



BOARD OF SUPERVISORS MEETING

ADDENDUM PACKET

September 8, 2009

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

Meeting Date: September 8, 2009
Item No.: 24
Department: County Administration
Staff Contact: W.W. Bartlett/Sarah Elam Puckett
Issue: Consent Agenda - PPTRA Resolution for 2009

Summary: The Commissioner of Revenue has computed the Personal Property Tax Relief Act (PPTRA) percentage of tax relief from the State for 2009 to be 45% of assessed value based upon guidelines provided by the State. A letter from the Commissioner of Revenue and the board resolution authorizing this percentage of refund is attached and is recommended for approval.

Attachments: Letter from Commissioner of Revenue
2009 PPTRA Resolution

Recommendation: Approval

Motion _____
Second _____

Fore _____
McKay _____
Ward _____

Gilfillan _____
Moore _____
Wiley _____

Jones _____
Simpson _____



**OFFICE OF THE COMMISSIONER OF THE REVENUE
PRINCE EDWARD COUNTY, VIRGINIA**

Post Office Box 446
Farmville, Virginia 23901-0446
(434) 392-3231 • Fax (434) 392-7696

Beverly M. Booth
Commissioner

Priscilla V. Streat
Chief Deputy

September 3, 2009

Mr. Wade Bartlett
Prince Edward County Administrator
Courthouse Building
Farmville VA 23901

In Re: Personal Property Tax Relief

Dear Mr. Bartlett:

Please be advised that the Personal Property Tax Relief for the tax year 2009 is 45% of the assessed value. It is my understanding a board resolution is needed for approval.

Should you require additional information, do not hesitate to contact me.

Sincerely,

Beverly M. Booth
Commissioner of the Revenue

BOARD OF SUPERVISORS

WILLIAM G. FORE, JR.
CHAIRMAN

HOWARD F. SIMPSON
VICE-CHAIRMAN

SALLY W. GILFILLAN
MATTIE P. WILEY
ROBERT M. JONES
CHARLES W. MCKAY
JAMES C. MOORE
LACY B. WARD



COUNTY ADMINISTRATOR
W.W. BARTLETT

POST OFFICE BOX 382
FARMVILLE, VA 23901

(434) 392-8837 VOICE
(434) 392-6683 FAX

WBARTLETT@CO.PRINCE-EDWARD.VA.GOV

COUNTY OF PRINCE EDWARD, VIRGINIA

PPTRA RESOLUTION FOR 2009
County of Prince Edward, Virginia

In accordance with the requirements set forth in *VA. CODE ANN. §58.1-3524 C.2. and §58.1-3912 E.*, as amended by *Chapter 1 of the Acts of Assembly (2004 Special Session I)* and as set forth in *Item 503.E. (Personal Property Tax Relief Program) of Chapter 951 of the 2005 Acts of Assembly*, any qualifying vehicle situated within the County of Prince Edward, Virginia commencing January 1, 2009, shall receive personal property tax relief in the following manner:

- Personal use vehicles with assessed value of \$1,000 or less will be eligible for 45% tax relief; and
- Personal use vehicles with assessed value of \$1,001 or more shall receive only 45% tax relief on the first \$20,000 in assessed value; and
- All other vehicles which do not meet the definition of “qualifying” (such as business use vehicles, motor homes, etc.) will not be eligible for any form of tax relief under this program; and
- In accordance with *Item 503.D.1. of Chapter 951 of the 2005 Acts of Assembly*, the entitlement to personal property tax relief for qualifying vehicles for tax year 2005 and all prior tax years shall expire on September 1, 2006. Supplemental assessments for tax years 2005 and prior years that are made on or after September 1, 2006 shall be deemed “non-qualifying” for purposes of state tax relief and the local share due from the taxpayer shall represent 100% of the tax assessable.

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 September, 2009.

William G. Fore, Jr., Chairman

ATTEST:

W.W. Bartlett, County Administrator

PRINCE EDWARD COUNTY BOARD OF SUPERVISORS

MISSION STATEMENT

TO REPRESENT ALL CITIZENS, PROVIDE LEADERSHIP, CREATE VISION AND SET POLICY TO ACCOMPLISH EFFECTIVE CHANGE, PLANNED GROWTH AND PROVIDE ESSENTIAL SERVICES WHILE MAINTAINING AND ENHANCING THE QUALITY OF LIFE IN PRINCE EDWARD COUNTY.



