

January 14, 2020

At the regular meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 14th day of January, 2020; at 7:00 p.m., there were present:

Beverly M. Booth

Pattie Cooper-Jones

J. David Emert

Llew W. Gilliam, Jr.

Robert M. Jones

Odessa H. Pride

Jerry R. Townsend

James R. Wilck

Also present: Wade Bartlett, County Administrator; Sarah Elam Puckett, Assistant County Administrator; and Scott Frederick, P.E., VDOT Resident Engineer.

Chairman Wilck called the January organizational meeting to order. Supervisor Townsend offered the invocation and led the Pledge of Allegiance.

In Re: Conflict of Interest Disclosures

(None)

In Re: Selection of Chair and Vice-Chair

At the organizational meeting in 2016, it was determined the selection of Chairman and Vice-Chair would be by rotation.

Supervisor Jones made a motion, seconded by Chairman Wilck, to select the Chairman by rotation as set up during the 2016 organizational meeting, and approving the selection of Jerry R. Townsend as Chairman for 2020; the motion carried:

Aye: Beverly M. Booth
Pattie Cooper-Jones
J. David Emert
Llew W. Gilliam, Jr.
Robert M. Jones
Odessa H. Pride
Jerry R. Townsend
James R. Wilck

Nay: None

The position of Chairman for 2020 is held by Jerry R. Townsend.

Supervisor Pride made a motion, seconded by Supervisor Cooper-Jones, to select the Vice-Chair by rotation as set up during the 2016 organizational meeting, and approving the selection of J. David Emert as Vice-Chair for 2020; the motion carried:

Aye: Beverly M. Booth
Pattie Cooper-Jones
J. David Emert
Llew W. Gilliam, Jr.
Robert M. Jones
Odessa H. Pride
Jerry R. Townsend
James R. Wilck

Nay: None

The position of Vice-Chairman for 2020 is held by J. David Emert.

In Re: Date, Time, and Place of Board Meetings

Supervisor Jones moved, seconded by Supervisor Wilck, that the regular monthly meetings of the Prince Edward County Board of Supervisors be held on the second Tuesday of each month, at 7:00 p.m., in the Board of Supervisors' Room of the Court House Building, 111 South Street, Farmville, Virginia. The motion carried:

Aye: Beverly M. Booth
Pattie Cooper-Jones
J. David Emert
Llew W. Gilliam, Jr.
Robert M. Jones
Odessa H. Pride
Jerry R. Townsend
James R. Wilck

Nay: None

In Re: Adoption of Board By-Laws

Mr. Wade Bartlett, County Administrator, stated an amendment to the By-Laws is necessary to continue the rotation of the position of Chair and Vice-Chair, as follows:

<u>Year</u>	<u>Chair District Number</u>	<u>Vice Chair District Number</u>
2020	301	601
2021	601	401
2022	401	501
2023	501	101
2024	101	201

Mr. Bartlett said because of the stipulation that a Board member shall have a minimum of one year service prior to election as Vice-Chairman and two years' service prior to election as Chair, requires the rearrangement of the schedule as adopted in January 2019. That schedule would have Supervisor Townsend (301) serving as Chair in 2020 with Supervisor Gilliam (501) serving as Vice-Chair. Supervisor Townsend meets the service criteria and per the policy he could be elected Chair, but Supervisor Gilliam has not served the minimum of one year to serve as Vice-Chair. It is proposed that District 501 be moved down the schedule and serve as Vice-Chair in 2022. This would elevate Supervisor Emert (601) to serve as Vice-Chair in 2020 and Chair in 2021 with Supervisor Pride (401) as Vice-Chair. While this proposal does not place Supervisor Gilliam (501) at the end of the list, it would allow each District to have its Supervisor serve as Chair in the eight-year rotation and meets the spirit of the rotational policy.

