL	175.00
	25047	PAIGE WHITFIELD	ELECTION 0320	OFFICIAL TRAINING	25.00
	25047	PAIGE WHITFIELD	ELECTION 0320	OFFICIAL CELL PHONE	10.00
	25348	PHAUP NANCY	ELECTION 0320	OFFICIAL	100.00
	27131	RANDOLPH REBECCA L	ELECTION 0320	OFFICIAL	115.00
	27131	RANDOLPH REBECCA L	ELECTION 0320	OFFICIAL TRAINING	25.00
	27131	RANDOLPH REBECCA L	ELECTION 0320	OFFICIAL CELL PHONE	10.00
	27131	RANDOLPH REBECCA L	ELECTION 0320	OFFICIAL PICK UP	20.00
	27131	RANDOLPH REBECCA L	ELECTION 0320	OFFICIAL MILEAGE	15.00
	28339	SHEPPERSON BERTHA E	ELECTION 0320	OFFICIAL	90.00
	28406	SOMERS JAMES	ELECTION 0320	OFFICIAL	115.00
	28406	SOMERS JAMES	ELECTION 0320	TRAINING	25.00
	28406	SOMERS JAMES	ELECTION 0320	CELL PHONE	10.00
	28406	SOMERS JAMES	ELECTION 0320	PICK UP	20.00
	28406	SOMERS JAMES	ELECTION 0320	OFFICIAL MILEAGE	15.00
	28434	SOMERS CLAUDIA	ELECTION 0320	OFFICIAL	115.00
	28434	SOMERS CLAUDIA	ELECTION 0320	OFFICIAL TRAINING	25.00
	28434	SOMERS CLAUDIA	ELECTION 0320	OFFICIAL CELL PHONE	10.00
	28434	SOMERS CLAUDIA	ELECTION 0320	OFFICIAL PICK UP	20.00
	28434	SOMERS CLAUDIA	ELECTION 0320	OFFICIAL MILEAGE	15.00
	28439	SKAKUM LYNN	ELECTION 0320	OFFICIAL	115.00
	28439	SKAKUM LYNN	ELECTION 0320	OFFICIAL TRAINING	25.00
	28439	SKAKUM LYNN	ELECTION 0320	OFFICIAL CELL PHONE	10.00
	28439	SKAKUM LYNN	ELECTION 0320	OFFICIAL PICK UP	20.00
	28439	SKAKUM LYNN	ELECTION 0320	OFFICIAL MILEAGE	15.00
	28699	SPEAKES JOY C	ELECTION 0320	OFFICIAL	100.00
	28699	SPEAKES JOY C	ELECTION 0320	OFFICIAL TRAINING	25.00
	28882	STOCKTON MARGARET	ELECTION 0320	OFFICIAL	100.00
	28882	STOCKTON MARGARET	ELECTION 0320	OFFICIAL TRAINING	25.00
	28997	STURGIS PATRICIA LYNN	ELECTION 0320	OFFICIAL	90.00

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5420	13083	Lease/Rental of Buildings DARLINGTON HGT FIRE DEPT	ELECTION 0320	OFFICIAL	200.00
	14600	ELKS LODGE #269	ELECTION 0320	OFFICIAL	200.00
	15520	FARMVILLE VOL FIRE DEPT	ELECTION 0320	OFFICIAL	200.00
	17208	HAMPDEN-SYDNEY FIRE DEPT	ELECTION 0320	OFFICIAL	200.00
	22899	MT ZION SECOND BAPTIST CH	ELECTION 0320	OFFICIAL	200.00
	25920	PROSPECT VOL FIRE DEPT	ELECTION 0320	OFFICIAL	200.00
	27330	RICE VOL FIRE DEPT	ELECTION 0320	OFFICIAL	200.00
	28897	MT PLEASANT UNITED	ELECTION 0320	OFFICIAL	200.00
5510		Mileage			1,600.00 *
	25047	PAIGE WHITFIELD	MILEAGE 0320	MILEAGE	127.65
013200	REGISTRAR				127.65 *
				ACCOUNT TOTAL	12,435.63 **
2700	31421	Worker's Compensation VACORP	WRKCOMP4/4 0320	WORKERS COMPENSATION	13.91
5210	32961	Postal Services WRIGHT LYNETTE	POSTAGE 0220	POSTAGE	2.00
5510	10173	Travel-Mileage AKERS-BOOKER GWENDOLYN	MILEAGE 0320	MILEAGE	157.55
	32961	WRIGHT LYNETTE	MILEAGE 0320	MILEAGE	62.10
6001		Office Supplies			219.65 *
	11902	BUSINESS DATA OF VA, INC.	01 1021	NORTON ANTIVIRUS	39.95
	15380	FARMVILLE PRINTING	1902-POLL	BIND POLL BOOKS	141.49
	15380	FARMVILLE PRINTING	4870	ENVELOPES	41.44
	20600	KEY OFFICE SUPPLY	540365	STAPLERS/TAPE/PENLXB	127.71
				ACCOUNT TOTAL	2.00 *
				ACCOUNT TOTAL	2.00 *
				ACCOUNT TOTAL	157.55
				ACCOUNT TOTAL	62.10
				ACCOUNT TOTAL	219.65 *
				ACCOUNT TOTAL	39.95
				ACCOUNT TOTAL	141.49
				ACCOUNT TOTAL	41.44
				ACCOUNT TOTAL	127.71

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021100	CIRCUIT COURT			
2700	31421 VACORP Worker's Compensation	5411174	LASER CARTRIDGE	317.98
6001	15380 FARMVILLE PRINTING 20600 KEY OFFICE SUPPLY	541240	COPY PAPER	69.90
	20600 KEY OFFICE SUPPLY	541241	FILE FOLDERS	.09
			ACCOUNT TOTAL	738.56 *
			MAJOR TOTAL	974.12 **
021200	GENERAL DISTRICT COURT			
5210	26125 QUADRIENT LEASING USA, INC. Postal Services	WRKCOMP4/4 0320	WORKERS COMPENSATION	6.89
6001	13369 DIAMOND SPRINGS WATER INC Office Supplies	1869-BC	BUSINESS CARDS	15.80
	20600 KEY OFFICE SUPPLY	540622	CATRIGES/HIGHLITERS	228.33
			ACCOUNT TOTAL	244.13 *
			MAJOR TOTAL	251.02 **
021250	JUVENILE & DOMESTIC COURT			
5210	26125 QUADRIENT LEASING USA, INC. Postal Services	N8187365	PSTGE MACHINE LEASE	350.19
6001	13369 DIAMOND SPRINGS WATER INC Office Supplies	16759600 0220	WATER & EQUIP RENTAL	41.35
6095	20600 KEY OFFICE SUPPLY Office Supplies - Juv Pro	540037	CALENDAR	41.35 *
			ACCOUNT TOTAL	8.88
			MAJOR TOTAL	8.88 *
			ACCOUNT TOTAL	400.42 **
021600	CLERK OF THE CIRCUIT COURT			
2700	31421 VACORP Worker's Compensation	N8187364	PSTGE MACHINE LEASE	376.17
3310	20600 KEY OFFICE SUPPLY Repairs/Maintenance	17105000 0220	WATER & EQUIP RENTAL	19.30
	20600 KEY OFFICE SUPPLY	15306	SHREDDING SERVICES	15.00
			ACCOUNT TOTAL	34.30 *
			MAJOR TOTAL	410.47 **
			ACCOUNT TOTAL	68.48
			MAJOR TOTAL	68.48 *
			ACCOUNT TOTAL	207.00
			MAJOR TOTAL	861.00

MAJOR# ACCT#	VENDOR NUMBER	INVOICE#	DESCRIPTION	AMOUNT
6001			Office Supplies	
	13369 DIAMOND SPRINGS WATER INC	JUROR 022020	WATER & EQUIP RENTAL	46.70
	20600 KEY OFFICE SUPPLY	JUROR 022020	COPY PAPER	99.90
	20600 KEY OFFICE SUPPLY	JUROR 022020	ENVELOPES/THRM L	31.41
	20600 KEY OFFICE SUPPLY	JUROR 022020	CLOCK	32.95
	20600 KEY OFFICE SUPPLY	JUROR 022020	LABEL HOLDER	11.97
	20600 KEY OFFICE SUPPLY	JUROR 022020	TONER	359.98
	20600 KEY OFFICE SUPPLY	JUROR 022020	HAND TOWELS	31.53
	20600 KEY OFFICE SUPPLY	JUROR 022020	TONER	69.99
	20600 KEY OFFICE SUPPLY	JUROR 022020	COPY PAPER	199.80
	20600 KEY OFFICE SUPPLY	JUROR 022020	CHAIR & MAT	349.90
	20600 KEY OFFICE SUPPLY	JUROR 022020	SANITIZER/SOAP	37.52
	20600 KEY OFFICE SUPPLY	JUROR 022020	CLAMPS	13.95
			ACCOUNT TOTAL	1,680.00 *
6012			Books and Subscriptions	
	29038 T&N PRINTING	16938800 0320	PLATS	17.50
		539386		17.50 *
		539863		4,957.93 **
		540050		
		540051		
		540410		
		540940		
		540952		
		541231		
		541278		
		541284		
		541290		
			ACCOUNT TOTAL	1,285.60 *
022100	COMMONWEALTH'S ATTORNEY			
2700			WORKERS COMPENSATION	
	31421 VACORP	WRKCOMP4/4 0320		117.81
			ACCOUNT TOTAL	117.81 *
5210			POSTAGE LEASE	
	25483 PITNEY BOWES GLOBAL FINAN	3310788317		134.94
			ACCOUNT TOTAL	134.94 *
5510			MILEAGE	
	17334 HANNAH WENDY	MILEAGE 0320		142.60
			ACCOUNT TOTAL	142.60 *
5530			MEALS	
	17334 HANNAH WENDY	MEALS 0320		75.29
			ACCOUNT TOTAL	75.29 *

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MAJOR# ACCT# 5899	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
6001	28866	Miscellaneous STEPS, INC	15304	SHREDDING SERVICES	114.75 *
				ACCOUNT TOTAL	114.75 *
	20600	Office Supplies KEY OFFICE SUPPLY	540522	ENVELOPES/LABELS	142.66
	20600	KEY OFFICE SUPPLY	541420	CARTRIDGE	169.95
				ACCOUNT TOTAL	312.61 *
				MAJOR TOTAL	898.00 **
022200		VICTIM WITNESS ASSISTANCE PROGRAM			
2700	31421	Workmen's Compensation VACORP	WRKCOMP4/4 0320	WORKERS COMPENSATION	10.27
6001	20600	Office Supplies KEY OFFICE SUPPLY	541107	SUPPLIES	10.27 *
				ACCOUNT TOTAL	185.48
				MAJOR TOTAL	185.48 *
031200		SHERIFF			195.75 **
2700	31421	Worker's Compensation VACORP	WRKCOMP4/4 0320	WORKERS COMPENSATION	5,706.52
3311		Repairs & Maint-Auto & Eq			5,706.52 *
	14300	EAST END MOTOR CO INC	186566	ENGINE REPAIR	2,311.70
	14300	EAST END MOTOR CO INC	186650	BULB INSTALLATION	19.56
	14300	EAST END MOTOR CO INC	187027	MOUNT & BALANCE TIRE	25.75
	14300	EAST END MOTOR CO INC	187437	INSPECTION/WPR BLDES	55.00
	14300	EAST END MOTOR CO INC	187496	BRAKE INSTALLATION	796.37
	14300	EAST END MOTOR CO INC	187518	MOUNT & BALANCE TIRE	51.50
	14300	EAST END MOTOR CO INC	187586	ENGINE INSTALL/BATT	8,693.67
	14300	EAST END MOTOR CO INC	188146	INSPECTION	20.00
	14915	EXPRESS CARE	21634	OIL CHANGE	96.16
	14915	EXPRESS CARE	21856	OIL CHANGE	153.14
	14915	EXPRESS CARE	21888	OIL CHANGE	105.96
	14915	EXPRESS CARE	22176	OIL CHANGE	104.25
	14915	EXPRESS CARE	22188	OIL CHANGE	68.17
	14915	EXPRESS CARE	22222	OIL CHANGE	68.17
	14915	EXPRESS CARE	22305	OIL CHANGE	156.94
	14915	EXPRESS CARE	29417	OIL CHANGE	94.25
	19373	JOES TOWING	20 01200	TOWING	1,250.00
	20323	KENBRIDGE TIRE	422340	CALIBRATION	25.00
	27490	RUNDSTROM AUTO LLC	7687	REPAIR/OIL CHANGE	3,277.35
				ACCOUNT TOTAL	17,372.94 *
3312	20600	Repairs & Maintenance-Off KEY OFFICE SUPPLY	541116	CHAIR	239.60
3320	10645	Maintenance Service Contr APPLIED DIGITAL SOLUTIONS	46125	MAINT CONTRACT	239.60 *
				ACCOUNT TOTAL	2,760.60

