



BOARD OF SUPERVISORS MEETING

ADDENDUM PACKET

May 8, 2012

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County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: May 8, 2012
Item No.: 16-a
Department: Treasurer
Staff Contact: Mable Shanaberger
Issue: Consent Agenda - Treasurer's Report

Summary: There is no Treasurer's Report this month.

Attachments: February 2012 Treasurer's Report

Recommendation: Acceptance

Motion _____
Second _____

Campbell _____
Gantt _____
Simpson _____

Cooper-Jones _____
Jones _____
Wilck _____

Fore _____
McKay _____



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: May 8, 2012
Item No.: 16-b
Department: County Administration
Staff Contact: Barbara Poulston
Issue: Consent Agenda - Review of Accounts & Claims - ADDENDUM

Summary: The addendum bill list for April 2012 is attached for your review.

Attachments: Addendum April 2012 Bill List

Recommendation: None.

Motion _____
Second _____

Campbell _____
Gantt _____
Simpson _____

Cooper-Jones _____
Jones _____
Wilck _____

Fore _____
McKay _____

ACCOUNTS PAYABLE CHECKS
PRINCE EDWARD

FROM DATE- 5/04/2012
TO DATE- 5/04/2012

5/01/2012

FUND NO.	DESCRIPTION	\$\$\$ PAY \$\$\$
100	GENERAL FUND	\$74,979.57
732	RETIREMENT BENEFIT FUND	\$2,111.29
740	REVENUE SHARING-VDOT FUND	\$180,075.34
741	PIEDMONT COURT SERVICES FUND	\$845.36
	TOTAL	258,011.56

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
011010	BOARD OF SUPERVISORS				
3160	Professional Services				
	27756	ROCHETTE'S FLOREST	77938/1	FLOWERS-BARTLETT	131.95
	31980	VEPGA	26424	ENERGY NEGOTIATIONS	165.00
				ACCOUNT TOTAL	296.95 *
				MAJOR TOTAL	296.95 **
012310	COMMISSIONER OF REVENUE				
5230	Telecommunications				
	13325	TREASURER OF VIRGINIA	T245587	ONLINE SERVICE	77.33
				ACCOUNT TOTAL	77.33 *
				MAJOR TOTAL	77.33 **
012410	TREASURER				
5230	Telecommunications				
	13325	TREASURER OF VIRGINIA	T245587	ONLINE SERVICE	77.34
	31659	VA EMPLOYMENT COMMISSION	CR 12 01059	ONLINE ACCESS	100.00
	999999	VA EMPLOYMENT COMMISSION	ACCESS FEE 412	VEC WAGE FILE REPORT	931.00
				ACCOUNT TOTAL	1,108.34 *
				MAJOR TOTAL	1,108.34 **
021600	CLERK OF THE CIRCUIT COURT				
5230	Telecommunications				
	10105	AT&T	392 5145 412	PHONE	43.36
				ACCOUNT TOTAL	43.36 *
				MAJOR TOTAL	43.36 **
032200	VOLUNTEER FIRE DEPARTMENT				
7003	Payment to Prospect VFD				
	11240	BENCHMARK COMMUNITY BANK	PROSPECT TRK #4	TRUCK PAYMENT	3,500.00
	11492	ARCET EQUIPMENT CO	1678794	AIR COMPRESSOR PARTS	38.03
	14300	EAST END MOTOR CO INC	85559	TIRES/ALIGNMENT	475.97
	15150	FARMVILLE AUTO PARTS	72042	WIRE BRUSH	5.99
	21319	CENTURYLINK	309983930 412	PHONE	89.94
	25210	PAMPLIN EXXON	PROSPECT VFD412	FUEL	175.90
	25210	PAMPLIN EXXON	PROSPECT VFD412	BRAKE REPAIR	219.70
	25247	PARKER OIL COMPANY INC	416738	PROPANE	334.68
	28649	SOUTHSIDE FIRE TRAINING	PROSPECT VFD412	DUES	200.00
	29332	TOWN OF FARMVILLE	805 PROSPECT412	FUEL	344.60
	31359	VEST'S SALE & SERVICE INC	9821	REPAIR VENT SAW	62.00
	31844	DOMINION VA POWER	6120897506 412	ELECTRIC SERVICE	5.66
	31844	DOMINION VA POWER	760812502 412	ELECTRIC SERVICE	5.66
	31846	DOMINION VA POWER	7020850009 412	ELECTRIC SERVICE	217.50
	31846	DOMINION VA POWER	8898799252 412	ELECTRIC SERVICE	13.70
				ACCOUNT TOTAL	5,689.33 *
				MAJOR TOTAL	5,689.33 **

