

May 5, 2020

At a special meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 5th day of April, 2020; at 7:00 p.m., there were present:

Beverly M. Booth

J. David Emert

Pattie Cooper-Jones

Llew W. Gilliam, Jr.

Robert M. Jones

Odessa H. Pride

Jerry R. Townsend

James R. Wilck

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

Chairman Townsend called the special meeting to order.

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: 876576#.

Supervisor Cooper-Jones gave the invocation and led the Pledge of Allegiance.

In Re: Conflict of Interest Disclosures

Supervisor Pride stated:

As a member of the Prince Edward County Board of Supervisors, I, Odessa H. Pride, am disclosing that I have an interest in the adoption of the FY 21 Prince Edward County School Budget, as I am periodically

a part-time student tutor for the Prince Edward County Public Schools. As the Prince Edward County Board of Supervisors has no authority over setting the salaries or pay increases of School employees, I am able to participate in the adoption of the school budget fairly, objectively and in the public interest. I have filed a statement of disclosure with the Office of the Prince Edward County Administrator, a copy of which is available for public review.

Chairman Townsend stated:

As a member of the Prince Edward County Board of Supervisors, I, Jerry R. Townsend, am disclosing that I have an interest in the adoption of the FY 21 Prince Edward County School Budget, as my wife is an employee of the Prince Edward County Public Schools. As the Prince Edward County Board of Supervisors has no authority over setting the salaries or pay increases of School employees, I am able to participate in the adoption of the school budget fairly, objectively and in the public interest. I have filed a statement of disclosure with the Office of the Prince Edward County Administrator, a copy of which is available for public review.

Supervisor Booth stated:

As a member of the Prince Edward County Board of Supervisors, I, Beverly M. Booth, am disclosing that I have a personal interest in the adoption of the FY 21 Prince Edward County Budget, as my husband is an employee of the Prince Edward County Sheriff's Office, which means he is a member of a group affected by the Board's decision. I am able to participate in the adoption of the county budget fairly, objectively and in the public interest. I have filed a statement of disclosure with the Office of the Prince Edward County Administrator, a copy of which is available for public review.

In Re: Emergency Management Update

Mrs. Sarah Elam Puckett, Assistant County Administrator, presented a public health update. She stated Prince Edward County now has a COVID-19 case count of 58; last week, there were 41 cases. She said testing capacity has been increasing, and the rate of positivity has declined.

Mrs. Puckett said the Governor has extended Executive Order 53 until midnight on May 14; there could be some re-opening of non-essential businesses on May 15. She stated Longwood University still has an estimated on-campus student count of 103, which will move out by May 10. Mrs. Puckett said that effective Monday, May 4, Centra Medical Group resumed ambulatory elective office visits and ambulatory procedures for patients under age 70.

Mrs. Puckett then reported the EMS calls were reduced from the previous week, with 54 calls. She said a meeting to discuss PPE Forecasting for the next six to twelve months is scheduled for later this week with County Department heads.

Chairman Townsend thanked Mrs. Puckett for the report.

Supervisor Wilck asked if the eight cases reported in Buckingham are in the hospital in Farmville or Richmond. Mrs. Puckett said they could be anywhere; she said the information is based on the patient's home address and some could be from the Department of Corrections. She said there is a web site hosted by the Virginia Department of Correction that helps track the outbreaks in state correctional facilities.

Chairman Townsend stated Dillwyn [Correctional Facility] has over 200, and are likely in MCV or Charlottesville.

Chairman Townsend then asked the status of the PPE [in Prince Edward County]. Mrs. Puckett said Prince Edward County is in good shape; she said they will hold a discussion with the Board at the regular monthly meeting regarding the needs of the Fire and EMS Departments, the County and other operations.

Chairman Townsend said the Governor has stressed the use and said that PPE is highly recommended, even as private businesses re-open. Mr. Bartlett said they will have a meeting with the Sheriff and some of the judges to discuss the PPE needs for the next six months.

In Re: FY 21 County Budget & CY 20 Tax Levies

Mr. Bartlett requested discussion on revenues and expenditures.

Supervisor Wilck said a Farmville Herald article disclosed that Piedmont Senior Resources was recently awarded a federal grant of \$730,000, to be spent on people 60 years old and above. He said PSR does not need the donation from the County. He then said he does not want the Longwood Small Business [Development Center] to receive a donation of \$2,000 from the County.

Chairman Townsend said the Schools are requesting an additional \$58,000 above level funding. He said with the pandemic in effect, the school year may be pushed back, and should then have a good savings from funds for transportation, operation costs of the school such as utilities, wage employees and part-time personnel not being expended. He recommended the Board look at level-funding. He said the Board is looking at [hiring] a Financial Officer; there has been savings with the Planning/Community Development

person just hired and still will have a County Administrator's position and may be able to save a little there. He said the level funding will allow the Schools to have enough money to cover the positions that they want.

Chairman Townsend made a motion, seconded by Supervisor Wilck, to level fund the Prince Edward County Schools by reducing the proposed amount by \$57,644; 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 Booth asked if the state cuts funding even more, how does that affect the budget. Chairman Townsend said the Board would have to amend the budget.

Chairman Townsend said the Schools requested \$120,000 for a school bus; he does not want to take from the Schools, but level funding would be appropriate.

Supervisor Gilliam stated he counted 47 buses sitting still in the lot; this might buy time until school starts.

Supervisor Emert said that during the discussion with the Schools, they did not say they had to have a new bus.

