

October 11, 2022

At the regular meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 11<sup>th</sup> day of October, 2022; at 7:00 p.m., there were present:

Pattie Cooper-Jones  
J. David Emert  
Llew W. Gilliam, Jr.  
Peter Y. Gur  
Odessa H. Pride  
Carol R. Stiff  
Jerry R. Townsend  
Cannon Watson

Also present: Douglas P. Stanley, County Administrator; Sarah Elam Puckett, Assistant County Administrator; Robert Love, Director of Planning & Community Development; Trey Pyle, Deputy Emergency Management Coordinator; Crystal Baker, Human Resources; Terri Atkins Wilson, County Attorney; Randy Cook, Building & Grounds Supervisor; Phillip Moore, Building Official; and Maria Almond, M.D., MPH, Health District Director, Piedmont Health District.

Chairman Pride called the October meeting to order.

Chairman Pride stated:

*Due to the COVID-19 Emergency, the Prince Edward County Board of Supervisors is operating pursuant to and in compliance with its "EMERGENCY CONTINUITY OF OPERATIONS ORDINANCE." Effective August 1, 2021, the Board has re-opened meetings to in-person participation by the public; however, there could still be limited available seating. Citizens are strongly encouraged to participate in meetings through in-person participation, written comments, and/or remote participation by calling: **1-844-890-7777, Access Code: 390313** (If busy, please call again.) Additionally, citizens may view the Board meeting live in its entirety at the County's YouTube Channel, the link to which is provided on the County's website.*

The Prince Edward County Board of Supervisors strongly encourages citizen input and engagement in our County government. Due to COVID-19, the Board of Supervisors, Planning Commission, and other County committees, boards, etc. are operating pursuant to the following protocols for public input and public participation.

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Public Participation and Public Hearing comments and information regarding the limited number of seats for in-person participation at County meetings are coordinated through Karin Everhart, Deputy Clerk to the Board of Supervisors, as follows:

- 1. In-Person Participation:** While county meetings have re-opened to the public, there could still be limited seating, if social distancing is needed. To enter the Prince Edward County Courthouse, unvaccinated individuals are required to wear a mask at all times and socially distance. Vaccinated individuals are encouraged to wear a mask. Based on the uncertainty of

social distancing requirements, the exact number of seats available in the Board/Planning Commission meeting room is uncertain. The County appreciates the public's patience as staff continues to adapt to the public safety recommendations and guidelines of the Virginia Department of Health and the CDC.

2. **Written Comments:** Please limit word count to no more than 500 words. Comments must be received by 2:00 p.m. the day of the meeting.
  - a. **Mailed:** Board of Supervisors (or Planning Commission)  
P.O. Box 382, Farmville, VA 23901.
  - b. **E-Mailed:** Board of Supervisors: [board@co.prince-edward.va.us](mailto:board@co.prince-edward.va.us)  
Planning Commission: [info@co.prince-edward.va.us](mailto:info@co.prince-edward.va.us)
3. **Remote Participation:** Citizens may participate remotely during the meeting. To call in to the meeting, please dial: **1-844-890-7777**. When prompted for an Access Number: **390313**. Citizens may provide comments during Public Participation and/or for a specific Public Hearing on the agenda. Citizens are encouraged to pre-register with the County Administrator's Office at 434-392-8837 by 2:00 p.m. the day of the meeting. Callers must be on the line and ready to speak when called upon by the Chair. Please state your name and district of residence. Based upon the # of speakers, the Chair will determine the time allotted to each speaker.
4. **County YouTube Channel:** Citizen may also view the monthly Board of Supervisors meeting live at the County's YouTube Channel: (link is also on County website under Meetings & Public Notices.)  
<https://www.youtube.com/channel/UCyfpsa5HEjIWejBSc5XwplA/featured>

Chair Pride offered the invocation and led the Pledge of Allegiance.

In Re: Conflict of Interest Act

(None)

In Re: Recognitions

"Recognitions" is an opportunity for the Board of Supervisors to recognize achievements in our community, with a focus on the accomplishments of students, employees and our citizen volunteers who serve the County of Prince Edward.

Mrs. Crystal Baker stated the October Employee of the Month is Randall Cook.

"We would like to recognize Prince Edward County's October Employee of the Month, Randall Cook. Randy "has taken on the challenge of owning his position, supervision of the Department he manages, and the facilities that the Department maintains. Through his attention to detail, the Buildings and Grounds Department has significantly improved the appearance of all of our County facilities and instilled pride with

the County staff all of which has been noticed by the citizens that we serve. This year alone, Randy has adeptly managed the replacement of the Courthouse Chiller and telephone system, replacement of the Cannery boiler, upgrading of signage at the County facilities, improving parking lots at county facilities, and renovation of the Courthouse lawn. Randy is dedicated and committed to making Prince Edward County and its buildings shine" with a positive attitude and constant smile!

In Re: Public Participation

*Public Participation is a time set aside for citizens to share their thoughts, ideas and concerns. An official record is made of each person's contribution tonight and will be directed to the County Administrator for follow-up; any necessary follow-up will be noted and tracked. Follow-up may consist of an immediate response, or planned action by the County Administrator or Board, or by placement on a future Board agenda. Tonight's agenda cannot be changed, because the public needs advance knowledge of and the opportunity to review related materials regarding items addressed by the Board. To further assist public information, the Board requests the Administrator, Attorney or county staff to immediately correct any factual error that might occur.*

Mr. Stanley stated that as the Board is aware, effective October 3,2022, the judicial order for mandatory masking in the Prince Edward County Courthouse was lifted. Given that remote participation by our citizens has become a permanent part of our public input process, staff is recommending an amendment to the Board's Public Participation Protocol to memorialize this new operating procedure. Mr. Stanley presented a draft amendment for the Board's consideration.

Supervisor Townsend made a motion, seconded by Supervisor Emert, to amend the County reassessment timeline and move to a four-year reassessment cycle; the motion carried:

|      |                      |           |
|------|----------------------|-----------|
| Aye: | Pattie Cooper-Jones  | Nay: None |
|      | J. David Emert       |           |
|      | Llew W. Gilliam, Jr. |           |
|      | Peter Y. Gur         |           |
|      | Odessa H. Pride      |           |
|      | Carol R. Stiff       |           |
|      | Jerry R. Townsend    |           |
|      | Cannon Watson        |           |