MAJOR# ACCT# 042300 REFUSE DISPOSAL	VENDOR NUMBER NAME VENDOR NAME REFUSE DISPOSAL	INVOICE#	DESCRIPTION	AMOUNT
3160	27191 27191 Professional Services RESOURCE INTERNATIONAL RESOURCE INTERNATIONAL	38295 38296	MISC WORK TASKS STORMWTR COMPLIANCE	1,671.43 1,158.50 2,829.93 *
3840	32950 Contract Landfill - POS WRIGHT'S EXCAVATING	MAY 2012	LANDFILL OPERATION	42,187.50 42,187.50 *
3841	14723 29332 Purchase of Serv - Recycli EMANUEL TIRE OF VIRGINIA TOWN OF FARMVILLE	470317	TIRE RECYCLING STEPS-LOADING DOCK	445.20 2,809.48 3,254.68 *
5230	10105 Telecommunications AT&T	767 2769 412	PHONE	36.85 36.85 *
6009	14300 14300 14300 Vehicle & Powered Equip S EAST END MOTOR CO INC EAST END MOTOR CO INC EAST END MOTOR CO INC	85191 85746 85777	TIRES REPAIR FLAT TIRE TIRES	829.49 58.50 986.02 1,874.01 * 50,182.97 **
043200	GENERAL PROPERTIES			
3310	17877 Repairs/Maintenance HUDSON-PAYNE ELECTRONICS	12042402	CHG SMOKE DETECTOR	597.25 597.25 *
5110	31846 Electrical Services DOMINION VA POWER	6669158583 412	LIGHTS AT RICE	111.75 111.75 *
6005	13367 17312 Janitorial Supplies DIAMOND PAPER COMPANY HANDI-CLEAN PRODUCTS INC	410068954 SI 114795	JANITORIAL SUPPLIES JANITORIAL SUPPLIES	937.56 397.31 1,334.87 *
6009	14300 Vehicle & Powered Equip S EAST END MOTOR CO INC	85663	TIRE	107.51 107.51 * 2,151.38 **
081100	PLANNING			
5510	25359 Travel-Mileage PICKETT JONATHAN	MILEAGE 412	MILEAGE	149.29 149.29 * 149.29 **
083500	COOPERATIVE EXTENSION OFFICE			
5230	21319 Telecommunications CENTURYLINK	309520098 412	PHONE	95.42 95.42 * 95.42 **

PRINCE EDWARD
LISTING OF INVOICES FOR 5/04/2012 -- 5/04/2012

AP375H
5/01/2012
FUND # - 100 GENERAL FUND

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
091000	GENERAL EXPENSE				
5804	29937	COBRA Health Insurance ANTHEM BCBS	COBRA 412	COBRA INSURANCE	530.00 *
				ACCOUNT TOTAL	530.00 *
				MAJOR TOTAL	530.00 **
094000	CAPITAL PROJECTS				
0008	21812	Purchase Property LONGWOOD WELL DRILL CO	WELL-BAL DUE	BAL DUE-WELL/GLADHLL	2,655.20 *
				ACCOUNT TOTAL	2,655.20 *
				MAJOR TOTAL	2,655.20 **
095000	DEBT SERVICE				
0020	28097	SCOPE Building SCOPE/MEALS ON WHEELS	SCOPE BLDG 2/10	BLDG PAYMENT	12,000.00
				ACCOUNT TOTAL	12,000.00 *
				MAJOR TOTAL	12,000.00 **
				FUND TOTAL	74,979.57

