



PRINCE EDWARD COUNTY
BOARD OF SUPERVISORS

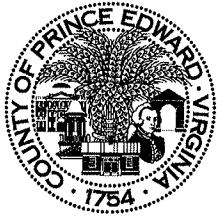
April 12, 2016

AGENDA

5:30 p.m.	Budget Work Session	
7:00 p.m.	1. The Chairman will call the <u>April</u> meeting to order.	1
	2. Invocation	1
	3. Pledge of Allegiance	1
	4. <u>PUBLIC PARTICIPATION:</u> <i>Citizens wishing to address the Board are asked to please sign the Public Participation Register prior to the beginning of the meeting.</i>	3
	5. Board of Supervisors Comments	5
	6. <u>Consent Agenda:</u>	
	a. Treasurer's Report:	7
	b. Approval of Minutes: March 8, 2016 @ 5:30 p.m.	9
	March 8, 2016 @ 7:00 p.m.	14
	March 15, 2016	36
	March 22, 2016	41
	March 29, 2016	49
	c. Review of Accounts & Claims	57
	d. 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.	89
	e. Appropriations: Sheriff, Clerk of Court, Prospect VFD	91
	7. Highway Matters: Scot Shippee, P.E., Resident Engineer, VDOT, Dillwyn	93
	8. Prince Edward County School Board: Announcement of Nominees	95
	9. Citizen Volunteer Appointments	97
	10. Community Policy and Management Team Appointments	101
	11. Workforce Development Board Appointment	103
	12. <u>County Administrator's Report:</u>	
	a. County Health Insurance Renewal	105
	b. Courthouse Landscaping Proposal	109
	c. Award of Contract for Landfill Cell E Construction	115
	d. Use Agreement for Communications Equipment	119
	13. <u>Closed Session:</u> Section 2.2-3711(a)(3), <i>Disposition of Publicly Held Real Property</i>	139
	14. <u>Correspondence/Informational:</u>	141
	a. VDOT Six-Year Improvement Plan Public Meetings	142
	b. Thank You, Virginia Conservation Police Association	144
	c. CRC Meeting Minutes & Agenda	145
	15. <u>Monthly Reports:</u>	155
	a. Animal Control	156
	b. Building Official	157
	c. Cannery (Commercial)	158
	d. Tourism	159

RECESS: Until Tuesday, April 19, 2016 at 5:30 p.m.

(NOTE: Additional agenda items may be added to the Table Pack is available for review after 4:30 p.m. on Tuesday, April 12, 2016.)



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

Meeting Date: April 12, 2016
Item No.: 1, 2, 3
Department: Board of Supervisors
Staff Contact: W.W. Bartlett
Issue: Call To Order, Invocation, Pledge of Allegiance

Summary: The Chairman will call to order the **April** meeting of the Prince Edward Board of Supervisors, ask for an invocation, and lead the Pledge of Allegiance.

Attachments:

Recommendation:

Motion _____
Second _____

Cooper-Jones _____
Gray _____
Jones _____

Pride _____
Simpson _____
Timmons _____

Townsend _____
Wilck _____



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: April 12, 2016
Item No.: 4
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.

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

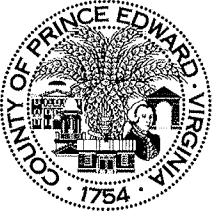
Attachments: Public Participation Tracking Form

Recommendation: None.

Motion _____ Cooper-Jones _____ Pride _____ Townsend _____
Second _____ Gray _____ Simpson _____ Wilck _____
Jones _____ Timmons _____

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 12, 2016
Item No.: 5
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: Protocol for Board of Supervisors Comments

Recommendation: None.

Motion _____ Cooper-Jones _____ Pride _____ Townsend _____
Second _____ Gray _____ Simpson _____ Wilck _____
Jones _____ Timmons _____



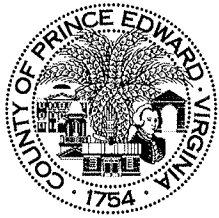
Mission Statement of the Board of Supervisors of the County of Prince Edward

To represent all citizens, provide leadership, create vision and set policy to accomplish effective change, planned growth and provide essential service, while maintaining and enhancing the quality of life in Prince Edward County.

PROTOCOL FOR BOARD OF SUPERVISORS COMMENTS

- The Board of Supervisors sets aside ten (10) minutes near the beginning of each regular board meeting for each member of the Board of Supervisors to respond to comments made by citizens during “Public Participation,” if he/she so desires.
- This is an opportunity for each individual member of the Board to express his/her own personal opinion in response to a citizen’s concerns on matters of public interest.
- “*Board of Supervisors Comments*” is not designed to allow debate between Board members and citizens.
- The Chairman of the Board will establish the order of speakers and will maintain decorum.
- Each Board member shall be allotted an opportunity to speak for a maximum of one (1) minute; unless additional time is yielded by another member of the Board. In the event a Board member or member(s) shall be absent, unallocated time shall not be allocated to Board members in attendance.
- Following each Board member’s comment period, the remaining two (2) minutes shall be set aside for appropriate response, and shall be divided equally between those members of the Board wishing to respond, and as directed by the Chairman.

Adopted: May 12, 2009
Re-Adopted: January 10, 2012



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

Meeting Date: April 12, 2016
Item No.: 6-a
Department: Treasurer
Staff Contact: Donna Nunnally
Issue: Treasurer's Report

Summary: The Treasurer's Report will be included in the Table Pack.

Attachments:

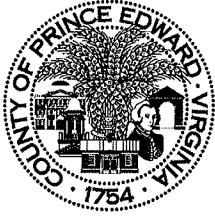
Recommendation:

Motion _____
Second _____

Cooper-Jones _____
Gray _____
Jones _____

Pride _____
Simpson _____
Timmons _____

Townsend _____
Wilck _____



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

Meeting Date: April 12, 2016
Item No.: 6-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 8, 2016 @ 5:30 p.m.
 March 8, 2016 @ 7:00 p.m.
 March 15, 2016
 March 22, 2016
 March 29, 2016

Recommendation: Approval.

Motion _____
 Second _____

Cooper-Jones _____
 Gray _____
 Jones _____

Pride _____
 Simpson _____
 Timmons _____

Townsend _____
 Wilck _____

March 8, 2016

At the special meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 8th day of March, 2016, at 5:30 p.m., there were present:

Pattie Cooper-Jones

Calvin L. Gray

Odessa H. Pride

Howard F. Simpson

C. Robert Timmons, Jr.

Jerry R. Townsend

Jim R. Wilck

Absent: Robert M. Jones

Also present: Wade Bartlett, County Administrator; Mary Hickman, Executive Director, Commonwealth Regional Council; Melody Foster, Regional Planner, Commonwealth Regional Council; Andre Gilliam, Community Development Planner, Commonwealth Regional Council; Todd Fortune, Community Development Planner, CRC; and David Wingold, Vice-Chairman, Commonwealth Regional Council.

Chairman Simpson called the special meeting to order, stating its purpose was for discussion with the Commonwealth Regional Council.

Mr. David Wingold, Vice-Chairman of the Commonwealth Regional Council (CRC), introduced himself and then turned the floor over to Mary Hickman, Executive Director.

Ms. Hickman stated the purpose of the meeting was to discuss member's needs from the CRC. She presented a brief history of the CRC and reviewed Prince Edward County's requests for services in the past, to include grant writing, project administration, technical assistance, among other services. She said in July, the CRC discussed how they could be of greater value to its members. She and Mr. Wingold requested comments from the Board of Supervisors for improvement and services.

Supervisor Jones entered the meeting at this time.

Supervisor Timmons said the CRC is a regional planning district for this region; he said Prince Edward County is also a member of the Virginia Growth Alliance (VGA) which is another group that regionalizes the area development. He asked if the CRC and VGA work together, and in what aspect.

Ms. Hickman stated that in order to be able to market the region, the region must have the necessary assets, such as housing, infrastructure, broadband, and roads. The two organizations complement each other. One is a planning organization; one is marketing. Planning must be done to identify the needs and make it real in order for the marketing to be fulfilled. She said they are working to determine any deficiencies in the area which are keeping it from being marketable.

Ms. Hickman then stated the CRC and the VGA worked together and applied for tech assistance from the Virginia Tech Office of Economic Development. Two regional meetings were held and the CRC and VGA worked collectively to create the Regional Economic Development Strategy, which only included a portion of the CRC and VGA region. Currently they are in the process of updating the plan and bringing into the fold the Counties of Amelia, Prince Edward and Buckingham. Cumberland is being brought in as part of Planning District 14.

Supervisor Wilck questioned Cumberland and Nottoway Counties' non-participation in the CRC. Ms. Hickman gave a brief history, stating that in 2004, the Piedmont Planning District Commission and the Virginia Heartlands joined together to form the CRC. At that time Nottoway chose not to come into the organization, stating differences of opinion. At that time, the *Code of Virginia* allowed higher education entities to be members and Longwood University and Hampden-Sydney became charter members. In 2009, Hampden-Sydney College dropped out and in 2010, Longwood University dropped out due to financial constraints. Mr. Bartlett stated the previous organization had the designation of Comprehensive Economic Development Strategy; they reorganized but did not constitute the Board that was required to continue that designation. In order to get EDA grants, the locality has to be a CEDS designated organization and by not choosing to continue, they gave up the right to apply for these grants such as was used for the water line from the water tower into the Industrial Park. It would be worthwhile to seek and get that designation back. Prince Edward County qualifies as it is a low income area; that designation would be beneficial to the entire region. Some discussion followed.

Ms. Hickman stated it is a two-process step for designation. The first is that the region must have the comprehensive economic development strategy on the analysis of the region and the plan and identification of priorities of how you want to achieve your goal. She stated it is aimed at job creation on the planning side. Once that CEDS is approved, it goes to the EDA and you would be designated as an EDD, an Economic Development District. This opens the door for you, the members, to have access to Economic Development Administration funding.

Mr. Bartlett stated the funds can be used to provide pad ready sites in the Industrial Park, access roads and shell buildings.

Ms. Hickman stated that this is to strategize and prepare for future job creation. She stated the governing board must be reflective of the community and the region; after the designation, there is a working board which is all-inclusive. Ms. Hickman added the requirements have changed but they are still very similar; the changes allow a bit more flexibility.

Ms. Hickman stated that in the past, the CRC would provide services to all localities in the planning district regardless of the locality being a member of the CRC or not. The governing Board of the CRC changed that policy so only members will receive priority and services. The CRC sets the Virginia Community Development Block Grant priorities for the region. This helps localities obtain points for grants. The CRC will not consider any priorities for non-members.

Discussion on fees and charges followed.

Supervisor Gray questioned policy if several member counties applied for the same grant, how the CRC evaluates the criteria. Ms. Hickman stated the Council doesn't have the authority to determine that; it encourages regionalism and would work with the three counties to bring them together.

Ms. Hickman said the CRC brings people in, holds regional discussions to gather information and bring the stakeholders together through regional work sessions and meetings, encouraging the dialogue.

Supervisor Townsend asked if regional transportation has been discussed. Ms. Melody Foster stated money has been received from VDOT Rural Transportation Funds annually; members from each locality sit on a Technical Committee and work on transportation issues. Discussion followed.

Supervisor Gray questioned discussion regarding broadband. Ms. Hickman stated it will be addressed at their meeting next month. Ms. Foster stated some planning programs have been accomplished

for Amelia, Charlotte and Lunenburg Counties in the past. The counties went in several directions. Ms. Hickman stated there is a Telecommunications Planning Grant through Virginia Department of Housing and Community Development; this assesses the service that exists and where there may be deficiencies. The final product is a plan of action with recommendations for steps for the locality to take.

Ms. Hickman thanked the Board of Supervisors for its continued support and cooperation.

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

Aye:	Pattie Cooper-Jones	Nay: None
	Calvin L. Gray	
	Robert M. Jones	
	Odessa H. Pride	
	Howard F. Simpson	
	C. Robert Timmons, Jr.	
	Jerry R. Townsend	
	Jim R. Wilck	

the meeting was adjourned at 6:36 p.m.

March 8, 2016

At the regular meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 8th day of March, 2016, at 7:00 p.m., there were present:

Pattie Cooper-Jones

Calvin L. Gray

Robert M. Jones

Odessa H. Pride

Howard F. Simpson

C. Robert Timmons, Jr.

Jerry R. Townsend

Jim R. Wilck

Also present: Wade Bartlett, County Administrator; Sarah Elam Puckett, Assistant County Administrator; Jim Ennis, County Attorney; Sharon Lee Carney, Economic Development Director; Rob Fowler, Zoning Administrator; and Scot Shippee, Resident Engineer, VDOT.

Chairman Simpson called the meeting to order. Reverend Trent offered the invocation and led the Pledge of Allegiance.

In Re: Public Participation

Craig Guthrie, High Bridge Trail State Park, acknowledged the difficulty some people have in getting to High Bridge; he reported a new access point to the High Bridge Trail which allows access a few hundred yards from the bridge. He stated the dedication of this new access point on Camp Paradise Road will be held Wednesday, April 6, 2016 at 10:00 a.m. Mr. Guthrie stated Camp Paradise Road is off Aspen Hill Road; signs are posted.

Justine Young, Executive Director, Piedmont Senior Resources, presented information on Piedmont Senior Resources regarding statistics on the services provided and funds spent on Prince Edward County citizens. She added in addition to home delivered meals and homemaker services, other services include pest control, heat and firewood, refrigerators, and microwaves which are available due to donations and county funds.

Ms. Young then announced Piedmont Senior Resources is planning a Kentucky Derby Gala fund raiser event to be held May 7, 2016, and are seeking sponsors.

In Re: Presentation to Ray Foster

The Board of Supervisors presented a Letter of Appreciation to S. Ray Foster on the occasion of his retirement following thirty-two years of service to Prince Edward County as the Chief Animal Control Officer.

"We, the undersigned members of the Board of Supervisors of the County of Prince Edward, wish to express to you our sincere appreciation for your thirty-two years of service, and our heartfelt congratulations on your retirement as Chief Animal Control Officer for the County of Prince Edward. Those of us who have had the pleasure of working with you can attest to your well-earned reputation as a thoughtful, dedicated and tireless public servant.

"Few individuals have shown the loyalty and commitment to their job and to their community that you have. Your easy-going nature has enabled you to manage the County's Animal Control program with good humor and good common sense. You are a true example of those who give and expect nothing in return.

"The Board of Supervisors is honored to salute you for a job well done; and we wish to convey to you our high regard, deep respect and great admiration for your thirty-two years of service to the people and animals of the County of Prince Edward, Virginia."

In Re: Board of Supervisors Comments

The Supervisors welcomed all citizens to the meeting and congratulated Ray Foster on his retirement.

Supervisor Jones requested the microphone at the podium be secured to the podium.

In Re: Consent Agenda

On motion of Supervisor Gray, seconded by Supervisor Townsend, and carried:

Aye:	Pattie Cooper-Jones	Nay: None
	Calvin L. Gray	
	Robert M. Jones	
	Odessa H. Pride	
	Howard F. Simpson	
	C. Robert Timmons, Jr.	
	Jerry R. Townsend	
	Jim R. Wilck	

the Board accepted the Treasurer's Report for January 2016; the minutes of the meetings held February 4, 2016 at 3:30 p.m., February 4, 2016 at 5:30 p.m., February 9, 2016, February 26, 2016 and February 27, 2016; Accounts and Claims; Salaries; and appropriations as follows:

FY 2016 Budget Amendment						
REV/EXP	FUND	DEPT	OBJECT	DESCRIPTION	DEBIT	CREDIT
3 (Rev)	125	18999	0001	Dare Fund – Donations		\$ 850.00
4 (Exp)	125	31299	0001	Expenditure – Dare Donations	\$ 850.00	

Prince Edward Treasurer's Report - January 2016

Name of Bank	Bank Balance	Available Balance
Benchmark Pooled Fund Account	12,414,645.13	12,414,645.13
Wells Fargo Social Services	112,939.07	112,939.07
Bank of America School Fund	92,427.31	92,427.31
Bank of America Food Service	4,425.06	4,425.06
Benchmark School Fund	1,164,875.85	1,164,875.85
Benchmark Food Service	370,692.27	370,692.27
TOTAL		14,160,004.69
Certificates of Deposit		
Benchmark		558,004.20
Citizens Bank Recreation		16,518.43
Citizens Bank Underground Storage		20,260.84
Farmers Bank		206,189.44
TOTAL		800,972.91
GRAND TOTAL		14,960,977.60

BOARD OF SUPERVISORS

Farmville Herald	Advertising		541.21
Charles W. McKay	Mileage		46.00
Jerry R. Townsend	Mileage		224.25
Business Card	Lodging	515.53	
	Registrations	160.00	675.53

COUNTY ADMINISTRATOR

US Cellular	Phone		138.48
Business Card	Registration		40.00
Key Office Supply	Ring binders	165.12	
	Ink cartridges	757.54	922.66

COMMISSIONER OF REVENUE

M&W Printers, Inc.	Postage	1,216.05	
	Personal Property forms	3,768.07	4,984.12
Treasurer of Virginia	Online service		76.86
Key Office Supply	Storage boxes		70.32
Business Data of Virginia, Inc.	DMV download		3,271.53

TREASURER

Benchmark Community Bank	Payflow / Paypal		28.70
Treasurer of Virginia	Online service		76.86
Donna Nunnally	Mileage	119.02	
	Lodging	235.66	
	Meals	28.77	383.45
Electronic Systems, Inc.	Ink cartridge		215.00
Key Office Supply	Receipt books/binders	52.76	
	Correction tape	11.40	
	Stamp pads / ink / clips	116.05	180.21
STEPS, Inc.	Shredding service		35.00

INFORMATION TECHNOLOGY

Business Data of Virginia, Inc.	Contract agreement	3,700.00	
	Travel expenses	2,000.00	5,700.00
ComputerPlus Sales / Service	Printer maintenance contract		79.00

ELECTORAL BOARD AND OFFICIALS

Gwendolyn Akers-Booker	Salary		1,053.00
Samuel A. Martin, Jr.	Salary		526.52
Gordon V. Smith	Salary		526.52
Unilect Corporation	Paper ballots		285.00
Farmville Herald	Advertising		133.25
Key Office Supply	Desk calendars	31.78	
	Date stamp / paper	36.16	
	Date stamp	3.99	
	Labels	12.67	
	Ink cartridges	171.16	

REGISTRAR

Lynette Wright	Postage	20.80	
	Holders for voter signs	33.47	

GENERAL DISTRICT COURT

US Cellular	Phone		24.21
-------------	-------	--	-------

SPECIAL MAGISTRATES

Key Office Supply	Canon cartridge	95.99	
	Chair mat	34.85	
	Counterfeit detector	59.99	
	Sealing tape	6.49	197.32

CLERK OF THE CIRCUIT COURT

Key Office Supply	Copier maintenance contract	795.68	
	Fax maintenance contract	201.00	996.68
CenturyLink	Phone		48.63
Harry Bryant, III	Juror		30.00
Eddie Chambers, Jr.	Juror		30.00
Phyllis Eppes	Juror		30.00
Melanie Holman	Juror		30.00
William Terry, Jr.	Juror		30.00
Virginia Watson	Juror		30.00
Betty Allen	Juror		30.00
Donald R. Barker	Juror		30.00
Susan B. Blessing	Juror		30.00
Gwendolyn L. Brooks	Juror		30.00
Deborah A. Calhoun	Juror		30.00
Katherine D. Cole	Juror		30.00
Jennifer F. Davis	Juror		30.00
Sarah J. Fleisher	Juror		30.00
Courtney L. Irving	Juror		30.00
Abigail E. Kelsey	Juror		30.00
Heather G. Lettner-Rust	Juror		30.00
Tabitha C. MacEachran	Juror		30.00
Robert M. Marmorstein	Juror		30.00
Janet G. McQueen	Juror		30.00
John R. Nixon	Juror		30.00
Pamela P. Ostrander	Juror		30.00
James S. Reynolds, III	Juror		30.00
Christopher K. Sadler	Juror		30.00
Jacqueline T. Smith	Juror		30.00
Margaret L. Stokes	Juror		30.00
Jennifer P. Townsend	Juror		30.00
Frazier W. Wade	Juror		30.00
Annette R. Waggoner	Juror		30.00
Anthony T. Williams	Juror		30.00
Amelia C. Woodall	Juror		30.00
T&N Printing	Plats		7.00

LAW LIBRARY

AT&T	Phone		42.84
CenturyLink	Phone		40.85
LexisNexis	Monthly subscription		83.69

COMMONWEALTH'S ATTORNEY

Treasurer of Virginia	IPad service		131.22
Farmville Printing	Business cards		17.00
STEPS, Inc.	Shredding service		148.00
Key Office Supply	Ink / organizers / folders	341.53	
	Folders	97.93	
	Executive chair	179.00	618.46
Southern Copier Sales & Service	Copier		5,995.00

VICTIM WITNESS ASSISTANCE PROGRAM

U. S. Postal Service	Box rent		60.00
Key Office Supply	Ink cartridge	78.89	
	Bulletin board / ink / pins	201.16	280.05

SHERIFF

Medtox Laboratories, Inc.	Drug testing		50.00
Commtronics of Virginia	Checked SIRS		605.00
East End Motor Company, Inc.	Towing service	70.00	
	Engine	6,390.85	
	Oil change / plugs / gaskets	664.38	
	Inspections (2)	32.00	
	Tires	1,792.89	8,950.12
Fourth Street Motor Company	Vehicle repair		4,435.47
Kenbridge Tire & Auto	Calibrations		75.00
Third Street Wrecker Service	Towing service		175.00
Farmville Herald	Advertising		629.60
Business Card	Shipping & postage	169.79	
	Meals	40.82	
	Fees	37.12	
	Gas	98.02	
	Wiper fluid	14.95	360.70
UPS	UPS		12.58
Treasurer of Virginia	Online service		52.74
Kinex Networking Solutions	Remote data backup		19.95
CenturyLink	Phone	10.52	
	VCIN	7.97	18.49
US Cellular	Phone		1,198.99
Business Data of Virginia, Inc.	Norton update		59.90
Diamond Springs Water, Inc.	Water & equipment rental		79.90
Key Office Supply	CD/DVD cases	25.99	
	Planner	13.95	
	Flash drive	19.99	
	Canon cartridges	395.96	
	Labels	23.99	479.88
The Product Center	Ink cartridges		530.15

Walmart Community/RFCSELLC	Tabs & binders		16.25
Southside Electric Cooperative	Virso community site		9.66
Wesley Reed	Gas		47.50
Fisher Auto Parts, Inc.	Battery		119.29
NAPA of Farmville	Battery	292.00	
	Core credit	-54.00	238.00
Southern Police Equipment Company	Maglite battery	30.50	
	Boots	85.00	
	Belt keeper	28.80	
	Shoes	69.00	
	Insignia	31.92	245.22
Galls, LLC	Boots	321.95	
	Custom logo	16.26	
	Windbreaker jacket	21.52	359.73
<u>FARMVILLE VOLUNTEER FIRE DEPARTMENT</u>			
Key Office Supply	Wireless router		49.99
Municipal Emergency Service	Responder parkas		1,525.07
<u>RICE VOLUNTEER FIRE DEPARTMENT</u>			
John Deere Financial	LP fuel		191.28
Dominion Virginia Power	Electric service		527.30
<u>PROSPECT VOLUNTEER FIRE DEPARTMENT</u>			
Prince Edward County Public Schools	Diesel		145.44
<u>DARLINGTON HEIGHTS VOLUNTEER FIRE DEPARTMENT</u>			
Cyrus Pest Control Company	Exterminating service		45.00
Ellington Energy Service	Pre-buy balance	-342.45	
	Propane	520.04	177.59
Southside Electric Cooperative	Electric service		290.67
<u>PAMPLIN VOLUNTEER FIRE DEPARTMENT</u>			
AT&T	Phone		42.84
Arc3 Gases	Cylinder lease		260.00
C. W. Williams	Fire hose nozzles		2,221.93
Foster Fuels	Propane		1,142.71
Pamplin Exxon	Fuel	252.09	
	Inspection / oil change	70.57	322.66
Verizon	Phone		134.94
Dominion Virginia Power	Electric service		474.24
<u>MEHERRIN VOLUNTEER FIRE DEPARTMENT</u>			
Motorola Solutions, Inc.	Keypad / speaker mic		284.59
Parker Oil Company, Inc.	Propane	858.79	
	Diesel	377.57	1,236.36
Travelers - RMD	Workers comp insurance		11,733.00
Verizon	Phone		184.09
Dominion Virginia Power	Electric service		359.85

<u>EMERGENCY SERVICES</u>		
Timmons Group	911 Addressing	270.00
Town of Farmville	Appomattox River gage	7,300.00
<u>REGIONAL JAIL & DETENTION</u>		
Irongate Boundary Management	Electronic monitoring	4,455.00
Piedmont Regional Juvenile Detention Center	Juvenile detention	23,175.00
<u>BUILDING OFFICIAL</u>		
East End Chevron	Oil change	37.69
US Cellular	Phone	24.21
<u>ANIMAL CONTROL</u>		
Dominion Virginia Power	Electric service	1,138.73
CenturyLink	Phone	99.21
US Cellular	Phone	48.42
Walmart Community / RFCSLLC	Office supplies	50.82
	Dog food	191.76
East End Motor Company, Inc.	Tires	558.28
<u>REFUSE DISPOSAL</u>		
Resource International	Groundwater monitoring	3,120.00
	Misc. work tasks	1,906.05
	Cell E bidding service	1,466.75
	Storm water compliance	412.75
		6,905.55
Ronald Van Eps	VDOT Driver physical	160.00
Ayers Building & Supply Company	Padlocks	21.90
Farmville Wholesale Electric	Dusk to dawn light	256.50
Lowe's	Boards / nails / stain	168.88
Sherwin Williams Company	Primer / brush / tray	59.07
C & L Machine & Welding	Repair tarp bracket	55.00
Fisher Auto Parts, Inc.	Body filler / sandpaper	25.65
James P. Childress, Jr.	Service call	99.00
Southern States	Gloves	18.36
Virginia Truck Center	Sensor / brake buzzer	132.71
Republic Services #974	Trash collection	403.04
Wright's Excavating	Landfill operation	48,093.75
Emanuel Tire of Virginia	Tire recycling	877.20
STEPS, Inc.	Recycling fee	1,180.60
Southside Electric Cooperative	DH site	119.55
	Virso site	174.45
		294.00
Dominion Virginia Power	Rice site	125.80
	Green Bay site	125.08
	Worsham site	319.95
		570.83
AT&T	Phone	67.06
CenturyLink	Phone	240.24
US Cellular	Phone	24.21
Verizon	Phone	83.95
O. O. Stiff, Inc.	Monthly service	702.50

Prince Edward County Public Schools	Diesel		1,064.54
East End Motor Company, Inc.	Tire		228.50
NAPA of Farmville	Diesel exhaust fluid	38.97	
	Def / power serv diesel	43.96	82.93

GENERAL PROPERTIES

Dodson Brothers Exterminating	Pest control		474.00
Daikin Applied	Chillr maintenance contract		3,116.00
NAPA of Farmville	Def / repair kit	78.96	
	Exhaust fan belt	17.87	
	Digital brake control	103.86	
	Oil & filters	79.26	279.95
Southside Electric Cooperative	SRR lights		30.80
Dominion Virginia Power	Roy Clark monument	15.04	
	SCOPE Building	360.43	
	Courthouse	9,565.52	
	Sheriff Department shed	14.88	
	Worsham Clerk office	786.63	
	Lights at Rice	110.99	
	Ag building	2,147.18	
	Shop	120.00	13,120.67
Parker Oil Company, Inc.	Heating fuel	215.12	
	Heating oil	4,410.36	4,625.48
Town of Farmville	Water & sewer		130.73
AT&T	Phone		42.83
CenturyLink	Phone		135.36
US Cellular	Phone		117.90
W A Watson & Sons Insurance	Additional premium		3,898.00
O. O. Stiff, Inc.	Monthly service		100.00
Diamond Paper Company	Return	-203.20	
	Towels / tissue / soap	695.21	
	Towels / tissue / supplies	1,539.53	2,031.54
Lowe's	Cleaning supplies	60.58	
	Phone jacks	23.70	
	Locks / wall plate	21.44	
	Soldering iron	33.24	
	Water heater thermostat	21.52	160.48
Cintas Corporation #524	Uniform rental		376.89
Prince Edward County Public Schools	Diesel		385.21
Rod & Staff, LLC	Trailer tires		185.00

CANNERY

Virginia Food Works	Contract payment		2,916.67
Lowe's	Pipe & plug		24.09
Southside Electric Cooperative	Electric service		290.12
Parker Oil Company, Inc.	Heating fuel		500.09
CenturyLink	Phone		240.38
Diamond Paper Company	Janitorial supplies		284.57

COMPREHENSIVE SERVICES ACT

Accurate Interpretation	Professional service	400.00
Bear Creek Academy	Professional service	2,310.00
Blue Ridge Autism &	Professional service	5,220.00
Rescare / Braley & Thompson	Professional service	6,231.00
Center for Pediatric	Professional service	1,360.00
Centra Health	Professional service	28,710.00
Elk Hill	Professional service	2,550.00
Family & Community Support	Professional service	2,652.50
Grafton School, Inc.	Professional service	23,865.75
Hallmark Youthcare - Richmond	Professional service	2,640.00
Ifetayo Imanchinello	Foster care	2,085.00
Keystone Newport News, LLC	Professional service	12,600.00
Ashley Long	Foster care	4,222.00
Mountain Youth	Professional service	2,750.00
Northstar Academy, Inc.	Professional service	3,024.00
United Methodist Family Services	Professional service	2,966.08

PLANNING

Farmville Herald	Advertising	174.26
Business Card	Postage	6.25
US Cellular	Phone	54.97

ECONOMIC DEVELOPMENT

Business Card	Parking	14.00
	Meals	26.48
McCain Printing Company, Inc.	EZ brochures	570.00

TOURISM

Dominion Virginia Power	Electric service	529.73
Town of Farmville	Water & sewer	47.65
CenturyLink	Phone	345.52
Walmart Community / RFCSLLC	Office supplies	29.65

COOPERATIVE EXTENSION OFFICE

CenturyLink	Phone	107.94
-------------	-------	--------

GENERAL EXPENSE

Petroleum Traders Corporation	Gas	5,994.98
Digital Insurance, Inc.	HRA - Admin. Fee	5,000.00

CAPITAL PROJECTS

Lowe's	Electronic door knob	115.98
CJMW Architecture	Revised building plans	8,765.26

PARKS & RECREATION

Virso Recreation Center	15-16 Support balance	2,500.00
-------------------------	-----------------------	----------

DARE FUND

Farmville Newsmedia	Advertising	164.00
---------------------	-------------	--------

	<u>WATER FUND</u>		
Town of Farmville	Water analysis	40.00	
	Water	20.77	60.77
	<u>SEWER FUND</u>		
Dominion Virginia Power	Sewer pump		63.54
	<u>RETIREMENT BENEFIT FUND</u>		
Vicki K. Johns	Retiree benefit		1,129.00
	<u>PIEDMONT COURT SERVICES FUND</u>		
Farmville Herald	Advertising		30.75
Nottoway Publishing Company	Advertising		44.00
Dominion Virginia Power	Electric service		361.62
CenturyLink	Phone		64.82
Lumos Networks	Phone		289.3
C N A Surety	Surety bonds		212.63
Connie Stimpson	Mileage	4.58	
	Paper / batteries / markers	96.93	101.51
Jessica Harding	Mileage	157.68	
	Newspapers	2.00	159.68
Ashley Nash	Mileage		203.58
Megan Newman	Mileage		91.26
Jeanene Rice	Mileage		54.00
Fred Pryor Seminars	Training		99.00
Farmville Printing	Business cards		74.88
Compro Computers	Computer		744.95
	<u>PCS SUPERVISION FEES EXPENDITURES</u>		
Woods Rogers, Attorneys at Law	Professional service		6,770.52
SRP Corporation, LLC	Rent		2,500.00
	<u>PCS DRUG TESTING FEES</u>		
Alere Toxicology Service, Inc.	Drug testing		38.96

In Re: Highway Matters

There were no concerns to forward to VDOT. Supervisor Gray stated he is trying to get VDOT to come review areas previously reported in his district.

In Re: Fire Department Capital Expenditure Financing Fund

Mr. Bartlett stated that in 2011, the Board of Supervisors approved the creation of the Fire Department Capital Expenditure Financing Fund. In summary, the County will make available up to a total

of \$600,000 in low interest financing to the members of the Prince Edward Area Firefighters Association (to include Prince Edward Volunteer Rescue Squad) for the purchase of trucks and apparatus. He stated Section 15.2-954 of the *Code of Virginia* authorizes any locality to make loans to any nonprofit organization furnishing firefighting or rescue services.

Mr. Bartlett said that at present, the Darlington Heights Volunteer Fire Department has the only outstanding loan. They borrowed \$110,000 and will make their final payment of \$25,826 on August 1 of this year.

Mr. Bartlett stated the Master Agreement, which is signed by all of the Volunteer Fire Departments and the Rescue Squad, contains the procedures by which the Fire Association will request funds to be provided and for which organizations of the County will create a promissory note, and provides that in the event of a default, each member of the Association guarantees repayment of the loan.

Mr. Bartlett said that at its February 25, 2016 meeting, the Prince Edward Area Firefighters Association approved a request from the Prospect Volunteer Fire Department for \$188,000 of funding to finance a fire truck. The County received the request from the Fire Association on February 26, 2016. He then reviewed the existing Promissory Note with Darlington Heights Volunteer Fire Department, which was developed by the County Attorney and will be used as a template to develop the Note with Prospect Volunteer Fire Department.

Supervisor Wilck made a motion, seconded by Supervisor Cooper-Jones, to authorize the County Attorney to draft the financing agreement between Prospect Volunteer Fire Department and the County, and to authorize the County Administrator to execute the Agreement on behalf of the County.

Supervisor Timmons questioned the interest rate being current; Mr. Bartlett said the rate is still competitive.

Chairman Simpson called for the vote on Supervisor Wilck's motion, to authorize the County Attorney to draft the financing agreement between Prospect Volunteer Fire Department and the County, and to authorize the County Administrator to execute the Agreement on behalf of the County; the motion carried:

Aye: Pattie Cooper-Jones
Calvin L. Gray
Robert M. Jones
Odessa H. Pride
Howard F. Simpson
C. Robert Timmons, Jr.
Jerry R. Townsend
Jim R. Wilck

Nay: None

In Re: County Administrator's Report

Mr. Bartlett stated that at its December 8, 2015 meeting, the Board of Supervisors unanimously approved the transfer of the County's residual allocation of VDOT Revenue Sharing Funds to the Town of Farmville contingent upon approval by VDOT. The Board authorized the County Administrator to sign any required documents. Such a transfer of funds is outside the normal operations of VDOT and they had to research if such a transfer was allowed and if so, what process to follow. VDOT has determined they will allow the transfer of the funds, but require the Board adopt the Resolution of the Board of Supervisors Approving the Reallocation of the Revenue Sharing Funds from Prince Edward County to the Town of Farmville.

