

July 11, 2023

At the regular meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 11th day of July, at 7:00 p.m., there were present:

Pattie Cooper-Jones
J. David Emert
Llew W. Gilliam, Jr.
Victor "Bill" Jenkins
E. Harrison Jones
Odessa H. Pride
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; Scott Frederick, PE, VDOT Resident Engineer; and Terri Atkins Wilson, County Attorney.

Chairman Gilliam called the July meeting to order.

Supervisor Townsend offered the invocation and led the Pledge of Allegiance.

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. Cheryl Stimpson, Director of Finance, stated the Board would like to recognize Katashee Wilder as Employee of the Month for July.

The Board would like to recognize Katashee Wilder, who works as a Benefit Program Specialist at DSS as Employee of the Month for July. "Katashee is compassionate and a pleasure to work with. She is always willing to help anyone who has questions". Katashee is "dependable, reliable, and responsible. Her engagement with co-workers improves the morale of others, and she is willing to go above and beyond for her team and clients. DSS Director Kim Allen stated, "it has been an extreme honor working with Katashee".

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.

Tim Dotson, Lockett District, expressed concern regarding the flag and the County should not charge a fee for an American flag. He said two Board members were concerned about signs and other flags because of the children, and asked what they intend to do about the drag queens. He then stated the County is holding a meeting at 1:00 p.m. next week when most people are at work. He said he does not want them to spend the taxpayers' money fighting over flags.

Chairman Gilliam stated that the drag show is being held in the Town of Farmville; the County has no control over the Town.

Julia Maserjian, Lockett District, informed the Board on the hazards of Monroe Church Road and stated a speed study had been requested for Monroe Church Road as the road narrows and is unsafe for residents. She said there has been no study. She said the residents believe that this business and residential area should have the speed limit for that area.

Gregory Hicks, Lockett District, proposed a remedy to achieve safety at the Route 307/Route 460 intersection in Rice. He presented a map and described the locations of signs and skyways, and proposed a 45mph speed limit at the intersection.

In Re: Board of Supervisors Comments

The Supervisors welcomed all citizens to the meeting and participating by sharing comments and concerns, and holding the Board members accountable.

In Re: Consent Agenda

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

Aye: Pattie Cooper-Jones
 J. David Emert
 Llew W. Gilliam, Jr.
 Victor "Bill" Jenkins
 E. Harrison Jones
 Odessa H. Pride
 Jerry R. Townsend
 Cannon Watson

Nay: None

the Board accepted the May 2023 Treasurer's Report; the minutes of the meeting held June 13, 2023; Accounts and Claims, Board Mileage Sheets; and Salaries.

Prince Edward Treasurer's Report - May 2023

Name of Bank	Ref #	Int. Rate	Bank Balance	Available Balance
Benchmark Pooled Fund Account	7654		\$10,934,760.95	\$10,934,760.95
Benchmark Social Services	9746		\$271,719.73	\$271,719.73
Benchmark School Fund	3352		\$1,581,986.60	\$1,581,986.60
Benchmark Food Service	3742		\$477,296.45	\$477,296.45
TOTAL				\$13,265,763.73

*Note: School Fund and Cafeteria Fund balances shown above are estimated balances.

Certificates of Deposit

Benchmark	0994	1.00	\$122,886.34	
	0995	1.00	\$122,886.34	
Recreation Fund	0998	0.50	\$17,551.09	
Benchmark 5 Yr CD-letter of credit	0632	1.00	\$664,749.40	\$928,073.17
Benchmark Investment Acct	L796	3.35	\$2,476,835.41	\$2,476,835.41
Farmers Bank	2465	0.50	\$110,040.90	
	2466	0.50	\$110,040.90	
Underground Storage	2478	0.60	\$23,007.64	
	2501	2.09	\$2,260,087.68	
	3465	4.15	\$2,546,004.17	
	3438	4.95	\$2,520,827.78	
	3454	4.65	\$2,500,000.00	
	3457	4.75	\$5,000,000.00	\$15,070,009.07
TOTAL				\$18,474,917.65
GRAND TOTAL				<u>\$31,740,681.38</u>

In Re: Highway Matters

VDOT Resident Engineer, Scott D. Frederick, P.E., presented an update on crashes statewide and within Prince Edward County. He said in 2022, there were 122,434 crashes statewide and 1,005 fatalities, as reported on the DMV web site. There are 6,089,783 licensed drivers statewide. In Prince Edward County, there were 316 crashes

and 8 fatalities, with 12,015 licensed drivers. Mr. Frederick said VDOT engineering and maintenance of the roads, law enforcement, and well-educated drivers all play a role in safety.