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: September 8, 2009
Item No.: 25
Department: County Administration
Staff Contact: W.W. Bartlett
Issue: Budget Request – NAACP

Summary: Attached for your consideration is a request from the NAACP for a greetings letter and to purchase a table at the NAACP Centennial Banquet.

Attachments: NAACP Letter of Request

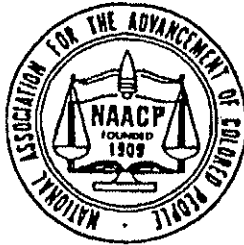
Recommendation: (1) Authorize the drafting of a greetings letter from the Board and authorize the Chairman to sign the letter; and
(2) Consider the donation request.

Motion _____
Second _____

Fore _____
McKay _____
Ward _____

Gilfillan _____
Moore _____
Wiley _____

Jones _____
Simpson _____



PRINCE EDWARD COUNTY BRANCH

National Association For The Advancement Of Colored People

September 4, 2009

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

RE: CENTENNIAL BANQUET

Dear Mr. Bartlett:

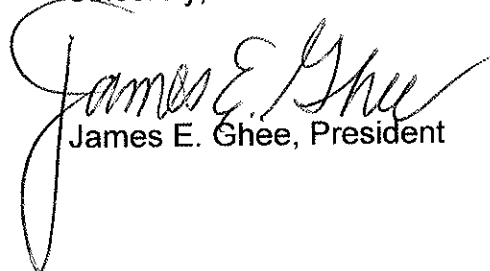
Pursuant to our conversation, I am writing to request the county's participation in our Centennial Banquet on Saturday, October 3, 2009, 5:00 p.m. at the Prince Edward County Middle School. We would like for the county to:

- a) Provide us with a greetings letter to be included in our journal.
- b) Purchase a table at the banquet, the table seats 10 persons and the tickets are \$25.00 per person for a total of \$250.00.

As you know, the NAACP has worked diligently for the last 100 years for civil and equal rights of all Americans, and has played a significant role on improving life for all, especially in Prince Edward.

We look forward to your favorable response to this request.

Sincerely,


James E. Ghee, President



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

Meeting Date: September 8, 2009
Item No.: 26
Department: County Administrator
Staff Contact: Wade Bartlett
Issue: Addendum - County Administrator's Report

Summary: The County Administrator will discuss with the Board the attached Task Order from Wiley & Wilson for additional utility PPEA review services.

Attachments: Letter from Wiley & Wilson.

Recommendation: Approval.

Motion _____
Second _____

Fore _____
McKay _____
Ward _____

Gilfillan _____
Moore _____
Wiley _____

Jones _____
Simpson _____



September 2, 2009

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

Re: Prince Edward County, PPEA Review –
Additional Services during Interim Phase
Annual Services Task Order 2009-05
Wiley|Wilson Proposal No. P2009381

Dear Mr. Bartlett:

Wiley|Wilson is pleased to present the following professional services task order proposal to Prince Edward County, Virginia for Additional Utility PPEA Review services. The additional services consist of Wiley|Wilson serving as the County's engineering and technical resource during the Interim Phase of the Sandy River Reservoir Water Treatment and Distribution Project (PROJECT). For purposes of this proposal, the Interim Phase shall be that part of the PROJECT that begins with the execution of the Interim Agreement between the County and the Design Builder and that ends with either the execution of the anticipated Comprehensive Agreement or the County's termination of the PROJECT. Wiley|Wilson presents this pricing proposal pursuant to our annual services contract with Prince Edward County.

Scope of Services

The Scope of Services would include, but not be limited to:

1. Serving as the County's engineering and technical resource in assisting the County in fulfilling the County's responsibilities as set forth in Exhibit B to the Interim Agreement.
2. Providing the County with an engineering review of the 30% review set of plans and specifications prepared by the Design Builder as set forth in E1.01.A. of Exhibit E to the Interim Agreement.
3. Assisting the County in evaluating the Lump Sum Proposal to be provided by the Design Builder as set forth in Exhibit E to the Interim Agreement.