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5210		23833	VERIZON CONNECT NWF, INC	OSV00002049495	GPS SERVICE	454.80
		31333	VERIZON WIRELESS	9849299182	VEHICLE MODEMS	600.45
					ACCOUNT TOTAL	3,815.85 *
5230		11894	Postal Services	0555SHERIFF0320	POSTAGE	13.90
		29245	THORPE JAMES K	POSTAGE 0220	POSTAGE	11.05
					ACCOUNT TOTAL	24.95 *
5530		21319	9elecommunications	309468839 0320	PHONE	10.36
		21319	CENTURYLINK	309558628 0320	SHERIFF'S VCIN	7.97
		30440	US CELLULAR	918210747 0320	CELLULAR SERVICE	814.68
					ACCOUNT TOTAL	833.01 *
5540		11894	Travel-Subsistence & Lodg	0555SHERIFF0320	MEALS	150.24
					ACCOUNT TOTAL	150.24 *
5801		11894	Travel-Convention and Equ	0555SHERIFF0320	TRAINING	27.00
		31093	VALEAC C/O JIMMIE WHITE	CONFERENCE 2020	CONFERENCE FEES	125.00
					ACCOUNT TOTAL	152.00 *
5810		31339	Accreditation	9849586626	ACCREDITATION PHONES	81.94
					ACCOUNT TOTAL	81.94 *
6001		31093	Dues & Association Member	DUES 2020	DUES	100.00
					ACCOUNT TOTAL	100.00 *
		11894	Office Supplies	0555SHERIFF0320	OFFICE SUPPLIES	107.46
		13369	DIAMOND SPRINGS WATER INC	27961300 0220	WATER & EQUIP RENTAL	60.20
		20600	KEY OFFICE SUPPLY	540577	STAMP	59.89
		20600	KEY OFFICE SUPPLY	540601	LABELS	47.48
		20600	KEY OFFICE SUPPLY	540690	BINDERS	71.94
		20600	KEY OFFICE SUPPLY	540691	BINDERS	12.38
		20600	KEY OFFICE SUPPLY	540764	SHEET PROTECTORS	16.37
		20600	KEY OFFICE SUPPLY	541167	MAT	57.69
		20600	KEY OFFICE SUPPLY	541285	CUPS/FOLDERS/PENS	116.40
					ACCOUNT TOTAL	549.81 *
6008		11894	Vehicle & Powered Equip F	0555SHERIFF0320	GAS	36.01
					ACCOUNT TOTAL	36.01 *
6009		12742	Vehicle & Powered Equip S	229833	ANTENNA & COUPLING	213.00
		12742	COMMTRONICS OF VIRGINIA	299894	ANTENNA/CONNECTORS	422.00
		14300	EAST END MOTOR CO INC	187586	ENGINE INSTALL/BATT	351.21
		14300	EAST END MOTOR CO INC	187878	TIRES	540.38
		25220	PAPER ROLL PRODUCTS LLC	117146	PRINTER PAPER	279.00
					ACCOUNT TOTAL	1,805.59 *
6010		11894	Police Supplies	0555SHERIFF0320	POLICE SUPPLIES	274.17
		16102	GALLS LLC	015012127	SUPPLIES/BATTERIES	157.00

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6011	22590 MCKESSON MEDICAL - SURGICA	BELT KEEPERS/CUFFCASE GLOVES	015198498 83033291	57.00 373.96 862.13 *
		ACCOUNT TOTAL		
	Uniforms & Wearing Appare	SHIRTS	55771	77.74
	10380 AMERICAN UNIFORM SALES	SHIRTS	55772	156.94
	10380 AMERICAN UNIFORM SALES	MACE HOLDER	014955877	52.86
	16102 GALLS LLC	SUPPLIES/BATTERIES	015012127	99.00
	16102 GALLS LLC	SHOES & BDU'S	015046473	294.01
	16102 GALLS LLC	SHOES	015074487	72.99
	19331 JEFFERSON JANNEAR	SEW ON PATCHES	2020 3	35.00
	22166 CREATIVE MONOGRAMMING	HATS	11826	768.00
	22166 CREATIVE MONOGRAMMING	EMBROIDERY	11912	81.00
6021	16102 GALLS LLC	BULLET-Proof Vests Grant	0152217030	1,637.54 *
		ACCOUNT TOTAL		
031201	SHERIFF - COURTS	BULLET PROOF VEST		769.79
2700	31421 VACORP	WORKERS COMPENSATION	WRKCOMP4/4 0320	769.79 *
		ACCOUNT TOTAL		34,137.92 **
		MAJOR TOTAL		
032200	VOLUNTEER FIRE DEPARTMENT	WORKERS COMPENSATION		
7001	10849 ATLANTIC EMERGENCY	COMPRESSOR REPAIR	100574SPE	1,944.56
	12024 C W WILLIAMS	PARTS	625335	155.81
	14527 ELECOM INC	POWER ADPTR/CHARGER	36972	70.00
	15656 FIRE & SAFETY EQUIP CO	SHIRTS	98997	329.94
	29083 TAYLOR-FORBES EQUIP CO	CHAIN SAW BAR	IN75887	96.17
7002	12845 COUNTY WASTE	TRASH COLLECTION	0800125809 0320	1,931.58 *
	21319 CENTURYLINK	RVFD PHONE	310013979 0320	53.17
	25860 PRINCE EDWARD OVRHD DOORS	DOOR REPAIR	5125	85.10
	31846 DOMINION ENERGY VIRGINIA	RVFD ELECTRIC	5487358649 0220	545.00
7003	11209 BATTERY BARN OF VA INC	BATTERY	358657	8.91
	12742 COMMTRONICS OF VIRGINIA	NEW PAGER	670078	692.18 *
	13166 DAVIS GMC TRUCK INC	SERVICE OIL/FILTER	69070	193.30
	15656 FIRE & SAFETY EQUIP CO	HELMET HARDWARE	99011	446.00
	15908 FOSTER FUELS INC	HEATER REPAIR	521683	32.00
	15908 FOSTER FUELS INC	LP GAS	527070	151.95
	15908 FOSTER FUELS INC	LP GAS	554509	62.64
		ACCOUNT TOTAL		321.42
		MAJOR TOTAL		216.13

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MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
7004		Payment to Darlington VFD			
	12996	CYRUS PEST CONTROL CO	FEBRUARY 2020	PEST CONTROL	45.00
	14700	ELLINGTON ENERGY SERVICE	325G	PROPANE REFILL	79.36
	14700	ELLINGTON ENERGY SERVICE	7378	PROPANE	102.44
	14700	ELLINGTON ENERGY SERVICE	7388	PROPANE	72.98
	15656	FIRE & SAFETY EQUIP CO	98854	MEDIC KIT RESTOCK	86.55
	15656	FIRE & SAFETY EQUIP CO	98977	COAT/ALTERATIONS	1,187.00
	28640	SOUTHSIDE ELECTRIC COOP	38156001 0320	DHVFD ELECTRIC	240.07
				ACCOUNT TOTAL	5,997.44 *
7005		Payment to Hampden-Sydney			
	25366	PIEDMONT FLEET SERVICE	01S305246	VEHICLE REPAIR	6,939.67
				ACCOUNT TOTAL	6,939.67 *
7007		Payment to Meherrin VFD			
	12362	CFS GROUP	0962219	WASTE REMOVAL	138.79
	13746	DODSON PEST CONTROL	P01 565700 0220	PEST CONTROL MVFD	92.00
	25246	PARKER OIL CO INC	321634	MVFD DIESEL	714.91
	25246	PARKER OIL CO INC	333339	PROPANE MVFD	562.29
	25246	PARKER OIL CO INC	340757	DIESEL MVFD	387.14
	31333	VERIZON WIRELESS	9845897014	MVFD PHONE	538.00
	31338	VERIZON	4347360633 0320	PHONE MVFD	332.21
	31338	VERIZON	4349360633 0220	PHONE MVFD	75.23
	31846	DOMINION ENERGY VIRGINIA	0519881510 0220	MVFD ELECTRIC	419.29
	31846	DOMINION ENERGY VIRGINIA	1913347348 0220	MVFD ELECTRIC	38.94
				ACCOUNT TOTAL	3,298.80 *
7010		First Responders			
	17776	HAMPDEN-SYDNEY VOL FIRE	19-20 SUPPRT4/4	19-20 SUPPORT	1,250.00
				ACCOUNT TOTAL	1,250.00 *
				MAJOR TOTAL	21,923.07 **
032300		AMBULANCE AND RESCUE SERVICES			
7005		Prince Edward Rescue Squa			
	25880	PRINCE EDWARD VOL RESCUE	19-20 SUPPRT4/4	19-20 SUPPORT	18,700.00
				ACCOUNT TOTAL	18,700.00 *
7008		Meherrin Rescue			
	22349	MEHERRIN FIRE & RESCUE	19-20 SUPPRT4/4	19-20 SUPPORT	3,250.00
				ACCOUNT TOTAL	3,250.00 *
				MAJOR TOTAL	21,950.00 **
032500		EMERGENCY SERVICES			
2800		Line of Duty			
	31421	VACORP	LODA 4/4 0320	LINE OF DUTY INS	4,554.00
				ACCOUNT TOTAL	4,554.00 *

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MAJOR# ACCT# 3162	VENDOR NUMBER 29280	VENDOR NAME TIMMONS GROUP	INV# 34335.08	DESCRIPTION DATA CLEANUP/WEB LOG	AMOUNT 546.25 546.25 * 5,100.25 **
033200		REGIONAL JAIL & DETENTION			
7001	25380	Piedmont Regional Jail-Pe PIEDMONT REGIONAL JAIL	3289	INMATE DAYS 3RD QTR	189,162.10 189,162.10 * 189,162.10 **
034100		BUILDING OFFICIAL			
2700	31421	Worker's Compensation VACORP	WRKCOMP4/4 0320	WORKERS COMPENSATION	285.63 285.63 *
5230	30440	Telecommunications US CELLULAR	816442183 0320	CELLULAR SERVICE	32.03 32.03 *
5810	11894	Dues & Association Member BUSINESS CARD	0639PUCKETT0220	MEMBERSHIP	45.00 45.00 *
5880	29642	2% Blg Permit Surcharge TREASURER OF VIRGINIA	LV202002	2% PERMIT LEVY	208.19 208.19 *
6001	20600	Office Supplies KEY OFFICE SUPPLY	540404 540864	RED INK LAMINATING/INK/LABELS	2.45 46.38 48.83 * 619.68 **
035100		ANIMAL CONTROL			
2700	31421	Worker's Compensation VACORP	WRKCOMP4/4 0320	WORKERS COMPENSATION	314.82 314.82 *
3310	13730 21811	Repairs/Maintenance DODSON BROS EXTERMINATING LOWE'S	719313 0220 907402	PEST CONTROL SERVICES MAINT SUPPLIES	50.00 109.73 159.73 *
5110	31846	Electrical Services DOMINION ENERGY VIRGINIA	0890745003 0320	ANIMAL SHELTER	652.35 652.35 *
5210	11894	Postal Services BUSINESS CARD	0639PUCKETT0220	POSTAGE	6.40 6.40 *
5230	21319	Telecommunications CENTURYLINK	310119726 0320	PHONE	137.72