## PROTOCOL FOR PUBLIC PARTICIPATION

- The Board of Supervisors sets aside twenty (20) minutes near the beginning of each regular board meeting for citizen comment.
- This regular agenda item is termed "Public Participation". During this period the Board receives comment from any citizen of Prince Edward County on any matter not scheduled for a public hearing.
- This is an opportunity for citizens to speak and the Board to listen carefully to citizen expressions of concern and opinion.
- Citizens may ask questions of the Board or individual Board members; however, Public Participation is not designed to allow debate between Board members and citizens.
- Citizens are expected to conduct research on topics prior to Board meetings and this forum provides citizens with an opportunity to inform elected officials of their findings and positions on matters of public interest and concern.
- Citizens wishing to speak during Public Participation are asked to please sign the Public Participation register prior to the beginning of the meeting.
- Citizens may also participate remotely by using the call-in information: 1-844-890-7777, Access Code: 390313. Citizens participating remotely are asked to pre-register by calling the County Administrator's Office at 434-392-8837, prior to 4:00 p.m. the day of the meeting.
- Citizens are respectfully requested to state their full name and address for the record.
- The Chairman of the Board will establish the order of speakers and will maintain decorum.
- Citizens shall speak for a maximum of five (5) minutes, unless more time is granted by the Chair.
- In the event that more than four (4) speakers wish to be heard during citizen's time, the Chairman shall allocate the twenty (20) minutes among speakers in an equitable manner. An extension to the twenty (20) minute limit can be granted by the Chair.
- Comments from citizens who are not residents of Prince Edward County will be entertained once all County residents are heard.
- Signs, placards, posters or like material are not permitted in the Board Chamber, adjoining areas or County offices.
- The Board asks that citizens remain seated during the meeting unless called upon to stand for recognition as a speaker, official duties, physical necessity, or to enter/leave the meeting.
- The use of profane, vulgar, obscene or threatening speech is not permitted and can result in removal from the meeting.
- Citizens are requested to turn off or deactivate the sound from all cell phones, pagers, or other electronic communication devices.
- Should you require special accommodations in order to participate in a Board meeting, please contact the Prince Edward County Administrator's Office at 434-392-8837.

(No public participation.)

### In Re: Board Comments

The Chair and Supervisors welcomed all in attendance and asked for citizen input.

Supervisor Gur announced the Prince Edward County Elementary School is fully accredited.

### In Re: Consent Agenda

On motion of Supervisor Emert, seconded by Supervisor Cooper-Jones, and carried:

Aye: Pattie Cooper-Jones  
 J. David Emert  
 Llew W. Gilliam, Jr.  
 Peter Y. Gur  
 Odessa H. Pride  
 Carol R. Stiff  
 Jerry R. Townsend  
 Cannon Watson

Nay: None

the Board accepted the July 2022 Treasurer’s Report; the minutes of the meeting held September 13, 2022; Accounts and Claims, Board Mileage Sheets; and Salaries.

**Prince Edward Treasurer's Report - August 2022**

| <b>Name of Bank</b>           | <b>Bank Balance</b> | <b>Available Balance</b> |
|-------------------------------|---------------------|--------------------------|
| Benchmark Pooled Fund Account | \$17,587,690.01     | \$17,587,690.01          |
| Benchmark Social Services     | \$244,400.13        | \$244,400.13             |
| Benchmark School Fund         | \$1,409,603.38      | \$1,409,603.38           |
| Benchmark Food Service        | \$452,822.62        | \$452,822.62             |
| <b>TOTAL</b>                  |                     | \$19,694,516.14          |

**Certificates of Deposit**

|                                    |                               |
|------------------------------------|-------------------------------|
| Benchmark                          | \$2,662,555.23                |
| Farmers Bank                       | \$2,467,484.13                |
| Benchmark 5 Yr CD-letter of credit | \$659,784.09                  |
| <b>TOTAL</b>                       | <u>\$4,789,823.45</u>         |
| <b>GRAND TOTAL</b>                 | <u><u>\$25,484,339.59</u></u> |

In Re: Community Partner Update – Piedmont Health District

Dr. Maria Almond, Director, Piedmont Health District, reported that with the pandemic, we have moved to a better existence with the virus. She said 80.6% of seniors are vaccinated in Prince Edward County. She said treatment is available and most of us are no longer COVID-naïve. COVID will continue to be a challenge, with 400 deaths per day across the U.S., which is the equivalent to stroke as a cause of death. She said there are other communicable diseases, such as monkeypox, of which there are no cases in this district; additionally, polio and Ebola have vaccines, as well as the flu. Dr. Almond encouraged all to get the flu vaccine. She said with vaccination, sanitation and advances in medical sciences, these keep us remarkably healthy.

Dr. Almond stated the Piedmont Health District offers comprehensive family planning to serve low-income individuals and those without insurance, the WIC program, and collaborates with community partners, such as Centra, STEPS, with Piedmont Senior Resources, the Schools, to reimagine what a healthy Prince Edward County looks like and how to get there. She reviewed a few programs that will be developed with the community partners.

In Re: Highway Matters

Staff recorded Board concerns to report to Scott D. Frederick, P.E., VDOT Resident Engineer, as follows:

- Chair Pride questioned the completion date of the roundabout [at Kingsville]. Mr. Stanley said they expect to be substantially completed by October 14 and are currently removing the temporary roadway; the entire project should be complete by the end of October.

In Re: Personal Property Tax Relief for 2022

Mr. Stanley reported that at this time, we are still waiting on the Commissioner of the Revenue's Office to enter vehicles into their computer system so that the IT Consultant can compute the Personal Property Tax Relief Act (PPTRA) percentage of tax relief from the Commonwealth for 2022. Last year the percentage was 30.50% of assessed value based upon guidelines provided by the Commonwealth.

The Commissioner requested and received an extension for the filing and delivery of the 2022 personal property and real estate books until November 5, 2022. Due to the timing of the tax billing and the December 5th due date, the County will be in a crunch to compute the percentage of tax relief.

In addition, the County may want to consider further reduction of the tax assessment percentage due to the estimated increases in vehicle values. As discussed during the budget process we could see a 20-30% increase in vehicle values for the 2022 tax year. Prince Edward already uses the most conservative (lowest) assessment rate of Clean Loan Value. As the attached table shows, some localities have adjusted how they assess or lowered their rates for this year to offset some of the increase. The Board elected to use the estimated increase to offset the budget increases this year, but agreed to come back and reevaluate once we had the total assessment entered into the system. For the FY 2022-2023 budget we estimated \$6,562,500 in revenue which was an increase of \$1,312,500 (25%) over FY 2021-2022.

The Board concurred to hold a special meeting on this topic on Tuesday, October 25, 2022 at 7:00 p.m.

In Re: County Real Estate Reassessment

Mr. Stanley presented a draft resolution to change the County's reassessment cycle from six years to four years.

Section 58.1-3252 of the Code of Virginia reads: "There shall be a general reassessment of real estate every four years or, if determined by majority vote of a county's board of supervisors, every three years. Any county that has a total population of 50,000 or less may elect by majority vote of its board of supervisors to conduct its general reassessments at either five-year or six-year intervals."

As the Board is aware, due to the volatility of the real estate market, the County's assessed values have already dropped to 85% of current market value. Moving to a four-year cycle will help lessen the gap between assessed values and current market values.