Mr. Frederick then stated the speed study on Route 460/Route 360 has been completed; he said VDOT will lower the speed limit on westbound traffic to 45mph. He said this should be complete by Thursday or Friday of this week. He said when they are placed, there will be signs with the drivers' speed flashing back to them to help them realize their speed and adhere to the new speed limit. He added that striping work around the islands and delineators will be installed, and the crossover paving and striped median have been redone.

Mr. Frederick said other projects include design of the intersection conflict warning system, overhead lighting, and a traffic signal analysis is being done.

Supervisor Cooper-Jones said the sign for the crossing at Route 307 is currently set at the Nottoway County line and needs to be closer [to Route 307]. Mr. Frederick said all orange barrels and temporary items will be taken down and the new message board flashing drivers' speed will go up with new permanent installments. Representatives from Traffic Engineering, VDOT, stated the speed limit will drop to 50mph and then to 45mph.

Supervisor Emert reported there are a lot of dead trees along Route 460 and along Prospect Road, Route 608. Mr. Frederick said crews will circle through the County and cut branches back before school starts.

Chairman Gilliam reported work needs done at the bridge on Douglas Church Road.

Supervisor Jones requested information about the speed study on Monroe Church Road. Mr. Frederick stated it has been submitted for review on June 23rd; he said it was a Rural Rustic project over 20 years ago. He said normally when a Rural Rustic is built, the new practice is to have it studied and assigned at 35mph. He said unpaved roads are already set at 35mph, and the speed limit will stay the same after paving.

Supervisor Jenkins said brush needs cut on Monroe Church Road and requested a "No Through" sign to limit cutting through on Monroe Church [Road]; discussion followed. A draft resolution will be prepared for the August meeting.

In Re: Proposed Addition to the Secondary Street System, Briarwood Drive

Scott Frederick, Residency Engineer, has certified that the section of Briarwood Drive has been brought up to minimum state standards and is eligible for inclusion into VDOT's Secondary Street System.

Supervisor Cooper-Jones made a motion, seconded by Supervisor Townsend, to adopt the resolution to add a section of Briarwood Drive into the Secondary System of State Highways pursuant to §33.1-229 of the Code of Virginia and the VDOT Secondary Street Requirements; the motion carried:

Aye:	Pattie Cooper-Jones	Nay: None
	J. David Emert	
	Llew W. Gilliam, Jr.	
	Victor “Bill” Jenkins	
	E. Harrison Jones	
	Odessa H. Pride	
	Jerry R. Townsend	
	Cannon Watson	

**A RESOLUTION OF THE
BOARD OF SUPERVISORS OF THE COUNTY OF PRINCE EDWARD, VIRGINIA
ROUTE 1017 - BRIARWOOD DRIVE**

At a regular meeting of the Board of Supervisors of the County of Prince Edward, Virginia, held at the Prince Edward County Courthouse, Board of Supervisors Room, Tuesday, July 11, 2023, at 7:00 p.m.:

MEMBERS PRESENT:	MEMBERS ABSENT:
Pattie Cooper-Jones	(None)
J. David Emert	
Llew W. Gilliam, Jr.	
Victor “Bill” Jenkins	
E. Harrison Jones	
Odessa H. Pride	
Jerry R. Townsend	
Cannon Watson	

On motion of Supervisor Emert, seconded by Supervisor Townsend, and carried by the following vote:

MEMBERS PRESENT:	MEMBERS ABSENT:
Pattie Cooper-Jones	(None)
J. David Emert	
Llew W. Gilliam, Jr.	
Victor “Bill” Jenkins	
E. Harrison Jones	
Odessa H. Pride	
Jerry R. Townsend	
Cannon Watson	

WHEREAS, the streets described in the attached Additions Form AM-4.3, fully incorporated herein by reference, are show on plats for the Stagecoach Run Subdivision Sections I and II recorded in the Clerk's Office of the Circuit Court of Prince Edward County as instrument numbers #200603233 and #200701425, and

WHEREAS, the Residency Administrator for the Virginia Department of Transportation has advised the Board the streets of Stagecoach Run Subdivision, specifically the 0.26-mile extension of existing Route 1017, identified as Briarwood Drive and shown on the plats for Stagecoach Run Subdivision Sections I and II meet the public service criteria established by the Subdivision Street Requirements of the Virginia Department of Transportation, and

WHEREAS, the development sketch and VDOT Form AM 4.3, attached and incorporated herein as part of this resolution, define additions required in the Secondary System of State Highways as a result of construction, and

WHEREAS, certain segments identified on the incorporated Form AM 4.3 are ready to be accepted into the Secondary System of State Highways.

