

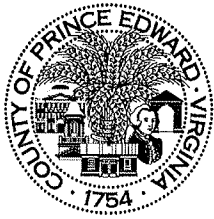


BOARD OF SUPERVISORS MEETING

ADDENDUM PACKET

April 9, 2013

<u>Item #</u>		<u>Page #</u>
16.	Consent Agenda:	105
	a. Treasurer's Report	106
	b. Appropriation	107
17.	<u>Correspondence/Informational/Monthly Reports:</u>	109
	a. CRC Meeting Agenda and Minutes	110



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: April 9, 2013
Item No.: 16-a
Department: Treasurer
Staff Contact: Donna Bowman Nunnally
Issue: Consent Agenda - Treasurer's Report

Summary: The Treasurer's Report is attached.

Attachments: Treasurer's Report – February 2013

Recommendation: Acceptance.

Motion _____
Second _____

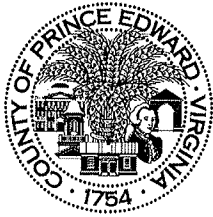
Campbell _____
Gantt _____
Simpson _____

Cooper-Jones _____
Jones _____
Wilck _____

Fore _____
McKay _____

Prince Edward Board of Supervisors Treasurer's Report - February 2013

Name of Bank	Bank Balance	Deposit in Transit/Adj.	Outstanding Checks	Available Balance
Benchmark Pooled Fund Account	\$ 13,141,381.97	\$ 87,108.63	\$ 468,279.69	\$ 12,760,210.91
Wachovia Social Services	\$ 284,703.50		\$ 105,634.18	\$ 179,069.32
Bank of America School Fund	\$ 1,601,438.72	\$ 3,656.16	\$ 1,441,169.36	\$ 163,925.52
Bank of America Food Service	\$ 153,599.07	\$ 149.68	\$ 30,999.70	\$ 122,749.05
Benchmark Food Service	\$ 290,006.77	\$ 2,110.84	\$ 145.00	\$ 291,972.61
TOTAL				\$ 13,517,927.41
Certificate of Deposits				
Benchmark				\$ 519,048.66
Citizens Bank Recreation				\$ 15,000.00
Citizens Bank Underground Storage				\$ 20,000.00
Planners Bank				\$ 200,000.00
Wells Fargo Advantage Fund				\$ 162,430.12
TOTAL				\$ 916,478.78
GRAND TOTAL				\$ 14,434,406.19



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: April 9, 2013
 Item No.: 16-b
 Department: County Administrator
 Staff Contact: W.W. Bartlett
 Issue: Appropriations

Summary:

The Clerk of Circuit Court is requesting an appropriation of \$900. These funds will be provided from the Technology Trust Fund and will be used to pay the DSL service for the office.

REV/EXP	FUND	DEPT	OBJECT	DESCRIPTION	DEBIT	CREDIT
FY 2013 Budget Amendment						
3(Rev)	100	23000	0080	Technology Trust Fund		\$900
4(Exp)	100	21600	5880	Technology Trust Fund	\$900	

Recommendation:

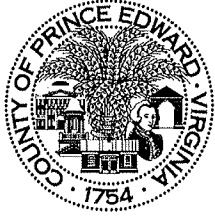
Approve the budget amendment displayed above and appropriate the same funds.

Motion _____
 Second _____

Campbell _____
 Gantt _____
 Simpson _____

Cooper-Jones _____
 Jones _____
 Wilck _____

Fore _____
 McKay _____



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: April 9, 2013
Item No.: 17
Department: County Administration
Staff Contact: W.W. Bartlett/Sarah Elam Puckett
Issue: Correspondence/Informational/Monthly Reports (ADDENDUM)

Summary:

Attachments:

- a. CRC Meeting Agenda and Minutes

Recommendation: None.

Motion _____
Second _____

Campbell _____
Gantt _____
Simpson _____

Cooper-Jones _____
Jones _____
Wilck _____

Fore _____
McKay _____



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

REMINDER
Budget Committee Meeting, 11:00 A.M.
(Separate Attachment)

MEETING AGENDA
Thursday, April 4, 2013, 12 Noon (Light Lunch will be provided)
Commonwealth Regional Council Office
One Mill Street, Suite 101, Farmville, Virginia 23901