Supervisor Emert made a motion, seconded by Supervisor Townsend, to amend the County reassessment timeline and move to a four-year reassessment cycle; the motion carried:

|      |                      |           |
|------|----------------------|-----------|
| Aye: | Pattie Cooper-Jones  | Nay: None |
|      | J. David Emert       |           |
|      | Llew W. Gilliam, Jr. |           |
|      | Peter Y. Gur         |           |
|      | Odessa H. Pride      |           |
|      | Carol R. Stiff       |           |
|      | Jerry R. Townsend    |           |
|      | Cannon Watson        |           |

**COUNTY OF PRINCE EDWARD, VIRGINIA**  
**Resolution of the Board of Supervisors**  
**Approving a Four-Year Real Estate Reassessment**

**WHEREAS**, §58.1-3252 of the *Code of Virginia* establishes a general requirement that counties conduct a general reassessment of taxable real estate every four years; and

**WHEREAS**, §58.1-3252 of the *Code of Virginia* also states counties with a total population of 50,000 or less may elect by majority vote of its board of supervisors to conduct its general reassessment at either five-year or six-year intervals; and

**WHEREAS**, the 2020 Census conducted by the U.S. Census Bureau shows the population of Prince Edward County to be 21,849; and

**WHEREAS**, based on the County's current six-year reassessment cycle, the County's most recent reassessment was effective January 1, 2021; however, the Board of Supervisors finds that the unsettled real estate market has caused a sharp decline in assessed values with assessment dropping to 85% of sales by 2022; and

**WHEREAS**, the Prince Edward County Board of Supervisors feels that a shorter timeframe between assessments will help lessen the gap between assessed values and current market values by virtue of a shorter cycle;

**NOW, THEREFORE, BE IT RESOLVED**, that the Prince Edward County Board of Supervisors, pursuant to §58.1-3252 of the *Code of Virginia*, hereby elects to conduct its next general reassessment on a four-year cycle and becoming effective January 1, 2025; and

**NOW, THEREFORE, BE IT FURTHER RESOLVED**, that the Prince Edward County Board of Supervisors directs the County Administrator to notify the Commissioner of the Revenue of the new reassessment timeline and to take the necessary actions to procure a mass general reassessment contractor to implement the new reassessment schedule.

*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 this 11th day of October, 2022.*

In Re: Economic Development & Tourism Report

Chelsey White, Director of Economic Development and Tourism, provided an update on the County's Economic Development and Tourism activities.

- Assisted the Mary E. Branch Heritage Center Board, the CRC, and the Town of Farmville with the completion of the DHCD Industrial Revitalization Fund (IRF) grant application. If awarded, funding from this grant will be used to redevelop the Mary E. Branch Heritage Center into a multi-use, economically viable space.
- Participated in the SEED Innovation Hub focus group meeting hosted by the Longwood SBDC. Similar to other innovation hubs located around the country, "The Seed" will be a community center filled with resources and programming for co-working, entrepreneurship, networking, and small-scale manufacturing like small-scale woodworking and 3D printing. The Seed was also just awarded a \$1.9 million grant by Senators Mark Warner and Tim Kaine, which will allow further development of the space. The Seed is planned to come to Farmville in 2023.
- Submitted formal application to the Virginia Business Ready Sites program for the HIT Park. Requested a \$10,843,000 grant to fund waterline to the site and water storage tank and booster pump construction.
- Continued to work with industrial and commercial developer prospects to find sites around Prince Edward County including the Prince Edward Business Park and privately-owned industrial properties. Presented information on the benefits of the Enterprise Zone Program to citizens and developers upon request.



- Participated in the first Developmental Review Committee (DRC) Meeting which had representation from Prince Edward County, the Town of Farmville, and Southside Electric Cooperative, as well as private commercial developers. The purpose of the DRC is to offer a venue whereby staff members from various County, Town, and State departments can discuss development applications and permitting issues of mutual interest that may affect the County and/or Town to foster better communication between the departments and streamline the process for the public when obtaining permits.
- Participated in the GOVA Region 3 Minority Engagement Workgroup meeting. Our regional entrepreneurship/innovation implementation grant includes a strong commitment to diversity, equity, and inclusion in programs developed.
- Continued to participate in economic development programs, collaborations, and educational opportunities through regional and state organizations including VEDP, SOVA RISE, and the Virginia Economic Development Association (VEDA).
- Assisted the Chamber of Commerce with submitting a Microbusiness Marketing Leverage Program grant application. The Virginia Tourism Corporation (VTC) offers these grant funds of up to \$5,000 to spur economic activity and travel across the Commonwealth to support small businesses and drive shoulder season visitation (September to May).
- Participated in Virginia's Crossroads quarterly meeting in Charlotte County at Southern Virginia Maker's Market to plan for any carry-out regional tourism marketing campaigns and initiatives.
- Participated in Twin Lakes State Park collaborative meeting and tour. Park rangers briefed us on their historic resources, facilities, and recreational opportunities. We discussed opportunities for tourism-related collaborations/promotional opportunities/projects.
- Continued planning for the launch of Facebook and Instagram social media platforms to market tourism opportunities in Prince Edward County.
- Finalized THOYA (The Heart of Your Adventure) Prince Edward County/Town of Farmville tourism brochure which promotes the best of what we have to offer. THOYA brochures are being delivered to nearly 90 different Visitor and Welcome Centers across the state of Virginia by our staff. Welcome centers are located on Virginia interstate highways and these brochures will be available to travelers and tourists alike.
- Continued participation in County marketing efforts with Letterpress Communications.
- Continued to participate in local, regional, and state organizations including THOYA, Virginia's Crossroads, and the Virginia Tourism Corporation in marketing the County's tourism opportunities.

In Re: Operation Green Light

The National Association of Counties (NACo) is inviting the nation's 3,069 counties, parishes and boroughs to join the recognition of Operation Green Light for Veterans. This program encourages partnering communities to light up their courthouses with green lights to signify appreciation for the sacrifices of our United States military personnel. Approximately 200,000 service members transition to civilian communities annually, and Prince Edward County is home to many military veterans.

Green Light for Veterans will be celebrated from November 7 to November 13, 2022 in conjunction with Veterans Day. Prince Edward County seeks to honor all individuals who have paid the high price for freedom by placing themselves in harm's way for the good of all.

Citizens are also encouraged to display a green light in a window in their place of business or residence during this time to show gratitude for all of the men and women who have selflessly served our county and this community in the Armed Forces.

Additionally, to show support, counties are asked to pass a resolution declaring participation in Operation Green Light.

Supervisor Cooper-Jones made a motion, seconded by Supervisor Gilliam, to approve the Operation Green Light Resolution and that the Board of Supervisors direct the County Administrator to cause the courthouse to be illuminated green for the week of November 7 - November 13, 2022, and that the Board of Supervisors also promote and encourage our citizens and business to place a green light in a window in honor of and to support our nation's Veterans; the motion carried:

|      |                      |           |
|------|----------------------|-----------|
| Aye: | Pattie Cooper-Jones  | Nay: None |
|      | J. David Emert       |           |
|      | Llew W. Gilliam, Jr. |           |
|      | Peter Y. Gur         |           |
|      | Odessa H. Pride      |           |
|      | Carol R. Stiff       |           |
|      | Jerry R. Townsend    |           |
|      | Cannon Watson        |           |

**COUNTY OF PRINCE EDWARD, VIRGINIA**

**A Resolution of the Board of Supervisors  
Supporting Operation Green Light for Veterans**

**WHEREAS**, the citizens of Prince Edward County have great respect, admiration, and the utmost gratitude for all of the men and women who have selflessly served our country and this community in the United States Armed Forces; and

**WHEREAS**, the contributions and sacrifices of the men and women who served in the United States Armed Forces have been vital in maintaining the freedoms and way of life enjoyed by our citizens; and