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5899	30440 US CELLULAR	CELLULAR SERVICE	816442183 0320	213.79 *
	11894 BUSINESS CARD	LICENSING BOP	0369PUCKETT0320	90.00
6001	19946 JUDY ELLINGTON DESIGN	BUSINESS CARDS	6568	94.41
	20600 KEY OFFICE SUPPLY	LAMINATING/INK/LABLS	540864	62.85
6005	21811 LOWE'S	CLEANING SUPPLIES	907024	157.26 *
043200	GENERAL PROPERTIES			127.61
				127.61 *
				1,721.96 **
2700	Worker's Compensation	WORKERS COMPENSATION	WRKCOMP4/4 0320	1,309.28
	31421 VACORP			1,309.28 *
3310	Repairs/Maintenance			
	10172 AIR CONDITIONING EQUIPMNT	HVAC REPAIR	171670	933.00
	13730 DODSON BROS EXTERMINATING	ANNUAL RENEWAL AG	R01983102 0320	150.00
	13730 DODSON BROS EXTERMINATING	PEST CONTROL SERVICES	158003 0220	38.00
	13730 DODSON BROS EXTERMINATING	PEST CONTROL SERVICES	158005 0220	38.00
	13730 DODSON BROS EXTERMINATING	PEST CONTROL SERVICES	158006 0220	38.00
	13730 DODSON BROS EXTERMINATING	PEST CONTROL SERVICES	158007 0220	85.00
	13730 DODSON BROS EXTERMINATING	PEST CONTROL SERVICES	158010 0220	38.00
	15560 FARMVILLE WHSALE ELECTRIC	LIGHT BULB	682803	27.43
				1,347.43 *
5110	Electrical Services			
	28640 SOUTHSIDE ELECTRIC COOP	ELECTRIC	114379002 0320	24.76
	31846 DOMINION ENERGY VIRGINIA	RY CLK MNMNT	1230385005 0320	8.79
	31846 DOMINION ENERGY VIRGINIA	SCOPE BLDG	1545926683 0320	177.49
	31846 DOMINION ENERGY VIRGINIA	COURTHOUSE	2786281903 0320	9,915.93
	31846 DOMINION ENERGY VIRGINIA	STEPS HDQTRS	4883315659 0320	709.06
	31846 DOMINION ENERGY VIRGINIA	SHERIFF SHED	4951935099 0320	10.90
	31846 DOMINION ENERGY VIRGINIA	WORSHAM CLOCK	5856894620 0320	12.99
	31846 DOMINION ENERGY VIRGINIA	LIGHTS AT RICE	6659158583 0320	123.69
	31846 DOMINION ENERGY VIRGINIA	AG BLDG	8105475944 0320	1,504.85
	31846 DOMINION ENERGY VIRGINIA	SHOP	9670710004 0320	60.90
				12,549.36 *
5120	Heating Services			
	14700 ELLINGTON ENERGY SERVICE	HEATING OIL	502541	2,020.00
	25247 PARKER OIL COMPANY INC	HEATING OIL	323212	374.32
				2,394.32 *
5130	Water & Sewer			
	29332 TOWN OF FARMVILLE	WATER & SEWER	AG BLDG 0320	77.35
	29332 TOWN OF FARMVILLE	WATER	CH LAWN 0320	11.29
	29332 TOWN OF FARMVILLE	WATER & SEWER	SCOPE 0320	34.84

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5230	29332 TOWN OF FARMVILLE 29332 TOWN OF FARMVILLE	WATER & SEWER WATER & SEWER	STEPS IND 0320 56 SMI WAY 0320	95.57 51.76 270.81 *
	Telecommunications			
	10105 AT&T	SHOP PHONE	7305055660 0320	91.60
	21319 CENTURYLINK	PHONE	310262069 0320	65.22
	21319 CENTURYLINK	PHONE	310441360 0320	100.12
	21811 LOWE'S	PHONE CASE/TGLE SWTH	907122	14.24
	30440 US CELLULAR	CELLULAR SERVICE	816442183 0320	106.12 377.30 *
5440	28869 STIFF O O INC	MONTHLY SERVICE	8502	100.00 100.00 *
6005	13367 DIAMOND PAPER COMPANY 13367 DIAMOND PAPER COMPANY 21811 LOWE'S 21811 LOWE'S 30239 UNIFIRST CORPORATION 30239 UNIFIRST CORPORATION	SOAP/TWLS/AF315 TRSH BGS/TWLS/SOAP BRKTS/DST PAN/BATTS BRKTS/DST PAN/BATTS CLEANING RENTAL CLEANING RENTAL	256266 257116 906554 906554 202 1082150 202 1084314	397.79 377.68 16.70 26.58 71.24 76.09 966.08 *
6007	13369 DIAMOND SPRINGS WATER INC 14700 ELLINGTON ENERGY SERVICE 15560 FARMVILLE WHSALE ELECTRIC 15560 FARMVILLE WHSALE ELECTRIC 15560 FARMVILLE WHSALE ELECTRIC 15560 FARMVILLE WHSALE ELECTRIC 21811 LOWE'S 21811 LOWE'S 21811 LOWE'S 21811 LOWE'S 21811 LOWE'S 21811 LOWE'S 27922 CINTAS CORPORATION #524 27922 CINTAS CORPORATION #524 27922 CINTAS CORPORATION #524 27922 CINTAS CORPORATION #524 27922 CINTAS CORPORATION #524 27922 CINTAS CORPORATION #524 27922 CINTAS CORPORATION #524 28471 SMITH MIKE	WATER & EQUIP RENTAL STAPLES LIGHT BULB/TOOLS WIRE TRACE BALLAST FLOOR COVERS LIGHT BULBS HASP/TOOL/PAD LOCK PLYWOOD/LUMBER/SILCN BRKTS/DST PAN/BATTS BRKTS/DST PAN/BATTS PHONE CASE/TGLE SWTH KEY RINGS/LOCK/KEYS PORTS AND BATTERIES UNIFORM RENTALS UNIFORM RENTALS UNIFORM RENTALS UNIFORM RENTALS UNIFORM RENTALS UNIFORM RENTALS UNIFORM RENTALS UNIFORM RENTALS STAPLES	11393100 0320 REIMB 0220 682001 682815 683190 683756 683821 901664 0220 901912 0220 906554 906554 907122 907799 909024 0220 4038997966 4039640590 4040191327 4040769658 4041359273 4041984877 4042651601 4043240324 REIMB 0220/2	8.95 6.94 40.56 334.33 106.30 298.00 583.00 30.88 66.32 26.11 11.76 7.58 11.54 25.86 133.93 133.93 133.93 133.93 133.93 133.93 155.72 180.69 6.94 2,705.06 *
6009	23248 NAPA OF FARMVILLE	WIPER BLADES	205572	17.98 17.98 *
	Vehicle & Powered Equip S			

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043400	12738	COLONIAL FORD TRK SALES	30370	F250 TRUCK	31,183.02
				ACCOUNT TOTAL	31,183.02 *
				MAJOR TOTAL	53,220.64 **
2700	31421	9orker's Compensation VACORP	WRKCOMP4/4 0320	WORKERS COMPENSATION	93.74
				ACCOUNT TOTAL	93.74 *
3161	31653	Professional Services - Can VIRGINIA FOOD WORKS	475	COMMERCIAL CONTRACT	2,916.67
				ACCOUNT TOTAL	2,916.67 *
3310	25134	Repairs & Maintenance PALMER WAHL INSTRUMENTS IN	INV 007592	THERMOMETER	218.38
			WTR TST 4787	WATER TEST KIT	40.00
				ACCOUNT TOTAL	258.38 *
5110	28640	Electrical Services SOUTHSIDE ELECTRIC COOP	44435001 0320	ELECTRIC	351.21
				ACCOUNT TOTAL	351.21 *
5120	25247	Heating Services PARKER OIL COMPANY INC	301240	HEATING OIL	714.39
				ACCOUNT TOTAL	714.39 *
5230	21319	Telecommunications CENTURYLINK	310248529 0320	PHONE	280.44
				ACCOUNT TOTAL	280.44 *
				MAJOR TOTAL	4,614.83 **
051100		HEALTH DEPARTMENT			
5610	25840	Payment To Local Health D PRINCE EDWARD HEALTH DPT	19-20 SUPPRT4/4	19-20 SUPPORT	46,082.35
				ACCOUNT TOTAL	46,082.35 *
				MAJOR TOTAL	46,082.35 **
052500		CHAPTER X BOARD			
5640	12928	Payment to Crossroad Ser CROSSROAD SERVICES BOARD	4TH QTR 0320	4TH QTR SUPPORT	15,000.00
				ACCOUNT TOTAL	15,000.00 *
				MAJOR TOTAL	15,000.00 **
053500		COMPREHENSIVE SERVICES ACT			
3160		CSA Programs			
	10121	ACEWALL SCHOLARS		PROFESSIONAL SERVICES	1,100.00
	11191	BEAR CREEK ACADEMY		PROFESSIONAL SERVICES	3,610.00
	12181	CARRAWAY MORGAN		PROFESSIONAL SERVICES	721.00
	12181	CARRAWAY MORGAN		PROFESSIONAL SERVICES	721.00

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MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	DESCRIPTION	INV#	AMOUNT
	12280	CENTRA HEALTH	PROFESSIONAL SERVICES		4,257.00
	12280	CENTRA HEALTH	PROFESSIONAL SERVICES		5,292.00
	12280	CENTRA HEALTH	PROFESSIONAL SERVICES		5,292.00
	12410	CHESTNUT HILL MENTAL HEALT	PROFESSIONAL SERVICES		7,663.00
	14923	FAISON SCHOOL FOR AUTISM	PROFESSIONAL SERVICES		6,701.00
	14939	FAMILY PRESERVATION SERV	PROFESSIONAL SERVICES		780.00
	15965	FULCRUM COUNSELORS, LLC	PROFESSIONAL SERVICES		776.25
	17065	HALLMARK YOUTH-CARE-RICHMD	PROFESSIONAL SERVICES		4,459.50
	17065	HALLMARK YOUTH-CARE-RICHMD	PROFESSIONAL SERVICES		815.00
	18816	INTERCEPT YOUTH SERVICES	PROFESSIONAL SERVICES		5,270.46
	28733	SPENCER DOUGLAS	PROFESSIONAL SERVICES		209.34
			ACCOUNT TOTAL		47,667.55 *
			MAJOR TOTAL		47,667.55 **
053501		OTHER WELFARE/SOCIAL SERVICES			
5610	28866	STEPS Inc	19-20 SUPPORT		5,000.00
		STEPS, INC			5,000.00 *
5615	28866	STEPS-Community Action Pr	19-20 SUPPORT		5,542.75
		STEPS, INC			5,542.75 *
			ACCOUNT TOTAL		10,542.75 **
			MAJOR TOTAL		10,542.75 **
073500		PUBLIC LIBRARY			
5640	15400	Contribution To Library	19-20 SUPPORT		64,023.75
		FARMVILLE-PE COMM LIBRARY			64,023.75 *
			ACCOUNT TOTAL		64,023.75 **
			MAJOR TOTAL		64,023.75 **
081100		PLANNING			
2700	31421	Worker's Compensation	WORKERS COMPENSATION		666.79
		VACORP			666.79 *
3600	11894	Advertising	ADVERTISING		50.00
		BUSINESS CARD			50.00 *
5230	11894	Telecommunications	PHONE CASE		52.64
		BUSINESS CARD	CELLULAR SERVICE		42.04
		30440 US CELLULAR			94.68 *
			ACCOUNT TOTAL		31.63
6001	11894	Office Supplies	NAME PLATE		31.63
		BUSINESS CARD	BOS MTG MEAL		100.48
		11894 BUSINESS CARD	BUSINESS CARDS		100.48 *
		19946 JUDY ELLINGTON DESIGN			911.95 **
			ACCOUNT TOTAL		100.48 *
			MAJOR TOTAL		911.95 **

