

May 12, 2020

At the regular meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 12<sup>th</sup> day of May, 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; Trey Pyle, Deputy Emergency Coordinator; and Terri Atkins Wilson, County Attorney.

Chairman Townsend called the May meeting to order.

Chairman Townsend stated:

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

Supervisor Emert offered the invocation and led the Pledge of Allegiance.

In Re: Conflict of Interest Disclosures

(None)

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. 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 the Administrator, Attorney or county staff to immediately correct any factual error that might occur.

Mr. Bob Timmons presented a report on the final contract values for the renovation of the Courthouse, the new Social Services building, STEPS interior and YakAttack, and the STEPS roof replacement. He said the estimate that was approved by the Board was \$10,404,600; the actual bids came in at \$10,235,055 with an underrun of \$169,545. He said value engineering was done with a credit of \$295,200 which made the contract value \$9,939,855. He said some major items were incurred: major deck replacement on the old STEPS building, as approximately one-third to one-half had to be replaced. He said \$269,379 was used out of the contingency [fund] which left \$441,091 in the original budget in the contingency fund. Mr. Timmons said that overall, the project came in under budget and the County still has \$441,091 in the contingency [fund] and are six weeks ahead of schedule. He said this does not include the cost of furniture, AV equipment, the special things the Judges included, and also does not include the design fees. Mr. Timmons said there are two remaining items to be done; the contract is finished with Blair and the County is entering the warranty period with Blair [Construction].

The County will be managing the placement of an elevator to access the Juvenile Court. That will leave three items to be completed. First, to purchase and install an x-ray machine; second, reseal and restripe the parking lot; and third, replace the flat roof on the second floor with a cost estimate of \$150,000 with a design fee of approximately \$8,500 and a \$15,000 contingency.

Chairman Townsend thanked Mr. Timmons for his work on the project.

In Re: Board Comments

Supervisor Pride thanked everyone for attending and listening and said for all to remain safe.

Supervisor Cooper-Jones thanked God for protecting all of the members, the citizens and said we are truly blessed even though the corona virus is running rampant.

Supervisor Booth welcomed all that were listening.

Chairman Townsend thanked everyone for their support and said for all to be safe.

In Re: Consent Agenda

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

Aye:	Beverly M. Booth Pattie Cooper-Jones J. David Emert Llew W. Gilliam, Jr. Robert M. Jones Odessa H. Pride Jerry R. Townsend James R. Wilck	Nay: None
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the Board accepted the Treasurer’s Reports for March 2020 and April 2020; the minutes of the meetings held April 7, 2020, April 14, 2020, April 21, 2020, April 28, 2020, and May 5, 2020; Accounts and Claims, Board Mileage Sheets; and Salaries.

**Prince Edward Treasurer's Report - March 2020**

<b>Name of Bank</b>	<b>Bank Balance</b>	<b>Available Balance</b>
Benchmark Pooled Fund Account	11,660,229.77	11,660,229.77
Wells Fargo Social Services	212,648.53	212,648.53
Benchmark School Fund	725,903.02	725,903.02
Benchmark Food Service	396,672.84	396,672.84
TOTAL		12,995,454.16
<b>Certificates of Deposit</b>		
Benchmark		609,724.91
Farmers Bank		214,591.74
TOTAL		824,316.65
 GRAND TOTAL		 13,819,770.81

**Prince Edward Treasurer's Report - April 2020**

<b>Name of Bank</b>	<b>Bank Balance</b>	<b>Available Balance</b>
Benchmark Pooled Fund Account	7,741,782.28	7,741,782.28
Wells Fargo Social Services	179,766.00	179,766.00
Benchmark School Fund	1,453,775.42	1,453,775.42
Benchmark Food Service	436,389.29	436,389.29
TOTAL		9,811,712.99
<b>Certificates of Deposit</b>		
Benchmark		609,724.91
Farmers Bank		214,591.74
TOTAL		<u>824,316.65</u>
GRAND TOTAL		<u><u>10,636,029.64</u></u>

*Accounts & Claims:*

<u>BOARD OF SUPERVISORS</u>			
Business Card	Virtual meeting software	14.99	
	Board meeting meals	161.10	
Morrissett Funeral & Cremation Service	Meeting equipment	249.99	426.08
	Cremation		925.00
Vernon Company	Umbrellas	392.19	
	Shirts / polos / hoodies	797.45	1,889.64
Farmville Newsmedia	Advertising		227.36
David Emert	Mileage		214.79
Odessa H. Pride	Mileage		230.16
Walmart Community / SYNCB	Board of Supervisors supplies		15.68
US Cellular	Cellular service		537.53
<u>COUNTY ADMINISTRATOR</u>			
Pitney Bowes Global Finance	Postage machine lease		92.49
Reserve Account	Postage reload		1,000.00
US Cellular	Cellular service		253.96
Business Data of VA, Inc.	Norton antivirus		39.95
Compro Computers	Printers		659.90
Diamond Springs Water, Inc.	Water & equipment rental		75.35
Judy Ellington Design	Business cards		65.78
Key Office Supply	Index dividers	87.16	
	Ribbons	134.99	
	Copy paper	209.70	431.85
<u>INDEPENDENT AUDITOR</u>			
McGriff Insurance Services	OPEB accounting		1,469.00

