



## BOARD OF SUPERVISORS MEETING

### ADDENDUM PACKET

April 13, 2010

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County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** April 13, 2010  
**Item No.:** 20-a  
**Department:** County Administration  
**Staff Contact:** Barbara Poulston  
**Issue:** Consent Agenda - Review of Accounts & Claims - ADDENDUM

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**Summary:** The addendum bill list for March 2010 is attached for your review.

**Attachments:** Addendum Bill List

**Recommendation:** None.

Motion \_\_\_\_\_  
Second \_\_\_\_\_

Campbell \_\_\_\_\_  
Jones \_\_\_\_\_  
Wilck \_\_\_\_\_

Fore \_\_\_\_\_  
McKay \_\_\_\_\_  
Wiley \_\_\_\_\_

Gantt \_\_\_\_\_  
Simpson \_\_\_\_\_

4/13/2010

FROM DATE- 4/06/2010  
TO DATE- 4/06/2010

ACCOUNTS PAYABLE CHECKS  
PRINCE EDWARD

FUND NO.	DESCRIPTION	\$\$\$ PAY \$\$\$
100	GENERAL FUND	\$117,799.14
125	DARE FUND	\$128.62
501	WATER FUND	\$183,409.00
502	SEWER FUND	\$27.97
741	PIEDMONT COURT SERVICES FUND	\$568.58
	TOTAL	301,933.31

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	ACCOUNT TOTAL	MAJOR TOTAL	AMOUNT
011010	5510	Travel-Mileage JONES ROBERT M	JAN-MAR 10	MILEAGE	45.00 *	45.00 **	45.00 **
012110	6008	COUNTY ADMINISTRATOR Vehicle & Powered Equip F TOWN OF FARMVILLE	97 310A	GAS	138.26 *	138.26 **	138.26 **
012310	5230	COMMISSIONER OF REVENUE Telecommunications	392 3231 310A	PHONE	65.90 *	65.90 **	65.90 **
012410	3170	TREASURER Land Sale Expense FARMVILLE HERALD	TREAS 310	ADVERTISING	797.50 *	797.50 *	797.50 *
5230	5230	Telecommunications AT&T	392 3454 310A	PHONE	87.65 *	87.65 **	885.15 **
012510	3160	INFORMATION TECHNOLOGY Professional Services		TRAVEL EXPENSE	125.00		125.00
		BUSINESS DATA OF VA, INC.	104092	TRAVEL EXPENSE	125.00		125.00
		BUSINESS DATA OF VA, INC.	104094	TRAVEL EXPENSE	125.00		125.00
		BUSINESS DATA OF VA, INC.	104098	MONTHLY CONTRACT	2,800.00		2,800.00
		BUSINESS DATA OF VA, INC.	104102		3,175.00 *		3,175.00 **
021100	5230	CIRCUIT COURT Telecommunications	392 5171 310	PHONE	69.16 *		69.16 **
021300	6030	SPECIAL MAGISTRATES Non-Capital Equipment KEY OFFICE SUPPLY	374402	PRINTER STAND	99.00 *		99.00 *

AP375H  
4/13/2010  
FUND # - 100 GENERAL FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 4/06/2010 -- 4/06/2010

BEFORE CHECKS  
PAGE 2

MAJOR#	VENDOR	INV#	DESCRIPTION	AMOUNT
021800	LAW LIBRARY			
5230	Telecommunications			
	10105 AT&T	315 0208 310	DATA LINE	35.40
			ACCOUNT TOTAL	35.40 *
6012	Books and Subscriptions			
	21761 LEXISNEXIS	1003075149	ONLINE SERVICE	207.00
			ACCOUNT TOTAL	207.00 *
			MAJOR TOTAL	242.40 **
022100	COMMONWEALTH'S ATTORNEY			
5210	Postal Services			
	30637 U S POSTAL SERVICE	BOX RENT 10	BOX RENT	55.00
			ACCOUNT TOTAL	55.00 *
6012	Books and Subscriptions			
	31675 VA LAWYERS WEEKLY	0356139 2010	SUBSCRIPTION RENEWAL	325.00
			ACCOUNT TOTAL	325.00 *
			MAJOR TOTAL	380.00 **
022200	VICTIM WITNESS ASSISTANCE PROGRAM			
6001	Office Supplies			
	15380 FARMVILLE PRINTING	VICTIM WIT 310	CLIENT WORKBOOKS	23.00
	20600 KEY OFFICE SUPPLY	375317	INK CARTRIDGE	175.99
			ACCOUNT TOTAL	198.99 *
			MAJOR TOTAL	198.99 **
031200	SHERIFF			
3170	Drug Testing			
	22347 MEDTOX LABORATORIES INC	3201094888	DRUG TESTING	50.00
			ACCOUNT TOTAL	50.00 *
3310	Repairs/Maintenance			
	12758 COMMTRONICS OF VA	190374	RADIO REPAIR	168.00
	12758 COMMTRONICS OF VA	191184	RADIO SPEAKER	273.60
	12758 COMMTRONICS OF VA	192157	RADIO REPAIR	222.00
			ACCOUNT TOTAL	663.60 *
3311	Repairs & Maint-Auto & Eq			
	14300 EAST END MOTOR CO INC	FEES 310	SERVICE FEES	8.06
	14300 EAST END MOTOR CO INC	58154	BRAKE PADS/ROTORS	758.94
	14300 EAST END MOTOR CO INC	58377	OIL CHG/PADS/ROTORS	509.00
	14300 EAST END MOTOR CO INC	58547	OIL CHANGE	94.90
	14300 EAST END MOTOR CO INC	58598	SERV CALL/CHG TIRE	53.00
	14300 EAST END MOTOR CO INC	58604	PLUGS/IGNITION COIL	246.31
	14300 EAST END MOTOR CO INC	58617	WINDOW MOTOR	198.64
	14300 EAST END MOTOR CO INC	58785	BRAKE PADS/ROTORS	837.21
	14300 EAST END MOTOR CO INC	58846	SPOT LIGHT BULB	29.63
	20323 KENBRIDGE TIRE & AUTO	51820	CALIBRATIONS	150.00

MAJOR# ACCT#	VENDOR NUMBER NAME	INVOICE NUMBER DESCRIPTION	AMOUNT
5230	20323 KENBRIDGE TIRE & AUTO	51863 CALIBRATION	25.00
	20323 KENBRIDGE TIRE & AUTO	51867 CALIBRATIONS	50.00
	20323 KENBRIDGE TIRE & AUTO	52031 CALIBRATION	25.00
	27139 RAYBOLD STUART	EXPENSES 310	7.54
	999999 WOHLFORD'S RADAR	664091 CALIBRATIONS	192.00
		ACCOUNT TOTAL	3,185.23 *
5230	Telecommunications		
	10105 AT&T	392 8101 310 PHONE	646.34
	20904 KINEX NETWORKING SOLUTION	100301 0021 DSL & WEBHOSTING	139.85
	20904 KINEX NETWORKING SOLUTION	100401 0021 DSL & WEBHOSTING	139.85
	28711 CENTURYLINK	024 0031 310A RADIO	10.52
		ACCOUNT TOTAL	936.56 *
5530	Travel-Subsistence & Lodg		
	11894 BUSINESS CARD	0555 SHERFF310A MEALS	38.40
	32101 WALKER SONYA	EXPENSES 310 MEALS	58.85
	999999 JACKSON MICHAEL	EXPENSES 310B MEALS	22.97
		ACCOUNT TOTAL	120.22 *
6001	Office Supplies		
	11894 BUSINESS CARD	0555 SHERFF310A SERVICE FEE	14.62
	13369 DIAMOND SPRINGS	27961300 310A EQUIP LEASE & WATER	64.90
	15380 FARMVILLE PRINTING	SHERIFF 310 ENVELOPES/LOG SHEETS	854.12
	16678 GREAT NORTH AMERICAN CO	117757 PENS	515.45
	20600 KEY OFFICE SUPPLY	374929 PHONE CORD	3.99
	20600 KEY OFFICE SUPPLY	375434 COPY PAPER	11.99
	20600 KEY OFFICE SUPPLY	375550 COPY PAPER	29.49
	28757 STAPLES BUSINESS ADVANTAG	8015062684 OFFICE SUPPLIES	291.12
		ACCOUNT TOTAL	1,785.68 *
6008	Vehicle & Powered Equip F		
	29332 TOWN OF FARMVILLE	97 310A GAS	7,988.21
		ACCOUNT TOTAL	7,988.21 *
6009	Vehicle & Powered Equip S		
	12758 COMMTRONICS OF VA	192109 STROBE LIGHT	324.46
	27139 RAYBOLD STUART	EXPENSES 310 TRIP PERMIT	5.00
		ACCOUNT TOTAL	329.46 *
6010	Police Supplies		
	13012 DMV	10090341 ID CARDS	20.00
	22590 MOORE MEDICAL LLC	96174434 RI LATEX GLOVES	94.09
	28432 SIRCHIE FINGER PRINT LABS	5429769 INVESTIGATION SUPPLY	75.30
		ACCOUNT TOTAL	189.39 *
6011	Uniforms & Wearing Appare		
	26360 QUANTUM GRAPHICS/UNIFORMS	5346 UNIFORMS	94.50
	28592 SOUTHERN POLICE EQUIP CO	138008 POLICE VEST	125.00
		ACCOUNT TOTAL	219.50 *
6017	Byrne JAG Grant		
	999999 STREICHER'S	I708632 AMMUNITION	312.00
		ACCOUNT TOTAL	312.00 *
8203	Communications Equipment		
	30470 USA MOBILITY WIRELESS INC	T0638317C PAGER RENTALS	82.74
		ACCOUNT TOTAL	82.74 *
		MAJOR TOTAL	15,862.59 **