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MAJOR# ACCT# 081500	VENDOR NUMBER ECONOMIC DEVELOPMENT	VENDOR NAME ECONOMIC DEVELOPMENT	INV#	DESCRIPTION	AMOUNT
2700	31421	Worker's Compensation VACORP	WRKCOMP4/4 0320	WORKERS COMPENSATION	10.33 *
5210	14366	Postal Services PICKETT KATE	REIMB 0220	POSTAGE	10.33 *
5230	30440	Telecommunications US CELLULAR	816442183 0320	CELLULAR SERVICE	21.60 *
5510	14366	Travel-Mileage PICKETT KATE	MILEAGE 0220	MILEAGE	21.60 *
5810	11894	Dues & Association Member BUSINESS CARD	0639PUCKETT0220	VEDA RENEWAL	49.51 *
6001	11894	Office Supplies BUSINESS CARD	0369PUCKETT0320	ARM RESTS	89.36 *
	11894	BUSINESS CARD	0369PUCKETT0320	NAME PLATE	89.36 *
	19946	JUDY ELLINGTON DESIGN	6570	BUSINESS CARDS	250.00 *
081600	TOURISM			ACCOUNT TOTAL	250.00 *
				MAJOR TOTAL	250.00 *
2700	31421	Worker's Compensation VACORP	WRKCOMP4/4 0320	WORKERS COMPENSATION	12.63
5110	31846	Electrical Services DOMINION ENERGY VIRGINIA	0675198071 0320	VISITORS CENTER	40.00
	31846	DOMINION ENERGY VIRGINIA	1059387447 0320	ELECTRIC	49.36
5130	29332	Water & Sewer TOWN OF FARMVILLE	VISTRS CTR 0320	WATER & SEWER	101.99 *
5210	11894	Postal Services BUSINESS CARD	0369PUCKETT0320	UPS CHARGES	522.79 **
	11894	BUSINESS CARD	0369PUCKETT0320	UPS CHARGES	11.81 *
	11894	BUSINESS CARD	0639PUCKETT0220	UPS	11.81 *
	11894	BUSINESS CARD	0639PUCKETT0220	UPS	150.21
	11894	BUSINESS CARD	0639PUCKETT0220	UPS	180.55
	11894	BUSINESS CARD	0639PUCKETT0220	UPS	330.76 *
5230	21319	Telecommunications CENTURYLINK	310393238 0320	PHONE	48.84 *
6001	20600	Office Supplies KEY OFFICE SUPPLY	541472	TONER/POST IT NOTES	48.84 *
				ACCOUNT TOTAL	6.28
				ACCOUNT TOTAL	10.30
				ACCOUNT TOTAL	25.55
				ACCOUNT TOTAL	13.89
				ACCOUNT TOTAL	24.90
				ACCOUNT TOTAL	6.28
				ACCOUNT TOTAL	87.20 *
				ACCOUNT TOTAL	341.92
				ACCOUNT TOTAL	341.92 *
				ACCOUNT TOTAL	396.84

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MAJOR# ACCT#	VENDOR NUMBER NAME	INV#	DESCRIPTION	AMOUNT
082400	SOIL & WATER CONSERVATION DISTRICT			
5641	Donation - PS&WCD 25440 PIEDMONT SOIL & WATER	19-20 SUPPRT4/4	19-20 SUPPORT	2,960.00
				2,960.00 *
				2,960.00 **
083500	COOPERATIVE EXTENSION OFFICE			
5230	Telecommunications 21319 CENTURLINK	309520098 0320	PHONE	128.62
				128.62 *
				128.62 **
091000	GENERAL EXPENSE			
5230	Internal Telecom Account 23933 SEGRA	165866886 0320	PHONE	2,509.07
				2,509.07 *
				2,509.07 **
094000	CAPITAL PROJECTS			
0035	Courthouse Renovation-Con 11262 BLAIR CONSTRUCTION INC. 12063 C W WARTHEN 12889 CRABTREE ROHRBAUGH & ASSC	3269-8 COURTHSE 54286 26 3033	PJT 3269 COURTHOUSE RELOCATION CCC CH CONSTRUCTION	406,786.57 18,680.00 11,862.84 437,329.41 *
				437,329.41 **
095000	DEBT SERVICE			
0018	Library - Interest 29332 TOWN OF FARMVILLE	LIBRARY 0420	LOAN - INTEREST	19,876.14
				19,876.14 *
0020	SCOPE Building 28097 SCOPE/MEALS ON WHEELS	SCOPE BLDG 0520	BLDG PAYMENT	12,000.00
				12,000.00 *
0105	2011 Gen Oblig Refunding- 30420 US BANK	2011B 0320	GEN OBLIG RFNDNG INT	3,568.75
				3,568.75 *
0110	2011 Lease Revenue-Intere 30420 US BANK	VRA 2011B 0320	LEASE REV INT/BS INT	5,082.80
				5,082.80 *
				ACCOUNT TOTAL
				MAJOR TOTAL

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MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
0113	30420 US BANK	2017 Bond Financing-Inter	VRA 2017B 0320	INTEREST	54,526.16 *
0115	30420 US BANK	2019 Bond Financing - Int	VRA 2019B 0320	INTEREST	144,512.50
				ACCOUNT TOTAL	54,526.16 *
				ACCOUNT TOTAL	144,512.50
				MAJOR TOTAL	239,566.35 **
				FUND TOTAL	1,363,096.81

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MAJOR#	VENDOR	NUMBER	VENDOR	INV#	DESCRIPTION	AMOUNT
031700	FORFEITED	DRUG	ASSETS			
6030	29241	THOMSON	REUTERS-WEST	841893082	COURT SCREEN ACCESS	63.00
					ACCOUNT TOTAL	63.00 *
					MAJOR TOTAL	63.00 **
					FUND TOTAL	63.00

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031299	12910	CREATIVE PRODUCT SOURCE	132241	SHIRTS & HATS	1,611.44
				ACCOUNT TOTAL	1,611.44 *
				MAJOR TOTAL	1,611.44 **
				FUND TOTAL	1,611.44

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MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
043200	GENERAL PROPERTIES				
5130	29332	Water Service TOWN OF FARMVILLE	WATER TANK 0320	WATER & SEWER	21.10
095000	DEBT SERVICE				21.10 *
0023	30420	Bond Series 11-Interest US BANK	VRA 2011B 0320	LEASE REV INT/BS INT	21.10 **
0025	30420	2017 Bond Financing-Inter US BANK	VRA 2017B 0320	INTEREST	
				ACCOUNT TOTAL	6,487.46
				MAJOR TOTAL	6,487.46 *
				ACCOUNT TOTAL	40,730.75
				MAJOR TOTAL	40,730.75 *
				FUND TOTAL	47,218.21 **
				FUND TOTAL	47,239.31

AP375H
4/01/2020
FUND # - 502 SEWER FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 3/01/2020 -- 3/31/2020

AFTER CHECKS
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MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
043200	5110	Electrical Services			
	31846	DOMINION ENERGY VIRGINIA	4148700281	SEWER PUMP	115.29
	31846	DOMINION ENERGY VIRGINIA	7471653571	SEWER PUMP	125.09
				ACCOUNT TOTAL	240.38 *
				MAJOR TOTAL	240.38 **
095000		DEBT SERVICE			
0023	30420	US BANK	VRA 2011B	LEASE REV INT/BS INT	2,420.37
		Bond Series 11-Interest	0320		2,420.37 *
0025	30420	US BANK	VRA 2017B	INTEREST	15,196.22
		2017 Bond Financing-Inter	0320		15,196.22 *
				ACCOUNT TOTAL	17,616.59 **
				FUND TOTAL	17,856.97

AP375H
4/01/2020
FUND # - 520

PRINCE EDWARD
LISTING OF INVOICES FOR 3/01/2020 -- 3/31/2020

AFTER CHECKS
PAGE 27

MAJOR# ACCT# 042300	VENDOR NUMBER COLLECTIONS	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
2700	31421 VACORP 31421 VACORP	Workers Compensation	WRKCOMP4/4 0320 WRKCOMP4/4 0320	WORKERS COMPENSATION WORKERS COMPENSATION	889.51 1,883.02 2,772.53 *
3311	11894 BUSINESS CARD 12282 CAVALIER HOSE & FITTINGS 15560 FARMVILLE WHSALE ELECTRIC 21811 LOWE'S 21811 LOWE'S 22669 MOORE SCALE SRV-WSTRN VA 23248 NAPA OF FARMVILLE 28352 SHERWIN WILLIAMS CO	Repairs & Maint-Auto & Eq	0639PUCKETT0220 45800 682172 901813 907885 5704 205477 7679-2	CAPACITORS PUSH LOCK HOSE COVERS/WIRE NUTS LMBR/CONCRETE/REBAR WRECKNG BR/HMMR/BLDS SCALE SERVICED BLT/LGHT BLB/FXTRES SUITS/MASKING TAPE	120.00 6.27 22.00 20.70 79.71 725.00 75.06 32.86 1,081.60 *
3840	10254 REPUBLIC SERVICES #974 10254 REPUBLIC SERVICES #974 10254 REPUBLIC SERVICES #974	Contract Landfill - POS	0974 000562829 0974 000562830 0974 000562831	TRASH COLLECTION TRASH COLLECTION TRASH COLLECTION	368.31 147.27 147.27 662.85 *
3841	14723 EMANUEL TIRE OF VIRGINIA 28866 STEPS, INC 29029 SYNERGY RECYCLING LLC	Purchase of Service - Rec	492880 FEBRUARY 2020 2000186	TIRE RECYCLING RECYCLING ELECTRONIC RECYCLING	458.40 1,384.96 2,483.95 4,327.31 *
5110	28640 SOUTHSIDE ELECTRIC COOP 28640 SOUTHSIDE ELECTRIC COOP 31846 DOMINION ENERGY VIRGINIA 31846 DOMINION ENERGY VIRGINIA 31846 DOMINION ENERGY VIRGINIA 31846 DOMINION ENERGY VIRGINIA 31846 DOMINION ENERGY VIRGINIA 31846 DOMINION ENERGY VIRGINIA 31846 DOMINION ENERGY VIRGINIA	Electrical Services	114379001 0320 114379003 0320 0599507431 0320 0670040567 0320 1144204110 0320 5181167213 0320 8601161519 0320 8970737501 0320 9176847250 0320	ELECTRIC ELECTRIC RICE COLLECTION CNTR TRASHMORE RD SITE GREEN BAY SCLHSE LEACHATE PUMP PROSPECT DUMPSITE SCALEHOUSE LANDFILL SHELTER	95.36 155.02 68.14 95.77 105.89 47.23 112.38 143.01 49.23 872.03 *
5230	21319 CENTURYLINK 21319 CENTURYLINK 21319 CENTURYLINK 21319 CENTURYLINK 21319 CENTURYLINK 30440 US CELLULAR 31337 VERIZON 31337 VERIZON	Telecommunications	309480181 0320 309553498 0320 309615846 0320 309714661 0420 310039285 0320 816442183 0320 131056010 0220 7432113759 0220	PHONE PHONE PHONE PHONE WORSHAM PHONE CELLULAR SERVICE PHONE PHONE	64.32 54.02 59.59 64.32 47.60 32.02 49.99 84.89 456.75 *
5440	28869 STIFF O O INC	Portable Toilet Rental	8502	MONTHLY SERVICE	702.50 702.50 *

