

October 25, 2022

At the reconvened meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 25th 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; and Terri Atkins Wilson, County Attorney.

Chairman Pride called the reconvened meeting to order, led the invocation and Pledge of Allegiance.

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

In Re: Personal Property Tax Relief Act (PPTRA)

Mr. Stanley stated staff have been waiting on the Commissioner of the Revenue's Office to finalize the entering of 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.

The Board may also wish to consider further reduction of the tax assessment percentage due to the anticipated increases in vehicle values. As discussed during the budget process, the County could see the

normal 20-30% increase in vehicle values for the 2022 tax year. Prince Edward County already uses the most conservative (lowest) assessment rate of Clean Loan Value. Some localities have adjusted how they assess or lowered their rates for this year to offset some of the increase.

In the spring, 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.

Based on the data in the system as of October 20, 2022, the County's IT Consultant has provided the preliminary estimate that the County will generate approximately \$8,123,833 of Personal Property Tax Revenue using the current assessments and the current tax rates. Historically, the County collects 85% to 90% of the amount which is billed, which would equal between \$6,905,258 and \$7,310,700. This is still \$342,758 to \$748,200 over budgeted revenue.

As the Board has expressed a desire to help offset the substantial increase in values and provide our citizens a reduction in the amount of taxes owed, Mr. Stanley recommended the Board consider using the PPTRA as the mechanism to provide this offset. This prevents the County from having to amend its property records, tax rates or assessed values. In essence, the Board can vote to provide a one-time increase in the PPTRA rate, which effectively gives each vehicle owner a tax break.

The County receives approximately \$1,305,000 from the State for the PPTRA. The effective 2022 PPTRA percentage to provide for the return of just this the state amount is 24%.

Supervisor Cooper-Jones made a motion, seconded by Supervisor Gilliam, to establish the Calendar Year 2022 Personal Property Tax Relief percentage at 37.5% to provide taxpayers supplemental relief on their county personal property taxes and to help offset the significant increase in vehicle values; 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		

PPTRA RESOLUTION FOR 2022
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, 2022, 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 37.5 % tax relief; and
- Personal use vehicles with assessed value of \$1,001 or more shall receive 37.5 % 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.

In Re: Lease Agreement for Landfill Loader

Mrs. Sarah Elam Puckett, Assistant County Administrator, said that Jeff Jones, Solid Waste General Manager, has been working with the Properties Committee on the replacement of one of the two loaders currently at the landfill.

- Loader #1 is a 1997 Cat 963B. This is the machine Mr. Jones would like to keep. It has 10,000 hours and worn rails, track pads and rollers. It also needs idlers and under carriage repairs.
- Loader #2 is a 2003 Cat 963C. Mr. Jones is recommending the County surplus this piece of equipment. It has 13,215 hours. The engine has a dead cylinder and the motor needs rebuilding. This loader has very little power, the final drive needs replacing, the seat is broken, the main lift cylinder leaks and needs packing and the loader bucket is worn thin and would need replacing. Mr. Jones and Mr. Langlois are fairly certain it was purchased after the machine was on fire because it smokes a lot when run, it has continuous wiring and sensor issues and parts don't always fit. It does have relatively new rollers and track pads which could be transferred to Loader #1.

Mr. Jones has obtained quotes from the two vendors who can supply this type of heavy equipment for landfills - James River Equipment and Carter Cat. For comparable equipment, the James River proposal (\$446,606) was significantly lower than Carter Cat (\$617,263) and is the one the County is considering,

primarily due to James River participating in Sourcewell Cooperative Procurement. James River's five-year lease rate was high, so Doug contacted VML/VACO Finance and obtained a proposal for lease-purchase financing the equipment.

Based on a review of the straight purchase and lease purchase options, staff is looking at the five-year option which VML/VACO quoted at 4.55%. This would make the annual payments \$100,963, and the FY 22 Solid Waste Department budget has \$124,000 in line 4-520-42400-6009.