COMMISSIONER OF REVENUE

U. S. Postal Service	Postage stamps		400.00
Treasurer of Virginia	Online service		71.10
University of Virginia	CD program enrollment		225.00
Business Data of VA, Inc.	Norton antivirus	39.95	
	2020 Vehicle assess	3,395.20	3,435.15
Compro Computers	Printers		329.95
Key Office Supply	Copy paper	139.80	
	Labels	53.52	
	Labels/tabs	108.22	
	Toners	655.09	
	Back rest	24.55	
	Paper clips	40.36	1,021.54

ASSESSOR

Wampler-Eanes Appraisal	Reassessment		33,016.50
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TREASURER

TACS, P.C.	Title search fees		1,214.05
Quadient Leasing USA, Inc.	Postage		1,000.00
Benchmark Community Bank	Payflow/Paypal		26.10
Treasurer of Virginia	Online service		71.10
Weldon Cooper Center	Webinar		100.00
Key Office Supply	Copy paper	99.90	
	Green bar paper	137.98	
	File folders	17.88	
	Cartridges	817.53	
	Binder / cartridge	69.01	1,142.30
STEPS, Inc.	Shredding		35.00
DMV	DMV Stop fees		2,675.00

INFORMATION TECHNOLOGY

Business Data of VA, Inc.	Travel & expense	4,000.00	
	Contract agreement	9,000.00	13,000.00
BAI Municipal Software	Annual support services		3,154.00
ComputerPlus Sales/Service	Printer service contract		79.00

ELECTORAL BOARD AND OFFICIALS

Election Systems & Software	Audio	536.75	
	Layout	78.25	
	Coding	1,203.49	1,818.49
Nancy Phaup	Official training		25.00
Farmville Newsmedia	Advertising		67.60
Lynette Wright	Postage		21.55

REGISTRAR

U. S. Postal Service	Postage stamps		550.00
Lynette Wright	Mileage	59.80	
	Sanitizer	5.27	65.07
Farmville Printing	Envelopes		1,799.00
Key Office Supply	File pockets	30.59	

	Flash drives	14.58	
	Book rings / tab dividers	40.54	85.71
Owen G. Dunn, Co.	Polling supplies		116.95

CIRCUIT COURT

Key Office Supply	Pads / pens / post-its		49.88
VA Lawyers Weekly	Subscription renewal		429.00
Southern Copier Sales & Service	Annual period charge		300.00

GENERAL DISTRICT COURT

Diamond Springs Water, Inc.	Water & equipment rental		38.60
Key Office Supply	Cart	89.95	
	Keyboard / sign / mouse	122.68	
	Labels / register / drwr	83.97	
	Electronic wipes	17.97	
	Stamp / binder / file book	41.17	355.74

JUVENILE & DOMESTIC COURT

Diamond Springs Water, Inc.	Water & equipment rental		34.00
Key Office Supply	Credit	-9.22	
	Can air / pencil cup	10.45	
	Refrigerator	169.00	
	Microwave	239.95	410.18

CLERK OF THE CIRCUIT COURT

Quadient Finance USA, Inc.	Postage		2,000.00
CenturyLink	Phone		50.06
Treasurer of Virginia	Postage & forms jury	1,784.00	
	VJS maintenance	650.00	
	Annual fees	4,480.00	6,914.00
Jurors	Jurors		210.00
Diamond Springs Water, Inc.	Water & equipment rental		46.70
Key Office Supply	Butterfly cam	3.70	
	Cartridges	319.90	
	Cartridges / tape	418.52	
	Gloves	63.12	805.24

LAW LIBRARY

Relx Inc DBA LexisNexis	Monthly subscription		732.00
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COMMONWEALTH'S ATTORNEY

Wendy Hannah	Postage	6.95	
	Desk trays	63.93	70.88
VA Lawyers Weekly	Yearly subscription		429.00
Key Office Supply	Copy paper		299.70

SHERIFF

Cumberland Animal Hospital	Vet care		244.68
Brandon Yoder	Physical	113.90	
	Meals	47.28	161.18

B&G Auto, Inc.	Inspections		20.00
East End Motor Co., Inc.	Wrecker service	294.66	
	Vehicle inspection	20.00	
	Tires	564.73	879.39
Express Care	Oil changes		444.22
Kenbridge Tire	Vehicle calibration	25.00	
	Calibration	25.00	50.00
Rundstrom Auto, LLC	Brakes installation		358.20
Rockwell Audio	Radar unit repair		103.50
Third Street Wrecker	Windshield installation		279.47
ID Networks	Maintenance service contract		224.00
Verizon Connect NWF, Inc.	GPS service		454.80
Tritech Software Systems	Maintenance service contracts		2,040.00
Verizon	Vehicle modems		600.43
Business Card	Postage	152.70	
	Meals & lodging	492.75	
	Office supplies	92.95	
	Gas	35.72	
	Police supplies	104.76	
	Uniform supplies	145.31	1,024.19
CenturyLink	Phone	10.36	
	Sheriff's VCIN	7.97	18.33
US Cellular	Cellular service		682.06
Verizon Wireless	Accreditation phones		81.90
Business Data of VA, Inc.	Norton antivirus		39.95
Diamond Springs Water, Inc.	Water & equipment rental		66.95
HR Direct	Compliance posters		84.23
Key Office Supply	Stamp pad		3.99
Walmart Community / SYNCB	Picture frame	14.88	
	Coffee / creamer / clnr	139.81	
	Flash drives	74.30	
	Batteries	58.04	
	Office supplies	129.05	
	Pants/matern	43.88	459.96
Commtronics of Virginia	Antenna / roof mount		236.50
Fisher Auto Parts, Inc.	Batteries		262.12
Kustom Signals, Inc.	Radar cable		67.00
Signs@Work, Inc.	Decals & installation		1,600.00
DMV	Special ID		10.00
Galls, LLC	Uniform / police supplies	622.90	
	Insignias	85.00	
	Shoes	79.20	
	Uniform supplies	181.00	
	Handcuff key	11.65	979.75
Med-Tech Resource, Inc.	Spit masks		172.42
Town Police Supply	Gun holster		42.00
American Uniform Sales	Shirts / armor skins	234.42	
	Armor skins	154.62	
	Shirts	658.00	1,047.04
BKT Uniforms	Pants		5,534.63
Janneer Jefferson	Sew on patches		168.00