Mr. W. Wade Bartlett, County Administrator
Prince Edward County, Virginia
Task Order 2009-05
September 2, 2009

4. Meeting or communicating with the County staff or Board of Supervisors, attorneys, or other consultants the County's might employ; Regulatory Agencies; Crowder Construction Company; and/or Draper Aden Associates staff for the duration of the Interim Phase.
5. Providing the County written memos, reports, and other correspondence that the County might request.
6. Performing other relevant services that the County might request during the Interim Phase.

Drawing List

Wiley|Wilson will not provide any large format drawings during this phase.

Deliverables

Wiley|Wilson will provide an electronic PDF copy and one hard copy of any reports, memoranda, or other written document may be required to fulfill the Scope of Work above.

Schedule

Wiley|Wilson will begin work immediately upon receipt of a counter-signed copy of this proposal. Delivery times for other deliverables will be determined as such deliverables are identified.

Fee

The fee for the proposed services will be based upon the hours actually worked and the fee schedule given in Attachment 1 to the Agreement for General Engineering services as amended January 9, 2009.

Changes in Scope

It is common for the scope of services to change over the course of this type PROJECT. Changes in Wiley|Wilson's scope of services as defined in this letter must be authorized in writing by the County.



Mr. W. Wade Bartlett, County Administrator
Prince Edward County, Virginia
Task Order 2009-05
September 2, 2009

Please indicate your acceptance of this proposal by signing in the space provided below and returning it to us. Please contact Mr. Slaydon or me with any questions. We look forward to working with the County on this and other projects.

Sincerely,

Wiley|Wilson


J. Fred Armstrong, P.E.
Chairman and CEO

TMS/mlj

cc: Ms. Sarah Puckett, Assistant County Administrator
Thomas M. Slaydon, P.E., Project Manager, Wiley|Wilson

Annual Services Task Order 2009-05

Approved: _____
Title: _____
Date: _____



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

Meeting Date: September 8, 2009
Item No.: 27
Department: County Administrator
Staff Contact: Wade Bartlett
Issue: Committee Report - Personnel

Summary: The Personnel Committee comprising Supervisors Simpson, Gilfillan, Moore and Wiley met on September 8, 2009 with Sheriff Travis Harris regarding two dispatcher vacancies in the Sheriff's Department. There are a total of six dispatch positions in the Sheriff's Department. The two vacancies were created by a retirement and a resignation. The starting annual, entry-level, starting salary for each position is \$25,040 + benefits. Both positions are partially funded by the Compensation Board and the state has a ninety-day hiring freeze in place. The Sheriff has contacted the Compensation Board and asked for a waiver of the 90-day freeze for one of the positions. The Compensation Board meets on September 16 and will notify the Sheriff on that day of its decision.

Sheriff Harris has requested that the County consider allowing him to fill both positions immediately. The cost of this request would be for the County to fund 100% of both positions during the 90-days of the state hiring freeze. This would represent an estimated cost (or loss of state reimbursement) to the county of about \$6,774 per position for the 90 days.

Attachments: None.

Recommendation: The Committee recommends that the Board authorize the Sheriff to immediately fill one dispatch vacancy and ask the Sheriff to wait until after the decision of the Compensation Board on September 16 to fill the second vacancy.

Motion _____
 Second _____

Fore _____
 McKay _____
 Ward _____

Gilfillan _____
 Moore _____
 Wiley _____

Jones _____
 Simpson _____



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: September 8, 2009
Item No.: 28
Department: County Administrator
Staff Contact: Wade Bartlett
Issue: Correspondence-Addendum

Summary:

Attachments: Letter from Town of Farmville.
E-mail from Congressman Perriello's Office

Recommendation:

Motion _____
Second _____

Fore _____
McKay _____
Ward _____

Gilfillan _____
Moore _____
Wiley _____

Jones _____
Simpson _____

TOWN OF FARMVILLE
Post Office Drawer 368
Farmville, Virginia 23901

Gerald J. Spates, Town Manager
Carol Anne Seal, Town Treasurer

434.392.5686
Fax 434.392.3160



COUNCIL

Sydney C. Newman, Jr., Mayor
A. D. "Chuckie" Reic, Vice Mayor
David E. Whitus
Sally Thompson
Tommy Pairet
Donald L. Hunter
Otto S. Overton
Edward I. Gordon, MD
Lisa Fricko, Clerk of Council

September 3, 2009

Members of the Prince Edward County Board of Supervisors
W. Wade Bartlett, County Administrator – Prince Edward County
PO Box 382
Farmville, VA 23901

Dear Wade and Board Members,

I want to take this opportunity to thank each of you for the donation of the football equipment for the youth program. We have over 70 young people signed up for the program and it has been a great success.

Last Saturday was the first game and I could not believe the number of parents and friends that attended. Everyone was very orderly and supported the players in a sportsmanship manner.

Again thank you for the donation and I hope that you get the opportunity to attend one of the games.

If the Town can ever be of assistance to you, please do not hesitate to call.

Sincerely,

A handwritten signature in black ink, appearing to be "G. Spates", written over a printed name and title.

Gerald J. Spates
Town Manager

GJS/lmh

K Everhart

From: Ramsdell, Parker [Parker.Ramsdell@mail.house.gov]
Sent: Tuesday, September 01, 2009 5:46 PM
To: board@co.prince-edward.va.us
Subject: Thank You

Dear Board of Supervisors and Town Council,


On behalf of Rep. Perriello, I would like to thank all of you for attending the lunch at Charley's last week. Tom greatly enjoyed the opportunity to discuss important local and national issues with the town and county leaders. We greatly value the partnership between you all and our office. Please let us know if there is anything we can do in the future.

All the best,

Parker Ramsdell

Staff Assistant | Rep. Tom Perriello, VA-05
1520 Longworth House Office Building
Washington, D.C. 20515
Phone: (202) 225-4711 | Fax: (202) 225-5681

Keep up-to-date with Rep. Perriello's work: [E-Newsletter](#) | [Twitter](#) | [Facebook](#)

 Please consider the environment before printing this email.



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

Meeting Date: September 8, 2009
Item No.: 29
Department: County Administrator
Staff Contact: Wade Bartlett
Issue: Monthly Reports-Addendum

Summary:

Attachments: Prince Edward County Public Schools
PERT

Recommendation:

Motion _____
Second _____

Fore _____
McKay _____
Ward _____

Gilfillan _____
Moore _____
Wiley _____

Jones _____
Simpson _____

Prince Edward County Public Schools
 Summary Financial Report
 2009-2010

(rounded to nearest dollar)

<u>Revenues</u>	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>Actual Under (Over)</u>	<u>YTD as a Percent of Budget</u>
From the Commonwealth:					
State Sales Tax.....	\$ 230,603	\$ 421,806	\$ 2,687,309	\$ 2,265,503	15.70
Basic School Aid.....	\$ 656,804	\$ 1,313,609	\$ 7,886,187	\$ 6,572,578	16.66
All Other.....	\$ 284,488	\$ 586,536	\$ 6,801,017	\$ 6,214,481	8.62
Total State.....	\$ 1,171,895	\$ 2,321,951	\$ 17,374,513	\$ 15,052,562	13.36
From the Federal Gov't.....	\$ 243,278	\$ 243,278	\$ 2,707,932	\$ 2,464,654	8.98
Tran. From General Fund(County)	\$ 289,264	\$ 289,264	\$ 7,968,567	\$ 7,679,303	3.63
Cash Book -Local.....	\$ 49,312	\$ 63,247	\$ 376,000	\$ 312,753	16.82
Total Revenues.....	\$ 1,753,749	\$ 2,917,740	\$ 28,427,012	\$ 25,509,272	10.26
252					
<u>Expenditures</u>					
1000-Instruction.....	\$ 1,540,932	\$ 1,781,758	\$ 22,018,401	\$ 5,020,617	77.20
2000-Admin., Health/Att.....	\$ 141,364	\$ 220,650	\$ 1,513,615	\$ 456,808	69.82
3000-Transportation.....	\$ 106,433	\$ 140,082	\$ 1,928,199	\$ 883,717	54.17
4000-Operation/Maintenance	\$ 132,354	\$ 231,798	\$ 1,968,450	\$ 1,001,307	49.13
5000-Food Service.....	\$ -	\$ 805	\$ 10,580	\$ 8,970	15.22
6000-Facilities.....	\$ 17,383	\$ 17,383	\$ 137,725	\$ 102,936	25.26
7000-Debt. Ser.....	\$ -	\$ 525,264	\$ 850,042	\$ -	100.00
8000-Contingency Reserve	\$ -	\$ -	\$ -	\$ -	-
Total Expenditures.....	\$ 1,938,467	\$ 2,917,740	\$ 28,427,012	\$ 7,474,354	73.71