Supervisor Emert made a motion, seconded by Supervisor Cooper-Jones, to accept the By-Laws as amended; the motion carried:

Aye: Beverly M. Booth
Pattie Cooper-Jones
J. David Emert
Llew W. Gilliam, Jr.
Robert M. Jones
Odessa H. Pride
Jerry R. Townsend
James R. Wilck

Nay: None

PRINCE EDWARD COUNTY
RULES OF
THE BOARD OF SUPERVISORS

(As amended January 2019)

I. ATTENDANCE AND ADJOURNMENT

All members shall make a reasonable effort to attend meetings of the Board. If unable to attend, a member shall notify the Chairman or County Administrator.

A majority of the members of the Board shall constitute a quorum and must be present to proceed to business. A smaller number of members may adjourn or send for absentees. Special meetings of the Board may be called in accordance with Section 15.2-1418 of the Code of Virginia, 1950, as amended.

The Chairman shall take the chair at the hour set by the Board for regular or special meetings. He shall immediately call the Board to order and determine if a quorum is present; if so, he shall have the minutes of the preceding meeting submitted. Any errors or omissions shall, upon motion and carried, then be corrected. The minutes, being found correct, shall be signed by the Chairman and Clerk and shall be the authentic record of the proceedings of the Board of Supervisors.

II. CHAIRMAN AND VICE-CHAIRMAN

Annually at the first meeting in January of the Board of Supervisors, the Board shall elect from its membership a Chairman and Vice-Chairman, each of whom shall serve a term for one year, expiring on December 31 of the year elected, or until their respective successors shall be elected. In the case of the absence of the Chairman, the Vice-Chairman shall preside at the meeting; in the absence of both the Chairman and Vice-Chairman, the members present shall choose one of its members as temporary Chairman.

The position of Chairman and Vice-Chairman of the Board shall be rotated annually among the Board members. The rotation process will commence with the most senior member, that is being the member from District 101 serving as Chairman and the member from District 201 serving as Vice Chairman. Seniority will be based on cumulative months/years of service on the Board of Supervisors, which need not be consecutive. In keeping with this policy, the selected Vice Chairman will be elevated the following year to serve as Chairman. Upon completion of serving a term as Chairman that district's Board member would move to the end of the rotation list. A Board member shall have a minimum of one year of service on the Board prior to election as the Vice-Chairman and two years of service prior to election as the Chairman. Should a member of the Board decline to seek the nomination as Chairman or Vice Chairman, that district's Board member would move to the end of the rotation list of seniority and the rotation would proceed to the next higher district number. If a tie shall occur in the seniority of Board members, the Board member from the lower numbered district shall succeed as Vice Chair/Chair first.

Commencing with the organizational meeting held on January of 2016, the following would be the rotation based upon the members in office as of January 2016:

<u>Chairman District Number</u>	<u>Vice Chairman District Number</u>	<u>Year</u>
301	601	2020
601	401	2021
401	501	2022
501	101	2023
101	201	2024

The day, time, and place of regular board meetings shall be determined at the January meeting.

If a Board of Supervisors meeting is cancelled due to inclement weather, the meeting will be held on the following Thursday, unless a holiday, in which case the meeting would be held on the following Tuesday. Pursuant to Virginia Code 15.2-1516, all hearings

and other matters previously advertised shall be conducted at the continued meeting and no further advertisement is required.

III. CLERK

The County Administrator shall serve as Clerk to the Board.

The minutes of the meetings of the Board shall be duly drawn by the Clerk and shall be submitted for approval at the next regular monthly meeting following their draft.

The Clerk shall appoint a deputy as recording secretary if required or needed by the Board.

IV. ORDER OF BUSINESS

After the call to order the Board shall proceed to the agenda. The normal order of the agenda shall be as below, except at the January organizational meeting and as subject to rearrangement by the Chairman, absent objection by the Board. At the organizational meeting in January, the first order of business shall be the election of the Chairman and Vice-Chairman and approval of the Board's operating procedures.

- A. Public Participation
- B. Consent Agenda
 - Acceptance of Treasurer's Report
 - Approval of Minutes
 - Approval of Warrant List
- C. Highway Matters
- D. Business for Board Consideration
- F. County Administrator's Report
- G. Closed Session
- H. Correspondence
- I. Informational Items
- J. Upcoming Meetings
- K. Monthly Reports from Local Departments
- L. Adjournment

V. PREPARATION OF AGENDA

The County Administrator shall see that the preparation and printing of Board papers, ordinances, resolutions, petitions, and other applicable documents, be completed within such time that members of the Board may receive the documents at least 72 hours before the meeting of the Board.

