

**BOARD OF SUPERVISORS MEETING**

**ADDENDUM PACKET**

**April 13, 2021**

**Item #**

- |     |                                           |     |
|-----|-------------------------------------------|-----|
| 25. | FY 21 Budget Amendments: Sheriff's Office | 179 |
| 26. | Citizen Volunteer Application             | 185 |

Recess: – April 20, 2021 at 5:00 p.m. – VDOT Work Session

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

**Meeting Date:** April 13, 2021  
**Item No.:** 25  
**Department:** County Administration  
**Staff Contact:** Crystal Baker  
**Issue:** Appropriations – Sheriff’s Office

**Summary:**

The Sheriff is requesting the Board appropriate \$6,500 from the forfeited asset fund to acquire a new canine for the department.

FY21 BUDGET AMENDMENT

Rev/Exp	Fund	Dept	Object	Description	Debit	Credit
3 (Rev)	105	41050	0105	Forfeited Asset Fund Balance		\$6,500
4 (Exp)	105	31700	6010	Forfeited Assets –Police Supplies	\$6,500	

**Attachments:**

**Recommendation:**

Approve the budget amendments above and appropriate the same funds in the FY21 budget.

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

Cooper-Jones \_\_\_\_\_  
 Gray \_\_\_\_\_  
 Jones \_\_\_\_\_

Pride \_\_\_\_\_  
 Simpson \_\_\_\_\_  
 Timmons \_\_\_\_\_

Townsend \_\_\_\_\_  
 Wilck \_\_\_\_\_



**Sheriff L. A. "Tony" Epps**

**Sheriff's Office**

PRINCE EDWARD COUNTY

124 North Main Street

P.O. Box 25

Farmville, VA 23901

Phone: 434-392-8101 Fax: 434-392-6730

**03/09/2021**

**Dear County of Prince Edward,**

**We at the Prince Edward Sheriff's Office would like to pay the cost for a K-9 German Sheppard. The cost for the K-9 is \$6500 and is due as soon as possible. We ask that the dues be paid out of Forfeited Assets.**

**Sincerely,**

**L. A. "Tony" Epps**

**Sheriff**

**Cc: D. Stanley, County Administrator**

**Encl: 2 Quotes for K-9's**

**Ventosa K9 Kennel, Inc.**

Ventosa Kennel  
P.O. Box 358  
Scotland Neck, NC 27874  
www.ventosakennelinc.com  
Office-(252) 826-4415  
Cell-(252)370-5353

**Invoice**

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**April 7, 2021**

Prince Edward County Sheriff's Office  
124 S. Main Street  
Farmville, VA 23901  
434-392-8101

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**Invoice #: 2104**

**Payment due by: 05/07/2021**

(1) For the purchase of Single Purpose K-9 "Frank"  
(616093901157499) with one-year guarantee for  
health and performance. x-rays, micro-chipped  
and shot-passport..... 6,500.00

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**TOTAL..... \$6,500.00**

**Remit to:**

Ventosa K9 Kennel, Inc.  
P. O. Box 358  
Scotland Neck, NC 27874

Fed. ID # 37-1639396

W-9

Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

Go to www.irs.gov/FormW9 for instructions and the latest information.

Ventosa Elite K9 Kennel, Inc

Ventosa Kennel, Inc

Print or type in this space. See instructions on page 2.

Entity type selection: Sole proprietor or single-member LLC, Partnership, S corporation, Trust, Estate, Limited liability company, etc.

Address: PO Box 358, Scotland Neck, NC 27874

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding.

Social security number or Employer identification number

37-1639396

Part II Certification

I am an individual (or am a partner or a sole proprietor of a firm that is) and I am not subject to backup withholding because...

Certification instructions. You must check one of the boxes if you have been notified by the IRS that you are currently subject to backup withholding because...

Sign Here

Signature of U.S. person: J. J. J. J. J.

Date: 04/08/2021

General Instructions

Section references. For the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, visit the instructions page after they are published.

Purpose of Form

An individual or entity that is a requester is required to file an information return with the IRS and obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN) to report on an information return...