Creative Monogramming	Embroidery		27.00
Cas Severn	Computers		8,716.71
Sheehy Ford	Motor vehicle	46,743.07	
	Vehicle 2020 Ford	46,743.07	
	Vehicle 2020 Ford	48,191.48	141,677.62

FARMVILLE VOLUNTEER FIRE DEPARTMENT

Farmville Volunteer Fire Department	Insurance		4,624.00
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RICE VOLUNTEER FIRE DEPARTMENT

Bug Busters Pest Control	Pest control services		45.00
County Waste	Trash collection		53.17
CenturyLink	RVFD phone		259.31
Southern States-Amelia	LP gas bulk		292.65
Dominion Energy Virginia	RVFD electric		520.90

PROSPECT VOLUNTEER FIRE DEPARTMENT

Prince Edward County Public Schools	Diesel		237.04
Prince Edward County Treasurer	Gas		94.42

DARLINGTON HEIGHTS VOLUNTEER FIRE DEPARTMENT

Cyrus Pest Control Co.	Pest control services		45.00
Darlington Heights Vol Fire Dept.	HVAC system	8,300.00	
	Remove old machine	3,121.40	
	DHVFD PPE	122.38	
	Viasat internet	196.68	
	Breakers electrical	91.06	11,831.52
East End Motor Company, Inc.	Repair #63		2,240.94
Ellington Energy Service	Propane		244.50
Fisher Auto Parts, Inc.	Hse clmps/antifreeze		43.70
Southside Electric Coop	Electric DHVFD		229.46

MEHERRIN VOLUNTEER FIRE DEPARTMENT

C W Williams	Gated Y / adapter		183.73
Dodson Pest Control	Pest control services		46.00
Parker Oil Company, Inc.	Diesel		508.53
Verizon	MVFD phone		193.90
Verizon Wireless	Cellular service		807.06
Dominion Energy Virginia	MVFD electric		767.43

AMBULANCE AND RESCUE SERVICES

Prince Edward Volunteer Rescue Squad	Insurance	10,000.00	
	Mortgage loan	371,000.00	381,000.00

EMERGENCY SERVICES

Timmons Group	Address X reference	160.00	
	Data clean-up / web log	2,738.75	2,898.75
Diamond Paper Company	Sanitizer / disinfectant	232.59	
	Gloves / sanitizer	496.76	729.35
Fuqua Catering	Gloves		1,100.00
Lowe's	Gloves / pipe		16.13



Meherrin Fire & Rescue	Sanitizer / bleach		57.60
Southern States	Sanitizer spray bottles	25.90	
	Funnel for sanitizer	5.99	31.89
Magi Van Eps	Sanitizer siphon		16.81
Ronald Van Eps	Plexiglass judge		537.54
Vernon Company	KN95 masks		3,650.00
Walmart Community / SYNCB	Sanitizer supplies		21.10
ERC Wiping Products	Nitrile gloves		168.00

REGIONAL JAIL & DETENTION

Piedmont Regional Juvenile Det Center	Juvenile detention		1,425.00
Southside Outreach Detention	Electronic monitoring		266.00

BUILDING OFFICIAL

Rod & Staff, LLC	Vehicle repair		1,234.44
US Cellular	Cellular service		64.64
Treasurer of Virginia	2% permit levy		373.46
Fisher Auto Parts, Inc.	Philips light		8.00

ANIMAL CONTROL

Dodson Brothers Exterminating	Pest control		100.00
Price Supply Co., Inc.	PVC pipe		18.10
Dominion Energy Virginia	Animal shelter		729.75
CenturyLink	Phone		137.37
US Cellular	Cellular service		153.24
Adam Mumma	Puppy powder	31.50	
	Dryer parts	18.95	50.45
Sherwin Williams Company	Paint / cover / scraper	151.77	
	Scraper	18.69	170.46
Walmart Community / SYNCB	Dog food		77.49
Business Card	Vehicle parts	147.41	
	Cargo carrier	279.33	
	Shelter meds	29.87	
	Vet scale	397.93	854.54
Vernon Company	Shirts / polos / hoodies		519.83

MEDICAL EXAMINER

Treasurer of Virginia	Coroner		60.00
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GENERAL PROPERTIES

Dodson Brothers Exterminating	Pest control		474.00
ThyssenKrupp Elevator	Service contract -Apr/Jun		3,073.50
Lowe's	Adaptor / sprayer tip / cont.	43.59	
	Receptacles / trck rack	385.50	
	Rllr / cvr / pipe / trnstn	26.70	
	Sump pump / adhesive / cmpd	300.63	
	Tools / brads / covers	25.92	
	Paint / tray / brush / covers	11.02	
	Bolts	17.05	
	Pipe / phone jack / mount	89.67	900.08
Sherwin Williams Co.	Paint / coverall	1,076.13	