AP375H
4/01/2020
FUND # - 520

PRINCE EDWARD
LISTING OF INVOICES FOR 3/01/2020 -- 3/31/2020

AFTER CHECKS
PAGE 28

MAJOR#	ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
6009		15721	FISHER AUTO PARTS, INC.	056 255076	ALTERNATOR	126.32
		15721	FISHER AUTO PARTS, INC.	056 255488	WIPER BLADES/FUSES	25.03
					ACCOUNT TOTAL	151.35 *
8207		15560	FARMVILLE WHSALE ELECTRIC	682582	BRKR BX/CNDUIT/RCPTL	585.06
		28471	SMITH MIKE	REIMB 0220	STAPLES & INSULATION	91.75
					ACCOUNT TOTAL	676.81 *
					MAJOR TOTAL	11,703.73 **
042400			LANDFILL OPERATIONS			
2700		31421	VACORP	WRKCOMP4/4 0320	WORKERS COMPENSATION	2,018.07
					ACCOUNT TOTAL	2,018.07 *
3160		27191	RESOURCE INTERNATIONAL	46011 90094 12	LANDFILL MONITORING	2,903.09
		27191	RESOURCE INTERNATIONAL	46012 90094 18	PROJECT MGMT EXPENSE	3,881.25
		27191	RESOURCE INTERNATIONAL	46013 90094 27	SWP PJT Cmplnce Mgmt	627.00
					ACCOUNT TOTAL	7,411.34 *
3161		28596	SOUTHERN STATES	1074214	BOOTS	103.99
					ACCOUNT TOTAL	103.99 *
3311		11894	BUSINESS CARD	0369PUCKETT0320	PRESSURE WSHR PUMP	690.68
		11894	BUSINESS CARD	0639PUCKETT0220	CONTINUING ED CLASS	475.00
		12220	CARTER MACHINERY CO INC	2427277	BATTERY/ALTRNTR/CORE	407.26
		12220	CARTER MACHINERY CO INC	2427277	BATTERY/ALTRNTR/CORE	599.36
		12220	CARTER MACHINERY CO INC	2427277	BATTERY/ALTRNTR/CORE	576.31
		12220	CARTER MACHINERY CO INC	2427278	SEAL G	389.29
		12220	CARTER MACHINERY CO INC	2427279	FILTER	17.90
		12220	CARTER MACHINERY CO INC	2431038	ORING/SEALS/RETAINER	393.50
		12220	CARTER MACHINERY CO INC	2431039	WINDSHIELD	727.21
		12220	CARTER MACHINERY CO INC	2442394	CORE RETURN CREDIT	576.31-
		12220	CARTER MACHINERY CO INC	2443863	RINGS/CLMPS/PIPES	271.15
		12220	CARTER MACHINERY CO INC	2443864	GASKET/PUMP	123.40
		12220	CARTER MACHINERY CO INC	2443865	FILTERS	108.51
		12220	CARTER MACHINERY CO INC	2447103	RAIN CAP	62.47
		12220	CARTER MACHINERY CO INC	2452308	BATTERY/SEAL/ORINGS	645.20
		12282	CAVALIER HOSE & FITTINGS	45904	TRANS OIL	236.61
		12282	CAVALIER HOSE & FITTINGS	45940	HOSE & FITTING	460.77
		13369	DIAMOND SPRINGS WATER INC	11393100 0320	WATER & EQUIP RENTAL	8.95
		13369	DIAMOND SPRINGS WATER INC	11393100 0320	WATER & EQUIP RENTAL	7.35
		14300	EAST END MOTOR CO INC	187696	INSPECTION	20.00
		20600	KEY OFFICE SUPPLY	540901	RIBBONS	104.65
		21811	LOWE'S	907360	LIGHT BULBS	7.56
		23248	NAPA OF FARMVILLE	205676	OIL/GRSE/FLLR/SPRDRR	150.93
					ACCOUNT TOTAL	5,907.75 *
5230		21319	CENTURYLINK	309326764 0320	PHONE	113.99

AP375H
 4/01/2020
 FUND # - 520

PRINCE EDWARD
 LISTING OF INVOICES FOR 3/01/2020 -- 3/31/2020

AFTER CHECKS
 PAGE 29

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
6008	30440	US CELLULAR	816442183	CELLULAR SERVICE	45.03
		Fuel			159.02 *
	14700	ELLINGTON ENERGY SERVICE	503046	HEATING OIL	910.00
	14700	ELLINGTON ENERGY SERVICE	7179	HEATING OIL	3,640.00
8206		Construction Vehicles			4,550.00 *
	12738	COLONIAL FORD TRK SALES	30369	F250 TRUCK	31,183.02
8207		Physical Plant			31,183.02 *
	21811	LOWE'S	901415	LUMBER	47.06
					47.06 *
					51,380.25 **
					63,083.98
				ACCOUNT TOTAL	
				ACCOUNT TOTAL	
				ACCOUNT TOTAL	
				ACCOUNT TOTAL	
				MAJOR TOTAL	
				FUND TOTAL	

AP375H
4/01/2020
FUND # - 732

RETIREMENT BENEFIT FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 3/01/2020 -- 3/31/2020

AFTER CHECKS
PAGE 30

MAJOR#	ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
1101	002230	25257	LEOS Disbursements JOHNS VICKI K	APRIL 2020	RETIREE BENEFIT	1,187.00
		25257	JOHNS VICKI K	MARCH 2020	RETIREE BENEFIT	1,187.00
					ACCOUNT TOTAL	2,374.00 *
					MAJOR TOTAL	2,374.00 **
					FUND TOTAL	2,374.00

AP375H
4/01/2020
FUND # - 741

PRINCE EDWARD
LISTING OF INVOICES FOR 3/01/2020 -- 3/31/2020

AFTER CHECKS
PAGE 31

PIEDMONT COURT SERVICES FUND

MAJOR# ACCT# 021400	VENDOR NUMBER PIEDMONT COURT SERVICES	VENDOR NAME PIEDMONT COURT SERVICES	INVT#	DESCRIPTION	AMOUNT
2700	31421	Worker's Compensation VACORP	WRKCOMP4/4 0320	WORKERS COMPENSATION	75.05 75.05 *
5110	31846	Electrical Service DOMINION ENERGY VIRGINIA	4324962309 0320	ELECTRIC	257.41
	31846	DOMINION ENERGY VIRGINIA	7218131923 0320	ELECTRIC	167.53
5230	21319	Telecommunications CENTURYLINK	310357807 0320	FAX LINE	424.94 *
	23933	SEGRA	174057257 0320	PHONE	80.57
6001	20600	Office Supplies KEY OFFICE SUPPLY	PCS 0220	OFFICE SUPPLIES	316.26 396.83 *
6040	11902	ADP Equipment BUSINESS DATA OF VA, INC.	01 1013	NORTON ANTIVIRUS	1,500.00 1,500.00 *
097001	PCS SUPERVISION FEES EXPENDITURES				79.90 79.90 *
5420	28724	PCS - Lease/Rent of Build SRP CORPORATION LLC	RENT 0320	RENT	2,750.00 2,750.00 * 2,750.00 **
				ACCOUNT TOTAL	5,226.72
				MAJOR TOTAL	TOTAL DUE 1,500,552.23

Approved at meeting of _____ on _____.

Signed _____ Title _____ Date _____
 _____ Title _____ Date _____
 _____ Title _____ Date _____



THE LAW OFFICES OF
TERRI ATKINS WILSON, P.C.

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 Fax 434-392-1777
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October 31, 2019

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

wbartlett@co.prince-edward.va.us

spuckett@co.prince-edward.va.us

cbaker@co-prince-edward.va.us

FOR PROFESSIONAL SERVICES RENDERED:

Invoice #1012

General Legal Representation:

10/02/19	Email discussion with Wade Bartlett Concerning the upcoming retirement of Commissioner of Revenue and the vacancy on the Board of Supervisors. Research regarding Code of Virginia and discussion with Wade	1.50 hr.
10/02/19	Email correspondence regarding Animal Control matter from September, 2019	.25 hr.
10/08/19	Regular scheduled meeting of the Board Of Supervisors	1.50 hr.
10/09/19	Email and telephone discussions with Wade Bartlett & Sarah Puckett regarding the unclaimed deceased body of Dead Body Pellegrino and review of documents, Review of Code Sections, etc. Review of emails with Tharp Funeral Homes regarding the remains and ashes with the decedent's Mother.	1.00 hr.
10/11/19	Draft of Petition and Order for the Unclaimed deceased Body and delivery to Judge Blessing	1.50 hr.
10/15/19	Drafting of real estate contract for the Purchase of land form Louise Wright on Hardtimes Road. Email correspondence with Wade Bartlett upon his review of the contract. Telephone calls with Louise Wright.	1.50 hr.

10/22/19	Email correspondence with Wade Bartlett regarding the request for the County Attorney at the Dangerous Dog Class of Jenny Lee	.25 hr.
10/24/19	Receipt of email notification from Sarah Puckett regarding Conflict of Interest Training and response for attendance	.25 hr.

Total hours = 7.75 hrs. @ \$200.00/hr.

BALANCE DUE **\$1,550.00**

DUE UPON RECEIPT

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



THE LAW OFFICES OF
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September 30, 2019

Prince Edward County, Virginia
 Post Office Box 382
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wbartlett@co.prince-edward.va.us

spuckett@co.prince-edward.va.us

cbaker@co-prince-edward.va.us

FOR PROFESSIONAL SERVICES RENDERED:

Invoice #1011

General Legal Representation:

9/10/19	Email to County regarding the invoice for Local Government Attorneys membership and payment	.25 hr.
9/10/19	Regular Scheduled Board of Supervisors Meeting @ 7:00 p.m.	1.50 hr.
9/16/19	Phone conversation and discussion with Wade Bartlett regarding animal control Matter of Brandon Woods	.75 hr.
9/18/19	Meeting with Wade Bartlett regarding Letter regarding animal control matter - Brandon Woods. Sent to Khalil Latif, Esq.	.75 hr.
9/30/19	Meeting with Wade Bartlett to discuss County business for next month's Agenda	.25 hr.

Total hours = 3.50 hrs. @ \$200.00/hr.

BALANCE DUE **\$700.00**

DUE UPON RECEIPT

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

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

Meeting Date: April 14, 2020
Item No.: 8-d
Department: County Administration
Staff Contact: Cheryl Stimpson
Issue: Salaries

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

Attachments: None

Recommendation: None

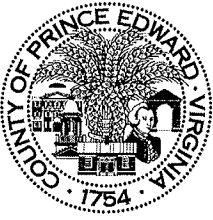
Motion _____
Second _____

Booth _____
Cooper-Jones _____
Emert _____

Gilliam _____
Jones _____
Pride _____

Townsend _____
Wilck _____

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County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: April 14, 2020
 Item No.: 8-e
 Department: County Administration
 Staff Contact: W.W. Bartlett
 Issue: FY20 Budget Amendment – Fire Program Funds

Summary:

The County received the Fire Program funds or Aid to Localities (ATL) for FY20 in the amount of \$55,186.00. Per Board policy it is recommended these funds be divided amongst the four Volunteer Fire Departments located in the County – Darlington Heights, Hampden-Sydney, Prospect and Rice. The following Budget Amendment displays the action required to accomplish this recommendation.