Supervisor Cooper-Jones made a motion, seconded by Supervisor Townsend, to adopt the Resolution of the Board of Supervisors Approving the Reallocation of the Revenue Sharing Funds from Prince Edward County to the Town of Farmville; the motion carried:

Aye: Pattie Cooper-Jones
Calvin L. Gray
Robert M. Jones
Odessa H. Pride
Howard F. Simpson
C. Robert Timmons, Jr.
Jerry R. Townsend
Jim R. Wilck

Nay: None

**A RESOLUTION OF THE BOARD OF SUPERVISORS
APPROVING THE REALLOCATION OF THE REVENUE SHARING FUNDS
FROM PRINCE EDWARD COUNTY TO THE TOWN OF FARMVILLE**

WHEREAS, the County of Prince Edward participated in the Fiscal Year 2005 Revenue Sharing Program to fund a project for a new location of Route 628, Project 0628-073-207, UPC 72615; and

WHEREAS, this project has been completed and has a surplus of funds that the County requests to be reallocated to a paving project being administered within the incorporated Town of Farmville; and

WHEREAS, in reallocating these funds Prince Edward County relinquishes all interest, responsibility, or obligation associated with the administration of these funds under the Revenue Sharing Program;

NOW, THEREFORE, BE IT RESOLVED, the Board of Supervisors of the County of Prince Edward does hereby request the Virginia Department of Transportation to reallocate surplus funds of \$158,745 on UPC 72615 from Fiscal Year 2005 to the Town of Farmville to pave various routes that have been identified on Project 9999-144-R30, UPC 108420.

Mr. Bartlett said that during its February 4, 2016 meeting, the Board of Supervisors was provided a preview of the FY17 Budget. This preview discussed some of the challenges that will be faced and provided a synopsis of various items that were already known and that will impact the FY17 Budget. Additionally, Board members discussed the possibility of directing the County Administrator to present a budget to the Board that would have zero funding for most of the entities that are considered “Outside Agencies.” These are nonprofit or other governmental entities that provide various services to our citizens. Several members of the Board indicated they would like to think about the issue before making a decision and asked that the matter be tabled and discussed later. This is the last Board meeting until March 22, 2016, when the County Administrator’s budget will be presented.

Mr. Bartlett stated if no direction is provided, he will present his recommendation and the Board can then make the final decision on the amount of funding each organization will receive. This is the process that has been used during his tenure as the County Administrator.

Supervisor Gray recommended allowing the same process as before, allowing the Board to see the entire record.

Supervisor Timmons made a motion, seconded by Supervisor Townsend, to allow Mr. Bartlett to prepare the budget with suggested reductions, with the exception of Fire Departments and Rescue Squads, to allow a review and adjustment to the recommendations within the Board work sessions; the motion carried:

Aye: Pattie Cooper-Jones
Calvin L. Gray
Robert M. Jones
Odessa H. Pride
Howard F. Simpson
C. Robert Timmons, Jr.
Jerry R. Townsend
Jim R. Wilck

Nay: None

In Re: Public Hearing: School Board Appointments

Chairman Simpson announced that this was the date and time scheduled for a public hearing on the School Board Appointments. Notice of this hearing was advertised according to law in the Friday, February 26, 2016 and Friday, March 4, 2016 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

The terms of the following School Board members expire June 30, 2016:

District 301 – Timothy W. Corbett, Sr., MD (Supervisor Jerry Townsend)

District 501 – Russell L. Dove (Supervisor Bob Timmons)

Chairman Simpson stated the purpose of this public hearing is to give the citizens of Prince Edward County an opportunity to submit names of candidates to be considered for appointment to the School Board. Following the public hearing, each Citizen Committee shall interview and seriously consider all individuals who are nominated and express willingness to serve.

Chairman Simpson opened the public hearing.

Supervisor Timmons introduced the Citizen Committee for District 501:

Alix Fink
2876 Bloomfield Road
Cullen, Virginia 23934
(434) 607-1016

Maurice Finney
PO Box 1159
Pamplin, Virginia 23958
(434) 248-6188

Sarah Hardy
2876 Darlington Heights Road
Cullen, Virginia 23034
(434) 248-6030

Melanie Holman
987 Moore Road
Farmville, Virginia 23901
(434) 223-7530

Marshall Thackston
6 Morris Creek Road
Charlotte Court House, Virginia 23923
(434) 315-3533

Supervisor Townsend announced the Citizen Committee for District 301:

Mrs. Sarah Edmondson, Chair
307 Walton Road
Meherrin, Virginia 23954
(434) 736-9433

Ms. Cynthia Johnson
5461 Green Bay Road
Green Bay, Virginia 23942
(434) 392-4367

Mr. Manuel Ortiz
491 Meherrin Road
Meherrin, Virginia 23954
(434) 390-2429

Richard Altice, Hampden District, expressed his concerns regarding the unaddressed issues at the schools with discipline problems and education of the students. He added several concerns regarding requests for more funding with falling student enrollment, and difficulty finding qualified employees. He asked the Board to not re-seat any sitting School Board member, as there must be someone in the County who can do a better job.

Dallas Tinsley, Buffalo District, nominated Wilkie Chaffin and reviewed his credentials, stating Dr. Chaffin has significant experience.

Supervisor Wilck thanked Dr. Peter Gur for attending the Board meetings and keeping up to date on County matters.

Carl Bobenrieth, Buffalo District, nominated Patricia Bobenrieth, stating she has 36 years' experience in education, as a teacher and a volunteer, and has been an administrator for over ten years. He said she has knowledge of budget development and is a good candidate for the Buffalo District.

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

The applicants names will be provided to the Board by the Committees during the April meeting.

In Re: County FY15 Audit

Mr. Bartlett reported cash and cash equivalents in the County's governmental funds increased by \$967,734 during FY15. The Governmental Funds include all of the County Funds except for the utility funds. The cash and cash equivalents increased from \$10,020,343 to \$10,987,877. Cash and cash equivalents include such non-cash items as account receivables and note receivables. Actual cash in the General Fund at year end was \$7,732,096, an increase of \$672,624. An additional \$719,216 in cash is in the Economic Development Fund for approximately \$8.5 million in cash in the funds.

Mr. Bartlett stated the Landfill Construction Fund cash increased by \$303,684 to \$2,061,592. These funds, while not restricted, have traditionally been used to pay for the opening and closing of cells at the landfill. It is expected approximately \$1.2 million will be spent this FY to open a new landfill cell. This project will reduce the cash in that fund by about \$900,000. Cash in the Utility Funds (water/sewer) decreased by \$321,640. Combining all Funds described above shows that total cash increased by approximately \$785,000. He added the decrease in the Utility Funds was due to expenses exceeding revenues and is primarily caused by debt service payments. The increase in the General Fund was caused by revenues exceeding budgeted amounts by almost \$900,000.

Mr. Bartlett stated a major accounting change mandated by the Governmental Accounting Standards Board (GASB) was implemented in this audit. The mandate established standards for measuring and recognizing liabilities related to pensions which have not previously been reported in previous audits; in fact, these amounts had never been computed before. The result is an increase in long-term liabilities on the County's statement of net position of \$3,044,407 for the General Fund and \$21,323,876 for the School Fund. The County's pension liability is almost 86% funded while the Schools are only funded at 71%. The School's funded rate is lower due to decisions made by the General Assembly to underfund teacher pensions in order to save money. While the entire teacher pension liability is reported as a local obligation in actuality localities only pay their composite index portion of the SOQ positions which in our case is approximately 33%. While the County's reported liabilities have greatly increased, in fact there has been no actual change in the County's financial position in regard to pension liabilities.

Supervisor Timmons made a motion, seconded by Supervisor Cooper-Jones, to table the issue until the meeting to be held on Tuesday, March 22, 2016; the motion carried:

Aye: Pattie Cooper-Jones
Calvin L. Gray
Robert M. Jones
Odessa H. Pride
Howard F. Simpson
C. Robert Timmons, Jr.
Jerry R. Townsend
Jim R. Wilck

Nay: None

In Re: Piedmont SWCD Grant Request

Mr. Bartlett stated the Piedmont Soil & Water Conservation District is submitting another grant application to DEQ for 319 funds for a residential septic program that will be addressing TMDL designated watersheds in Prince Edward County. These include Spring Creek, Briery, Bush, Little Sandy and Saylers Creek. The grant will be requesting funds for septic pump outs, repairs and replacements of residential systems. Piedmont SWCD is working with Ed Dunn and Paul Freed from the Health Department on the grant application, but Piedmont SWCD would be the grant administrator and the Health Department would be providing technical assistance. The grant would be for two years commencing in July 2016 and is a reimbursable grant with DEQ. The grant funds for the BMPs themselves total \$398,000. A 25% match is required and most of that will come from the 25% paid by the applicant. The Health Department's technical assistance will also be included as in-kind match. We will be requesting a small amount of administrative funds and some funds for printing and outreach costs but that match will come from the Piedmont SWCD and Health Department.

Mr. Bartlett stated Piedmont SWCD is requesting the County provide a letter of support. The Piedmont SWCD is not requesting Prince Edward County provide any financial assistance, just general support of the project. The title of the project is TMDL 319 Residential Septic Grant – Spring, Briery, Bush, Little Sandy and Saylers Creek Watersheds and the letter of support can be addressed to DEQ. Piedmont SWCD will be submitting the grant by March 28, and would like to include the letter of support. The Health Department will be providing their own letter of support that will outline the match and their responsibilities. Piedmont SWCD is hopeful that with this grant more of the watersheds in Prince Edward County can be delisted as occurred with the Little Sandy segment.

Supervisor Cooper-Jones made a motion, seconded by Supervisor Wilck, to approve the resolution and authorize the Chairman and County Administrator to execute the resolution; the motion carried:

Aye:	Pattie Cooper-Jones	Nay: None
	Calvin L. Gray	
	Robert M. Jones	
	Odessa H. Pride	
	Howard F. Simpson	
	C. Robert Timmons, Jr.	
	Jerry R. Townsend	
	Jim R. Wilck	

In Re: STEPS, Virginia Homeless Solutions Program

Mr. Bartlett reported that on April 30, 2013 and again on April 8, 2014, the Prince Edward County Board of Supervisors approved STEPS' request to act on behalf of Prince Edward County in the provision of rapid rehousing, prevention and shelter services. Funding for these services is received through a grant from the Virginia Department of Housing and Community Development (DHCD). The Virginia Homeless Solutions Program (VHSP) provides the following services: Prevention, Rapid Rehousing and Shelter services to those who qualify. STEPS serves as the lead agency, coordinating homeless services across our region, for the Heartland Local Planning Group, in an attempt to enhance and not duplicate services.

Mr. Bartlett said there is no request for matching funds from the County and the County has not provided any funds over the three years of the program. The VHSP grant application is due March 30. He added the certification is exactly the same as the previous two which the Board authorized him to complete.

Supervisor Townsend made a motion, seconded by Supervisor Gray, to authorize STEPS to continue to act on the behalf of Prince Edward County in the provision of emergency housing services to our citizens and to authorize to Chairman of the Board or the County Administrator to sign the certification form and any other necessary documents; the motion carried:

Aye:	Pattie Cooper-Jones	Nay: None
	Calvin L. Gray	
	Robert M. Jones	
	Odessa H. Pride	
	Howard F. Simpson	
	C. Robert Timmons, Jr.	
	Jerry R. Townsend	
	Jim R. Wilck	

In Re: Courthouse Security

Mr. Bartlett stated a meeting was held March 8, 2016 at 2:00 p.m. regarding Courthouse security; present at the meeting were Judge White; Sheriff Reed; Megan Clark, Commonwealth Attorney; and Alexander Samuel, Director of the Health Department; and Mr. Bartlett. It has been determined the Courthouse security is not up to state standards. Various security items were discussed; all in attendance were in agreement that we should contract with a security consultant.

Mr. Bartlett stated he contacted Major Security Consultants; the company is under state contract and has worked with Charlotte County and Halifax County on the development of the new and renovated Courthouses. Michael Jones, President of the company, started as a Deputy Sheriff in Pittsylvania County, moved to Capital Police. He wrote the Virginia Security Judicial Initiative for the Supreme Court at the request of the Supreme Court. Upon retirement he served as Chief of Security for Northrop Grumman.

Mr. Bartlett recommended the Board hire Major Security Consultants to give an estimate prior to being hired, but the cost is projected to be approximately \$5,000. He said funding is available in the Building department without impact on the budget.

Supervisor Timmons recommended Mr. Bartlett contact Mr. Jones to provide a proposal for services for presentation at the upcoming meeting on March 22; following discussion, the Board concurred.

In Re: Closed Session

Supervisor Jones made a motion, seconded by Supervisor Townsend, that the Board convene in Closed Session for discussion of the disposition of publicly-held real property in the Prince Edward County Industrial Park, where discussion in an open meeting would adversely affect the negotiating strategy of the County, pursuant to the exemptions provided for in Section 2.2-3711(A)(3) of the *Code of Virginia*; the motion carried:

Aye:	Pattie Cooper-Jones	Nay: None
	Calvin L. Gray	
	Robert M. Jones	
	Odessa H. Pride	
	Howard F. Simpson	
	C. Robert Timmons, Jr.	
	Jerry R. Townsend	
	Jim R. Wilck	

The Board returned to regular session by motion of Supervisor Jones, seconded by Supervisor Cooper-Jones, and adopted as follows:

Aye:	Pattie Cooper-Jones	Nay: None
	Calvin L. Gray	
	Robert M. Jones	
	Odessa H. Pride	
	Howard F. Simpson	
	C. Robert Timmons, Jr.	
	Jerry R. Townsend	
	Jim R. Wilck	

On motion of Supervisor Jones and seconded by Supervisor Cooper-Jones and carried by the following roll call vote:

Aye:	Pattie Cooper-Jones	Nay: None
	Calvin L. Gray	
	Robert M. Jones	
	Odessa H. Pride	
	Howard F. Simpson	
	C. Robert Timmons, Jr.	
	Jerry R. Townsend	
	Jim R. Wilck	

the following Certification of Closed Meeting was adopted in accordance with the Virginia Freedom of Information Act:

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

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

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

In Re: Animal Warden's Report

Mr. Ray Foster, Animal Warden, submitted a report for the month of February 2016, 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 2016, which was reviewed and ordered to be filed with the Board papers.

In Re: Cannery Report

Ms. Patty Gulick, Cannery Manager, submitted a report for the month of February 2016, which was reviewed and ordered to be filed with the Board papers.

In Re: Prince Edward County Public Schools

Mr. K. David Smith, School Superintendent, submitted a financial summary report for the month of February 2016, which was reviewed and ordered to be filed with the Board papers.

In Re: Cooperative Extension Report

Ms. Jennifer R. Bowen, Senior Extension Agent, submitted the Fourth Quarterly Report/Year End Reports for the VCE Prince Edward County Office, 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 2016, 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:	Pattie Cooper-Jones	Nay: None
	Calvin L. Gray	
	Robert M. Jones	
	Odessa H. Pride	
	Howard F. Simpson	
	C. Robert Timmons, Jr.	
	Jerry R. Townsend	
	Jim R. Wilck	

the meeting was recessed at 8:29 p.m. until Tuesday, March 22, 2016 at 5:30 at the Prince Edward County Board of Supervisors Room.

March 15, 2016

At the special meeting of the Board of Supervisors of Prince Edward County, held at the Career Technical Center, 1419 Zion Hill Road, Farmville, VA, thereof, on Thursday, the 15th day of March, 2016; at 5:30 p.m., there were present:

Board of Supervisors

Robert M. Jones, Vice Chairman
Pattie Cooper-Jones
Calvin L. Gray
Charles W. McKay
C. Robert Timmons, Jr.
Jerry R. Townsend
Jim R. Wilck

School Board

Russell L. Dove, Chairman
Dr. Timothy W. Corbett, Sr.
Dr. Peter Gur
Sherry Honeycutt
Chapman Hood Frazier
Darin Thomas
Lawrence C. Varner
Beulah M. Womack

Absent: Howard F. Simpson, Chairman

Also present: Wade Bartlett, County Administrator; Dr. K. David Smith, Superintendent; and Cindy Wahrman, Division Director of Finance.

Vice-Chairman Jones called the meeting to order. Supervisor Gray offered the invocation.

Mr. Pete Monstello, Honeywell, presented an update on the work done at the schools, including energy and money saving items, sealing and insulation of the building envelope and windows, water system upgrades, the building automation system, recommission and addition of controls in the buildings, mechanical upgrades, drain and cleaning of water systems, addition of a connector at the Middle School, and roofing upgrades. He said the remaining items include additional controls in the School Board office and the Phase 2 roof at the Middle School; the rest of the projects have been completed. Mr. Monstello stated they are putting together a training and maintenance plan to allow the maintenance of the equipment; the system should last more than 20 years.

Mr. Monstello reviewed the Project Cash Flow Summary; he stated Honeywell estimates and guarantees a savings of \$212,000 a year in energy from electricity, water, and fuel oil. There is an estimated \$8,700 operational savings. There is a capital contribution starting in year three of \$250,000. A support service cost of \$35, 000, which is an additional maintenance cost, and the Measurement and

Verification Cost, when the team comes in to measure and verify the capture of the \$212,000. The Finance cost is at 2.25% with one payment per year. Year One will provide a total savings of \$220,000; the first payment on the loan will be \$150,618. Additional service cost of \$35,000 brings the first year cost to \$185,000. Year One will provide a positive return of \$35,000 at the end of the year. He stated the existing debt that will fall off in three years shifts to the project which will reduce payments through the remainder of the financing program. Mr. Monstello said the project will close the end of this summer [2016]; the first payment will be due July 17, and throughout the year, the energy savings will accrue.

Discussion followed on current energy costs. Mr. Monstello said the only issue may be with water usage. The baseline water usage seemed to be low; by installing the water saving components, the water usage was reduced by approximately 30%. He stated in June or July of last year, the Town of Farmville replaced all the water meters in the schools. The water consumption jumped as the old water meters were not reading accurately, reporting only 40-50% of actual usage. Discussion followed on water usage and water quality.

Cindy Wahrman, Division Director of Finance, began by reviewing the 2016-2017 Budget Development information. She stated the School Board is working to revise the teacher salary schedule to maintain a 30 step scale and collapse the three schedules into one. She said the School Board also approved a 1% salary increase for all employees; this was approved before we obtained information about a 2% increase starting December 1. Another goal is to add teachers to expand the foreign language programs, to replace some Virtual Virginia online courses, and for physics instruction. Seven para-professionals are needed for reading and math intervention to help support kindergarten and First Grade. Requests for Proposals were sent out for health insurance benefits, property and casualty insurance, fleet insurance, worker's compensation insurance and student accident insurance. Another goal is to purchase one bus.

Mrs. Wahrman reviewed the 2016-2017 Budget Requirements, to include approved signing bonus for math, science and special education teachers. She stated there is a projected 15% health insurance increase. There is a projected increase in VRS of 0.71%. These are things that must be funded and will cost \$495,550.

She then reviewed the costs of the budget goals. These goals include hiring seven elementary K-1 instructional aides, a 1% salary increase for all employees, a part time Community Engagement Officer, two foreign language teachers for the high school, two teaching positions to replace Virtual Virginia classes in the high school), one high school Physics teacher and one bus. The total cost for all seven goals would be \$969,031.

Mrs. Wahrman reviewed the 2016-2017 Budget requests; she stated these are for materials, sending some teachers to conferences which increases travel costs, a part-time chorus teacher for the Middle School. She said the High School asked for an increase for materials, and a biology teacher. The Maintenance Department requested an increase, in part due to the change in the water bills; and Facilities requested an increase for site improvement. The total costs for these requests are \$273,758, which gives a preliminary budget increase of \$1,738,339.

Mr. Bartlett asked if the health insurance renewal rates had been received; Mrs. Wahrman stated it has been received but the School Board hasn't yet approved them. She said four proposals were received in response to the RFP; the School Board will be reviewing them tomorrow.

Mrs. Wahrman reviewed the Capital Improvement Plan. She stated the Year One Total, FY2016-2017, which includes replacement of classroom and office locks, Elementary School Chiller, rooftop units repairs, and three buses comes to a total of \$605,000. In FY2017-2018, the CIP includes the Athletic Complex Renovation, replacing plumbing lines in Buildings B, E, and F, and three buses, for a total cost of \$5,900,000. In FY2018-2019, the CIP includes the renovation of the High School Auditorium, roof repairs/replacement in Buildings B, D, E, and G, renovation of the tennis courts, and three buses, for a cost of \$1,677,934. In FY2019-2020, the CIP includes roof replacement, and three buses at a cost of \$1,376,944. In FY2020-2021, the CIP includes three buses at a cost of \$300,000. The five year total comes to \$9,859,878.

Mrs. Wahrman then reviewed the Prince Edward County Schools Local and State Funding History, taken from Table 15 of the Superintendent's Annual Report. She said the budget numbers proposed are based on the Governor's budget; she said it is an increase in the State funding level. Mrs. Wahrman presented information regarding SOQ programs, Incentive programs, Categorical programs,

Lottery funded programs; the School State funds are proposed at \$14,100,401 for a increase over last year of \$374,868.

Mrs. Wahrman stated that with the Preliminary Funding Increase of \$374,868 and the Preliminary Funding Reduction due to Local Operational Funds potential 3% reduction of \$235,750, coupled with the Preliminary Expenditure Increases of \$1,738,339, leaves a net Preliminary Revenue Shortfall of \$1,599,221. She stated Food Service Department is self-sustaining and has no local funds contributed, and will stay level.

Mr. Bartlett said that if the Governor agrees with the General Assembly's budget regarding the 2% increase, that will increase the costs greatly, which is not reflected in the proposed budget. Mrs. Wahrman stated that as she pointed out in discussion about the differences in the Governor's, Senate and House budgets, the Senate did propose a 2% salary increase starting December 1, but their bottom line of the State Revenue increase was not as much as the Governor's, which had no salary increase included. She added that when they propose a salary increase, it is for SOQ funded positions, which does not give every person in the school division an increase. Discussion followed.

Dr. David Smith, Superintendent, said that the amount of the 1% salary increase for all employees on the Budget Goal is close to the amount proposed by the 2% increase from the Senate. Discussion followed.

Mrs. Wahrman reviewed information on student enrollment. Discussion followed.

Mr. Bartlett questioned the plan to maintain a 30-step scale but also "collapse" the scale. Dr. Smith clarified the salary schedule and said there were three separate scales: the Probationary level, the Masters level, and the Career level. The differences were not great; the scale also runs out to about 40 years and the goal is to bring some order back to the scale, reduce it to one scale and cap it at 30 years, as well as increase the starting pay. The committee is working on the idea currently but it may not be implemented for the current year. Discussion followed.

Supervisor Wilck questioned the possibility of closing off rooms in the school due to declining enrollment to save on costs. Dr. Smith stated that can continue to be looked at; as there are some vacant rooms created, there are some special needs classes that had been stacked into one room, they can now

spread out. There has not been empty, unused space; in each school they find other uses for that space.

Discussion followed.

Chairman Dove recessed until their budget work session at 5:30 p.m., March 16, 2016.

On motion of Supervisor Gray, seconded by Supervisor Timmons, and adopted by the following vote:

Aye:	Calvin L. Gray	Nay: None
	Robert M. Jones	
	Charles W. McKay	
	Howard F. Simpson	
	C. Robert Timmons, Jr.	
	Jerry R. Townsend	
	Jim R. Wilck	
Absent:	Pattie Cooper-Jones	

the meeting was recessed at 6:42 p.m. until Tuesday, March 22, 2016 at 5:30 p.m.

March 22, 2016

At the special meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 22nd day of March, 2016, at 5:30 p.m., there were present:

Pattie Cooper-Jones

Calvin L. Gray

Robert M. Jones

Odessa H. Pride

Howard F. Simpson

C. Robert Timmons, Jr.

Jerry R. Townsend

Jim R. Wilck

Also present: Wade Bartlett, County Administrator; and Sarah Elam Puckett, Assistant County Administrator.

Chairman Simpson called the reconvened meeting to order.

In Re: Presentation of County Administrator's FY 17 County Budget

Mr. Bartlett reviewed a presentation showing the organizational structure and personnel components of the County offices. He discussed the budgetary challenges facing the County, touching on several expected increases in the upcoming year. He explained actions taken to provide savings, and presented an overview of the budget. He stated that he proposes a two cent increase in the real estate tax rate which would equalize the tax rate from the previous assessment, adding that the increased tax rate proposed for Prince Edward County would still be lower than many of the surrounding counties. Mr. Bartlett added the net local cost for the Constitutional Offices is decreasing due to personnel turnover in various offices.

Following his review of the Power Point presentation, Mr. Bartlett presented his Forecast of FY16 Budget Results:

FORECAST OF FY16 BUDGET RESULTS

Enclosure (1) is a chart of projected fund balances at the end of FY16 for our major budgetary funds. When totaling the funds together I predict the fund balance will decrease by \$703,122 to \$10,310,088. Of that amount \$306,302 is contained in the School Cafeteria Fund and can only be used for costs associated with the operations of the cafeteria. An additional \$2,290,192 is found in the landfill construction fund which has historically been used to pay cash 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. It is predicted the Forfeited Asset Fund will contain \$70,477 at the end of FY16. These funds can only be used for law enforcement purposes. Assuming the cash in those three funds cannot be used, the unrestricted cash balance for Prince Edward County at the end of FY16 is predicted to be \$7,643,117. 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 \$4.4 million sometime in September or October. On top of the normal cash flow cycle we are in the midst of advertising for bids to open a new cell at the landfill. It is estimated this project will cost approximately \$1.2 million. Adding that expense means the County's cash balances will drop to about \$3.2 million in the fall. This is a good but not overly large amount and would allow the County to withstand any unforeseen emergency or provide the ability to respond to any opportunity that may appear.

The decrease in the fund balance should come as no surprise as the original FY16 budget approved by the Board called for the use of slightly more than \$1 million from the General Fund reserve and \$733,000 from the fund balance when all funds are included. That budget amount has now grown to almost \$1.4 million from the General Fund and \$1.1 million for all funds due to the approval of various expenditures, most notably the roofing project for the Courthouse. Thus having the total fund balance decrease by only \$703,122 is a positive accomplishment. This was achieved primarily because revenues are projected to exceed the budget by approximately \$390,000.

The General Fund is our primary source of revenue and supports the majority of all County operations. The General Fund will end FY16 with a decrease in the fund balance of \$905,061 and end with a cash reserve of \$6,827,035. The result is almost \$460,000 better than anticipated since the existing budget calls for the use of almost \$1.4 million from the General Fund fund balance. This result was due to the increase in revenues mentioned above.

General Property taxes are estimated to generate \$177,000 more than contained in the budget. Collections exceeding the budget in Real Estate (\$76,000) and Personal Property Tax (\$105,000) account for the most of this amount. The local portion of the Recordation Tax is expected to generate \$66,000 more than budgeted. No other local revenue source exceeded the budgeted amount in any significant way.

Expenditures in the General Fund are forecast to be \$258,000 less than budgeted. The largest expenditure savings can be found in the Planning Department (\$61,000), Refuse (\$49,000), Parks and Recreation (\$50,000), Sheriff (\$52,000) and the Building Official Department (\$41,000). Holding positions vacant generated the savings in each of these departments except for Parks & Recreation. The decision not to provide the YMCA a \$50,000 loan drove that savings.

While the majority of departments will expend less than the amount budgeted, there are two areas where expenditures will significantly exceed the budget. These are costs associated with housing children in Juvenile Detention and expenditures for the Child Services Act (CSA). I estimate Juvenile Detention expenses will exceed the budget by \$45,000. CSA costs will be more than \$260,000 greater than the budget, but because the majority of those costs are paid by the Commonwealth the local costs only increase about \$50,000. The increase in Juvenile Detention costs are the result of just a few cases and these expenses should return to normal before the end of the Fiscal Year. Thus, I did not increase the FY17 budget in this area. The CSA overage is primarily the result of an increase in children being placed in residential facilities. These are typically long term placements and I had no choice but to increase the FY17 budget.

Another major revenue source is the Landfill Construction Fund. Revenues from customers of the landfill who are located outside Prince Edward County are placed in this fund and accumulated and then used to pay for the closure and construction of new landfill cells. The balance in this fund will increase by \$227,600 to \$2,290,902, the reason for the increase as mentioned earlier was not having to open a new landfill cell as originally thought.

Water and Sewer fund balances will remain relatively unchanged as funds are transferred from the General Fund to cover expenses which exceed revenues. That amount is about \$321,000 and represents debt payments.

FY17 BUDGET

For FY17, after deducting the transfers between funds and including the preliminary school budget of \$24,570,003, the budget for all funds is \$42,232,277. The budget is balanced but requires an increase in the real estate tax rate of two cents. This would be a 4% tax increase and is projected to increase revenues by \$292,559 as compared to the FY16 budgeted amount.

There are two significant expenditure items that are not contained in either the FY16 or FY17 budgets. I have already mentioned the largest one in terms of cost, opening a new landfill cell. The County is in the process of receiving proposals with the bid opening scheduled for March 28th. Once the bids are received the Board will decide to award a contract or not. If an award is made, the appropriate Fiscal Year budget will be amended. It is anticipated the cost of opening a new landfill cell will be about \$1.2 million. The second item not contained in the budgets is an enhancement of security for the Courthouse. A proposal has been received by a consultant to provide security assessment and consultation services. Once the Board has given its authorization to award the contract the consultant will proceed and then provide his recommendation. The Board can then decide what security it desires and then amend the appropriate budget.

After adjusting for the non-cash expense of depreciation, to balance the water and sewer funds required the transfer from the General Fund of \$238,713 to the water fund and \$90,050 to the sewer fund.

Enclosure (2) is a chart that shows the anticipated revenues, expenses and projected fund balances of the various funds at the end of FY17.

FACTORS SHAPING THE FY17 PROPOSED BUDGET

The dominant factor in developing the FY17 budget was how to solve a beginning budget deficit of more than \$1,000,000 in the General Fund. As we all will recall, the current budget was balanced by the use of \$1,031,352 from the General Fund Balance.

Based on guidance from the Board I strove to eliminate the use of reserves while at the same time limiting any increase in tax rates. With very few exceptions all expenses have been held at level funding or decreased. This includes the schools, charitable donations and County departments. As stated in the introduction I am recommending three items because they were specifically requested during the Board's strategic planning session. These are (1) a program to increase the use of inmate labor, (2) Reduction of funds provided to outside agencies and (3) aligning local funding for the Schools to the ADM.

You will notice in the Planning and Community Development budget there is \$10,000 in a part-time line item. These funds are meant to be used to pay for officers to oversee an inmate work crew. These funds will pay anywhere from 400 to 500 hours of time for an officer to oversee an inmate work crew.

Enclosure (3) is a listing of outside agencies, a five year funding history and my recommendations for the FY17 budget. I am recommending the majority (19) of the agencies be reduced by 20%. I am recommending ten not be reduced. These ten represent either agencies the Board has recently discussed and approved the existing funding, or were directly associated with education or economic development. I recommend the funding for the Longwood Small Business Development Center (LSBDC) be increased by \$7,500, equal to the amount provided in FY14 and is the amount they requested this FY. I am making this recommendation because of LSBDC's direct involvement in economic development, especially the assistance they provide to local entrepreneurs. Additionally, the Board expressed a desire for greater collaboration with both the Town and Longwood in all areas but especially in economic development. I am recommending the Library be reduced to the amount provided in FY13. This represents a decrease of 6.11%. While not providing programs that directly correspond to SOLs or economic development, the Library can be helpful in both of these areas. Thus, I am not recommending a 20% reduction. In total the recommendations produce a savings of \$69,231.

I am recommending \$8,000,000 in local tax dollars be provided to the Prince Edward County Schools. This closely aligns to the actual amount used by the Schools in FY15 when the actual amount used was \$8,035,784. The ADM for the Schools for the 2014-2015 school year was 2035, thus the local funds provided per pupil was \$3,949. The School has informed the Board of Supervisors the ADM used to create the 2016-2017 school year budget was 1,990. Thus based on the School's projected ADM, the \$8 million will provide \$4,020 in local funding per pupil, an increase of 1.8%.

The County's health insurance premiums will increase 5.5% which increases the County's expenses by about \$36,000. The County's VRS rate is decreasing from 11.4% to 8.91%. This reduction will save about \$90,000.

I am recommending a 2% pay increase for all County employees effective December 1, 2016. That date is the same date as the General Assembly proposes to implement the 2% increase they

approved. This will cost the County \$72,000 for the seven months in FY17 that it is effective and will be an annual increase of \$123,429.

The regional jail continues to be a driving factor and will remain so for the foreseeable future. While improvement has been made at the jail in regard to revenues these have been largely offset by increased expenditures. New federal and state mandates have increased expenditures, while the age of the buildings and HVAC systems are to the point that maintenance costs are rising. Both of these factors are largely offsetting the increased revenues. On a positive note, the Jail Board Chairman and Jail Superintendent met with the Commonwealth of Virginia Correctional Service Committee and requested the Committee increase the rated capacity of the Jail from 181 to 274 beds. The Committee approved the capacity increase and is recommending the State Compensation Board approve adding additional state funded positions to the jail's staffing. This will not provide any additional state funds for FY17 but if approved would be very helpful in ensuring additional positions and funds are provided in FY18. Based on staffing ratios this could equate to an additional 30-40 positions and increase state funding by \$1-\$1.2 million of which Prince Edward's portion would be \$300k - \$400k.

The state and local economies are improving but at a very slow rate. The unemployment rate for Prince Edward County at the end of January 2016 was 6.0% as compared to 7.1% in January 2015. Construction appears to be slowly increasing with 18 building permits issued for single family dwellings from November 2015-February 2016 as compared to 10 for the same period a year ago. The Commissioner of Revenue informed me she mailed 586 more personal property tax application forms this year than last. This is an indication the County will see an increase in personal property tax collections in FY17.

Because of the improving economy and increasing revenue collection in the current FY I am recommending General property tax collections be increased by \$127,889 and when added to the increase from the tax rate increase I am recommending General Property tax revenues be increased by \$420,448 in FY17.

There are a number of outside factors that may still impact the FY17 budget. Final decisions and implementing instructions regarding the Commonwealth's budget have not been received. Thus, there is still uncertainty regarding the final disposition of State and Federal funding at the local level, but we must proceed with the information we have at hand. I have attempted to budget in a conservative manner. Positive news on any of the factors mentioned earlier will either decrease costs or increase revenues to the County.

Conclusion

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 requested a breakdown on the Cannery, regarding revenue and expenses.

Supervisor Jones asked if Buckingham County is still a major customer for the Prince Edward County Landfill; Mr. Bartlett stated they are as this is their least expensive option at this time.

Supervisor Gray left the meeting at this time.

Following some discussion, the Finance Committee scheduled a meeting for Monday, March 28, 2016 at 5:15 p.m., to be held in the County Administrator's Office.