PRINCE EDWARD
LISTING OF INVOICES FOR 5/04/2012 -- 5/04/2012

AP375H
5/01/2012
FUND # - 732 RETIREMENT BENEFIT FUND

MAJOR#	ACCT#	VENDOR NUMBER	VENDOR NAME	RETIREMENT BENEFIT FUND	INV#	DESCRIPTION	AMOUNT
1101	00230	25257	LEOS Disbursements JOHNS VICKI K		MAY 2012	RETIREE BENEFIT	1,051.29
							1,051.29 *
1102	00230	29937	Retirees Insurance ANTHEM BCBS		MAY 2012	RETIREE INSURANCE	1,060.00
							1,060.00 *
							2,111.29 **
						ACCOUNT TOTAL	2,111.29
						ACCOUNT TOTAL	
						MAJOR TOTAL	
						FUND TOTAL	

PRINCE EDWARD
LISTING OF INVOICES FOR 5/04/2012 -- 5/04/2012

AP375H
5/01/2012
FUND # - 740 REVENUE SHARING-VDOT FUND

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
094000	REVENUE SHARING FUND - VDOT				
0788	17333	Rt 786 Construction HAYMES BROTHERS INC	2	ROAD CONSTRUCTION	179,775.34
	999999	GRAND VIEW ACRES SERVICES		TREE REMOVAL	300.00
				REMOVE TREE-DAVIS	180,075.34 *
				ACCOUNT TOTAL	180,075.34 **
				MAJOR TOTAL	180,075.34 **
				FUND TOTAL	180,075.34

MAJOR#	ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
3199		999999	Purchase of Services - Ot CMI INC	776234	MOUTHPIECES	37.50
					ACCOUNT TOTAL	37.50 *
3310		999999	Repairs and Maintenance CMI INC	776258	REPAIR INTOXILYZER	60.58
					ACCOUNT TOTAL	60.58 *
3600		15240	Advertising FARMVILLE HERALD	22409 00000	ADVERTISING	87.60
					ACCOUNT TOTAL	87.60 *
5230		21319	Telecommunications CENTURYLINK	310357807 412	PHONE	203.53
					ACCOUNT TOTAL	203.53 *
5510		22217	Travel - Mileage MAXEY RENEE T	MILEAGE 412	MILEAGE	122.49
		22259	MAYS ANDY	MILEAGE 412	MILEAGE	42.18
					ACCOUNT TOTAL	164.67 *
6001		12830	Office Supplies CORRECTIONAL ENTERPRISES	9410851	NAMEPLATE	5.55
		20600	KEY OFFICE SUPPLY	412742	INK CARTRIDGE/PAPER	90.96
		20600	KEY OFFICE SUPPLY	412829	TONER	119.98
		20600	KEY OFFICE SUPPLY	413094	INK CARTRIDGE	74.99
					ACCOUNT TOTAL	291.48 *
					MAJOR TOTAL	845.36 **
					FUND TOTAL	845.36
					TOTAL DUE	258,011.56

Approved at meeting of _____ on _____.

Signed _____ Title _____ Date _____

_____ Title _____ Date _____

_____ Title _____ Date _____



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: May 8, 2012
Item No.: 17
Department: County Administration
Staff Contact: W.W. Bartlett
Issue: Event/Festival Permit Application – Walker International Events, Inc.

Summary: Walker International Events, Inc. is requesting an event permit for Friday, June 1, 2012 for two circus shows at the Five County Fairground. See attached application.

Attachments: Event Permit Application

Recommendation: Approval.

Motion _____
Second _____

Campbell _____
Gantt _____
Simpson _____

Cooper-Jones _____
Jones _____
Wilck _____

Fore _____
McKay _____

APPLICATION FOR EVENT / FESTIVAL PERMIT
PRINCE EDWARD COUNTY

Organization / Agency Conducting Event: Walker International Events Inc.

Person (s) Representing Organization: Kelly Fairchild / Katia Meluzz

EVENT Type: CIRCUS UNDER BIG TOP

Location: FIVE CO. FAIRGROUNDS

Date(s): June 1st 2012 Time(s): 5:30 + 7:30pm

of Tickets for Sale: _____ Estimated # of Persons to Attend: 200

Name(s) / Address(es) / Phone # of Promoters:

N/A CIRCUS DOES ALL PROMOTING
400 526 6577 3613 WEBER ST. SUITE 112
GRAND ST. N. 34237

Financial backing of the event: N/A

Name of all persons or groups that will perform: Brian & Renee Adarzz Family

Name and Address of property owner which event is to be held: FIVE COUNTY
FAIRGROUNDS - FAIRGROUNDS RD RDC 695

Nature and interest of applicant(s) in the property on which the event is to be held (if any):
N/A

Detailed plan for adequate sanitation facilities / garbage and trash disposal (must be approved by the county health inspector): PORTABLE RESTROOM FOR PATRONS / W/ HANDWASHING
STATION, FAIRGROUNDS WILL PROVIDE DUMPSTER FOR
GARBAGE.