Prince Edward County Public Schools
35 Eagle Drive
Farmville, Virginia 23901

**Comparative Receipts and Expenditures
Year to Date**

Month of August 2009

Receipts:	Fiscal 2009			Fiscal 2010			Diff.
	Budgeted	Rec. YTD	Percent	Budgeted	Rec. YTD	Percent	
Sales Tax	3,083,012	513,216	16.65	2,687,309	421,806	15.70	-0.95
Basic Aid	8,858,101	1,439,355	16.25	7,886,187	1,313,609	16.66	0.41
Other State	6,128,154	599,109	9.78	6,801,017	586,536	8.62	-1.15
Total State	18,069,267	2,551,681	14.12	17,374,513	2,321,951	13.36	-0.76
Federal Funds	2,403,092	201,692	8.39	2,707,932	243,278	8.98	0.59
Local Funds	8,077,457	436,811	5.41	7,968,567	289,264	3.63	-1.78
Cash Book	375,100	31,003	8.27	376,000	63,247	16.82	8.56
Total Revenue	28,924,916	3,221,186	11.14	28,427,012	2,917,740	10.26	-0.87
Expenditures:	Fiscal 2009			Fiscal 2010			Diff.
	Budgeted	Expended YTD	Percent	Budgeted	Expended YTD	Percent	
Instruction	22,106,881	1,955,477	8.85	22,018,401	1,781,758	8.09	-0.75
Administration	1,590,575	273,113	17.17	1,513,615	220,650	14.58	-2.59
Transportation	2,026,900	158,645	7.83	1,928,199	140,082	7.26	-0.56
Maintenance	2,045,650	248,653	12.16	1,968,450	231,798	11.78	-0.38
Food Service	10,158	788	7.76	10,580	805	7.61	-0.15
Facilities	185,820	0	0.00	137,725	17,383	12.62	12.62
Debt Service	958,932	584,510	60.95	850,042	525,264	61.79	0.84
Contingency Reserves							0.00
Total Expenditures	28,924,916	3,221,186	11.14	28,427,012	2,917,740	10.26	-0.87

For Fiscal 2007, Technology Expenditures are included as a part of both Instruction and Administration.

Saved as August 09-10 Expense Compare

Prince Edward County Public Schools
 Food Service Department
 Summary Financial Report
 2009 - 2010

Fund 4
 Month Ending August 31, 2009

(rounded to nearest dollar)

<u>Revenues</u>	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>Variance Actual Under (Over) Budget</u>	<u>YTD as a Percent of Budget</u>
From the Commonwealth:					
State School Food	\$ -	\$ -	\$ 13,265	\$ 13,265	0.00
State Fresh Fruit Grant	\$ -	\$ -	\$ 67,256	\$ 67,256	0.00
School Breakfast	\$ -	\$ -	\$ 2,124	\$ 2,124	0.00
Total State.....	\$ -	\$ -	\$ 82,645	\$ 82,645	0.00
Federal Reimbursement	\$ -	\$ -	\$ 750,000	\$ 750,000	0.00
Cash Book -Local.....	\$ 25,418	\$ 28,015	\$ 259,611	\$ 231,596	10.79
Total Revenues.....	\$ 25,418	\$ 28,015	\$ 1,092,256	\$ 1,064,241	2.56

