



BOARD OF SUPERVISORS MEETING

SPECIAL MEETING

August 4, 2022 at 5:30 p.m.

Item

1. Call to Order
2. Closed Session: *Code of Virginia 2.2-3711 (A)(1)* – Consideration of applications for appointment 3
3. District 1 Board Vacancy 5

Motion to Adjourn

[This page intentionally left blank]



**Board of Supervisors
Agenda Summary**

Meeting Date: August 4, 2022
Item #: 2
Department: County Administration/County Attorney
Staff Contact: Douglas P. Stanley /Terri Atkins Wilson
Agenda Item: Closed Session

SUMMARY:

MOTION GOING INTO CLOSED SESSION

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

- 1. For discussion and consideration of the applications for the appointment to fill the District 1 seat on the Board of Supervisors, pursuant to the exemptions provided for in Section 2.2-3711(A)(1), of the *Code of Virginia*.

Motion _____
Second _____

Cooper-Jones _____
Emert _____

Gilliam _____
Pride _____

Stiff _____
Townsend _____
Watson _____

[This page intentionally left blank]



**Board of Supervisors
Agenda Summary**

Meeting Date: July 15, 2022
Item #: 3
Department: Board of Supervisors
Staff Contact: Douglas P. Stanley/Terri Atkins Wilson
Agenda Item: Board Vacancy – District 1

SUMMARY: At its July 15, 2022 special meeting, the Board authorized the County Attorney to file the petition for a Writ of Election from the Prince Edward County Circuit Court for a special election to be held on November 8, 2022 and authorized County staff to advertise for applicants for an interim appointment to fill the vacancy for the District 1 (Farmville) seat on the Board of Supervisors.

A public notice was advertised in The Herald (copy attached) and placed on the County’s website and Facebook page asking for any resident and qualified voter of District 1, who wishes to be considered, to complete and return a Board of Supervisors Vacancy - Citizen Application to the County Administrator’s Office by no later than 4:00 p.m. on Friday, July 29, 2022. A press release was also issued. (copy attached).

To date the County has received a total of 2 applications for the seat. The Board will have the opportunity to discuss the applicants in a closed session at its meeting on July 15, 2022. Based on the 45-day time limit, the Board must make an appointment by August 18, 2022. If the Board desires, it could also call a special meeting and interview the candidates prior to the deadline.

Upon appointment, this individual will serve on the Board of Supervisors and exercise all powers of the elected office until the Special Election to fill the vacancy is held on Tuesday, November 8, 2022 and the person so elected has qualified. Supervisor Booth’s term of office would have ended December 31, 2023. The winner of the November 8th special election for District 7 will then serve until December 31, 2023 and could run for re-election, if they so choose.

ATTACHMENT: Citizen Volunteer Applications
Public Notice
Press Release

RECOMMENDATION: Make the appointment to fill the District 1 Board seat.

SAMPLE MOTION:

I move the Board of Supervisors appoint INSERT NAME to fill the District 1 vacancy on the Board for a term expiring November 8, 2022, or until the person so elected has qualified.

OR

I move that the Board of Supervisors table the request for further consideration.

Motion _____ Cooper-Jones _____ Gilliam _____ Stiff _____
Second _____ Emert _____ Pride _____ Townsend _____
Watson _____



Please publish in the Friday, July 22, 2022 and Wednesday, July 27, 2022 editions of The Farmville Herald.



**NOTICE TO THE CITIZENS OF
DISTRICT 1 - FARMVILLE
PRINCE EDWARD COUNTY, VIRGINIA**

Pursuant to Virginia *Code* Section 24.2-228, the Prince Edward County Board of Supervisors will begin the process of filling the vacant seat on the Board of Supervisors. The seat represents District 1 – Farmville which became vacant effective July 5, 2022, following the resignation of Supervisor Beverly Booth. Only qualified voters of District 1 – Farmville can be considered to fill this vacancy.

Any resident and qualified voter of District 1 - Farmville, who wishes to be considered, must complete and return a Board of Supervisors Vacancy - Citizen Application to the County Administrator's Office by **no later than 4:00 p.m. on Friday, July 29, 2022**. Applications are available on the County website at www.co.prince-edward.va.us or from the County Administrator's Office, Prince Edward County Courthouse, 111 N. South Street, 3rd Floor, Farmville, Virginia 23901. Applications received after the established deadline shall not be considered. For additional information or questions, please contact the Prince Edward County Administrator's Office at (434) 392-8837.



County of Prince Edward, Virginia

News Release – July 15, 2022

Contact: Douglas P. Stanley, County Administrator
dstanley@co.prince-edward.va.us
Office: (434) 392-8837

BOARD TO FILL DISTRICT 1-FARMVILLE VACANCY

Appointee Will Hold Seat Until November Special Election

Prince Edward County, VA -- The resignation of Supervisor Beverly Booth, effective July 5, 2022 has created a vacancy on the Prince Edward County Board of Supervisors for the District 1 - Farmville seat. In accordance with Section 24.2-228 of the *Code of Virginia*, the County Board of Supervisors is authorized to appoint a qualified voter of the election district to fill the vacancy.

The Board of Supervisors has established a process which invites qualified voters of District 1 – Farmville to apply for the vacancy. A “qualified voter” is generally defined as a person who is entitled to vote pursuant to the Constitution of Virginia and who is: (i) 18 years of age on or before the day of the election, (ii) a resident of the Commonwealth and of the precinct in which he/she offers to vote, and (iii) a registered voter. Please refer to Section 24.2-101 of the *Code of Virginia* for the legal definition of qualified voter in its entirety.

Only qualified voters of District 1 – Farmville shall be considered to fill this vacancy. If a citizen is unsure if he/she is a qualified voter of District 1 – Farmville, they should call the County Voter Registrar’s office at 434-392-4767 or stop by the office located on the second floor of the Prince Edward County Courthouse.

Qualified voters who wish to be considered for the vacancy must return a Board of Supervisors Vacancy - Citizen Application to the Prince Edward County Administrators Office **by not later than 4:00 p.m. on Friday, July 29, 2022**. Applications are available on the County’s website at www.co.prince-edward.va.us or may be obtained in the office of the County Administrator. Applications may be returned by email to board@co.prince-edward.va.us; by mail to Prince Edward County, P.O. Box 382, Farmville, VA 23901; or hand-delivered to the County Administrator’s Office located at 111 N. South Street, 3rd Floor, Farmville, VA. Applications received after the established deadline will not be considered. Applicants are strongly encouraged to provide answers to each question on the application.

The Board of Supervisors will review the applications, may conduct interviews, and will then select a qualified voter of District 1 – Farmville to fill the vacancy. Upon appointment, this individual will serve on the Board of Supervisors and exercise all powers of the elective office until the Special Election to fill the vacancy is held on Tuesday, November 8, 2022 and the person so elected has qualified.

For additional information, please contact the Prince Edward County Administrator’s Office at 434-392-8837.

###