Plan for providing food, water, and lodging for persons at event (must be approved by the county health inspector): PERFORMERS LIVE IN THEIR OWN RDS W/
KITCHENS, BATHROOM ETC.

Plan for adequate medical facilities for persons at the event (must be approved by the county health inspector): N/A

Plan for adequate parking facilities and traffic control in and around event:
LARGE FAIRGROUNDS PARKING AREA, CIRCUS EMPLOYS
STAFF FOR TRAFFIC CONTROL.

Event/Festival Permit

Plan for adequate fire protection (must be approved by the county forestry warden):

Circus tent has numerous extinguishers. Tent is flame resistant. All trailers have extinguishers as well.

Statement specifying whether any outdoor lights or lighting are to be utilized, (if so, a plan showing the location of such lights and shielding devices or other equipment to prevent unreasonable glow beyond the property on which the event is held: N/A

Statement that no music shall be played, either by mechanical device or live performance, in such a manner that the sound emanating therefrom shall be unreasonably audible beyond the property on which the event is located:

Circus music is prerecorded and played only during performances, which are at 9pm.

Applications must be filed in duplicate with the Clerk of the Board, at least twenty-one (21) days prior to the event date.

Music shall not be rendered nor entertainment provided for more than eight (8) hours in any twenty-four (24) hour period, such twenty-four (24) hours to be measured from the beginning of the first performance at the event.

No person under the age of eighteen (18) years of age shall be admitted unless accompanied by a parent or guardian, the parent or guardian to remain with the person at all times.

Specific reference is hereby made to Section 6 - 68-71, et. Seq., of the Code of Prince Edward County, Virginia, which provisions are incorporated herein by reference.

Date

4/30/12

Signature of Applicant(s)

Kelly Fairchild

Date

Approval by

County Administrator
Clerk of the Board

Fee \$ 50 Fee Paid By _____ Date Received _____



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: May 8, 2012
Item No.: 18
Department: County Administration
Staff Contact: W.W. Bartlett
Issue: Request from Moton Museum

Summary: Attached for your consideration is a letter from Lacy Ward, Jr., requesting that the County transfer to the Town of Farmville the management/administration of a VDOT Enhancement Grant for the Moton Museum. We have talked with VDOT and they indicated that next month if the Commonwealth Transportation Board awards another grant to Moton, the County grant can added to the Town's grant contract. This would allow both grants to be administered and managed as one project.

Attachments: Letter from Lacy Ward, Jr. (w/ attachments)

Recommendation: Approve the transfer of grant funding in the amount of \$197,000 from Prince Edward County's Enhancement Grant Project #11085 to the Town of Farmville's Project #12091.

Motion _____
Second _____

Campbell _____
Gantt _____
Simpson _____

Cooper-Jones _____
Jones _____
Wilck _____

Fore _____
McKay _____



ROBERT RUSSA
MOTON MUSEUM A Center for the Study of Civil Rights in Education

April 30, 2012

Mr. Wade Bartlett
County Administrator
Prince Edward County
P. O. Box 382
Farmville VA 23901

RE: VDOT Enhancement Program Allocations, FY12 and FY13

VIA E-Mail

Dear Mr. Bartlett:

The Robert Russa Moton Museum requests transfer of Prince Edward County's FY12 VDOT Enhancement Program Allocation (Project No. 11085) for a parking lot/bus pull-off at the Moton Museum to the Town of Farmville.

The Town of Farmville is on VDOT's Tentative List for an FY13 Enhancement Allocation (Project No. 12091) for a pavilion at the Moton Museum.

It is Moton's desire to merge these two allocations (please see attached) and manage the two as a single project. Transfer of the County's FY12 allocation to the Town of Farmville would facilitate this desire.

Should the County indicate its approval of this request, then Moton will coordinate with VDOT and the Town of Farmville to assure that all required coordination is completed for transfer.