- I. Welcome & Call to OrderChairman Fore
- II. Invocation
- III. Approval of Minutes of March 7, 2013 MeetingSecretary Wingold
- IV. Treasurers’ Report –March Financial Statement, **Attachment 1**.....Treasurer Stish
- V. Report of Officers & Committees
 - A. Chairman’s Report.....Chairman Fore
 - 1) Report on Chief Administrative Officers Meeting, Canceled
 - 2) Appointment of CRC Nomination Committee
 - 2) Report of CRC Budget Committee Meeting
- VI. Old BusinessChairman Fore
 - A. President & Staff Reports
 - 1) Status CRC Charter Amendments-Attorney General Opinion,Chairman Fore
 - 2) Report on CRC Website RedesignMelody Foster
Cassandra Stish
 - 3) Staff Update – Presentations of CRC FY 11-12 Annual Report, **Attachment 2**..Mary Hickman
 - 4) Staff Update – CRC FY 13-14 Budget Request.....Mary Hickman
 - 5) Council Member Comments
- VII. New Business.....Chairman Fore
 - A. President & Staff Reports
 - 1) Commonwealth Center for Advanced Manufacturing, Economic
Development Director Visit to Region, **Attachment 3**Mary Hickman
 - 2) Council Member Comments
- VIII. Commonwealth Intergovernmental Review Process, **Attachment 4**
- IX. Council Member Comments
- X. Other Business
- XI. Adjourn – Next Meeting Date – May 2, 2013

*A copy of the detailed financial expenditures report is available at the CRC offices for review.

COMMONWEALTH REGIONAL COUNCIL
One Mill Street, Suite 101 | P.O. Box P
Farmville, VA 23901 | 434.392.6104 PHONE

<http://www.virginiashheartland.org> ~ <http://tourism.virginiashheartland.org>



The possibilities...

**Commonwealth Regional Council
Farmville, VA 23901
March 7, 2013**

Welcome & Call to Order

The Chairman called the Meeting to order at 12:00 Noon at the Commonwealth Regional Council Office located at One Mill Street, Suite 101, Farmville, Virginia.

Invocation

Mr. Bennett gave the invocation.

Approval Of Minutes Of February 7, 2012 Meeting

Ms. Stish moved to approve the minutes as presented. Motion carried.

ROLL CALL

<u>MEMBERS</u>	<u>PRESENT</u>	<u>ABSENT</u>
Amelia:		
Mr. Ellsworth J. Bennett	Mr. Ellsworth J. Bennett	
*Mr. Ralph A. Whitaker, Jr.	(Vice-Chairman)	
Buckingham:		
Ms. Cassandra Stish	Ms. Cassandra Stish	
*Ms. Rebecca Carter	(Treasurer)	
Charlotte:		
Mr. Gary Walker	Mr. Gary Walker	
*Mr. Haywood J. Hamlet		
Lunenburg:		
Mr. David Wingold	Mr. David Wingold	
* Ms. Beverley Hawthorne	(Secretary)	
Prince Edward:		
Mr. William G. Fore, Jr.	Mr. William G. Fore, Jr.	
*Mr. Don C. Gantt	(Chairman)	

NOTE: *Denotes Alternates

STAFF

Ms. Mary Hickman, Acting President/CEO
 Ms. Melody Foster, Regional Planner
 Mr. Todd Fortune, Community Development Planner
 Mr. Andre' Gilliam, Community Development Planner
 Ms. Barbara Terry, Part-Time Planner

GUESTS

Mr. Paul Hoffman, Congressman Hurt's Office

Treasurer's Report

February Financial Statements: The Treasurer stated the January Financial Statement was enclosed in the Council packet for review.

Mr. Walker moved to accept the Financial Statement as presented. Motion carried.

Report of Officers & Committees**Chairman's Report**

Report on Chief Administrative Officers Meeting: Ms. Hickman reported a copy of the Agenda for the February Chief Administrative Officer's meeting was included in the Council packet for review. Ms. Hickman stated the meeting was well attended. The 2012 General Assembly created legislation that will provide automatic coverage in the VRS Virginia Local Disability Program for new hires hired on or after January 1, 2014 or current employees who opt to switch to the Hybrid Retirement Plan. Governing bodies have until September 1, 2013 to opt out of the program but would be required to provide a comparable plan for applicable employees. Following the meeting, participants stayed to view a VRS Webinar on the "Introduction to Virginia Local Disability Program (VLDP)."

Scheduling of CRC Budget Committee Meetings: The Chairman appointed all of the CRC Representatives to the Budget Committee. The Budget Committee will meet 1 hour prior to the CRC meetings beginning in April 2013 until the budget is complete.

Ms. Hickman noted that there was a proposed 2012-2014 budget amendment to provide a 10% increase in the state support for each PDC. Ms. Hickman stated however she received word that this amendment was not included in the conference report or the budget bill that was approved by the House and Senate. Therefore, it appears the PDC's funding will remain the same for the upcoming fiscal year.

Old Business**President & Staff Reports:**

Status Report – CRC Charter Amendments-Attorney General Opinion: The Chairman stated he still has not received any notification from the Attorney General's office. The Chairman stated this issue will be kept on the Agenda until notification is received.

Update-CRC Website Redesign: Ms. Foster reported that CRC had contacted the low bidder of the RFP for Website Redesign to make sure that the proposal would include specific language regarding making the website responsive for mobile devices. The low bidder, Convoy, Inc. did agree to this and the contract was signed between Convoy and the CRC at the stated price of \$12,500 for website redesign services. Ms. Foster stated CRC staff and Ms. Stish will be meeting for the first time with Convoy Representatives on Friday, March 8, 2013.