NOW, THEREFORE, BE IT RESOLVED, this Board requests the Virginia Department of Transportation to add the segments identified on the incorporated Form AM-4.3 to the Secondary System of State Highways pursuant to §33.2-705, Code of Virginia, for which segments this Board hereby guarantees the right-of-way to be clear and unrestricted, including any necessary easements for cuts, fills, and drainage, and

BE IT FINALLY RESOLVED, that a certified copy of this resolution be forwarded to the Residency Administrator for the Virginia Department of Transportation.

In Re: Public Hearing – 2023-2024 School Budget Increase

Chairman Gilliam announced that this was the date and time scheduled for a public hearing to receive citizen input prior to considering amendments to the FY24 County Budget and FY24 County School Budget for new and carryover funding in the amount of \$1,300,877.67 to be appropriated by the Board of Supervisors and distributed to the Prince Edward County Public Schools. Notice of this hearing was advertised according to law in the Wednesday, June 28, 2023, and Wednesday, July 5, 2023 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

As the Board is aware, the Prince Edward County Public Schools is requesting appropriation of a total of \$1,300,877.67 of additional federal and state funds for 2023-2024 school year. 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 FY24 County and School Budgets, accepting the distribution of federal funds and appropriate the funding to the FY24 County and School Budgets.

Chairman Gilliam opened the public hearing.

There being no one wishing to speak, Chairman Gilliam closed the public hearing.

Supervisor Watson made a motion, seconded by Supervisor Townsend, to approve the budget supplement request to increase the FY24 County Budget and FY24 School Budget by \$1,300,877.67 and appropriate the same funds to enable the expenditure of the federal and state funds; the motion carried:

Aye: Pattie Cooper-Jones
J. David Emert
Llew W. Gilliam, Jr.
Victor “Bill” Jenkins
E. Harrison Jones
Odessa H. Pride
Jerry R. Townsend
Cannon Watson

Nay: None

In Re: Public Hearing – Special Use Permit, Mark Smith DBA Sandy River Distillery, Restaurant & Brew Pub

Chairman Gilliam announced that this was the date and time scheduled for a public hearing to receive citizen input prior to considering a request by Mark Smith DBA Sandy River Distillery for a Special Use Permit for a restaurant and brew pub along with provisions for mobile food establishments on Tax Map Parcels 053-A-27C2 and 053-A-27C3 at 147 Monroe Church Road, Rice, Virginia. Notice of this hearing was advertised according to law in the Wednesday, June 28, 2023, and Wednesday, July 5, 2023 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

The County has received an application for a Special Use Permit from Mark Smith DBA Sandy River Distillery for a Special Use Permit for a restaurant and brew pub along with provisions for mobile food establishments on Tax Map Parcels 053-A-27C2 and 053-A-27C3 at 147 Monroe Church Road, Farmville, Virginia, which is zoned A-1, Agricultural Conservation.

The Planning Commission held a public hearing on June 20 2023, where there were comments both in support and in opposition and two letters of opposition have been received. The Planning Commission unanimously recommended approval with conditions, forwarding the request to the Board of Supervisors for Public Hearing. Mr. Love provided a list of updated Potential Conditions as recommended by the Planning Commission.

County staff is of the opinion the use is compatible with the zoning district and will have minimal impact on surrounding properties.

Chairman Gilliam opened the public hearing.

Mary Elizabeth, employee of Sandy River Distillery, spoke in favor of the application, stating customers frequently ask for food options at the establishment.

There being no one further wishing to speak, Chairman Gilliam closed the public hearing.

Supervisor Cooper-Jones made a motion, seconded by Supervisor Jones, to approve the Special Use Permit request by Mark Smith DBA Sandy River Distillery for a Special Use Permit for a restaurant and brew pub along with provisions for mobile food establishments with the following conditions; the motion carried:

Aye:	Pattie Cooper-Jones	Nay: None
	J. David Emert	
	Llew W. Gilliam, Jr.	
	Victor "Bill" Jenkins	
	E. Harrison Jones	
	Odessa H. Pride	
	Jerry R. Townsend	
	Cannon Watson	

Special Use Permit - Mark Smith DBA Sandy River Distillery
Tax Map Parcel #: 053-A-27C2 & 053-A-27C3
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 5/16/2023 are hereby made part of these development conditions.
2. Final site plan approval for the Restaurant & Brew Pub shall be submitted to the Prince Edward County Community Development Department for final review and approval pursuant to Appendix B 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 and food preparation shall be approved by the appropriate local, state, or federal agency including but not limited to Virginia Department of Health, Virginia Departments of Environmental Quality, Environmental Protection Agency, etc.