REV/EXP	FUND	DEPT	OBJECT	DESCRIPTION	DEBIT	CREDIT
<u>FY 2020 Budget Amendment</u>						
3(Rev)	100	24040	0012	Fire Program Funds		\$55,186.00
4(Exp)	100	32200	7012	Fire Programs/ATL – Rice	\$13,736.50	
4(Exp)	100	32200	7013	Fire Programs/ATL – Prospect	\$13,736.50	
4(Exp)	100	32200	7014	Fire Programs/ATL – Darlington	\$13,736.50	
4(Exp)	100	32200	7015	Fire Programs/ATL – Hampden	\$13,736.50	

If the Board approves the request, expenses totaling \$13,736.50 will be moved out of these four departments normal County operating accounts and placed in the accounting lines displayed above.

Recommendation: Approve amending the FY20 budget as proposed and appropriate the same funds.

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: April 14, 2020
Item No.: 9
Department: County Administration
Staff Contact: W.W. Bartlett/Sarah Elam Puckett
Issue: Highway Matters

Summary: VDOT Resident Engineer, Scott D. Frederick, P.E., will not be participating in the April Board meeting. Additionally, in consultation with Mr. Frederick, the Six-Year Plan Public Hearing has been postponed until May.

If any Board member has road issues in the coming weeks/months, please notify Wade or Sarah and they will be forwarded to VDOT immediately.

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: April 14, 2020
Item No.: 10
Department: County Administration
Staff Contact: Sarah Elam Puckett/Trey Pyle
Issue: Emergency Management Update

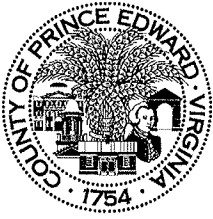
Summary: Sarah Puckett and Trey Pyle are working to compile the weekly update that will be distributed to the Board of Supervisors on Tuesday, prior to the Board meeting. If any Board member has specific questions regarding the COVID-19 pandemic and the County’s coordination and coordination, please do not hesitate to contact Sarah directly.

Attachments:

Recommendation:

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: April 14, 2020
Item No.: 11
Department: County Administration
Staff Contact: W.W. Bartlett
Issue: County Administrator’s Report

Summary:

1. A few weeks ago the Board approved a recommendation from Anthem that self-insured localities adopt Anthem’s policy of waiving our plan member’s cost share for testing related to COVID-19 as well as for the in-network visit associated with COVID-19 testing as well as waiving member cost shares for using Livehealth Online and provider telehealth visits for 90 days.

Now Anthem is eliminating member cost shares related to COVID-19 treatment costs from doctors, hospitals and other health care professionals between April 1 and May 31, 2020. Anthem is recommending self-insured customers do the same. At this time Local Choice is not participating in this recommendation and will not be waiving the member cost shares related to COVID-19. From the information I could find neither is the Commonwealth for state employees.

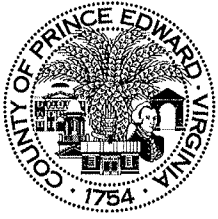
I asked our Health insurance consultant (ONEDIGITAL) if they could assist in estimating the cost to Prince Edward if we adopted this policy. ONEDIGITAL already had a model that could complete this estimate. I asked they run this model.

Attached is the result of the model for Prince Edward County. The model creates cost estimates depending on either a “Controlled” outbreak of the Virus and an “Wide-Spread” outbreak. The estimated cost to treat a Non-Critical Hospitalized member will be \$21,234 and the cost to treat a Critical Hospitalized member would be \$70,691. The projection for the worst-case scenario of the virus being Wide-Spread projects 2 to 3 County employees would require hospitalization and the cost would be between \$92,000 to \$113,000. The model projects we would have one member be a Critical Hospitalized patient and either one or two Non-Critical Hospitalized members. The maximum out of pocket expenses for an employee depends of the plan they are under but at a maximum it would be \$8,000. If we had 3 employees needing Hospitalization if the Board agreed to eliminate all out of pocket expenses the County’s cost would be \$24,000. The impact of this decision will not be felt until the renewal of our plan this time next year. These assumptions are based on the hope that the COVID-19 pandemic begins to slow and restrictions can be eased in June or July.

2. Our contract with Blairs includes restriping the County parking lot but only the section immediately behind the church. The parking lot could use some repair and sealing to extend its life. The cost to reseal the entire lot is estimated to cost \$7,200. I am still attempting to obtain the cost to restripe the portion of the lot by the Visitor Center and should have that by Tuesday’s meeting. The decision is doing the Board wish to reseal and restripe the entire parking lot.

3. The cost of an x-ray machine is not part of the Construction contract. The Sheriff would like the County to authorize the purchase of one such machine to be used to scan purses, briefcases, etc. of people entering the Courthouse. He is researching the type of machines and their costs but it will be from \$20,000 - \$30,000. The County has already earned almost \$70,000 in interest on the funds we have borrowed and have been invested

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



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

Attachments:

1. Report from ONEDIGITAL dated April 7, 2020

Recommendations:

1. The Board will wish to decide if it wants to waive the employee cost share for treating the COVID-19. Approve amending the FY20 budget as proposed and appropriate the same funds.
2. I am recommending the Board approve resealing the County's entire parking lot and then restriping the lot.
3. The Board will wish to decide if it will authorize the purchase of an X-ray machine for the Sheriff

Motion _____
Second _____

Booth _____
Cooper-Jones _____
Emert _____

Gilliam _____
Jones _____
Pride _____

Townsend _____
Wilck _____

COVID-19 Report

Date of Report: 4/7/2020 1:24 PM



Employer Name: Prince Edward County

Risk Summary

Age Risk	Medium
Gender Risk	Medium
Geography Risk	High
Industry Risk	Low

Frequency Estimate

	Controlled	Wide-Spread
Number of Adults on Plan	115	115
Number of Infected Adults	4	9
Number showing symptoms	3	6
Number requiring hospitalization	1 to 2	2 to 3

Severity Estimate

	Est. Avg. Cost per Total Episode
Non-Critical Hospitalization	\$21,234
Critical Hospitalization	\$70,691

Total Estimated Cost for Hospitalized Adults for COVID-19

	Controlled	Wide-Spread
Frequency times Severity	\$21,000 to \$92,000	\$92,000 to \$113,000

Anticipated Cost Changes Due to COVID-19

Per the CDC all elective surgeries, non-essential medical, surgical and dental procedures are to be delayed during the COVID-19 outbreak.

Doctor appointments have been canceled and may not be rescheduled as telemedicine begins to replace office visits, resulting an increase in telemedicine utilization.

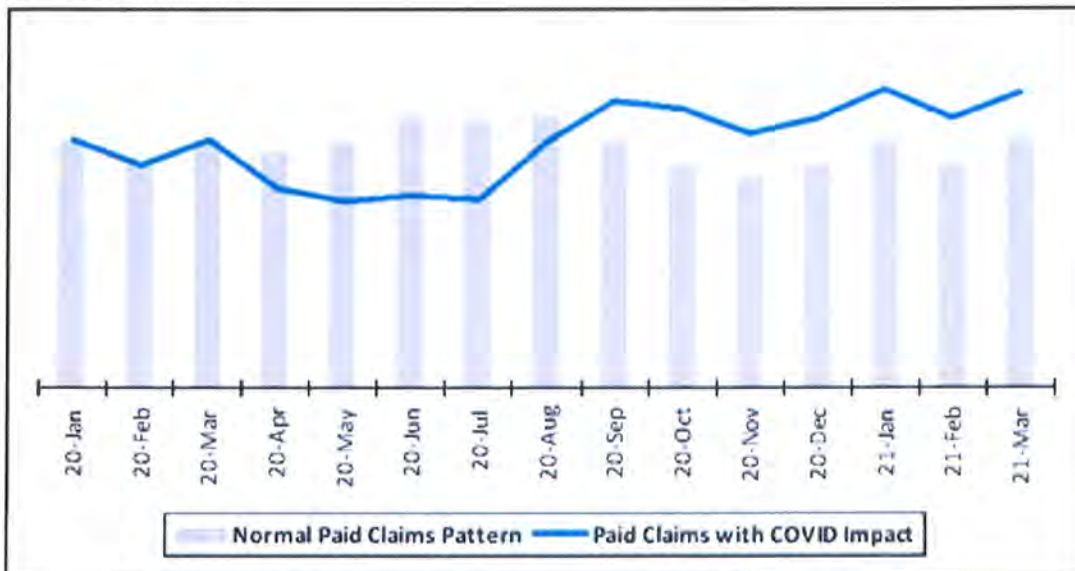
A shift to more mail order pharmacy is expected as a result of social distancing.

What Does This Mean for Net Costs?

Under the **controlled** assumption, the **net employer cost** is anticipated to be higher than the original claim projections over a 12-month cumulative period due to higher volume and cost of COVID-19 hospitalizations replacing lower cost delayed services.

Under the **wide-spread** assumption the **net employer cost** is anticipated to be **significantly higher** than the original claim projections over a 12-month cumulative period due to the increased volume of COVID-19 hospitalizations.

Regardless of the assumption (controlled or wide-spread), below is what we anticipate will happen from a cash-flow perspective:



Paid claims will start to see a decline from April to July/August due to delayed procedures and medical/dental offices being closed.

Procedures being deferred will pick up in July(ish) and are anticipated to be paid September through December.

These assumptions are based on the hope that the COVID-19 pandemic begins to slow and restrictions can be eased in June or July.

What Does This Mean for Productivity?

The average time that an employee is out due to complications from COVID-19 is 10-14 days if they do not have to be hospitalized.

For an employee in the hospital the time away from work will be even greater - as the hospital stay is around 12-23 days plus the additional recovery/quarantine time.

	Controlled	Wide-Spread
Estimated Productivity Loss	34 to 46 days	69 to 81 days

These days lost are all going to happen in a very compressed time of approximately the next 2-3 months.

What Does This Mean for Renewal?

For renewal it can be anticipated that paid claims will be lower than budgeted claims through July/August and higher than budgeted claims through the end of the year and into 2021. A very important part of the renewal strategy will be to work with your OneDigital consultant to ensure your renewal is requested with the correct data references (where applicable). Your OneDigital consultant and analytics team will work to negotiate your renewal based on our extensive claim analysis.

Due to the individual nature of COVID-19 severity most groups will not see the individual COVID-19 members hit specific stop loss (or pooling) levels. This means that the aggregate attachment (or maximum liability or premium) will take the brunt of the entire cost of the COVID-19 severity.

Risk Explanation

Age: Emerging COVID-19 and historically pneumonia statistics both show that the individuals 50 years of age or older are more apt to be diagnosed with pneumonia and COVID-19 than individuals under 50 years of age. When diagnosed, there is also a higher likelihood that those individuals will end up in critical care.

Gender: Emerging COVID-19 and historical pneumonia statistics show that males are more apt to be diagnosed with pneumonia and COVID-19 than women.

Industry: The industry risk is specific to COVID-19 and is built around whether the industries are considered to be essential and non-essential (per the Office of the Homeland Security). Non-essential industries are given a risk factor very low - given that their employees are not actively at work or meeting with the public. Industries that are essential are grouped into three categories: Essential Low Exposure, Essential Moderate Exposure and Essential Very High Exposure. The exposure is based on whether they have the ability to work from home (i.e. lawyers, accountants, actuaries, etc.) up to whether their work requires them to interface with the public as part of the job (i.e. healthcare workers and policemen).

Geographic: Every night risk information by county and state is gathered, normalized and the rating algorithm is updated in this model.