In Re: Closed Session

Supervisor Jones made a motion, seconded by Supervisor Wilck, that the Board convene in Closed Session for discussion of public safety communications plans related to the safety and security of the Prince Edward County Sheriff's Department, pursuant to the exemptions provided for in Section 2.2-3711(A)(19) of the *Code of Virginia*; the motion carried:

Aye:	Pattie Cooper-Jones Robert M. Jones Odessa H. Pride Howard F. Simpson C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck	Nay: None
Absent:	Calvin L. Gray	

The Board returned to regular session by motion of Supervisor Jones, seconded by Supervisor Timmons, and adopted as follows:

Aye:	Pattie Cooper-Jones Robert M. Jones Odessa H. Pride Howard F. Simpson C. Robert Timmons, Jr. Jerry R. Townsend Jim R. Wilck	Nay: None
Absent:	Calvin L. Gray	

On motion of Supervisor Jones and seconded by Supervisor Timmons and carried by the following roll call vote:

Aye: Pattie Cooper-Jones
Robert M. Jones
Odessa H. Pride
Howard F. Simpson
C. Robert Timmons, Jr.
Jerry R. Townsend
Jim R. Wilck
Absent: Calvin L. Gray
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 Timmons made a motion to approve the project and appropriate the required funding, to authorize the request for the new public safety frequency through the FCC; to authorize the County Administrator and/or the Board Chairman to execute all necessary documents with the Commonwealth of Virginia and the Federal Communications Commission to complete the project; the motion carried:

Aye: Pattie Cooper-Jones
Robert M. Jones
Odessa H. Pride
Howard F. Simpson
C. Robert Timmons, Jr.
Jerry R. Townsend
Jim R. Wilck
Absent: Calvin L. Gray
Nay: None

On motion of Supervisor Wilck, seconded by Supervisor Townsend, and adopted by the following vote:

Aye: Pattie Cooper-Jones
Robert M. Jones
Odessa H. Pride
Howard F. Simpson
C. Robert Timmons, Jr.
Jerry R. Townsend
Jim R. Wilck
Absent: Calvin L. Gray
Nay: None

the meeting was recessed at 6:36 p.m. until Tuesday, March 29, 2016 at 2:00 p.m. in the Board of Supervisors Room.

DRAFT

March 29, 2016

At the special meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 29th day of March, 2016, at 2:00 p.m., there were present:

Pattie Cooper-Jones

Calvin L. Gray

Robert M. Jones

Odessa H. Pride

Howard F. Simpson

C. Robert Timmons, Jr.

Jerry R. Townsend

Jim R. Wilck

Also present: Wade Bartlett, County Administrator; and Sarah Elam Puckett, Assistant County Administrator.

Chairman Simpson called the reconvened meeting to order for the purpose of a budget work session.

In Re: FY 17 Donation Requests

Chairman Simpson led a review of the donation requests:

AGENCY / ORGANIZATION	REQUESTED
STEPS	25,000
STEPS – Community Action Program	14,488
Legal Aid	
Virginia Legal Aid	1,560
Longwood Small Business	15,000
PEFYA	24,000
Habitat for Humanity	5,000
Madeline’s House	6,000
Downtown Farmville	10,000
Farmville Prince Edward Community Library	212,833
Heart of Virginia Festival	2,850
Moton Museum	20,000
Piedmont Soil & Water Conservation District	6,840 Operations 5,000 Dam Maint.
Meals on Wheels	5,000

Piedmont Area Transit	10,000
Special Olympics	1,000
Piedmont Senior Resources	6,000
Heart of Virginia Free Clinic	25,000
Longwood Visual Arts	2,494
Virso Recreation & Community Center	25,000
Pamplin Community Center	250
Carl U. Eggleston Foundation	5,000
YMCA	\$20,000 Summer Prgm \$25,000 Co Prgm \$0.00 Summer Camp
Crossroads Community Services	60,000
Farmville Chamber of Commerce	5,000
Prince Edward County After-Prom	950
Fuqua After-Prom	475
Tri-County Life Learners	3,325
Jolly Glee Senior Citizens	2,000
FACES	5,000
Commonwealth Regional Council	17,000
SVCC	5,954
Heart of Virginia Fireworks	2,000
Virginia's Retreat	4,500

In Re: Appointment of Deputy Animal Control Officer

Mr. Bartlett stated Kathryn Anne Johnson has been hired as the Deputy Animal Control Officer for Prince Edward County, effective April 1, 2016; he reviewed her qualifications for the position.

Supervisor Jones made a motion, seconded by Supervisor Wilck, to appoint Kathryn Anne Johnson as Deputy Animal Control Officer; the motion carried:

Aye:	Pattie Cooper-Jones	Nay:	None
	Calvin L. Gray		
	Robert M. Jones		
	Odessa H. Pride		
	Howard F. Simpson		
	C. Robert Timmons, Jr.		
	Jerry R. Townsend		
	Jim R. Wilck		

In Re: Security Consulting

Mr. Bartlett stated that during a meeting of the Circuit Court Judges, Sheriff, Commonwealth Attorney, Director of the Health Department and County Administrator, it was recommended a consultant be hired to perform a security assessment of the Courthouse facility. It is envisioned an assessment conducted by a professional security firm will ensure all aspects of security are included in any future project and that such a review will ensure taxpayer funds are spent in the most cost effective manner possible.

During the March 8, 2016 meeting of the Prince Edward County Board of Supervisors, the Board was requested to allow the County Administrator to enter into an agreement with Major Security Consulting & Design, LLC to perform security consultation and assessment services for the Prince Edward County Courthouse facility. The Board requested to see a written proposal before making a decision on this topic. Major Security Consulting & Design, LLC provided a proposal to perform security consultation and assessment services for the Prince Edward County Courthouse facility and the Board was provided a copy of this proposal which will cost \$5,500 and would be paid from the existing budget contained in the Capital Projects budget line.

Mr. Bartlett stated that once the assessment is completed, the report will be reviewed and proposals will be submitted to the Security Committee of the Board of Supervisors.

Supervisor Timmons questioned the citizens' usability of the Courthouse building; citizen access must be reasonable. Discussion followed regarding the number of entrances, officers needed for meetings and security checks, access for people with disabilities, and parking, among others.

Supervisor Townsend made a motion, seconded by Supervisor Wilck, to authorize the County Administrator to sign the proposal and enter into an agreement with Major Security Consulting & Design, LLC, to conduct security consultation and assessment services for the Prince Edward Courthouse facility; the motion carried:

Aye:	Pattie Cooper-Jones	Nay: None
	Calvin L. Gray	
	Robert M. Jones	
	Odessa H. Pride	
	Howard F. Simpson	
	C. Robert Timmons, Jr.	
	Jerry R. Townsend	
	Jim R. Wilck	

Mr. Bartlett then advised the Board all materials for the roofing project will be delivered in one to two weeks. He added a response has been received from Ms. St. Clair and the information will be distributed.

Supervisor Timmons commented that in going through the requests from private organizations, the County appears to be asking citizens to help pay for these organizations. He stated the County should be supporting only health, safety and education for the citizens, and that these donations come from taxpayer funds.

Supervisor Cooper-Jones stated the Board was making contributions to the organizations when she was first elected to the Board. She added that some time ago, the County was a truly [financially] depressed area due to the closing of the schools, and the County sought a way to contribute. She stated the older citizens will never catch up and cannot provide all the things other, more fortunate people can; the children today are not performing as well as they could as their grandparents can't read or do math, and cannot teach the children and grandchildren. There is still a lot of oppression still in this county whether we want to face it or not.

Supervisor Timmons asked if the Board chooses to spend the funding on something to feel good. Supervisor Cooper-Jones stated it is less to do with "feeling good" and more to do with need. Discussion followed.

Chairman Simpson stated these donations have been made for 24 years and citizens haven't come in to say the Board should stop. These organizations help people. The library and YMCA help everyone, as does the Soil and Water Conservation District. He said there has never been a complaint.

Discussion followed regarding a checklist or criteria as to what types of organizations the Board should support.

Supervisor Townsend stated that as elected officials, the constituents elected the members to represent them and be their voice. He said the Board just went through a strategic planning retreat and said "We want to move the County forward," and set measurable goals. He said if they provide donations, it will cost but the Board must do what is morally right and that is to support the citizens. He said that may

not have criteria, we just have to do it because it's the right thing to do. Supervisor Townsend then said that sometimes cuts must be made, but those should be across-the-board.

Supervisor Pride stated the people are taxpaying citizens. Some organizations that support the citizens help people that aren't able to pay their taxes. These groups are advocates that come on others' behalf. Some organizations should meet certain criteria. She then asked why Mr. Bartlett recommended no funding for the Carl Eggleston Foundation.

Mr. Bartlett replied the Board voted several years ago to deny any new requests due to budgetary challenges.

Supervisor Cooper-Jones stated the Board did wish to deny new requests but provided funding to the Virso Recreation Center anyway, which is a specific community. Mr. Eggleston's organization serves the entire County.

Supervisor Wilck added the Town of Farmville did away with the entire donation request process.

Supervisor Townsend stated the PEFYA receives \$24,000 consistently each year from the County and this is for the Town. There are three districts within the Town; from a recreation perspective, that equals \$8,000 allocated for each Farmville district. In that event, there should be \$8,000 for each of the other districts. The youth in his district do not have transportation to get to PEFYA or the YMCA; children must be provided for in the rural areas as well, and it must be equitable.

Discussion followed.

Supervisor Timmons stated the question is to determine the core function of government, not just with these donations but for all that the Board does. In staying with the guideline, he questioned the Board's charge.

Supervisor Gray stated if these organizations are meeting needs that the County cannot meet in helping the citizens, they do ensure the citizens' needs are being met.

Mr. Bartlett stated Board members have begun a process to look at long term goals. He said that after the budget process, the Board can discuss and decide the long term goals of the County. To assist in this endeavor, staff can pull together other studies or policies from other communities of what they consider the core function of the government. Mr. Bartlett stated that years ago the County decided it

would be better to partner with outside organizations for recreation; now the County has access to recreation through PEFYA, the YMCA, and others. This decision has saved the County millions of dollars. Discussion followed.

In Re: Presentation of Fire / EMS Budget Requests

Mr. Dallas Tinsley, Chief of the Darlington Heights Volunteer Fire Department and Prince Edward Firefighters Association spokesman, reported an increase in fire calls and rescue calls over the past year. He then reviewed the billing program used to recover the costs of responding to motor vehicle accidents.

Chief Tinsley stated the Firefighters' Association is not asking for an increase but for level funding. He thanked the Board for its continued support. Discussion followed regarding meeting to review equipment costs.

Farmville Volunteer Fire Department Chief Andrew Goss reviewed the Department calls and programs available to the citizens. He thanked the Board for its support.

Hampden-Sydney Volunteer Fire Department Chief Ralph Crawley reported they have received their license for EMS, and requested support from the Board for the Hampden-Sydney EMS.

Mr. Bill Hogan, President of the Prince Edward Volunteer Rescue Squad, stated his appreciation for the support from the Board over the years, adding the Rescue Squad provides mutual aid into other counties. Mr. Hogan stated the Rescue Squad provides mutual aid for various other areas. He stated things are changing and asked that the Board work with the Rescue Squad to avoid the citizens of Prince Edward County and the Town of Farmville from having to pay for it in its entirety; he requested the Board work with the Rescue Squad to find a way and means to fund a director for the Rescue Squad to run the day to day operations of the squad. He stated Nancy Haga is retiring after 30 years of service to the Rescue Squad; he, himself, served nearly 45 years; and Brian Butler has worked with the Rescue Squad over 25 years. All of them will be retiring in the near future.

Supervisor Gray expressed his appreciation for the proposal and the time taken to ensure the Rescue Squad will continue.

Supervisor Timmons suggested forming a committee to work with Mr. Hogan and the Rescue Squad; Chairman Simpson stated that after some consideration and the eagerness of the Board members to participate, the Board would function as a Committee of the Whole for this project.

Pamplin Volunteer Fire Department & EMS Chief Dalton Elder thanked the Board for its support; he added they are attempting to get a paid crew back up. He stated DRT, a private transport service, took over mutual aid calls.

Fire / EMS Budget Requests:

Prince Edward Firefighters Association	8,000
Farmville Volunteer Fire Department	74,800
Rice Volunteer Fire Department	74,800
Prospect Volunteer Fire Department	74,800
Hampden-Sydney Volunteer Fire Department	74,800
Darlington Heights Volunteer Fire Department	74,800
Meherrin Volunteer Fire Department	74,800
Pamplin Volunteer Fire Department	74,800
Prince Edward Rescue Squad	66,000
Meherrin Rescue Squad	13,000
Pamplin Volunteer EMS	5,000
Hampden-Sydney 1 st Responder	7,000
Chesterfield County Med-Flight	3,000

On motion of Supervisor Jones, seconded by Supervisor Gray, and adopted by the following vote:

Aye:	Pattie Cooper-Jones	Nay: None
	Calvin L. Gray	
	Robert M. Jones	
	Odessa H. Pride	
	Howard F. Simpson	
	C. Robert Timmons, Jr.	
	Jerry R. Townsend	
Absent:	Jim R. Wilck	

the meeting was recessed at 5:45 p.m. until Tuesday, April 5, 2016 at 5:30 p.m. in the Board of Supervisors Room.



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

Meeting Date: April 12, 2016
Item No.: 6-c
Department: County Administration
Staff Contact: Barbara Poulston
Issue: Review of Accounts & Claims

Summary: The February bill list is attached for the Board's reviews.

Attachments: March 2016 Bill List

Recommendation:

Motion _____	Cooper-Jones _____	Pride _____	Townsend _____
Second _____	Gray _____	Simpson _____	Wilck _____
	Jones _____	Timmons _____	

3/31/2016

FROM DATE- 3/01/2016
TO DATE- 3/31/2016

ACCOUNTS PAYABLE CHECKS
PRINCE EDWARD

PAGE 1

FUND NO.	DESCRIPTION	\$\$\$ PAY \$\$\$
100	GENERAL FUND	\$875,958.01
105	FORFEITED ASSETS FUND	\$3,899.00
501	WATER FUND	\$63,247.31
502	SEWER FUND	\$23,615.28
732	RETIREMENT BENEFIT FUND	\$1,129.00
741	PIEDMONT COURT SERVICES FUND	\$17,475.79
	TOTAL	985,324.39

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
011010	BOARD OF SUPERVISORS				
3160	28732	Professional Services ST. CLAIR A. TYLER	FEB 28 2016	RETREAT FACILITATOR	ACCOUNT TOTAL 5,524.20 5,524.20 *
3600	15240	Advertising FARMVILLE NEWSMEDIA	CO ADM 316	ADVERTISING	448.44
	15241	FARMVILLE HERALD	CO ADMR 316	ADVERTISING	897.42
	27497	RICHMOND TIMES DISPATCH	3020045 316	ADVERTISING	618.20
5510	25738	Travel-Mileage PRIDE ODESSA H	JAN-MAR 2016	MILEAGE	ACCOUNT TOTAL 1,964.06 *
5530	11894	Travel-Subsistence & Lodg BUSINESS CARD	3722 PUCKETT316	MEALS	305.10 305.10 *
	11894	BUSINESS CARD	3722 PUCKETT316	LODGING (ST CLAIR)	334.60
	22065	MACADO'S OF FARMVILLE	FEB 8 2016 BOS	MEALS	117.92 94.00
012110	COUNTY ADMINISTRATOR				ACCOUNT TOTAL 546.52 *
2700	31421	Worker's Compensation VACORP	10768 WKCOMP4/4	WORKERS COMPENSATION	MAJOR TOTAL 8,339.88 **
5210	11894	Postal Services BUSINESS CARD	3722 PUCKETT316	POSTAGE	ACCOUNT TOTAL 60.43 60.43 *
5230	30440	Telecommunications US CELLULAR	816442183 316	PHONE	ACCOUNT TOTAL 6.25 6.25 *
6001	11894	Office Supplies BUSINESS CARD	3722 PUCKETT316	OFFICE SUPPLIES	ACCOUNT TOTAL 138.49 138.49 *
	13369	DIAMOND SPRINGS WATER INC	11393100 316	EQUIPMENT RENTAL	96.50
	13369	DIAMOND SPRINGS WATER INC	11393100 316A	WATER & EQUIP RENTAL	8.95
	15380	FARMVILLE PRINTING	CO ADMR 316	BUSINESS CARDS	22.85
	15380	FARMVILLE PRINTING	CO ADMR 316	LANDFILL TICKETS	234.00
	20600	KEY OFFICE SUPPLY	478749	BINDERS	581.00
	20600	KEY OFFICE SUPPLY	478749 CR	CREDIT	42.45
	20600	KEY OFFICE SUPPLY	479219	BINDERS/LABELS/PAPER	1.70-
	20600	KEY OFFICE SUPPLY	479896	INK CARTRIDGES	111.18
	20600	KEY OFFICE SUPPLY	479897	FILE/TABS/RIBBON	219.36
	20600	KEY OFFICE SUPPLY	479932	EASEL PADS	133.36
	20600	KEY OFFICE SUPPLY	480016	CARD STOCK PAPER	55.89
	20600	KEY OFFICE SUPPLY	480539	GREENBAR PAPER	33.50
	20600	KEY OFFICE SUPPLY	480540	HOLE PUNCH PAPER	347.70
	20600	KEY OFFICE SUPPLY	480541	COPY PAPER	167.67
	24076	OFFICE DEPOT	825878099001	TIME CLOCK/CARDS	239.60
	32138	WALMART COMMUNITY/RFCSELLC	63	OFFICE SUPPLIES	524.93 35.55

AP375H
3/31/2016
FUND # - 100 GENERAL FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 3/01/2016 -- 3/31/2016

AFTER CHECKS
PAGE 2

MAJOR# ACCT#	VENDOR NUMBER NAME	INV#	DESCRIPTION	AMOUNT
6012	32138 WALMART COMMUNITY/RFCSLLC	9085	OFFICE SUPPLIES	32.37
	15241 Books and Subscriptions	CO ADMR 316A	SUBSCRIPTION	2,885.16 *
	FARMVILLE HERALD			38.00
012210	LEGAL SERVICES			38.00 *
	31421 Worker's Compensation	10768 WKCOMP4/4	WORKERS COMPENSATION	3,128.33 **
2700	VACORP			7.03
3150	30380 Legal Services	26407	RESEARCH CD	7.03 *
	UNIVERSITY OF VIRGINIA			155.00
012240	INDEPENDENT AUDITOR			155.00 *
3120	27715 Accountings & Auditing Se	51372	AUDIT	162.03 **
	ROBINSON FARMER COX ASSOC			33,500.00
012310	COMMISSIONER OF REVENUE			33,500.00 *
2700	31421 Worker's Compensation	10768 WKCOMP4/4	WORKERS COMPENSATION	33,500.00 **
3600	15240 Advertising	COMR REV 316	ADVERTISING	31.97
	FARMVILLE NEWSMEDIA			31.97 *
5230	13325 Telecommunications	T296294	ONLINE SERVICE	123.00
	TREASURER OF VIRGINIA			123.00 *
6001	20600 Office Supplies	478562	CANON CARTRIDGE	76.86
	KEY OFFICE SUPPLY	479012	TAPE	76.86 *
	KEY OFFICE SUPPLY	479079	RUBBERBANDS	99.99
	KEY OFFICE SUPPLY	480507	BINDERS	3.17
	KEY OFFICE SUPPLY	480538	INK CARTRIDGES	6.36
6012	23162 Books & Subscriptions	2411181	CLASSIC CAR GUIDE	29.97
	NADA GUIDES			771.70
012410	TREASURER			911.19 *
2700	31421 Worker's Compensation	10768 WKCOMP4/4	WORKERS COMPENSATION	25.00
	VACORP			25.00 *
				1,168.02 **
			ACCOUNT TOTAL	33.50
			ACCOUNT TOTAL	33.50 *

AP375H
3/31/2016
FUND # - 100 GENERAL FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 3/01/2016 -- 3/31/2016

AFTER CHECKS
PAGE 3

MAJOR# ACCT# 3170	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
	14691	Land Sale Expense ELLIOTT JAMES W ATTY	MARCH 4 2016	BOND FEE	800.00 *
				ACCOUNT TOTAL	800.00 *
3320	12762	Maintenance Service Contr COMPUTERPLUS SALES/SERVIC	MC0000182172	PRINTER MAINT CNTRCT	602.55 *
				ACCOUNT TOTAL	602.55 *
3600	15240	Advertising FARMVILLE NEWSMEDIA	TREAS 316	ADVERTISING	960.94 *
				ACCOUNT TOTAL	960.94 *
5210	17379	Postal Services HASLER TOTALFUNDS BY	4329 TREAS 316	POSTAGE	3,000.00
				ACCOUNT TOTAL	3,000.00 *
5230	11250 13325	Telecommunications BENCHMARK COMMUNITY BANK TREASURER OF VIRGINIA	7596 TREAS 316 T296294	PAYFLOW/PAYPAL ONLINE SERVICE	4.60 76.86 81.46 *
				ACCOUNT TOTAL	1,592.55
5410	22079	Lease/Rent Equipment MAIL FINANCE	H5803216	POSTAGE MACHINE LEAS	1,592.55 *
				ACCOUNT TOTAL	1,592.55 *
5540	29395 30378 30378 30378 30378 30378	Travel-Convention & Educa TREASURERS ASSOC OF VA UNIVERSITY OF VIRGINIA UNIVERSITY OF VIRGINIA UNIVERSITY OF VIRGINIA UNIVERSITY OF VIRGINIA UNIVERSITY OF VIRGINIA	NUNNALLY 316 27324 27326 27327 27328 27352	ANNUAL CONFERENCE SPRING DISTRICT MTG TRAINING SPRING DISTRICT MTG SPRING DISTRICT MTG TRAINING	225.00 80.00 185.00 80.00 80.00 185.00 835.00 *
				ACCOUNT TOTAL	835.00 *
6001	20600 20600 20600 20600 20600 20600 22058 22058	Office Supplies KEY OFFICE SUPPLY KEY OFFICE SUPPLY KEY OFFICE SUPPLY KEY OFFICE SUPPLY KEY OFFICE SUPPLY M&W PRINTERS INC M&W PRINTERS INC	478681 478682 480030 480374 480387 480500 481482 100514 100515	COPY PAPER GREENBAR PAPER STAPLER/POST-ITS/AIR LASER CARTRIDGE LETTER PAPER COPY PAPER TAPE/COUNTERFEIT DET POSTAGE-DELIHQ RE POSTAGE-DELIHQ PP	73.98 230.36 52.95 82.99 7.55 73.98 14.37 320.89 1,318.80 2,175.87 *
				ACCOUNT TOTAL	35.00
6014	28866	Other Operating Supplies STEPS, INC	11689	SHREDDING SERVICE	35.00 *
				ACCOUNT TOTAL	35.00 *
				MAJOR TOTAL	10,116.87 **
012510		INFORMATION TECHNOLOGY			
3160	11902 11902 11902	Professional Services BUSINESS DATA OF VA, INC. BUSINESS DATA OF VA, INC. BUSINESS DATA OF VA, INC.	1381 2016 1389 2016 1390 2016	TRAVEL EXPENSE TRAVEL EXPENSE TRAVEL EXPENSE	125.00 125.00 125.00

AP375H
3/31/2016
FUND # - 100 GENERAL FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 3/01/2016 -- 3/31/2016

AFTER CHECKS
PAGE 4

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
3161	28330	Webpage Services SITEVISION INC	1396 2016	TRAVEL EXPENSE	125.00
			1397 2016	TRAVEL EXPENSE	125.00
			1399 2016	TRAVEL EXPENSE	125.00
			1400 2016	TRAVEL EXPENSE	125.00
			1402 2016	TRAVEL EXPENSE	125.00
				ACCOUNT TOTAL	1,000.00 *
3320	28330	Webpage Services SITEVISION INC	17046	WEBHOSTING-2ND QTR	179.85
				ACCOUNT TOTAL	179.85 *
013100	12762	Maintenance Service COMPUTERPLUS SALES/SERVIC	MC0000182173	PRINTR MAINT CONTRACT	79.00
				ACCOUNT TOTAL	79.00 *
				MAJOR TOTAL	1,258.85 **
013100	ELECTORAL BOARD AND OFFICIALS				
3161	10119	Election Official ACAMPORA GAIL	ELECTION 316	OFFICIAL	90.00
	10148	ADAMS PATRICIA	ELECTION 316	OFFICIAL	90.00
	11034	BAILEY EDWARD L	ELECTION 316	OFFICIAL	90.00
	11044	BAILEY KAREL K	ELECTION 316	OFFICIAL	90.00
	11171	BARNES BARBARA	ELECTION 316	OFFICIAL	100.00
	11171	BARNES BARBARA	ELECTION 316	TRAINING	25.00
	11186	BARNES ROBERT L	ELECTION 316	OFFICIAL	90.00
	11186	BARNES ROBERT L	ELECTION 316	TRAINING	25.00
	11198	BASKIN BETTY	ELECTION 316	OFFICIAL	90.00
	11199	BAYLIS MARY L	ELECTION 316	OFFICIAL	90.00
	11199	BAYLIS MARY L	ELECTION 316	TRAINING	25.00
	11648	BROWN WENDELL	ELECTION 316	OFFICIAL	90.00
	12068	CALHOUN ELIZABETH	ELECTION 316	OFFICIAL	90.00
	12197	CARSON LUCY	ELECTION 316	OFFICIAL	90.00
	12361	CHACONAS DEBORAH	OFFICIAL 316	OFFICIAL	90.00
	12616	COLES-BARKSDALE DOROTHY	ELECTION 316	OFFICIAL	90.00
	12894	CRAWLEY RALPH A	ELECTION 316	OFFICIAL	90.00
	12894	CRAWLEY RALPH A	ELECTION 316	TRAINING	25.00
	13766	DOVE RACHAEL E	ELECTION 316	OFFICIAL	90.00
	14324	EAST LYNN H	ELECTION 316	TRAINING	25.00
	14365	EDMENDSON SARAH	ELECTION 316	OFFICIAL	100.00
	14365	EDMENDSON SARAH	ELECTION 316	TRAINING	25.00
	14739	EMERT PEGGY	ELECTION 316	OFFICIAL	25.00
	14990	EANES VINCENT	ELECTION 316	OFFICIAL	90.00
	15070	FARMER DEAN JR	ELECTION 316	OFFICIAL	90.00
	15574	FAWCETT NANCY D	ELECTION 316	SET UP POLLS	50.00
	15574	FAWCETT NANCY D	ELECTION 316	OFFICIAL	100.00
	15590	FERNANDEZ MARIA	ELECTION 316	TRAINING	25.00
	15870	FORD MOSES	ELECTION 316	OFFICIAL	90.00
	15925	FOWLKES JEAN G	ELECTION 316	OFFICIAL	90.00
	16228	GLADDEN YOLANDA	ELECTION 316	OFFICIAL	90.00
	16228	GLADDEN YOLANDA	ELECTION 316	TRAINING	115.00
					25.00

AP375H
3/31/2016
FUND # - 100 GENERAL FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 3/01/2016 -- 3/31/2016

AFTER CHECKS
PAGE 5

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
	16228	GLADDEN YOLANDA	ELECTION 316	PHONE	10.00
	16228	GLADDEN YOLANDA	ELECTION 316	MILEAGE	5.00
	17062	HALLADAY JENNIFER J	ELECTION 316	OFFICIAL	90.00
	17677	HILL FRED	ELECTION 316	OFFICIAL	90.00
	17693	HINES JANE NEWMAN	ELECTION 316	OFFICIAL	115.00
	17746	HOLLINGSWORTH ESTHER W	ELECTION 316	TRAINING	25.00
	17746	HOLLINGSWORTH ESTHER W	ELECTION 316	PHONE	10.00
	17746	HOLLINGSWORTH ESTHER W	ELECTION 316	BALLOTS	20.00
	17746	HOLLINGSWORTH ESTHER W	ELECTION 316	MILEAGE	5.00
	17876	HULSIZER BRIAN N	ELECTION 316	OFFICIAL	115.00
	17876	HULSIZER BRIAN N	ELECTION 316	TRAINING	25.00
	17876	HULSIZER BRIAN N	ELECTION 316	PHONE	10.00
	17876	HULSIZER BRIAN N	ELECTION 316	BALLOTS	20.00
	17876	HULSIZER BRIAN N	ELECTION 316	MILEAGE	5.00
	19232	JAMIESON JOHN	ELECTION 316	OFFICIAL	90.00
	19250	JASPER FRANCES D	ELECTION 316	OFFICIAL	115.00
	19250	JASPER FRANCES D	ELECTION 316	TRAINING	25.00
	19250	JASPER FRANCES D	ELECTION 316	PHONE	10.00
	19250	JASPER FRANCES D	ELECTION 316	BALLOTS	20.00
	19250	JASPER FRANCES D	ELECTION 316	MILEAGE	15.00
	19768	JONES BARBARA	ELECTION 316	OFFICIAL	90.00
	20207	KELLUM DONALD B JR	ELECTION 316	OFFICIAL	90.00
	20279	KELSEY PEGGY	ELECTION 316	OFFICIAL	90.00
	20911	KING JANET	ELECTION 316	OFFICIAL	90.00
	21001	KOETHER CINDY H	ELECTION 316	OFFICIAL	115.00
	21001	KOETHER CINDY H	ELECTION 316	TRAINING	25.00
	21001	KOETHER CINDY H	ELECTION 316	PHONE	10.00
	21001	KOETHER CINDY H	ELECTION 316	BALLOTS	20.00
	21001	KOETHER CINDY H	ELECTION 316	MILEAGE	5.00
	21632	LEE JAMES JUNIOR	ELECTION 316	OFFICIAL	90.00
	21664	LEE JEAN W	ELECTION 316	OFFICIAL	115.00
	21664	LEE JEAN W	ELECTION 316	TRAINING	25.00
	21664	LEE JEAN W	ELECTION 316	PHONE	10.00
	21664	LEE JEAN W	ELECTION 316	BALLOTS	20.00
	21664	LEE JEAN W	ELECTION 316	MILEAGE	15.00
	22127	MARCELLIN IDA M	ELECTION 316	OFFICIAL	90.00
	22253	MCBRIDE APRIL	ELECTION 316	OFFICIAL	90.00
	22274	MCELHENIE LORA P	ELECTION 316	OFFICIAL	115.00
	22274	MCELHENIE LORA P	ELECTION 316	TRAINING	25.00
	22274	MCELHENIE LORA P	ELECTION 316	PHONE	10.00
	22274	MCELHENIE LORA P	ELECTION 316	BALLOTS	20.00
	22274	MCELHENIE LORA P	ELECTION 316	MILEAGE	15.00
	22344	MEDLIN LINDA	ELECTION 316	OFFICIAL	90.00
	22396	MESSERSCHMIDT NADINE	ELECTION 316	OFFICIAL	90.00
	22691	MORGAN TOLA	ELECTION 316	OFFICIAL	115.00
	22691	MORGAN TOLA	ELECTION 316	TRAINING	25.00
	22691	MORGAN TOLA	ELECTION 316	PHONE	10.00
	22691	MORGAN TOLA	ELECTION 316	BALLOTS	20.00

AP375H
3/31/2016
FUND # - 100

GENERAL FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 3/01/2016 -- 3/31/2016

AFTER CHECKS
PAGE 6

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
	22691	MORGAN TOLA	ELECTION 316	MILEAGE	10.00
	25047	PAIGE WHITFIELD MORMAN	ELECTION 316	OFFICIAL	90.00
	25348	PHAUP NANCY	ELECTION 316	OFFICIAL	100.00
	25348	PHAUP NANCY	ELECTION 316	TRAINING	25.00
	27131	RANDOLPH REBECCA L	ELECTION 316	OFFICIAL	100.00
	27131	RANDOLPH REBECCA L	ELECTION 316	TRAINING	25.00
	27160	REED MARY G	ELECTION 316	OFFICIAL	90.00
	27660	ROBERTSON ROSALIE B	ELECTION 316	OFFICIAL	100.00
	27660	ROBERTSON ROSALIE B	ELECTION 316	TRAINING	25.00
	28310	SHELTON HENRY O	ELECTION 316	OFFICIAL	90.00
	28339	SHEPPERSON BERTHA E	ELECTION 316	OFFICIAL	100.00
	28339	SHEPPERSON BERTHA E	ELECTION 316	TRAINING	25.00
	28434	SOMERS CLAUDIA	ELECTION 316	OFFICIAL	115.00
	28434	SOMERS CLAUDIA	ELECTION 316	TRAINING	25.00
	28434	SOMERS CLAUDIA	ELECTION 316	PHONE	10.00
	28434	SOMERS CLAUDIA	ELECTION 316	BALLOTS	20.00
	28435	SIMMS J SCOTT	ELECTION 316	MILEAGE	10.00
	28435	SIMMS J SCOTT	ELECTION 316	OFFICIAL	10.00
	28435	SIMMS J SCOTT	ELECTION 316	TRAINING	115.00
	28435	SIMMS J SCOTT	ELECTION 316	PHONE	25.00
	28435	SIMMS J SCOTT	ELECTION 316	BALLOTS	10.00
	28435	SIMMS J SCOTT	ELECTION 316	MILEAGE	20.00
	28439	SKAKUM LYNN	ELECTION 316	OFFICIAL	15.00
	28882	STOCKTON MARGARET	ELECTION 316	OFFICIAL	100.00
	28882	STOCKTON MARGARET	ELECTION 316	TRAINING	100.00
	29092	TAYLOR SHIRLEY L	ELECTION 316	OFFICIAL	25.00
	29283	TIMMONS LINDA	ELECTION 316	OFFICIAL	90.00
	29348	TOWNSEND CRYSTAL GLENN	ELECTION 316	OFFICIAL	90.00
	32153	WATSON CINDY	ELECTION 316	OFFICIAL	90.00
	32915	WRIGHT KASIE R	ELECTION 316	OFFICIAL	100.00
	32915	WRIGHT KASIE R	ELECTION 316	TRAINING	25.00
	32923	WRIGHT BRITTANY	ELECTION 316	OFFICIAL	90.00
	36140	ZEHNER LUCIE	ELECTION 316	OFFICIAL	115.00
	36140	ZEHNER LUCIE	ELECTION 316	TRAINING	25.00
	36140	ZEHNER LUCIE	ELECTION 316	PHONE	10.00
	36140	ZEHNER LUCIE	ELECTION 316	BALLOTS	20.00
	36140	ZEHNER LUCIE	ELECTION 316	MILEAGE	15.00
5210		Postal Services		ACCOUNT TOTAL	6,950.00 *
10173		AKERS-BOOKER GWENDOLYN	EXPENSES 316	POSTAGE	10.35
5420		Lease/Rental of Buildings		ACCOUNT TOTAL	10.35 *
13083		DARLINGTON HGT FIRE DEPT	ELECTION 316	RENT	200.00
14600		ELKS LODGE #269	ELECTION 316	RENT	200.00
15520		FARMVILLE VOL FIRE DEPT	ELECTION 316	RENT	200.00
17208		HAMPDEN-SYDNEY FIRE DEPT	ELECTION 316	RENT	200.00
22899		MT ZION SECOND BAPTIST CH	ELECTION 316	RENT	200.00
25920		PROSPECT VOL FIRE DEPT	ELECTION 316	RENT	200.00
27330		RICE VOL FIRE DEPT	ELECTION 316	RENT	200.00