8. Any development activities of a 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.

TRANSPORTATION

9. All entrance permits must be authorized by the Virginia Department of Transportation.
10. All internal roads used for public access shall be of compacted earth or have a minimum of a four (4) inch stone base and shall be paved with concrete, asphalt, or durable pervious paving material.
11. 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

12. Restaurant hours of operation shall be limited to 12 p.m. until 10 p.m. Monday through Saturday and 12 p.m. until 5 p.m. on Sunday.
13. 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.
14. Outdoor storage of trash containers shall be situated at the rear of buildings and shall be appropriately screened.
15. The Permittee is responsible for the appearance of the site including litter pick-up and other orderly site appearance.
16. 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.
17. Failure of Permittee to fully 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 – Special Use Permit, James Robert Napier, Truck Yard for Towing & Recovery Operation

Chairman Gilliam announced that this was the date and time scheduled for a public hearing to receive citizen input prior to considering a request by James Robert Napier for a Special Use Permit to establish a truck yard for a towing and recovery operation consisting of a 200' x 130' fenced area with an office building on Free State Road and a future 200' x 200' overflow lot on Price Gee Road on Tax Map Parcel 115-A-36 at the intersection of State Route

630 (Free State Road & Price Gee Road) with their intersection with US 360 in Meherrin, Virginia. Notice of this hearing was advertised according to law in the Wednesday, June 28, 2023, and Wednesday, July 5, 2023 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Love stated the County has received an application for a Special Use Permit from James Robert Napier to establish a truck yard for a towing and recovery operation on Tax Map Parcel 115-A-36 at the intersection of State Route 630 (Free State Road & Price Gee Road) State Route 630 with their intersection with US 360, which is zoned A-1, Agricultural Conservation.

The Planning Commission held a public hearing on June 20, 2023, where there were comments in opposition. The Planning Commission unanimously recommended approval with conditions, forwarding the request to the Board of Supervisors for Public Hearing. Mr. Love presented a list of updated Potential Conditions as recommended by the Planning Commission.

The purpose of the Special Use is to construct a 200' x 130' fenced area with an office building on Free State Road and a future 200' x 200' overflow lot on Price Gee Road for the purpose of temporary vehicle storage. The vehicles will be brought and stored onsite as needed.

Chairman Gilliam opened the public hearing.

Mr. Stanley read an email received from Mary Whitlock:

To: Prince Edward County Board of Supervisors

I am opposed to Mr. Napier establishing a truck yard and a overflow lot on Freestate Road and Price Gee Road. It sounds like it could become a junk yard with a 200 car overflow lot and I feel that this location is not appropriate for this type of business. I do not want it across from my property.

*Sincerely,
Mary Whitlock*

James Napier, applicant, stated he obtained a survey of the property. He said the vehicles would be placed on the back of the property and a fence will be erected. He said timber and shrub trees will ensure that everything will be out of the line of sight. Mr. Napier added that several neighbors to this property have junk cars on their properties.

There being no one further wishing to speak, Chairman Gilliam closed the public hearing.

Supervisor Emert made a motion, seconded by Supervisor Townsend, to approve the Special Use Permit request by James Robert Napier to establish a truck yard for a towing and recovery operation with the following conditions as presented; the motion carried:

Aye:	Pattie Cooper-Jones	Nay: None
	J. David Emert	
	Llew W. Gilliam, Jr.	
	Victor "Bill" Jenkins	
	E. Harrison Jones	
	Odessa H. Pride	
	Jerry R. Townsend	
	Cannon Watson	

**Special Use Permit – James Robert Napier
Tax Parcel Map #: 115-A-36
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 5/8/2023 are hereby made part of these development conditions.
2. Final site plan approval for the Truck Yard Towing and Recovery Lot shall be submitted to the Prince Edward County Community Development Department for final review and approval pursuant to Appendix B 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 appropriate local, state, or federal agency including but not limited to Virginia Department of Health, Virginia Departments of Environmental Quality, Environmental Protection Agency, etc.

8. Any development activities of a 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.

TRANSPORTATION

9. All entrance permits must be authorized by the Virginia Department of Transportation.
10. All internal roads used for public access shall be of compacted earth or have a minimum of a four (4) inch stone base and shall be paved with concrete, asphalt, or durable pervious paving material.
11. 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

12. Office Hours of operation shall be limited to Monday thru Friday 6 a.m. to 6 p.m. Towing operation may be conducted 24 hrs. a day/7 days a week.
13. 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.
14. Storage of vehicles and trash containers shall be screened per Prince Edward Zoning Ordinance, Section 4-200.15.
15. The Permittee is responsible for the appearance of the site including litter pick-up and other orderly site appearance.
16. 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.
17. 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 – Special Use Permit, James Robert Napier, Two Illuminated Signs

Chairman Gilliam announced that this was the date and time scheduled for a public hearing to receive citizen input prior to considering a request by James Robert Napier for a Special Use Permit for two illuminated signs on Tax Map Parcel 115-A-36 in Meherrin, Virginia; one on US 360 E at its intersection with State Route 630 (Free State Road) being 40 square foot pole sign with a total height of 15 feet and a 40 square foot pole sign on US 360 W at its intersection with State Route 630 (Price Gee Road) with a total height of 8 feet for a towing and recovery operation.