Many thanks to all of the various data sources used in this analysis:

<https://www.cbia.com/resources/coronavirus/coronavirus-state-federal-updates>

<https://www.statista.com/topics/5994/the-coronavirus-disease-covid-19-outbreak/>

<https://www.indexmundi.com>

<https://www.cia.gov/library/publications/resources/the-world-factbook/fields/335rank.html>

https://www.cdc.gov/mmwr/volumes/69/wr/mm6912e2.htm?s_cid=mm6912e2_w

<https://www.ncbi.nlm.nih.gov/pmc/articles/PMC3663984/>

<https://www.soa.org/globalassets/assets/files/resources/research-report/2020/hcci-cost-utilization.pdf>

<https://www.qbitai.com/2020/02/11611.html>

Kaiser Family Foundation analysis of the Centers for Disease Control and Prevention (CDC)'s Behavioral Risk Factor Surveillance System (BRFSS) 2013-2018 Survey Results.

<https://www.kff.org/health-costs/issue-brief/state-data-and-policy-actions-to-address-coronavirus/>

<https://www.thelancet.com/action/showFullTableHTML?isHtml=true&tableId=tbl1&pii=S0140-6736%2820%2930566-3>

<http://wonder.cdc.gov/ucd-icd10.html>

<https://www.nytimes.com/interactive/2020/us/coronavirus-us-cases.html#g-cases-by-county>

<https://www.sciencedirect.com/science/article/pii/S0025556413001235#f0020>

https://www.who.int/docs/default-source/coronaviruse/situation-reports/20200306-sitrep-46-covid-19.pdf?sfvrsn=96b04adf_2

<https://usafacts.org/visualizations/coronavirus-covid-19-spread-map/>

<https://www.cdc.gov/nchs/data/nhsr/nhsr102.pdf>

<https://www.hcup-us.ahrq.gov/reports/statbriefs/sb186-Operating-Room-Procedures-United-States-2012.jsp>

FAIR Health Brief, March 25, 2020, "The Projected Economic Impact of COVID-19 Pandemic on the US Healthcare System"

<https://covid19.healthdata.org/projections>

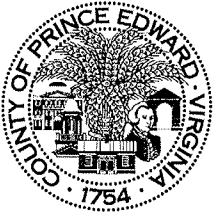
<https://www.cato.org/blog/misleading-arithmetic-covid-19-death-rates>

<https://towardsdatascience.com/estimating-the-number-of-future-coronavirus-cases-in-the-united-states-a0ce17df029a>

<https://www.npr.org/sections/goatsandsoda/2020/03/20/815408287/how-the-novel-coronavirus-and-the-flu-are-alike-and-different>

<https://www.cms.gov/newsroom/press-releases/cms-releases-recommendations-adult-elective-surgeries-non-essential-medical-surgical-and-dental>

https://meps.ahrq.gov/data_files/publications/st517/stat517.pdf



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: April 14, 2020
Item No.: 12
Department: County Administration
Staff Contact: W.W. Bartlett
Issue: Budget Work Session

Summary:

A. Final Budget Notes – I draw your attention to five items

1. Please review the expenditure line 032400-3840 Forest Fire Service in the General Fund. I recommended an expenditure of \$11,800 which is mandated and is used by the Department of Forestry to assist in Forest Fire Suppression in Prince Edward County. But for some unknown reason the software program is doubling that amount for the departmental cost. I have consulted with the software vendor and they are researching the issue. But in order to balance the revenues with expenditures I had to increase the use of the fund balance by \$11,800. This is an artificial number and once the problem is solved, I will reduce the budgeted expenses by \$11,800 and reduce the draw from fund balance by the same amount.

2. The sheriff wants the Board to keep in mind the continuing need to improve radio coverage throughout the County. He estimates it could cost \$350,000 to place communication equipment on two additional Towers. With the state of the economy I did not include recommend funding for that need in the FY21 budget.

3. The FY21 budget approved by the General Assembly increased the entry-level salary for Pay Band 1 & 2 employees in The Circuit Court Clerks office to match that of entry level clerks in the district courts which is \$30,660. The Prince Edward County Clerk had two employees whose current salary had to be increased to the minimum effective July 1, 2020. The Circuit Court Clerk is requesting one of the two employees receive a 3% increase on top of the \$30,660 to raising the salary to \$31,580. Including benefits this would require an increase in the budget of \$1,090. I did not include the increase in the budget as the two started work less than two months apart. The Clerk states the employee which I will call Clerk 1 is doing a good job and her duties are more complex than the other employee which I will call Clerk 2. The chart below displays pertinent data on the two clerks

CLERK	HIRE DATE	CURRENT SALARY	NEW SALARY	PERCENT INCREASE
1	12/1/18	\$28,245	\$30,660	8.55%
2	1/20/19	\$27,732	\$30,660	10.56%

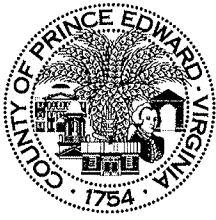
If the Board wishes to keep a similar difference in salary between the two employees, I would recommend Clerk 1's current pay be increased by the same 10.56% as Clerk 2 will receive on July 1, 2020. That would increase Clerk 1's salary to \$31,228 which when including benefits would increase the budget by \$673.

Motion _____
 Second _____

Booth _____
 Cooper-Jones _____
 Emert _____

Gilliam _____
 Jones _____
 Pride _____

Townsend _____
 Wilck _____



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

4. Various Departments requested pay increases but I did not include any pay increases since none were contained in the General Assembly’s budget for any of the departments which are paid from the County Administrator’s Office. There is a 2% bonus for all employees effective December 1, 2020 as that bonus was contained in the state budget for Constitutional employees, and state supported local employees. That bonus is contingent in the state meeting certain revenue targets in June 30, 2020.

5. While not a budget item per se, I will inform the Board that the General Assembly passed a Revenue Fairness Bill. That bill will allow Counties to pass a meals tax by action of the Board, no referendum is required. The maximum meals tax rate a County can pass is 6%. Also, effective July 1, 2021 a County can impose a cinerite tax.

B. Outside Agencies – The Board may wish to change the funding to some or all of the non-profits known as outside agencies. Attachment 1 displays the agencies and the funding each received last FY and the recommendations for this Fiscal Year.

C. Identify Restricted Capital Items or Purchases - Some Board members recommended with the current level of uncertainty regarding revenue collections that the County delay spending on various items both in the current Fiscal Year and in the new Fiscal Year. For FY21 I would recommend any such items be left in the proposed budget to be advertised. If the Board feels it prudent to delay such purchases the Board can discuss this at any meeting up until the adoption of the budget which is scheduled to occur on May 5, 2020. The Board not appropriate the funds for such items or just direct the County Administrator not to buy these items until obtaining Board approval.

D. Tax Rates – The proposed budget recommends all tax rates remain at their current rates. These are displayed in attachment 2. If the Board wishes to increase any of the tax rates shown the rates contained in the Advertisement must be increased to reflect the increase desired. Once advertised a tax rate cannot be increased unless readvertised and a public hearing held. There is no such requirement if the Board would like to decrease a tax rate.

E. Review of Draft Public Hearing Notice -

Attachments:

- 1. Outside Agencies
- 2. Public Hearing Notice

Recommendations:

Review the proposed Budget, make any desired changes and authorize advertising the Public Hearing for the FY21 budget and Tax Levies for calendar year 2020

Motion _____
Second _____

Booth _____
Cooper-Jones _____
Emert _____

Gilliam _____
Jones _____
Pride _____

Townsend _____
Wilck _____

OUTSIDE AGENCIES FUNDING RECOMMENDATIONS

			FY20	FY21
			ADOPTED	PROPOSED
OTHER WELFARE/SOCIAL SERVICE				
53501	5608	SCOPE/Meals on Wheels	\$5,000	\$5,000
53501	5609	Piedmont Senior Resources	\$6,128	\$12,256
53501	5610	STEPS Inc.	\$20,000	\$20,000
53501	5613	Jolly Glee Senior Citizens	\$1,120	\$1,120
53501	5637	FACES	\$4,500	\$8,000
53501	5640	Special Olympics Area 12	\$1,000	\$1,000
53501	5645	VA Legal Aid Society	\$1,200	\$1,200
53501	5651	Southside Center for Violence Prev	\$4,800	\$4,800
53501	5652	Heart of Virginia Free Clinic	\$6,000	\$6,000
53501	5653	Longwood Center for Visual Arts	\$2,000	\$2,000
53501	5654	Habitat for Humanity	\$3,200	\$3,200
53501	5670	Piedmont Area Veterans Council	\$10,000	\$10,000
CONTRIBUTIONS TO COLLEGES				
68100	5643	Longwood Small Bus Dev Center	\$2,000	\$2,000
PARKS & RECREATION				
71100	5640	PE/Farmville Youth Association	\$25,000	\$25,000
71100	5642	Heart of Virginia Festival	\$3,000	\$3,000
71100	5643	Southside VA Family YMCA	\$20,000	\$20,000
71100	5647	YMCA-Summer Program	\$10,000	\$10,000
MUSEUMS				
72200	5641	Moton Museum	\$8,000	\$8,000
COMMUNITY DEVELOPMENT				
81200	5647	Chamber of Commerce	\$250	\$250
81200	5652	Piedmont Area Transit	\$8,000	\$8,000
81200	5655	Downtown Farmville	\$8,000	\$8,000
GRAND TOTAL			\$149,198	\$158,826

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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

- ECONOMIC DEVELOPMENT FUND -

Total Anticipated Revenues	\$23,368
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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 -		
<u>ANTICIPATED REVENUES:</u>		
Interest		\$13,000
Landfill Charges		\$275,000
Total Anticipated Revenues		\$288,000
<u>PROPOSED EXPENDITURES:</u>		
Transfer to Landfill Construction Fund Balance		\$288,000
Total Proposed Expenditures		\$288,000
-SOLID WASTE FUND-		
<u>ANTICIPATED REVENUES:</u>		
Landfill Charges		\$608,000
Recycling Fees		\$15,000
Transfer from General Fund		\$735,272
Total Anticipated Revenues		\$1,358,272
<u>PROPOSED EXPENDITURES:</u>		
Collections		\$573,546
Landfill		\$784,726
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		<u>\$59,216,284</u>

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

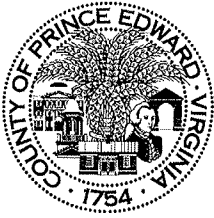
Additional Special Levy—Poplar Hill CDA District Only—Per \$100 Assessed Valuation

<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 14, 2020
Item No.: 13
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:

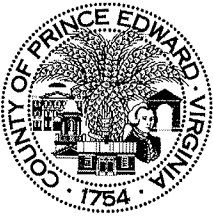
- a. For discussion of the acquisition of real property for the public purpose of economic development, where discussion in an open meeting would adversely affect the bargaining position of the County, pursuant to the exemption provided for in Section 2.2-3711(A)(3) of the *Code of Virginia*; and
- b. For discussion, consideration and evaluation 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 _____

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County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: April 14, 2020
 Item No.: 14
 Department: County Administration
 Staff Contact: W.W. Bartlett/Sarah Elam Puckett
 Issue: Monthly Reports

Summary: Please see attachments.