Please contact me should you have any questions or concerns.

Sincerely yours,

/s/ Lacy Ward, Jr.

Lacy Ward, Jr.
Director

Attachments

cc: Commonwealth Regional Council
Town of Farmville

2011 Final Enhancement Allocations (FY12)

Project Number	Sponsor	Applicant	Allocation Information	
Lynchburg				
11069	Virginia Tourism Corp	High Plains Indians, Inc.	project cost	\$780,625
	The Sappony Trading Path - design and construction of a 2.5 mile trail along Christie Road and to provide access to several historic sites within the High Plains Community.		request amount	\$524,500
			allocation	\$292,000
11062	Appomattox County	Appomattox County	project cost	\$874,350
	Appomattox Heritage Trail - construction of a trail between the Town of Appomattox and the Appomattox County Community Park.		request amount	\$426,480
			allocation	\$213,000
11085	Prince Edward County	Prince Edward County	project cost	\$534,673
	Construction of a parking lot with bus pull-off at the Robert Russa Moton		request amount	\$197,738
			allocation	\$197,000
11041	Prince Edward County	Prince Edward County	project cost	\$668,000
	Restoration of the Prospect Depot for use as a transportation museum, community center and High Bridge State Park trailhead facility.		request amount	\$188,000
			allocation	\$188,000
11031	City of Danville	City of Danville	project cost	\$4,055,409
	Extension of the riverwalk trail and renovation of the former rail passenger waiting area.		request amount	\$490,319
			allocation	\$490,000
11025	Town of Farmville	Town of Farmville	project cost	\$2,316,275
	Construction of streetscaping improvements in downtown Farmville.		request amount	\$431,855
			allocation	\$431,000
11088	Town of Altavista	Town of Altavista	project cost	\$2,172,200
	Streetscaping improvements in downtown Altavista.		request amount	\$501,760
			allocation	\$501,000
11060	Town of Dillwyn	Town of Dillwyn	project cost	\$493,370
	Construction of streetscaping improvements within the Central Business		request amount	\$121,696
			allocation	\$121,000

2012 Tentative Enhancement Allocations (FY13)

Project Number	Sponsor	Applicant	Allocation Information	
Lynchburg				
12087	Buckingham County	Buckingham County	project cost	\$779,158
	Streetscape improvements project for the Buckingham Court House Village area.		request amount	\$403,327
			allocation	\$403,000
12091	Town of Farmville	Robert Russa Moton Museum	project cost	\$913,000
	Construction of a 2,000sf pavilion (kiosk, wall maps, water fountains, restrooms, etc) and integrally connected to currently funded EN projects.		request amount	\$302,662
			allocation	\$302,000
12071	Town of Brookneal	Town of Brookneal	project cost	\$939,714
	Create pedestrian improvements along Main Street and Lynchburg Avenue, connecting the Central Business District to adjacent neighborhoods		request amount	\$360,000
			allocation	\$360,000
12088	Town of Dillwyn	Town of Dillwyn	project cost	\$2,252,083
	Construction of streetscaping improvements within the Central Business District		request amount	\$689,534
			allocation	\$689,000
12047	Town of Halifax	Town of Halifax	project cost	\$711,235
	Installation of bridge roadway lighting, gateway signage, and construction of a pull-off that will provide interpretive signage regarding the history of Banister River as well as Virginia Byway 360.		request amount	\$461,164
			allocation	\$461,000



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

Meeting Date: May 8, 2012
Item No.: 19
Department: County Administration
Staff Contact: W.W. Bartlett
Issue: Emergency Management Appointments

Summary: The *Code of Virginia* requires that emergency management positions be by appointment of the Board of Supervisors. As County Administrator, my contract designates me as Director of Emergency Management. I am asking the Board to appoint Sarah Puckett, Deputy Director of Emergency Management.

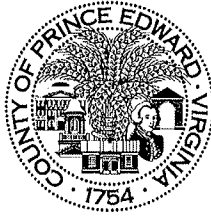
Additionally, the Virginia Department of Emergency Management has requested that each locality adopt an “authorizing resolution” for the Statewide Mutual Aid Program (SMA). SMA is used when a disaster strikes a locality and it requests assistance from other localities across Virginia. The resolution designates that the County Administrator and Assistant County Administrator are authorized to request, offer, provide assistance and incur cost on behalf of the County, in the event of an emergency/disaster. The resolution also designates Coordinating Officers who are authorized to provide information on resource capabilities on behalf of the County.