The County Administrator shall close the upcoming Agenda on the Wednesday prior to the meeting of the Board. Any item submitted after this deadline will not be considered for action unless recommended by the County Administrator.

VI. CONSENT AGENDA

The Chairman and County Administrator shall style routine, non-controversial matters requiring Board action on a Consent Agenda. Items may be removed from the Consent Agenda and place on the Regular Agenda on recorded vote by a majority of the

Board members present. Only one motion is necessary to adopt all recommendations and action items on the Consent Agenda.

There shall be no debate or discussion by any member of the Board or the public regarding any item on the Consent Agenda, beyond asking questions for simple clarification.

VII. CONDUCT OF BUSINESS

The Chairman shall preserve order and decorum. When two or more members speak at the same time, the Chairman shall name the person who shall speak first.

A motion or proposition shall be reduced to writing, if desired by the Chairman or any member. Any motion or proposition may be withdrawn by the mover at any time before a decision, amendment, or other action of the Board upon it, except a motion to reconsider, which shall not be withdrawn without leave of the Board. Otherwise, meetings shall be conducted in accordance to Robert's Rules of Order, Newly Revised (Procedures for Small Boards).

VIII. TAKING THE VOTE

When a motion in order is made, a second shall be required. The Chairman shall then state the exact motion and indicate that it is open to debate. After the motion has been debated, the Chairman shall put the question in the following forms: "As many as agree that, etc. (as the question may be) let it be known by raising your right hand", and "Those opposed by the same sign."

According to the Constitution of Virginia, a majority of all elected members shall be necessary to adopt any ordinance or resolution appropriating money exceeding the sum of \$500.00, imposing taxes, or authorizing the borrowing of money. Otherwise, a resolution, ordinance, or other proposition shall be adopted by vote of the majority of Board members present and voting. A tie vote shall mean the defeat of the motion voted on.

A member may abstain and be entered in the minutes as present and abstaining.

The Code of Virginia, 1950, as amended, Title 2.2, Chapter 31, (State & Local Government Conflict of Interest Act) shall control with respect to a member's participation and voting.

IX. RECONSIDERATION

After a question has been decided, it may be reconsidered on the motion of any member who voted with the prevailing side, provided the motion is made on the same day as the decision carried. All motions to reconsider shall be decided by a majority of the votes of the members present and voting.

X. WITHDRAWAL OF EXHIBITS

Original papers, filed as exhibits with any ordinance or resolution, may be withdrawn by the patron or upon his order. In such case, he shall leave attested copies, and shall pay the Clerk for the cost of copying.

XI. MANUAL AND RULES

The rules of parliamentary practice in Robert's Rules of Order, Newly Revised shall govern the Board in all cases to which they are applicable, except when they are inconsistent with the rules established by the Board.

The Rules of the Board shall be reviewed and adopted in January of each year. These Rules may subsequently be suspended or amended by a two-third vote of the entire Board. Upon a motion to suspend or amend, the mover shall be allowed two minutes to state the reasons for his motion, and one member opposed to the motions shall be allowed an equal time to object.

XII. APPOINTMENTS

All appointments of Board representatives to commissions, authorities, committees, etc. shall be made once the individual leaves the position or on expiration of his term, and not later than two meetings after the individual has left. The Board shall attempt to honor appointments from representative districts and shall not discriminate based on sex, age, handicap, race, or origin.

At the January meeting of each year, the Board shall vote whether to operate with a system of standing committees during the year. If it does, the Board shall specify the name, composition, and function of each of the several committees. The committees shall meet at the regular times and in conformity with the Virginia Freedom of Information Act. In selecting members of committees, the Chairman of the Board shall make nominations after soliciting from members of the Board their preferences as to committee assignments. The Board may amend the Chairman's nominations and shall confirm the assignments. Standing committees shall consider such matters as referred by the Board, and shall report at regular meetings of the Board.