	Paint / brush / tray	217.64	1,293.77
Southside Electric Cooperative	Electric		24.76
Dominion Energy Virginia	Roy Clark monument	16.84	
	SCOPE building	84.38	
	Courthouse	10,300.88	
	STEPS Headquarters	726.77	
	Sheriff shed	13.18	
	Worsham Clerks office	23.80	
	Lights at Rice	123.69	
	Ag building	983.46	
	Shop	78.87	12,351.87
Ellington Energy Service	Heating oil	4,760.00	
	Fuel	50.01	4,810.01
Parker Oil Company	Propane	4,210.22	
	Heating oil	5,563.69	9,773.91
Town of Farmville	Water & sewer		290.23
CenturyLink	Phone		264.90
US Cellular	Cellular service		184.85
O. O. Stiff, Inc.	Monthly service		100.00
Diamond Paper Company	TP/soap/clnr/trshbgs	819.16	
	TP/soap/trsh bgs/glv	982.54	
	Gloves/sanitizer	163.85	1,965.55
Handi-Clean Products, Inc.	Stainless cleaner		144.80
UniFirst Corporation	Cleaning rentals		228.27
Diamond Springs Water, Inc.	Water & equipment rental		17.90
Farmville Wholesale Electric	Screws / wire cutter	28.12	
	Wire nuts / light bulbs	76.59	
	LED light	22.98	127.69
Grainger	Battery		11.42
NAPA of Farmville	V belt		14.99
Pairet's, Inc.	County seal emblems		120.00
Price Supply Co., Inc.	Stems		130.91
Cintas Corporation #524	Uniform rentals		721.09
Southern States	Weed spray		98.41
Taylor-Forbes Equipment Co.	Element / oil / bulb	75.79	
	Oil / trimmer line	138.66	
	Oil / trimmer line / bulb	108.77	
	Zero turn mower	11,311.90	11,635.12
Prince Edward County Public Schools	Diesel		129.30
Ronald Van Eps	Vehicle registrations		5.00
	<u>CANNERY</u>		
Virginia Food Works	Commercial contract		2,916.67
Doli / Boiler Safety	Boiler inspection		40.00
Lowe's	Caulk / fire blk foam	26.55	
	Pipe / cap	17.33	
	Gloves / pipe	2.93	46.81
Price Supply Co., Inc.	Rope gasket kit		11.91
Southside Electric Cooperative	Electric		332.90
Parker Oil Company, Inc.	Heating oil		540.35
CenturyLink	Phone		279.67

COMPREHENSIVE SERVICES ACT

Acewall Scholars	Professional services	1,100.00
	Professional services	636.88
Centra Health	Professional services	12,367.50
Chestnut Hill Mental Health	Professional services	8,597.00
Creative Learning Center	Professional services	940.50
Faison School for Autism	Professional services	6,724.50
Family Preservation Service	Professional services	720.00
Fulcrum Counselors, LLC	Professional services	742.50
Intercept Youth Services	Professional services	2,726.10

PLANNING

Farmville Newsmedia	Advertising	110.61
US Cellular	Cellular service	84.66

ECONOMIC DEVELOPMENT

US Cellular	Cellular service	90.64
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TOURISM

Dominion Energy Virginia	Visitors center electric	306.51
Ellington Energy Service	Propane	312.18
Town of Farmville	Water & sewer	48.84
U. S. Postal Service	PO Box rental	150.00
CenturyLink	Phone	610.09
Business Data of VA, Inc.	Norton antivirus	39.95

COOPERATIVE EXTENSION OFFICE

Treasurer Virginia Tech	3rd Quarter support	11,313.26
CenturyLink	Phone	124.12

GENERAL EXPENSE

Segra	Phone	5,163.05
James River Solutions	Gas	21,065.75
Beverly M. Booth	Refund of withholding	3,160.80

FUND TRANSFERS OUT

Prince Edward County IDA	(Transfer)	1,900,000.00
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CAPITAL PROJECTS

Business Data of VA, Inc.	RAM upgrade / DVI cable	139.80
Compro Computers	Computers / printers	2,389.80
	Computers / software	5,809.70
	Micro Office 2019	825.00
	Camera system	1,659.85
	Website design	3,850.00
	Hardware	720.00
	Prospect Depot reimbursement	169,413.79
	Dispatch desks	2,690.00
	PJT 3269 Courthouse	250,067.01
	CH Construction	825.40

Farmville Wholesale Electric	Flr cvrs / CH construction		1,490.00
Hurt & Proffitt, Inc.	Materials testing		729.25
J. W. Squire Co., Inc.	Blinds		1,875.33
Phelps Locksmith Service	Re-key locks		340.00
Wright Line, LLC	Cabinet install		1,552.50
Eicher & Sons Construction	Metal for foundation		450.00
BT Conferencing Video, Inc.	Intrgtn cameras		7,373.33
Grainger	Bulletin boards		1,409.96
Key Office Supply	Fax installation	50.00	
	Work station install	11,532.00	
	Tables	1,546.00	13,128.00
Walmart Community / SYNCB	Dispatch TV		225.96

FORFEITED DRUG ASSETS

Thomson Reuters-West	Court screen access		63.00
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WATER FUND

Town of Farmville	Water & sewer		21.10
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SEWER FUND

Dominion Energy Virginia	Sewer pump		52.04
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COLLECTIONS