- Form 1099-DIV dividends including from mutual funds
Form 1099-MISC various types of income, prizes, awards, or gross proceeds
Form 1099-K various types of mutual fund sales and certain other transactions
Form 1099-S proceeds from real estate transactions
Form 1099-K merchant card and third party network transactions
Form 1099-INT mortgage interest, 1099-F (except for interest, dividends, and annuities)
Form 1099-C canceled debt
Form 1099-A acquisition or abandonment of secured property

Use Form W-9 only if you are a U.S. person including a resident alien to provide your correct TIN. If you do not check Form W-9 to the requester, the IRS may treat you as subject to backup withholding.

# Ventosa Kennel, Inc.

Ventosa Kennel  
P.O. Box 358  
Scotland Neck, NC 27874  
(252) 826-4415 Office  
(252)370.5353 Cell

## Quote

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**April 8 2021**

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Prince Edward County Sheriff's Office  
124 S. Main Street  
Farmville, VA 23901  
434.392.8101

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(1) Green Single Purpose Labrador ...8500.00 each  
With a one-year guarantee for health and performance,  
x-rays, micro-chipped and passport.....8,500.00

Total 8,500.00

**Remit to:**

Ventosa Kennel, Inc  
P. O. Box 358  
Scotland Neck, NC 27874

Fed. ID # 37-1639396

# Ventosa Kennel, Inc.

Ventosa Kennel  
P.O. Box 358  
Scotland Neck, NC 27874  
(252) 826-4415 Office  
(252)370.5353 Cell

## Quote

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**April 8 2021**

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Prince Edward County Sheriff's Office  
124 S. Main Street  
Farmville, VA 23901  
434.392.8101

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(1) Green Single Purpose Imprinted K9s  
With a one-year guarantee for health and performance,  
x-rays, micro-chipped and passport.....7,500.00

Total 7,500.00

**Remit to:**

Ventosa Kennel, Inc  
P. O. Box 358  
Scotland Neck, NC 27874

Fed. ID # 37-1639396





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

**Meeting Date:** April 13, 2021  
**Item No.:** 26  
**Department:** County Administration  
**Staff Contact:** Sarah Elam Puckett  
**Issue:** Citizen Volunteer Appointments

**Summary:**

- a. Crossroads Community Services Board – In March, the County was notified of the resignation of Reverend Maurice Finney from the Crossroads Community Services Board. His term of office was set to expire December 31, 2021. This vacancy was advertised. The County has received the following applicants:

APPOINTMENT	TERM OF OFFICE	# OF VACANCIES	APPLICANTS
Crossroads Community Services Board	3 Years + unexpired term through December 31, 2021	1	Bernetta Watkins

**COST:** N/A

**ATTACHMENTS:** Citizen Volunteer Applications

**RECOMMENDATION:** Make the appointment to include the unexpired term of office from April 14, 2021 – December 31, 2021 and the new three-year term of January 1, 2022 – December 31, 2024.

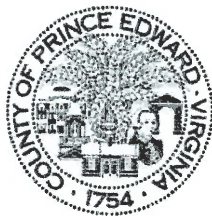
**SAMPLE MOTION:**

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

Booth \_\_\_\_\_  
 Cooper-Jones \_\_\_\_\_  
 Emert \_\_\_\_\_

Gilliam \_\_\_\_\_  
 Jones \_\_\_\_\_  
 Pride \_\_\_\_\_

Townsend \_\_\_\_\_  
 Wilck \_\_\_\_\_



## CITIZEN VOLUNTEER APPLICATION FOR COUNTY BOARDS, COMMITTEES & COMMISSIONS

Date April 8, 2021

Name Bernetta S. Watkins

Home Address 3458 Twenty-Two Road

City Pamplin State VA Zip Code 23958

Election District:      **Buffalo-501** \_\_\_\_\_      **Farmville-801** \_\_\_\_\_  
                                 **Hampden-401** \_\_\_\_\_      **Leigh-301** \_\_\_\_\_  
                                 **Farmville-101** \_\_\_\_\_      **Lockett-201** \_\_\_\_\_  
                                 **Farmville-701** \_\_\_\_\_      **Prospect-601** X \_\_\_\_\_

