

# **BOARD OF SUPERVISORS MEETING**

# February 4, 2016

Item#
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1.	The Chairman will Call to Order the reconvened meeting (from January 12, 2016).	1
2.	Resolution: Affirmation of Declaration of Local Emergency	3
3.	Memorandum of Understanding - Vehicle Fire Training Prop	7
4.	<u>Closed Session</u> : 2.2-3711 (A)(7) — Pending Litigation <u>Closed Session</u> : 2.2-3711 (A)(7) — Consultation with Legal Counsel	Ç
5.	Discussion of FY 17 County Budget	11
6.	Recess – Until February 4, 2016 at 5:30 p.m. for Joint Meeting with School Board	



Meeting Date: February 4, 2016			
Item No.:	Department: Board of Supervisors		
Department:			
Staff Contact:			
Issue:	Call To Order – Reco	nvened Meeting	
<b>Summary:</b> The Edward Board of S		l call to order the reconvened me	eting of the Prince
Attachments:			
Recommendation:			
recommendation.			
Motion	Carrellere	n : 1	(I).
Motion Second	Gray	Simpson	Wilck
	Jones	Timmons	



Me	etina	Date:
ME	eung	Date:

February 4, 2016

Item No.:

2

Department:

**Emergency Management** 

**Staff Contact:** 

Sarah Elam Puckett

Issue:

Resolution -- Affirming Declaration of Local Emergency

**Summary:** Section 44-146.21 of the *Code of Virginia* requires that a Declaration of Local Emergency be affirmed by the governing body at its next regularly scheduled meeting or at a special meeting within fourteen days of the declaration, whichever occurs first.

Attached for your consideration is a draft resolution affirming the declaration of local emergency. Also attached are copies of the Declaration of Local Emergency and the Declaration Rescinding the Local Emergency.

Attachments:

Draft Resolution of Affirmation Declaration of Local Emergency

Declaration Rescinding the Local Emergency

Recommendations: Approve the Resolution of Affirmation

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

#### **BOARD OF SUPERVISORS**

Howard F. Simpson Chairman Robert M. Jones Vice Chairman Pattie Cooper-Jones Calvin L. Gray, Th.D. Odessa H. Pride, Ed.D. C. Robert Timmons, Jr. Jerry R. Townsend

James R. Wilck



#### **COUNTY OF PRINCE EDWARD, VIRGINIA**

#### **COUNTY ADMINISTRATOR**

W.W. Bartlett

Post Office Box 382
111 South Street, 3<sup>rd</sup> Floor
Farmville, VA 23901

Office: (434) 392-8837 Fax: (434) 392-6683

wbartlett@co.prince-edward.va.us www.co.prince-edward.va.us

# RESOLUTION AFFIRMATION OF DECLARATION OF LOCAL EMERGENCY

WHEREAS, effective 5:00 p.m. on Thursday, January 21, 2016, as a result of an impending major winter storm, W.W. Bartlett, County Administrator, as the Director of Emergency Management of the County of Prince Edward, found that the County of Prince Edward, Virginia, faced dangerous public safety conditions resulting in peril to life and property, which necessitated a Declaration of Local Emergency; and

WHEREAS, effective 10:00 a.m. on Wednesday, January 27, 2016, W.W. Bartlett, County Administrator, as the Director of Emergency Management of the County of Prince Edward, Virginia, found that the dangerous public safety conditions resulting in peril to life and property had abated, and therefore the Declaration of Local Emergency was rescinded; and

**WHEREAS**, Section 44-146.21 of the *Code of Virginia* requires that such Declaration of Local Emergency be approved and confirmed by Board of Supervisors, as the governing body of the County of Prince Edward, Virginia, within fourteen days of the declaration;

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Supervisors of the County of Prince Edward, Virginia, that the Declaration of Local Emergency, dated January 21, 2016, attached hereto and incorporated herein fully by reference, be, and the same hereby is approved and confirmed; and

**BE IT FURTHER RESOLVED**, and affirmed by the Board of Supervisors of the County of Prince Edward, Virginia, that said Declaration of Local Emergency was rescinded effective 10:00 a.m. on January 27, 2016.

a.m. on January 27, 2016.	
I do hereby certify that the foregoing resolution was du	ertification by considered by the Board of Supervisors of the County of Prince ward County, Virginia, at which a quorum was present and that by this 4th day of February, 2016.
ATTEST:	Howard F. Simpson Chairman, Board of Supervisors
W.W. Bartlett	
County Administrator	