Cavalier Hose & Fittings	Adapter		3.25
East End Motor Co., Inc.	Tire repair	193.23	
	Alignment	232.40	
	Tire	336.63	
	Inspection	51.00	
	Replace injectors	2,783.79	
	Tires	1,002.52	4,599.57
Goodman Truck & Tractor	Muffler / clamp / module	592.21	
	Air & fuel filter	101.12	
Llewellyn Metal Works, Inc.	Keys	8.00	
	Dumpster repair	3,308.62	3,316.62
Sherwin Williams Co.	Paint / paint dip	656.84	
	Tip guard	22.09	
	Paint	638.85	
	Roller cover	25.12	1,342.90
Watts Industrial Equipment	Mack truck repairs	1,275.00	
	Top loader repair	4,150.00	5,425.00
Republic Services #974	Trash collection		1,360.24
Emanuel Tire of Virginia	Tire recycling		3,178.00
STEPS, Inc.	Recycling		190.00
Southside Electric Cooperative	Electric		192.32
Dominion Energy Virginia	Rice collection center	48.15	
	Cell C pump station	100.76	
	Green Bay site	129.61	
	Schlse leachate pump	292.41	
	Worsham site	137.01	
	Prospect dump site	129.28	
	Scalehouse	191.01	

	Landfill shelter	90.85	1,119.08
CenturyLink	Phone	420.36	
	Phone - Worsham	47.46	467.82
US Cellular	Cellular service		64.63
Verizon	Phone		272.87
O. O. Stiff, Inc.	Monthly service		702.50
Prince Edward County Public Schools	Diesel		4,061.19
Excel Truck Group	Clutch / bearing / seal		1,076.99
Fisher Auto Parts, Inc.	Batteries		279.96
Schmidt's Repair Service	Service roll off		120.00
Lowe's	Stplr/stples/paneling		337.78

LANDFILL OPERATIONS

Resource International	Landfill monitoring	27,084.28	
	Project management expense	6,761.10	
	SWP PJT Compliance mgmt.	660.00	34,505.38
Anderson Tire Co., Inc.	Tire		1,890.95
Arc3 Gases	Tank rental	84.63	
	Ear plugs / electrodes	131.11	215.74
Carter Machinery Company, Inc.	Charges for service	67.30	
	Service charge	52.86	
	Parts for 816B	3,327.52	
	Parts for 963B	2,949.02	
	Oil for landfill use	733.44	
	Seals	120.08	
	Bulk oil & grease	2,784.01	
	Clamps / hose / seal	80.91	
	Breather	36.05	10,151.19
Cavalier Hose & Fittings	Hose & fitting		87.77
Diamond Springs Water, Inc.	Water & equipment rental		30.60
Farmville Wholesale Electric	Cord / receptacle / plug	214.71	
	Receptacle / switch / breaker	24.94	
	Conduit / wire / bolts	97.98	
	Electrical parts	215.61	
	Connector / elbows / jack	59.14	
	Screws / lights / LED wall	670.93	
	Thermostats	52.00	
	Brkrs/flx/con/box/wr	59.24	
	Electrical	401.98	1,796.53
Ferguson Enterprises, LLC	Coveralls	46.56	
	Gloves	59.97	
	Tape	6.90	113.43
Key Office Supply	Ink		112.76
Llewellyn Metal Works, Inc.	Fittings / labor	40.65	
	Chain hooks	48.20	88.85
NAPA of Farmville	Hyd oil	351.52	
	Hose / tire rpr / oil	311.82	
	Oil / rubber ties	24.52	
	Filters & oil	480.75	
	Charger / acetone / fluid	241.15	
	Shop towel	19.98	

	PP clip / reducer	39.68	
	Cleaner / degreaser	71.49	
	Adapter	2.49	1,543.40
Southern States	Oil	124.00	
	Culverts	500.00	
	Gloves	7.75	631.75
CenturyLink	Phone		227.67
US Cellular	Cellular service		90.63
SWANA	Membership		223.00
Ronald Van Eps	DPOR License Paul L	50.00	
	Vehicle registration	5.00	55.00
Ellington Energy Service	Heating oil		3,048.18
Prince Edward County Public Schools	Diesel		144.97
East End Motor Company, Inc.	Tires		723.32
Lowe's	Paint / brads	38.73	
	Plywood/pnl/brds/latts	444.82	
	Scrws/flring/pinebrd	362.51	
	Paint/try/brsh/cvrs	52.18	898.24

RETIREMENT BENEFIT FUND

Vicki K. Johns	Retiree benefit		1,187.00
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PIEDMONT COURT SERVICES

Alere Toxicology Service, Inc.	Lab services		125.51
Southern Copier Sales & Service	Repairs & maintenance		320.15
Dominion Energy Virginia	Electric		496.02
Quadient Leasing USA, Inc.	Postage meter lease		190.68
USPS-Hasler	Postage		300.00
CenturyLink	Fax line		81.22
Segra	Phone		627.52
Zachary Ayoub	Mileage / subscription		266.74
Meri Dalton	Mileage		73.02
Amanda Doss	Mileage		281.17
Caitlyn Duggan	Mileage		100.05
Alexis Edmonds	Mileage	58.53	
	Subsistence	62.36	120.89
Connie Stimpson	Mileage	32.29	
	Binders/brds/envelopes	163.27	
	Paper / binding combs	57.17	
	Books	119.98	372.71
Renee T. Maxey	Mileage / supplies		156.75
Matt Vitale	Mileage		196.04
Fred Pryor Seminars	Staff training book	55.95	
	Training	795.00	850.95
ESI	Postage ink		155.00
Key Office Supply	Report covers	93.98	
	Toner / flash drives / ink	256.07	
	Finger tips	2.44	
	Rubber stamp	15.95	
	Desk calendar	5.12	
	Misc. supplies	346.69	