Attachments: Statewide Mutual Aid Authorizing Resolution

Recommendation:

1. Designate that Sarah Elam Puckett, Assistant County Administrator, will also serve as the County’s Deputy Director of Emergency Management.
2. Adopt the Statewide Mutual Aid Authorizing Resolution.

Motion _____ Campbell _____ Cooper-Jones _____ Fore _____
Second _____ Gantt _____ Jones _____ McKay _____
Simpson _____ Wilck _____



**A RESOLUTION OF THE
BOARD OF SUPERVISORS OF THE COUNTY OF PRINCE EDWARD, VIRGINIA**

Statewide Mutual Aid Program

WHEREAS, Virginia Statewide Mutual Aid Program was developed to assist cities and counties to more quickly and efficiently provide assistance to each other in response to a major disaster; and

WHEREAS, the Board of Supervisors wishes to enable the County of Prince Edward to provide and receive assistance through the Virginia Statewide Mutual Aid Program; and

WHEREAS, the Board of Supervisors authorizes the County's "Authorized Representative and/or Alternative Authorized Representative" to request, offer, provide assistance and incur costs on behalf of the County of Prince Edward; and

WHEREAS, the Board of Supervisors authorizes the County's "Primary Coordinating Officer and/or Alternative Coordinating Officer" to provide information on resource capabilities on behalf of the County of Prince Edward;

NOW, THEREFORE, BE IT RESOLVED, that, effective the date of this resolution, the Board of Supervisors of the County of Prince Edward, Virginia, makes the following appointments regarding the Virginia Statewide Mutual Air Program:

Authorized Representative: W.W. Bartlett, County Administrator

Alternative Authorized Representative: Sarah Elam Puckett, Assistant County Administrator

Primary Coordinating Office: Sarah Elam Puckett, Assistant County Administrator

Alternative Coordinating Officer: W.W. Bartlett, County Administrator

Certification

I hereby certify that the foregoing resolution was duly considered by the Board of Supervisors of the County of Prince Edward, Virginia at a regular board meeting in Prince Edward County, Virginia, at which a quorum was present and that same was passed by a vote of ___ in favor and ___ opposed, this 8th day of May, 2012.

William G. Fore, Jr., Chairman

CERTIFIED TRUE COPY



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

Meeting Date: May 8, 2012
Item No.: 20
Department: County Administration
Staff Contact: W.W. Bartlett
Issue: Virginia Retirement System

Summary: As we discussed during the County budget process, legislative action by the 2012 Virginia General Assembly requires Boards of Supervisors to make certain decisions by July 1, 2012 regarding employer and employee retirement contributions, as follows:

1. Resolution #1 - Employer Retirement Contribution Rate: The first resolution establishes what employer contribution rate the County will pay for the biennium beginning July 1, 2012:
 - 12.25% - the rate certified by VRS for the 2012-2014 biennium; or
 - 10.11% - the alternate rate, which is the higher of the current rate certified by VRS or 70% of the VRS certified rate for 2012-2014.

Should the Board opt to use the 10.11% alternate rate, the County’s contribution to our VRS account will be less than the amount recommended by the actuarial study. The result will be higher contribution rates in the future. Option for the lower rate would decrease the FY 13 VRS cost for the County by \$74,418.

2. Resolution #2 - Employee Contribution Rate: Effective July 1, 2012, all Plan 1 employees (VRS members prior to July 1, 2010) and Plan 2 employees (new hires after July 1, 2010) of schools divisions and political subdivisions must begin paying a 5% member contribution. The Board has determined that it will implement the total 5% effective July 1, 2012 and that employees will receive a comparable offsetting salary increase effective July 1, 2012.

Attachments: Resolution #1 - Employer Retirement Contribution Rate
Resolution #2 - Employee Contribution Rate

Recommendation:

1. Adopt Resolution #1 using 12.25%, the rate certified by VRS.
2. Adopt Resolution #2 implementing the total 5% effective July 1, 2012.