AP375H  
4/13/2010  
FUND # - 100 GENERAL FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 4/06/2010 -- 4/06/2010

BEFORE CHECKS  
PAGE 4

MAJOR# ACCT#	VENDOR NUMBER NAME	INV#	DESCRIPTION	AMOUNT
032200	VOLUNTEER FIRE DEPARTMENT			
7002	Payment to Rice VFD			
	25246 PARKER OIL CO INC	696312	PROPANE	1,506.29
	31844 DOMINION VA POWER	4500495009 310A	ELECTRIC SERVICE	129.18
	31846 DOMINION VA POWER	5487358649 310	ELECTRIC SERVICE	9.09
			ACCOUNT TOTAL	1,644.56 *
			MAJOR TOTAL	1,644.56 **
032500	EMERGENCY SERVICES			
3160	Professional Service E-91			
	29280 TIMMONS GROUP	130555	SYSTEM MAINTENANCE	1,170.00
			ACCOUNT TOTAL	1,170.00 *
			MAJOR TOTAL	1,170.00 **
033200	REGIONAL JAIL & DETENTION			
3196	Purchase of Services - Ja			
	25375 PIEDMONT RGNL JUVENILE	917	JUVENILE DETENTION	8,400.00
			ACCOUNT TOTAL	8,400.00 *
			MAJOR TOTAL	8,400.00 **
034100	BUILDING OFFICIAL			
6008	Vehicle & Powered Equip F			
	29332 TOWN OF FARMVILLE	97 310A	GAS	251.29
			ACCOUNT TOTAL	251.29 *
			MAJOR TOTAL	251.29 **
035100	ANIMAL CONTROL			
5230	Telecommunications			
	28711 CENTURYLINK	223 7310 310	PHONE	45.23
			ACCOUNT TOTAL	45.23 *
6008	Vehicle & Powered Equip F			
	29332 TOWN OF FARMVILLE	97 310A	GAS	573.19
			ACCOUNT TOTAL	573.19 *
			MAJOR TOTAL	618.42 **
035300	MEDICAL EXAMINER			
3110	Professional Health Serv			
	29459 TREASURER OF VIRGINIA	BRUCE CHARLES	CORONER	20.00
	29459 TREASURER OF VIRGINIA	DUNGEE WARREN L	CORONER	20.00
	29459 TREASURER OF VIRGINIA	JOHNSON EVARY	CORONER	20.00
			ACCOUNT TOTAL	60.00 *
			MAJOR TOTAL	60.00 **



MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
036100	BIOSOLIDS MONITORING				
6008	29332	Vehicle & Powered Equip F TOWN OF FARMVILLE	97 310A	GAS	347.96
				ACCOUNT TOTAL	347.96 *
				MAJOR TOTAL	347.96 **
042300	REFUSE DISPOSAL				
3840	27191	Contract Landfill - POS RESOURCE INTERNATIONAL	35831	GRDWTR MONITORING	18,101.85
				ACCOUNT TOTAL	18,101.85 *
3841	14723	Purchase of Serv - Recyli EMANUEL TIRE OF VIRGINIA	464179	TIRE RECYCLING	720.00
				ACCOUNT TOTAL	720.00 *
5110	31846	Electrical Services DOMINION VA POWER	0599507431 310	RICE SITE	84.00
				ACCOUNT TOTAL	84.00 *
5230	10105	Telecommunications AT&T	392 3675 310	PHONE	36.35
	28711	CENTURYLINK	223 1595 310	PHONE	38.95
				ACCOUNT TOTAL	75.30 *
6008	29332	Vehicle & Powered Equip F TOWN OF FARMVILLE	97 310A	GAS	1,481.26
				ACCOUNT TOTAL	1,481.26 *
				MAJOR TOTAL	20,462.41 **
042600	LITTER CONTROL				
6001	29029	Office Supplies SYNERGY RECYCLING LLC	91410	ELECTRONIC RECYCLING	1,241.34
				ACCOUNT TOTAL	1,241.34 *
				MAJOR TOTAL	1,241.34 **
043200	GENERAL PROPERTIES				
3310	29242	Repairs/Maintenance THYSSENKRUPP ELEVATOR	439068	SERV CONTRCT-APR/JUN	2,097.51
				ACCOUNT TOTAL	2,097.51 *
5110	31846	Electrical Services DOMINION VA POWER	8105475944 310A	AG BLDG	1,073.94
				ACCOUNT TOTAL	1,073.94 *
5230	10105	Telecommunications AT&T	223 8665 310A	PHONE	35.40
	28711	CENTURYLINK	223 8665 310	PHONE	49.93
				ACCOUNT TOTAL	85.33 *
6005	21811	Janitorial Supplies LOWE'S	909207	JANITORIAL SUPPLIES	56.29
	21811	LOWE'S	910263	BROOM	12.06

AP375H  
4/13/2010  
FUND # - 100 GENERAL FUND

LISTING OF INVOICES FOR 4/06/2010 -- 4/06/2010

BEFORE CHECKS  
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MAJOR#	ACCT#	VENDOR NUMBER	VENDOR NAME	INVOICE#	DESCRIPTION	AMOUNT	
6007		32550	WILCO INC.	1228571 02	JANITORIAL SUPPLIES	205.00	
		32550	WILCO INC.	1229343 02	JANITORIAL SUPPLIES	123.00	
					ACCOUNT TOTAL	396.35 *	
		10172	Repairs and Maintenance S	48025	ACTUATOR	235.25	
		21811	LOWE'S	901969	CAULK/CONCRETE/KNIFE	139.23	
		21811	LOWE'S	905114	DRAIN OPENR/TOOLBELT	28.90	
		21811	LOWE'S	907178	TILE CUTTER	18.08	
		21811	LOWE'S	909207	LUMBER & PLASTIC	15.95	
		21811	LOWE'S	909633	VALVES	27.60	
		21811	LOWE'S	910263	RAGS	9.98	
		21811	LOWE'S	912120	RETURN CREDIT	18.08-	
		28352	SHERWIN WILLIAMS CO	46080	PAINT/SAFETY GLASSES	149.34	
					ACCOUNT TOTAL	606.25 *	
6008		29332	Vehicle & Powered Equip F	97 310A	GAS	509.11	
			TOWN OF FARMVILLE			509.11 *	
					ACCOUNT TOTAL	509.11 *	
043400			CANNERY			MAJOR TOTAL	4,768.49 **
5230		10105	Telecommunications	223 8664 310A	PHONE	35.40	
		28711	CENTURYLINK	223 8664 310	PHONE	34.13	
					ACCOUNT TOTAL	69.53 *	
					MAJOR TOTAL	69.53 **	
053500			COMPREHENSIVE SERVICES ACT				
3160		11490	CSA Programs	CP 310	PROFESSIONAL SERVICE	3,904.00	
		12280	BRALEY & THOMPSON INC	5670 310A	PROFESSIONAL SERVICE	2,185.00	
		12280	CENTRA HEALTH	5839 310A	PROFESSIONAL SERVICE	1,805.00	
		12280	CENTRA HEALTH	5846 310A	PROFESSIONAL SERVICE	2,185.00	
		12280	CENTRA HEALTH	5918 310A	PROFESSIONAL SERVICE	6,563.75	
		12280	CENTRA HEALTH	5919 310A	PROFESSIONAL SERVICE	6,563.75	
		12280	CENTRA HEALTH	7102 310A	PROFESSIONAL SERVICE	3,128.00	
		12280	CENTRA HEALTH	7336 310A	PROFESSIONAL SERVICE	3,128.00	
		12280	CENTRA HEALTH	7528 310A	PROFESSIONAL SERVICE	3,128.00	
		12280	CENTRA HEALTH	7573 310A	PROFESSIONAL SERVICE	3,128.00	
		12280	CENTRA HEALTH	7870 310A	PROFESSIONAL SERVICE	2,720.00	
		12280	CENTRA HEALTH	7912 310A	PROFESSIONAL SERVICE	3,128.00	
		12280	CENTRA HEALTH	7932 310	PROFESSIONAL SERVICE	272.00	
		13812	DOMINION YOUTH SERVICES	EH 310	PROFESSIONAL SERVICE	4,025.00	
		13812	DOMINION YOUTH SERVICES	JM 310	PROFESSIONAL SERVICE	4,025.00	
		13812	DOMINION YOUTH SERVICES	JM 310A	PROFESSIONAL SERVICE	2,496.03	
		25364	PICKETT PARK DAY CARE	MARCH 10	FOSTER CARE	391.00	
		25620	PRESBYTERIAN HM/FMLY SERV	6400 310	PROFESSIONAL SERVICE	2,883.00	
					ACCOUNT TOTAL	55,658.53 *	
					MAJOR TOTAL	55,658.53 **	