If the Board votes not to have standing committees, it may act as a committee of the whole on matters normally referred to standing committees. However; the Chairman after consulting with the County Administrator, may appoint special (ad hoc) committees to carry out specific tasks. This shall be done after soliciting from members of the Board their preferences as to committee assignments. A special committee shall automatically cease to exist once it has completed its specific task.

XIII. PUBLIC HEARINGS

The Chairman may, at his discretion, set an appropriate and consistent time limit on all speakers at a public hearing. All speakers shall come forward and identify themselves by name and address before stating their position. If a public hearing becomes disruptive, the Chairman may adjourn or continue, in accordance with the Code of Virginia.

XIV. CLOSED SESSIONS

All discussions held in Closed Session as outlined in the Freedom of Information Act shall represent privileged information held by those involved. Release of such information by a Board member outside the session shall be considered a breach of these by-laws, and the member shall be subject to censure. Specific purpose of closed session shall be stated in accordance with Section 2.2-3711 of the Code of Virginia, 1950, as amended.

Upon return to regular session after a closed session, the County Attorney and/or Chairman shall state the nature of the closed session in as specific terms as appropriate.

In open session, a roll call vote shall be recorded in the minutes, certifying that only public business matters lawfully exempted from open meeting requirements and only such business matters as were identified in the motion were discussed or considered. Any member of the public body who believes there was a departure from the requirements shall so state prior to the vote. The statement shall be recorded in the minutes.

ROBERT'S RULES OF ORDER, NEWLY REVISED

PROCEDURE IN SMALL BOARDS

In a board meeting where there are not more than about a dozen members present, some of the formality that is necessary in a large assembly would hinder business. The rules governing such meetings are different from the rules that hold in other assemblies, in the following respects:

--Members are not required to obtain the floor before making motions or speaking, which they can do while seated.

--There is no limit to the number of times a member can speak to a question, and motions to close or limit debate generally should not be entertained.

--Informal discussion of a subject is permitted while no motion is pending.

--Sometimes, when a proposal is perfectly clear to all present, a vote can be taken without a motion having been introduced. Unless agreed to by general consent, however, all proposed actions of a board must be approved by vote under the same rules as in other assemblies, except that a vote can be taken initially by a show of hands, which is often a better method in such meetings.

--The chairman need not rise while putting questions to vote.

--The chairman can speak in discussion without rising or leaving the chair; and, subject to rule or custom within the particular board (which should be uniformly followed regardless of how many members are present), he usually can make motions and usually votes on all questions.

EFFECT OF PERIODIC PARTIAL CHANGE IN BOARD MEMBERSHIP

In cases where a board is constituted so that a specific portion of it is chosen periodically (as, for example, where one third of the board is elected annually for three-year terms), it becomes, in effect, a new board each time such a group assumes board membership. Consequently, all unfinished business existing when the outgoing portion of the board vacates membership falls to the ground; and if the board is one that elects its own officers or appoints standing committees, it chooses new officers and committees as soon as the new board members have taken up their duties, just as if the entire board membership had changed. The individual replacement of persons who may occasionally vacate board membership at other times, however, does not have these effects.

In Re: Selection of Operating System: Committees or Committees-of-the-Whole

The Rules of the Board state that “at the January meeting of each year, the Board shall vote whether to operate with a system of standing committees during the year. If it does, the Board shall specify the name, composition, and function of each of the several committees.” If the Board would vote not to have standing committees, it may act as a “committee of the whole.”