#### **BOARD OF SUPERVISORS**

Howard F. Simpson Chairman Robert M. Jones Vice Chairman Pattie Cooper-Jones Calvin L. Gray, Th.D. Odessa H. Pride, Ed.D. C. Robert Timmons, Jr. Jerry R. Townsend James R. Wilck



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# DECLARATION OF LOCAL EMERGENCY County of Prince Edward, Virginia

**WHEREAS**, as County Administrator/Director of Emergency Management of the County of Prince Edward, Virginia, I do hereby find:

- 1. That due to the National Weather Service severe Winter Storm forecast for January 22, 2016 January 24, 2016 that could produce significant periods of sustained heavy snowfall with total accumulations in excess of 12 to 16 inches and high wind gusts;
- 2. That due to the forecasted Winter Storm the County of Prince Edward is facing dangerous public safety conditions;
- 3. That these severe weather conditions have the potential to impact life safety, cause peril to property and create significant transportation issues and widespread power outages, which necessitates the proclamation of the existence of a local emergency; and
- 4. Under the authority of Section 44.-146.21 of the *Code of Virginia*, as Director of Emergency Management, I do hereby declare a Local Emergency for the County of Prince Edward, Virginia.

**NOW, THEREFORE, IT IS HEREBY PROCLAIMED** that effective the date and time below, an emergency exists throughout the County of Prince Edward, Virginia; and

IT IS FURTHER PROCLAIMED AND ORDERED that during the existence of said emergency, the powers, functions, and duties of the Emergency Management Organization of the County of Prince Edward, Virginia, shall be those prescribed by State Law and the Ordinances, Resolutions, and approved plans of the Prince Edward County Board of Supervisors in order to mitigate the effects of said emergency.

Effective Date: January 21, 2016

Effective Time: 5:00 p.m.

W.W. Bartlett, County Administrator Director of Emergency Management

County of Prince Edward, Virginia

James R. Ennis, County Attorney

#### **BOARD OF SUPERVISORS**

Howard F. Simpson Chairman Robert M. Jones Vice Chairman Pattie Cooper-Jones Calvin L. Gray, Th.D. Odessa H. Pride, Ed.D. C. Robert Timmons, Jr. Jerry R. Townsend James R. Wilck



#### **COUNTY OF PRINCE EDWARD, VIRGINIA**

COUNTY ADMINISTRATOR

W.W. Bartlett

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# RESCINDING DECLARATION OF LOCAL EMERGENCY County of Prince Edward, Virginia

**WHEREAS**, the County Administrator/Director of Emergency Management of the County of Prince Edward, Virginia does hereby find:

The severe Winter Storm that of January 22, 2016 through January 24, 2016, that produced significant periods of sustained heavy snowfall, sleet and gusty winds, with total accumulations in the County of 8 to 10+ inches, caused dangerous public safety conditions and peril to life and property, and necessitated the Declaration of Local Emergency, effective 5:00 p.m., Thursday, January 21, 2016 in the County of Prince Edward, Virginia, has now abated;

**NOW, THEREFORE, IT IS HEREBY RESOLVED,** that an emergency no longer exists in the County of Prince Edward, Virginia, and the Declaration of Local Emergency is rescinded, effective immediately.

Effective Date:	January 27, 2016	
Effective Time:	10:00 a.m.	

W.W. Bartlett, County Administrator Director of Emergency Management County of Prince Edward, Virginia

Attest

James R. Ennis, County Attorney County of Prince Edward, Virginia



Meeting Date: February 4, 2016

Item No.: 3

Department: Emergency Management

Staff Contact: Sarah Elam Puckett

Issue: Memorandum of Understanding – Vehicle Fire Training Prop

**Summary:** As the Board is aware, the Town of Farmville is pursuing the development of a regional fire training center for area Volunteer Fire Departments. At present, the Farmville Burn Building is under construction (anticipated to be complete within the next 4-5 weeks) and the Town is pursuing a \$50,000 grant through the Virginia Department of Fire Programs for the purchase of a mobile Vehicle Fire Training Prop and a flat-bed trailer on which to haul it. The grant funds will cover the purchase cost of both the prop and the trailer.

One of the eligibility requirements for the grant application is the Town, as the lead locality applicant, must document the existence of a multi-jurisdictional regional training partnership (e.g. Memorandum of Understanding).

Attached for your consideration is a Memorandum of Understanding drafted by the Town regarding the use of the Vehicle Fire Training Prop by the volunteer fire departments in Prince Edward County. You will note that while the Town reserves the right to request financial support from the participating localities (Farmville, Charlotte, Cumberland and Prince Edward), funding is not a prerequisite for the County's volunteer fire departments to use the burn building or the training prop.