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
081100	PLANNING				
6008	29332	Vehicle & Powered Equip F TOWN OF FARMVILLE	97 310A	GAS	38.85 *
				ACCOUNT TOTAL	38.85 *
				MAJOR TOTAL	38.85 **
081600	TOURISM				
5230	10105	Telecommunications AT&T	392 1482 310A	PHONE	78.71 *
				ACCOUNT TOTAL	78.71 *
				MAJOR TOTAL	78.71 **
094000	CAPITAL PROJECTS				
0024	21811	Cannery LOWE'S	906152	CONCRETE LEVELER	68.88
	28352	SHERWIN WILLIAMS CO	45496	BLOCK FILLER	147.90
	28352	SHERWIN WILLIAMS CO	46480	BLOCK FILLER/ROLLERS	317.34
	28352	SHERWIN WILLIAMS CO	49815	PAINT	646.74
	28352	SHERWIN WILLIAMS CO	52025	PAINT	646.74
				ACCOUNT TOTAL	1,827.60 *
				MAJOR TOTAL	1,827.60 **
				FUND TOTAL	117,799.14

PRINCE EDWARD  
LISTING OF INVOICES FOR 4/06/2010 -- 4/06/2010

AP375H  
4/13/2010  
FUND # - 125 DARE FUND

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
031299	11894	Expenditures - Dare Donat	0555	PROGRAM SUPPLIES	128.62
		BUSINESS CARD			128.62 *
					128.62 **
				ACCOUNT TOTAL	
				MAJOR TOTAL	
				FUND TOTAL	128.62

AP375H  
4/13/2010  
FUND # - 501 WATER FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 4/06/2010 -- 4/06/2010

BEFORE CHECKS  
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MAJOR#	VENDOR	VENDOR	INV#	DESCRIPTION	AMOUNT
ACCT#	NUMBER	NAME			
094000	CAPITAL	PROJECTS			
8102	12937	SRR Water Treatment Proje CROWDER CONSTRUCTION CO	2	WTR TREATMENT PROJECT	183,409.00
				ACCOUNT TOTAL	183,409.00 *
				MAJOR TOTAL	183,409.00 **
				FUND TOTAL	183,409.00

AP375H  
4/13/2010  
FUND # - 502 SEWER FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 4/06/2010 -- 4/06/2010

BEFORE CHECKS  
PAGE 10

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
043200	31846	Electrical Services DOMINION VA POWER	4148700281	310A SEWER PUMP	27.97
				ACCOUNT TOTAL	27.97 *
				MAJOR TOTAL	27.97 **
				FUND TOTAL	27.97

PRINCE EDWARD  
LISTING OF INVOICES FOR 4/06/2010 -- 4/06/2010

AP375H  
4/13/2010  
FUND # - 741 PIEDMONT COURT SERVICES FUND

MAJOR#	VENDOR NUMBER	VENDOR NAME	INVT#	DESCRIPTION	AMOUNT
021400	PIEDMONT COURT SERVICES				
3310	20600	Repairs and Maintenance KEY OFFICE SUPPLY	PCS-MAINT AGRMT	MAINTENANCE CONTRACT	259.00 259.00 *
6001	20600	Office Supplies KEY OFFICE SUPPLY	376480	OFFICE SUPPLIES	297.58 297.58 * 556.58 **
097002	PCS DRUG TESTING FEES				
0001	28095	PCS Drug Testing Fees KROLL LABORATORY	203511	DRUG TESTING	12.00 12.00 * 12.00 **
ACCOUNT TOTAL					568.58
MAJOR TOTAL					301,933.31

Approved at meeting of \_\_\_\_\_ on \_\_\_\_\_

Signed \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_  
 \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_  
 \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_







County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: April 13, 2010  
Item No.: 20-b  
Department: County Administration  
Staff Contact: Karin Everhart  
Issue: Consent Agenda - Approval of Minutes - Addendum

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**Summary:** The minutes of the April 6, 2010 meeting are attached for your review and approval.

**Attachments:** April 6, 2010.

**Recommendation:** Approval.

Motion \_\_\_\_\_  
Second \_\_\_\_\_

Campbell \_\_\_\_\_  
Jones \_\_\_\_\_  
Wilck \_\_\_\_\_

Fore \_\_\_\_\_  
McKay \_\_\_\_\_  
Wiley \_\_\_\_\_

Gantt \_\_\_\_\_  
Simpson \_\_\_\_\_

April 6, 2010

At the regular meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday the 6<sup>th</sup> day of April, 2010; at 7:00 p.m., there were present:

William G. Fore, Jr.

Don C. Gantt, Jr.

Robert M. Jones

Charles W. McKay

Howard F. Simpson

Jim R. Wilck

Mattie P. Wiley

Absent: Howard M. Campbell

Also present: Wade Bartlett, County Administrator; Sarah Puckett, Assistant County Administrator; Sharon Lee Carney, Director of Economic Development; Kevin Wright, Interim Residency Administrator, VDOT; Mark McKissick, Assistant VDOT Residency Administrator; and Keith Halbohn, Transportation Contract Administrator, VDOT.

Chairman Fore called the special called meeting to order and stated that its purpose is to hold a public hearing on the VDOT Six-Year Construction Program, to hear the presentation of the County Budget and hold a work session, and for closed session.

In Re: Public Hearing: Secondary Six-Year Plan for FY 2010/11 Through FY 2015/16

Chairman Fore announced this was the date and time scheduled for a public hearing on the Secondary Six Year Plan for Fiscal Year 2010/11 through 2015/16. Notice of this hearing was advertised according to law in the March 19, 2010 and March 26, 2010 issues of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Chairman Fore opened the public hearing and called on Kevin Wright, Interim Residency Administrator, VDOT, to review the proposed Six-Year Plan.

Mr. Wright gave a brief overview of the proposed Six-Year Plan; he said \$51,000 is available each year for the next six years through the Tele-fee Funds, which are collected from the communications

companies for their facilities to be placed on the right of way. He then reviewed the regular construction program, which can include any primary and secondary road in the county that the Board has chosen for improvement:

The first two are essentially one project: the Back Hampden Sydney Road (Route 643) Project will be split into two projects due to money not accumulating quickly for this project. The existing funds will go towards the first half of the project, Priority #1, from 0.08 miles west of Route 644 to 0.57 miles east of Route 644. Priority #2 will be from 0.65 miles east of Route 643 to the Farmville Town limits.

Priority #3 is the Lockett Road (Route 619) Project has Federal Bridge Funds available; those will now be managed by the District Bridge Office and prioritized accordingly.

The Unpaved Road projects are: Priority #1, Route 751, which has gone to advertisement; Priority #2, Aspen Hill Road project, from US 460 to High Bridge Trail, will be surface-treated and the drainage will be updated as a pave-in-place. Priority #3 is the second portion of the Aspen Hill Road project which will continue from 0.8 miles west of Route 619 to Route 619 (High Bridge Trail).

Supervisor Jones asked for clarification on the Bridge Funds program. Mr. Wright said the Bridge Office looks at the sufficiency rating and the condition of the bridge to determine priority.