AP375H
3/31/2016
FUND # - 100 GENERAL FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 3/01/2016 -- 3/31/2016

AFTER CHECKS
PAGE 7

MAJOR#	ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5510		28897	MT PLEASANT CHURCH	ELECTION 316	RENT	1,600.00 *
6001		10173	Mileage AKERS-BOOKER GWENDOLYN	MILEAGE 316	MILEAGE	108.43 108.43 *
		10173	Office Supplies AKERS-BOOKER GWENDOLYN	EXPENSES 316	TRAINING LETTERS	20.02
		20600	KEY OFFICE SUPPLY	478717	NOTEPADS/TAPE/HILITE	21.17
		20600	KEY OFFICE SUPPLY	478723	COPY PAPER	59.90
		20600	KEY OFFICE SUPPLY	478850	TONER	54.57
		20600	KEY OFFICE SUPPLY	479627	LABELS	5.68
		20600	KEY OFFICE SUPPLY	479681	LABELS	76.39
		20600	KEY OFFICE SUPPLY	479985	TAPE	8.99
		20600	KEY OFFICE SUPPLY	480157	PAPERCLIPS/ADD ROLLS	8.34
		20600	KEY OFFICE SUPPLY	480179	ENV/TABS/FOLDERS/PENS	65.04
		20600	KEY OFFICE SUPPLY	480180	COPY PAPER	29.95
013200			REGISTRAR		ACCOUNT TOTAL	350.05 *
					MAJOR TOTAL	9,018.83 **
2700		31421	Worker's Compensation VACORP	10768 WKCOMP4/4	WORKERS COMPENSATION	10.48
5210		30550	Postal Services U S POSTAL SERVICE	POSTAGE 316	POSTAGE	10.48 *
5510		32961	Travel-Mileage WRIGHT LYNETTE	MILEAGE 316	MILEAGE	539.00
		32961	WRIGHT LYNETTE	MILEAGE 316A	MILEAGE	539.00 *
5540		999999	Travel-Convention & Educa THE ELECTION CENTER	TRAINING-AUBIN TRAINING-WRIGHT	TRAINING TRAINING	30.24 47.52 77.76 *
6001		15241	Office Supplies FARMVILLE HERALD	REGISTRAR 316	SUBSCRIPTION	396.00
		32961	WRIGHT LYNETTE	EXPENSES 316	CLEAR HOLDERS/FRAMES	396.00
		32961	WRIGHT LYNETTE	REIMB 316	BUSINESS CARDS	792.00 *
021100			CIRCUIT COURT		ACCOUNT TOTAL	134.10 *
					MAJOR TOTAL	1,553.34 **
2700		31421	Worker's Compensation VACORP	10768 WKCOMP4/4	WORKERS COMPENSATION	5.36
					ACCOUNT TOTAL	5.36 *
					MAJOR TOTAL	5.36 **

AP375H
3/31/2016
FUND # - 100 GENERAL FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 3/01/2016 -- 3/31/2016

AFTER CHECKS
PAGE 8

MAJOR# ACCT# 021200	VENDOR NUMBER GENERAL DISTRICT COURT	VENDOR NAME GENERAL DISTRICT COURT	INV#	DESCRIPTION	AMOUNT
5230	30440	Telecommunications US CELLULAR	816442183 316	PHONE	24.21 * 24.21 *
6001	14795 22079 28866 28866	Office Supplies ESI OF VIRGINIA INC MAIL FINANCE STEPS, INC STEPS, INC	285069 N5806365 11616 11686	POSTAGE INK CARTRIDG EQUIPMENT LEASE SHREDDING SERVICE SHREDDING SERVICE	152.00 376.17 35.00 35.00 598.17 * 622.38 **
021300		SPECIAL MAGISTRATES			
6001	20600	Office Supplies KEY OFFICE SUPPLY	478667	INK CARTRIDGES	101.98 101.98 * 101.98 **
021600		CLERK OF THE CIRCUIT COURT			
2700	31421	Worker's Compensation VACORP	10768 WKCOMP4/4	WORKERS COMPENSATION	56.51 56.51 *
3310	20600	Repairs/Maintenance KEY OFFICE SUPPLY	479034	COPIER MAINT CNTRACT	406.00 406.00 *
5210	22079	Postal Services MAIL FINANCE	N5806364	POSTAGE MACHINE LEAS	407.13 407.13 *
5230	21319	Telecommunications CENTURYLINK	309863799 316	PHONE	48.59 48.59 *
6001	15380 20600 20600 20600 20600 20600	Office Supplies FARMVILLE PRINTING KEY OFFICE SUPPLY KEY OFFICE SUPPLY KEY OFFICE SUPPLY KEY OFFICE SUPPLY KEY OFFICE SUPPLY	CLERK 316 479062 479874 479943 479944 479945	APPOINTMENT CARDS LASER CARTRIDGES ELECTRIC STAPLER COPY PAPER ENVELOPES ENVELOPES	40.00 279.98 98.39 147.96 15.09 35.80 617.22 * 1,535.45 **
021800		LAW LIBRARY			
5230	10105 21319	Telecommunications AT&T CENTURYLINK	0542720100 316 309478607 316	PHONE PHONE	42.84 40.85 83.69 *

AP375H
3/31/2016
FUND # - 100 GENERAL FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 3/01/2016 -- 3/31/2016

AFTER CHECKS
PAGE 9

MAJOR#	ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
	6012	21761	Books and Subscriptions	3090468917	MONTHLY SUBSCRIPTION	268.00
		22210	RELX INC DBA LEXISNEXIS	80898939	JURY INSTR CIVIL R16	328.31
			MATTHEW BENDER & CO INC			596.31 *
					ACCOUNT TOTAL	680.00 **
					MAJOR TOTAL	
022100			COMMONWEALTH'S ATTORNEY			
2700		31421	Worker's Compensation	10768 WKCOMP4/4	WORKERS COMPENSATION	73.19
			VACORP			73.19 *
5210		25483	Postal Services	1679555 FB16	EQUIPMENT LEASE	153.00
			PITNEY BOWES			153.00 *
5230		13325	Telecommunications	T296721	IPAD SERVICE	131.22
			TREASURER OF VIRGINIA			131.22 *
5510		17334	Travel-Mileage	EXPENSES 316	TOLLS	16.50
			HANNAH WENDY	EXPENSES 316	TOLLS	3.30
			HANNAH WENDY			19.80 *
5530		17334	Travel-Subsistence & Lodg	EXPENSES 316	MEALS	68.05
			HANNAH WENDY	EXPENSES 316	MEALS	35.42
			HANNAH WENDY			103.47 *
5899		28866	Miscellaneous	11687	SHREDDING SERVICE	35.00
			STEPS, INC			35.00 *
6001		15380	Office Supplies	CO ADMR 316	BUSINESS CARDS	98.00
			FARMVILLE PRINTING	478517	SIGNATURE STAMPS	29.00
		20600	KEY OFFICE SUPPLY	478685	INK CARTRIDGE/ENV	259.16
			KEY OFFICE SUPPLY	480183	FOLDERS/LABELS/INK	359.27
			KEY OFFICE SUPPLY	481437	FOLDERS/MESSAGE BKS	151.68
			KEY OFFICE SUPPLY			897.11 *
6030		11902	Non-Capital Equipment	1387 2016	PROJECTOR/BATTRYBKUP	984.80
			BUSINESS DATA OF VA, INC.			984.80 *
					ACCOUNT TOTAL	2,397.59 **
					MAJOR TOTAL	
022200			VICTIM WITNESS ASSISTANCE PROGRAM			
2700		31421	Workmen's Compensation	10768 WKCOMP4/4	WORKERS COMPENSATION	7.98
			VACORP			7.98 *
6001		20600	Office Supplies	479539	CART	66.89
			KEY OFFICE SUPPLY			66.89 *
					ACCOUNT TOTAL	74.87 **
					MAJOR TOTAL	

AP375H
3/31/2016
FUND # - 100 GENERAL FUND

LISTING OF INVOICES FOR 3/01/2016 -- 3/31/2016
PRINCE EDWARD

AFTER CHECKS
PAGE 10

MAJOR# ACCT# 031200	VENDOR NUMBER SHERIFF	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
2700	31421	Worker's Compensation VACORP	10768 WKCOMP4/4	WORKERS COMPENSATION	2,993.59
	31421	VACORP	11460 WKCOMP316	FY15 WRK COMP AUDIT	1,343.00
3310	12742	Repairs/Maintenance-Radio COMMTRONICS OF VIRGINIA	218483	RADIO REPAIR	4,336.59 *
3311	14300	Repairs & Maint-Auto & Eq EAST END MOTOR CO INC	132279	OIL CHG/CK FLUIDS	110.90
	14300	EAST END MOTOR CO INC	132322	INSPECTION	110.90 *
	14300	EAST END MOTOR CO INC	132349	INSPECTION	123.50
	14300	EAST END MOTOR CO INC	132510	INSPECTION	16.00
	14300	EAST END MOTOR CO INC	132603	INSPECTION/ROTATION	19.00
	14300	EAST END MOTOR CO INC	132673	PADS/ROTORS/CALIPERS	16.00
	14300	EAST END MOTOR CO INC	132867	BRAKE PADS/ROTORS	39.00
	14300	EAST END MOTOR CO INC	132952	AUTO MAINTENANCE	454.97
	14300	EAST END MOTOR CO INC	133375	SERVICE CALL	438.97
	14300	EAST END MOTOR CO INC	133590	RECHARGE A/C SYSTEM	461.96
	14300	EAST END MOTOR CO INC	133865	OIL CHANGE	41.65
	14915	EXPRESS CARE	20723	OIL CHANGE	46.81
	14915	EXPRESS CARE	21208	OIL CHANGE	93.93
	14915	EXPRESS CARE	21279	OIL CHANGE	49.95
	14915	EXPRESS CARE	21394	OIL CHANGE	66.95
	14915	EXPRESS CARE	21450	OIL CHANGE	41.97
	14915	EXPRESS CARE	21504	OIL CHANGE	66.95
	14915	EXPRESS CARE	21582	OIL CHANGE	63.95
	14915	EXPRESS CARE	21646	OIL CHANGE	61.97
	14915	EXPRESS CARE	21674	OIL CHANGE	57.97
	14915	EXPRESS CARE	21707	OIL CHANGE	46.95
	14915	EXPRESS CARE	22133	OIL CHANGE	79.95
	14915	EXPRESS CARE	22170	OIL CHANGE	61.97
	14915	EXPRESS CARE	22225	OIL CHANGE	66.95
	14915	EXPRESS CARE	22225	OIL CHANGE	66.95
	14915	EXPRESS CARE	22328	OIL CHANGE	93.93
	14915	EXPRESS CARE	22738	OIL CHANGE	63.95
	14915	EXPRESS CARE	23000	OIL CHANGE	66.95
	14915	EXPRESS CARE	23181	OIL CHANGE	79.95
	14915	EXPRESS CARE	23359	OIL CHANGE	43.97
	14915	EXPRESS CARE	23401	OIL CHANGE	66.95
	14915	EXPRESS CARE	23460	OIL CHANGE	79.95
	14915	EXPRESS CARE	23515	OIL CHANGE	53.95
	17004	HALEY AUTO MALL	667534351	CUT/PROGRAM KEY	57.97
	20323	KENBRIDGE TIRE & AUTO	141285	CALIBRATION	232.26
	20323	KENBRIDGE TIRE & AUTO	141341	CALIBRATION	25.00
	20323	KENBRIDGE TIRE & AUTO	141353	CALIBRATION	25.00
	32736	WOHLFORD'S RADAR	722585	CALIBRATIONS	25.00
3320	18661	Maintenance Service Contr ID NETWORKS	270433	LIVESCAN MAINT FEE	204.00
				ACCOUNT TOTAL	3,641.48 *
				ACCOUNT TOTAL	224.00
				ACCOUNT TOTAL	224.00 *

AP375H
3/31/2016
FUND # - 100 GENERAL FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 3/01/2016 -- 3/31/2016

AFTER CHECKS
PAGE 11

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INVOICE#	DESCRIPTION	AMOUNT
3600	15241	Advertising FARMVILLE HERALD	SHERIFF 316	ADVERTISING	440.64 *
5210	30402	Postal Services UPS	RY9495076 316	UPS	10.17
	30402	UPS	RY9495106	UPS	10.34
	30402	UPS	RY9495116 316	UPS	9.34
				ACCOUNT TOTAL	29.85 *
5230	13325	Telecommunications TREASURER OF VIRGINIA	T296685	VCIN	52.74
	20904	KINEX NETWORKING SOLUTION	160301 0015	REMOTE DATA BACKUP	19.95
	21319	CENTURYLINK	309468839 316	PHONE	10.36
	21319	CENTURYLINK	309558628 316	PHONE	7.97
	30440	US CELLULAR	850361128 316	PHONE	40.81
	30440	US CELLULAR	918210747 316	PHONE	1,095.96
	30440	US CELLULAR	918210747 316A	PHONE	793.04
				ACCOUNT TOTAL	2,020.83 *
5530	11894	Travel-Subsistence & Lodg BUSINESS CARD	0555 SHERIFF316	MEALS	57.59
	11894	BUSINESS CARD	0555SHERIFF316A	MEALS	17.34
	12261	CARY ANDY	EXPENSES 316	MEALS	21.03
	14936	FARLEY JIMMY	EXPENSES 316	MEAL	4.31
	14936	FARLEY JIMMY	EXPENSES 316A	MEAL	6.87
	16653	GOLDMAN ROBERT	EXPENSES 316	MEAL	8.73
	999999	COEN SARAH	EXPENSES 316	MEAL	15.40
	999999	COEN SARAH	EXPENSES 316A	MEAL	16.64
	999999	FOWLKES MICHAEL	EXPENSES 316A	MEAL	11.74
	999999	JACKSON MICHAEL	EXPENSES 316A	MEAL	7.52
				ACCOUNT TOTAL	167.17 *
6001	11894	Office Supplies BUSINESS CARD	0555SHERIFF316A	BUSINESS CARDS	28.72
	11894	BUSINESS CARD	0555SHERIFF316A	CARDREADR/MEMORY CRD	16.04
	13369	DIAMOND SPRINGS WATER INC	27961300 316	WATER & EQUIP RENTAL	117.10
	13369	DIAMOND SPRINGS WATER INC	27961300 316A	WATER & EQUIP RENTAL	100.15
	15380	FARMVILLE PRINTING	SHERIFF 316	BUSINESS CARDS/FORMS	410.50
	20600	KEY OFFICE SUPPLY	479138	FOLDERS	45.98
	20600	KEY OFFICE SUPPLY	480107	STAMP/STAPLER	17.24
	20600	KEY OFFICE SUPPLY	480161	STAMP	5.69
	20600	KEY OFFICE SUPPLY	480321	FLASH DRIVE	19.99
	20600	KEY OFFICE SUPPLY	480386	STORAGE BOXES	27.99
	20600	KEY OFFICE SUPPLY	480418	FOLDERS/PADS/NOTEBS	27.32
	20600	KEY OFFICE SUPPLY	480681	MOUSE PAD/DESK TRAY	4.94
	20600	KEY OFFICE SUPPLY	480777	COPY PAPER	149.75
	20600	KEY OFFICE SUPPLY	481192	INK	29.99
	20600	KEY OFFICE SUPPLY	481196	ENV/PENS/CARD STOCK	29.99
	20600	KEY OFFICE SUPPLY	481235	LABELS	72.85
	20600	KEY OFFICE SUPPLY	481243	STAPLER/STAPLES/FLDR	39.36
	20600	KEY OFFICE SUPPLY	481461	DVD/CD	151.25
	20600	KEY OFFICE SUPPLY	481471	VIEW BINDER	34.98
				ACCOUNT TOTAL	1.69

AP375H
3/31/2016
FUND # - 100 GENERAL FUND

LISTING OF INVOICES FOR 3/01/2016 -- 3/31/2016

AFTER CHECKS
PAGE 12

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
6003	12910	Public Education/Crime Pr CREATIVE PRODUCT SOURCE	8038110924	OFFICE SUPPLIES	601.36
			1685	FRAMES	15.48
			2117 SHERIFF316	OFFICE SUPPLIES	94.61
			7316	TAB INSERTS	2.88
			7944	STAPLER/BINDERS	52.06
			9427	OFFICE SUPPLIES	57.96
				ACCOUNT TOTAL	2,125.88 *
6004	28640	Virso Comm Center Crime P SOUTHSIDE ELECTRIC COOP	CPIO56909	CUSTOM BOOKMARKS	266.99
			526776002 316	VIRSO COMMUNITY SITE	266.99 *
				ACCOUNT TOTAL	9.66
6008	11894	Vehicle & Powered Equip F BUSINESS CARD	0555 SHERIFF316	GAS	9.66 *
				ACCOUNT TOTAL	57.00
6009	14300	Vehicle & Powered Equip S EAST END MOTOR CO INC	132415	TIRES	57.00 *
			132644	TIRES	597.76
			132867	TIRES	682.03
			132952	TIRES	581.08
			133375	TIRES	467.04
			134018	TIRE	116.76
			149924	TIRES	608.66
				WINDSHIELD WIPERS	6.78
				ACCOUNT TOTAL	3,060.11 *
6010	11894	Police Supplies BUSINESS CARD	0555 SHERIFF316	BATTERIES	137.79
			219089	REMOTE SPEAKER MIC	75.46
			98988801	FIRST AID KITS	250.31
			16 10868 75	BATTERIES/MANUAL	155.69
			244673	CRIME SCENE TAPE	192.92
			183942	HANDCUFF KEYS	44.97
			5164	PORTABLE FILE BOX	9.97
			7316	CAMERA	89.00
			7944	CAMERA	109.00
			966	GARMIN	119.00
				ACCOUNT TOTAL	1,184.11 *
6011	16102	Uniforms & Wearing Appare GALLS LLC	4838126	BOOTS	147.00
			4863108	SCREEN PRINT JACKET	16.53
			4939469	BOOTS	154.00
			ML6410	SHIRTS	522.00
			183942	HOLDRS/BELT/INSIGNIA	73.92
			184068	NAMEPLATES	28.50
			184247	NAMEPLATE	9.50
			2117 SHERIFF316	SHOES	49.79
				ACCOUNT TOTAL	1,001.24 *
8202	20600	Furniture & Fixtures KEY OFFICE SUPPLY	281296	DRAWER FILE	105.00

AP375H
3/31/2016
FUND # - 100 GENERAL FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 3/01/2016 -- 3/31/2016

AFTER CHECKS
PAGE 13

MAJOR# ACCT#	VENDOR NUMBER NAME	INV#	DESCRIPTION	AMOUNT
8203	13334 COMMUNICATIONS EQUIPMENT DEPT OF STATE POLICE	481297 481494	DRAWER FILE CHAIRS/WORK STATION	2,500.00 2,250.96
		COMM 2016 0005	TOWER ANALYSIS	2,504.96 *
			ACCOUNT TOTAL	2,500.00
			MAJOR TOTAL	2,500.00 *
031201	SHERIFF - COURTS			23,681.41 **
2700	31421 WORKER'S COMPENSATION VACORP	10768 WKCOMP4/4	WORKERS COMPENSATION	888.55
			ACCOUNT TOTAL	888.55 *
			MAJOR TOTAL	888.55 **
032200	VOLUNTEER FIRE DEPARTMENT			
7001	Payment to Farmville VFD			
	11317 BLUE RIDGE RESCUE SUPPLRS	37641	PUMP	73.06
	14527 ELECOM INC	35271	ANTENNAS	244.62
	15560 FARMVILLE WHSALE ELECTRIC	580393	BATTERY	49.57
	23166 NAFECO INC	810615	GEAR CLEANER	163.83
			ACCOUNT TOTAL	531.08 *
7002	Payment to Rice VFD			
	12024 C W WILLIAMS	589825	PROTECH CUFF GLOVE	450.75
	12024 C W WILLIAMS	590089	SNAP-IN HALO BULB	118.80
	12024 C W WILLIAMS	590209	HINGE/LATCH	257.45
	12024 C W WILLIAMS	590232	RED LENS	45.00
	12024 C W WILLIAMS	590401	RED LENS	45.00
	14527 ELECOM INC	35301	BATTERIES	842.10
	19490 JOHN DEERE FINANCIAL	27225	DIESEL	223.92
	19490 JOHN DEERE FINANCIAL	27229	GAS	123.34
	19490 JOHN DEERE FINANCIAL	31996	PROPANE	383.36
	19490 JOHN DEERE FINANCIAL	50116	GAS	390.68
	28597 SOUTHERN STATES COOP INC	50116	PROPANE	390.68
	31846 DOMINION VA POWER	4500495009 316	ELECTRIC SERVICE	266.62
	31846 DOMINION VA POWER	5487358649 316	ELECTRIC SERVICE	9.26
	31846 DOMINION VA POWER	5487358649 316A	ELECTRIC SERVICE	9.03
	36600 ZURICH	5B878591 316	WORKERS COMP	3,466.00
			ACCOUNT TOTAL	7,021.99 *
7003	Payment to Prospect VFD			
	11209 BATTERY BARN OF VA INC	278523	RADIO BATTERIES	305.00
	15908 FOSTER FUELS INC	286881U	PROPANE	359.44
	16658 GOODMAN TRUCK & TRACTOR	116665	INSPECTION & REPAIRS	616.48
	25782 PRINCE EDWARD CO PBLIC SCH	DIESEL-FEB 2016	DIESEL	71.71
	29440 PRINCE EDWARD CO TREAS	GAS JAN 2016	GAS	123.95
			ACCOUNT TOTAL	1,476.58 *
7004	Payment to Darlington VFD			
	14700 ELLINGTON ENERGY SERVICE	43053	PROPANE	286.15

AP375H
3/31/2016
FUND # - 100 GENERAL FUND

LISTING OF INVOICES FOR 3/01/2016 -- 3/31/2016

AFTER CHECKS
PAGE 14

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
7006	14700	ELLINGTON ENERGY SERVICE	43068	PROPANE	227.56
	14700	ELLINGTON ENERGY SERVICE	44047	PROPANE	384.78
	14700	ELLINGTON ENERGY SERVICE	44088	PROPANE	232.28
	14700	ELLINGTON ENERGY SERVICE	803219A	STATE EXCISE TAX	33.47
	14700	ELLINGTON ENERGY SERVICE	803221A	STATE EXCISE TAX	52.52
	29414	TRAVELERS - RMD	9931H0193	WORKERS COMPENSATION	514.00
				ACCOUNT TOTAL	1,730.76 *
	10105	AT&T	0543346172	PHONE	42.84
	12742	COMTRONICS OF VIRGINIA	511761	RADIO	488.00
	15908	FOSTER FUELS INC	275196T	PROPANE	330.53
	15908	FOSTER FUELS INC	286946U	PROPANE	656.34
	25210	PAMPLIN EXXON	PAMPLIN VFD 316	FUEL	133.93
	25860	PRINCE EDWARD OVRHD DOORS	3342	DOOR REPAIR	85.00
	31335	VERIZON	248 6100 316	PHONE	71.03
	31335	VERIZON	248 6690 316	PHONE	59.50
	31846	DOMINION VA POWER	4743517221	ELECTRIC SERVICE	355.65
	31846	DOMINION VA POWER	6280980001	ELECTRIC SERVICE	121.72
				ACCOUNT TOTAL	2,344.54 *
7007	25246	Parker Oil CO INC	865133	PROPANE	307.67
	25246	Parker Oil CO INC	865431	DIESEL	186.83
	25246	Parker Oil CO INC	879111	PROPANE	149.65
	25246	Parker Oil CO INC	888913	DIESEL	424.63
	31335	VERIZON	736 0633 316	PHONE	183.31
	31846	DOMINION VA POWER	0519881510	ELECTRIC SERVICE	263.86
	31846	DOMINION VA POWER	1913347348	ELECTRIC SERVICE	30.27
	31846	DOMINION VA POWER	2725824417	ELECTRIC SERVICE	13.76
				ACCOUNT TOTAL	1,559.98 *
8005	11240	Capital Equipment-Prospec		PROSPECT VFD LOAN	187,500.00
		BENCHMARK COMMUNITY BANK			187,500.00 *
				ACCOUNT TOTAL	202,164.93 **
032300		AMBULANCE AND RESCUE SERVICES			
7005	25880	Prince Edward Rescue Squa	15-16 SUPPRT4/4	15-16 SUPPORT	16,500.00
		PRINCE EDWARD VOL RESCUE			16,500.00 *
7008	22349	Meherrin Rescue	15-16 SUPPRT4/4	15-16 SUPPORT	3,250.00
		MEHERRIN FIRE & RESCUE			3,250.00 *
				ACCOUNT TOTAL	19,750.00 **
032500		EMERGENCY SERVICES			
3160	29280	Professional Service E-91	178243	911 ADDRESSING	1,440.00
		TIMMONS GROUP			1,440.00 *
				ACCOUNT TOTAL	1,440.00 *

AP375H
3/31/2016
FUND # - 100 GENERAL FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 3/01/2016 -- 3/31/2016

AFTER CHECKS
PAGE 15

MAJOR# ACCT# 6014	VENDOR NUMBER 21005	VENDOR NAME Other Operating Supplies KORMAN SIGNS	INV# 291129	DESCRIPTION SIGNS & HARDWARE	AMOUNT
033200	REGIONAL JAIL & DETENTION				ACCOUNT TOTAL 2,116.64 *
3196	Purchase of Services - Ja				MAJOR TOTAL 2,116.64 **
18743	IRONGATE BOUNDARY MNGT	JW 316		ELECTRONIC MONITORIN	978.75
18743	IRONGATE BOUNDARY MNGT	LM 316		ELECTRONIC MONITORIN	978.75
18743	IRONGATE BOUNDARY MNGT	MW 316		ELECTRONIC MONITORIN	810.00
25375	PIEDMONT RGNL JUVENILE	1441		JUVENILE DETENTION	16,425.00
				ACCOUNT TOTAL	19,192.50 *
				MAJOR TOTAL	19,192.50 **
034100	BUILDING OFFICIAL				ACCOUNT TOTAL 179.37 *
2700	Worker's Compensation		10768 WKCOMP4/4	WORKERS COMPENSATION	179.37 *
5230	Telecommunications				ACCOUNT TOTAL 24.21
30440	US CELLULAR	816442183 316		PHONE	24.21 *
5530	Travel-Subsistence & Lodg				ACCOUNT TOTAL 7.96
21498	LEATHERWOOD COY	FEB 2016		MEAL	7.96
21498	LEATHERWOOD COY	MAR 2016		MEALS	7.96
5540	Travel-Convention & Educa				ACCOUNT TOTAL 15.92 *
21498	LEATHERWOOD COY	FEB 2016		MTG REGISTRATION	15.00
21498	LEATHERWOOD COY	MAR 2016		MTG REGISTRATION	15.00
5810	Dues & Association Member				ACCOUNT TOTAL 30.00 *
19102	JMBCOA	2016 DUES		MEMBERSHIP DUES	25.00
035100	ANIMAL CONTROL				ACCOUNT TOTAL 25.00 *
2700	Worker's Compensation		10768 WKCOMP4/4	WORKERS COMPENSATION	274.50 **
31421	VACORP				ACCOUNT TOTAL 199.27 *
3110	Vet Care				ACCOUNT TOTAL 199.27 *
20919	KINGSLEY JENNIFER DVM	DEA #		USE OF DEA NUMBER	300.00
10900	Repairs/Maintenance				ACCOUNT TOTAL 300.00 *
AYERS BLDG. & SUPPLY CO	286930			CAULK	22.47
5110	Electrical Services				ACCOUNT TOTAL 22.47 *
31846	Dominion VA Power	0890745003 316		ELECTRIC SERVICE	422.08
					ACCOUNT TOTAL 422.08 *

AP375H
3/31/2016
FUND # - 100 GENERAL FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 3/01/2016 -- 3/31/2016

AFTER CHECKS
PAGE 16

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5230	21319	Telecommunications	310119726	PHONE	99.21
	30440	CENTURYLINK US CELLULAR	816442183	PHONE	48.42
				ACCOUNT TOTAL	147.63 *
6009	15721	Vehicle & Powered Equip S FISHER AUTO PARTS, INC.	149291	WIPER BLADES	36.78
				ACCOUNT TOTAL	36.78 *
				MAJOR TOTAL	1,128.23 **
035300		MEDICAL EXAMINER			
3110	29459	Professional Health Serv TREASURER OF VIRGINIA	BOLES ELIZABETH	CORONER	20.00
				ACCOUNT TOTAL	20.00 *
				MAJOR TOTAL	20.00 **
042300		REFUSE DISPOSAL			
2700	31421	Worker's Compensation VACORP	10768 WKCOMP4/4	WORKERS COMPENSATION	2,355.03
				ACCOUNT TOTAL	2,355.03 *
3160	27191	Professional Services RESOURCE INTERNATIONAL	42493	GROUNDTR MONITORING	5,601.25
	27191	RESOURCE INTERNATIONAL	42509	MISC WORK TASKS	2,149.03
	27191	RESOURCE INTERNATIONAL	42510	STORM WTR COMPLIANCE	431.00
	27191	RESOURCE INTERNATIONAL	42511	CELL E BIDDING PHASE	3,303.50
				ACCOUNT TOTAL	11,484.78 *
3310	15560	Repairs/Maintenance FARMVILLE WHSALE ELECTRIC	580323	LIGHT FIXTURES/BULBS	137.45
	15560	FARMVILLE WHSALE ELECTRIC	580828	CONDUIT/WIRE/ELBOW	33.23
	21811	LOWE'S	906301	PAINT	18.25
	21811	LOWE'S	907727	CLEANER/PRIMER	9.26
	22669	MOORE SCALE SRV-WSTRN VA	5041	SERVICED SCALES	200.00
	29015	SWANA	2017 907138	MEMBERSHIP DUES	212.00
				ACCOUNT TOTAL	610.19 *
3311	19033	Repairs & Maint-Auto & Eq CHILDRESS JAMES P JR	MARCH 2 2016	BRAKES/LIGHT/ANTIERSZ	635.00
	23248	NAPA OF FARMVILLE	149716	DEF/DIESEL TREATMENT	43.96
	23248	NAPA OF FARMVILLE	150066	DEF/OIL/WASHER FLUID	65.94
				ACCOUNT TOTAL	744.90 *
3840	10254	Contract Landfill - POS REPUBLIC SERVICES #974	474994	TRASH COLLECTION	467.18
	10254	REPUBLIC SERVICES #974	474995	TRASH COLLECTION	113.04
	10254	REPUBLIC SERVICES #974	474996	TRASH COLLECTION	113.04
	32953	WRIGHT'S EXCAVATING LLC	MARCH 2016	LANDFILL OPERATION	48,093.75
				ACCOUNT TOTAL	48,787.01 *
3841	14723	Purchase of Serv - Recylli EMANUEL TIRE OF VIRGINIA	480202	TIRE RECYCLING	576.00
	14723	EMANUEL TIRE OF VIRGINIA	480247	TIRE RECYCLING	528.00

AP375H
3/31/2016
FUND # - 100 GENERAL FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 3/01/2016 -- 3/31/2016

AFTER CHECKS
PAGE 17

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5110	14723	EMANUEL TIRE OF VIRGINIA	480390	TIRE RECYCLING	453.60
	14723	EMANUEL TIRE OF VIRGINIA	480456	TIRE RECYCLING	530.40
	28866	STEPS, INC	FEBRUARY 2016	TIRE RECYCLING	460.80
	29029	SYNERGY RECYCLING LLC	1501105	RECYCLING FEE	2,690.14
				ELECTRONIC RECYCLING	2,080.35
				ACCOUNT TOTAL	7,319.29 *
	28640	Electrical Services		DH SITE	100.37
	28640	SOUTHSIDE ELECTRIC COOP	114379001 316	VIRSO SITE	175.07
	31846	SOUTHSIDE ELECTRIC COOP	114379003 316	RICE SITE	128.93
	31846	DOMINION VA POWER	0599507431 316	CELL C PUMP STATION	14.66
	31846	DOMINION VA POWER	0670040567 316	CELL C PUMP STATION	13.99
	31846	DOMINION VA POWER	0670040567 316A	GREEN BAY SITE	92.20
	31846	DOMINION VA POWER	1144204110 316	LEACHATE PUMP	320.63
	31846	DOMINION VA POWER	5181167213 316	LEACHATE PUMP	242.64
	31846	DOMINION VA POWER	5181167213 316A	WORSHAM SITE	116.69
	31846	DOMINION VA POWER	7471653571 316	PROSPECT SITE	133.10
	31846	DOMINION VA POWER	8601161519 316	PROSPECT SITE	99.35
	31846	DOMINION VA POWER	8601161519 316A	SCALEHOUSE	195.92
	31846	DOMINION VA POWER	8970737501 315	SCALEHOUSE	105.27
	31846	DOMINION VA POWER	8970737501 316	SCALEHOUSE	98.89
	31846	DOMINION VA POWER	9176847250 316	LANDFILL SITE	66.47
	31846	DOMINION VA POWER	9176847250 316A	LANDFILL SITE	1,904.18 *
5230	10105	Telecommunications		ACCOUNT TOTAL	1,904.18 *
	10105	AT&T	0206193130 316	PHONE	61.83
	21319	AT&T	0543347181 316	PHONE	42.84
	21319	CENTURYLINK	309326764 316	PHONE	56.08
	21319	CENTURYLINK	309480181 316	PHONE	53.70
	21319	CENTURYLINK	309480181 316A	PHONE	53.70
	21319	CENTURYLINK	309553498 316	PHONE	44.74
	21319	CENTURYLINK	309615846 316	PHONE	48.92
	21319	CENTURYLINK	309615846 316A	PHONE	48.92
	21319	CENTURYLINK	309714661 316	PHONE	51.58
	21319	CENTURYLINK	310039285 316	PHONE	39.46
	30440	US CELLULAR	816442183 316	PHONE	24.21
	31335	VERIZON	248 5696 316	PHONE	49.94
	31335	VERIZON	248 5696 316A	PHONE	48.84
	31335	VERIZON	736 2828 316	PHONE	83.84
				ACCOUNT TOTAL	708.60 *
5440	28869	Portable Toilet Rental		MONTHLY SERVICE	702.50
	28869	STIFF O O INC	5190	MONTHLY SERVICE	702.50 *
6008	25782	Vehicle & Powered Equip F		ACCOUNT TOTAL	1,209.98
	25782	PRINCE EDWARD CO PBLC SCH	DIESEL-FEB 2016	ACCOUNT TOTAL	1,209.98 *
043200	GENERAL PROPERTIES			MAJOR TOTAL	75,826.46 **
2700	31421	Worker's Compensation		ACCOUNT TOTAL	843.56
	31421	VACORP	10768 WKCOMP4/4	ACCOUNT TOTAL	843.56 *

AP375H
3/31/2016
FUND # - 100 GENERAL FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 3/01/2016 -- 3/31/2016