Motion _____
Second _____

Campbell _____
Gantt _____
Simpson _____

Cooper-Jones _____
Jones _____
Wilck _____

Fore _____
McKay _____

Employer Contribution Rates for Counties, Cities,
Towns, School Divisions and Other Political Subdivisions
(In accordance with the 2012 Appropriation Act Item 468(H))

Resolution

BE IT RESOLVED, that the Prince Edward County 55173 does hereby acknowledge that its contribution rates effective July 1, 2012 shall be based on the higher of a) the contribution rate in effect for FY 2012, or b) seventy percent of the results of the June 30, 2011 actuarial valuation of assets and liabilities as approved by the Virginia Retirement System Board of Trustees for the 2012-14 biennium (the "Alternate Rate") provided that, at its option, the contribution rate may be based on the employer contribution rates certified by the Virginia Retirement System Board of Trustees pursuant to Virginia Code § 51.1-145(I) resulting from the June 30, 2011 actuarial value of assets and liabilities (the "Certified Rate"); and

BE IT ALSO RESOLVED, that the Prince Edward County 55173 does hereby certify to the Virginia Retirement System Board of Trustees that it elects to pay the following contribution rate effective July 1, 2012:

(Check only one box)

- The Certified Rate of 12.25% The Alternate Rate of 10.11%; and

BE IT ALSO RESOLVED, that the Prince Edward County 55173 does hereby certify to the Virginia Retirement System Board of Trustees that it has reviewed and understands the information provided by the Virginia Retirement System outlining the potential future fiscal implications of any election made under the provisions of this resolution; and

NOW, THEREFORE, the officers of Prince Edward County 55173 are hereby authorized and directed in the name of the Prince Edward County to carry out the provisions of this resolution, and said officers of the Prince Edward County are authorized and directed to pay over to the Treasurer of Virginia from time to time such sums as are due to be paid by Prince Edward County for this purpose.

Governing Body/School Division Chairman

CERTIFICATE

I, _____, Clerk of the Prince Edward County, certify that the foregoing is a true and correct copy of a resolution passed at a lawfully organized meeting of the Prince Edward County held at _____, Virginia at _____ o'clock on _____, 2012. Given under my hand seal of the Prince Edward County this _____ day of _____, 2012.

Clerk

**This resolution must be passed prior to July 1, 2012 and
received by VRS no later than July 10, 2012.**

Member Contributions by Salary Reduction for Counties, Cities, Towns, and Other Political Subdivisions

(In accordance with Chapter 822 of the 2012 Acts of Assembly (SB497))

Resolution

WHEREAS, the Prince Edward County 55173 employees who are Virginia Retirement System members who commence or recommence employment on or after July 1, 2012 ("FY2013 Employees" for purposes of this resolution), shall be required to contribute five percent of their creditable compensation by salary reduction pursuant to Internal Revenue Code § 414(h) on a pre-tax basis upon commencing or recommencing employment; and

WHEREAS, the Prince Edward County 55173 employees who are Virginia Retirement System members and in service on June 30, 2012, shall be required to contribute five percent of their creditable compensation by salary reduction pursuant to Internal Revenue Code § 414(h) on a pre-tax basis no later than July 1, 2016; and

WHEREAS, such employees in service on June 30, 2012, shall contribute a minimum of an additional one percent of their creditable compensation beginning on each July 1 of 2012, 2013, 2014, 2015, and 2016, or until the employees' contributions equal five percent of creditable compensation; and

WHEREAS, the Prince Edward County 55173 may elect to require such employees in service on June 30, 2012, to contribute more than an additional one percent each year, in whole percentages, until the employees' contributions equal five percent of creditable compensation; and

WHEREAS, the second enactment clause of Chapter 822 of the 2012 Acts of Assembly (SB497) requires an increase in total creditable compensation, effective July 1, 2012, to each such employee in service on June 30, 2012, to offset the cost of the member contributions, such increase in total creditable compensation to be equal to the difference between five percent of the employee's total creditable compensation and the percentage of the member contribution paid by such employee on January 1, 2012.