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

Supervisor McKay made a motion, seconded by Supervisor Simpson, to adopt the Resolution – Six-Year Road Plan and Construction Priority List as presented. The motion carried:

Aye:	William G. Fore, Jr. Howard F. Simpson Don C. Gantt Robert M. Jones Charles W. McKay Jim Wilck Mattie P. Wiley	Nay:	None
------	--	------	------

Absent: Howard M. Campbell

**RESOLUTION**

**SIX-YEAR ROAD PLAN  
AND CONSTRUCTION PRIORITY LIST**

At a special meeting of the Board of Supervisors of the County of Prince Edward, held at the Prince Edward County Courthouse, Board of Supervisors Room, on April 6, 2010 at 7:00 p.m.

Members Present were: Chairman William G. Fore, Jr.  
Vice Chairman Howard F. Simpson  
Don C. Gantt  
Robert M. Jones  
Charles W. McKay  
Jim Wilck  
Mattie P. Wiley

Members Absent were: Howard M. Campbell

On motion by Mr. McKay, seconded by Mr. Simpson and carried:

Aye: William G. Fore, Jr.  
Howard F. Simpson  
Don C. Gantt  
Robert M. Jones  
Charles W. McKay  
Jim Wilck  
Mattie P. Wiley

Nay: None

WHEREAS, Sections 33.1-23 and 33.1-23.4 of the 1950 Code of Virginia, as amended, provides the opportunity for each county to work with the Virginia Department of Transportation in developing a Secondary Six-Year Road Plan,

WHEREAS, this Board had previously agreed to assist in the preparation of this Plan, in accordance with the Virginia Department of Transportation policies and procedures, and participated in a public hearing on the proposed Plan (2010/11 through 2015/16) as well as the Construction Priority List (2010/11) on April 6, 2010 after duly advertised so that all citizens of the County had the opportunity to participate in said hearing and to make comments and recommendations concerning the proposed Plan and Priority List,

WHEREAS, Kevin B. Wright, Acting Residency Administrator, Virginia Department of Transportation, appeared before the board and recommended approval of the Six-Year Plan for Secondary Roads (2010/11 through 2015/16) and the Construction Priority List (2010/11) for Prince Edward County,

NOW, THEREFORE, BE IT RESOLVED that since said Plan appears to be in the best interests of the Secondary Road System in Prince Edward County and of the citizens residing on the Secondary System, said Secondary Six-Year Plan (2010/11 through 2015/16) and Construction Priority List (2010/11) are hereby approved as presented at the public hearing.

In Re: Presentation of FY 11 County Budget

Mr. Wade Bartlett, County Administrator, reviewed the proposed budget presentation and distributed to the Board of Supervisors the following written comments:

*"I am pleased to present to the Board of Supervisors my recommended budget for Prince Edward County for Fiscal Year 2011 (FY11). I look forward to the Board's feedback and response to the many difficult decisions that went into this recommendation. While this year was difficult, it was merely an extension of the same pattern we have now seen for three years. That is a pattern of reduced state funding and falling local revenues. With the current climate in Richmond, I do not see any will on the part of the General Assembly to provide additional revenue to local government, even when the economy turns around. This does not bode well for local governments and will place great pressure on us.*

*For the third year in a row the state has decreased funding to local governments. Enclosure (1) outlines the state reductions which total at least \$413,220. Other programs will see reductions, but the amounts are not available at this time. I expect once all information is known state reductions will approach \$500,000. These reductions are in addition to previous reductions. All totaled state revenue reductions over the last three years approach \$700,000.*

*For FY11 health insurance rates increased 16% or almost \$69,000; Virginia retirement program (VRS) increased 6% or \$27,500, and unemployment insurance increased by \$5,000, for a total of \$101,500. As compared with the amounts collected in FY09, personal property tax collections will decline \$238,764; local sales tax is forecast to decrease \$183,335 (on top of a \$142,824 decline from FY08 to FY09) and interest earnings will fall almost \$87,500. These cost increases combined with the revenue declines total almost \$758,000. Added to the state revenue reductions mentioned above, and we are facing almost \$1.5 million in reduced revenues or increasing costs.*

*The lost revenues and increasing costs, coupled with the desire to maintain the current funding levels for our Schools and non-profit organizations serving the most needy, and at the same time maintaining the same level of services for our citizens, have forced me to recommend a four cent tax increase on the real estate tax. This would take our tax rate from \$0.40 to \$0.44 and generate an additional \$600,000. That rate is still very competitive with our neighbors and would still be one of the lowest in the region. This \$600,000 is only 41% of the lost revenues and increased costs mentioned above.*

*Improved efficiencies, increased workloads and in some cases reduced service levels have been used to cover the remaining amount. To reduce expenditures more than that would have a profound impact on the ability of the County to provide the level of services our citizens expect and deserve.*

*After deducting the transfers between funds, the proposed budget totals \$44,508,499 for the county operations and the school system. The overall budget is balanced. Total fund balances are forecast to increase \$183,424 after falling slightly more than \$1.2 million in the current FY, enclosure (2) and (3).*

*The proposed budget includes \$26.7 million for the school system, \$11.1 million for general governmental operations, \$579,000 in local dollars for social services, \$1 million for landfill construction and \$2 million for the utility system. This represents an overall decrease of \$1.4 million in the General Fund from the FY10 budget.*

#### **Factors shaping the FY11 Proposed Budget**

*The FY11 proposed budget incorporates the Board's direction to present a budget that level funds the schools, little if any use of the fund balance, but at the same time maintain core service levels.*

*The FY11 proposed budget process comes amid the most challenging period of economic turmoil and uncertainty most of us have ever seen. Major factors shaping the proposed budget are declining business activity, rising unemployment, increasing health care and insurance costs and significant reductions in revenues received from the Commonwealth. One statistic which conveys the scope of this economic downturn is the unemployment rate. Unemployment in Prince Edward County reached 10.3% in January 2010, compared with 5.1% in February 2008. This is the highest unemployment level for the County since at least 1997.*

*In difficult economic times there is an inverse relationship between the demand for governmental services and the state of the economy. Thus, unlike businesses which see a reduction in demand, government experiences an increase in demand for services during recessions. Our residents who are facing economic distress look first to their local government to provide the support they need. Providing such support during this period of declining revenues represents a considerable challenge for the County in FY11.*

*There are a number of outside factors that may still impact the FY11 budget. Final decisions and implementing instructions regarding the Commonwealth's budget have not been received. Thus, there is*

*still great 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.*

### ***FY11 Reduction Strategies***

*The Board of Supervisors has expressed its concern for the citizens who are struggling during this period of economic uncertainty. You made it clear to me you wanted an FY11 Budget submission that funded education at the highest level possible and at the same time maintained the core services provided to the citizens of the County.*

*This was a daunting challenge, one which cannot be met by the actions of the County staff alone. Departments which report directly to me account for only \$4.5 million or approximately 10% of the entire County budget. To meet the challenge laid out by the Board of Supervisors required the help and sacrifice of the Schools and Constitutional Officers.*

*In addition to eliminating most capital purchases, the budget includes no cost of living/merit pay increases for county employees. This will be the third year with no pay increases.*

*The Prince Edward County School Board has requested \$7,913,044 in local funds for operations, which represents level funding after accounting for the decrease in debt service. Recognizing the education of our children is one of the cornerstones in fostering future prosperity for the County, the Board directed me to do all I could to level fund the schools. I have fulfilled your desires and am recommending level funding for the Schools.*

*As stated above, capital expenditures are being kept to a minimum. The General Fund contains only four recommended capital projects totaling \$141,500. The first is replacement of the County's AS400 computer system at a cost of \$45,000. This equipment runs all of the County's financial and tax systems. It is 13 years old and two years ago had a complete failure. The County was without any financial system for 10 days while repairs were made. These were not permanent repairs, and we have been living on borrowed time. I highly recommend this expenditure. The second item is \$24,000 for the replacement of various computers, printers and software. Third, is the purchase of a gasoline storage and dispensing system costing the County \$17,150. This system will be located at the School Bus Garage compound and will be used by both the County and School system. It will save the County approximately \$16,000 annually and the Schools \$8,000 for a total of \$24,000. I have had a conversation with the Chairman of*

*the School Board and he stated the School system is very interested in joining the County on this project. Finally, the Sheriff is requesting \$55,000 for the replacement of two patrol cars.*

*We have taken various actions over the last two fiscal years to reduce expenditures. Some of these are:*

- 1. Eliminated a custodial contract – saved \$60,000*
- 2. Reduced hours of our convenience centers – saved \$60,000*
- 3. Implemented greater review of CSA cases – saved \$79,110*
- 4. Began an in-house building maintenance program – saved \$40,000*
- 5. In-house web design and maintenance – saved \$30,000*
- 6. Reduced various expenses to absorb increases in VRS/Health Insurance – saved \$106,000*