AFTER CHECKS
PAGE 18

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	DESCRIPTION	INV#	AMOUNT
3310	13730	Repairs/Maintenance			
	13730	DODSON BROS EXTERMINATING	PEST CONTROL-CANNERY	158003 316	38.00
	13730	DODSON BROS EXTERMINATING	PEST CONTROL-WORSHAM	158005 316	38.00
	13730	DODSON BROS EXTERMINATING	PEST CONTROL-SCOPE	158006 316	38.00
	13730	DODSON BROS EXTERMINATING	PEST CONTROL-CH	158007 316	38.00
	13730	DODSON BROS EXTERMINATING	PEST CONTROL-VIS CTR	158010 316	38.00
	13746	DODSON PEST CONTROL	ANNUAL FEE-AG BLDG	R198310205 316	150.00
	22322	DAIKIN APPLIED	CHILLR MAINT CONTRACT	3083762	3,116.00 *
			ACCOUNT TOTAL		3,503.00 *
3311	12282	Repairs & Maint-Auto & Eq			
	12282	CAVALIER HOSE & FITTINGS	HOSE/FITTING/OIL	34762	298.30
	14300	CAVALIER HOSE & FITTINGS	TRACTOR FLUID	34767	51.21
	29199	EAST END MOTOR CO INC	REPAIR FLAT TIRE	132754	40.87
	29199	THIRD ST WRECKER SERVICE	TOWING	14769	150.00
			ACCOUNT TOTAL		540.38 *
5110	28640	Electrical Services			
	31846	SOUTHSIDE ELECTRIC COOP	SRR LIGHTS	114379002 316	30.80
	31846	DOMINION VA POWER	ROY CLARK MONUMENT	1230385005 316	14.14
	31846	DOMINION VA POWER	SCOPE BLDG	1545926683 316	281.23
	31846	DOMINION VA POWER	COURTHOUSE	2786281903 316	10,842.35
	31846	DOMINION VA POWER	SHERIFF DEPT SHED	4951935099 316	12.94
	31846	DOMINION VA POWER	WORSHAM CLERK OFFICE	5856894620 316	208.89
	31846	DOMINION VA POWER	LIGHTS AT RICE	6669158583 316	111.00
	31846	DOMINION VA POWER	AG BLDG	8105475944 316	2,061.82
	31846	DOMINION VA POWER	SHOP	9670710004 316	35.79
			ACCOUNT TOTAL		13,598.96 *
5120	25247	Heating Services			
	25247	PARKER OIL COMPANY INC	HEATING OIL	867733	213.36
			ACCOUNT TOTAL		213.36 *
5130	29332	Water & Sewer			
	29332	TOWN OF FARMVILLE	WATER & SEWER	AG BLDG 316	81.71
	29332	TOWN OF FARMVILLE	WATER	CH IRRIG 316	10.75
	29332	TOWN OF FARMVILLE	WATER & SEWER	SCOPE 316	33.65
			ACCOUNT TOTAL		126.11 *
5230	10105	Telecommunications			
	21319	AT&T	PHONE	7305055660 316	42.83
	21319	CENTURYLINK	PHONE	310262069 316	54.16
	21319	CENTURYLINK	PHONE	310441360 316	81.12
	21319	CENTURYLINK	PHONE	310441360 316A	81.12
	30440	US CELLULAR	PHONE	816442183 316	121.88
			ACCOUNT TOTAL		381.11 *
5440	28869	Portable Toilet Rental			
	28869	STIFF O INC	MONTHLY SERVICE	5190	100.00
			ACCOUNT TOTAL		100.00 *
6005	17312	Janitorial Supplies			
	30239	HANDI-CLEAN PRODUCTS INC	STRIPPER	SI 139309	131.55
	30239	UNIFIRST CORPORATION	JANITORIAL SUPPLIES	2020871179	35.68
			ACCOUNT TOTAL		167.23 *
6007	10900	Repairs and Maintenance S			
	10900	AYERS BLDG. & SUPPLY CO	PROPANE CYLINDER	287254	7.70

AP375H
3/31/2016
FUND # - 100 GENERAL FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 3/01/2016 -- 3/31/2016

AFTER CHECKS
PAGE 19

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
6008	13369	DIAMOND SPRINGS WATER INC	11393100 316	EQUIPMENT RENTAL	8.95
	13369	DIAMOND SPRINGS WATER INC	11393100 316A	EQUIP RENTAL	8.95
	15560	FARMVILLE WHSALE ELECTRIC	580247	BALLASTS	328.50
	21811	LOWE'S	901050	SHOP VAC FILTERS	25.64
	21811	LOWE'S	901320	ROOF SCREWS/MAP GAS	19.64
	21811	LOWE'S	901779 316	PVC/CABLE BOX	14.20
	21811	LOWE'S	901816	GREASE	5.69
	21811	LOWE'S	907091	SINK STRAINER/NUTS	21.15
	27770	ROD & STAFF LLC	55960	REPAIR HANDLE	20.00
	27922	CINTAS CORPORATION #524	524 09428 316	UNIFORM RENTAL	368.94
				ACCOUNT TOTAL	829.36 *
6009	25782	Vehicle & Powered Equip F PRINCE EDWARD CO PBLC SCH	DIESEL-FEB 2016	DIESEL	236.34
				ACCOUNT TOTAL	236.34 *
6009	15721	Vehicle & Powered Equip S FISHER AUTO PARTS, INC.	148945	WASHER RESERVR/FLUID	50.70
	25911	PRO AUTO LLC	23519	TIRE/INSPECTION	120.08
				ACCOUNT TOTAL	170.78 *
				MAJOR TOTAL	20,710.19 **
043400	CANNERY				
2700	31421	Worker's Compensation VACORP	10768 WKCOMP4/4	WORKERS COMPENSATION	79.05
				ACCOUNT TOTAL	79.05 *
3161	31653	Professional Services-Can VIRGINIA FOOD WORKS	PEC 3/16	CONTRACT PAYMENT	2,916.67
				ACCOUNT TOTAL	2,916.67 *
3310	15560	Repairs & Maintenance FARMVILLE WHSALE ELECTRIC	579230	LIGHTBULBS/WIRE STRP	35.82
				ACCOUNT TOTAL	35.82 *
5110	28640	Electrical Services SOUTHSIDE ELECTRIC COOP	44435001 316	ELECTRIC SERVICE	261.64
				ACCOUNT TOTAL	261.64 *
5120	25247	Heating Services PARKER OIL COMPANY INC	867748	HEATING OIL	460.37
				ACCOUNT TOTAL	460.37 *
5230	21319	Telecommunications CENTURYLINK	310248529 316	PHONE	241.38
				ACCOUNT TOTAL	241.38 *
6001	20600	Office Supplies KEY OFFICE SUPPLY	479168	INK CARTRIDGE	30.54
				ACCOUNT TOTAL	30.54 *
				MAJOR TOTAL	4,025.47 **
051100	HEALTH DEPARTMENT				
5610	25840	Payment To Local Health D PRINCE EDWARD HEALTH DPT	4TH QTR 316	4TH QTR SUPPORT	40,247.50
				ACCOUNT TOTAL	40,247.50 *
				MAJOR TOTAL	40,247.50 **

AP375H
3/31/2016
FUND # - 100 GENERAL FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 3/01/2016 -- 3/31/2016

AFTER CHECKS
PAGE 20

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
3160		CSA Programs			
	10120	ACCURATE INTERPRETATION	MARCH 2016	FOSTER CARE	400.00
	11191	BEAR CREEK ACADEMY	651	PROFESSIONAL SERVICE	3,135.00
	11306	BLUE RIDGE AUTISM &	JN 316	PROFESSIONAL SERVICE	5,800.00
	11306	BLUE RIDGE AUTISM &	JN 316A	PROFESSIONAL SERVICE	4,640.00
	11490	RESCARE/BRALEY & THOMPSON	DWK 316	PROFESSIONAL SERVICE	2,581.00
	11490	RESCARE/BRALEY & THOMPSON	EK 316	PROFESSIONAL SERVICE	1,624.00
	11490	RESCARE/BRALEY & THOMPSON	FK 316	PROFESSIONAL SERVICE	1,624.00
	12277	CENTER FOR PEDIATRIC	PEC101BR 316	PROFESSIONAL SERVICE	240.00
	12277	CENTER FOR PEDIATRIC	PEC201BR 316	PROFESSIONAL SERVICE	240.00
	12277	CENTER FOR PEDIATRIC	PEC301BR 316	PROFESSIONAL SERVICE	560.00
	12280	CENTRA HEALTH	GL 316	PROFESSIONAL SERVICE	5,280.00
	12280	CENTRA HEALTH	GL 316A	PROFESSIONAL SERVICE	6,270.00
	12280	CENTRA HEALTH	JH 316	PROFESSIONAL SERVICE	4,180.00
	12280	CENTRA HEALTH	KG 316	PROFESSIONAL SERVICE	4,180.00
	12280	CENTRA HEALTH	KW 316	PROFESSIONAL SERVICE	4,180.00
	12280	CENTRA HEALTH	MB 316	PROFESSIONAL SERVICE	4,180.00
	12280	CENTRA HEALTH	SG 316	PROFESSIONAL SERVICE	4,180.00
	12280	CENTRA HEALTH	WC 316	PROFESSIONAL SERVICE	4,180.00
	14575	ELK HILL	MG 316	PROFESSIONAL SERVICE	3,230.00
	14924	FAMILY & COMMUNITY SUPPT	GL 316	PROFESSIONAL SERVICE	460.00
	14924	FAMILY & COMMUNITY SUPPT	KL 316	PROFESSIONAL SERVICE	300.00
	14924	FAMILY & COMMUNITY SUPPT	KL 316	PROFESSIONAL SERVICE	300.00
	14924	FAMILY & COMMUNITY SUPPT	KL 316 DELETE	REC'D REVISED INVOIC	300.00
	14924	FAMILY & COMMUNITY SUPPT	KW 316	PROFESSIONAL SERVICE	1,000.00
	14924	FAMILY & COMMUNITY SUPPT	QF 316	PROFESSIONAL SERVICE	800.00
	14924	FAMILY & COMMUNITY SUPPT	012016GL	PROFESSIONAL SERVICE	320.00
	14924	FAMILY & COMMUNITY SUPPT	012016KW	PROFESSIONAL SERVICE	937.50
	14924	FAMILY & COMMUNITY SUPPT	012016LH	PROFESSIONAL SERVICE	160.00
	14924	FAMILY & COMMUNITY SUPPT	012016NL	PROFESSIONAL SERVICE	400.00
	14924	FAMILY & COMMUNITY SUPPT	012016QF	PROFESSIONAL SERVICE	400.00
	14924	FAMILY & COMMUNITY SUPPT	022016LH	PROFESSIONAL SERVICE	160.00
	14924	FAMILY & COMMUNITY SUPPT	022016NL	PROFESSIONAL SERVICE	460.00
	14924	FAMILY & COMMUNITY SUPPT	12016TC	PROFESSIONAL SERVICE	480.00
	16672	GRAFTON SCHOOL INC	1854 316	PROFESSIONAL SERVICE	5,404.75
	16672	GRAFTON SCHOOL INC	2068 316	PROFESSIONAL SERVICE	5,369.75
	16672	GRAFTON SCHOOL INC	3197 316	PROFESSIONAL SERVICE	5,714.75
	16672	GRAFTON SCHOOL INC	7041 316	PROFESSIONAL SERVICE	6,903.75
	16672	GRAFTON SCHOOL INC	8374 316	PROFESSIONAL SERVICE	5,144.75
	17065	HALLMARK YOUTHCARE-RICHMD	CM 316	PROFESSIONAL SERVICE	2,772.00
	18667	IMANCHINELLO IFETAYO	MARCH 2016	FOSTER CARE	2,085.00
	20662	KEYSTONE NEWPORT NEWS LLC	JY 316	PROFESSIONAL SERVICE	3,675.00
	20662	KEYSTONE NEWPORT NEWS LLC	KR 316	PROFESSIONAL SERVICE	3,675.00
	21807	LONG ASHLEY	MARCH 2016	FOSTER CARE	4,222.00
	22932	MOUNTAIN YOUTH	BR 316	PROFESSIONAL SERVICE	2,625.00
	23918	NORTHSTAR ACADEMY INC	14252	PROFESSIONAL SERVICE	3,340.00
	25364	PICKETT PARK DAY CARE	MARCH 2016	FOSTER CARE	273.00
				ACCOUNT TOTAL	117,486.25 *
				MAJOR TOTAL	117,486.25 **

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5610	28866	STEPS Inc.	15-16 SUPPR4/4	15-16 SUPPORT	6,250.00 *
		STEPS, INC		ACCOUNT TOTAL	6,250.00 *
5615	28866	STEPS-Community Action Pr	15-16 CAP 4/4	15-16 SUPPORT	3,622.00 *
		STEPS, INC		ACCOUNT TOTAL	3,622.00 *
				MAJOR TOTAL	9,872.00 **
072200		MUSEUMS			
5641	27650	Robert R. Moton Museum	15-16 SUPPR4/4	15-16 SUPPORT	2,500.00 *
		ROBERT RUSSA MOTON MUSEUM		ACCOUNT TOTAL	2,500.00 *
				MAJOR TOTAL	2,500.00 **
073500		PUBLIC LIBRARY			
5640	15400	Contribution To Library	15-16 SUPPR4/4	15-16 SUPPORT	51,165.75
		FARMVILLE-PE COMM LIBRARY		ACCOUNT TOTAL	51,165.75 *
				MAJOR TOTAL	51,165.75 **
081100		PLANNING			
2700	31421	Worker's Compensation	10768 WKCOMPA/4	WORKERS COMPENSATION	18.68
		VACORP		ACCOUNT TOTAL	18.68 *
3161	16195	Planning Commission	MARCH 15 2016	COMMISSION MTG	100.00
	17883	GILLIAM DONALD B	MARCH 15 2016	COMMISSION MTG	100.00
	19458	HUNT PRESTON	MARCH 15 2016	COMMISSION MTG	100.00
	21525	JENKINS TIMOTHY MARK	MARCH 15 2016	COMMISSION MTG	100.00
	22170	LEATHERWOOD CLIFFORD JACK	MARCH 15 2016	COMMISSION MTG	100.00
	25309	MASON ROBERT CHRISTOPHER	MARCH 15 2016	COMMISSION MTG	100.00
	25309	PEERY JOHN W JR	MARCH 15 2016	COMMISSION MTG	100.00
	29386	PRENGAMAN JOHN C	MARCH 15 2016	COMMISSION MTG	100.00
	32150	TOWNSEND JOHN F III	MARCH 15 2016	COMMISSION MTG	100.00
		WATSON BRETT VON CANNON	MARCH 15 2016	COMMISSION MTG	100.00
				ACCOUNT TOTAL	900.00 *
5230	30440	Telecommunications	816442183 316	PHONE	54.72
		US CELLULAR		ACCOUNT TOTAL	54.72 *
5510	16195	Travel-Mileage	MARCH 15 2016	MILEAGE	21.60
	17883	GILLIAM DONALD B	MARCH 15 2016	MILEAGE	21.60
	19458	HUNT PRESTON	MARCH 15 2016	MILEAGE	11.88
	22170	JENKINS TIMOTHY MARK	MARCH 15 2016	MILEAGE	9.72
	25309	MASON ROBERT CHRISTOPHER	MARCH 15 2016	MILEAGE	1.62
		PEERY JOHN W JR	MARCH 15 2016	MILEAGE	

AP375H
3/31/2016
FUND # - 100 GENERAL FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 3/01/2016 -- 3/31/2016

AFTER CHECKS
PAGE 22

MAJOR# ACCT#	VENDOR NUMBER NAME	INV# MARCH 15 2016 MARCH 15 2016	DESCRIPTION MILEAGE MILEAGE	ACCOUNT TOTAL MAJOR TOTAL	AMOUNT 5.40 8.10 79.92 * 1,053.32 **
081200	COMMUNITY DEVELOPMENT				
5652	Piedmont Area Transit PIEDMONT AREA TRANSIT	15-16 SUPPRT4/4	15-16 SUPPORT	ACCOUNT TOTAL 2,500.00	2,500.00 *
5655	Downtown Farmville DOWNTOWN FARMVILLE	15-16 SUPPRT4/4	15-16 SUPPORT	ACCOUNT TOTAL 2,500.00	2,500.00 *
081500	ECONOMIC DEVELOPMENT			ACCOUNT TOTAL 5,000.00	5,000.00 **
2700	Worker's Compensation VACORP	10768 WKCOMP4/4	WORKERS COMPENSATION	ACCOUNT TOTAL 10.38	10.38 *
3160	Professional Services DEMONT DESIGN	1637	UPDATE EZ BROCHURE	ACCOUNT TOTAL 215.00	215.00 *
5530	Travel-Subsistence & Lodg BUSINESS CARD	3411 CARNEY 316	MEALS	ACCOUNT TOTAL 261.03	261.03 *
6001	Office Supplies KEY OFFICE SUPPLY KEY OFFICE SUPPLY KEY OFFICE SUPPLY	479010 479011 481259	COPY PAPER TONER/BINDERS/LABELS ENVELOPES	ACCOUNT TOTAL 29.95 508.74 17.99	29.95 508.74 17.99
081600	TOURISM			ACCOUNT TOTAL 1,043.09	1,043.09 **
2700	Worker's Compensation VACORP	10768 WKCOMP4/4	WORKERS COMPENSATION	ACCOUNT TOTAL 7.24	7.24 *
3600	Advertising TOWN OF FARMVILLE	MARCH 15 2016	THOYA INITIATIVES	ACCOUNT TOTAL 2,000.00	2,000.00 *
5110	Electrical Services DOMINION VA POWER DOMINION VA POWER	0675198071 316 1059387447 316	ELECTRIC SERVICE ELECTRIC SERVICE	ACCOUNT TOTAL 133.76 65.53	133.76 65.53
5120	Heating Service ELLINGTON ENERGY SERVICE	43814	PROPANE	ACCOUNT TOTAL 329.70	329.70 *
5130	Water & Sewer TOWN OF FARMVILLE	MOORE BLDG 316	WATER & SEWER	ACCOUNT TOTAL 47.65	47.65 *

AP375H
3/31/2016
FUND # - 100 GENERAL FUND

LISTING OF INVOICES FOR 3/01/2016 -- 3/31/2016

AFTER CHECKS
PAGE 23

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5210	11894	Postal Services BUSINESS CARD	3722 PUCKETT316	UPS	13.29 *
5230	21319	Telecommunications CENTURYLINK	310393238 316	PHONE	13.29 *
5510	31199	Travel-Mileage VANEPS MAGI	EXPENSES 316	MILEAGE	347.99 *
5530	31199	Travel-Subsistence & Lodg VANEPS MAGI	EXPENSES 316	MEALS	347.99 *
6001	11894	Office Supplies BUSINESS CARD	3722 PUCKETT316	DOMAIN NAME RENEWAL	32.40 *
082400		SOIL & WATER CONSERVATION DISTRICT			32.40 *
5641	25440	Donation - PS&WCD PIEDMONT SOIL & WATER	15-16 SUPPRT4/4	15-16 SUPPORT	21.18 *
083500		COOPERATIVE EXTENSION OFFICE			21.18 *
5230	21319	Telecommunications CENTURYLINK	309520098 316	PHONE	83.88 *
091000		GENERAL EXPENSE			83.88 *
5230	23933	Internal Telecom Account LUMOS NETWORKS	165866886 316	PHONE	3,082.62 **
5803	23933	LUMOS NETWORKS	165866886 316A	PHONE	2,960.00 *
094000		CAPITAL PROJECTS			2,960.00 **
0002	11902	Computer System BUSINESS DATA OF VA, INC.	1387 2016	BATTERY/CD DRIVE	107.86 *
					107.86 **
					2,601.53
					2,753.41
					5,354.94 *
					2,283.80
					1,909.32
					2,304.15
					2,160.56
					2,236.25
					2,269.54
					13,163.62 *
					18,518.56 **
					533.67
					533.67 *

AP375H
3/31/2016
FUND # - 100 GENERAL FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 3/01/2016 -- 3/31/2016

AFTER CHECKS
PAGE 24

MAJOR# ACCT# 0023	VENDOR NUMBER 29111	VENDOR NAME Physical Plant TEAMCRAFT ROOFING INC	INV# 4126003 1	DESCRIPTION CH ROOFING WORK	AMOUNT
095000	DEBT SERVICE				
0018	29332	Library - Interest TOWN OF FARMVILLE	LIBRARY 316	LOAN-INTEREST	35,775.38 35,775.38 *
0105	30420	2011 Gen Oblig Refunding- US BANK	GO BOND 316	GO BOND-INTEREST	43,234.38 43,234.38 *
0110	30420	2011 Lease Revenue-Intere US BANK	2011 BOND 316	2011 BOND-INTEREST	48,494.97 48,494.97 * 127,504.73 **
				ACCOUNT TOTAL	50,000.00
				MAJOR TOTAL	50,000.00 *
				ACCOUNT TOTAL	50,533.67 **
				ACCOUNT TOTAL	35,775.38
				MAJOR TOTAL	35,775.38 *
				ACCOUNT TOTAL	43,234.38
				MAJOR TOTAL	43,234.38 *
				ACCOUNT TOTAL	48,494.97
				MAJOR TOTAL	48,494.97 *
				FUND TOTAL	127,504.73 **
				FUND TOTAL	875,958.01

AP375H
3/31/2016
FUND # - 105 FORFEITED ASSETS FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 3/01/2016 -- 3/31/2016

AFTER CHECKS
PAGE 25

MAJOR# ACCT# 031700	VENDOR NUMBER FORFEITED DRUG ASSETS	VENDOR NAME FORFEITED DRUG ASSETS	INV#	DESCRIPTION	AMOUNT
6010	25385	Police Supplies - Sheriff PIEDMONT REGIONAL TASK	DUES 316	DUES	2,800.00 2,800.00 *
6030	20600	Commonwealth Atty Expend- KEY OFFICE SUPPLY	479595	DESK	1,099.00 1,099.00 * 3,899.00 **
				ACCOUNT TOTAL	2,800.00
				ACCOUNT TOTAL	1,099.00
				MAJOR TOTAL	3,899.00 **
				FUND TOTAL	3,899.00

AP375H
3/31/2016
FUND # - 501 WATER FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 3/01/2016 -- 3/31/2016

AFTER CHECKS
PAGE 26

MAJOR#	VENDOR NUMBER	VENDOR NAME	INVT#	DESCRIPTION	AMOUNT
043200	29332	Water Service TOWN OF FARMVILLE	316	WATER	48.29 *
					48.29 **
				ACCOUNT TOTAL	
				MAJOR TOTAL	
095000		DEBT SERVICE			
0023	30420	Bond Series 11-Interest US BANK	316	2011 BOND-INTEREST	63,199.02
					63,199.02 *
				ACCOUNT TOTAL	
				MAJOR TOTAL	
				FUND TOTAL	63,247.31

AP375H
3/31/2016
FUND # - 502 SEWER FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 3/01/2016 -- 3/31/2016

AFTER CHECKS
PAGE 27

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
043200	31846	Electrical Services DOMINION VA POWER	4148700281	SEWER PUMP	37.39 *
095000		DEBT SERVICE			37.39 **
0023	30420	Bond Series 11-Interest US BANK	2011 BOND 316	2011 BOND-INTEREST	23,577.89 *
					23,577.89 **
					23,615.28

ACCOUNT TOTAL
MAJOR TOTAL

ACCOUNT TOTAL
MAJOR TOTAL

FUND TOTAL

AP375H
3/31/2016
FUND # - 732

RETIREMENT BENEFIT FUND
PRINCE EDWARD
LISTING OF INVOICES FOR 3/01/2016 -- 3/31/2016

AFTER CHECKS
PAGE 28

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
002230	25257	LEOS Disbursements JOHNS VICKI K	MARCH 2016	RETIREE BENEFIT	1,129.00
				ACCOUNT TOTAL	1,129.00 *
				MAJOR TOTAL	1,129.00 **
				FUND TOTAL	1,129.00

AP375H
3/31/2016
FUND # - 741

PIEDMONT COURT SERVICES FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 3/01/2016 -- 3/31/2016

AFTER CHECKS
PAGE 29

MAJOR# ACCT# 021400	VENDOR NUMBER PIEDMONT COURT SERVICES	VENDOR NAME PIEDMONT COURT SERVICES	INV#	DESCRIPTION	AMOUNT
2700	31421	Worker's Compensation VACORP	10768 WKCOMP4/4	WORKERS COMPENSATION	59.83 *
3199	27159	Purchase of Services - Ot REDWOOD TOXICOLOGY LAB	549159	DRUG TESTS	772.27 *
3600	28652	Advertising SOUTHSIDE MESSENGER	5077	ADVERTISING	24.00 *
5110	31846	Electrical Service DOMINION VA POWER	4324962309 316	ELECTRIC SERVICE	151.28
	31846	DOMINION VA POWER	4324962309 316A	ELECTRIC SERVICE	68.68
	31846	DOMINION VA POWER	7218131923 316	ELECTRIC SERVICE	269.36
	31846	DOMINION VA POWER	7218131923 316A	ELECTRIC SERVICE	160.19
5230	21319	Telecommunications CENTURYLINK	310357807 316	PHONE	65.37
	23933	LUMOS NETWORKS	174057257 316	PHONE	291.71
	23933	LUMOS NETWORKS	174057257 316A	PHONE	300.48
6001	16944	Office Supplies STIMPSON CONNIE	EXPENSES 316	COPY PAPER	657.56 *
	26525	QUILL CORPORATION	4016823	OFFICE SUPPLIES	107.98
	26525	QUILL CORPORATION	4061845	OFFICE SUPPLIES	32.80
6012	17007	Books & Subscriptions HR SPECIALIST	PCS 316	SUBSCRIPTION	49.93
	17363	HARDING JESSICA	EXPENSES 316	NEWSPAPERS	190.71 *
097001	PCS SUPERVISION FEES EXPENDITURES				
3161	21348	PCS - Professional Serv LAWRENCE & ASSOCIATES	SETTLEMENT 312197	SETTLEMENT AGREEMENT	107.00
	32834	WOODS ROGERS ATTYS AT LAW		PROFESSIONAL SERVICE	2.00
3310	28587	PCS - Repairs and Mainten SOUTHERN COPIER SALES &	67416	COPIER MAINT CONTRCT	2,550.00
5420	28724	PCS - Lease/Rent of Build SRP CORPORATION LLC	RENT 316	RENT	8,584.44
5510	16944	PCS - Travel-Mileage STIMPSON CONNIE	MILEAGE 316	MILEAGE	11,134.44 *
	17363	HARDING JESSICA	MILEAGE 316	MILEAGE	300.00
	22217	MAXEY RENEE T	MILEAGE 316	MILEAGE	300.00 *
				ACCOUNT TOTAL	2,500.00
				ACCOUNT TOTAL	2,500.00 *
				ACCOUNT TOTAL	2,462.88 **

AP375H
3/31/2016
FUND # - 741

PIEDMONT COURT SERVICES FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 3/01/2016 -- 3/31/2016

AFTER CHECKS
PAGE 30

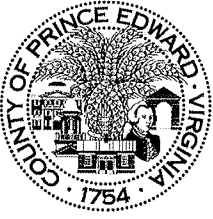
MAJOR#	ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
097002		23340	NASH ASHLEY	MILEAGE 316	MILEAGE	256.50
		23713	NEWMAN MEGAN	MILEAGE 316	MILEAGE	369.90
		27285	RICE JEANENE	MILEAGE 316	MILEAGE	135.00
					ACCOUNT TOTAL	1,020.03 *
					MAJOR TOTAL	14,954.47 **
0001		28095	ALERE TOXICOLOGY SERV INC	L057521	DRUG TESTING	58.44
					ACCOUNT TOTAL	58.44 *
					MAJOR TOTAL	58.44 **
					FUND TOTAL	17,475.79
					TOTAL DUE	985,324.39

Approved at meeting of _____ on _____

Signed _____ Title _____ Date _____

_____ Title _____ Date _____

_____ Title _____ Date _____



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

Meeting Date: April 12, 2016
Item No.: 6-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 _____

Cooper-Jones _____
Gray _____
Jones _____

Pride _____
Simpson _____
Timmons _____

Townsend _____
Wilck _____



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

Meeting Date: April 12, 2016
Item No.: 6-e
Department: County Administration
Staff Contact: W.W. Bartlett
Issue: Appropriations

Summary:

art

1. The Circuit Court Clerk has received notification she has \$1,914 available in the Technology Trust Fund. She has requested these funds to assist in paying the maintenance costs of the Records Management and Case Imaging (CIS) Systems. The request has been approved. She is requesting the Board of Supervisors amend her budget and appropriate the funds
2. The Sheriff is requesting the expenditure of \$2,800 from the Forfeited Asset Fund to pay for the annual dues to participate in the Piedmont Regional Task Force.
3. The third item represents the FY16 Budget Amendment required to reflect the decision by the Board of Supervisor to provide a loan of \$187,500 to the Prospect VFD which they will repay with interest over five years.

FY16 BUDGET AMENDMENT

Rev/Exp	Fund	Dept	Object	Description	Debit	Credit
3 (Rev)	100	23000	0080	Technology Trust Fund		\$1,914.00
4 (Exp)	100	21600	5880	Circuit Court Clerk - TTF	\$1,914.00	
3 (Rev)	105	041050	0105	From Forf. Asset Fund Bal.		\$2,800.00
4 (Exp)	105	031700	6010	Police Supplies - Sheriff	\$2,800.00	
3 (Rev)	100	041050	0100	General Fund Balance		\$187,500
4 (Exp)	100	032200	8005	Capital Equip - Prospect	\$187,500	

Attachments:

Recommendation:

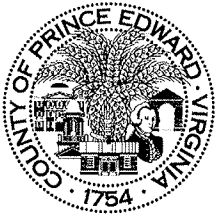
Approve the budget amendments above and appropriate the same funds

Motion _____
 Second _____

Cooper-Jones _____
 Gray _____
 Jones _____

Pride _____
 Simpson _____
 Timmons _____

Townsend _____
 Wilck _____



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

Meeting Date: April 12, 2016
Item No.: 7
Department: County Administration
Staff Contact: W.W. Bartlett/Sarah Elam Puckett
Issue: Highway Matters

Summary: Scot Shippee, P.E., Resident Engineer, VDOT-Dillwyn will be present at the Board meeting.

Attachments:

Recommendation: None.

Motion _____
Second _____

Cooper-Jones _____
Gray _____
Jones _____

Pride _____
Simpson _____
Timmons _____

Townsend _____
Wilck _____



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

Meeting Date: April 12, 2016
Item No.: 8
Department: County Administration
Staff Contact: W.W. Bartlett
Issue: School Board Appointments: Announcement of Nominees

Summary: The terms of the following School Board members expire on June 30, 2016:

District 301 – Timothy W. Corbett, Sr., MD (Supervisor Jerry Townsend)

District 501 – Russell L. Dove (Supervisor Bob Timmons)

Below is a complete list of the current members of the Prince Edward County School Board:

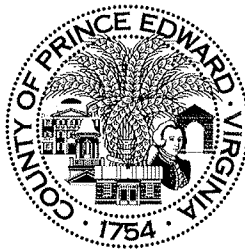
District	School Board Member	Term Expiration
301 (Leigh)	Timothy W. Corbett, Sr., MD	6/30/16
501 (Buffalo)	Russell L. Dove	6/30/16
401 (Hampden)	Beulah M. Womack	6/30/17
701 (Farmville)	Sherry Honeycutt	6/30/17
101 (Farmville)	Peter Gur, Ph.D.	6/30/18
801 (Farmville)	Lawrence C. Varner, MD	6/30/18
201 (Lockett)	Chapman Hood Frazier, Ph.D.	6/30/19
601 (Prospect)	Darin Edward Thomas	6/30/19

At the April Board meeting, the Citizen Committees for District 301 and District 501 will present to the Board of Supervisors the nominee(s) for School Board for each district.

Attachments: School Board Selection Criteria

Recommendation: Following the presentation of School Board nominees by each Citizen Committee, the Board will wish to authorize a Public Hearing for the May 10, 2016 meeting on the nominees for Districts 301 and 501.

Motion _____	Cooper-Jones _____	Pride _____	Townsend _____
Second _____	Gray _____	Simpson _____	Wilck _____
	Jones _____	Timmons _____	



Adopted: November 13, 1984
Revised: August 10, 2004
Revised: January 13, 2009

CRITERIA FOR SELECTION OF SCHOOL BOARD MEMBERS

1. Each of the eight School Board members shall be appointed by a majority vote of the full Board of Supervisors when the School Board members' terms expire. This vote of the Board of Supervisors shall be by the show of hands.
2. The School Board members' terms of office shall commence on July 1.
3. The criteria for the appointment of School Board members are as follow:
 - a. Each year, the Supervisor from each election district in which a School Board member's term expires shall appoint a three (3) or five (5) member Citizens Committee to review and select candidate(s) for appointment to the School Board.
 - b. The membership of the Citizens Committee shall be announced at the Board of Supervisors meeting in February and published in a newspaper of general circulation, and the voters of the electoral district encouraged to submit nominations to the Chairman of the Committee.
 - c. For the March Board meeting, the County Administrator shall schedule and publish notice of a public hearing at which citizens will have an opportunity to submit names of candidates to be considered for appointment to the School Board. The members of the appointed Citizens Committee shall attend.
 - d. After the public hearing, the Citizens Committee shall interview and seriously consider all persons who are nominated and express willingness to serve, if appointed.
 - e. At the April Board meeting, the Citizens Committee shall report to the full Board of Supervisors a list of candidates for consideration. If the incumbent is requesting reappointment and is the only citizen expressing an interest, the Citizens Committee shall only be required to submit one name, the incumbent's, for consideration. If the incumbent is not requesting reappointment or is ineligible for reappointment, the Citizens Committee shall submit one or more names for consideration. The Citizens Committee shall also provide the Board biographical information on each candidate.
 - f. At the May Board meeting, a public hearing shall be held on the candidate(s) submitted at the April meeting.
 - g. At the June meeting, the Board, by a majority vote, shall appoint one candidate to the School Board.
 - h. The Citizens Committee, in selecting the candidates, shall consider the following:
 1. Person must be an eligible voter and resident of the election district;
 2. Person should be a freeholder;
 3. Person must be willing to serve on the School Board;
 4. Person should have at least a high school education;
 5. Person should be oriented to public service;
 6. Person should be involved, concerned, and dedicated to public education;
 7. Person should be independent (base decisions on factual matters rather than as a representative of a group or faction);
 8. Person should be able to perform the duties and obligations of School Board members;
 9. Person should be of integrity in all matters;
 10. Person should be above prejudice with regard to race, creed, sex, religion, age, and national origin.

###



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

Meeting Date: April 12, 2016
Item No.: 9
Department: County Administration
Staff Contact: W.W. Bartlett/Sarah Elam Puckett
Issue: Citizen Volunteer Appointments

Summary: Listed below is a chart summarizing the boards and commissions which have upcoming vacancies and/or expiring terms of office in June 2016. Also attached is a copy of a Citizen Volunteer Application.