	Toilet cvr / hldr / plngr	112.14	
	Paper / ntebks / batteries	271.52	
	Printers	238.00	
	Lateral file	519.39	
	Shelving units	383.34	2,244.64
Quill Corporation	Chair / dry erase marker	255.26	
	Paper / chair / organizer	700.14	
	Keyboard / mouse / cups	154.67	1,110.07
Administrative Professional	Subscription		86.00
HR Specialist	Subscription		199.00
Business Data of VA, Inc.	Server licenses		732.52
Check In Systems, Inc.	Annual license		399.00
Compro Computers	Laptop & ipad		1,649.95
Computer Projects of IL	License & maintenance		180.00
Treasurer of Virginia	VPN maintenance		24.00

PCS SUPERVISION FEES EXPENDITURES

SRP Corporation, LLC	Rent		2,750.00
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In Re: Highway Matters

Mr. Scott D. Frederick, P.E., VDOT Resident Engineer, said VDOT is working on the Route 460 & Route 307 intersection upgrade; he said Soil & Erosion Control items are being worked on, and passers-by may notice the sediment pond. He reported crews were patching on Route 15 south of Farmville and will then surface treat in the Twin Lakes area. He said they will then patch on Route 628, and said there are eight to ten spots marked that need work.

Mr. Frederick said crews are mowing secondary roadways, boom-axing behind guardrails and on slopes. He said shoulders and medians are just about complete. He said there was an accident with hazardous material on Route 460 and Route 696, Green Bay Road.

Mr. Frederick reported the speed study on Douglas Church Road was done August 2019; the results did not recommend any change. He said a citizen requested a study on Bloomfield Road and signs were posted advising of the curves.

Supervisor Wilck asked for an update on the Route 460 / Third Street interchange project. Mr. Frederick said the Smart Scale applications are going through the prescreening process to get to the second step. He said he will keep the Board updated.

Supervisor Pride asked if the 35-mph sign installed on Bloomfield Road was requested by an individual, and when it was requested. Mr. Frederick said it was requested through the VDOT web site

approximately three months ago; the only recommendation for action was to install a sign. He said action was requested January 13 and the review was completed March 9; the sign posts the road at 35-mph for curves for the next 4.3 miles. Discussion followed.

Supervisor Pride said she noticed a new sign for 25-mph going into Charlotte County; Mr. Frederick explained how VDOT measures the lateral force on a vehicle determining the speed limit for a curve.

Supervisor Pride then asked Mr. Frederick to continue looking at Douglas Church Road and Abilene Road.

Chairman Townsend said Rice Creek [Road] needs ditching and leveling along the outer edge; he said the edge is higher than the road and needs a ditch line from Red Shop [Road] to the bridge. He then said the bridge at Virso, Route 633 close to Route 360, needs leveled out.

Supervisor Emert asked about the culvert on Peaks Road just past Olive Branch [Road]. Mr. Frederick said it was requested to be cleared but will check to make sure it has been done.

In Re: Citizen Volunteer Appointments

Mr. Bartlett stated five organizations have upcoming vacancies and/or expiring terms of office in June 2020:

APPOINTMENT	TERM OF OFFICE	# OF VACANCIES	CURRENTLY IN OFFICE
Board of Appeals for Building Code	5 Years	1	Caryn B. Kayton*
Poplar Hill Community Development Authority	1 Year	2 (Citizen Positions)	John Gantt * Roy R. Yeatts*
County Industrial Development Authority	4 Years	2	Robert Atkinson* Michael Montgomery*
Social Services Board <i>(Position to be filled by resident living in the Rice area of the County.)</i>	4 Years	1	Jeff Tindall*
Central Virginia Regional Library Board	4 Years	1	Susan Smith*

Supervisor Cooper-Jones made a motion, seconded by Supervisor Wilck, to authorize advertising citizen volunteer positions for appointment in June; 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 Business Park Internal Access Road

Ms. Kate Pickett, Economic Development, stated the County has been working to develop an internal access road through the Prince Edward County Business Park off Commerce Road (Route 628). The road is necessary in order to gain access to 60+ acres of land within the Business Park that are currently land-locked. Construction will include 1,500 feet of road acceptable for transfer to the VDOT road system.

The Board previously authorized the application for various Tobacco Commission grants. The County was awarded the following amounts: \$328,395, \$49,080, and \$194,485 for a total of \$571,960 from the Tobacco Commission.

The Board passed a resolution in support of the County's application for a \$500,000 VDOT Economic Development Access Road Program Grant. In January 2020, the County was awarded the maximum grant amount of \$650,000 by the Commonwealth Transportation Board. These funds from VDOT can be used as part of the matching funds for the Tobacco Commission grant awards.

The County has applied for an extension on the Tobacco Commission grants and will receive notification after the next Tobacco Commission board meeting, which is later this month.

In collaboration with VDOT, the County has agreed upon an approximate budget. The budget includes the funding from the Tobacco Commission and VDOT, for a total of \$1,221,960. The overall projected budget is \$2,097,111, which includes a \$875,151 County match.

At this time, in order to have the necessary information to move forward with the project, the County needs to solicit bids from engineering firms. The Virginia Growth Alliance is currently under contract for engineering consulting services with Timmons Group, Dewberry, and Hurt and Proffitt. The contract allows the member Counties to solicit bids from those three firms without having to go out to bid. After receiving the bids, the County will have a more accurate idea of the cost of engineering, which will allow the Board to make informed decisions regarding moving forward with the project.

There will be no cost to the County to obtain the bids. Once the bids are received the Board can then make a decision on the best way to move forward. It is estimated that once the project begins, it will take between 12-18 months to complete.