Mr. Bartlett stated if the Board chose to operate with standing committees, Chairman Townsend set forth his recommendations for committee membership, as follows:

- Finance Committee: Supervisor Cooper-Jones (Chair), Supervisor Emert, Supervisor Jones
- Legislative Committee: Supervisor Jones (Chair), Supervisor Booth, Supervisor Gilliam
- Properties Committee: Supervisor Emert (Chair), Supervisor Townsend, Supervisor Cooper-Jones
- Strategic Planning Committee: Supervisor Pride (Chair), Supervisor Booth, Supervisor Gilliam
- Personnel Committee: Supervisor Townsend (Chair), Supervisor Pride, Supervisor Wilck
- Library Committee: Supervisor Wilck (Chair), Supervisor Booth, Supervisor Pride
- Audit Committee: Supervisor Townsend, Supervisor Emert, Supervisor Gilliam
- Fire/EMS Committee: Supervisor Gilliam, Supervisor Booth, Supervisor Townsend
- Bus Committee (Ad Hoc): Supervisor Cooper-Jones (Chair), Supervisor Jones, Supervisor Wilck
- PSAP Committee: Supervisor Jones (Chair), Supervisor Townsend

Supervisor Wilck suggested having only two members on the Audit Committee because the Board doesn't have any oversight and “if you put three people on it, it opens up to a public situation and then you lose the oversight you had.” Mr. Bartlett stated that any committee meeting, even with only two members, by regulation must be advertised and can be attended by the public unless it goes into closed session.

Chairman Townsend stated for the sake of transparency, it needs to have three members, and stated he doesn't want hidden agendas; he said the Board can change that.

Supervisor Cooper-Jones made a motion, seconded by Supervisor Jones, to operate as a system of standing committees; the motion carried:

Aye:	Beverly M. Booth	Nay: None
	Pattie Cooper-Jones	
	J. David Emert	
	Llew W. Gilliam, Jr.	
	Robert M. Jones	
	Odessa H. Pride	
	Jerry R. Townsend	
	James R. Wilck	

The Board concurred with the committee appointments.

In Re: Adoption of Board Rules of Procedure for Public Hearings

On motion of Supervisor Emert, seconded by Supervisor Booth and carried:

Aye:	Beverly M. Booth	Nay:	None
	Pattie Cooper-Jones		
	J. David Emert		
	Llew W. Gilliam, Jr.		
	Robert M. Jones		
	Odessa H. Pride		
	Jerry R. Townsend		
	James R. Wilck		

the Prince Edward County Board of Supervisors re-adopted the following procedures to govern public hearings:

BOARD OF SUPERVISORS PUBLIC HEARINGS
RULES OF PROCEDURE

1. Public Hearings – the order of presentation shall be as follows, unless varied by the Chairman.
 - a. Staff report.
 - b. Applicant’s presentation.
 - c. Comments, statements or presentations from members of the public.

The order of speakers will be:

- 1) Those in support of the matter,
 - 2) Those with questions or concerns,
 - 3) Those opposed,
 - 4) Rebuttals (limited by the Chair as to number and time-see below),
 - 5) Questions by the Board members of speakers.
- d. Additional rules:
 - The Chair can permit speaking out of the order in #c above as deemed necessary to enable the public to fully participate.
 - If able, speakers must stand at the lectern and address the Board.
 - All comments shall be directed to the members of the Board of Supervisors. Debate is prohibited. This includes debate among speakers or speakers/Board members/staff.
 - Presentation by the applicant and other speakers shall be limited to a time set by the Chairman.
 - Additional time, for any portion, may be granted at the discretion of the Chairman.
 - The Chair will set the number of minutes permitted for rebuttal and has the discretion to change the number.
 - The Chair has the authority to limit or decrease time for any portion of the public hearing due to the number of potential speakers, or repetition, or any other concern.

- Remarks shall be confined to the matter under discussion and shall be relevant.
2. Speakers arriving after the commencement of the hearing and/or who are not on the sign-up sheet will be recognized at the discretion of the Chairman.
 3. Repetitive testimony is discouraged.
 4. The Chairman shall have the authority to end a presentation that violates these rules or for other cause.
 5. Following discussion of all matters considered in the public hearing, the Board members will consider one of three actions regarding each matter:
 - Approval (with conditions, as applicable);
 - Denial; or
 - Table for further review.
 6. Once the public comment period has been closed, no further public input will be permitted unless clarification is requested by a Board member. The response shall address only those questions raised by the member.