*This Fiscal Year I am recommending additional reductions to include eliminating the bounty on coyotes (\$2,500), reducing telecommunications to reflect savings on with the new phone contract (\$22,000) and various other reductions. Almost every department and Constitutional Office submitted cost reductions from a wide variety of operational line items.*

*I am not recommending any increase in funding for any outside organization. In addition, I am recommending the elimination of funding for the Mary E. Branch Community Center (\$23,750). The majority of this funding (\$23,025) would be used to support a summer program for County youth. This is a duplication of service since the YMCA also provides a summer youth program. I recommend increasing funding for the YMCA summer program by \$20,000 with the stipulation the funds be used to provide financial assistance for disadvantaged children. The Board of Supervisors has a stated policy designating the YMCA as the provider of recreational activities on behalf of the County. This recommendation reflects that policy. In addition, more County residents will receive more services for less money. The YMCA's summer program runs from the day after school ends to the day before school begins, while the Mary E. Branch program has historically only operated for two weeks with a week break then run another two weeks. Thus, the program ran only 4 weeks, less than one-half the summer break. Plus the program has not been licensed by DSS. I recommend the Board of Supervisors strongly encourage the School Board to work with the YMCA in providing access to school facilities for the increased demands of this consolidation.*



**Tax Rates**

The FY11 proposed budget contains a four cent increase in the real estate tax rate. That would bring our tax rate to \$0.44. Even at that rate only three of our 15 closest counties would have a tax rate lower than that amount. That assumes those three are not increasing their tax rates. I recommend all other tax rates be maintained at their current rates.

**Revenues**

The cash for clunkers program did succeed in getting people to purchase new cars. The net result is an increase in total personal property assessments. Thus, I forecast an increase in personal property tax revenues of \$458,616. While good news, it is still \$238,764 less than the amount collected in FY09. This reduced collection offsets 40% of the increase in the real estate tax. The chart below displays the changes in the major revenue categories, assuming the increase in the tax rate recommended, as compared to the FY10 original budget;

General Property Taxes	\$ 968,129
Other Local Taxes	(\$ 119,500)
Permits and Fees	(\$ 6,100)
Fines & Forfeitures	\$ 15,300
Revenues from Use of Money & Property	(\$ 65,649)
Charges for Service	\$ 14,450
Miscellaneous Income	\$ 63,900
Recovered Costs	(\$ 19,013)
Transfers	(\$ 60,000)
Use of Fund Balance	(\$ 610,106)
<u>Revenue from the Commonwealth</u>	<u>(\$ 334,492)</u>
Subtotal	(\$ 153,081)

Last FY we balanced the budget with the use of over \$600,000 from the fund balance. It was hoped the economy would rebound and future reductions would not be required. We now see that will not

*be the case. We cannot continue to rely on the fund balance to fund ongoing operational expenses. Even with the tax increase I forecast General Fund revenues will decline by slightly more than \$153,000.*

### **Conclusion**

*I look forward to our future work sessions and realize the Board may recommend changes to the proposed budget. That is understandable and expected. I recommend caution against the use of the County's fund balance to restore any funding reductions. This economic environment is unlike any we have seen. We cannot predict the future and when the economy may turn around or if the recession will become worse. If either of those happens we may very well have to use part of the fund balance to serve our citizens at the levels they will need. Thus, I highly recommend we maintain the current fund balance levels."*

Supervisor Jones asked if the landfill construction project will be bid out and is it anticipated next year (FY11); Mr. Bartlett said that the engineering costs are a considerable portion and it would go to bid; he added there has not been a large reduction in usage as most of the refuse is generated by the residents of Prince Edward County.

Supervisor Jones then asked if the \$0.04 increase in the property tax rate would provide enough to keep from the need to tap into the General Fund; Mr. Bartlett said it would.

Discussion followed on the projected decrease in personal property revenues. Supervisor McKay suggested doing away with the license tax fee as a separate item and add the cost of the fee to the personal property tax. Further discussion followed.

Chairman Fore commented that the school's request to retain the \$360,000 in carry-over funding was not included in the budget; Mr. Bartlett stated it was not figured in as it would not change any figures.

Discussion followed on alternatives to an increase in real estate tax rates.

Supervisor Jones made a motion to advertise the proposed county budget with the proposed \$0.04 real estate tax increase as presented by the County Administrator, with an operating budget of \$53,704,429.00; the motion carried:

Aye: William G. Fore, Jr.  
 Howard F. Simpson  
 Don C. Gantt  
 Robert M. Jones  
 Charles W. McKay  
 Jim Wilck  
 Mattie P. Wiley

Nay: None

Absent: Howard M. Campbell

**COUNTY AND SCHOOL BUDGET AND TAX LEVIES  
 FOR THE FISCAL YEAR COMMENCING JULY 1, 2010  
 COUNTY OF PRINCE EDWARD, VIRGINIA**

**- GENERAL FUND -**

ANTICIPATED REVENUES:

Revenue from Local Sources:	
General Property Taxes	\$10,523,753
Other Local Taxes	3,565,500
Permits and Licenses	81,070
Fines and Forfeitures	46,000
Revenue from Use of Money & Property	361,848
Charges for Services	554,600
Miscellaneous Income	171,300
Recovered Costs	146,000
Revenue from the Commonwealth	<u>4,124,962</u>
<b>TOTAL GENERAL FUND REVENUES</b>	<b>\$19,575,033</b>

PROPOSED EXPENDITURES:

Board of Supervisors	117,900
County Administration	479,643
Legal, Audit, Assessor	117,897
Information Technology	74,000
Commissioner of Revenue	279,275
Treasurer	372,603
Board of Elections/Registrar	117,055
Circuit Court	51,745
Combined Courts	13,700
Magistrates	4,625
Clerk of Circuit Court	455,741
Law Library	4,650
Commonwealth's Attorney	617,449
Victim Witness	57,047
Sheriff	1,946,941
Emergency Services	20,000
Fire Departments	487,800
Rescue Squads	76,500
Forest Fire Service	14,448
Corrections and Detention	195,000
Building Official	96,606

Animal Control	121,559
Medical Examiner	500
Landfill Operations/Convenience Centers	1,156,700
Biosolids	65,270
Sandy River Reservoir	40,000
General Properties	661,678
Health Department	167,761
Crossroads CSB	62,643
Comprehensive Services Act	1,001,000
Donations to Community Programs	73,242
Contributions of Colleges (SVCC, LU)	14,030
Parks, Recreation, and Cultural	123,850
Library	166,559
Planning	187,549
Community Development	44,250
Economic Development & Tourism	179,554
Soil & Water	11,465
Extension Service	61,192
Cannery	56,076
Capital Projects	86,150
Transfer to Social Services Fund	578,943
Transfer to School Fund	7,913,044
Transfer to IDA Fund	154,532
Transfer to Retiree Fund	24,696
Debt Service	844,435
Donation to the Commonwealth of Virginia	<u>177,730</u>
<b>TOTAL GENERAL FUND EXPENDITURES</b>	<b>\$19,575,033</b>

**- SCHOOL FUND -**

ANTICIPATED REVENUES:

Other Sources	\$260,290
Revenue from the Commonwealth	15,594,429
Revenue from the Federal Government	2,931,044
Transfer from County General Fund	<u>7,913,044</u>
Total Anticipated Revenues	\$26,698,807

PROPOSED EXPENDITURES:

Instruction	\$20,494,761
Administration, Health, Attendance	1,539,615
Pupil Transportation	1,785,334
Operations & Maintenance	1,930,175
School Food Program	11,436
Facilities	142,967
Debt Service	<u>794,519</u>
Total Proposed Expenditures	\$26,698,807

**- SCHOOL CAFETERIA FUND -**

ANTICIPATED REVENUES:

Cafeteria Sales	\$261,171
Revenue from the Commonwealth	16,884
Revenue from the Federal Government	<u>750,000</u>
Total Anticipated Revenues	\$1,028,055

Total Proposed Expenditures	\$1,028,055
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**- SOCIAL SERVICES FUND -**

ANTICIPATED REVENUES:

Revenue from the Commonwealth	\$791,645
Revenue from the Federal Government	1,380,588
Transfer from County General Fund	578,943
Recovered Cost	<u>10,000</u>
Total Anticipated Revenues	\$2,761,176

Total Proposed Expenditures	\$2,761,176
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**- WATER FUND -**

ANTICIPATED REVENUES:

Charges for Service	\$ 958
Line of Credit	<u>2,000,000</u>
Total Anticipated Revenues	\$2,000,958

PROPOSED EXPENDITURES:

Operations & Maintenance	\$11,300
Wholesale Purchase of Water	1,500
Capital Project	920,510
Debt Service	112,289
To Fund Balance	<u>955,359</u>
Total Proposed Expenditures	\$2,000,958

**- SEWER FUND -**

ANTICIPATED REVENUES:

Charges for Service	\$ 1,054
From Sewer Fund Balance	<u>46,935</u>
Total Anticipated Revenues	\$ 47,989

PROPOSED EXPENDITURES:

Operations & Maintenance	\$ 8,700
Wholesale Purchase of Water	2,000
Dent Service	<u>37,289</u>
Total Proposed Expenditures	\$ 47,989

**- LANDFILL CONSTRUCTION FUND -**

ANTICIPATED REVENUES

Charges to Customers	\$ 275,000
From Landfill Construction Fund Balance	<u>725,000</u>
Total Anticipated Revenues	\$1,000,000
Total Proposed Expenditures	\$1,000,000

**- RETIREE BENEFITS FUND -**

Total Anticipated Revenues	\$24,696
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Total Proposed Expenditures	\$24,696
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**- CDA SPECIAL LEVY FUND -**

Total Anticipated Revenues	\$43,000
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Total Proposed Expenditures	\$43,000
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**- PIEDMONT COURT SERVICES FUND -**

Total Anticipated Revenues	\$524,715
Total Proposed Expenditures	\$524,715
<b>TOTAL COUNTY OPERATIONS FOR FY11</b>	<b>\$53,704,429</b>

**PROPOSED TAX RATES**

*Notice is hereby given that the Board of Supervisors of Prince Edward County, Virginia, proposes the following tax levies for the tax year 2010:*

**Unit Levy—All Districts—Per \$100 Assessed Valuations**

<u>Levy:</u>	<u>2009 Actual Levy</u>	<u>2010 Proposed Levy</u>
Real Estate	\$0.40	\$0.44
Tangible Personal Property	\$4.50	\$4.50
Machinery & Tools	\$4.20	\$4.20
Merchant's Capital	\$0.70	\$0.70
Farm Machinery & Livestock	\$0.00	\$0.00

**Additional Special Levy—CDA District Only—Per \$100 Assessed Valuations**

	<u>2009 Actual Levy</u>	<u>2010 Requested</u>
Poplar Hill CDA Real Estate Levy	\$1.00	\$1.00

In Re: Committee Report: War Memorial

Chairman Fore asked the Board members to recall the criteria for selection of the names to be placed on the new memorial. He said the names of those to be included have been provided by the Department of Defense based on their "home of record." Chairman Fore stated Andrew Saunders died in the Korean War; he was born in Prince Edward County in 1928 and was killed in June of 1951 in combat in Korea. His home of record is Baltimore, MD. His sister, Virginia Foster, of Rice, said he left home when she was young, and she is requesting that his name be entered on the Korean War section of the plaque for the Memorial Day service. Chairman Fore asked the Board members to consider the inclusion of his name on the plaque. After some discussion, the Board concurred.

Chairman Fore requested that Mrs. Sarah Elam Puckett research this further to ensure his native status. Supervisor McKay suggested all natives of Prince Edward County be added to the plaque.

In Re: Closed Session

Supervisor Wilck made a motion that the Board convene in Closed Session for discussion and consideration of the acquisition of real property for public recreational purposes, where discussion in an open meeting would adversely affect the bargaining position of the Board, pursuant to the exemptions provided for in Section 2.2-3711(A)(3) of the *Code of Virginia*. The motion carried:

Aye: William G. Fore, Jr.  
Howard F. Simpson  
Don C. Gantt  
Robert M. Jones  
Charles W. McKay  
Jim Wilck  
Mattie P. Wiley

Nay: None

Absent: Howard M. Campbell

The Board returned to regular session by motion of Supervisor McKay and adopted as follows:

Aye: William G. Fore, Jr.  
Howard F. Simpson  
Don C. Gantt  
Robert M. Jones  
Charles W. McKay  
Jim Wilck  
Mattie P. Wiley

Nay: None

Absent: Howard M. Campbell

On motion of Supervisor Simpson, seconded by Supervisor Wiley and carried by the following roll call vote:

Aye: William G. Fore, Jr.  
Howard F. Simpson  
Don C. Gantt  
Robert M. Jones  
Charles W. McKay  
Jim Wilck  
Mattie P. Wiley

Nay: None

Absent: Howard M. Campbell

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 Simpson made a motion to place an option to purchase the SCOPE Building at 505 Griffin Boulevard, Farmville, VA at a cost of \$175,000, with \$2,000 down as the initial deposit to be held in escrow, and subject to the terms of the contract minus the three addenda, and that the contract be returned to the Board of Supervisors not later than April 12, 2010. The motion carried:

Aye: William G. Fore, Jr.  
Howard F. Simpson  
Don C. Gantt  
Charles W. McKay  
Jim Wilck  
Mattie P. Wiley

Nay: Robert M. Jones

Absent: Howard M. Campbell

Supervisor Jones said he is in favor of the purchase of the SCOPE Building, but at a lower price.

On motion of Supervisor McKay and adopted by the following vote:

Aye: Howard M. Campbell  
William G. Fore, Jr.  
Don C. Gantt, Jr.  
Robert M. Jones  
Charles W. McKay  
Howard F. Simpson  
Jim R. Wilck  
Mattie P. Wiley

Nay: None

the meeting was recessed at 9:37 p.m. until Friday, April 9, 2010 at 10:00 a.m.





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

**Meeting Date:** April 13, 2010  
**Item No.:** 20-c  
**Department:** County Administrator  
**Staff Contact:** W.W. Bartlett  
**Issue:** Consent Agenda - Appropriations

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**Summary:**

The Clerk of Circuit Court received \$3718 from the Technology Trust Fund via the State Compensation Board. These funds are designated for purchasing stamped envelopes for the offices use.

**Attachments:**

**Recommendation:**

Approve the budget amendment below and appropriate the same funds.

REV/EXP	FUND	DEPT	OBJECT	DESCRIPTION	DEBIT	CREDIT
3 (Rev)	100	23000	0080	State Shared Expenses-TTF		\$3,718
4 (Exp)	100	21600	5210	Clerk Circuit Court – Postal	\$3,718	

Motion \_\_\_\_\_  
 Second \_\_\_\_\_

Campbell \_\_\_\_\_  
 Jones \_\_\_\_\_  
 Wilck \_\_\_\_\_

Fore \_\_\_\_\_  
 McKay \_\_\_\_\_  
 Wiley \_\_\_\_\_

Gantt \_\_\_\_\_  
 Simpson \_\_\_\_\_





County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** April 13, 2010  
**Item No.:** 21  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett/Sarah Puckett  
**Issue:** Wastewater Agreement with Herberton Virginia Development, LLC

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**Summary:** Supervisor Simpson asked that the attached wastewater agreement with Herberton be placed on the agenda.

**Attachments:** Wastewater Agreement with Herberton Virginia Development, LLC

**Recommendation:**

Motion \_\_\_\_\_  
Second \_\_\_\_\_

Campbell \_\_\_\_\_  
Jones \_\_\_\_\_  
Wilck \_\_\_\_\_

Fore \_\_\_\_\_  
McKay \_\_\_\_\_  
Wiley \_\_\_\_\_

Gantt \_\_\_\_\_  
Simpson \_\_\_\_\_

# Agreement for the acceptance of wastewater into the County of Prince Edward's Utility System

This agreement ("Agreement") is made and entered into this 21 day of September, 2009 by and between the County of Prince Edward, Virginia, a political subdivision of the Commonwealth of Virginia ("County") and Herberton Poplar Hill Residential I, LLLP, a Virginia Registered limited liability limited partnership, Herberton Poplar Hill Residential II, LLLP, a Virginia Registered limited liability limited partnership, Herberton Poplar Hill Recreation, LLLP, a Virginia Registered limited liability limited partnership, and Herberton Poplar Hill Hospitality, LLLP, a Virginia Registered limited liability limited partnership, all of whom have the same General Partner and are herein collectively referred to as "Owner".

## WITNESSETH:

WHEREAS, the County presently owns and operates a utility system which includes a Force Main and Pump Station, and

WHEREAS, Owner presently owns a wastewater collection system situate on property located along the Highway 15 corridor; and

WHEREAS, the County desires to support future development in the Highway 15 corridor, and

WHEREAS, in order to clearly define the responsibilities of the County and the Owner and enter into this Agreement regarding, among other things, ownership, use, operation, maintenance and expansion of Owner's existing wastewater collection system, and

WHEREAS, in order to clearly define the rates and fees the County will charge the Owner for the right to deliver wastewater to the County's Pump Station for subsequent processing; and

NOW, THEREFORE, in consideration of the mutual covenants contained herein and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

## ARTICLE I DEFINITIONS

"Billing Period" means a bi-monthly period imposed upon each water user having a wastewater connection that eventually flows to the County's utility system.