Staff recommends financing the lease/purchase of the loader through VML/VACO over a five-year period. While there is funding available in the Landfill Construction Fund (\$3,171,311), it is recommended that be saved for the construction of the next cell.

Supervisor Townsend made a motion, seconded by Supervisor Emert, to approve the lease/purchase of the John Deere 755K Crawler Loader for a total cost of \$446,606.52 utilizing VML/VACO to finance the total purchase on a five-year term for an estimated annual cost of \$100,963; and to authorize the County Administrator to sign the contract for the purchase and the documents with VML/VACO; 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: Political Signs on County-Owned Property

The County Administrator's office has received an inquiry from a candidate regarding the placement of political signs on county-owned property at the courthouse. As the Board is aware, unlike most county-owned property, the Courthouse is a polling place on both Election Day and during the forty-five day period of early voting. The only other polling place that is county-owned is the Department of Social Services building, which is used solely on election day.

The Board of Supervisors has the authority to establish "rules" for the placement (or not) of political signs on county-owned property. The requirements of Section 24.2-604 of the Code of Virginia will also

apply to county-owned property that is used as a polling place and prohibits the placement of political signs within 40 feet of any entrance of any polling place.

The Board has a number of options, to include:

1. Prohibit political signs on all county-owned property.
2. Prohibit political signs on all county-owned property except on Election Day at polling place locations (example: permit candidates to place signs after 6:00 p.m. the day prior to election day and require removal by 6:00 a.m. the day after election day);
3. If political signs are allowed, designate areas where signs may and may not be placed on county-owned property;
4. If political signs are allowed, limit the size of the signs that may be placed on county-owned property;
5. If political signs are allowed, limit the number of signs that may be placed on county-owned property;
6. If signs are allowed, establish that signs in violation of the county regulations will be removed and stored and then discarded if not retrieved within 7 days of removal.

Supervisor Gilliam made a motion, seconded by Supervisor Emert, to approve the draft Sign Regulations for the Placement of Temporary Signs on County Owned Property (as amended) and prohibit political signs on all county-owned property with the sole exception that on an Election Day candidates may place signs at polling place locations per the approved regulations and the requirements of Section 24.2-604 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		

**PRINCE EDWARD COUNTY
REGULATIONS FOR THE PLACEMENT OF
TEMPORARY POLITICAL SIGNS ON COUNTY-OWNED PROPERTY**

Signs may be displayed on County-owned property subject to the following regulations:

1. Political signs are specifically prohibited on the following county-owned properties:
 - Prince Edward County Courthouse (except on an election day)
 - Prince Edward County Social Services Building (except on an election day)
 - Sandy River Reservoir
 - County Agricultural Building

- Rice, Worsham, Green Bay, Virso, Tuggle, Prospect, and Darlington Heights Convenience Centers
 - County Maintenance Shop
 - Prince County Cannery
 - Animal Shelter
 - County Landfill
 - Yak Attack Building
 - County Industrial Park
 - County Visitor Center
 - Old Debtor's Prison
 - Worsham Clerk's Office
2. At the Prince Edward County Courthouse and Department of Social Services Building, signs may be placed only on an Election Day (*candidates are permitted to place signs after 6:00 p.m. the day prior to election day and are required to remove signs by 6:00 a.m. the day after election day*) at locations specifically designated for sign placement and legally may not be placed within 40 feet of any entrance. Maps of the Courthouse and DSS building grounds graphically depicting the sign placement areas and the excluded 40-foot radius areas around the entrances are attached.
 3. Each candidate running for office in an election district that encompasses some area within Prince Edward County may place up to 4 signs within the sign placement areas depicted in Exhibit A – Map of Courthouse Grounds, and Exhibit B – Map of DSS Building.
 4. Signs must not be placed on sidewalks or asphalt.
 5. The faces of signs must be no more than 24 inches in height and no more than 36 inches in width and may affixed to the ground with wire supports. Digging into the ground is prohibited.
 6. Signs in violation of these regulations will be immediately removed and stored in the basement of the courthouse by County Buildings & Grounds staff.
 7. Signs removed and stored will be discarded if they are not retrieved within 7 days of removal.