**WHEREAS**, Prince Edward County seeks to honor these individuals who have paid the high price for freedom by placing themselves in harm's way for the good of all; and

**WHEREAS**, Veterans continue to serve in our community through the American Legion, Veterans of Foreign Wars, religious groups and civic organizations to help fellow former service members access in federal health, disability and compensation benefits each year; and

**WHEREAS**, approximately 200,000 service members transition to civilian communities annually and an estimated 20 percent increase of service members will transition to civilian life in the near future; and

**WHEREAS**, studies indicate that 44-72 percent of service members experience high levels of stress during transition from military to civilian life and are at a high risk for suicide during their first year after military service; and

**WHEREAS**, the National Association of Counties encourages all counties, parishes and boroughs to recognize Operation Green Light for Veterans; and

**WHEREAS**, the County of Prince Edward, Virginia, appreciates the sacrifices of our United States Military Personnel and believes specific recognition should be granted;

**NOW, THEREFORE, BE IT RESOLVED**, with designation as a Green Light for Veterans County, the Prince Edward County Board of Supervisors hereby declares from October through Veterans Day, November 11, 2022 as a time to salute and honor the service and sacrifice of our men and women in uniform transitioning from Active Service; and

**THEREFORE, BE IT FURTHER RESOLVED**, that in observance of Operation Green Light, the Prince Edward County Board of Supervisors encourages its citizens in patriotic tradition to recognize the importance of honoring all those who made immeasurable sacrifices to preserve freedom by displaying a green light in a window of their place of business or residence.

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 this 11th day of October, 2022*

In Re: Transient Occupancy Tax Budget Supplement

Mr. Stanley stated that County staff is requesting the appropriation of \$12,871.53 to be transferred from the Transient Occupancy Tax to Committed Funds-Tourism, as follows:

FY23 BUDGET SUPPLEMENT

| Rev/Exp | Fund | Dept  | Object | Description                    | Debit       | Credit      |
|---------|------|-------|--------|--------------------------------|-------------|-------------|
| 4 (Exp) | 100  | 81600 | 3700   | Transient Occupancy Tax Exp    | \$12,871.53 |             |
| 3 (Rev) | 100  | 41050 | 0202   | Transfer from Special Projects |             | \$12,871.53 |
| 3 (Rev) | 202  | 41050 | 0202   | From Special Projects Fund Bal |             | \$12,871.53 |
| 4 (Exp) | 202  | 93000 | 0100   | Transfer to General Fund       | \$12,871.53 |             |

Supervisor Townsend made a motion, seconded by Supervisor Emert, to approve the FY22 Budget Supplement as presented and appropriate the same funds; the motion carried:

Aye: Pattie Cooper-Jones  
 J. David Emert  
 Lew W. Gilliam, Jr.  
 Peter Y. Gur  
 Odessa H. Pride  
 Carol R. Stiff  
 Jerry R. Townsend  
 Cannon Watson

Nay: None

In Re: Landfill Abatements

Mr. Stanley stated the County has attempted to collect accounts from the Landfill that are three years old or older, with no success. The total of these accounts is \$2,084.70. Staff recommends abating these charges as staff is unable to collect them due to the Library of Virginia requirements of retainment of the tickets that would provide evidence of the invoice.

Supervisor Emert made a motion, seconded by Supervisor Townsend, to approve abatement of the charges as presented; the motion carried:

Aye: Pattie Cooper-Jones  
 J. David Emert  
 Lew W. Gilliam, Jr.  
 Peter Y. Gur  
 Odessa H. Pride  
 Carol R. Stiff  
 Jerry R. Townsend  
 Cannon Watson

Nay: None

In Re: FY23 Appropriations – Sheriff

Mr. Stanley reported the Sheriff’s Department received payments from Virginia Farm Bureau Town & Country Insurance Company totaling \$10,086.69. The Board is asked to appropriate the funds to the Sheriff’s Department vehicle repair line item to cover repair costs, as follows:

FY22 BUDGET AMENDMENTS

| Rev/Exp | Fund | Dept  | Object | Description          | Debit       | Credit      |
|---------|------|-------|--------|----------------------|-------------|-------------|
| 3 (Rev) | 100  | 19020 | 0006   | Insurance recoveries |             | \$10,086.69 |
| 4 (Exp) | 100  | 31200 | 3311   | Motor Vehicle Repair | \$10,086.69 |             |

Supervisor Townsend made a motion, seconded by Supervisor Cooper-Jones, to approve the FY23 Budget Supplement as presented and appropriate the same funds; the motion carried:

Aye: Pattie Cooper-Jones  
 J. David Emert  
 Llew W. Gilliam, Jr.  
 Peter Y. Gur  
 Odessa H. Pride  
 Carol R. Stiff  
 Jerry R. Townsend  
 Cannon Watson

Nay: None

In Re: School Appropriations

The County received a request from Prince Edward County Schools for an appropriation in the amount of \$20,991.58 to the school operating budget, as follows. These funds are a combination of state reimbursement grants; there is no County match required.

FY22 BUDGET SUPPLEMENTS

| Rev/Exp | Fund | Dept   | Object | Description                     | Debit       | Credit     |
|---------|------|--------|--------|---------------------------------|-------------|------------|
| 3 (Rev) | 250  | 024020 | 0115   | Op Programs Grant Det Ctr       |             | \$8,451.00 |
| 3 (Rev) | 250  | 024020 | 0057   | Sch Bd Professional Development |             | \$1,500.00 |
| 3 (Rev) | 250  | 024020 | 0031   | Career & Technical              |             | \$486.54   |
| 3 (Rev) | 250  | 024020 | 0054   | CTE/STEM Grant                  |             | \$788.17   |
| 3 (Rev) | 250  | 024020 | 0053   | Voc – Occup/Tech Educ           |             | \$2,098.83 |
| 3 (Rev) | 250  | 024020 | 0052   | Voc – Equip Grant               |             | \$3,330.91 |
| 3 (Rev) | 250  | 024020 | 0031   | Career & Technical              |             | \$4,336.13 |
| 4 (Exp) | 250  | 061000 | 0001   | Instruction                     | \$20,991.58 |            |

Supervisor Townsend made a motion, seconded by Supervisor Gur, to approve the appropriations as presented and appropriate the same funds; the motion carried:

Aye: Pattie Cooper-Jones  
 J. David Emert  
 Llew W. Gilliam, Jr.  
 Peter Y. Gur  
 Odessa H. Pride  
 Carol R. Stiff  
 Jerry R. Townsend  
 Cannon Watson

Nay: None

In Re: Public Hearing – Special Use Permit, Commercial Campground

Chair Pride announced that this was the date and time scheduled for a public hearing on a request by Benjamin and Sadie Stoltzfus for a Special Use Permit to operate a commercial campground on Tax Map Parcel 020-9B22, with an address of 10064 Prince Edward Highway, Prospect, VA 23960. Notice of this

hearing was advertised according to law in the Wednesday, September 28, 2022, and Wednesday, October 5, 2022 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Love stated the County has received an application by Benjamin and Sadie Stoltzfus for a Special Use permit to operate a commercial campground on Tax Map Parcel number 020-9B-22, located at 10064 Prince Edward Highway, Prospect, VA. This parcel is in an A-1, Agricultural Conservation zoning district and requires a Special Use Permit to locate and operate a commercial campground.