Home Telephone Number (cell) 434-547-0223/ (home) 434-574-2304      FAX N/A

E-Mail Address bastiff@embarqmail.com

Current Employer Nottoway Department of Social Services

Business Address P. O. Box 26

City Nottoway State VA Zip Code 23955

Business Telephone Number 434-645-8494 ext. 235      FAX 434-645-7643

Which Address is Preferred for Mailings? Home \_\_\_\_\_ X \_\_\_\_\_ Office \_\_\_\_\_

***Optional Information Which May Prove Helpful:***

Occupation Social Services Director

Former Occupation, If Retired \_\_\_\_\_

Education: High School Prince Edward County Year 1971

                                 College/Technical School Norfolk State University Year 1975

                                 Graduate School \_\_\_\_\_ Year \_\_\_\_\_

                                 Military Service \_\_\_\_\_ Years \_\_\_\_\_

                                 Degrees/Other Bachelor of Arts- History

Past Board, Commission, and Committee Assignments I have served on several boards and committees related to the department of social services and community groups, including but not limited to the Virginia League of Social Services Executives, Virginia Affiliation of Social Work Practitioners, Prison Reentry Group, Workforce Development, Literacy Council, Piedmont Senior Resources and STEPS, Inc.

Professional, Civic, or Other Activities I am currently serving as a member of the Piedmont Senior Resources Advisory Council, Coordinator of Prospect Neighborhood Watch, Prison Reentry Council-member, Volunteer- Prince Edward Literacy Group, Sunday School Superintendent - Triumph Baptist Church.

Please state below your interest and/or reason to seek appointment by the Board of Supervisors and any special qualities that qualify you for this appointment.

I am a life long resident of Prince Edward County and have been a public servant all of my adult life. I have been employed by the Department of Social Service for over 40 years and have extensive experience working with individuals, families, organizations and government agencies. I am committed to giving of myself in an effort to assist others with achieving their goals.

Do you have a family member who is employed by the county office, organization or institution over which the Board/Commission for which you are seeking appointment will oversee/interact? If yes, please explain.

No.

Do you have a business relationship with the county office, organization or institution over which the Board/Commission for which you are seeking appointment will oversee/interact?

No. I have no direct business with this agency. It is a fellow public services agency and we may serve some of the same clients.

I am interested in and willing to serve on the following Board(s), Commission(s), or Committee(s). Please list in order of preference.

**APPOINTED BY THE BOARD OF SUPERVISOR:**

- Board of Appeals for Building Code
- Southside Virginia Community College Board
- Crossroads Community Services Board
- Poplar Hill Community Development Authority
- Prince Edward County Industrial Development Authority
- Central Virginia Regional Library Board
- Prince Edward County Planning Commission
- Prince Edward County Social Services Board
- Piedmont Regional Jail Board
- Special Committee of the Board of Supervisors: \_\_\_\_\_
- Other \_\_\_\_\_
- Other \_\_\_\_\_
- Other \_\_\_\_\_

**APPOINTED BY CIRCUIT COURT:**

- Board of Zoning Appeals

*By submitting this application to the County of Prince Edward, I hereby certify that all information contained herein is true and complete and I consent to the dissemination of this document to the general public. If appointed, I understand that I will be required to fully comply to the requirements of the Virginia Conflict of Interest Act, Virginia Freedom of Information Act and other applicable sections of the Code of Virginia.*



Signature

4/8/2021  
Date

**Please Return Application To:**  
Prince Edward County Administrator's Office

Post Office Box 382, 111 South Street, 3<sup>rd</sup> Floor  
Farmville, Virginia 23901  
Tel: 434-392-8837 -- FAX: 434-392-6683  
e-mail: [info@co.prince-edward.va.us](mailto:info@co.prince-edward.va.us)

NOTE: This application will be retained on file in the Prince Edward County Administrator's Office through December 31 of the year submitted. If you wish to be considered for future appointments by the Board of Supervisors, please file an application annually with the County Administrator's Office. Thank you.