In Re: Bids for Cupola Repair and Painting

Mrs. Puckett reported that staff reviewed three bids received for repair and painting of the cupola on the Courthouse. She stated the apparent low bidder, Callaway Industrial, performed the power washing of the Courthouse earlier this summer.

Following some discussion, Supervisor Cooper-Jones made a motion, seconded by Supervisor Townsend, to accept the bid of Callaway Industrial Services in the amount of \$22,900.00 for the cleaning, repair and painting of the Prince Edward County Courthouse Cupola and authorize the County Administrator to execute an agreement with Callaway for the outline scope of work; 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: Sheriff's Department Request

Mr. Stanley stated the Sheriff's Department is experiencing an increase in personnel resignations and a decrease in qualified applicants. Part of this may be due to the salary increases in the surrounding areas. Lower salaries combined with the significantly higher workload in Prince Edward County is making recruitment more difficult.

Sheriff Epps has requested a \$5,000 salary increase for Deputies and \$2,000 for Dispatchers. The Finance Committee recommends a \$2,000 increase for Sheriff's Department Deputies. The increase will bring PECSO amongst the top three counties regarding financial compensation; Prince Edward County is currently ranked last.

Supervisor Emert made a motion, seconded by Supervisor Townsend, to approve a \$2,000 salary increase for both full and part-time Deputies and Dispatchers, effective January 1, 2023, and appropriate the same funds, as follows:

Rev/Exp	Fund	Dept	Object	Description	Debit	Credit
3 (Rev)	100	41050	0100	General Fund Balance		\$ 53,258.00
4 (Exp)	100	31200	1100	PECSO Salaries & Wages	\$43,258.00	

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: Sheriff's Office Vehicle Trade-In

County staff received a request from the Sheriff to trade in a 2009 Toyota Tacoma for a 2013 Dodge Ram. On November 8, 2021, the Sheriff's Department purchased a 2009 Toyota Tacoma with 158,826 miles from Haley Buick, Richmond for \$15,900.00. The Sheriff's department has put 31,789 miles on the vehicle since the purchase in November, 2021. Recently, it was discovered that there are major frame damages to the vehicle that will not allow the vehicle to pass inspection and is a hazard to drive. The Sheriff's office has contacted Haley Buick, Richmond, and they are willing to take back the Tacoma as a trade-in credit in the amount of \$8,500.00 toward the purchase of a 2013 Dodge Ram with 130,000 miles. The total amount the County would pay for the 2013 Ram would be \$10,000.00.

The Kelly Blue Book trade-in value for the Tacoma is between \$8,535.00 - \$10,202.00 with the Tacoma being in Fair Condition. The trade-in value for the Ram is between \$10,060.00 - \$12,655.00 with the Ram being in Good Condition.

Based on the issues with the Tacoma, County staff recommended that before the Sheriff agrees to purchase the Ram, a third-party inspection be done to ensure there are no issues with the vehicle that would prevent the vehicle from passing inspection in the future with unknown issues that are not due to normal wear and tear.

Supervisor Emert made a motion, seconded by Supervisor Gilliam, to recommend a third-party inspection be conducted on the 2013 Dodge Ram prior to agreeing to purchase the vehicle; and based on the results of the inspection, it is further moved to either trade the 2009 Tacoma for the 2013 Ram, or to continue searching for a vehicle that meets the Sheriff's needs and is road-worthy; 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: ARPA Tourism Recovery Program

During the August 2021 Special General Assembly Session, VTC was appropriated \$50 million in ARPA funds to revitalize the tourism industry. The majority of these funds will be directed to the 133 Virginia counties and independent cities for tourism marketing and product development. The ARPA funding will assist localities with financial resources to overcome the negative impact of COVID-19 and support attracting visitors to destinations across the state. Through this program, Prince Edward County is eligible to receive \$30,000 in funding after going through the application process. This process requires that the applicant (the County) submit a spending plan to VTC for approval no later than December 31, 2022. The funds will be designated for marketing including paid media, public relations (earned and social), digital, sales, and product development.