"Collection System" means a wastewater collection pipe or system of pipes, manholes or laterals whose wastewater flow eventually enters the County's utility system.

## ARTICLE II AGREEMENT

1. Acceptance of this Agreement is acknowledged by the execution of this Agreement.
2. During the initial term hereof and during the first annual renewal period the Owner agrees to pay to the County a facility fee equal to one-half of the cost of

the Sewer Connection Charge contained in the County's Water and Sewer Ordinance. At the expiration thereof; the facility fee will equal the cost of the sewer connection charge in the County's Water and Sewer Ordinance. Such charge will be paid on each and every connection to the Sewer lines in the Collection System and will be paid prior to the issuance of a Certificate of Occupancy.

3. Any customer of the County Water System who connects to the Collection System agrees to pay the County a bimonthly sewer charge as contained in the County's Water and Sewer Ordinance.
4. Owner shall maintain and operate the Collection System in accordance with all requirements contained in the County's Water and Sewer Ordinance.
5. The County Administrator or his designated representative shall be permitted to enter all premises where an effluent source or treatment system is located at any reasonable time for the purpose of inspection, observation, measurement, sampling and/or copying records of the wastewater discharge to ensure that discharge is in accordance with the County's Water and Sewer Ordinance.
6. The County Administrator or his designated representative shall be permitted to enter all private property for the purposes of inspection, observation, measurement and sampling to ensure all construction and maintenance is in accordance with the County's Water and Sewer Ordinance.
7. Owner shall notify the County when any new connection, construction, and/or maintenance is performed on the Collection System. Any such connection, construction and/or maintenance must be performed in accordance with the County's Water and Sewer Ordinance. Owner shall permit the County to inspect such work to ensure compliance with the County's Water and Sewer Ordinance.
8. If flow to the Pump Station in any one month exceeds the metered water use by 30%, the County will assume there is an Inflow and Infiltration issue. The County Administrator will notify the Owner and request that the Owner provide an explanation of the excess flow. If the County Administrator determines that the explanation provided is not adequate, the County Administrator shall so notify Owner in writing setting forth the basis of the County Administrator's determination. Owner shall have fifteen (15) days, or such additional time as the parties may agree to, after receipt of the County Administrator's notice to provide the County with an inspection report indicating the absence of an Inflow and Infiltration issue. If the Owner is unable to provide the County with such inspection report, the Owner shall within thirty (30) days after the date upon which it first receive notice from the County that its explanation of excess flow was inadequate to provide the County with evidence of the repair of the Collection System sufficient to eliminate any Inflow and Infiltration issue. If after such thirty (30) day period Owner has failed to take reasonable steps to complete repairs, the County Administrator may, at Owner's expense, take all such action as is reasonably necessary to determine the cause of the excess flow and make reasonably required repairs. Such action by the County Administrator may include the temporary termination of sewer service at any private lateral connection for the reasonable protection of the County's Utility System. Sewer

service shall be restored as soon as is reasonably possible considering the nature of any corrective action.

9. The County and Owner do hereby agree to execute such other future documents as may be deemed necessary in order to give full force and effect to this Agreement.
10. This agreement shall remain in full force and effect for a period of one year from the date hereof and shall renew automatically for additional periods of one year unless notice of intent to cancel is delivered to the County or the General Managing Partner of the Herberton Group not less than ninety (90) days prior to the annual termination date. This agreement can be amended at any time with mutual consent of both parties.

BOARD OF SUPERVISORS OF  
THE COUNTY OF PRINCE EDWARD  
VIRGINIA

By:   
Chairman, Board of Supervisor

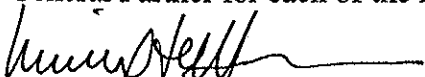
Attest:

  
Clerk

Herberton Poplar Hill Residential I, LLLP  
Herberton Poplar Hill Residential II, LLLP  
Herberton Poplar Hill Recreation, LLLP  
Herberton Poplar Hill Hospitality, LLLP

(the Limited Partnerships)

By: Herberton Virginia Development, LLC  
General Partner for each of the Limited Partnerships

By:   
Michael Heffernan, Manager



County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: April 13, 2010  
Item No.: 22  
Department: County Administration  
Staff Contact: W.W. Bartlett/Sarah Puckett  
Issue: HSC Fireworks Permit

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Summary: Attached is a annual letter of request from the HSC Chemistry Department for permission to hold a 4<sup>th</sup> of July fireworks display.

Attachments: Letter from HSC Chemistry Department

Recommendation: Approval

Motion \_\_\_\_\_  
Second \_\_\_\_\_

Campbell \_\_\_\_\_  
Jones \_\_\_\_\_  
Wilck \_\_\_\_\_

Fore \_\_\_\_\_  
McKay \_\_\_\_\_  
Wiley \_\_\_\_\_

Gantt \_\_\_\_\_  
Simpson \_\_\_\_\_

# HAMPDEN-SYDNEY COLLEGE

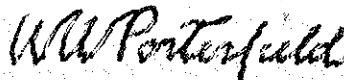
HAMPDEN-SYDNEY, VIRGINIA

April 8, 2010

To the Board of Supervisors of Prince Edward County:

The Chemistry Department of Hampden-Sydney College requests permission for a neighborhood fireworks display to be held on July 4, 2010, in the side yard of the W. W. Porterfield residence on Venable Lane on the college campus. Only Class C fireworks will be used, and ignition will be directly supervised by staff members of the chemistry department. The display will be similar to those approved by the Board in previous years.

We would appreciate the return of a signed permission, either as a separate letter or simply noted at the bottom of this page. Thank you for your consideration.



W. W. Porterfield  
for the department

Permission is hereby granted for the requested fireworks display on July 4, 2010, as noted above,  
by action of the Prince Edward County Board of Supervisors on \_\_\_\_\_.

Wade Bartlett  
County Administrator





County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: April 13, 2010  
Item No.: 23  
Department: County Administration  
Staff Contact: W.W. Bartlett/Sarah Puckett  
Issue: Closed Session - ADDENDUM

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Summary: *(Sample Motion)*

I move that the Prince Edward County Board of Supervisors convene in Closed Session for discussion and consideration of the disposition of real property in the Prince Edward County Industrial Park for economic development purposes, where discussion in an open meeting would adversely affect the bargaining position of the Board, pursuant to the exemptions provided for in Section 2.2-3711(A)(3) of the *Code of Virginia*.

**Attachments:**

**Recommendation:** Convene in Closed Session.

Motion \_\_\_\_\_  
Second \_\_\_\_\_

Campbell \_\_\_\_\_  
Jones \_\_\_\_\_  
Wilck \_\_\_\_\_

Fore \_\_\_\_\_  
McKay \_\_\_\_\_  
Wiley \_\_\_\_\_

Gantt \_\_\_\_\_  
Simpson \_\_\_\_\_





County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: April 13, 2010  
Item No.: 24  
Department: County Administration  
Staff Contact: W.W. Bartlett/Sarah Puckett  
Issue: Correspondence/Information - ADDENDUM

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**Summary:**

**Attachments:**

- a. Letter, Virginia Cooperative Extension, Appointment of Acting Unite Coordinator
- b. Letter, VDOT, Six Year Plan Public Hearing
- c. Letter, Central Virginia Health Services
- d. PERT Monthly Report

**Recommendation:** None.

Motion \_\_\_\_\_  
Second \_\_\_\_\_

Campbell \_\_\_\_\_  
Jones \_\_\_\_\_  
Wilck \_\_\_\_\_

Fore \_\_\_\_\_  
McKay \_\_\_\_\_  
Wiley \_\_\_\_\_

Gantt \_\_\_\_\_  
Simpson \_\_\_\_\_

# Virginia Cooperative Extension

A partnership of Virginia Tech and Virginia State University



College of Agriculture  
and Life Sciences



School of Agriculture  
Virginia State University

## Central District Office

150B Slayton Avenue, Suite 112D  
Danville, Virginia 24540  
434/766-6761 Fax: 434/766-6763  
kmarsh@vt.edu

April 12, 2010

Mrs. Jennifer Bowen  
Extension Agent, 4-H  
Prince Edward Extension Office  
P. O. Box 322  
Farmville, Virginia 23901

Dear Jennifer:

This letter serves to appoint you as Acting Unit Coordinator for the Virginia Cooperative Extension Prince Edward Office, effective July 1, 2010. This appointment will be in effect for a minimum of one year, at which time the position will be assessed and the opportunity will be offered to you and other AP faculty in the unit to indicate their interest in this position.