Notice of this hearing was advertised according to law in the Wednesday, June 28, 2023, and Wednesday, July 5, 2023 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

The County has received an application for a Special Use Permit from James Robert Napier for two illuminated signs: one pole sign on US 360 E at its intersection with State Route 630 (Free State Road) and one pole sign on US 360 W at its intersection with State Route 630 (Price Gee Road), on Tax Map Parcel 115-A-36, which is zoned A-1, Agricultural Conservation. Due to the intended height and illumination of the signs, the approval of a Special Use Permit is required.

The Planning Commission held a public hearing on June 20, 2023, where there were comments in opposition. The Planning Commission unanimously recommended approval with conditions, forwarding the request to the Board of Supervisors for Public Hearing. A list of updated Potential Conditions as recommended by the Planning Commission was included.

The purpose of the Special Use is to construct a 40 square foot pole sign with a total height of 15 feet on US 360 E at its intersection with State Route 630 (Free State Road) and a 40 square foot pole sign with a total height of 8 feet on US 360 W at its intersection with State Route 630 (Price Gee Road).

Chairman Gilliam opened the public hearing.

There being no one wishing to speak, Chairman Gilliam closed the public hearing.

Supervisor Townsend made a motion, seconded by Supervisor Emert, to approve the Special Use Permit request by James Robert Napier for the installation of two illuminated pole signs with the following conditions, as presented; the motion carried:

Aye:	Pattie Cooper-Jones	Nay:	None
	J. David Emert		
	Llew W. Gilliam, Jr.		
	Victor “Bill” Jenkins		
	E. Harrison Jones		
	Odessa H. Pride		
	Jerry R. Townsend		
	Cannon Watson		

**Special Use Permit – James Robert Napier
Tax Parcel Map #: 115-A-36
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 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 5/8/2023 are hereby made part of these development conditions.

2. Final sign permit zoning and building permit applications for the two (2) illuminated signs shall be submitted to the Planning and Community Development office for final review and approval pursuant to Appendix B of the Prince Edward County Code (Zoning) and Chapter 18 of the Prince Edward County Code (Buildings and Building Regulations).

GENERAL

3. All landscaping around signs 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.
4. No sign shall be may be located within VDOT right-of-way or impede sight distance.
5. Site signage shall be limited to Pole type, one 40 square foot sign not to exceed eight (8) feet in total height and one 40 square foot sign not to exceed fifteen (15) feet in total height.
6. Sign installation shall be in conformance with all applicable provisions of federal, state, and local statues and regulations.
7. Any sign lighting shall be designed and installed so as to minimize glare onto adjoining properties or any public access road.
8. 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.
9. 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: CSA Coordinator Position

As the Board may be aware, Cheryl Stimpson, Director of Finance/HR has been serving as the County's CSA Coordinator since she was employed with the County in 2015. Although she has done a tremendous job, the CSA Coordinator position is not in line with her current duties as the Director of Finance/HR. In discussion with staff, including the DSS Director, it has been determined that DSS has an individual that is highly qualified and is willing to perform the duties of the CSA Coordinator, as well as her current duties. Staff is recommending that the Board consider a change in a Self-Sufficiency position in DSS to a Program Coordinator position and include the CSA Coordinator duties in the position. Prince Edward County receives approximately \$13,000 for administrative support from the Office of Children's Services. The County would transfer up to \$7,500 to cover the additional duties of CSA

Coordinator to DSS at the beginning of the fiscal year, if approved by the Board. Fiscal responsibility for the CSA Program would reside within the Finance/HR department of the County.

Staff are also recommending that Doug Stanley continue as the BOS representative on the CPMT and appoint Cheryl Stimpson as the alternate.