I attended the January 27,2016 meeting of the Prince Edward Area Firefighters Association and this training prop was discussed. The Firefighters Association supports the Town's application for securing these grant funds, as vehicle fire training is a requirement for the successful completion of the Firefighter I training class.

Attachment:	Draft Memorandum of Uno	derstanding	
Recommendation:	Authorize the County Adm Farmville.	inistrator to execute the M	MOU with the Town of
Motion	Cooper-Jones	Pride	Townsend
Second	Gray	Simpson	Wilck

Timmons\_

Jones



### **Memorandum of Understanding**

Multi-Jurisdictional Regional Fire Training Partnership
For Use of a Vehicle Fire Training Prop
Between
Town of Farmville, Farmville Volunteer Fire Department

The Town of Farmville, Farmville Volunteer Fire Department And



#### **Prince Edward County**

## **Purpose:**

The Town of Farmville and the Farmville Fire Department recognizes the value of a regional partnership in fire service related training as well as Virginia Department of Fire Programs Certification Training. The purpose of this Memorandum of Understanding (MOU) is to provide an outline for the use of a vehicle fire training prop used by multiple jurisdictions to enhance fire training in the Division 3 Area.

#### Scope:

This MOU provides that the Town of Farmville will maintain the fire training prop and provide the participating fire departments with access to the training prop as needed, unless otherwise in use. The participating fire department shall be responsible for the replacement of fuel for the training prop. Also the liability shall be assumed by the participating fire department utilizing the training prop. While the lead fire department participants (Town of Farmville, Charlotte, Cumberland and Prince Edward Counties) shall be the primary users, the prop will be made available upon request and at the discretion of the Town of Farmville. Agencies shall operate under the same guidelines as provided and a qualified operator shall be onsite to oversee the training operation.

#### Term:

The period of the MOU shall be based on the fiscal year, beginning on July 1<sup>st</sup> of the current year and end on June 30<sup>th</sup> of the following year. The MOU shall be evaluated each year and any changes shall be incorporated into the next year's MOU. The agreement shall exist for the serviceable life of the prop.

#### **Monetary Terms:**

This MOU further outlines that each use of the training prop shall be documented and the amount of propane used shall be replenished after each use to ensure a state of readiness. The Town of Farmville reserves the right to request, but shall not require, funding from the participating localities should operating and maintenance expenditures become excessive.

Farmville Town Manager	Farmville Volunteer Fire Department, Chief
Prince Edward County Administrator	DATE



Meeting Date: February 4, 2016

Item No.: 4

Department: County Administration

Staff Contact: W.W. Bartlett/Sarah Elam Puckett

Issue: Closed Session

#### **Summary:**

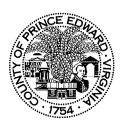
I move that the Prince Edward County Board of Supervisors convene in Closed Session:

- a) For consultation with legal counsel pertaining to pending litigation concerning a personnel matter, pursuant to the exemption provided for in Section 2.2-3711(A)(7) of the *Code of Virginia*; and
- b) For consultation with legal counsel regarding specific legal matters requiring the provision of legal advice by such counsel concerning The Manor and the Poplar Hill Community Development Authority, pursuant to the exemption provided for in Section 2.2-3711(A)(7) of the *Code of Virginia*.

#### Attachments:

**Recommendation:** Convene in Closed Session.

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



Meeting Date: February 4, 2016

Item No.: 5

Department: County Administration

Staff Contact: W.W. Bartlett

Issue: FY 17 County Budget

## Summary:

- FY17 County Budget Schedule
- Outside Agencies Donation List
- \$1 Million Budget Shortfall

Attachments: Draft FY17 County Budget Schedule

Outside Agencies Donation List

Recommendation: Adopt FY17 County Budget Schedule.