Mr. Bartlett said the road is estimated to be less than one-half mile long; he said VDOT's calculations are high to ensure enough funding for the project.

Chairman Townsend asked if the land is site ready. Mr. Bartlett said they are not and need road access; after the access road is done, the County can pursue grants to get the land ready. He said the ones that are pad ready now were done about eight years ago at a cost of \$586,000 which was received from the Tobacco Commission.

Supervisor Cooper-Jones made a motion, seconded by Supervisor Booth, to authorize staff to solicit bids from Timmons Group, Dewberry, and Hurt and Proffitt, in order to bring back cost estimates to the Board for this project; 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 Management Update

Mrs. Sarah Puckett, Assistant County Administrator and Emergency Management Coordinator, presented the COVID-19 weekly update; she said Prince Edward County now has a total of 68 cases, up 10 from the previous week. She said there are four additional hospitalizations. She said there may be cases in the ICE facility but is not enough to be considered an outbreak. She said the testing capacity is increasing and the rate of positivity has declined statewide.

Mrs. Puckett reported Governor Northam's Executive Order #61, which becomes effective May 15, 2020, outlines "Forward Virginia – Phase 1."

Mrs. Puckett then stated there are approximately 1,000 Longwood University students that need to retrieve their belongings; there may be an increased presence in the area while the students pick up their things.

Mrs. Puckett reported 60 EMS calls, an increase of six over the previous week. She said she met with the Fire Chiefs to discuss the AFG Grant and PPE Forecasts. She said they are coordinating with the Commonwealth Regional Council (CRC) and the County Fire & EMS for the AFG Grant. In addition, they are coordinating with the Courts and County departments for a 6-12-month forecasting for PPE.

In Re: AFG-S Program

Mr. Trey Pyle, Deputy Emergency Coordinator, said there is a very quick turnaround federal grant opportunity, "Assistance to Firefighters Grant Program - Supplemental Round of Funding for COVID19 PPE" (AFG-S) on which staff is coordinating with the County's Fire and EMS agencies to hopefully receive funding to help purchase personal protective equipment (PPE) to respond to Covid-19. He said County Emergency Management staff is working with the Commonwealth Regional Council (CRC) and met with Fire Chiefs Wednesday night and have also been talking with all of the County's EMS agencies, to define the PPE needs of their front-line responders for the coming year.

Mr. Pyle said the objectives of the AFG-S Program are to provide critically needed resources that equip personnel to respond to the public health emergency and support community resilience. He said staff has compiled the information and obtained cost estimates, and reviewed a report on our anticipated Fire/EMS PPE needs. He said there is a 10% local match required for the grant; the application deadline is Friday, May 15, 2020.

Mrs. Puckett said Melody Foster at CRC has done a great job; she said this grant would allow the County to request 12 months' worth of items that the EMS agencies use every day. She said with the current circumstances, firefighters also now use these items. She said the goal is to equip every agency with some PPE so that it is on every apparatus. She said Mr. Pyle has developed an inventory and request system for them to report their use and request more supply. She said this will assist in the grant reporting.

Chairman Townsend made a motion, seconded by Supervisor Cooper-Jones, to approve the 10% match to the grant and to authorize the County Administrator to execute the grant documents and the Memorandum of Understanding; 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: PPE for County & Courthouse Operations

Mrs. Puckett reported she received a link from the Virginia Department of Emergency Management to make a request to Ford Motor Company for PPE; Ford Motor Company has provided 1,000 face shields free of charge. She said the Rescue Squad received 250 of these. Mrs. Puckett then said PPE is needed for County and Courthouse operations. She said they are still in the process of receiving information and coordinating with the courts, Constitutional Officers and county departments. She said with the re-opening of the courthouse there will be a lot of movement; to restart the courts they will require surgical masks, gloves and sanitizer for three to four weeks. She said the judges are working out protocols with the Sheriff's department.

Mrs. Puckett said it is advisable to find more sustainable face coverings for all county employees; cloth face masks that many state agencies are using can be purchased at \$6.26 for 12; she said two should be ordered for each employee to keep County staff protected.

In Re: County Administrator's Report

Reimbursement – Tropical Storm Michael

Mr. Bartlett said the County received \$24,704 as reimbursement from FEMA from Tropical Storm Michael. He recommended acceptance of the funds and use it to provide as a funding source for supplies for COVID-19. He said \$14,418 was spent currently on supplies; he said he expects the County will be reimbursed by the state for the gloves, masks, sanitizer and screening at the Circuit Court.

Mrs. Puckett said Mr. Pyle has already filed the paperwork and continues to track and maintain the logs.

Supervisor Cooper-Jones made a motion, seconded by Supervisor Wilck, to amend the FY20 Budget and appropriate the funds as follows:

FY 2020 Budget Amendment						
REV/EXP	FUND	DEPT	OBJECT	DESCRIPTION	DEBIT	CREDIT
3 (Rev)	100	33101	0060	FEMA Reimbursement		\$24,704
4 (Exp)	100	32500	5022	Community Emergency Response	\$24,704	

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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Cannery Operations

Mr. Bartlett stated that after meeting with the County’s Cannery Manager to discuss operations in lieu of COVID-19, the following adjustments are recommended to the Operations for Home Users at the Cannery:

- a. Operate by appointment only; this will allow the Manager to stagger times that users will arrive and be inside the Cannery which will allow proper social distancing.
- b. Require all home users to wear masks (gloves are already required). With fans running constantly due to the heat, germs from any cough/sneeze or just from breathing would travel throughout the entire cannery.
- c. For citizens without a mask, the County would provide one surgical mask on their first visit; the citizens would be responsible for bringing their own thereafter. Cannery staff will keep a log of who received masks to ensure the County is not continuously providing items to the same people.
- d. Enforcement of social distancing standards, as operations will allow.
- e. Open the Cannery on June 1, 2020 which is the normal date. The first two weeks of June are usually slow which will enable County staff to become comfortable with the new procedures.
- f. County Cannery Staff will wear gloves and masks.