APPOINTMENT	TERM OF OFFICE	# OF VACANCIES	CURRENTLY IN OFFICE
Board of Appeals for Building Code	5 Years	1	Southard Brumfield *
Poplar Hill Community Development Authority	1 Year	2 (Citizen Positions)	Mattie P. Wiley * Karen Schinabeck *
Prince Edward County Industrial Development Authority	4 Years	2	Gwen Eddleman* James Moore *
Social Services Board <i>(Position to be filled by resident living in the Rice area.)</i>	4 Years	1	Shirley Wallace *
Central Virginia Regional Library Board	4 Years	1	Karen Schinabeck*

**Eligible for re-appointment.*

Attachments: Citizen Volunteer Application

Recommendation: Authorize advertising citizen volunteer positions.

Motion _____
 Second _____

Cooper-Jones _____
 Gray _____
 Jones _____

Pride _____
 Simpson _____
 Timmons _____

Townsend _____
 Wilck _____



CITIZEN VOLUNTEER APPLICATION
FOR COUNTY BOARDS, COMMITTEES & COMMISSIONS

Date _____

Name _____

Home Address _____

City _____ State _____ Zip Code _____

Election District:	Buffalo	_____	Farmville 801	_____
	Hampden	_____	Leigh	_____
	Farmville 101	_____	Lockett	_____
	Farmville 701	_____	Prospect	_____

Home Telephone Number _____ FAX _____

E-Mail Address _____

Present Employer _____

Business Address _____

City _____ State _____ Zip Code _____

Business Telephone Number _____ FAX _____

Which Address is Preferred for Mailings? Home _____ Office _____

Optional Information Which May Prove Helpful:

Occupation _____

Former Occupation, If Retired _____

Education: High School _____ Year _____

College/Technical School _____ Year _____

Graduate School _____ Year _____

Military Service _____ Years _____

Degrees/Other _____

Past Board, Commission, and Committee Assignments _____

Professional, Civic, or Other Activities _____

Please state below your interest and/or reason to seek appointment by the Board of Supervisors and any special qualities that qualify you for this appointment.

Do you have a family member who is employed by the county office, organization or institution over which the Board/Commission for which you are seeking appointment will oversee/interact? If yes, please explain.

Do you have a business relationship with the county office, organization or institution over which the Board/Commission for which you are seeking appointment will oversee/interact?

I am interested in and willing to serve on the following Board(s), Commission(s), or Committee(s). Please list in order of preference.

APPOINTED BY THE BOARD OF SUPERVISOR:

- _____ Board of Appeals for Building Code
- _____ Southside Virginia Community College Board
- _____ Crossroads Community Services Board
- _____ Poplar Hill Community Development Authority
- _____ Prince Edward County Industrial Development Authority
- _____ Central Virginia Regional Library Board
- _____ Prince Edward County Planning Commission
- _____ Prince Edward County School Board
- _____ Prince Edward County Social Services Board
- _____ Commonwealth Regional Council Committees
- _____ STEPS Board
- _____ Piedmont Regional Jail Board
- _____ Special Committee of the Board of Supervisors: _____
- _____ Other(s) _____

APPOINTED BY CIRCUIT COURT:

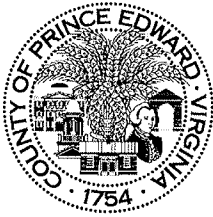
- _____ Electoral Board
- _____ Board of Zoning Appeals

By submitting this application to the County of Prince Edward, I hereby certify that all information contained herein is true and complete and I consent to the dissemination of this document to the general public.

Signature Date

Please Return Application To:
Prince Edward County Administrator's Office
Post Office Box 382
111 South Street, 3rd Floor
Farmville, Virginia 23901
Tel: 434-392-8837 -- FAX: 434-392-6683
e-mail: info@co.prince-edward.va.us

NOTE: This application will be retained on file in the Prince Edward County Administrator's Office through December 31 of the year submitted. If you wish to be considered for future appointments by the Board of Supervisors, please file an application annually with the County Administrator's Office. Thank you.



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

Meeting Date: April 12, 2016
Item No.: 10
Department: County Administration
Staff Contact: W.W. Bartlett
Issue: Community Policy Management Team Appointments

Summary:

The General Assembly created the Children’s Services Act (CSA) to create a collaborative system of services and funding that is child centered, family-focused and community based to address the needs of troubled at-risk youths and their families. Chapter 52 of title 2.2 of the Code of Virginia outlines the requirements of this program.

To receive CSA funds from the Commonwealth of Virginia section 2.2-5204 of the Code, directs every County to establish a Community Policy and Management Team (CPMT). Membership of the CPMT is specified in section 2.2-5205 of the Code and shall include”:

- One elected official or an appointed official (presently the County Administrator)
- The local agency heads or their designees of the following – (1) Community Services Board, (2) Juvenile Court Services Unit, (3) Department of Health, (4) Department of Social Services, and (4) Local School division.
- Representative of a private organization or association of providers for children’s or family services if such organizations are located within the locality
- A Parent Representative

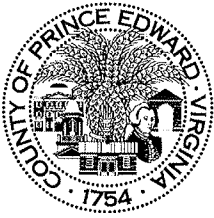
The CPMT manages the program in each community. The CPMT has been conducting a self-assessment to ensure the program is being administered properly. Due to resignations the CPMT does not currently have either a representative of a private organization or a Parent Representative.

The CPMT is requesting the Board appoint Rodney Wilkerson to serve as the representative of a private organization. Mr. Wilkerson is employed by Family & Community Support Systems located at 1 Mill St. Mr. Wilkerson has 19 years of experience in the child services field. He has served on numerous Family Assessment Planning Teams (FAPT) and CPMT teams in the region. Thus, he is well aware of the challenges faced by families and their offspring who will require services administered through the CSA program. He has specialized in finding cost effective solutions for families facing mental health challenges of their children. Thus, he will be a valuable addition to the CPMT. The appointment will be effective immediately and expires on June 30, 2018.

The CPMT is requesting the Board appoint Mrs. Melissa Gayles of Farmville to serve as the parent representative. The appointment will be effective immediately and expires on June 30, 2018.

Recommendation: Appoint Mr. Rodney Wilkerson and Mrs. Melissa Gayles to the CPMT whose terms will be effective immediately and will expire on June 30, 2018.

Motion _____ Cooper-Jones _____ Pride _____ Townsend _____
Second _____ Gray _____ Simpson _____ Wilck _____
Jones _____ Timmons _____



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: April 12, 2016
Item No.: 11
Department: County Administration
Staff Contact: W.W. Bartlett
Issue: Appointment: Workforce Investment Board

Summary: Currently, Sharon Carney represents the County of Prince Edward as a representative of the “economic development sector” on the South Central Workforce Development Board. Sharon’s two-year term expires June 30, 2016. With her forthcoming retirement, the Board of Supervisors will wish to consider nominating a representative who can also represent the economic development sector.

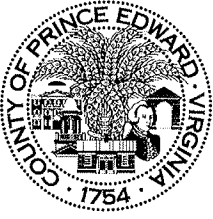
The Workforce Development Board meets quarterly and each member is requested to participate on a committee that meets quarterly as well. The Board provides oversight to the employment and training services for adults, dislocated workers and at risk youth. Policy development is a big part of what the Board does to be sure that WIOA funds are spent for training that meets the needs of local business. The economic development representative is needed to provide input on those needs.

To keep County representation on the Workforce Development Board, I am recommending the Board of Supervisors consider forwarding the name of Rob Fowler, as the County’s Director of Planning & Community Development, to the Chief Local Elected Officials Board (CLEO), which makes the appointments. The nomination will be voted on by the Chief Local Elected Officials Consortium on Friday, April 29, 2016.

Attachments: None

Recommendation: Recommend the appointment of Rob Fowler to the Chief Local Elected Officials Board of the South Central Workforce Investment Council for a term of July 1, 2016 – June 30, 2018.

Motion _____	Cooper-Jones _____	Pride _____	Townsend _____
Second _____	Gray _____	Simpson _____	Wilck _____
	Jones _____	Timmons _____	



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

Meeting Date: April 12, 2016
Item No.: 12-a
Department: County Administration
Staff Contact: W.W. Bartlett
Issue: Health Insurance

Summary:

The County has received a renewal with the Local Choice Program for the provision of health insurance for county employees for the 2016-2017 fiscal year. If the County offers the same plans as last year the County's premiums will increase 5.5% which will increase County expenses by about \$36,000. As you will recall the County's premiums decreased last year. The new rates are less than the rates in FY13 and the same as existed in FY14 and FY15. The chart below shows the rates for the plans currently offered by the County, which includes comprehensive dental care. There is an option for employees to choose a plan with only preventive dental care but the majority of employees choose the comprehensive dental plan. The plan with preventive dental is \$11 cheaper than the comprehensive plan for single coverage.

<u>Active Employees</u>	<u>Single</u>	<u>Dual</u>	<u>Family</u>
Key Advantage 250	\$602	\$1,114	\$1,625
Key Advantage 500	\$555	\$1,027	\$1,499
<u>Retirees Not Eligible for Medicare</u>	<u>Single</u>	<u>Dual</u>	<u>Family</u>
Key Advantage 250	\$1,204	\$2,227	\$3,251
Key Advantage 500	\$1,110	\$2,054	\$2,997
Retirees eligible for Medicare	Advantage 65	\$169	

For those employees who have dual or family coverage, the cost (pre-taxed) for dependent coverage to the employee will be as follows per pay period:

	<u>Key Advantage 250</u>	<u>Key Advantage 500</u>
Dual	\$ 559.00	\$ 472.00
Family	\$1,070.00	\$ 944.00

I am recommending the County maintain the same insurance plan as last year. Under the current plan the County offers employees the choice of selecting the Key Advantage 250 or 500 plans but the County only provides funding for the 500 plan. Employees have the option of "buying up" to the 250 plan at their cost.

Motion _____	Cooper-Jones _____	Pride _____	Townsend _____
Second _____	Gray _____	Simpson _____	Wilck _____
	Jones _____	Timmons _____	



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

As discussed during the meeting on April 5, 2016, I am recommending the Board authorize a change in the County’s health insurance plan by imposing a waiting period before new employees are eligible for health insurance benefits. The Local Choice Program only allows a maximum waiting period of 90 days or less. The options are as follows:

- a. Date of Hire
- b. 1st of the month following date of hire
- c. 30 days following date of hire
- d. 1st of the month following 30 days from date of hire
- e. 60 days following date of hire
- f. 1st of the month following 60 days from date of hire
- g. 90 days following date of hire.

I am recommending the Board authorize the adoption of a waiting period whereby a new employee’s health insurance would commence the first of the month following 60 days from date of hire. Choosing the option of 90 days following date of hire would be a greater administrative burden on County staff. Per the Local Choice regulations each day counts even weekends and holidays. Choosing this option would require County staff to manually determine the day health insurance would become active and then manually calculate the first month’s premium. After that payroll is completed County staff would then be required to revisit the employee’s computer file and permanently activate the Health Insurance

Attachments: FY17 Health Insurance Spreadsheet displaying all plans available and rates.

Recommendation: Authorize the County Administrator to submit all necessary documents to Local Choice to maintain the current Health Insurance plan with the exception of imposing a waiting period.

Motion _____
Second _____

Cooper-Jones _____
Gray _____
Jones _____

Pride _____
Simpson _____
Timmons _____

Townsend _____
Wilck _____

THE LOCAL CHOICE HEALTH BENEFITS PROGRAM

Prince Edward County

Proposed Rates Effective from
July 1, 2016 through June 30, 2017

With Comprehensive Dental

	<u>Single</u>	<u>Dual</u>	<u>Family</u>
<u>ACTIVE EMPLOYEES</u>			
Key Advantage Expanded	\$659	\$1,219	\$1,779
* Key Advantage 250	\$602	\$1,114	\$1,625
* Key Advantage 500	\$555	\$1,027	\$1,499
Key Advantage 1000	\$527	\$975	\$1,423
High Deductible Health Plan	\$435	\$805	\$1,174
<u>RETIRES NOT ELIGIBLE FOR MEDICARE</u>			
Key Advantage Expanded	\$1,318	\$2,438	\$3,559
* Key Advantage 250	\$1,204	\$2,227	\$3,251
* Key Advantage 500	\$1,110	\$2,054	\$2,997
Key Advantage 1000	\$1,054	\$1,950	\$2,846
High Deductible Health Plan	\$870	\$1,609	\$2,349

With Preventive Dental Only

	<u>Single</u>	<u>Dual</u>	<u>Family</u>
<u>ACTIVE EMPLOYEES</u>			
Key Advantage Expanded	\$648	\$1,199	\$1,750
* Key Advantage 250	\$591	\$1,093	\$1,596
* Key Advantage 500	\$544	\$1,006	\$1,469
Key Advantage 1000	\$516	\$955	\$1,393
High Deductible Health Plan	\$424	\$784	\$1,145
<u>RETIRES NOT ELIGIBLE FOR MEDICARE</u>			
Key Advantage Expanded	\$1,296	\$2,398	\$3,499
* Key Advantage 250	\$1,182	\$2,187	\$3,191
* Key Advantage 500	\$1,088	\$2,013	\$2,938
Key Advantage 1000	\$1,032	\$1,909	\$2,786
High Deductible Health Plan	\$848	\$1,569	\$2,289

Medicare Retiree Rates

<u>RETIRES WITH MEDICARE</u>	
Medicare Complementary	\$134
* Advantage 65	\$169
Advantage 65 and Dental/Vision	\$201

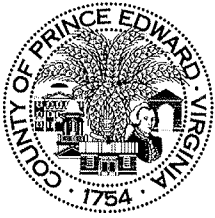
* Benefit Plans Currently Offered

Coverage under The Local Choice Key Advantage and HDHP contracts is for:

- Active Employees and their Dependents
- Retirees not eligible for Medicare and their Dependents not eligible for Medicare, and/or
- Dependents of Medicare eligible Retirees who are not Medicare eligible.

If coverage is offered to Medicare eligible retirees and their Medicare eligible Dependents, it must be obtained through one of our Medicare Supplemental contracts which require participation in both Parts A and B of Medicare to receive maximum benefits.

The PCORI fee is the responsibility of the group and payment should be submitted directly to HHS, therefore, this fee has not been included in your rates.



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

Meeting Date: April 12, 2016
Item No.: 12-b
Department: County Administration
Staff Contact: W.W. Bartlett
Issue: Award of Contract for Courthouse Landscape Design

Summary:

To prepare for the Vice-Presidential Debate in October the Board of Supervisors has indicated a desire to improve the outside appearance of the Courthouse grounds. To that end, County Staff has obtained proposals from two firms that provide landscape design services.

The two proposals are attached. Attachment 1 is the proposal provided by Harvey Design Land Architects (HDLA). HDLA is a full service landscape architectural firm that provides design, construction details and contract administration. They do not perform the actual construction and installation of the design. They have performed work for about 30 localities in Virginia. Farmville has used their services for 12 years and are highly pleased with the quality of their work. The Option I Proposal is for \$6,400 and includes the entire Courthouse Complex. There is an Option II Proposal is only for the front of the Court House and costs \$3,600. It is important to note that both Option I & I provide an overview of the project and a master plan. To obtain actual construction documents would cost an additional \$4,500. The actual construction documents would not be completed until we decide how much of the plan developed in phase I we would want to complete.

Attachment 2 is the proposal from Land Tech Group of Virginia provides custom design, installation and maintenance services for new and renovated landscapes. The proposal from Land Tech “to scale” designs, plant and material lists etc. The deliverable would allow the County to go to bid. Item 6 of the proposal allows the County to receive a credit of up to 100% (\$3,000) for installation if the County would choose Land Tech to do the actual installation. Land Tech is not an architectural or engineering firm. They have provided installation services on several governmental projects to include the Mid-Town Connector Project in Lynchburg and the G91 Richmond Gateway Project for VDOT. In Lynchburg they were a subcontractor and provided all paver, concrete and planting work. The General Contractor stated they did excellent work, were fast with excellent quality. I am still contacting other clients that Land Tech has provided services and will provide their recommendations as they are received.

I would recommend you visit each of their web sites to see then type of work they have completed.

Attachment: HDLA Proposal dated 3/21/16
 Land Tech proposal dated 3/31/16

Recommendation: Review the proposals and select the firm to provide landscape services.

Motion _____	Cooper-Jones _____	Pride _____	Townsend _____
Second _____	Gray _____	Simpson _____	Wilck _____
	Jones _____	Timmons _____	



March 21, 2016

Mr. Wade Bartlett, County Administrator
County Administration Office
P.O. Box 382
Farmville, Virginia 23901

RE: REVISED Proposal for Courthouse Improvements and Suggested Schedule

Dear Wade,

I enjoyed seeing you again and discussing the historic Courthouse needs. We also spent time reviewing the grounds and photographing, and have many good ideas that can be identified in an overview plan that could be implemented in phases. The following is our letter proposal to accomplish that. The study area would be the Courthouse and the adjacent county owned buildings and parking lot. HDLA would approach this work through the following process:

I have also included an "OPTION" to only focus on the front of the Courthouse building out to the street.

OPTION I - ENTIRE PROPERTY

SITE ANALYSIS

- A. Develop a "to-scale" topography map using the Town or County GIS system. We would also need the County boundary line survey to develop a working base plan
- B. Re-visit the property to photograph specific areas and take notes with enlarged plan
- C. Show existing features on Main Street and South Street areas such as:
 - Front entry court, including historic brick pavers and war memorials
 - Both side entrance areas of the courthouse and gazebo
 - Rear entry area
 - Sidewalks and parking lots
 - Visitor Center
 - Existing plantings

CONCEPT & SCHEMATIC DEVELOPMENT

- A. From analysis, develop a Conceptual layout for the overall Courthouse to include all items specified above and a conceptual planting plan
- B. Meet to review Conceptual Designs with you
- C. Refine concept into detail schematic plan from comments received

901 Jefferson Street, Suite 208 Lynchburg, VA 24504 • 434-528-5184 • www.hdla.biz

D. Develop three (3) enlargements of schematic plan showing:

- Front courtyard
- Right side entrance
- Left side entrance with noncompliant ADA walk

E. Review schematic design with you

F. Develop MASTER PLAN of entire property

Fees for the site analysis, concept and schematic plan, including three (3) meetings onsite, enlargements, and all design work.....\$6,400.00

At the completion of this phase you will have a Master Plan, drawn to scale, with enlargements of key areas that show all areas for improvement. You can then decide their priority and a work schedule.

This first phase does not include any construction details or construction administration.

PROPOSED SCHEDULE - OPTION I

Phase I - Site Analysis ----- April - May 2016

OPTION II - FRONT OF COURTHOUSE ONLY

HDLA would develop the following just as specified in Phase I:

A. Base Sheets

Analysis

Conceptual Design

Schematic Design

Final Design

Fees for item A above: \$3,600

CONSTRUCTION DETAILS

B. Based on the approved design, construction documents (drawings and specifications) will be developed to include:

- Site stakeout plan, including overall dimensions, as well as all site design items in front, such as brick walks, steps, adjacent walks, and a planting plan
- HDLA will complete the detailed construction plans with elevations, cross sections and details.

For Construction Details our fees would be \$4,500.

C. Construction Administration

- Owner will receive bid; HDLA will be available to answer contractor questions
- Pre-bid Meeting
- Preconstruction Meeting
- Review Contractor Shop Drawings, Material, Data, etc.

Fees for these Construction Administration services would include three(3) site visits for inspection and project close out: \$2,000

PROPOSED SCHEDULE - OPTION II

Phase I - Site Analysis ----- April - May 2016

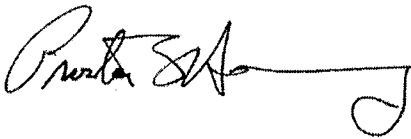
Phase II - Construction Details ----- June - Mid July 2016

Phase III - Construction ----- Mid July - August 30, 2016

Wade, I want to thank you for allowing HDLA to submit this proposal. If you have any questions or items you would like to discuss further, please don't hesitate to call.

I look forward to working with you on this overview for your historic Courthouse!

Sincerely,



Proctor S. Harvey CLA, ASLA
President



Design Proposal-Prince Edward County Courthouse (3/31/16)

Land Tech Group of Virginia 18971 Forest Rd. Lynchburg, VA 24502 and Prince Edward County Administration Farmville, VA *Client Contact:* Wade Bartlett phone # 434 392 8837 email: wbartlett@co.prince-edward.va.us

We hereby submit specifications for proposed work, by Land Tech Group of VA as follows:

\$3000.00 Design Fee: Includes redesigning the front courtyard area and other planting beds along the buildings and parking lot as discussed on site, traveling to the site for measurements and photos, recommendations for materials and material photos, color copies of design plans with plant list and notes.

1. **Design Development Can Include:**
 - a. Initial consultation
 - b. Site evaluations, measurements, photos, samples
 - c. Research and development of material selections
 - d. Scaled plan with specifications
 - e. Presentation to client including budgetary estimate
 - f. One meeting with contractor prior to installation
 - g. One one-hour on-site inspection during installation
 - h. One post job site inspection
 - i.
2. **Not Included:**
 - a. Surveying or Engineering
 - b. Additional materials, supplies, lab or copy services
 - c. Construction administration, which could be available for additional fees
3. **All original drawings** and specifications are and will remain the sole property of Land Tech. Each plan formulated at our firm involves original thought and ideas; therefore it should be noted that we reserve the copyright to any design plan formulated by our staff. Payment for design services gives you ownership of plans to do with what you wish.
4. **Design Fee and Payment Terms:** Payment will be made as follows: Land Tech Group of Virginia requires a deposit of 50% when the proposal is signed and the remaining 50% of the proposal and any additional work will be due upon completion of work. Payment schedule will be changed due to any changes in proposed work. If payment is not made on the 10th day, after receiving the invoice, the owner will be responsible for paying all expenses in collecting of the invoice, including twenty-five per centum attorney's fees in case these invoices shall not be paid within 7 days of the date of invoice.



5. **Additional fees for work outside the scope of this design** will be incurred at the rate of _\$75_ per hour to be invoiced after presentation of final plan and due upon receipt. Delivery of the final plans will occur after the final payment is received. Change orders and revisions after final presentation to be billed accordingly at the hourly rate above. Any payments made more than 30 days after the invoice date will incur a charge of 1% of the total payment.
6. **Land Tech extends the offer to credit the client the design fees paid proportionately to percentage of project contracted for installation, up to 100% for full project.**
7. **The terms of this agreement** shall commence on _____ and shall continue in full force and effect thereafter until it is terminated by completion of project or written notice by either party to the other. The agreement will be governed by the laws of the State of Virginia and constitutes the entire agreement between parties regarding its subject matter.
8. Land Tech is neither an architectural nor an engineering firm, nor does it in any way represent its self or its employees as such. Therefore, we may not be held liable for such responsibilities, either real or implied.

Customer Signature: _____

Date: _____

Allied Design Representative: _____

Date: _____

Notes or Comments:



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: April 12, 2016
Item No.: 12-c
Department: County Administration
Staff Contact: W.W. Bartlett
Issue: Landfill Construction Contract

Summary: On January 12, 2016 the Board of Supervisors authorized the development of bid documents for the construction of cell E at the Prince Edward County landfill. These documents were created and the Invitation for Bids (IFB) was advertised in the Richmond Times Dispatch and the Farmville Herald in late February and early March. In addition the IFB was posted on the County’s web site and our Engineering Firm’s (Resource International) web site and placed on the web sites of Builders Exchange Association of Virginia and Valley Construction News/The Plan Rooms, Inc. The last two are plan rooms which serve as clearinghouses for projects being bid. Construction companies typically visit these sites looking for projects to bid on.

A mandatory pre-bid meeting was held at the Landfill. Representatives from 5 companies attended the pre-bid meeting. All 5 picked up bidding documents and the County received 4 bids by the closing date of March 28, 2016. Resource has vetted the responses and is recommending the contract be awarded to Sargent Corporation. Sargent is headquartered in Maine with an office in Ashland, Virginia. Attached is a summary of bids received. Sargent was the low bidder at \$1,332,195 and met all bidding requirements.

Not including current contracts Sargent has completed 16 contracts for public sector and private clients for cell and/or closure construction for landfills in Virginia and 5 for landfills in Maryland. Resource contacted references for work completed in Amelia, Campbell, Goochland and Shenandoah Counties. All were extremely pleased with the work performed by Sargent. In addition to the construction contract I am recommending we authorize Resource International to perform Construction Quality Assurance (CQA) services to ensure the work is performed per specifications. This will cost no more than \$80,000.

Attachment: Letter dated April 6, 2016 from Resource International
 Summary of Bids spreadsheet

Recommendation:

1. Based on the recommendation of Resource, the Board will wish to award to contract to Sargent.
2. Authorize County Administrator to execute all contract documents, once reviewed and approved by County Attorney.
3. Amend the FY 16 Landfill Construction budget and appropriate funds, as displayed below.

FY16 BUDGET AMENDMENT

REV/EXP	FUND	DEPART	OBJECT	DESCRIPTION	DEBIT	CREDIT
3(Rev)	331	041050	0331	Landfill Const. Fund Bal.		\$1,412,195
4(Exp)	331	094000	0051	Landfill Construction	\$1,332,195	
4(Exp)	331	094000	3160	Prof Serv –Const. Eng.	\$ 80,000	

Motion _____
 Second _____

Cooper-Jones _____
 Gray _____
 Jones _____

Pride _____
 Simpson _____
 Timmons _____

Townsend _____
 Wilck _____

April 6, 2016

P.N. 90094.35

Mr. Wade Bartlett
County Administrator
Prince Edward County
111 South Street
Farmville VA 23901

**RE: Prince Edward County Cell E Construction
Engineer's Report on Bids**

Dear Mr. Bartlett:

Bids were received and opened publicly on March 28, 2016, at 3:00 p.m. in the County Administrator's Office for the above referenced project. The project was advertised in the Richmond Times-Dispatch and the Farmville Herald, newspapers of general circulation in the County. Also, the project was listed with the Builders Exchange of Richmond and Valley Construction News. In addition, Invitations to Bid were sent to certain other contractors who have expressed interest in the past regarding landfill construction projects either for Prince Edward County or for other Resource clients. In all, five prospective General Contractors procured bidding documents, and bids were received from four of them. A "Summary of Bids Received" and a detailed "Bid Tabulation" were forwarded to you earlier via e-mail.

The Low Bidder for the Contract is:

Sargent Corporation
11139 Air Park Road
Ashland, VA 23005

Bid: \$1,332,195.00

Sargent's bid is ~3.6% lower than the next lowest bid, and both of these bids were greater than 23% to 26% lower than the two other bids received. Sargent provided a list of ongoing and recently completed Virginia landfill projects and references. The references included the following:

- Maplewood Landfill, Jetersville (Amelia County), Virginia
- 623 Landfill, Rockville (Goochland County), Virginia
- Livestock Road Landfill (Region 2000), Rustburg (Campbell County), Virginia

Mr. Wade Bartlett
P.N. 90094.35
April 6, 2016
Page 2

- Shenandoah County Landfill, Woodstock (Shenandoah County), Virginia

All four references contacted noted that the work was completed to their satisfaction, that the Contractor's project supervisor and project manager were a pleasure to work with, and that the contractor was cooperative. The contractor appears to have an excellent reputation for landfill cell and closure construction in Virginia.

The County's interest should be protected by the contract requirement for the contractor to provide Performance, Payment, and Maintenance Bonds as well as the Insurance Requirements of the Supplementary Conditions. The interests of the County will be further protected by the presence of CQA representatives present during the various stages of the Cell Construction process.

Based on the above information, it is Resource's recommendation that the contract be awarded to the low bidder, Sargent Corporation, after review and approval, as appropriate, by the County Attorney and the County Board of Supervisors.

Thank you for this opportunity to be of service to you. If you have any questions, feel free to contact me at (804) 550-9245, Bob Hundley at (804) 550-9222, or Charlie Riedlinger (Senior Vice President) at (804) 550-9206.

Sincerely,



Edward J. Hollos, P.E.
Solid Waste Group Leader

/aw

Summary of Bids Received for the Construction of Cell E, Prince Edward County, Virginia

Bid Opening @ 3:00 PM; March 28, 2016 (in order of opening of the bids)

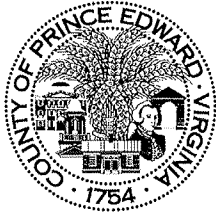
Bidder's Name and Address	Total Extended Amount of Bid	Bid Bond (Certified Check or Bond)	Acknowledgement of all Addenda	Contractor's Qualifications Statement (Experience)	Equipment List	List of Sub-Contractors
Triangle Grading & Paving, Inc. PO Drawer 2570 Burlington, NC 27215	\$1,381,727.50	X (Bid Bond) 5%	X	X	? (Referenced as attached, but could not find)	X
Global Containment Solutions, LLC PO Box 2042 East Peoria, Illinois 61611	\$1,874,700	X (Bid Bond) 5%	X	X	X	X
Sargent Corporation 378 Bennoch Road PO Box 435 Stillwater, Maine 04489	\$1,322,195	X (Bid Bond) 5%	X	X	X	X
Harnden Group, LLC 5010 Ritter Road, Suite 112 Mechanicsburg, PA 17055	\$1,794,170	X (Bid Bond) 5%	X	X	X	X

118

"X" means these required attachments to the bid were provided with the bid.

"?" means this attachment was referenced as provided with the bid in an attachment, but the attachment was not found.

The Engineer's Opinion of Probable Cost was: \$1,277,300



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

Meeting Date: April 12, 2016
Item No.: 12-d
Department: County Administration
Staff Contact: W.W. Bartlett
Issue: Use Agreement for Communications Equipment

Summary: As the County moves forward with the Sheriff's Office communications project, a "Use Agreement for Communications Equipment" will need to be executed by the County and the Commonwealth. Attached is the draft agreement, as provided by the state. The County Attorney has reviewed the agreement and can recommend that it be executed by the County.

Attachments: Draft Agreement with Virginia State Police

Recommendation: Authorize the County Administrator and/or Board Chairman execute the agreement on the behalf of the County.

Motion _____	Cooper-Jones _____	Pride _____	Townsend _____
Second _____	Gray _____	Simpson _____	Wilck _____
	Jones _____	Timmons _____	

USE AGREEMENT FOR COMMUNICATIONS EQUIPMENT

THIS Use Agreement (herein "Agreement"), made this ___ day of ___, 20___, by and between the COMMONWEALTH OF VIRGINIA, DEPARTMENT OF STATE POLICE, (herein "VSP"), and _____, a _____ (herein "User").

WITNESSETH:

That for and in consideration of the mutual covenants and agreements herein contained, and for other valuable consideration, the parties hereto agree as follows:

1. PREMISES.

(a) User acknowledges that this Agreement is not and shall not be construed as a rental agreement. User shall have no possessory interest in any portion of the Tower (hereinafter defined) or the property of VSP.

(b) Antenna Site. VSP hereby permits User to install and use antennas and related communication equipment on the communications tower (hereinafter, the Tower) owned by VSP, located in _____, as shown on that certain plat or diagram entitled "_____", prepared by _____, dated _____, and designated as Exhibit A to this Agreement, to which reference is hereby made. User is authorized to use that portion of the Tower from ___ feet above ground level to ___ feet above ground level (the "Antenna Site"). The proposed location of the antennas on the Tower is shown on Exhibit D. Nothing herein is intended to give exclusive use of the Tower to User except as specifically provided in this Agreement.

(c) Equipment Site. VSP hereby permits User to use, in addition to the Antenna Site, that certain parcel of land for User's equipment building and service facilities, which parcel is more particularly described as an area containing ___ total square feet, with approximate dimensions of ___ feet by ___ feet in size near the base of the Tower for the placement of an equipment shelter located on the real property of VSP, and situated at the specific location as shown on Exhibit A, to which reference is hereby made (herein the "Equipment Site").

(d) Appurtenant Rights. VSP hereby permits User, at no additional cost, the following appurtenances along, over and across the property of VSP (herein the "Appurtenant Rights"):

(1) The non-exclusive right to construct, erect, install, operate, repair and maintain, in the manner and for the purposes authorized by this Agreement, and at the locations specified on Exhibit A and as specified in any detailed construction or

installation plans and specifications approved in writing by VSP, aerial (overhead) and/or underground communications and electrical lines, cables, conduits and related equipment between the Antenna Site and the Equipment Site and between both the Antenna Site and Equipment Site and the nearest available and suitable access point for connection to public telephone utility service and/or public electric utility service, and between such other sites and equipment on the property of VSP as VSP may, in its discretion, authorize and approve in writing, which shall include, unless otherwise specified, a minimum right-of-way six (6) feet in width at designated locations (i.e., extending three (3) feet on either side of the centerline of any such right-of-way) unless otherwise specified. User shall have the right to keep the same clear of trees, plants or other growth; subject, however, to the obligation and requirement upon User, to relocate such lines, cables, conduits and equipment to another location approved by VSP on its land within sixty (60) days of written request by VSP.

(2) Temporary construction rights, for the purpose of construction work authorized by this Agreement, at the locations, and as may be designated on, Exhibit A to this Agreement, and as detailed in any construction or installation plans and specifications approved in writing by VSP, or as otherwise set forth in a separate written instrument granting the same.

(3) The right of ingress and egress to and from the Antenna Site, the Equipment Site and to and from any related communication or electric lines, cables, conduits, and related equipment, including the right of access for motor vehicles and parking thereof, on, over and across those roads, lanes and areas as specified for such use on Exhibit B to this Agreement. VSP shall have the right to modify or relocate vehicular access routes and parking from time to time by giving written notice thereof to User in the manner provided in this Agreement for notices, and such access shall be deemed amended upon the giving of such notice. Access for construction and installation work, for operation of the site, and for all routine maintenance and service work, shall be restricted to the normal business hours of VSP, unless otherwise approved in writing by VSP, such approval not to be unreasonably withheld, conditioned, or delayed. Following the activation of User's communications site (i.e., the date the facility becomes "on-line"), User shall have the additional right to access its communications site and facilities, including Antenna Site, Equipment Site, and all related appurtenant facilities, 24 hours a day, seven days a week, for purposes of emergency maintenance, repairs and adjustments to equipment, which access shall be subject to reasonable security procedures as may be established and amended in writing by VSP (see Section 13), and which procedures and any amendments thereto shall be in effect upon User being given written notice thereof by VSP in the manner provided in this Agreement for notices. No security procedure imposed at the direction or request of the federal government shall be deemed a violation of this Agreement.

(d) The Antenna Site, the Equipment Site, and the Appurtenant Rights, as described hereinabove, shall be known and referred to herein, collectively, as the "Premises."

2. USE OF PREMISES.

This Agreement is made pursuant to §2.2-1151 of the Code of Virginia (1950), as amended, and User's use of the Premises shall be consistent with the general purposes therein set forth. Further, and more specifically, the Premises shall be used by User for purposes of establishing, installing, operating and maintaining a radio/telecommunications site, cell or facility, which has been properly licensed by the Federal Communications Commission (FCC), for the receipt and transmission of communications and information, and the providing of services related thereto, which shall include the use and employment of antennas and communications equipment (including radio distribution, transmitting and receiving devices, base station and cell transmission equipment, switching equipment, controllers, microwave radios, telephone equipment, power and power supply equipment, etc.). Without restricting the foregoing, User represents it will be operating in frequencies in accordance with all applicable laws, rules and regulations, and that its use shall be limited to such frequencies and purposes.