The Planning Commission held a public hearing on September 20, 2022; no one spoke in opposition of the application and the County has received no correspondence opposing the request. The Planning Commission recommended approval with conditions, forwarding the request to the Board of Supervisors for Public Hearing with a list of updated Potential Conditions as recommended by the Planning Commission.

County staff is of the opinion that the use is generally compatible with the zoning district and will have some minimal impact on surrounding properties. Mr. Love said he has received no comments for or against this request.

Chair Pride opened the public hearing.

There being no one wishing to speak, Chair Pride closed the public hearing.

Supervisor Watson made a motion, seconded by Supervisor Cooper-Jones, to approve the Special Use Permit request by Benjamin and Sadie Stoltzfus for a Special Use Permit to operate a commercial campground with the conditions as recommended by the Planning Commission; the motion carried:

|      |                      |      |      |
|------|----------------------|------|------|
| Aye: | Pattie Cooper-Jones  | Nay: | None |
|      | J. David Emert       |      |      |
|      | Llew W. Gilliam, Jr. |      |      |
|      | Peter Y. Gur         |      |      |
|      | Odessa H. Pride      |      |      |
|      | Carol R. Stiff       |      |      |
|      | Jerry R. Townsend    |      |      |
|      | Cannon Watson        |      |      |

**BENJAMIN & SADIE STOLTZFUS SPECIAL USE PERMIT  
POTENTIAL CONDITIONS**

**SITE PLAN**

1. Development activities on the site shall be limited to those as specified in the Special Use Permit Application and Site Plan. The final locations of incidental facilities may be adjusted provided no such adjustment violates any buffers, setbacks, or other statutory requirement. The concepts

reflected in the filed special use permit dated 7/27/2022 are hereby made part of these development conditions.

2. Final site plan approval for the Commercial Campground shall be submitted to the Prince Edward County Planning Commission for final review and approval pursuant to Article IV Development Standards of the Prince Edward County Code (Zoning Ordinance).
3. Any proposed expansion of the operation, change of activities or additional facilities or activities shall be submitted to the Prince Edward County Planning and Community Development office for review prior to implementation. Any changes may be subject to Permit amendment procedures, including Public Hearings.
4. All buildings within the property shall be developed as a cohesive entity, ensuring that building placement, architectural treatment, parking lot lighting, landscaping, trash disposal, vehicular and pedestrian circulation and other development elements work together functionally and aesthetically.
5. All landscaping shall be mulched and maintained to the reasonable satisfaction of the Prince Edward County Planning and Community Development Director. Any vegetation found to be of poor condition shall be replaced and/or improved at the reasonable direction of the Planning and Community Development Director or his designee.

#### **ENVIRONMENTAL**

6. All pollution control measures, erosion and sediment control measures, storm water control facilities, and all construction activities shall comply with the requirements of the appropriate federal, state, and local regulations and ordinances.
7. All facilities for the provision of potable water and sanitation and wastewater disposal systems shall be approved by the Virginia Department of Health.
8. Any development activities of structural or land disturbing nature not specifically addressed by these Conditions shall be in conformance with applicable provisions of federal, state, and local statutes and regulations.
9. Development activities shall comply with Section 82-31 of the Prince Edward County Code.

#### **TRANSPORTATION**

10. All entrance permits must be authorized by the Virginia Department of Transportation (VDOT). Development activities shall comply with all requirements of VDOT.
11. All internal roads used for public access shall be of compacted earth, or have a minimum of a four (4) inch stone base, or shall be paved.
12. Adequate area shall be provided on site to accommodate parking of all employees and patrons. It shall be the responsibility of the Permittee to assure that employees and patrons park only on site and not on any highway right-of-way, or on adjoining or adjacent parcels unless written consent is provided by the owner or owners thereof.

#### **GENERAL**

13. Site is limited to a total of three (3) RV campers.
14. Guests may stay no more than 30 consecutive nights in any one calendar year.

15. Quiet time shall be 11 p.m. to 8 a.m.
16. All exterior lighting shall be designed and installed so as to minimize glare onto adjoining properties or any public access road. All lighting shall be full cut-off type fixtures.
17. Outdoor storage of trash containers shall be situated at the rear of buildings and shall be appropriately screened.
18. The Permittee is responsible for the appearance of the site including litter pick-up and other orderly site appearance.
19. This Permit is non-transferable, except and unless written notice from the Permittee regarding the transfer, and a signed document from the proposed new Permittee is received by the Planning and Community Development Office which states that the new Permittee agrees to comply with all terms and Conditions imposed with the original Permit Issuance. If the proposed new Permittee desires to amend the original Permit Conditions, amendments must be addressed by the Prince Edward County Planning Commission and Board of Supervisors through the Special Use Permit process.
20. Failure of Permittee to full conform to all terms and conditions may result in revocation of this Special Use Permit if said failure or failures are not corrected or addressed to the satisfaction, not to be unreasonably withheld, of the County within thirty (30) days of written notice from the County.

In Re: Public Hearing – Amendments to Chapter 10-Animals of the Prince Edward County Code

Chair Pride announced that this was the date and time scheduled for a public hearing on amendments to Chapter 10-Animals of the Prince Edward County Code Notice of this hearing was advertised according to law in the Wednesday, September 28, 2022, and Wednesday, October 5, 2022 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Chair Pride opened the public hearing.

Chris Riviere, Chief Animal Control Officer, stated the proposed amendments to Chapter 10 – Animals of the *County Code* are to keep current with the *Code of Virginia*. He listed the proposed amendments:

- a. Section 10-10 (b) is a minor update to a code section reference in the *Code of Virginia*; and
- b. Section 10-61 updates the section regarding rabies clinics and the responsibility of the County to ensure rabies clinics are conducted at least once every two years; and
- c. Section 10-100 updates the County’s Code for Dangerous and Vicious Dogs to keep it current with the *Code of Virginia*.



Supervisor Gur questioned the animals being transferred to the SPCA. Officer Riviere stated they strive to adopt them out or to give the animals to the SPCA or other rescue organizations who will then find good homes for the animals.

There being no one further wishing to speak, Chair Pride closed the public hearing.

Supervisor Emert made a motion, seconded by Supervisor Townsend, to approve the amendments to Chapter 10 – Animals of the *County Code*; the motion carried:

|      |                      |      |      |
|------|----------------------|------|------|
| Aye: | Pattie Cooper-Jones  | Nay: | None |
|      | J. David Emert       |      |      |
|      | Llew W. Gilliam, Jr. |      |      |
|      | Peter Y. Gur         |      |      |
|      | Odessa H. Pride      |      |      |
|      | Carol R. Stiff       |      |      |
|      | Jerry R. Townsend    |      |      |
|      | Cannon Watson        |      |      |

Supervisor Emert asked about the Animal Control Officers being appointed; Mrs. Puckett stated the Animal Control Officers are appointed and take an Oath of Office, but are not law enforcement.