I look forward to working with you in the months ahead and will look to you as a liaison with the county government. This Acting Unit Coordinator appointment carries a \$2,000 annual supplement which will increase your yearly salary to \$46,377.00. This supplement will be discontinued should this position be relinquished. I have enclosed a handout outlining responsibilities of a unit coordinator.

Please confirm in writing your acceptance of this position. I appreciate your willingness to accept this responsibility.

Please feel free to contact me if you have any questions about this position.

Sincerely,

*Lonnette Marsh*

Lonnette Marsh  
District Director

lbj

Enclosure

c: Wade Bartlett, Prince Edward County Administrator

[www.ext.vt.edu](http://www.ext.vt.edu)



# COMMONWEALTH of VIRGINIA

## DEPARTMENT OF TRANSPORTATION

POST OFFICE BOX 11649  
LYNCHBURG, VIRGINIA 24506  
VDOT.Virginia.gov  
April 6, 2010

**GREGORY A. WHIRLEY**  
ACTING COMMISSIONER

The Honorable William D. Fore, Jr.  
Chairman, Board of Supervisors  
County of Prince Edward  
2670 Back Hampden-Sydney Road  
Farmville, VA 23901

Dear Mr. Fore:

The Commonwealth Transportation Board will conduct a public hearing to give citizens the opportunity to review and provide comments on projects and programs to be included in the Fiscal Year 2011-2016 Six-Year Improvement Program (FY11-16 SYIP), including highway, rail and public transportation initiatives.

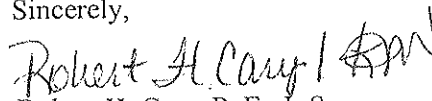
These projects and programs represent important improvements to address safety, congestion and preservation of Virginia's transportation network. It is important that we hear from you and your constituents about those projects you feel are the highest priority for the state's limited transportation funds.

The public hearing for citizens in our region will start at 6 p.m. on June 3, 2010 at New River Community College, 5251 College Drive, Dublin, Virginia 24084. Written comments may also be submitted during the hearing, or they may be mailed or e-mailed afterwards.

I invite you to attend a special public officials' open house with Secretary of Transportation Sean Connaughton from 5 p.m. to 6 p.m. before the formal public hearing. This will be an opportunity for you to discuss funding issues and specific local or regional priorities for the SYIP.

I encourage you to attend the public hearing in our region, or one of the other hearings listed on the attachment if it is more convenient for you. If you cannot attend the briefing or hearing, you may send your comments to Programming Director at 1401 E. Broad Street, Richmond, VA 23219 or e-mail them to [Six-YearProgram@vdot.virginia.gov](mailto:Six-YearProgram@vdot.virginia.gov). I truly appreciate your attendance at this session. If you have any questions prior to the meeting, please contact me at 434-856-8173.

Sincerely,

  
Robert H. Cary, P. E., L.S.  
District Administrator

Attachment  
cc: Wade Bartlett

# PUBLIC HEARING NOTICE

## HELP SHAPE VIRGINIA'S TRANSPORTATION FUTURE FY2011-2016 Six-Year Improvement Program Working Draft Public Hearings\*

The Commonwealth Transportation Board (CTB) invites your comments about essential rail, transit, transportation demand management, bicycle, pedestrian and highway projects in the Working Draft Fiscal Year 2011-2016 Six-Year Improvement Program (SYIP) to be approved by the CTB in June 2010.

\*(Public hearings for local/secondary/municipality-maintained roads are held in other forums.)

All projects in the SYIP that are eligible for federal funding will be included in the Statewide Transportation Improvement Program, which documents how Virginia will obligate its share of federal funds.

**Lists of specific projects and changes from the current program will be available at each public hearing, at VirginiaDOT.org, drpt.virginia.gov, and at VDOT District and Residency Offices prior to the hearing.**

Districts	Location	Date
Richmond, Culpeper, Fredericksburg	VDOT Central Office Auditorium 1401 East Broad St. Richmond, VA 23219	May 19, 2010 Elected officials' open house, 5 p.m. Public hearing, 6 p.m.
Northern Virginia	Fairfax City Hall 10455 Armstrong St. Fairfax, VA 22030	May 26, 2010 Elected officials' open house, 6 p.m. Public hearing, 7 p.m.
Hampton Roads	Chesapeake Conference Center 900 Greenbrier Circle Chesapeake, VA 23320	June 2, 2010 Elected officials' open house, 5 p.m. Public hearing, 6 p.m.
Salem, Bristol, Lynchburg, Staunton	New River Community College 5251 College Drive Dublin, VA 24084	June 3, 2010, Elected officials' open house, 5 p.m. Public hearing, 6 p.m.

\*If you can not attend a hearing, you may send your comments to: Public Information Office, VA Dept. of Rail and Public Transportation, 600 East Main Street, Suite 2102, Richmond, VA 23219, [drptpr@drpt.virginia.gov](mailto:drptpr@drpt.virginia.gov) or to Programming Director, VA Dept of Transportation, 1401 East Broad St., Richmond, VA 23219, [Six-YearProgram@VDOT.Virginia.gov](mailto:Six-YearProgram@VDOT.Virginia.gov). Comments must be received by June 11, 2010.

*The Secretary of Transportation's Office ensures nondiscrimination and equal employment in all programs and activities in accordance with Title VI and Title VII of the Civil Rights Act of 1964. If you need more information or special assistance for persons with disabilities or limited English proficiency, call 1-888-508-3737 (TTY users, call 711).*

# Central Virginia Health Services, Inc.

P.O. Box 220  
New Canton, VA 23123  
(434) 581-3271 • Fax (434) 581-1704



Central Virginia Health Services, Inc.

March 16, 2010

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

Dear Mr. Bartlett,

In the late 60's, a Cumberland County resident traveled nearly an hour one way to her doctor's appointment in Charlottesville, VA. Frustrated that a simple trip to the doctor could take up a whole day, and realizing that many people in her rural community were unable to get to the doctor at all, Beulah Wiley galvanized others in her community. Together, they were able to win grant funding from the Office of Economic Opportunity to start the first community health center in Virginia; opening in 1970. Since then, Central Virginia Health Services has grown to 14 sites, covering fifteen counties and three cities. Last year, we saw 47,000 patients across the entire organization; over 7,000 patients were seen at CVCHC. 2009 also marked the third consecutive year that we have seen at least a 30% increase in uninsured patients.

2010 marks the 40<sup>th</sup> anniversary for Central Virginia Community Health Center, making it Virginia's largest and oldest community health center. To celebrate this milestone, CVCHC will host a "Healthy Birthday" Celebration on August 7<sup>th</sup> from 10:00 a.m. to 2:00 p.m. This event will kickoff the start of National Community Health Center Week.

We invite to you to attend our opening ceremony at 10:00 a.m. at CVCHC, located in Buckingham County. This will also be a perfect time for you to see the tremendous impact that CVCHC has in the community. There will be a brief, formal opening ceremony at which you are invited to speak. A member of our Development staff will be in contact with your office regarding your attendance plans.

Sincerely,

Rod Manifold  
Executive Director, Central Virginia Health Services

**PERT RIDERSHIP  
MONTH OF MARCH 2010**

<b>WEEK</b>	<b>DATE</b>	<b>PASSENGER COUNT</b>	<b>BUS LINE</b>
Monday	1	14	GREEN
Tuesday	2	22	ORANGE
Wednesday	3	9	ORANGE
Thursday	4	9	GREEN
Friday	5	23	ORANGE
Monday	8	11	GREEN
Tuesday	9	12	ORANGE
Wednesday	10	10	ORANGE
Thursday	11	14	GREEN
Friday	12	18	ORANGE
Monday	15	10	GREEN
Tuesday	16	10	ORANGE
Wednesday	17	22	ORANGE
Thursday	18	18	GREEN
Friday	19	11	ORANGE
Monday	22	20	GREEN
Tuesday	23	8	ORANGE
Wednesday	24	8	ORANGE
Thursday	25	5	GREEN
Friday	26	16	ORANGE
Monday	29	9	GREEN
Tuesday	30	26	ORANGE
Wednesday	31	12	ORANGE
<b>TOTAL</b>		<b>317</b>	

<u><b>BUS LINE</b></u>	<u><b>ROUTE</b></u>	<u><b>DAYS OF OPERATION</b></u>
GREEN	Prospect / Pamplin	Mondays & Thursdays
ORANGE	Meherrin / Green Bay	Tuesdays, Wednesdays, & Fridays