User is a political subdivision of the Commonwealth of Virginia and the communications equipment to be installed at the Premises will be operated by the _____ solely for fire, rescue and law enforcement purposes.

3. TERM, RENT, AUTOMATIC RENEWAL.

(a) Initial Term. The Initial term of this Agreement shall be for a period of five (5) years (the "Initial Term"), beginning on that date (the "Commencement Date") that the User has certified to VSP that it is in receipt of the last of the necessary federal, state and local approvals, licenses and permits, including building permits, so as to permit construction and/or installation and operation of User's communications equipment and facility for the purposes herein specified (such approvals, licenses and permits herein, collectively, the "Approvals"), and terminating five (5) years thereafter (the "Termination Date"). Nevertheless, if such Approvals are not obtained within one (1) year from the date of this Agreement, then either party hereto may terminate this Agreement by giving written notice thereof to the other. The parties will execute a Certificate of Commencement, as shown on Exhibit G, to confirm the Commencement Date.

(b) Rent. In consideration that User will use the Premises solely for fire, rescue and law enforcement purposes, User may use the Premises without charge.

(c) Automatic renewal. This Agreement is subject to successive automatic one year renewals at the end of the Initial Term as provided in Section 17(b).

(d) Early Termination. Notwithstanding any other provision of this Agreement, either party may terminate this Agreement at any time with six (6) months prior written notice.

4. IMPROVEMENTS - CONSTRUCTION AND INSTALLATION.

(a) In General. Subject to the covenants, conditions and agreements set forth below and elsewhere in this Agreement, User is authorized to conduct site examinations, soil borings, geotechnical and engineering studies, and communications testing to evaluate the feasibility of the site and, subject to obtaining all necessary governmental approvals, licenses and permits, to construct and install the improvements and equipment set forth below. User shall be bound by, and hereby agrees to, the provisions of Sections 6, 7, 10 and 18 of this Agreement during any site examinations or studies.

(b) Improvements on Antenna Site. All improvements to be constructed or installed on the Antenna Site are set forth on detailed plans and specifications attached hereto and designated, collectively, as Exhibit D. Any modifications to such plans and specifications shall be subject to the prior approval of VSP.

(c) Improvements on Equipment Site. All improvements to be constructed or installed on the Equipment Site are set forth on detailed plans and specifications attached hereto and designated, collectively, as Exhibit E. Any modifications to such plans and specifications shall be subject to the prior approval of VSP.

(d) Other Improvements. All other improvements to be constructed and installed on the Premises or on the VSP property, including utility lines, pipes, conduit, access roads, etc., are set forth on detailed plans and specifications attached hereto and designated, collectively, as Exhibit F. Any modifications to such plans and specifications shall be subject to the prior approval of VSP. The improvements described in subsections (b), (c) and (d) above shall be collectively referred to as "Improvements." No other improvements shall be constructed unless VSP has approved the detailed plans and specifications relating thereto.

(e) Easements to Public Utilities. To the extent that any easement needs to be granted to a public utility company to bring electric, telephone or other utility service to the Premises, VSP will assist and cooperate in obtaining the same, but User understands that the granting of any such easements to a public utility company is subject to the express approval of the Governor of Virginia, or his designee, as provided by §2.2-1151 of the Code of Virginia. User shall coordinate with the utility companies involved and provide a survey of the easement and right-of-way required for such service. If existing easements may be used to meet the needs of User, new easements will not be granted.

(f) Permits and Approvals. No construction or installation of Improvements and equipment on the Premises or on the VSP property shall be commenced without User and/or its contractor first having secured an official State Building Permit to be issued by the Building Code Official for the Commonwealth, through the Department of General Services, Division of Engineering and Buildings. User shall pay the cost for any such permit. Further, User shall pay the cost of all necessary or required site studies, engineering studies, reports, surveys, etc., as may be necessary or required under this Agreement or by VSP.

(g) Miscellaneous. The plans, specifications and design of any tower or antenna

structure to be constructed shall be prepared and certified by a professional engineer and shall meet any applicable industry standards for such structures. Notwithstanding the review or approval of such plans and specifications for any tower or antenna structure to be constructed or for any other types of improvements to be constructed or installed by User (tower, antenna, building, equipment, etc.), neither VSP nor the Commonwealth shall be responsible or liable for any design, engineering, structural or construction defects or deficiencies relating to any improvements or equipment constructed or installed on the Premises. To the extent legally permissible, but with no obligation to expend any Commonwealth funds, VSP will cooperate with User in obtaining all required federal, state and local approvals as may be necessary to use the Premises for the purposes herein specified.

(h) Following completion of the construction and installation of all Improvements, User shall provide to VSP a set of "as built" plans and specifications and, in the case of a new equipment building, a current survey locating such Improvement on the VSP property.

(i) If, after the execution of this Agreement but prior to any construction or installation of Improvements, User is unable to occupy the Premises due to the action of the FCC, or by reason of any law, inability to obtain approvals or permits, governmental prohibition or other reasons beyond User's control so that User will be unable to carry out the purpose of this Agreement or its installation of improvements on the Premises, and further subject to the provisions of Section 3(a) herein, this Agreement may be cancelled and terminated by User or by VSP upon thirty (30) days prior written notice. Upon such termination, User shall restore any portion of the Premises that it has disturbed to its prior condition, to include any necessary grading, landscaping and reseeded.

5. OWNERSHIP OF IMPROVEMENTS.

User agrees that its title to any Improvements on the Premises shall be subject to the terms and conditions of this Agreement, and that any grantees or assignees of such title shall take subject to and be bound by the terms and conditions hereof.

(a) Any structure or building to be constructed by User, including foundation, support structures, fencing, HVAC equipment, etc., shall be considered permanent improvements (and not trade fixtures) that User shall maintain and have no right to remove or demolish. Upon termination of this Agreement, VSP shall become and be deemed to be the sole and absolute owner of all such permanent improvements, free of any interest of User, without the execution of any further instrument or the payment of any further consideration. Nothing herein contained, however, shall adversely affect User's right to the quiet enjoyment and possession of the Premises so long as the Agreement continues in force and effect without default of User hereunder.

(b) The provisions of this Section 5 shall not be applicable to any of User's removable trade fixtures, specifically, communications, electronic switching and radio equipment, and other related personal property (that do not constitute structural or mechanical components of any permanent improvements), all of which shall at all times be and remain the property of the party placing or installing the same. If the removal of such trade fixtures

and other related personal property damages any part of the Premises or of any permanent improvements thereon, User shall repair such damages and restore such improvements to as good a condition as existed prior to such removal or damage.

(c) All such permanent improvements constructed or installed by User on the Premises, as well as all of User's trade fixtures, equipment and personal property located thereon, shall be installed, maintained and kept at the sole risk of User and those claiming by, through or under User, until this Agreement is terminated, and User shall bear and assume the sole risk of loss thereof from windstorm, fire or other cause.

6. INDEMNIFICATION.

To the extent permitted by law, User agrees to indemnify and hold harmless VSP, the Commonwealth of Virginia, and the officers, agents and employees thereof, from any and all claims, damages, costs, expenses, liability, actions at law or suits in equity, of any kind or nature, including court costs, litigation expenses and reasonable attorney's fees, arising out of or caused by any negligence or willful misconduct by User, its officers, agents, servants, contractors, employees or its invitees in connection with its use, operations on or maintenance of the Premises or in connection with any of its activities or conduct, as well as construction work, on or about the Premises and the VSP property, including any negligent acts or omissions to act, in whole or in part, by User, its officers, agents, etc., as aforesaid, and such indemnification shall include and cover claims, damages and liability arising from property damage, personal injury or death, as well as any claims, fines or penalties imposed by any federal regulatory agency or the FCC in connection with radio transmissions or other communications on or from the Premises (wire or wireless), by User, or relating to User's violation of any FCC licenses; excepting, however, such claims, damages or liability arising out of or caused by the negligence or misconduct of VSP, the Commonwealth, or the officers, agents and employees thereof.

7. INSURANCE; STATUS OF VSP.

(a) Insurance During Construction Or Maintenance Work. No person or entity, whether User, a general contractor, or a maintenance contractor engaged by User, authorized or employed to perform the construction and installation work specified in this Agreement or other maintenance work on or about the Premises, or to whom a building permit has been issued for such work by the State Building Code official (designated as such by the Virginia Department of General Services), shall commence construction or installation of any improvements or equipment or shall engage in any electrical or maintenance work, or shall commence or engage in any such work on or about the VSP property, unless and until such person or entity has obtained all the insurance required hereunder from an insurer authorized to do business in Virginia and such insurance is in effect and has been reasonably approved by VSP. Further, neither User nor any contractor employed by User shall allow any subcontractor of such work to commence or perform any work on his subcontract until the same types of insurance, in an appropriate amount, have been obtained by the subcontractor and approved by User or User's contractor. VSP's approval for installation of any antenna, shall not be granted unless such insurance includes broad form liability coverage for personal

injury and property damage that may arise from occurrences relating to User's antenna or equipment. Also, approval of insurance by VSP shall not relieve or decrease the liability of User or of User's contractor or other subcontractors under this Agreement, or otherwise. The required types of insurance are set forth below, and such insurance shall be maintained at all times during the performance of any construction, installation or maintenance work.

(1) Workers' Compensation and Employers' Liability Insurance covering all workers or employees engaged in such work, and in amounts not less than the minimum required by the Code of Virginia and other applicable laws and regulations; and, in case any of the work is sublet, each subcontractor shall, similarly, provide Workers' Compensation and Employers' Liability Insurance for all of the subcontractor's workers and employees to be engaged in the work.

(2) Comprehensive Commercial General Liability (CGL) occurrence-based (not claims-made) insurance to include Premises/Operations Liability coverage, Products-Completed Operations Coverage extending for at least one year from project completion, Owner's and Contractor's Protective Liability coverage (or Independent Contractor's Insurance), blanket Contractual Liability coverage, and broad form Personal Injury and Property Damage Liability coverage insuring against claims for personal injury, including death, as well as against claims for property damage, which may arise from construction, installation and/or maintenance work and related operations authorized under this Agreement or under any construction contract related thereto. The amounts of such Commercial General Liability (CGL) insurance shall be not less than \$1,000,000 per occurrence with a \$3,000,000 aggregate, or \$3,000,000 combined single limit. Any exclusions for collapse or independent contractors liability shall be removed by policy endorsement. The Commonwealth of Virginia, VSP, and its officers, employees and agents shall be named as additional insured parties in such policy.

(3) Comprehensive Automobile Liability insurance, with statutory uninsured motorist and medical payments coverage, which shall insure against claims for personal injury, including death, as well as against claims for property damage, which may arise from the operation of User's or its contractor's motor vehicles during or related to construction, installation or maintenance work, inspections and other operations under this Agreement. The amounts of automobile insurance shall be not less than \$1,000,000 combined single limit for bodily injury and property damage per occurrence.

(4) All risk Builders Risk property insurance based on the completed value of all such improvements to be constructed on the Premises.

User and/or its contractor shall submit to VSP, prior to commencement of any such construction, installation or maintenance work, a Certificate of Coverage, issued by a licensed insurer or licensed insurance agent, evidencing that all the foregoing coverages are in effect. Likewise, Certificates of Coverage shall be provided to User or its contractor evidencing that

such coverages are in effect with respect to all subcontractors engaged to perform such construction or maintenance work or any part thereof.

(b) Insurance Generally. In addition to, (but not as a duplication of) the foregoing requirements for insurance during any construction, installation or maintenance work, on or before (i) the Commencement Date under this Agreement, (ii) the date on which User engages in any site testing or inspection work or construction work herein authorized, or (iii) the date of authorized possession of the Premises, whichever shall first occur, User (separate and apart from any insurance for its contractors) shall obtain and place in effect, and thereafter maintain without interruption during the course of this Agreement, until the Agreement is terminated and User has vacated the Premises, all the required insurance as set forth below from an insurer authorized to do business in Virginia, which insurance shall be subject to the approval of VSP. Approval shall not be granted unless there is broad form liability coverage for personal injury and property damage that may arise from the collapse or fall of any User-constructed or installed structure, building or equipment. Also, approval of insurance by VSP shall not relieve or decrease the liability of User under this Agreement or otherwise.

(1) Workers' Compensation and Employer's Liability Insurance in the amounts, and with the coverages, and subject to the same provisions set forth in Section 7(a) (1), above.

(2) Comprehensive Commercial General Liability (CGL) insurance in the amounts, and with the coverages, and subject to the same provisions set forth in Section 7(a) (2), above, excepting products-completed operations coverage. The Commonwealth of Virginia, VSP, and its officers, agents and employees shall be named as additional insured parties in such policy.

(3) Comprehensive Automobile Liability insurance in the amounts, and with the coverages and subject to the provisions set forth in Section 7(a)(3).

(4) All risk (or broad form named peril) Property Loss insurance covering the replacement cost of all improvements constructed by VSP on the Premises.

User shall submit to VSP a Certificate of Coverage, issued by a licensed insurer or insurance agent, evidencing that the foregoing coverages are in effect. In lieu of separate policies relating to this Agreement and the Premises, VSP may include the coverages herein required under a comprehensive or master policy covering numerous sites. The coverages required under this Agreement and provided to VSP as an additional insured shall be primary as they relate to User negligence, and all such policies shall contain a provision that requires at least 30 days Notice of Cancellation to VSP. If User participates in the Commonwealth of Virginia Risk Management program, evidence of such participation with coverage reasonably comparable to that required herein shall be sufficient for purposes of this Agreement.

(c) The parties hereto acknowledge that VSP, as a part of the Commonwealth of Virginia, is a sovereign entity, and, as to tort liability and as to the risk of property loss from casualty or other cause, is either constitutionally immune (or partially immune) from suit,

judgment or liability, insured, or covered by a plan of risk management that is in the nature of self-insurance, all as determined by applicable laws, government policies and practices. No covenant, condition or agreement contained in this Agreement shall be deemed, in any manner, to be a waiver of the sovereign immunity of VSP or the Commonwealth of Virginia from tort or other liability. Further, notwithstanding any shared use of the Premises, nothing in this Agreement shall create or be deemed to create any partnership, joint venture or agency relationship between VSP and User.

8. MAINTENANCE AND REPAIRS.

(a) By User. At all times during the Agreement term and any renewals or extensions thereof, User, at User's sole expense, shall be responsible for, and shall maintain in a good and safe condition and keep properly repaired (i.e., in good condition and working order), all permanent improvements constructed or installed by User on the Premises, including its equipment building, utility connections, HVAC equipment, fencing, etc., as well as all of User's radio transmission equipment, communications equipment, and related personal property and trade fixtures, including antennas, wiring, conduit, circuits, switching equipment, receivers, etc., all of which maintenance and repair work shall be done in a good and workmanlike manner and in compliance with applicable laws and regulations. Maintenance and repair workers shall be properly authorized and trained. Exterior equipment shall be painted or coated to prevent rust and corrosion, but lead-containing paint shall not be used. If, during equipment installation, maintenance or repairs, User shall damage or destroy any property belonging to VSP or any other party lawfully on the VSP property, including property constructed or installed by User that shall become or be deemed the property of VSP, User shall give notice thereof to VSP immediately and, upon VSP's request, promptly repair or restore such damaged property at User's sole expense. Similarly, User shall repair any damage that results from the removal or reconfiguration of equipment, either during the Agreement or upon termination, normal wear and tear and casualty excepted.

(b) By VSP. VSP, at VSP's sole expense, shall be responsible for, and shall maintain in a good and safe condition and keep properly repaired, the Tower and all VSP-owned improvements, excluding any improvements, towers, buildings, etc., constructed or installed by User. If VSP damages any of User's equipment, antennas or other property for which User is responsible during the course of its maintenance work, VSP shall repair such damage or be responsible for the reasonable costs incurred by User to make such repairs

In the event of any casualty that causes major damage to the Tower, VSP may elect to not rebuild the Tower, in which event this Agreement shall terminate.

9. INTERFERENCE (ELECTROMAGNETIC, ETC.).

User agrees to install equipment of a type and frequency that will not cause harmful interference (as defined by the FCC) with other forms of radio frequency communications existing on VSP's property, including the Tower, or existing on the property of neighboring landowners, as of the date of this Agreement. In the event User's equipment causes such interference, User agrees it will take all steps necessary to correct and eliminate the

interference, in a manner consistent with appropriate government rules and regulations, upon receipt of written notification of the interference. If the interference is not corrected within fifteen (15) days of receipt of notification (or such time as reasonably may be required with the exercise of due diligence, provided such repairs are begun within said 15 days), User will cease operation of the equipment causing such interference except for intermittent testing until such interference is corrected and eliminated. It is further agreed that if VSP grants a subsequent (in time) communications lease or use agreement to any other person or entity, it will not permit operations under such lease or use agreement that would cause harmful interference with User's communications system or its use of the Premises. Similarly, if User assigns (see Section 16 of this Agreement) to any other person or entity, User will not permit operations under such assignment that would cause harmful interference with any then-existing communications system or use existing on the VSP property, or existing on the property of neighboring landowners. Notwithstanding the foregoing, in the event User's equipment, or that of any assignee or subtenant of User, or changes to such equipment, either at the commencement of operations or during the Initial Term or any extension thereof, causes harmful interference with VSP communications, whether or not such communications or the related equipment exists on the date of this Agreement, then User agrees it will immediately take all steps necessary to correct and eliminate the interference, in a manner consistent with appropriate government rules and regulations, upon receipt of written notification thereof; and in the event such interference cannot be eliminated within seventy-two (72) hours from the date/time of notification being received, then User shall, upon request by VSP, cease those operations causing the interference until the problem is corrected or until the source of such interference is removed. Notwithstanding the foregoing, if User shall modify the equipment or technology it is using at the Premises subsequent to the initial installation of equipment at the Premises, with the result that interference may result even though no interference previously existed, then the obligation not to interfere shall exist with respect to communications systems existing as of the date of such material modification.

10. COMPLIANCE WITH APPLICABLE LAW.

(a) User covenants and agrees that it will keep, equip and maintain the Premises, including any improvements constructed thereon by User, and further including any and all of User's communications equipment (excluding the communications equipment of others), and any alterations, reconfigurations, replacements and improvements thereto by User, in a manner that complies with all applicable federal, state and local laws and regulations, including those pertaining to health, safety, public welfare and environmental protection, as well as laws and regulations pertaining to hazardous substances (as may be defined as such under federal and state laws or regulations), petroleum products and lead paint; except, however, to the extent that necessity for such compliance is caused by the negligent or willful act of VSP, its employees, agents or contractors.

(b) User covenants and agrees that at all times during User's operations on the Premises its radio, telecommunications and other operations at, and its use of the Premises, including all its radio broadcasts and transmissions, as well as its other electronic or electromagnetic activities, will be in compliance with all applicable federal and state laws and regulations, including regulations of the FCC. It is further understood and agreed that, under

this Agreement, VSP assumes no responsibility for the licensing, operation and/or maintenance of User's communications, radio or other equipment. In addition to any other requirements or covenants in this Agreement, and at all times during the Initial Term and any renewal terms, User covenants that, as to its construction and maintenance at the Antenna Site and the Equipment Site, it will comply to the fullest extent required by law.

Any transmitting device regulated by the Federal Communications Commission (FCC) must have a current copy of the license posted on the transmitter, either on the front of the cabinet or on the inside.

(c) Notwithstanding the foregoing or any other provisions in this Agreement, VSP shall be responsible for compliance with all applicable aviation related laws and regulations, including those of the Federal Aviation Administration (FAA), pertaining to location, height, marking (including electronic marking) and lighting of such structure, except with respect to extensions or additions thereto, including the addition of antenna, installed by User. In the event of extensions or additions to an existing tower by User, User shall be responsible for compliance with all applicable aviation related laws and regulations, including those of the FAA, pertaining to location, height, marking (including electronic marking) and lighting of the new structure or as may be necessary as a result of extensions or additions to an existing structure.

(d) As to all construction, installation, maintenance and repair work on or about the Premises by User, its agents, employees, and contractors, User shall comply with, and shall take all necessary steps or action to compel compliance with, all applicable federal and state laws and regulations pertaining (generally or specifically) to construction and maintenance of tower sites and facilities, including applicable building codes, fire codes, and OSHA regulations.

11. INSPECTIONS.

VSP and its agents and employees shall at all times have access to the Premises for purposes of making inspections. Verbal or written notice shall be given to User at least twenty-four (24) hours prior to any such inspection by VSP and User shall have the option to accompany VSP during such inspection. Any such inspection shall be performed in a manner that does not interfere with User's use of, or operations on, the Premises.

12. OWNERSHIP OF PREMISES; WARRANTIES.

VSP represents that it is the owner of the Premises and has authority to enter into this Agreement. The parties agree that the Premises are herein demised in their AS IS condition, without any warranty or representation by VSP as to their condition or suitability for a particular use. User understands that it is User's responsibility to satisfy itself as to all site conditions at the Premises, above and below ground, and on both the exterior and interior of existing structures, and shall satisfy itself that the Premises is free of any hazardous substances (which shall include all substances defined as such under federal or state laws and regulations) such as lead paint or asbestos. Any hazardous substances or contamination

discovered by User on or about the Premises, or on the VSP property, shall be immediately reported to VSP by way of a formal notice. If contamination or hazardous substances are discovered on the VSP property or Premises, the same shall not be disturbed and the removal thereof shall be at the option, and as determined by, VSP; and, if such hazardous substances or contamination will interfere with User's construction, use or operations hereunder, then User may terminate this Agreement if VSP refuses to remove or abate the same, in which event neither party shall have any further responsibility under this Agreement, unless such contamination was caused by User.

13. SECURITY.

User shall be solely responsible for the security of the Premises and of any and all property and equipment it constructs or installs on the Premises. If the Equipment Site is located outside of the area fenced by VSP, User shall install and maintain suitable perimeter fencing, with padlocked gates, at the location of any Equipment Site on which it constructs an equipment building and in a design approved in advance by VSP. Any equipment building shall be secured with locks. VSP shall be provided with an extra set of all access keys so as to permit access to the Equipment Site and any structures thereon, including access for inspections, for maintenance of State operated equipment and in case of emergencies. User shall comply with any and all written State facility and/or buildings and grounds security rules and/or procedures established by VSP. User shall satisfy itself as to existing security, but VSP shall have no duty to provide any additional security from what exists as of the date of this Agreement, unless otherwise provided herein or in its approved installation plans.

14. UTILITIES.

User shall be solely responsible for all costs and expenses relating to the connection, disconnection, consumption and use of any utilities in connection with User's construction, installation, operation and maintenance of the Premises and its communications and other equipment thereon, including, without limitation, any electric consumption by its equipment; and, User agrees to obtain installation, and to pay all costs for such installation, of an electric meter directly to the local utility company so charges for such usage can be separately billed to User.

15. TAXES, INCLUDING REAL ESTATE TAXES.

To the extent not exempt under law, User shall be responsible for the declaration and payment of any and all applicable taxes or assessments, including real estate taxes assessed pursuant to §§ 58.1-3200 and 58.1-3203 of the Code of Virginia, against the Premises or allocable (on a pro rata basis) to the Premises, and including any sales and personal property taxes arising from equipment and operations thereon. During the term of this Agreement or any renewal or extensions thereof, User shall be responsible for the payment of all taxes, if any, levied upon the Premises, including supplemental assessments for improvements (including any equipment building) constructed by User on the Premises. The parties understand that VSP, a part of the Commonwealth of Virginia (a sovereign entity) is exempt from taxation by local governments.

16. ASSIGNMENTS AND SUBLEASES; SHARED USE.

User shall not assign this Agreement without the express written consent of VSP, which consent shall not be unreasonably withheld, if the assignment meets the purposes and other requirements of this Lease and § 2.2-1151 of the Code of Virginia, as amended, provided the assignee is a public entity and its use of the Tower shall be limited to fire, rescue or law enforcement operations. No partial assignment or subletting of the Premises will be permitted.

17. DEFAULT AND TERMINATION.

(a) Default. If User violates any of the covenants, conditions or agreements contained in this Agreement or that constitute a part of this Agreement, or if the Premises are vacated or abandoned (which shall not include a temporary cessation in operations for a period of less than thirty (30) days) by User, VSP shall give User written notice of such breach. After receipt of such written notice, User shall have thirty (30) days in which to cure the breach, provided User shall have such extended period as may be required beyond the thirty (30) days if the nature of the cure is such that it reasonably requires more than thirty (30) days and User commences the cure within the thirty (30) day period and thereafter continuously and diligently pursues the cure to completion. If User fails to cure the breach within the time period provided, VSP shall have the immediate right to terminate this Agreement and immediately recover and secure possession of the Premises. Termination shall be effective upon VSP giving written notice thereof to User. In the event of termination for default by User, VSP shall be entitled to recover all sums of money owed to VSP under this Agreement, including court costs and reasonable attorney's fees. VSP's waiver of any default or waiver of any breach of this Agreement by User shall not be considered a waiver of any subsequent default or breach. Nothing in this provision shall be deemed to override the obligation of User set out in Section 9 to cease transmissions within 72 hours after notification by VSP of interference if such interference cannot be eliminated within that time.

If VSP shall violate any of the covenants, conditions or agreements contained in this Agreement, and such violation or breach is not cured within thirty (30) calendar days after User has given written notice thereof to VSP describing both the breach and the action required by VSP to cure (allowing such longer period for cure as may reasonably be necessary with the exercise of due diligence), then User may terminate this Agreement and pursue any legal remedies lawfully available to User.

(b) Other Termination. As provided in Section 3(d) of this Agreement, either party hereto may terminate this Agreement at any time by giving a prior written notice of six (6) months to the other party. Unless and until such notice is given, this Agreement shall, at the end of the Initial Term, automatically renew and continue in force from year to year, subject to all the terms, conditions and agreements as herein contained. If User shall holdover in violation of the foregoing, VSP shall have available all remedies to terminate User's use of the Premises as may be available at law or in equity.

(c) Upon termination of this Agreement, all rights of User hereunder shall cease. The parties hereto acknowledge that any disconnection of User's communications services on the Premises may require prior approval of the FCC, and that User shall seek such approval promptly upon receiving notice that this Agreement is terminated or will be terminated. If FCC approval is required before this Agreement may be terminated, then this Agreement shall remain in full force and effect to the extent, but only to the extent, required by federal law.

18. MISCELLANEOUS.

(a) Anti-Discrimination. With respect to all operations under this Agreement, User certifies it will conform to the provisions of the Federal Civil Rights Act of 1964, as amended, where applicable, and agrees to comply with the provisions of Section 2.2 - 4311(1) and (2) of the Code of Virginia, as amended, prohibiting discrimination.

(b) Immigration Reform and Control Act of 1986. User certifies that it will not during the performance of or term of this Agreement employ illegal alien workers or otherwise violate the provisions of the Federal Immigration Reform and Control Act of 1986, as amended, and that User will not knowingly allow any of its subtenants, agents or contractors to employ illegal aliens to work on or about the Premises.

19. NOTICES.

(a) All notices to VSP required or permitted under this Agreement shall be given in any manner set out in subsection (c) of this Section, to VSP addressed to:

To: _____

cc: Director, Div. of Real Estate Services
1100 Bank St., 3rd Floor
Richmond, VA 23219

(b) All notices to User required or permitted under this Agreement shall be given in any manner set out in subsection (c) of this Section, to User addressed to:

or by service upon User by any manner authorized under the laws of the Commonwealth of Virginia for the service of legal process.

(c) Wherever a notice is required under this Agreement, notice shall be deemed to have been duly given if in writing and either: (i) personally served; (ii) delivered by prepaid nationally recognized overnight courier service; or (iii) forwarded by Registered or Certified mail, return receipt requested, postage prepaid.

(d) Each such notice shall be deemed to have been given to or served upon the party to which addressed on the date the same is received by the party or delivery is refused. Each party to this Agreement shall notify the other party of a new address at which to mail notices, which notice shall be given in the manner provided above, and unless and until such notice of new address is given, notices to a party hereto shall be sufficient if mailed to such party's address as specified in this Section.

(e) Where notice is sent by an alternative method, the notice shall be effective if actually received by the party, or its appointed agent, to whom the notice is addressed.

20. BINDING EFFECT; AMENDMENTS.

The covenants, agreements, and rights contained in this Agreement shall bind and inure to the respective heirs, personal representatives, successors and assigns of VSP and User. This Agreement constitutes the entire agreement between VSP and User regarding the Premises and supersedes all prior understandings, representations, warranties, conditions and agreements, either oral or written. Neither party hereto, nor any agent of either party, has any authority to alter, amend or modify any of the terms of this Agreement, unless the amendment is in writing and executed by all parties to this Agreement. It is understood and agreed that this Agreement shall not be binding upon VSP unless and until VSP obtains the recommendation of the Virginia Department of General Services and the approval of the Governor of Virginia or his designee, as required by 2.2-1151(B) of the Code of Virginia (1950), as amended.

21. APPLICABLE LAW.

This Agreement shall be governed by, and construed according to, the laws of the Commonwealth of Virginia. Any legal action or suit against VSP arising out of or under this Agreement shall be instituted only in the State courts of the Commonwealth of Virginia.

22. EXHIBITS.

The following exhibits and attachments constitute a part of this Agreement and are hereby incorporated by reference into this Agreement: check titles of exhibits

A – Antenna Site and Equipment Site - [Identify by title, date, etc.]

B – Access Routes and Parking Diagrams - [Identify by title, date, etc.]

C – Plat or Diagram of VSP property - [Identify by title, date, etc.]

D – Antenna Site Improvements - [Detailed Plans & Specs]

E – Equipment Site Improvements - [Detailed Plans & Specs]

F – Other Improvements - [Detailed Plans & Specs]

G – Certificate of Commencement

WITNESS the following signatures and seals:

USER: _____

By: _____

Name: _____

Title: _____

COMMONWEALTH OF VIRGINIA

CITY/COUNTY OF _____, to-wit:

The foregoing instrument was acknowledged before me this ____ day of _____, 20__, by _____ as _____ of _____, on behalf of the _____.

My commission expires: _____

Registration No. _____

Notary Public

VSP: COMMONWEALTH OF VIRGINIA,
DEPARTMENT OF STATE POLICE

By: _____
Name: _____
Title: _____

STATE OF VIRGINIA
CITY/COUNTY OF _____, to-wit:

The foregoing instrument was acknowledged before me this _____ day of _____, 20__, by _____, as Director of the Commonwealth of Virginia, Department of State Police, on behalf of the agency.

My commission expires: _____
Registration No. _____

Notary Public

RECOMMEND APPROVAL:
DEPARTMENT OF GENERAL SERVICES

By: _____
Director

Approved by the Governor:

Pursuant to §2.2-1151(B) of the Code of Virginia of 1950, as amended, and as the official designee of the Governor of Virginia, as authorized and designated by Executive Order 88 (01), dated December 21, 2001, I hereby approve the foregoing Agreement in the stead of the Governor of Virginia.

Secretary of Administration Date

EXHIBIT A - G (BLANK PAGES)

ANTENNA SITE AND EQUIPMENT SITE



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

Meeting Date: April 12, 2016
Item No.: 13
Department: County Administration
Staff Contact: W.W. Bartlett/Sarah Elam Puckett
Issue: Closed Session

Summary:

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

- a. For discussion of the disposition of publicly-held real property in the Prince Edward County Industrial Park, where discussion in an open meeting would adversely affect the negotiating strategy of the County, pursuant to the exemption provided for in Section 2.2-3711(A)(3) of the *Code of Virginia*.

Attachments:

Recommendation: Convene in Closed Session.

Motion _____
Second _____

Cooper-Jones _____
Gray _____
Jones _____

Pride _____
Simpson _____
Timmons _____

Townsend _____
Wilck _____



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

Meeting Date: April 12, 2016
Item No.: 14
Department: County Administration
Staff Contact: W.W. Bartlett/Sarah Elam Puckett
Issue: Correspondence/Informational

Summary: Please see attachments.

Attachments:

- a. VDOT Six-Year Improvement Plan Public Meetings
- b. Thank You, Virginia Conservation Police Association
- c. CRC Meeting Minutes & Agenda

Recommendation:

Motion _____
Second _____

Cooper-Jones _____
Gray _____
Jones _____

Pride _____
Simpson _____
Timmons _____

Townsend _____
Wilck _____



COMMONWEALTH of VIRGINIA

DEPARTMENT OF TRANSPORTATION

4219 CAMPBELL AVENUE
LYNCHBURG, VIRGINIA 24501
VDOT.Virginia.gov

CHARLES A. KILPATRICK, P.E.
COMMISSIONER

March 29, 2016

Mr. Wade W. Bartlett
County of Prince Edward
P. O. Box 382
Farmville, VA 23901

Dear Mr. Bartlett:

The Commonwealth Transportation Board (CTB) will conduct a public meeting in your area to give citizens the opportunity to provide comments on projects and programs to be included in the Fiscal Year 2017-2022 Six-Year Improvement Program (FY2017-2022 SYIP), including highway, rail and public transportation initiatives. These projects and programs represent important improvements to address safety, congestion and preservation of Virginia's transportation network.

Your input is also welcomed on the transportation projects scored through the new HB2 prioritization process. This process helps determine critical transportation needs through a fair and objective analysis. The HB2 Implementation Policy Guide describing the process for the new prioritization process has been made available and can be found at www.virginiahb2.org/.

The public meeting for citizens in our region will start at 5:30 p.m. on April 18 at the Lynchburg District Office, Ramey Auditorium, 4303 Campbell Ave. (Route 501), Lynchburg, Virginia 24501. Formal public comment on projects proposed to be included in the draft SYIP and projects that have been scored through the new prioritization process will be accepted at the meeting. Written comments may also be submitted during the meeting, or they may be mailed or e-mailed afterwards and accepted through May 27, 2016.

I encourage you to attend the public meeting in our region, or one of the other meetings listed on the enclosure if it is more convenient for you. If you cannot attend the meeting, you may send your comments to Infrastructure Investment Director at 1401 E. Broad Street, Richmond, VA 23219 or e-mail them to Six-YearProgram@vdot.virginia.gov. Comments on the Draft SYIP will be received until May 27, 2016. For more information, please visit <http://www.virginiahb2.org> or <http://www.virginiadot.org/projects/syp-default.asp>. You may also want to review the HB2 presentations that have been presented at the CTB meetings which are available on line at <http://www.ctb.virginia.gov/meetings.asp>.

I truly appreciate your attendance at this session. If you have any questions prior to the meeting, please contact Chris Winstead, District Engineer at 434-856-8173.

Sincerely,

A handwritten signature in black ink, appearing to read "Terry D. Meadows, Jr.", written over a faint circular stamp.

Terry D. Meadows, Jr., P.E.
District Engineer (Acting)

Enclosure

WE KEEP VIRGINIA MOVING

142



Public Meetings

Funding the Right Transportation Projects

You are invited to share comments on transportation projects that have been scored and recommended for funding through a new prioritization process based on an objective and data-driven analysis. The Commonwealth Transportation Board will take your comments into consideration as it develops the Six-Year Improvement Program (FY 2017-2022). The program allocates public funds to highway, road, bridge, rail, bicycle, pedestrian and public transportation projects.