In Re: Public Hearing – Amendment, FY22 County & School Budgets, State School Construction Grant Program Entitlement

Chair Pride announced that this was the date and time scheduled for a public hearing on an amendment to the FY22 County and School Budget to accept and appropriate \$1,449,338.00 of supplemental funding from the State School Construction Grant Program Entitlement, as required by §15.2-2507 of the *Code of Virginia*. Notice of this hearing was advertised according to law in the Wednesday, September 28, 2022, and Wednesday, October 5, 2022 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Stanley stated that as the Board is aware, the Prince Edward County Public Schools has received a total of \$1,449,338 of additional Support School Construction Grant Program Funding for School Construction.

Prior to the expenditure and in accordance with 15.2-2507 of the *Code of Virginia*, the Board will hold a public hearing to increase the FY 23 County and School Budgets, accepting the distribution of state funds and appropriate the funding to the FY 23 County and School Budgets.

Chair Pride opened the public hearing.

There being no one wishing to speak, Chair Pride closed the public hearing.

Supervisor Gur made a motion, seconded by Supervisor Townsend, to approve the increase of the FY 23 County Budget and FY 23 School Budget by \$1,449,338 and appropriate the same funds to enable the expenditure of the School Construction funds; the motion carried:

|      |                      |      |      |
|------|----------------------|------|------|
| Aye: | Pattie Cooper-Jones  | Nay: | None |
|      | J. David Emert       |      |      |
|      | Llew W. Gilliam, Jr. |      |      |
|      | Peter Y. Gur         |      |      |
|      | Odessa H. Pride      |      |      |
|      | Carol R. Stiff       |      |      |
|      | Jerry R. Townsend    |      |      |
|      | Cannon Watson        |      |      |

Mr. Stanley asked Dr. Barbara Johnson about their plans to use the \$1,449,338 funding by June 2023. Dr. Johnson stated they conducted a survey for input on the best way to spend the funds, with the constraint that it must be used on construction. She said the renovation of bathrooms at the schools ranked high; other suggestions included renovation of the gym floors, a public address system, door security, HVAC systems, and power-washing and painting. Dr. Johnson said a new marquee for each building is also being discussed.

Supervisor Gur asked that with this funding of \$1,449,338, are they still pursuing the renovation for the elementary school. Dr. Johnson said that they are as the funds would not cover all that is required. She said that while it may cover a new roof cost, the elementary school is an old building that needs renovation.

In Re: County Attorney Update

Mrs. Terri Atkins Wilson, County Attorney, reported work continues on the review of County ordinances and the contracts for the roads for the Business Park. She reported she is caught up on the billing.

In Re: County Administrator Update

Mr. Stanley presented his report:

- ***Courthouse/COVID Procedures*** – Effective October 3, 2022, the COVID policy for the Courts buildings in Buckingham, Cumberland & Prince Edward Counties were changed. Screening will continue for everyone before entry is allowed. Masks are now optional in all areas (but permitted) EXCEPT each judge has the right to determine the policy when presiding in a Court. In Prince Edward, those in charge of administrative offices will make the policy for their offices.
- ***Hurricane Ian*** – County staff reported no significant damage from the remnants of Hurricane Ian. It is interesting to note that the eye of what was left passed through Meherrin and crossed the County on its way to the Atlantic. We were fortunate that it had weakened significantly by that point.
- ***Courthouse/Lawn Project*** – The landscape subcontractor is on-site this week to install landscaping. The project should be substantially completed in the next two weeks.
- ***SCOPE Building*** – The County has received one bid for purchase of the SCOPE building by the deadline and bids were due October 7<sup>th</sup>. The item is on the agenda for closed session for consideration of acceptance of the bid.
- ***Kingsville Roundabout*** – The project should reach substantial completion by October 14<sup>th</sup>. VDOT is planning a ribbon cutting ceremony for October 31<sup>st</sup>. VDOT will be sending individual invitations.
- ***VDOT Road Projects*** – On October 4<sup>th</sup>, I rode the construction projects with Scott Frederick. Whispering Wood Road and Schoolhouse Road projects are completed. Bolden-Flournoy should be completed in the next two weeks. They still need to do a final grade and shoot the road, weather permitting. In addition, we rode Washout Road based on comments made at Chair Pride’s Town Hall meeting. There are currently a total of nine houses located on the road. The road was in good shape the day we rode it. There is access to the Briery Creek Wildlife area off Washout Road. I have asked Mr. Frederick to research if the road would qualify for VDOT Recreation Access funds. This would provide a different pot of money for the project if it qualified. I have done several of these projects in the past.
- ***Cannery*** – The Cannery will have an Open House/Tour on October 18<sup>th</sup> from 11:00 am -12:00 pm. Space is limited to 30 participants. Anyone interested in attending can contact Stacy Taylor at (804) 689-0410.
- ***Agriculture Building*** – The parking lot at the Ag Building has been resealed and striped.
- ***Reassessment*** – Staff worked with the CRC to put out an RFP for reassessment firms for the next upcoming reassessment. By working with the CRC, we will not have to put out an individual RFP for the County. The CRC received a total of 3 proposals to the RFP – Wampler Eanes, Cowan Services, and Pearson Appraisal. The final two firms were interviewed on September 28<sup>th</sup> and the recommendation is to engage Wampler Eanes and Pearson Appraisal. We will ask the Board to select a vendor in early 2023 so we can sign a contract and start field work around July 1, 2023.
- ***Sandy River Reservoir/Parking Lot*** – The contractor was able to complete repair, resealing, and restriping of the parking lot. The project is completed. A picture is attached.
- ***Fairground Road Development*** – The County has received an inquiry for a 64-unit manufactured home development on Fairground Road. The site is adjacent to the 5-County Fairground. Previously we had received an inquiry about requesting a boundary adjustment into Town limits.

At this time, it does not look like they are planning to make that request. The applicant is being referred to the Joint Town-County Development Review Committee.

In Re: VACo Voting Credentials

Mr. Stanley stated the Board will wish to designate its voting delegate and alternate for the VACo Annual Business Meeting.

The Board concurred to name Chair Pride as Voting Delegate and Vice-Chair Gilliam as Alternate for the upcoming VACo Annual Business meeting.

In Re: Properties Committee Report

The Properties Committee (Supervisor Emert - Chair, Supervisor Cooper-Jones, and Supervisor Townsend) met Tuesday, October 4, 2022 at 5:30 p.m. The Committee discussed the following:

1. Solid Waste Disposal Fee: The Properties Committee recommends to the full Board that the County request to be included in §15.2-2159 of the Code of Virginia, which enables the establishment of a fee for solid waste disposal by counties. Currently, the Counties of Accomack, Augusta, Buckingham, Floyd, Highland, Pittsylvania, Russell, and Wise Counties may by ordinance, and after a public hearing, levy a fee for the disposal of solid waste not to exceed the actual cost incurred by the county in procuring, developing, maintaining, and improving the landfill and for such reserves as may be necessary for capping and closing such landfill in the future. Bath, Buckingham, Russell, and Southampton Counties may by ordinance, and after a public hearing, levy a fee for the management of solid waste not to exceed the actual cost incurred by the county in removing and disposing of solid waste. Such fee as collected shall be deposited in a special account to be expended only for the purposes for which it was levied.