Supervisor Cooper-Jones made a motion, seconded by Supervisor Townsend, to approve the CSA Coordinator duties be changed to the DSS, with fiscal responsibility to remain with the County offices, and CSA Administrative funds, up to \$7,500, be transferred to DSS each fiscal year to support funding the position; and that Mr. Stanley continue as the BOS representative on the CPMT and Mrs. Stimpson be appointed as the alternate.; the motion carried:

Aye:	Pattie Cooper-Jones	Nay: None
	J. David Emert	
	Llew W. Gilliam, Jr.	
	Victor "Bill" Jenkins	
	E. Harrison Jones	
	Odessa H. Pride	
	Jerry R. Townsend	
	Cannon Watson	

In Re: Unpaid Leave for Organ Donation and Bone Marrow Donation

On May 22, 2023, One Digital provided information on SB 1086, which states that Virginia has passed the Unpaid Leave for Organ Donation legislation. SB 1086 requires employers with 50 or more employees to provide organ donation and bone marrow donation leave to any "eligible" employee starting July 1, 2023.

"Organ donation leave" provides for leave of an eligible employee for the purpose of donating one or more of their organs, including bone marrow, to be medically implanted in another individual. An employee's organ donation leave will not impact an employee's ability to take federal FMLA leave within the same year. Virginia law expressly states that organ donation leave is separate from federal FMLA leave. The leave is unpaid and requires employers to restore employees to the position they hold prior to taking their leave, or to an equivalent position with equivalent pay, benefits, and other terms and conditions of employment.

The law also includes a schedule for violations, including up to \$5,000 for repeat offenses.

Supervisor Jones made a motion, seconded by Supervisor Cooper-Jones, to approve the change to the County Personnel Policy as described, effective July 1, 2023; the motion carried:

Aye: Pattie Cooper-Jones
 J. David Emert
 Llew W. Gilliam, Jr.
 Victor "Bill" Jenkins
 E. Harrison Jones
 Odessa H. Pride
 Jerry R. Townsend
 Cannon Watson

Nay: None

In Re: Insurance Recoveries

The Sheriff's Department received payments from VACORP Claims totaling \$4,489.36. The Board is asked to appropriate \$4,489 to the Sheriff's Department vehicle repair line item to cover repair costs, as follows:

FY23 BUDGET AMENDMENTS

Rev/Exp	Fund	Dept	Object	Description	Debit	Credit
3 (Rev)	100	019020	0006	Insurance Recoveries		\$4,489.36
4 (Exp)	100	031200	3311	Motor Vehicle Repair	\$4,489.36	

Supervisor Townsend made a motion, seconded by Supervisor Jones, to approve the budget supplement request and appropriate the same funds; the motion carried:

Aye: Pattie Cooper-Jones
 J. David Emert
 Llew W. Gilliam, Jr.
 Victor "Bill" Jenkins
 E. Harrison Jones
 Odessa H. Pride
 Jerry R. Townsend
 Cannon Watson

Nay: None

In Re: Appropriation – ARPA Equipment Grant

The Virginia Department of Criminal Justice Services has awarded Prince Edward County Sheriff's Department \$414,030 through the ARPA Law Enforcement Grant Program for equipment. This is a reimbursement grant to which no local match is required. The Board is asked to appropriate these funds so that the Sheriff's office may begin the ordering process.

FY23 BUDGET AMENDMENTS

Rev/Exp	Fund	Dept	Object	Description	Debit	Credit
3 (Rev)	100	33010	0102	ARPA Equipment Grant – Sheriff		\$414,030
4 (Exp)	100	31200	6026	ARPA Equipment Grant	\$414,030	

Supervisor Jones made a motion, seconded by Supervisor Townsend, to approve the budget supplement request and appropriate the same funds; the motion carried:

Aye: Pattie Cooper-Jones
 J. David Emert
 Llew W. Gilliam, Jr.
 Victor “Bill” Jenkins
 E. Harrison Jones
 Odessa H. Pride
 Jerry R. Townsend
 Cannon Watson

Nay: None

In Re: Aid to Localities (ATL) Appropriation

The County has received a check in the amount of \$59,680.00 from the Virginia Department of Fire Programs for the FY2023 Virginia Fire Fund – Aid to Localities (ATL). These funds, pursuant to Section 38.2-401, *Code of Virginia*, shall be used only for fire department equipment and supplies, safety programs, and training.

FY23 BUDGET AMENDMENTS

Rev/Exp	Fund	Dept	Object	Description	Debit	Credit
3 (Rev)	100	24040	0012	Fire Program Funds		\$59,680.00
4 (Exp)	100	32200	7012	Rice VFD	\$14,920.00	
4 (Exp)	100	32200	7013	Prospect VFD	\$14,920.00	
4 (Exp)	100	32200	7014	Darlington Heights VFD	\$14,920.00	
4 (Exp)	100	32200	7015	Hampden Sydney VFD	\$14,920.00	

Supervisor Townsend made a motion, seconded by Supervisor Cooper-Jones, to approve the budget supplement request and appropriate the same funds; the motion carried:

Aye: Pattie Cooper-Jones
 J. David Emert
 Llew W. Gilliam, Jr.
 Victor “Bill” Jenkins
 E. Harrison Jones
 Odessa H. Pride
 Jerry R. Townsend
 Cannon Watson

Nay: None

In Re: County Attorney Update

Mrs. Terri Atkins Wilson, County Attorney, reported work continues with the IDA on contracts for lots, and the County tax sale with the plat and signatures. She said work continues on the ordinance review and worked on a petition order for the Board of Zoning Appeals. Mrs. Atkins Wilson said she reviewed a contract with the Berkeley Group, and prepared collection letters for overdue landfill bills.