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<u>Expenditures</u>	<u>Current Month</u>	<u>Year to Date</u>	<u>Outstanding Encumbrances</u>	<u>Expended & Encumbered (Over) Under Budget</u>	<u>Expen. & Encumbrance as a % of Budget</u>
Salary	\$ 33,706	\$ 46,648	\$ 333,552	\$ 27,200	93.32
Fringe Benefits	\$ 11,129	\$ 13,607	\$ 118,069	\$ 924	99.30
Purchased Services	\$ 1,660	\$ 1,660	\$ 10,072	\$ -	100.00
Materials & Supplies	\$ 1,408	\$ 2,277	\$ 5,661	\$ 81,131	8.91
Materials & Supplies - Fresh Fruit	\$ -	\$ -	\$ -	\$ 6,700	0.00
Food Supplies	\$ 2,340	\$ 2,368	\$ 16,076	\$ 357,756	4.90
Food Supplies - Fresh Fruit Grant	\$ -	\$ -	\$ -	\$ 60,556	0.00
Uniforms	\$ -	\$ -	\$ -	\$ -	0.00
Furniture/Equipment	\$ -	\$ -	\$ -	\$ 8,000	0.00
Total Expenditures.....	\$ 50,242	\$ 66,560	\$ 483,430	\$ 542,266	50.35

2009 - 2010
Comparative Receipts and Expenditures
Food Service Department
Year to Date

Month of August 2009

Receipts:	Fiscal 2009			Fiscal 2010			
	Budgeted	Rec. YTD	Percent	Budgeted	Rec. YTD	Percent	Diff.
State School Food	13,408	0	0.00	13,265	0	0.00	0.00
State Fresh Fruit				67,256	0	0.00	0.00
School Breakfast	0	0	0.00	2,124	0	0.00	0.00
Total State	13,408	0	0.00	82,645	0	0.00	0.00
Federal Reimbursement	787,392	0	0.00	750,000	0	0.00	0.00
Cash Book - Local	285,000	17,986	6.31	259,611	28,015	10.79	4.48
Total Revenue	\$1,085,800	\$17,986	1.66	\$1,092,256	\$28,015	2.56	0.91
Expenditures:	Budgeted	Expended YTD	Percent	Budgeted	Expended YTD	Percent	Diff.
Salary	446,630	48,707	10.91	407,400	46,648	11.45	0.54
Fringe Benefits	175,751	18,000	10.24	132,600	13,607	10.26	0.02
Purchased Services	14,200	153	1.08	11,731	1,660	14.15	13.07
Materials & Supplies	110,032	1,111	1.01	89,069	2,277	2.56	1.55
Materials State Grant				6,700	0	0.00	0.00
Food Supplies	323,187	1,429	0.44	376,200	2,368	0.63	0.19
Food Supplies Grant				60,556	0	0.00	0.00
Uniforms	0	0	0.00	0	0	0.00	0.00
Furniture/Equipment	16,000	0	0.00	8,000	0	0.00	0.00
Contingency Reserves							
Total Expenditures	\$1,085,800	\$69,400	6.39	\$1,092,256	\$66,560	6.09	-0.30

**PERT RIDERSHIP
MONTH OF AUGUST 2009**

WEEK	DATE	PASSENGER COUNT	BUS LINE
Monday	3	19	GREEN
Tuesday	4	15	ORANGE
Wednesday	5	16	ORANGE
Thursday	6	14	GREEN
Friday	7	21	ORANGE
Monday	10	15	GREEN
Tuesday	11	21	ORANGE
Wednesday	12	12	ORANGE
Thursday	13	13	GREEN
Friday	14	17	ORANGE
Monday	17	11	GREEN
Tuesday	18	17	ORANGE
Wednesday	19	26	ORANGE
Thursday	20	12	GREEN
Friday	21	14	ORANGE
Monday	24	8	GREEN
Tuesday	25	15	ORANGE
Wednesday	26	16	ORANGE
Thursday	27	7	GREEN
Friday	28	20	ORANGE
Monday	31	6	GREEN
TOTAL		315	

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