Supervisor Townsend made a motion, seconded by Supervisor Emert, to make a request to our General Assembly members to include Prince Edward County in §15.2-2159 of the *Code of Virginia* during the 2023 General Assembly; the motion carried:

Aye: Pattie Cooper-Jones  
 J. David Emert  
 Llew W. Gilliam, Jr.  
 Peter Y. Gur  
 Odessa H. Pride  
 Carol R. Stiff  
 Jerry R. Townsend  
 Cannon Watson

Nay: None

2. Solid Waste Ordinance Update: The Properties Committee recommends delaying the implementation of an updated Solid Waste Ordinance to coincide with the Board's deliberation and action on a Solid Waste Disposal Fee.

The Board concurred.

In Re: Finance Committee Report – FY 2024 Budget Schedule

The Finance Committee (Supervisor Cooper-Jones - Chair, Supervisor Emert, and Supervisor Gilliam) met October 11, 2022 just prior to the regular Board meeting. One recommendation to the Board is the FY 2024 County Budget Schedule.

Supervisor Stiff made a motion, seconded by Supervisor Cooper-Jones, to approve the proposed FY 2024 Budget schedule, as presented; the motion carried:

Aye: Pattie Cooper-Jones  
 J. David Emert  
 Llew W. Gilliam, Jr.  
 Peter Y. Gur  
 Odessa H. Pride  
 Carol R. Stiff  
 Jerry R. Townsend  
 Cannon Watson

Nay: None

**County of Prince Edward  
 FY 2023-2024 Budget Schedule**

| DATE             | ACTIVITY                                                                              | TIME/LOCATION |
|------------------|---------------------------------------------------------------------------------------|---------------|
| January 20, 2023 | Budget Preparation Guide distributed to County Departments and Constitutional Offices |               |
| January 20, 2023 | Donation Request forms distributed                                                    |               |

|                   |                                                                                                                                                                          |                                                    |
|-------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------|
| Feb. 1-24, 2023   | Budget work sessions between Departments and County Administrator                                                                                                        |                                                    |
| February 14, 2023 | Joint Finance Committee Meeting of Board of Supervisors and School Board                                                                                                 | 5:00 p.m.<br>Board of Supervisors Room             |
| February 22, 2023 | Board of Supervisors Budget Planning Meeting (Davenport Presentation)                                                                                                    | 5:30 p.m.<br>Board of Supervisors Room             |
| February 24, 2023 | Budget worksheets submitted to County Administrator                                                                                                                      |                                                    |
| March 8, 2023     | Joint Finance Committee Meeting of Board of Supervisors and School Board                                                                                                 | 1:00 p.m.<br>School Board Office                   |
| March 10, 2023    | Revenue estimated completed by County Administrator                                                                                                                      |                                                    |
| March 14, 2023    | School Superintendent budget presentation to Board of Supervisors and School Board<br><br>Presentation of County Administrator's proposed budget to Board of Supervisors | 3:30 p.m.<br>Board of Supervisors Room             |
| March 21, 2023    | Board of Supervisors budget work session – presentations by outside agencies                                                                                             | 2:00 p.m.<br>Board of Supervisors Room             |
| March 28, 2023    | Board of Supervisors authorizes Public Hearing for April 18 (Ad dates – April 12)                                                                                        | 5:30 p.m.<br>Board of Supervisors Room             |
| April 11, 2023    | Board of Supervisors Budget Work Session (If needed)                                                                                                                     | 5:30 p.m.<br>3 <sup>rd</sup> Floor Conference Room |
| April 18, 2023    | Board of Supervisors Budget Work Session (If needed)                                                                                                                     | 5:30 p.m.<br>3 <sup>rd</sup> Floor Conference Room |
| April 18, 2023    | Public Hearing on County & School Budgets & Tax Rates (PC Meeting will need to be rescheduled)                                                                           | 7:00 p.m.<br>Board of Supervisors Room             |
| April 25, 2023    | Budget Work Session, Adoption of County & School Budgets & Tax Rates                                                                                                     | 7:00 p.m.<br>Board of Supervisors Room             |
| June 6, 2023      | Approval of Appropriations.                                                                                                                                              | 7:00 p.m.<br>Board of Supervisors Room             |

Subject to change, by action of the Board of Supervisors.

In Re: Finance Committee Report – Piedmont Juvenile Detention Center

Mr. Stanley presented a report on the Piedmont Juvenile Detention Center and the proposed project which addresses \$2.8 million in needed improvements. He reviewed the items needing upgrade or repair; he added ABM [Facility Services Company] will make the upgrades.

Mr. Stanley stated to pay for these upgrades, the cost will be split between the six member localities; based on usage, Prince Edward County will bear the highest cost. He said the County could provide a \$150,000 down payment to reduce the annual cost of the proposed upgrades, and after that, Prince Edward County's share would be \$30,100 annually. He added ARPA funding could be used for this cost.

Supervisor Townsend made a motion, seconded by Supervisor Emert, to approve the down payment of \$150,000 for Prince Edward County's share of renovation costs to the Piedmont Juvenile Detention Center; the motion carried:

|      |                      |      |      |
|------|----------------------|------|------|
| Aye: | Pattie Cooper-Jones  | Nay: | None |
|      | J. David Emert       |      |      |
|      | Llew W. Gilliam, Jr. |      |      |
|      | Peter Y. Gur         |      |      |
|      | Odessa H. Pride      |      |      |
|      | Carol R. Stiff       |      |      |
|      | Jerry R. Townsend    |      |      |
|      | Cannon Watson        |      |      |

In Re: Finance Committee Report – Building Permit Fees

Mr. Stanley stated that he requested Phillip Moore, upon taking over the role of Building Official, was to perform a review of the County fees charged for plan review and inspections, with the goal of trying to get the fees to cover the cost of services and in line with neighboring jurisdictions. The Building Permit fees were last revised effective July 1, 2009. According to the U.S. Bureau of labor Statistics, the CPI has gone up 38% since these fees were last amended.

Mr. Moore has prepared and presented a thorough analysis of the fee structure to the Finance Committee, just prior to the Board meeting. The Finance Committee recommended approval.

Mr. Stanley said these fees do not apply to the Town of Farmville or properties in the Enterprise Zone, as those in the Enterprise Zone are provided incentives and the fees are waived.

Supervisor Townsend made a motion, seconded by Supervisor Cooper-Jones, to approve adoption of the revised Building Permit Fee schedule with an effective date of October 15, 2022; the motion carried:

Aye: Pattie Cooper-Jones  
 J. David Emert  
 Llew W. Gilliam, Jr.  
 Peter Y. Gur  
 Odessa H. Pride  
 Carol R. Stiff  
 Jerry R. Townsend  
 Cannon Watson

Nay: None

**PRINCE EDWARD COUNTY  
 BUILDING FEES  
 EFFECTIVE: OCTOBER 15, 2022**

Per action of the Prince Edward County Board of Supervisors on October 11, 2022, the following fee schedule is effective October 15, 2022. Inspections will only be performed during normal business hours, Monday – Friday, 8:00 a.m. – 4:00 p.m.