In Re: County Administrator Update

Mr. Stanley presented his report:

- **BOS New Member Orientation** – Staff held a County facility tour for new Board members Harrison Jones and Cannon Watson on July 10th.
- **June Primary** – Registrar Lynnette Wright has provided the cost for the June Republican Primary Election. For all salaries, rent of polling locations, and early voting the cost was \$23,621.97. Unfortunately, the 2nd candidate dropped out too late which required each of the five localities to proceed with the election. This resulted in a significant cost to County taxpayers.
- **Economic Development and Tourism Director Position** – The ad for the position ran this week in the Herald. We also posted with VACO, VML, the Virginia Economic Developers Association, and Indeed. To date we have already received 8 applications.
- **Courthouse/Backup Generator** – The vendor has delivered and installed the new radiator which has allowed us to return the portable generator that we leased.
- **Landfill/DEQ Reporting** – The County’s request to reduce the frequency of quarterly water quality monitoring while the facility is in Corrective Action has been approved. This will save the County engineering costs.
- **DEQ Anti-Litter Grant** – Staff submitted our annual anti-litter grant for Prince Edward County. Last year the County received \$11,294 in grant funds, which were used to pay for recycling of TVs and computer monitors.
- **Kinex Broadband Project** – Kinex submitted the first requisition in the amount of \$1,109,087.81 on their \$4 million loan that the IDA sponsored through the Tobacco Commission and VRA for the project. Kinex met the requirement for 20% of passings for the first year.
- **Domestic Violence Services** – As of June 15, STEPS became the owner of the former Madeline’s House shelter facility thanks to a donation by Ellery and Robin Sedgwick. STEPS will be working with the State to hold a stakeholder meeting in August to further their efforts to receive recognition and funding from the state as the provider for the region for domestic violence and sexual assault victim services. Effective July 1st they also received a \$25,000 grant to assist with funding a Services Coordinator position from the Virginia Department of Social Services.
- **Industrial Access Road Project** – The contractor completed paving this week. Contractor hopes to have the entire project completed by August 1st.
- **Sandy River/Dam Inspection** – The County recently completed required dam inspections of the Sandy River Dam and associated gates, tower, riser, valves, outfall, and spillway. The dam and spillway inspection was performed by TRC. The riser inspection was completed by Bander Smith. As part of the inspections, deficiencies were noted with two gates on the riser that may require replacement/repair to the valve/stem. Currently the gate #1 is leaking water; nothing significant but something that needs to be addressed to ensure that it does not worsen. At this point it may be significantly cheaper to repair than to replace. Bander Smith, who has performed work on other dams in the area including Briery, is currently

evaluating, and will be providing the County with options/estimates. We will be setting up a Properties Committee Meeting in the next month once we have the options/estimates.

- **Rice Convenience Site** – The contractor was onsite this week to address a short punch list of items to address prior to County acceptance of the site. County staff will be working to schedule the move of the temporary site back to the Rice site in the coming weeks. We hope to open the facility in the next couple weeks. Staff will organize a ribbon cutting event.

In Re: County Liaison for America250

Mr. Stanley stated America250 is a multiyear effort to commemorate the semi-quincentennial, or 250th anniversary, of the United States. This effort is being led at the national level by the non-partisan U.S. Semi-quincentennial Commission, created by Congress, and its supporting nonprofit America250 Foundation, with a mission to catalyze a more perfect union by designing and leading the most comprehensive and inclusive celebration in our country's history. America250 represents a coalition of public and private partners all working to create initiatives and programs that honor our first 250 years and inspire Americans to imagine our next 250. The commemoration period began in 2020, culminates on July 4, 2026, and officially concludes in 2027.

The Virginia American Revolution Commission was created by the General Assembly for the purpose of planning for and commemorating the 250th anniversary of the Virginia's participation in the American Revolution, the Revolutionary War, and the formation of the nation. Planning for this statewide and national event has already begun, and culminates in 2026, and then continuing beyond.