Staff Update – Presentations of CRC FY 11-12 Annual Report: Ms. Hickman stated she will be making the final County Annual Report Presentation to Cumberland County on March 12, 2013. Ms. Hickman stated she will now begin making presentations to the Towns. Ms. Hickman stated a schedule

of the Town meetings was enclosed in the Council member packets.

Staff Update – CRC FY 13-14 Budget Request: Ms. Hickman stated Budget Requests have been sent to Amelia, Buckingham, Charlotte, Cumberland, Lunenburg, Nottoway, Prince Edward, Longwood University and Hampden-Sydney. Ms. Hickman stated she will also be sending a Budget Request to Farmville and Blackstone after appearing before them to present the CRC's Annual Report.

There was discussion on localities and higher institutions that are currently not members of the CRC but are eligible for membership.

Staff Report on DHCD Continuum of Care Information Meeting Hosted by CRC: Ms. Hickman noted as stated previously, the Department of Housing and Community Development (DHCD) contacted the CRC and requested the CRC assist them in putting together a regional meeting with representatives from identified groups to discuss the Continuum of Care/Planning Group concept for the Planning District 14 region. Ms. Hickman stated that at the February CRC meeting the CRC agreed to host the meeting.

Ms. Hickman stated the CRC hosted the Virginia Department of Housing and Community Development's Planning District 14 Informational Meeting, "Continuum of Care/Planning Group" on February 25, 2013. Ms. Hickman stated the meeting was well attended and provided a copy of the sign-in sheet in the Council Members packet. Ms. Hickman stated there was an opportunity for participants to meet one-on-one following the forum to hold additional discussions on the subject. Participants were asked to contact DHCD after the meeting for further information/guidance as to grant opportunities coming up for the Continuum of Care and Homeless Services Funding for the Spring 2013 application.

Council Member Comments: None.

New Business

President & Staff Reports

Adoption of CRC FY 13-14 Rural Transportation Planning Scope of Work and Resolution: Ms. Foster stated enclosed in the Council Members packet is a copy of the CRC's FY 2014 Rural Transportation Planning Work Program through VDOT. Ms. Foster went over the Work Program and pointed out some of the new items listed including the CRC staff conducting a Pilot Intersection Analysis of an intersection identified in the CRC's Rural Long Range Transportation Plan and will identify potential improvements for safety and/or congestion. VDOT will provide assistance with the Pilot project. CRC will receive \$58,000 with the CRC providing a \$14,500 match for VDOT funding.

Mr. Wingold moved to adopt the CRC FY 13-14 Rural Transportation Planning Scope of Work and Resolution as presented. Motion carried.

Adoption of 2013 Virginia CDBG Program Regional Priorities: Ms. Terry reported that each year the Virginia Department of Housing and Community Development contacts all Planning Districts to request assistance in setting CDBG Program Regional Priorities. Ms. Terry stated the CRC localities were sent a request to rate nine categories into three regional priorities. The CRC has utilized these priorities to determine the CRC's Regional Priorities as presented in the Council members' packet.

Ms. Stish moved to adopt the 2013 CDBG Regional Priorities for Planning District 14 as presented. Motion carried.

Recommendations on Roadway Functional Classification (Lynchburg Construction District Localities) Comments: Ms. Foster stated CRC staff assisted VDOT in providing data to the localities of the Lynchburg Construction District on proposed changes to the Roadway Functional Classification as proposed by VDOT based on FHWA guidelines. A meeting was held prior to the February 26th Chief Administrative Officer's meeting for those wishing to discuss the proposed changes. The Town of Farmville was the only locality that submitted comments concerning the proposed changes. The CRC followed up with a letter endorsing Farmville's comments. A copy of the CRC's letter was provided in the Council members' packet.

Council Member Comments: None

Commonwealth Intergovernmental Review Process: There were none.

Council Member Comments: Ms. Stish reported that a Buckingham County School Bus recently had an accident on an unpaved road in the County that was soft from rain and snow resulting in the bus turning over. Ms. Stish questioned if the CRC could work with the School Divisions to identify the worst unpaved roads in the region that buses travel on and determine if there was a collective solution to getting funding for paving. Ms. Foster stated the CRC's Transportation Committee will be meeting in the coming months and could discuss the issue with VDOT to determine a course of action.

Other Business: Ms. Hickman stated the CRC received a request from Prince Edward County to assist the Prince Edward Volunteer Rescue Squad in applying for a grant from the Rescue Squad Assistance Fund to purchase automatic CPR machines.

Ms. Stish moved that the CRC approve the request to assist Prince Edward Volunteer Rescue Squad. Motion carried.

Mr. Paul Hoffman with Congressman Hurt's office announced that an Elected Official Appreciation Luncheon will be held during the last week of March for Congressman Hurt's district localities.

Adjournment: The meeting adjourned at 12:35 p.m.

Mr. David Wingold, Secretary