Attachments:

- a. Animal Control
- b. Building Official
- c. Cannery – Commercial Operations
- d. Commonwealth Regional Council
- e. Farmville Downtown Partnership
- f. Tourism

Recommendation:

Motion _____
 Second _____

Booth _____
 Cooper-Jones _____
 Emert _____

Gilliam _____
 Jones _____
 Pride _____

Townsend _____
 Wilck _____



**Animal Control
Monthly Report**

"March 2020"

Dogs

Surrendered	3
Picked Up	17
Claimed By Owner	1
Adopted	3
Died in Kennel	0
Euthanized	0
Injured / Euth.	0
Transferred to SPCA	16
Dead on Arrival	0
Escaped from Shelter	0
Seized	0
Bite Case	0
Other (HBC)	0

Fees Collected \$1,375.00

Cats

Surrendered	17
Picked Up	1
Claimed By Owner	0
Adopted	0
Euthanized	6
Died in Kennel	0
Transferred to SPCA	11
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	0
Transferred	0
Adopted	0

Number of Calls to Shelter	155
Summons Issued	42
Warrants Served	0
Days in Court	0
Nuisance Dogs	4
Dangerous Dogs	1
Calls After Hours/On Call	12
Dogs Brought in by Farmville PD	2

Total Fees Collected \$1,375.00

Bill the Town of Farmville	
_____ cats housed.	
Total Billed:	\$ _____

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

form 2-2020

BUILDING OFFICIAL

Permits Issued Report
3/01/2020 Through 3/31/2020

ADDITIONS	- Issued	6
	- Value	\$82,500.00
	- Permit Fees	\$661.20
	- 2.00% STATE TAX	\$13.22
	- Fees Collected	\$.00
CELL TOWER	- Issued	2
	- Value	\$80,000.00
	- Permit Fees	\$1,000.00
	- 2.00% STATE TAX	\$20.00
	- Fees Collected	\$.00
ONE & TWO FAMILY DWELLING	- Issued	2
	- Value	\$510,000.00
	- Permit Fees	\$783.20
	- 2.00% STATE TAX	\$15.66
	- Fees Collected	\$.00
ELECTRICAL	- Issued	26
	- Value	\$55,875.00
	- Permit Fees	\$1,500.00
	- 2.00% STATE TAX	\$30.00
	- Fees Collected	\$.00
MECHANICAL	- Issued	11
	- Value	\$14,798.00
	- Permit Fees	\$550.00
	- 2.00% STATE TAX	\$11.00
	- Fees Collected	\$.00
MECHANICAL/GAS	- Issued	6
	- Value	\$28,907.00
	- Permit Fees	\$300.00
	- 2.00% STATE TAX	\$6.00
	- Fees Collected	\$.00
MANUFACTURED HOMES	- Issued	6
	- Value	\$591,000.00
	- Permit Fees	\$888.90
	- 2.00% STATE TAX	\$17.79
	- Fees Collected	\$.00
PLUMBING	- Issued	11
	- Value	\$4,500.00
	- Permit Fees	\$550.00
	- 2.00% STATE TAX	\$11.00
	- Fees Collected	\$.00
POOL	- Issued	1
	- Value	\$35,000.00
	- Permit Fees	\$75.00
	- 2.00% STATE TAX	\$1.50
	- Fees Collected	\$.00
REMODELING	- Issued	1
	- Value	\$2,600.00
	- Permit Fees	\$75.00
	- 2.00% STATE TAX	\$1.50
	- Fees Collected	\$.00
TANK REMOVAL	- Issued	1
	- Value	\$4,250.00
	- Permit Fees	\$100.00
	- 2.00% STATE TAX	\$2.00
	- Fees Collected	\$.00
IN LIEU OF SOIL & EROSION	- Issued	1
	- Value	\$.00
	- Permit Fees	\$.00
	- Fees Collected	\$.00
Total Permits - Issued		74
Total Permits - Value		\$1,409,430.00
Total Permits - Permit Fees		\$6,483.30
Total Permits - Sales Tax 2%		<u>\$ 129.67</u>
		\$ 6,612.97

INSPECTIONS FOR MARCH 81

Katharine Wilson
Director
info@virginiafoodworks.org



March 2020	
Total number of units processed	3275
Retail value of products	\$8,672
# Clients	3
# New Clients	1
# processing days	5
Revenue generated (PEC)	\$619.00
Revenue generated (VFW)	\$1,302.10

March 2020 Summary

Announcement

After consulting with VFW Founder Allie Hill and Board President Michelle McKenzie, on March 24th I decided to stop commercial productions at the Cannery until further notice due to COVID-19. We cannot run food productions without close physical proximity to one another, and therefore closing is the best decision to protect the health of our staff and clients. I'll provide an update to our clients and network at the end of April as to where we stand with reopening, but my current thinking is that we will not schedule any productions before June.

From the Production Floor

Only two productions took place this month as two clients cancelled their productions before the closing announcement, and closing required pushing back an additional March production. The March figures above reflect those two productions and a Devil's Backbone production of their Hoop Hill Hot Sauce on the last day of February, which was not included in the February report.

Lalattia's Chimmichurri is a new client who ran a test batch of their sauce, which is currently only suitable as a refrigerated product but we are hoping to make it shelf stable with greater acidity. Their test batch product is now at NC State for analysis. Pamplin Poultry successfully ran a third batch of their chicken bone broth, producing over 270 quarts.

In the Office

Our March 5th Open House had over 20 attendees despite the oncoming worries about COVID-19, and we've been in touch with three people who visited for their first time during the event and are interested in producing commercial foods with us. As many of our clients and potential clients are experiencing fewer hours at their full-time jobs, they have more time for their food businesses so I've stayed busy helping them and planning their future productions.



CRC March 2020 Items of Interest

New Ventures

- **CRC staff are tracking funding opportunities as they become available related to COVID-19 response and assistance for our localities and non-profits (501c3). Please contact us if you need assistance.**
- Cumberland County Rejoined the Commonwealth Regional Council beginning April 1, 2020 – Welcome Cumberland County.
- CRC staff assisted Buckingham Branch Library to apply to USDA for funding to purchase IT equipment.
- CRC staff assisted the following in applying for Rescue Squad Assistance Funds (RSAF): Red House Volunteer Fire Department, Farmville Emergency Operations Center, Buckingham Volunteer Rescue Squad, and Hampden-Sydney Volunteer Fire Department.
- CRC staff assisted the following in applying for FEMA, Assistance to Firefighters Grant (AFG) funds: Farmville Volunteer Fire Department and Keysville Volunteer Fire Department.
- CRC staff assisted the Town of Kenbridge in submitting an application to the Virginia Risk Sharing Association to purchase an AED and shed for the wastewater plant.
- CRC staff assisted the Town of Farmville Police Department in submitting a USDA application for funds to purchase police radios.
- CRC staff assisted Cumberland County in submitting 2 VDOT Smart Scale Pre-Applications for the following projects: US60/Route 45 Improvement Project and US 60/Route 13 Improvement Project.
- CRC staff are assisting Prince Edward County in submitting the US 460 East Interchange Improvement Project Smart Scale project to VDOT.
- CRC staff are assisting STEPS to request funding from VHDA to complete a Strategic Plan as the next step for the completed Prince Edward/Farmville Housing Study.
- CRC staff are assisting the Town of Kenbridge in applying for a Community Challenge Grant for parks and recreation facilities renovations.
- *Arrangements for the Next CRC Meeting-- **Wednesday, April 15, 2020 at 9:30 a.m.** are still in discussions due to COVID-19 and the Governor's Executive Order 53 & 55.*

Activity

- Comprehensive Economic Development Strategy (CEDS) – CEDS Approval on standby while waiting for clarification on how Cumberland County can be added to the CEDS.
- Town of Charlotte Court House Evergreen Road Sidewalk Project: Construction is ongoing and CRC staff have visited the job site twice for required Davis Bacon employee interviews for labor standards.
- Dillwyn CDBG Housing Rehabilitation Project – Bids on Round Two for 2 properties were awarded to Harvey Enterprises.
- Dillwyn VDOT Streetscape Project – The project has been approved by VDOT to be rebid. Bids are due May 12th.
- Phenix Water System Project – Awaiting Environmental approval from VDH .
- Regional Emergency Planning – CRC Regional Volunteer & Donation Plan has been completed.
- Keysville Comprehensive Plan Update – Approved and complete with products delivered to the Town.
- Lunenburg/Kenbridge/Victoria VHDA Housing Study – Survey results are being compiled.
- CRC staff created a Brochure on Watersheds in the Chesapeake Bay portion of the region for distribution.

The CRC office is still open with some staff teleworking at this time – this is subject to change as circumstances change.

Farmville Downtown Update 4/9/2020

Good Afternoon Downtown Farmville Community,

On behalf of Farmville Downtown Partnership, I would like to share some resources available to aid in COVID-19 recovery in relief:

- National Main Street Resources: Please be sure to review National Main Street's COVID-19 resource page for timely Main Street focused Resources and Tools: <https://www.mainstreet.org/howwecanhelp/resourcecenter/covid19resources#MainStreetToolsandResources>
- The Small Business Administration (SBA) released a toolkit offering guidance for businesses and employers to plan and respond to Coronavirus. The SBA's Paycheck Protection Program is a loan designed to provide a direct incentive for small businesses and nonprofits to keep their workers on the payroll. If you need help navigating this new loan program check out this article and accompanying resources from NTCIC: [Navigating the Paycheck Protection Program](#).
- Hopefully, many of you have been able to complete the SBA Disaster Loan (EIDL) application. If you have questions, please reach out to [Longwood Small Business Association\(Longwood SBDC\)](#) or [Virginia Career Works South Central / The South Central Workforce Development Board](#) as they are here to help with recovery efforts and can provide great information.
- In addition to the loan programs available Federally. There are grant programs that are also available to small business owners to assist in economic relief and recovery. The VA 30 Day Fund is offering forgivable loans up to \$3,000 to small business owners to aid in recovery efforts. The application and additional information can be found here: https://va30dayfund.com/about/?fbclid=IwAR0A5OC4I6yK85Yx_RDUkJ0j15oM36oMvcbdr1Epdg5si2qS3oBUjYk6Nc
- Here is a quick read on tips to help minimize business disruptions during emergencies: <https://www.facebook.com/business/learn/lessons/how-to-help-minimize-business-disruption-during-emergencies>

You are always welcome to email promotional information to be posted on our social media channels at any time. You can find us on **Facebook as Downtown Farmville and Instagram @farmvilledowntown**. If you have not yet joined the “**Downtown Farmville Merchant Group**” closed Facebook group, please feel free to request to join. We are using this as a tool specifically for those within the Downtown District to provide real-time updates. As a reminder, anyone in the group is welcome to post updates.

Sincerely,

Chelsey White

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Tourism & Visitor Center Monthly Report for March 2020

HEARTLAND REGIONAL VISITOR CENTER GUESTBOOK SIGNINGS:					
	Virginia Guests	Other States	Other Countries	Total Guests	Average Visitors per Month:
YTD 2020					0.0
2019	3,323	506	56	3,885	323.8

Total / 3 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:
March 2020	22	0	99	1,492		1,613
March 2019	95	31	262		2185	2,573
% Difference	-76.84%	-100.00%	-62.21%		-100.00%	-37.31%

TOTAL YTD	2020 YTD	2019 YTD	% Difference	Total YTD Inquiries:
	118	455	5,364	9,457
	230	542	0	8,144
	-48.70%	-16.05%	100.00%	-51.64%
				11.86%

Report to April Board of Supervisors:

- March had started out pretty strong for visitation to our community, and then COVID reared its ugly head. With so many of our amenities closed or dramatically reducing their hours of operation, the Visitor Center was closed and I have been temporarily reassigned to Emergency Management working out of the County Administrator's office. This will be my final report until this pandemic is over.
- Heart of Virginia Festival is another among many other tourism related amenities to be cancelled or to close. All of the state parks are open, so far, to open air visitation, but none of their visitor centers or ranger led activities are available. Appomattox Courthouse National Park is closed to all visitation and even Green Front decided to close for a few weeks, as of this report. Live at Riverside has also been cancelled.
- Bike Virginia made the painful choice to cancel their event for the first time in over 30 years. They believe they will choose Farmville/Prince Edward County for summer of 2021, and we will be ready for them then.
- Despite all of this, Virginia's Crossroads is moving forward working to complete the final expansion of the Civil Rights in Education Heritage Trail® which entails 12 new pedestal installations as well as updating and a makeover of the existing 41 sites throughout the region.

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