Each locality has been asked to form a local 250th committee and a local liaison to begin planning for the multi-year commemoration period. The State Commission will provide grant opportunities and technical support to local committees. With the departure of Chelsey White, the Board will wish to update the County's liaison to the County's Marketing Assistant, Molly Kinahan.

Supervisor Watson made a motion, seconded by Supervisor Townsend, to appoint Molly Kinahan as Prince Edward County's liaison to work with the Virginia and American Revolution 250 Commissions; the motion carried:

Aye:	Pattie Cooper-Jones	Nay: None
	J. David Emert	
	Llew W. Gilliam, Jr.	
	Victor "Bill" Jenkins	
	E. Harrison Jones	
	Odessa H. Pride	
	Jerry R. Townsend	
	Cannon Watson	

In Re: VA250 Tourism Marketing Program Grant

The VA250 Tourism Marketing Program is a grant funding opportunity through a partnership between the VA250 Commission and the Virginia Tourism Corporation. It is designed to support, promote, and market programming, events, and interpretive signage related to quests for freedom against the backdrop of America's 250th commemoration.

America's 250th is a nationwide commemoration, and Virginia communities are encouraged to begin planning and preparations for statewide commemorations in the coming years. Funded grants projects must support the mission of the VA250 Commission and drive visitation to Virginia destinations. Grant opportunities are tentatively slated to open at least twice per year in 2023, 2024, and 2025. Applicants may apply in future rounds even if they have made a prior application.

Staff is proposing the development of a history display on Prince Edward County in the Visitor Center. As the Board may be aware, the current High Bridge displays in the County Visitors Center will be transferred to the High Bridge Trail Visitors Center when it opens later this fall. The proposed visual display will feature a captivating timeline, showcasing significant local milestones from the County's +250 years and how they intertwine with America's 250-year journey. It will include maps illustrating old boundaries, historical artifacts and other displays. To enhance the visitor experience, the project will incorporate an interactive element, utilizing audio and videography to offer an educational journey. The total cost of this project is estimated at \$20,000 (\$10,000 grant funding, \$10,000 local funding).

Currently, there is a funding round open until July 18th, 2023, 5:00 PM Eastern with a maximum grant award of \$10,000. There is a 1:1 local cash match required. Applications require a resolution from the local governing body.

Supervisor Cooper-Jones made a motion, seconded by Supervisor Townsend, to authorize up to \$10,000 of local matching funds to be appropriated to the Tourism Department budget; the motion carried:

Aye:	Pattie Cooper-Jones	Nay: None
	J. David Emert	
	Llew W. Gilliam, Jr.	
	Victor "Bill" Jenkins	
	E. Harrison Jones	
	Odessa H. Pride	
	Jerry R. Townsend	
	Cannon Watson	

In Re: Closed Session

Supervisor Cooper-Jones made a motion, seconded by Supervisor Townsend, that the Board convene in Closed Session for consultation with legal counsel regarding the provision of legal advice by such counsel related to properties adjoining the County boundary, pursuant to the exemptions provided for in Section 2.2-3711(A)(8) of the *Code of Virginia*; the motion carried:

Aye:	Pattie Cooper-Jones J. David Emert Llew W. Gilliam, Jr. Victor "Bill" Jenkins E. Harrison Jones Odessa H. Pride Jerry R. Townsend Cannon Watson	Nay: None
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The Board returned to regular session by motion of Supervisor Cooper-Jones, seconded by Supervisor Emert and adopted as follows:

Aye:	Pattie Cooper-Jones J. David Emert Llew W. Gilliam, Jr. Victor "Bill" Jenkins E. Harrison Jones Odessa H. Pride Jerry R. Townsend Cannon Watson	Nay: None
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On motion of Supervisor Cooper-Jones, seconded by Supervisor Emert, and carried by the following roll call vote:

Aye:	Pattie Cooper-Jones J. David Emert Llew W. Gilliam, Jr. Victor "Bill" Jenkins E. Harrison Jones Odessa H. Pride Jerry R. Townsend Cannon Watson	Nay: None
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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: Animal Warden's Report

Mr. Adam Mumma, Chief Animal Control Officer, submitted a report for the month of June 2023, 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 June 2023, 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 June 2023, 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 June 2023, 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 June 2023, which was reviewed and ordered to be filed with the Board papers.

On motion of Supervisor Townsend, seconded by Supervisor Emert, and adopted by the following vote

Aye:	Pattie Cooper-Jones	Nay: None
	J. David Emert	
	Llew W. Gilliam, Jr.	
	Victor "Bill" Jenkins	
	E. Harrison Jones	
	Odessa H. Pride	
	Jerry R. Townsend	
	Cannon Watson	

the meeting was adjourned at 8:32 p.m.