Supervisor Gilliam made a motion, seconded by Supervisor Pride, to delay the purchase of a new bus until next calendar year; 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	

Chairman Townsend stated that for the County budget, all capital projects will be voted on a case by case basis. Mr. Bartlett said the Board voted and passed that during the previous meeting.

In Re: FY 21 Prince Edward County School Budget

Chairman Townsend made a motion, seconded by Supervisor Cooper-Jones, that the FY 21 Prince Edward County School Budget be approved as follows:

School Fund – The total for the School Fund is \$26,675,355, of which \$8,793,062 is local revenue as a transfer from the County General Fund.

School Cafeteria Fund – The total for the School Cafeteria Fund is \$1,481,347, of which \$0.00 is local revenue as a transfer from the County General Fund.

This provides for an overall FY 21 Prince Edward County School Budget in the amount of \$28,156,702.

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: FY 21 County Budget

Chairman Townsend made a motion, seconded by Supervisor Cooper-Jones, to approve the Resolution for the FY21 County Budget; 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	Nay:	James R. Wilck
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A Resolution to Approve the FY 21 Prince Edward County Budget

WHEREAS, it is the responsibility of the Prince Edward County Board of Supervisors to approve and control the fiscal plan for the County of Prince Edward, Virginia for Fiscal Year 2021 (FY 21); and

WHEREAS, on February 5, 2020 the Board of Supervisors provided guidance to the County Administrator on the development of the FY 21 Budget; and

WHEREAS, on March 31, 2020 the County Administrator submitted to the Board of Supervisors the Proposed FY 21 Budget; and

WHEREAS, the Board of Supervisors has conducted a total of eight meetings/work sessions on the FY 21 County Budget; and

WHEREAS, the Board of Supervisors has received citizen input on the proposed budget and proposed tax rates at a duly advertised Public Hearing held April 28, 2020; and

WHEREAS, it is the intent of the Board of Supervisors that departments and agencies shall adhere to the budgeted funds in accordance with departmental budgets presented by the County Administrator and amended by the Board of Supervisors;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Supervisors of the County of Prince Edward, that the FY 21 Budget for Prince Edward County of **\$59,038,640** is hereby approved and effective July 1, 2020.

In Re: Resolution to Set the Calendar Year 2020 Tax Rates

Chairman Townsend made a motion, seconded by Supervisor Emert, to approve the Resolution to Impose Tax Levies for Calendar Year 2020; the motion carried:

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

Nay: None

A Resolution to Impose Tax Levies For Calendar Year 2020

Whereas, the Prince Edward County Board of Supervisors establishes the levies for the County of Prince Edward, Virginia; and

Whereas, for calendar year 2020, beginning January 1, 2020 and ending December 31, 2020, the Board of Supervisors has duly advertised and on April 28, 2020 held a public hearing on the subject tax levies;

Now, Therefore, Be It Resolved, by the Board of Supervisors of the County of Prince Edward that the following tax levies be, and hereby are, imposed for the calendar year 2020:

Levy	Nominal Tax Rate (per \$100 of assessed valuation)	Value Used for Assessment Purposes	Effective Tax Rate (per \$100 of assessed valuation)
Real Estate	\$0.51	Fair Market Value	\$0.51
Mobile Homes	\$0.51	Fair Market Value	\$0.51
Merchant’s Capital	\$0.70	100% of Original Cost	\$0.70
Tangible Personal Property – Motor Vehicles	\$4.50	N.A.D.A. Guide, Loan Value	\$4.50
Tangible Personal Property – Business Furniture & Fixtures	\$4.50	20% of Original Cost	\$0.90
Tangible Personal Property – Heavy Equipment	\$4.50	20% of Original Cost	\$0.90
Machinery & Tools	\$4.20	10% of Original Cost	\$0.42
Farm Machinery & Equipment	\$0.00	----	\$0.00
Emergency Medical Service Levy			
Real Estate	\$0.01	Fair Market Value	\$0.01

Mobile Homes	\$0.01	Fair Market Value	\$0.01
Tangible Personal Property – Motor Vehicles	\$0.10	N.A.D.A. Guide, Loan Value	\$0.10
Tangible Personal Property – Business Furniture & Fixtures	\$0.10	20% of Original Cost	\$0.02
Tangible Personal Property – Heavy Equipment	\$0.10	20% of Original Cost	\$0.02

Additional Special Levy – Poplar Hill CDA District Only

Levy	Nominal Tax Rate <small>(per \$100 of assessed valuation)</small>	Value Used for Assessment Purposes	Effective Tax Rate <small>(per \$100 of assessed valuation)</small>
Poplar Hill CDA Real Estate Special Levy	\$1.00	Fair Market Value	\$1.00

In Re: Closed Session

Chairman Townsend made a motion, seconded by Supervisor Cooper-Jones, that the Board convene in Closed Session for discussion of the contract of the County Administrator, pursuant to the exemption provided for in Section 2.2-3711(A)(1) of the *Code of Virginia*; 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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The Board returned to regular session by motion of Supervisor Cooper-Jones, seconded by Chairman Townsend and adopted as follows:

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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On motion of Supervisor Emert, and seconded by Supervisor Cooper-Jones, and carried by the following roll call 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 following Certification of Closed Meeting was adopted in accordance with the Virginia Freedom of Information Act:

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

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

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

Supervisor Jones made a motion, seconded by Supervisor Pride, to approve the extension of the County Administrator Wade Bartlett's contract for three months, from July 1, 2020 through September 30, 2020; the motion carried:

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

Nay: None

On motion of Supervisor Wilck, 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

the meeting was adjourned at 7:51 p.m.