 Motion
 Cooper-Jones
 Pride
 Townsend

 Second
 Gray
 Simpson
 Wilck

 Jones
 Timmons



# County of Prince Edward FY 17 Budget Schedule

DATE	ACTIVITY	TIME/LOCATION
February 1, 2016	Budget Preparation Guide distributed to County Departments and Constitutional Offices	
February 1, 2016	Donation Request forms distributed	
February 5-Mar 10, 2016	Budget work sessions between Departments and County Administrator	
February 4, 2016	Board of Supervisors Budget Planning meeting	3:30 p.m. 3 <sup>rd</sup> Floor Conference Room
February 4, 2016	Joint meeting of Board of Supervisors and School Board	5:30 p.m. Career Technical Center
February 26, 2016	Budget worksheets submitted to County Administrator.	
March 15, 2016	Joint budget work session of Board of Supervisors and School Board	5:30 p.m. Career Technical Center
March 17, 2016	School Superintendent submits local funding request to County Administrator	
March 22, 2016	Revenue estimates completed by County Administrator	
March 22, 2016	Presentation of County Administrator's proposed budget to Board of Supervisors	5:30 p.m. Board of Supervisors Room
March 29, 2016	Board of Supervisors budget work session – presentations by Outside Agencies	2:00 p.m. Board of Supervisors Room
April 5, 2016	Board of Supervisors authorizes Public Hearing for April 19, (Ad dates – April 8 & 15)	5:30 p.m. Board of Supervisors Room
April 5 2016	Board of Supervisors budget work session – presentation of School Budget	5:30 p.m. Board of Supervisors Room
April 12, 2016	Board of Supervisors Budget Work Session	5;30 p.m. 3 <sup>rd</sup> Floor Conference Room
April 19, 2016	Board of Supervisors Budget Work Session	5;30 p.m. 3 <sup>rd</sup> Floor Conference Room
April 19, 2016	Joint Public Hearing on County & School Budgets & Tax Rates	7:00 p.m. Board of Supervisors Room
April 26, 2016	Budget Work Session, Adoption of County & School Budgets & Tax Rates	7:00 p.m. Board of Supervisors Room
June 14, 2016	Approval of Appropriations.	7:00 p.m. Board of Supervisors Room

Approved:

		OUTS	SIDE	AGENCIES	ES 10 YEAR	AR FUNDING	ING HI	HISTORY	7						
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	5612 Pamplin Community Center	\$ 5		475		φ.	ş		-	1 1	1 1	ۍ.	\$	250	
	5613 Jolly Glee Senior Citizens		2,000 \$	1,900	\$ 1,900	1,800	\$	1,800 \$	1,800	\$ 1,800	\$ 1,800	\$ 1,400	\$	1,400	
	5615 STEPS - Community Action Prtogram											\$ 14,488	\$	14,488	
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	5645 VA Legal Aid Society			1,900	\$ 1,900	1,900	Ş	1,900 \$	1,900	\$ 1,900	\$ 1,900	\$ 1,500	\$	1,500	
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	5650 Tri-County Life Learners	\$ 3,5	3,500 \$	3,325	\$ 3,325	; \$ 3,325	\$	3,325 \$	3,325	\$ 3,325	\$ 3,325	\$ 3,000	-	3,000	
	5651 Southside Center for Violence Prev			4,750	\$ 4,750	4,750	\$	4,750 \$	4,750	\$ 10,500	\$ 7,500		-	6,000	
	5652 Heart of Virginia Free Clinic												-	7,500	
	5653 Longwood Center for Visual Arts		2,625 \$	2,494	\$ 2,494	1 \$ 2,494	\$	2,494 \$	2,494	\$ 2,494	\$ 2,494	\$ 2,000	\$	2,000	
	5654 Habitat for Humanity		5,000 \$	4,750	\$ 4,750	4,750	\$	4,750 \$	4,750	\$ 4,750	\$ 4,750	\$ 4,000	\$	4,000	
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PARKS & RECREATION	N.C.		+				-	+	T						
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	5641 Mary F Branch Comm Center			23,750		\ \	٧ ٠		_		>		<b>Դ</b>	7,000	
	5642 Heart of Virginia Festival	\$ 500		28,730		٠ <del>٠</del>	٠ ٢ ٠	2 050	2 050	0 0 0 0	0 0 0 0	, , ,	·	001	T
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PLANNING															
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81200	5647	5647 Chamber of Commerce	\$ 5,	000	\$ 4,750	Ŷ	4,750 \$	\$ 4,750	\$ 4,750	\$ 4,750	\$ 4,750	\$ 6,350	\$ 5.000	\$ 5.000	
81200	5648	5648 Farmville Airport	\$ 10,0	000	\$ 9,500	\$	9,500	\$ 9,500	\$ 9,500	Ş	· s	٠ \$	\$ 9500		
81200	2650	5650 Farmville Area Bus	\$ 20	20,000	\$ 20,000	\$	20,000 \$	\$ 20,000	Ş	Ş	\$	Ş	\$ 25,000	\$ 25,000	
81200	2652	5652 Piedmont Area Transit	\$ 10	10,000 \$	\$ 10,000	\$	10,000 \$	\$ 10,000	\$ 10,000	\$ 10,000	Ş	\$	\$ 10,000		
81200	5655	5655 Downtown Farmville										\$ 10,000	-		
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