Wayfinding signage falls under the marketing category. In addition to the blue VDOT signs, wayfinding signage is needed to attract visitors from Highways 460 and 15 and direct them to destinations within the County. In October of 2021, a draft scope of work for a wayfinding master plan for the County was provided by Frazier Associates. The masterplan project is split into two phases:

- Phase One: Sign System Information Gathering & Schematic Design - \$27,500 including expenses
- Phase Two: Sign System Programming and Construction Intent Drawings - \$27,000 including expenses

Farmville Downtown Partnership and the Town of Farmville recently went through a similar process with Frazier Associates. At a meeting held on October 19, 2022, the Prince Edward County Tourism Council recommended that the County use the \$30,000 VTC ARPA grant to fund Phase One of the Wayfinding master plan proposed by Frazier Associates.

Supervisor Watson made a motion, seconded by Supervisor Gur, to use the \$30,000 VTC ARPA grant to fund Phase One of the Wayfinding Master Plan proposed by Frazier Associates and authorize the Director of Economic Development and Tourism and the County Administrator to submit a spending plan to VTC for this project and sign all necessary documents as required; 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: Update of the County Seal

Mrs. Puckett stated the current Prince Edward County seal was adopted by the Board of Supervisors on February 12, 2002. It was created in anticipation of the county's 250th Anniversary celebration to be held in 2004, and designed by local resident and artist, Dr. Richard C. McClintock of Hampden-Sydney, Virginia. At the center of the seal is an abundant sheaf of wheat, representing the importance of this crop in the county's past. The stylized image of the wheat was borrowed from neighboring Amelia County's seal, and thus serves also as a reminder that Prince Edward County was formed from Amelia County in 1754. The domed structure directly to the left of the wheat is the rotunda of Longwood University's Ruffner Hall. Just below is a depiction of the cupola that rests atop the current Prince Edward County Courthouse. Directly under the wheat is an image of the Old Clerk's Office at the first courthouse village, now known as Worsham. To the right of this is a likeness of Prince Edward Augustus. Finally, just above Prince Edward is the Watkins Bell Tower at Hampden-Sydney College.

Dr. McClintock was recently appointed by the Board to the County's Tourism Council. In a recent conversation with him we were discussing the county seal and the fact that our citizen's and community's most important contribution is not reflected in the County seal. He very graciously volunteered to help design and create an amended version that would include the former Robert Russa Moton High School, a National Historic Landmark and museum, and birthplace of America's student-led civil rights revolution. Moton is also under consideration as a World Heritage Site.

Mrs. Puckett reviewed the updated versions of the Seal, which include different colorizations of a revised seal that replaces the Worsham Clerk's Office with the R.R. Moton High School, and one which includes both buildings.

Additionally, she stated the full color version of the revised seal includes the cupola shown in yellow to represent the Light of Reconciliation. There is also a small correction to the architectural design of the cupola.

This first draft to update the county seal is an opportunity for equity and inclusion in the County seal by prominently recognizing and representing our African American and civil rights history.

Supervisor Townsend made a motion, seconded by Supervisor Cooper-Jones, to update the County Seal; 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: Closed Session

Chair Pride made a motion, seconded by Supervisor Emert, that the Board convene in Closed Session for discussion of the investment of public funds in the Sandy River Reservoir Water Treatment and Distribution Project where competition and bargaining are involved, and if such discussions are made public initially, the financial interest of the County would be adversely affected, pursuant to the exemptions provided for in Section 2.2-3711(A)(6) 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
J. David Emert
Llew W. Gilliam, Jr.
Peter Y. Gur
Odessa H. Pride
Carol R. Stiff
Jerry R. Townsend
Cannon Watson

Nay: None

On motion of Supervisor Emert and seconded by Supervisor Townsend, 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.

On motion of Supervisor Gilliam, seconded by Supervisor Gur, and adopted by the following 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 meeting was adjourned at 8:15 p.m.