**ALL RESIDENTIAL DWELLINGS AND ACCESORY STRUCTURES BUILT UNDER THE VIRGINIA RESIDENTIAL CODE:** *This includes additions, decks, porches, modular and manufactured homes, garages, and industrialized buildings. The square footage for each floor, basement, garage, pools, decks and porches.*

| <u>Category</u>                                      | <u>Fee</u>            |
|------------------------------------------------------|-----------------------|
| New Structure.....                                   | \$100 + \$0.25/sq.ft. |
| Remodel.....                                         | \$100 + \$0.20/sq.ft. |
| Trade Permits (electric, mech., plumbing, etc.)..... | \$100 + \$0.03/sq.ft. |
| Demolition.....                                      | \$100                 |

**COMMERCIAL PROJECTS AND STRUCTURES COMPLETED UNDER THE VIRGINIA BUILDING CODE:**

| <u>Category</u>                                        | <u>Fee</u>            |
|--------------------------------------------------------|-----------------------|
| New Structures, additions, structural renovations..... | \$150 + \$0.30/sq.ft. |
| Non-Structural Renovations.....                        | \$150 + \$0.20 sq.ft. |
| Trades (electric, plumbing, mechanical etc.).....      | \$150 + \$0.03/sq.ft. |
| Towers New.....                                        | \$1000                |
| Towers Collocation.....                                | .\$750                |
| Demolition.....                                        | \$100 + \$0.03/sq.ft. |
| Plan Review.....                                       | \$100                 |

**MISCELLANEOUS FEES:**

| <u>Category</u>                       | <u>Fee</u> |
|---------------------------------------|------------|
| Tents.....                            | \$100      |
| Signs (non-lighted wall mounted)..... | .\$50      |



|                                                 |                                                                      |
|-------------------------------------------------|----------------------------------------------------------------------|
| Re-inspection fees 2 <sup>nd</sup> failure..... | \$50                                                                 |
| Worked started without required permit.....     | \$200                                                                |
| Local Appeals Board Application.....            | \$200                                                                |
| Amusement Rides.....                            | Per Amusement Device Regulations, VDAR                               |
| State Levy.....                                 | 2%                                                                   |
| Refund.....                                     | Request must be in writing and no work or inspections completed. 80% |

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In Re: Closed Session

Supervisor Emert made a motion, seconded by Supervisor Townsend, that the Board convene in Closed Session for consideration of the disposition of publicly-held real property, the SCOPE Building, where discussion in an open session would adversely affect the bargaining position of the County, pursuant to the exemptions provided for in Section 2.2-3711(A)(3) of the *Code of Virginia*; and for consideration of the acquisition of publicly-held real property for economic development purposes, where discussion in an open meeting would adversely affect the bargaining position of the County, pursuant to the exemptions provided for in Section 2.2-3711(A)(3) of the *Code of Virginia*; the motion carried:

|      |                      |      |      |
|------|----------------------|------|------|
| Aye: | Pattie Cooper-Jones  | Nay: | None |
|      | J. David Emert       |      |      |
|      | Llew W. Gilliam, Jr. |      |      |
|      | Peter Y. Gur         |      |      |
|      | Odessa H. Pride      |      |      |
|      | Carol R. Stiff       |      |      |
|      | Jerry R. Townsend    |      |      |
|      | Cannon Watson        |      |      |

The Board returned to regular session by motion of Supervisor Emert, seconded by Supervisor Townsend and adopted as follows:

|      |                      |      |      |
|------|----------------------|------|------|
| Aye: | Pattie Cooper-Jones  | Nay: | None |
|      | J. David Emert       |      |      |
|      | Llew W. Gilliam, Jr. |      |      |
|      | Peter Y. Gur         |      |      |
|      | Odessa H. Pride      |      |      |
|      | Carol R. Stiff       |      |      |
|      | Jerry R. Townsend    |      |      |
|      | Cannon Watson        |      |      |

On motion of Chair Pride and seconded by Supervisor Emert, and carried by the following roll call vote:

Aye: Pattie Cooper-Jones  
J. David Emert  
Llew W. Gilliam, Jr.  
Peter Y. Gur  
Odessa H. Pride  
Carol R. Stiff  
Jerry R. Townsend  
Cannon Watson

Nay: None

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.

In Re: Sealed Bid Sale of Real Property

Pursuant to action of the Prince Edward County Board of Supervisors and the Procedures for Disposition of Surplus Real Property, sealed bids were requested, with a closing date of October 7, 2022, for the former SCOPE building, located at 505 Griffin Boulevard, Farmville, Virginia 23901, with a Tax Identification Number of 023A7-76-4. Sealed bids were requested to be sent to the County Administrator, 111 N. South Street, 3<sup>rd</sup> Floor, Farmville, VA 23901. One bid was received under these provisions, in the amount of \$101,000.79. The right to reject any bid was reserved but the bid did exceed the minimum bid of \$95,000. The property is being sold in "as is" condition and closing shall occur within ninety (90) days after approval of the sale.

Supervisor Emert made a motion, seconded by Supervisor Townsend, to accept the bid submitted in the amount of \$101,000.79 by Caryn Kayton and authorize the County Attorney and the County Administrator to sign the necessary documents to sell the SCOPE Building, located at 505 Griffin Boulevard,

Farmville, Virginia 23901, known as Tax Map Number 023A7-76-4, and all of the related documents for the closing; the motion carried:

|      |                      |           |
|------|----------------------|-----------|
| Aye: | Pattie Cooper-Jones  | Nay: None |
|      | J. David Emert       |           |
|      | Llew W. Gilliam, Jr. |           |
|      | Peter Y. Gur         |           |
|      | Odessa H. Pride      |           |
|      | Carol R. Stiff       |           |
|      | Jerry R. Townsend    |           |
|      | Cannon Watson        |           |

In Re: Animal Warden's Report

Mr. Chris Riviere, Deputy Animal Control Officer, submitted a report for the month of September 2022, which was reviewed and ordered to be filed with the Board papers.

In Re: Building Official's Report

Mr. Phillip Moore, Building Inspector, submitted a report for the month of September 2022, which was reviewed and ordered to be filed with the Board papers.

In Re: Cannery - Home

Patty Gulick, Cannery Manager, submitted a report for the month of September 2022, which was reviewed and ordered to be filed with the Board papers.

In Re: Commonwealth Regional Council Items of Interest

Ms. Melody Foster, Executive Director, submitted a report for the month of September 2022, which was reviewed and ordered to be filed with the Board papers.

In Re: Tourism and Visitor Center Report

Ms. Chelsey White, Director of Economic Development and Tourism, submitted a report for the month of September 2022, which was reviewed and ordered to be filed with the Board papers.

On motion of Supervisor Cooper-Jones, seconded by Supervisor Townsend, and adopted by the following vote:

|      |                      |           |
|------|----------------------|-----------|
| Aye: | Pattie Cooper-Jones  | Nay: None |
|      | J. David Emert       |           |
|      | Llew W. Gilliam, Jr. |           |
|      | Peter Y. Gur         |           |
|      | Odessa H. Pride      |           |
|      | Carol R. Stiff       |           |
|      | Jerry R. Townsend    |           |
|      | Cannon Watson        |           |

the meeting was recessed at 9:06 p.m. until Tuesday, October 25, 2022 at 7:00 p.m.