



BOARD OF SUPERVISORS MEETING

ADDENDUM PACKET

September 9, 2014

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County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: September 9, 2014
Item No.: 20
Department: County Administrator
Staff Contact: W.W. Bartlett
Issue: County Contract Review

Summary:

Attached is a memo from Supervisor Timmons regarding questions he raised concerning various contracts the County had with various firms and the County Attorney. After his review Mr. Timmons is proposing the term for the County Attorney and Deputy County Attorneys be extended from December 31, 2014 to June 30, 2015.

Mr. Timmons can provide additional information as requested.

Attachments: Memo From Supervisor Timmons

Recommendation: The Board will wish to consider a motion to extend the re-appointment of Mr. Jim Ennis as County Attorney and the reappointments of Brian Butler, Morgan Greer and Robert Bauer’s as Deputy County Attorney’s from December 31, 2104 to June 30, 2015 and that no Request for Qualifications be issued for county legal services.

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

CONTRACT REVIEW

During the June 10, 2014 meeting of the Board of Supervisors when the subject of reappointing Mr. Ennis as the County Attorney and his assistants as Deputy County Attorneys from July 1, 2014 to June 30, 2015 was discussed, I had questions concerning the Board's policy of issuing an RFP for contractual services. As a result of those questions, Supervisor Wilck moved to reappoint Mr. Ennis and his deputies but only from July 1, 2014 to December 31, 2014 and to advertise an RFQ for legal services. The motion was approved unanimously.

My major concern was any potential conflict of interest that would be inherent with the State's Commonwealth's Attorney also serving as the County's Attorney. I have reviewed this issue and have spoken with Mr. Ennis about those concerns. After meeting with Mr. Ennis and being informed of the process he follows to ensure he and his assistants avoid not only an actual conflict of interest but also merely the appearance of any conflict, I am satisfied there will be no problems in that regard. Thus, I move that Mr. Ennis's appointment as County Attorney and that of Brian Butler, Morgan Greer and Robert Bauer's as Deputy County Attorneys be extended from December 31, 2014 to June 30, 2015 and that no RFQ be issued for legal services.

Additionally, I asked the County Administrator to gather all of the County's major contracts that extend for more than a year. For several of the services I have noticed the County has used the same firm for many years. My purpose was to review the contracts to ensure they did not contain any escalation clauses that would drive automatic spending increases. I reviewed the contracts for landfill operations, financial services, auditing and engineering services. I found that for all but one, the price is either fixed over the term of the contract; or the ongoing nature of the services is controlled by a contract that is renewed annually; or the services, and thus costs, are only obtained when needed and are project specific. The only contract that contains any escalation is found in the contract for financial services. The escalation only applies to the hourly rates charged and is project specific. The projects have to be approved by the Board which allows the Board the ability to control the costs.

After my review I am satisfied that internal controls to ensure expenses are properly managed are adequate.

Bob Timmons
September 9, 2014



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

Meeting Date: September 9, 2014
Item No.: 21
Department: County Administration
Staff Contact: W.W. Bartlett/Sarah Elam Puckett
Issue: Closed Session - ADDENDUM

Summary: The draft motion below includes all items for Closed Session that are listed on the main agenda and the table agenda.

Motion:

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

1. To discussion the disposition of publicly-held real property in the Prince Edward County Industrial Park, pursuant to the exemption provided for in Section 2.2-3711(A)(3) of the *Code of Virginia*;
2. For consultation with legal counsel regarding a specific legal matter requiring the provision of legal advice by such counsel concerning an investigation, pursuant to the exemption provided for in Section 2.2-3711(A)(7) of the *Code of Virginia*;
3. For consultation with legal counsel pertaining to probable litigation concerning the sewer lines at The Manor, pursuant to the exemption provided for in Section 2.2-3711(A)(7) of the *Code of Virginia*; and
4. For discussion of disciplining a specific public appointee, the County Administrator, pursuant to the exemption provided for in Section 2.2-3711(A)(1) of the *Code of Virginia*.

Attachments:

Recommendation:

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



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: September 9, 2014
Item No.: 22
Department: County Administrator
Staff Contact: W.W. Bartlett/Sarah Elam Puckett
Issue: Correspondence/Informational/Monthly

Summary:

Attachments:

- a. VDOT News Release, RE: Temporary Closure of Rt. 665 Bridge
- b. Cannery Report – Commercial Operations

Recommendation:

Motion _____
Second _____

Cooper-Jones _____
Gray _____
Jones _____

McKay _____
Simpson _____
Timmons _____

Townsend _____
Wilck _____



NEWS RELEASE

VirginiaDOT.org

RELEASE: IMMEDIATE
CONTACT: Paula K. Jones 434-856-8176 (office)
434-942-0062 (cell)
Paula.Jones@VDOT.Virginia.Gov

September 5, 2014
LYN-14-111

UPDATE: PRINCE EDWARD COUNTY: ROUTE 665 BRIDGE TO CLOSE

LYNCHBURG – There has been a change of plans on the closure of the Route 665 Bridge over Buffalo Creek in Prince Edward County. Starting Monday, September 15, a temporary signal will be in place to help motorists negotiate the structure while milling and patching of the deck take place. Then, the bridge will close to **all** traffic on Monday, September 29 and a detour will be put in place for the duration of the work to overlay the deck on the structurally deficient bridge.

The term “structurally deficient” does not mean the bridge is unsafe; it does mean that there are issues that require annual inspection and increased maintenance costs. In the case of the Route 665 structure, the condition of the deck is why it is designated in this way.

Crews under contract to the Virginia Department of Transportation (VDOT) will mill and patch the existing bridge deck and will place an overlay on it. This work will improve the deck condition and extend the service life of the structure.

During these operations, motorists will use Route 700 North (Moore Road), Route 658 East (Five Forks Road), Route 692 East (College Road), Route 15 South (Farmville Road), and Route 665 West (Abilene Road) to reach Route 665 West (Darlington Heights Road) to bypass this structure. The estimated completion date of this operation is October 27, 2014.

For additional information, please contact VDOT’s Customer Service Center at 1-800-367-7623 (1-800-FOR-ROAD).

END



Virginia Food Works

Commercial Management at Prince Edward County Cannery

Emily Wells
Commercial Manager
(434) 547-4280

August 2014 Summary

One client successfully underwent their annual VDACS inspection in August after receiving assistance from Virginia Food Works in understanding and implementing regulations. Virginia Food Works is also helping them to find retail partners in the Farmville area.

Virginia Food Works provided a tour of the Cannery to FACES and FeedMore, food distribution centers for the Farmville area and Central Virginia. We hope to find a way to incorporate the Cannery and its equipment in preserving food donated in bulk.

Monthly revenue: \$1,349.50

Interested parties: 5

Clients: 5

Facility tours: 2

Days used for commercial activity: 14

Products created:

- Cherry, Blackberry, Blueberry, Strawberry, and Plum Jam
- Cherry, Blackberry, and Blueberry Syrup
- Cherry and Blackberry Vinaigrette
- Marinara Sauce

Other services provided:

- Supervision of independent processors
- Tour of the facility for potential clients
- Facilitating & scheduling inspection of new clients