BE IT THEREFORE RESOLVED, that the Prince Edward County 55173 does hereby certify to the Virginia Retirement System Board of Trustees that it shall effect the implementation of the member contribution requirements of Chapter 822 of the 2012 Acts of Assembly (SB497) according to the following schedule for the fiscal year beginning July 1, 2012 (i.e., FY2013):

Type of Employee	Employer Paid Member Contribution	Employee Paid Member Contribution
Plan 1	%	%
Plan 2	%	%
FY2013 Employees	0%	5%

(Note: Each row must add up to 5 percent.); and

BE IT FURTHER RESOLVED, that such contributions, although designated as member contributions, are to be made by the Prince Edward County in lieu of member contributions; and

BE IT FURTHER RESOLVED, that pick up member contributions shall be paid from the same source of funds as used in paying the wages to affected employees; and

BE IT FURTHER RESOLVED, that member contributions made by the Prince Edward County under the pick up arrangement shall be treated for all purposes other than income taxation, including but not limited to VRS benefits, in the same manner and to the same extent as member contributions made prior to the pick up arrangement; and

BE IT FURTHER RESOLVED, that nothing herein shall be construed so as to permit or extend an option to VRS members to receive the pick up contributions made by the Prince Edward County directly instead of having them paid to VRS; and

BE IT FURTHER RESOLVED, that notwithstanding any contractual or other provisions, the wages of each member of VRS who is an employee of the Prince Edward County shall be reduced by the amount of member contributions picked up by the Prince Edward County on behalf of such employee pursuant to the foregoing resolutions.

NOW, THEREFORE, the officers of Prince Edward County 55173 are hereby authorized and directed in the name of the Prince Edward County to carry out the provisions of this resolution, and said officers of the Prince Edward County are authorized and directed to pay over to the Treasurer of Virginia from time to time such sums as are due to be paid by the Prince Edward County for this purpose.

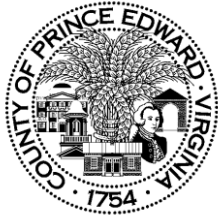
Governing Body Chairman

CERTIFICATE

I, _____, Clerk of the Prince Edward County, certify that the foregoing is a true and correct copy of a resolution passed at a lawfully organized meeting of the Prince Edward County held at _____, Virginia at _____ o'clock on _____, 2012. Given under my hand and seal of the Prince Edward County this _____ day of _____, 2012.

Clerk

This resolution must be passed prior to July 1, 2012 and received by VRS no later than July 10, 2012.



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

Meeting Date: May 8, 2012
Item No.: 21
Department: County Administration
Staff Contact: W.W. Bartlett
Issue: Consent Agenda – School Budget Procedures

Summary:

The Board of Supervisors had discussion during the Board meeting of April 26, 2012 concerning the procedures currently in place for appropriating funds to the Schools. There were two major points of discussion:

- A. Appropriating funds annually by Category, as is the current practice, vice appropriating funds in a lump sum. The school desires the funds to be appropriated in a lump sum vice by category. This would allow the School Board greater flexibility in the use of funds and allow a faster response whenever situations arise that would require a shift in funds between categories. Currently, for funds to be moved between categories the School Board would have to meet and approve such a request from the Superintendent and then request a meeting of the Board of Supervisors to request approval of the same action.
- B. Allow the School Board to retain any unspent funds in the School Fund. Current practice is for the General Fund to only provide the exact amount required to balance the School Fund after taking into account the state and federal revenues received and comparing them to the actual expenses, subject to the maximum amount of local funds approved and appropriated by the Board of Supervisors. This request would require the Board of Supervisors to appropriate the entire amount of local funds when the all budget items are appropriated, normally during the June Board of Supervisors meeting. While all funds would be appropriated, due to cash flow purposes the funds would not be moved from the General Fund to the Schools fund except on a monthly or quarterly as the Board desires.

At the end of the fiscal year any funds not expended from the School Fund would be retained in the School Fund. This would allow the School Board flexibility in building the school budget for the next year. If the Board of Supervisors approves this request I recommend the Board of Supervisors require the School Board to make a specific request for the use of any funds from the fund balance which would require the Board of Supervisors to vote of the request. I would also recommend such funds only be used for one-time costs such as capital items (equipment or projects costing \$5,000 or greater) until such time as the fund balance accumulates to an amount sufficient enough to allow funding operational expenses during times of economic downturns.

Attachments:

Recommendation: None.

Motion _____	Campbell _____	Cooper-Jones _____	Fore _____
Second _____	Gantt _____	Jones _____	McKay _____
	Simpson _____	Wilck _____	