You can review the list of scored projects for public comment at www.virginiahb2.org.

Public meetings begin at 5:30 p.m. in each of the locations except as noted below:
A formal comment period will be held at these meetings.

Monday, March 28, 2016 Bristol – Southwest Virginia Higher Education Center, One Partnership Circle Abingdon, VA 24210	Tuesday, April 5, 2016 Salem – Holiday Inn Valley View, 3315 Ordway Drive Roanoke, VA 24017	Tuesday, April 12, 2016 Culpeper – Culpeper District Office Auditorium, 1601 Orange Road Culpeper, VA 22701
Monday, April 18, 2016 Lynchburg – Lynchburg District Office, Ramey Auditorium, 4303 Campbell Ave. (Route 501) Lynchburg, VA 24501	Thursday, April 21, 2016 Richmond – Richmond District Office Auditorium, 2430 Pine Forest Drive Colonial Heights, VA 23834	Monday, May 2, 2016 Northern Virginia – Northern Virginia District Office, Potomac Room, 4975 Alliance Drive Fairfax, VA 22030 <i>*Meeting starts at 6 p.m.</i>
Tuesday, May 10, 2016 Fredericksburg – Germanna Community College Center for Workforce & Community Education, 10000 Germanna Point Drive Fredericksburg, VA 22408	Thursday, May 12, 2016 Hampton Roads – Hampton Roads Transportation Planning Organization, 723 Woodlake Drive Chesapeake, VA 23320	Monday, May 16, 2016 Staunton – Blue Ridge Community College, Plecker Center for Continuing Education, One College Lane Weyers Cave, VA 24486 <i>*Meeting starts at 4 p.m.</i>

You can also submit your comments by email or mail by May 27, 2016:

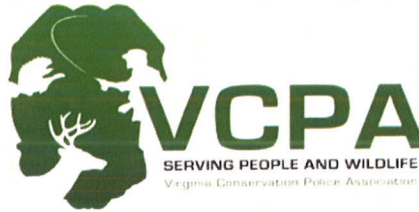
For roads and highways: Six-YearProgram@VDOT.Virginia.gov, or Infrastructure Investment Director, Virginia Department of Transportation 1401 East Broad St., Richmond, VA 23219.

For transit and public transportation: DRPTPR@drpt.virginia.gov, Public Information Office, Virginia Department of Rail and Public Transportation 600 East Main Street, Suite 2102, Richmond VA, 23219.

The Commonwealth is committed to ensuring that no person is excluded from participation in, or denied the benefits of its services on the basis of race, color or national origin, as protected by Title VI of the Civil Rights Act of 1964. If you need further information on these policies or special assistance for persons with disabilities or limited English proficiency, please contact the Virginia Department of Transportation's Title VI Compliance Officer at 804-786-2730 or the Virginia Department of Rail and Public Transportation's Title VI Compliance Officer at 804-786-4440 (TTY users call 711).

The Virginia Conservation Police Association

Bryan Young, President
204 Montgomery Farms Ave.
Moneta, VA 24121



James Hale, 1st VP
Edgar Huffman, 2nd VP
Daniel Peacock, Secretary
James Slaughter, Treasurer

Serving People and Wildlife

March 14, 2016

Mr. Wade Bartlett
County Administration Office
Post Office Box 382
Farmville, Virginia 23901

Mr. Bartlett,

On Saturday, Feb 27th the Virginia Conservation Police Association (VCPA) hosted the 10th Annual Farmville Game Dinner at the Steps Center in Farmville. Over 700 people were in attendance for this exciting event. Attendees came from all around Virginia to enjoy the nights' activities and support the Virginia Conservation Police Association. The dinner menu for the night included many delicious dishes including venison, catfish, quail, and shrimp. The VCPA sponsored dinner was a huge success. Monies were raised to help the VCPA host youth and disabled veteran hunts and fishing events. Funds will also be allocated from the event to the VCPA's Emergency Relief Fund.

The overall success of the program depended largely upon the ability of our organization to utilize the Prince Edward County Cannery. This was the first time I had the opportunity to visit the cannery and I was overly impressed with what I saw and experienced. The equipment was first class and we couldn't have asked for a nicer host than Patti. I believe the cannery is a gem in Prince Edward County's crown. Many counties are missing out on this unique opportunity and I am happy and appreciative that Prince Edward County understands the importance of this type of facility to its citizens and guests.

Please extend my appreciation and gratitude to the cannery staff and to the members of the Prince Edward County Board of Supervisors. On behalf of the VCPA and the sportsmen and women of the Commonwealth, thank you for your continued support!

Sincerely,

Bryan L. Young
President, VCPA

CC: Sarah Puckett



IN PARTNERSHIP WITH
The Counties of Amelia | Buckingham | Charlotte | Lunenburg | Prince Edward

Meeting Agenda
Thursday, April 7, 2016
11:00 a.m. Budget Committee Meeting – CRC Meeting to Follow
(Light lunch will be provided)
Commonwealth Regional Council Office
One Mill Street, Suite 101, Farmville, Virginia

- I. Welcome & Call to Order Chairman Wingold
- II. Invocation
- III. Approval of Minutes of March 3, 2016 Meeting Secretary Walker
- IV. Treasurers’ Report – March Financial Statements, **Attachment 1** Treasurer Timmons
- V. Report of Officers & Committees
 - A. Chairman’s Report..... Chairman Wingold
 - 1) Report on CRC FY 16-17 Budget Committee Meeting Held
 - 2) Appointment of CRC FY 16-17 Nomination Committee
 - 3) Report on Chief Administrative Officers Meeting, **Attachment 2**
 - 4) Summaries of CRC Member Dialogue Meetings (Boards of Supervisors) Held in March, **Attachment 3**
 - 5) Scheduling of CRC Member Dialogue Meeting with Board of Supervisors in Lunenburg County, **Attachment 4**
- VI. Scoping the Future – Discussion of Innovative/Regional Ideas, **Attachment 5**..... Council Members
- VII. Old Business Chairman Wingold
 - A. Staff Reports
 - 1) Update on Meetings with Eligible Non-Members, **Attachment 6** Mary Hickman
 - 2) Update on Presentations of CRC FY 14-15 Annual Report to Towns, **Attachment 7** Mary Hickman
 - 3) Update on Economic Development District (EDD) Designation Mary Hickman
 - 4) Ride-Along Day with Lynchburg District CTB Member to View VDOT Projects Held..... Melody Foster
 - 5) Update on Revised HB2 Funding Recommendations, **Attachment 8**..... Melody Foster
 - 6) Update on GO Virginia, **Attachment 9**..... Mary Hickman
 - 7) Update-Emergency Communication Dead Zones – Regional Meetings, **Attachment 10** ... Melody Foster
 - 8) Council Member Comments
- VIII. New Business Chairman Wingold
 - A. Staff Reports
 - 1) Amendment II to the Agreement for the CRC to Provide Administrative and Technical Services for the Town of Dillwyn CDBG Housing Rehabilitation Revitalization Project, **Attachment 11** Todd Fortune
 - 2) VDOT Six-Year Improvement Program Public Hearings Announcement, **Attachment 12** Melody Foster
 - 2) CRC 2015 Recycling Report, **Attachment 13** Melody Foster
 - 3) CRC Census Bureau Data Training Regional Workshop, **Attachment 14** Melody Foster
 - 4) New Tobacco Commission Southside Office Address & Phone Number, **Attachment 15**. Andre’ Gilliam
 - 5) Council Member Comments
- IX. Commonwealth Intergovernmental Review Process, **Attachment 16**
- X. Other Business
- XI. Council Member Comments
- XII. Adjourn – Next Meeting Date – May 5, 2016

COMMONWEALTH REGIONAL COUNCIL
One Mill Street, Suite 101 | P.O. Box P
Farmville, VA 23901 | 434-392-6104 PHONE
www.virginiashheartland.org

**Commonwealth Regional Council
1 Mill Street, Farmville, VA
March 3, 2016**

Welcome & Call to Order

The Chairman called the Meeting to order at 12:00 Noon at the Commonwealth Regional Council Office, 1 Mill Street, Farmville, Virginia.

Invocation

Mr. Walker gave the invocation.

ROLL CALL**MEMBERS****PRESENT****ABSENT**

Amelia:

Mr. Thomas R. Gleason
*Mr. Ralph A. Whitaker, Jr.

Mr. Thomas R. Gleason
(Vice-Chairman)

Buckingham:

Mr. E. Morgan Dunnivant
*Ms. Rebecca Carter

Mr. E. Morgan Dunnivant

Charlotte:

Mr. Gary Walker
*Mr. Haywood J. Hamlet

Mr. Gary Walker
(Secretary)

Lunenburg:

Mr. David Wingold
*Ms. Beverley Hawthorne

Mr. David Wingold
(Chairman)

Prince Edward:

Mr. C.R. "Bob" Timmons, Jr.
*Dr. Odessa H. Pride

Mr. C.R. "Bob" Timmons, Jr.
(Treasurer)

NOTE: *Denotes Alternates

STAFF

Ms. Mary Hickman, Executive Director
Ms. Melody Foster, Regional Planner
Mr. Andre' Gilliam, Community Development Planner
Mr. Todd Fortune, Community Development Planner

GUEST

Mr. Allan Sharrett, Vice-President, Public & Member Relations, Southside Electric Cooperative

Approval of Minutes of February 4, 2016 Meeting

Mr. Timmons moved that the minutes be approved as presented. Motion carried.

Treasurer's Report

December, January and February Financial Statements: The Treasurer requested approval for the December, January and February Financial Statements.

Mr. Walker moved and Mr. Timmons seconded to approve the December, January and February Financial Statements as presented. Motion carried.

Report of Officers & Committees

Chairman's Report: The Chairman did not have a report.

Report on Chief Administrative Officers (CAO) Meeting: The Chairman stated the CAO meeting for February was canceled.

Scheduling of CRC Member Dialogue Meetings with Board of Supervisors: Ms. Hickman stated the CRC Representatives and Staff held Dialogue Meetings with County/Town Staff during the month of November. At that time, the CRC Representatives requested that the Dialogue Meetings with Boards of Supervisors be scheduled after January when newly elected county officials would take office.

Ms. Hickman stated a schedule of the upcoming confirmed meetings with Board of Supervisors (BOS) was included in the Council Members packet. Ms. Hickman stated on March 8th the CRC will meet with Charlotte BOS at 11:00 a.m. and the Prince Edward BOS at 5:30 p.m. On March 14th the CRC will meet with the Buckingham BOS at 6:00 p.m. On March 16th the CRC will meeting with the Amelia BOS at 6:00 p.m. Ms. Hickman stated at time for the Lunenburg BOS meeting had not been set as of this date.

Ms. Hickman stated packets of information will be provided to the Boards of Supervisors prior to the meetings. Ms. Hickman also stated it is highly recommended that all Council Members try to attend all of the Dialogue Meetings, not just the respective locality of the Representative. Ms. Hickman stated also provided in the Council members packet is a draft agenda for the meetings.

Scheduling of April FY 16-17 CRC Budget Committee Meeting: Ms. Hickman stated in December the CRC elected to appoint all of the CRC Representatives as the Budget Committee. Ms. Hickman recommended that the Budget Committee meet prior to the April CRC Meeting at 11:00 a.m. It was the consensus that the Budget Committee will meet prior to the April 7, 2016 CRC meeting at 11:00 a.m. with the CRC meeting to follow.

Scoping the Future – Discussion of Innovative/Regional Ideas: Mr. Walker stated the idea for a regional project on Emergency Communications had been discussed some during the February CRC meeting. Mr. Walker stated he felt a regional proposal for a grant would be better than each locality trying to get a grant on their own. Ms. Hickman stated this was on the agenda to be discussed at the February Chief Administrative Officer's meeting, however it was canceled. Ms. Foster stated she has been in contact with Mr. Bartlett in Prince Edward and Mr. Clark and Mr. Bailey in Charlotte. Ms. Foster stated she is continuing to look into this matter. Mr. Walker stated this project also could be tied into the "last mile" concept of telecommunications as new towers are being built.

Guest Speaker – Mr. Allan Sharrett, Vice President, Public & Member Relations, Southside Electric Cooperative: Mr. Sharrett gave an overview of Southside Electric Cooperative and more specifically the new Power Line Worker Training School. The new School is a public/private partnership between the Rural Cooperatives and Southside Virginia Community College. The new program will involve 11 weeks of intensive classroom and hands-on training that will ready graduates for employment as apprentice line workers at electric utilities. The first classes began at Pickett Park near Blackstone, VA on March 1st. This program was made possible through a \$200,000 matching incentive grant from the Governor’s Competition for Talent Solutions and SVCC’s Equipment Trust Fund. Virginia’s Cooperatives also made donations of materials and equipment, financial assistance and technical advice on how to design the program and set up the training yard as well as provided instructors. Mr. Sharrett stated it is truly amazing that this Program was merely an idea less than a year ago and now has had its’ first class session begin in early March. Mr. Sharrett stated another Program that was developed by Southside, *Day in the Life of a Lineman*, was promoted in area schools to spark interest among young people in careers as line workers. It was stated there is a pending critical shortage of skilled electric utility line workers. Both of these programs will bring attention to new career possibilities for young people.

Old Business

Staff Reports:

Update on Meetings with Eligible Non-Members: Ms. Hickman updated the members on the status of eligible non-members appointing non-voting members to attend the CRC meetings. Ms. Hickman stated Nottoway County considered the request again at their February 18th meeting but tabled the request again to see what other eligible non-members decide. Cumberland took no action at the February 9th meeting. Ms. Giles confirmed this item will not be back on the Cumberland Agenda unless a Board member requests it reappear. Ms. Hickman stated there was a mix up on the date of the Blackstone Town Council Meeting conveyed to her, therefore, she was not in attendance at the Blackstone Town Council Meeting. Blackstone unanimously voted to decline the invitation to appoint a non-voting member to the CRC, no explanation provided. Hampden-Sydney College has not taken any action at this point with a new President coming on board. Hampden-Sydney will follow-up after the new President takes his position. Longwood University would like to continue conversations on the matter. SVCC will bring the matter before their Board of Directors on March 9th. Ms. Hickman stated she will appear before the Farmville Town Council on March 9th.

Update on Economic Development District (EDD) Designation: Ms. Hickman stated as requested, she has polled all of the CRC Representatives to gather biographical information in order to supply this information to the Economic Development Administration (EDA) to find out if the CRC would qualify for an Economic Development District Designation as the Council is currently represented. Ms. Hickman stated she has received information from Mr. Walker and Mr. Gleason. There was discussion on how the structure of the EDD could be organized if other members are needed to fulfill the necessary community representation. Ms. Hickman stated if the CRC is able to meet the qualifications necessary to be an EDD the next step in the process will be to develop a EDA approved Comprehensive Economic Development Strategy (CEDS). Ms. Hickman stated information on the CEDS process was provided in the February CRC packet. The CRC would need to appoint a working CEDS Committee that would have input sessions to develop the CEDS for the region. The CEDS would have to be approved by EDA before the CRC could move forward in seeking the EDD designation. There was also discussion on obtaining an approved CEDS from other regions for reference as well as how much staff resources

were utilized to complete this process. Ms. Hickman stated she would gather this information. There was discussion on working with the staff from around the region to put together a working meeting when needed to work on the CEDS.

There was also a discussion on current grant/loan programs available to localities in the region from State and Federal agencies.

Update on CRC Hazard Mitigation Plan Update: Mr. Fortune stated the Kick-Off Meeting for the CRC Regional Hazard Mitigation Plan Update was held on February 26, 2016. There was good attendance at the meeting. Staff have begun updating the data needed for the Plan. The next meeting should be held in either April or May.

CRC/Virginia Growth Alliance (VGA) Stronger Economies Together (SET) Expansion Project 2nd Regional Meeting Held: Ms. Hickman stated the second Regional Meeting for the SET Expansion Project was held on February 18th at Longwood University in the evening from 6:00 – 8:00 p.m. Ms. Hickman stated the Virginia Tech Office of Economic Development shared regional data from the digital survey/phone survey that was conducted throughout the VGA/CRC region. Ms. Hickman stated the CRC's role for this process was to help engage the Commonwealth Regional Council member localities, new to the VGA region including Amelia, Buckingham and Prince Edward, which were not part of the original SET Project in 2006-2007. This also included the respective towns in these localities. Ms. Hickman stated the meeting was very well attended with good representation from the Towns in the region. Ms. Hickman provided a summary of the discussion at the meeting as a handout.

Update on FY 16-17 CRC Budget Requests-Membership: Ms. Hickman stated all CRC FY 16-17 Budget Request packages have been submitted to current member localities.

Update on PDC Funding 2016-2018 Biennial Budget: Ms. Hickman stated there does not appear to be any amendments to PDC funding through the Regional Cooperation Act. Funding will remain at \$75,971.

2016 VACO/VAPDC County Government Day & VAPDC Winter Conference Held: Ms. Hickman stated Governor Terry McAuliffe was the keynote speaker during County Government Day on February 11th. The Governor reiterated his promise to make education a top priority in his budget and shared new information on Virginia's future. Ms. Hickman stated at the VAPDC Winter Conference, the VAPDC Board of Directors Meeting included a presentation from the Virginia Resources Authority on their 18 different types of funding programs and also an Update on GO Virginia. Ms. Hickman stated the VADPC Special Topic Meeting was on ways the VAPDC can improve its communications as an organization to benefit all PDC's/RC's. Ms. Hickman stated Mr. Bob Gittler with the Economic Development Administration (EDA) spoke about the different funding programs offered by EDA as well as changes in reporting required by EDA for funded agencies. Ms. Hickman stated one of the sessions was held at the Federal Reserve Bank which has a Community Development Division. Staff from the Federal Reserve gave a presentation on the economic trends in Virginia and various results from the Community Pulse Survey they conduct annually. Ms. Hickman stated she has requested a copy of the results of the Survey and will be providing this to representatives when she receives it. Ms. Hickman stated there also was a panel discussion on GO Virginia.

Update on CRC Projects: Ms. Hickman stated a copy of the Status Report on CRC Projects as of March 2016 was included in the Council Representatives packet. Ms. Hickman stated every six months

she likes to provide an update on the types of projects ongoing in localities as well as the impacts these projects have on other localities in the region. Ms. Hickman stated the CRC is assisting localities with projects on Downtown Revitalization, Housing, and VDOT Transportation Alternatives Program. The CRC is also assisting with two regional projects: CRC Regional Hazard Mitigation Plan Update and the CRC/VGA 2015 Stronger Economies Together (SET) Expansion Project. The CRC has also provided technical assistance on Comprehensive Plans, Income Surveys and a Recreational Trail Grant. Ms. Hickman stated the CRC has also provided Grant Writing Assistance to numerous localities.

Update on Ride-Along Day to View VDOT Projects: Ms. Foster stated the CRC has invited Ms. Shannon Valentine, Commonwealth Transportation Board Member (CTB) for the Lynchburg District to tour potential VDOT Projects in the Lynchburg District region of the CRC. Ms. Foster stated there has been a change in the date of the Tour to March 22, 2016 due to Ms. Valentine's schedule. Ms. Foster stated eight projects will be toured with all but one of them consisting of HB2 Project submissions in Charlotte, Prince Edward and Buckingham Counties. The Charlotte Court House VDOT Transportation Alternatives Project (Evergreen Road Sidewalk Project) will also be toured. All eight projects have been submitted for VDOT funding in the past six months. The Tour will begin in Charlotte Court House at 10:00 a.m. Ms. Foster stated anyone wanting to participate in the tour will need to contact her to make arrangements to be picked up along the way. Ms. Foster stated this has been helpful in the past to provide a visual representation of these projects for the CTB member. Ms. Foster also reminded those present, that while HB2 Project Funding Recommendations have been made, the CTB has not voted on these Recommendations and will continue to discuss these projects for several months. Therefore, this will assist the CTB Member in better understanding each project. Ms. Foster stated all participants on the Tour will be provided a packet that includes Project information on each Project along the Tour. VDOT also will have representatives present for any technical questions that arise.

Update on GO Virginia: Ms. Hickman stated as reported previously, there are two pending proposals on GO Virginia. Ms. Hickman stated the House and the Senate have included funding to replace the funds that were tied to Medicaid expansion. Two positions are also included in both plans. Ms. Hickman stated both plans also designate dollars for organizational capacity building activities and workforce gap analyses for each qualifying region based on the share of state population and for awards to regional councils on a competitive basis. Ms. Hickman stated as it stands right now in both proposed plans, PDCs/RCs are still listed as a member of the GO Grants Regional Council. Both plans further maintain that the regional boundaries, as established by the State Board, will be based generally on existing planning district lines but will be aggregated to reduce the total number of regions to 8-10. Ms. Hickman stated the VAPDC Board of Directors appointed a working group to be proactive and develop boundary recommendations. The VAPDC Working Group will be meeting in March with feedback and comments being provided by all PDCs/RCs in advance of a submission of Boundary Recommendation. Ms. Hickman stated Mr. Bill Leighty, who has been working closely with the VAPDC and Legislators on the GO Virginia initiative is tentatively scheduled to attend the May CRC meeting to update the Council on the final outcome of the GO Virginia initiative and what it will mean to the CRC and localities in the coming year.

Council Member Comments: There were none.

New Business

Staff Reports**Adoption of CRC 2016 Virginia Community Development Block Grant (VCDBG) Program**

Regional Priorities: Mr. Fortune stated the CRC reached out to localities in the region to seek input on ranking the CRC's 2016 VCDBG Program Regional Priorities. Mr. Fortune stated the CRC received comments from seven localities. Mr. Fortune stated the Resolution provided for adoption takes into account any known submitted projects for the competitive round of submissions. Mr. Fortune stated the only known project submission is for the Town of Blackstone under the Business District Revitalization category.

Mr. Timmons moved and Mr. Walker seconded to adopt the Resolution of the CRC Ratifying Community Development Block Grant Regional Priorities for Program Year 2016-2017 as presented for the Chairman to execute. Motion carried.

Adoption of CRC Policy – VCDBG Program Regional Priorities: Mr. Fortune stated enclosed in the Council Representatives packet was a Draft Policy for the CRC VCDBG Program Regional Priorities moving forward into the future. Ms. Fortune stated this Policy was developed based on conversations of the CRC during the February CRC meeting. Mr. Fortune stated this Policy basically says moving forward the CRC will only seek input from CRC Member localities and will not seek input from CRC Non-Member localities in setting the Priorities for the CRC VCDBG Regional Priorities Program.

Mr. Walker moved and Mr. Timmons seconded to adopt the CRC Policy on Setting VCDBG Regional Priorities for the CRC Region for Non-Member Localities as presented. Motion carried.

2016 Staff for Adequate Fire and Emergency Response (SAFER) Grants: Ms. Foster stated FEMA has announced the SAFER Grants Application round began accepting Applications on February 22nd and will close on Friday, March 25, 2016. Ms. Foster stated this Program has not been very popular in the region, and to her knowledge no applications have been submitted in the past. However, Fire Departments and Rescue Squads who fall under Fire Departments are eligible. This Program's purpose is to assist in hiring and recruiting Firefighters. However, this Program has been utilized by some to hire Rescue Squad Personnel in agencies where these personnel worked for the Fire Department. Ms. Foster stated this could be utilized under those conditions to fund first-time Personnel until funding to continue support can be found. This Program does not require if funding is awarded that the position continue if additional funding cannot be found. Funding is for 2 years. Ms. Foster stated this information has been provided to the Fire Departments and Rescue Squads in the region.

HB2 Update – Funding for Lunenburg County Hardy Road Project: Ms. Foster stated the CRC assisted two localities; Charlotte and Lunenburg in applying for VDOT HB2 Project funding. Ms. Foster stated while the Charlotte County Project has been recommended for HB2 Project funding in the Lynchburg District the Lunenburg HB2 Project was not recommended for funding in the Richmond District. Ms. Foster stated in light of this and to be able to possibly resubmit the project next year, she had contacted VDOT to inquire on the scoring of the Lunenburg HB2 Project. Ms. Foster stated the Lunenburg Project was submitted under the Safety factor, however did not receive any points for this factor even though there was data provided that showed several fatalities occurred at this location. After VDOT reviewed this request they submitted an acknowledgement that the data for the fatalities was overlooked and therefore a mistake was made in the scoring of the Lunenburg HB2 Project. Therefore, VDOT has notified Lunenburg County it will be funding this project through the FHWA

Highway Safety Improvement Program (HSIP). Ms. Foster stated she had already been in contact with Mr. Carlos Brown, CTB Member for the Richmond District, to attend a Ride-Along Tour of the Lunenburg Project before receiving the news of the funding. Mr. Brown has indicated he will be in touch to schedule a tour of the site.

2015 Population Estimates for Virginia Counties & Cities: Mr. Gilliam stated enclosed in the Council Representatives packet were 2015 Population Estimates for Virginia Counties and Cities. Mr. Gilliam stated both Amelia and Prince Edward Counties were estimated to grow in population while Buckingham, Charlotte and Lunenburg were estimated to decrease in population.

New Virginia Grants Website Available: Mr. Gilliam stated the Virginia Grants Website is a new website for anyone interested in pursuing federal, state, local and private grant opportunities. This new portal website was created by the Virginia Department of Budget as a one-stop site for state agencies and the residents of the Commonwealth to pursue grants. This site is located as a link on the Governor's website. This site is also good for businesses starting a business looking for grant funding. Mr. Gilliam stated anyone having trouble navigating the site may call him for assistance.

Council Member Comments: Mr. Timmons stated the CRC held its' last meeting in the building at the Heartland Business Park. Mr. Timmons stated the lease for the current CRC offices is \$1600 a month plus utilities. Mr. Timmons stated Mr. Walker has provided information for leasing the building in the Heartland Business Park at \$1000 a month with utilities included in the lease. The CRC would only need to fund housekeeping of the premises. Mr. Timmons requested this be kept in mind, it would be discussed in greater detail with the CRC entering discussions on the budget in the coming month. Mr. Walker stated the Heartland Board has not taken action on this matter but did want to make the offer to the CRC for consideration.

Commonwealth Intergovernmental Review Process (CIRP): Ms. Foster stated there were not any local CIRP's.

Other Business:

STEPS Contract: Mr. Fortune stated the CRC was approached by STEPS to assist them in providing services related to funding they received from the United States Department of Health and Human Services Administration for funding of Head Start. Mr. Fortune stated STEPS has become the new Head Start provider for the region. This specific request is for Management Assistance to STEPS, Inc. Head Start Program for Consultant Procurement for Engineering/Architectural Services for Facility Renovation. STEPS received funding to renovate four facilities in the region to be used as Head Start Facilities. Mr. Fortune passed out a copy of the Request for Services through Prince Edward County as well as a Draft Agreement between the CRC and STEPS. Mr. Fortune stated this agreement covered procurement services for architectural & design services. The CRC will also be assisting through another contract agreement in the future for assistance in procurement of construction services. Mr. Fortune stated this will be a fast moving project in that STEPS will need to have all funds obligated including construction funds by October of 2016.

Mr. Dunnivant asked if the contract includes the designing Architect/Engineer receiving a commission off of the bid value of the contract? Mr. Fortune stated none of the contracts the CRC has been involved with have included anything of this kind due to it being federal or state funds.

Mr. Timmons moved and Mr. Dunnavant seconded to approve the request for CRC Management Services to STEPS, Inc. from Prince Edward County and also to authorize the CRC Executive Director to execute the Management Services Agreement for the CRC to Provide Management Assistance to the STEPS, Inc. HHS – Head Start Program for Consultant Procurement of Engineering/Architectural Services for Facility Renovation. Motion carried.

Ms. Hickman passed out a copy of a news article that appeared in The Kenbridge Victoria Dispatch on Wednesday, February 10, 2016. Ms. Hickman stated this was a nice article on the CRC assisted Downtown Streetscape project in the Town of Victoria. Mr. Fortune stated the main objective of this project was to tie the downtown area to the Victoria Railroad Park by providing pedestrian access. This project was funded in two phases with the most recent phase going under construction soon and the project being completed by the Fall of 2016. Mr. Fortune stated the first grant application was submitted in 2005 therefore this project has been ongoing for some time.

Council Member Comments: There were none.

Adjournment: The meeting adjourned at 2:10 p.m.

Mr. Gary Walker, Secretary



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

Meeting Date: April 12, 2016
Item No.: 15
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. Tourism

Recommendation:

Motion _____
Second _____

Cooper-Jones _____
Gray _____
Jones _____

Pride _____
Simpson _____
Timmons _____

Townsend _____
Wilck _____



Animal Control Monthly Report

"March 2016"

Dogs		Wildlife	
Surrendered	9	Handled	0
Picked Up	15	Euthanized	0
Claimed By Owner	5	Rabies Case	0
Adopted	1		
Died in Kennel	0	Livestock	
Euthanized	6	Returned to Owner	0
Transferred to SPCA	10	Died in Kennel	0
Dead on Arrival	2	Adopted	0
Escaped from Shelter	0	Fees Collected	\$0.00
Seized	0		
Fees Collected	\$150.00	Other Companion Animals	
		Returned to Owner	0
Cats			
Surrendered	8	Number of Calls to Shelter	116
Picked Up	0	Summons Issued	4
Claimed By Owner	0	Warrants Served	0
Adopted	0	Days in Court	0
Euthanized	8	Nuisance Dogs	8
Died in Kennel	0	Dangerous Dogs	0
Transferred to SPCA	0		
Dead on Arrival	0		
Fees Collected	\$0.00	Total Fees Collected	\$150.00
Bill the Town of Farmville			
0 cat housed (0 days each)			
Total	\$0.00		

Mark Cronk, Animal Control Officer

BUILDING OFFICIAL

Permits Issued Report
3/01/2016 Through 3/31/2016

ADDITIONS	- Issued	6
	- Value	\$141,800.00
	- Permit Fees	\$620.20
	- 2.00% STATE TAX	\$12.40
	- Fees Collected	\$.00
ONE & TWO FAMILY DWELLING	- Issued	6
	- Value	\$801,086.00
	- Permit Fees	\$1,832.80
	- 2.00% STATE TAX	\$36.39
	- Fees Collected	\$.00
ELECTRICAL	- Issued	20
	- Value	\$26,137.00
	- Permit Fees	\$970.00
	- 2.00% STATE TAX	\$19.40
	- Fees Collected	\$.00
MECHANICAL	- Issued	6
	- Value	\$3,000.00
	- Permit Fees	\$300.00
	- 2.00% STATE TAX	\$6.00
	- Fees Collected	\$.00
MECHANICAL/GAS	- Issued	4
	- Value	\$2,400.00
	- Permit Fees	\$200.00
	- 2.00% STATE TAX	\$4.00
	- Fees Collected	\$.00
MANUFACTURED HOMES	- Issued	1
	- Value	\$15,000.00
	- Permit Fees	\$100.80
	- 2.00% STATE TAX	\$2.02
	- Fees Collected	\$.00
PLUMBING	- Issued	7
	- Value	\$3,500.00
	- Permit Fees	\$350.00
	- 2.00% STATE TAX	\$7.00
	- Fees Collected	\$.00
POOL	- Issued	1
	- Value	\$44,000.00
	- Permit Fees	\$35.00
	- 2.00% STATE TAX	\$.70
	- Fees Collected	\$.00
REMODELING	- Issued	1
	- Value	\$30,000.00
	- Permit Fees	\$225.00
	- 2.00% STATE TAX	\$4.50
	- Fees Collected	\$.00
IN LIEU OF SOIL & EROSION	- Issued	5
	- Value	\$.00
	- Permit Fees	\$.00
	- Fees Collected	\$.00
Total Permits - Issued		57
Total Permits - Value		\$1,066,923.00
Total Permits - Permit Fees		\$4,633.80
Total Permits - Sales Tax 2%		<u>\$ 92.41</u>
		\$ 4,726.21

INSPECTIONS FOR MARCH 53



Virginia Food Works

Commercial Management at Prince Edward County Cannery

Emily Wells
Commercial Manager
(434) 547-4280

March 2016 Summary

In March the Virginia Food Works board conducted interviews and evaluations to fill the position of Project Director which is due to be vacant this May. The final candidate will be selected and trained in April.

March Revenue: \$473.50

Interested parties: 5

Clients: 4

Days Used for Commercial Activity: 5

Products Created:

- Honey Habanero Sauce
- Tomato Soup
- Grape Jam
- Sweet Potato Hot Sauce

Other services provided:

- Introduction of Cannery to Richmond area food entrepreneur consultants.
- Represented Cannery at the North America Raspberry & Blackberry Association.
- Offered two tours of the Cannery to Southside businesses
- Facilitated discussion and distribution of resources at Heart of Virginia Buy Fresh, Buy Local workshop hosted by the Moton Museum.

Tourism & Visitor Center Monthly Report for March 2016

VIRGINIA'S HEARTLAND REGIONAL VISITOR CENTER GUESTBOOK SIGNINGS:					
	Virginia Guests	Other States	Other Countries	Total Guests	Average Visitors per Month:
YTD 2016	492	91	15	598	199.3
2015	4,120	610	166	4,896	408.0
					Total / 3 Months
					Total / ALL of 2015
Stacked Arms Pins: This Month: 173 YTD: 323	Requests for Information:				Virginia's Retreat Passport Program: Passports redeemed this month: 3 Passports redeemed YTD: 68

	Phone Inquiries	Mail Requests	Emailed Requests	Center Visits	Tourism Web Hits	Monthly Totals:
March 2016	146	163	20	318	2331	2,978
March 2015	140	254	42	710	2323	3,469
% Difference	4.29%	-35.83%	-52.38%	-55.21%	0.34%	-14.15%

TOTAL YTD	308	423	40	598	6,080	Total YTD Inquiries:
2016 YTD						7,449
2015 YTD	262	1,055	98	1,183	4,064	6,662
% Difference	17.56%	-59.91%	-59.18%	-49.45%	49.61%	11.81%

Report to April Board of Supervisors:

- The Heartland Regional Visitor Center is 10 years old! We will celebrate with an Open House on April 6th. This visitor center has grown very well over the last 10 years. Visitation has grown from 340 visitors in 2006 to almost 5,000 in 2015. Partnering on marketing with the surrounding communities; the opening of High Bridge Trail State Park; the Town of Farmville using some grant funds to put signage on Rt 460 directing visitors into town, all have combined to increase traffic to the Visitor Center, allowing us to direct visitors to where they can best satisfy their needs throughout the County.
- Solid numbers for a year with no major event planned this early. Last March was the Sesquicentennial where visitation and requests for information were at an all time high. Compared to previous March numbers, we are still ahead of a normal visitation year despite the continued varying weather conditions. In March 2014 we saw 260 visitors and in March 2013 we saw 285 visitors. This years' visitation was still 30 - 50 higher; while the requests for information, in particular, web traffic, continue to climb. Out of state visitors and out of country visitors are growing rapidly as well.
- Virginia's Retreat is seeking legal counsel to begin the process for non-profit status while continuing the Strategic Plan towards an overall branding solution. When new branding is solidified, it will be presented to the Board of Supervisors for approval.