Visitor Center Operations

Mr. Bartlett said that during the March 18, 2020 meeting of the Board of Supervisors, the Board confirmed the closing of the Visitor Center and the reassignment of Mrs. Van Eps to assist the County in responding to matters dealing with COVID-19. With the Governor’s announcement to begin reopening Virginia and a proposed date of June 1, 2020 for the Commonwealth to open its Visitor Centers, Mr. Bartlett recommended Mrs. Van Eps relocate back to the Visitor Center and begin preparing for its reopening. He said as the part-time staff are in the most vulnerable category, the County staff will be developing safeguards

and procedures to protect them and visitors. Mrs. Van Eps will still be available to assist in the County's COVID-19 operations when required. Mr. Bartlett added a guard may be built similar to the one used by the Sheriff's Department.

Emergency Ordinance

MR. Bartlett said the Emergency Ordinance can only be in effect for 60 days and will expire June 6 [2020]. Discussion followed regarding the extension of the Ordinance or an Ordinance to Operate Under Emergency Conditions which would not limit it to a 60-day limit.

Supervisor Cooper-Jones made a motion, seconded by Supervisor Wilck, to authorize advertisement of a public hearing for the June 9, 2020 meeting, pending research by County Staff, for the Continuity of Government Ordinance to Operate Under Emergency Conditions; 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		

Mr. Bartlett stated he received a letter from Ron Jenkins, Executive Director of the Virginia Loggers Association, requests the exemption provided in a bill recently passed by the General Assembly allowing local governments to exempt all forest harvesting and silviculture equipment from either Personal Property and Machinery & Tools from taxes. This won't become effective until July 1, therefore would have no impact on this year. Mr. Bartlett said he does not recommend this because there is no idea the impact it will have on the County's revenue stream. After some discussion, the Board concurred that they will not exempt logging equipment.

Mr. Bartlett said he checked Forfeitures & Fines; he said more than \$17,000 for April has been received, as it takes time for them to come in and revenues are staying fairly steady.

Supervisor Emert questioned the project request by Winslow Manufacturing. Mr. Bartlett said they have not put in for a public hearing because of the current zoning ordinance. He said the company makes ammunition, and wants to store a few tons of gunpowder. Mr. Bartlett said gunpowder is graded a low

explosive; it does not explode but burns quickly and the gases that are put off expand. He said the manufacturer wants to purchase C&L and put equipment in to make the rounds for pistols. Mr. Bartlett said that is in the commercial, C-1, zoning district, but he could not find a use close to that. He said the closest would be to consider it as dangerous operations and if it would be considered an Industrial Type 3 manufacturer.

Mr. Bartlett said staff will do more research to find the best category and amend the County Zoning Ordinance if the Board and Planning Commission approve the project. He said prior to the project moving forward, the County has to agree and then the ATF will impose their restrictions. He researched how far away from another occupied building and/or road the facility should be; with the amount discussed, it would be 250 feet. He said an ATF approved storage unit would be required; these are usually steel and may be partially buried. He said this would all happen after the County would provide approval for the operation.

Supervisor Wilck asked when the new Planning Director will start; Mr. Bartlett said his first day is May 18, 2020.

Supervisor Emert distributed information regarding the County Zoning Ordinance; he said “any exterior use for storage, service, maintenance, repair, process and manufacturing, fabrication, salvage, refuse, disposal and/or similar use that is visible from the public roadway or adjoining properties shall be screened with a buffer yard screenings and plants and Type A, Option 1) standards listed in this section shall be provided in a manner which screens the use from view. Any area [inaudible] screening from view of adjoining residences with this ordinance. Anything stored outside literally anything, which means your car that’s not parked in a garage, puts you in violation. That means your firewood stored outside, your tractor that’s stored anywhere on any property that you have that’s visible from the roads, haybine, roller, anything stored outside that is visible from a road or adjoining property.” He said there is no distance and no sight distance specified, and if it can be seen from the road or anyone else’s property, it puts you in violation.

Ms. Terri Atkins Wilson, County Attorney, said the vagueness is the problem.

Mr. Bartlett said exterior storage is a problem.

Supervisor Emert said this puts the County in violation as all of the dump sites would be considered in violation.

Chairman Townsend asked if staff would see how other counties handle the storage issue; he asked the County Attorney to look into this matter. Discussion followed.

Chairman Townsend requested a meeting of the Personnel Committee to review questions and the process for hiring a county administrator. He said they will then present the information to the whole Board. Discussion followed.

In Re: Animal Warden's Report

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

In Re: Cannery – Commercial

Ms. Katharine Wilson, Food Works Director, submitted a report for April 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 March 2020, which was reviewed and ordered to be filed with the Board papers.

In Re: Piedmont Senior Resources Area Agency on Aging

Mr. T. Jordan Miles, Interim Chief Executive Officer, submitted a report for the first quarter of 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 March 2020, which was reviewed and ordered to be filed with the Board papers.



On motion of Supervisor Booth, 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 8:37 p.m.