In Re: Adoption of Board Protocol for Public Participation

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

Aye:	Beverly M. Booth Pattie Cooper-Jones J. David Emert Llew W. Gilliam, Jr. Robert M. Jones Odessa H. Pride Jerry R. Townsend James R. Wilck	Nay: None
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the Prince Edward County Board of Supervisors readopted the following Protocol for Public Participation:

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 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 or 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.

In Re: Adoption of Protocol for Board of Supervisors Comments

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

Aye:	Beverly M. Booth	Nay:	None
	Pattie Cooper-Jones		
	J. David Emert		
	Llew W. Gilliam, Jr.		
	Robert M. Jones		
	Odessa H. Pride		
	Jerry R. Townsend		
	James R. Wilck		

the Prince Edward County Board of Supervisors readopted the Protocol for Board of Supervisors Comments:

Protocol for Board of Supervisors Comments

- The Board of Supervisors sets aside ten (10) minutes near the beginning of each regular board meeting for each member of the Board of Supervisors to respond to comments made by citizens during “Public Participation,” if he/she so desires.
- This is an opportunity for each individual member of the Board to express his/her own personal opinion in response to a citizen’s concerns on matters of public interest.
- “*Board of Supervisors Comments*” is not designed to allow debate between Board members and citizens.
- The Chairman of the Board will establish the order of speakers and will maintain decorum.
- Each Board member shall be allotted an opportunity to speak for a maximum of one (1) minute; unless additional time is yielded by another member of the Board. In the event a Board member or members shall be absent, unallocated time shall not be allocated to Board members in attendance.
- Following each Board member’s comment period, the remaining two (2) minutes shall be set aside for appropriate response, and shall be divided equally between those members of the Board wishing to respond, and as directed by the Chairman.

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 the students at the Prince Edward County Public Schools and Fuqua School, and our employees and our citizen volunteers who serve the County of Prince Edward.

Chairman Townsend stated an employee of the County, Billy Coe, went above and beyond the call of duty on January 2, 2020. He said a call went out and Mr. Coe took his own boat to Rice Creek Road when he learned two brothers were in danger because of a boat overturning; one brother swam to shore, but the other brother could not swim. Mr. Coe took his boat which allowed the First Responders to rescue the victim; Mr. Coe also provided dry clothes to the victim for the First Responders to get the victim to the hospital.

Chairman Townsend then recognized Supervisor Wilck for his outstanding job as Chair during 2019. He said Supervisor Wilck is passionate about the initiative for the East Third Street Exchange, and it was made clear that Supervisor Wilck wants the best for the County.

In Re: Public Participation

Chairman Townsend stated 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.

Vicky Page, Leigh District, spoke as representative of the Friends of the Community Library; she invited the Board members to the Friends' Informational Breakfast on January 22 at 8:00 a.m., where they would be brought up to date with the new things that have happened at the library and will provide a tour. She then said the "Little Free Library Project" is working well; she said the first one was installed in November 2014 in Rice. She said a lot of books have gone through it and the unit is showing wear, and new larger units which have metal roofs have been approved. She said the unit at the Prospect site will be replaced next.

Lee Bidwell, Leigh District, stated she will not give her address as was directed at the December meeting on the Second Amendment Sanctuary proposal. She said she was disappointed and disheartened that the Board voted to defy the democratic process and go on record to obstruct any laws regarding gun control that might be passed with the Constitutionally dictated legislative process. She said she wanted to comment on the undemocratic way the special-called meeting was handled, and to offer suggestions on how to avoid problems in the future. She said that one of the most troubling aspects of the meeting is that speakers publicly give their address, "especially in front of 600 gun-toting, self-proclaimed sharpshooters." She said she read the Prince Edward County Board of Supervisors Rules as amended, and urged that Rule 13, regarding speakers providing name and address, be amended. She said she understood that it is to prove the speaker lives in the county, but asked they be allowed to use some other fashion to prove residency. She said she felt her personal safety was at risk to be able to express her views as intimidation suppresses free speech. The Board needs to protect the rights of all citizens to speak without fear of repercussions.

Ms. Bidwell said that according to Robert's Rules of Order, after a motion is made, the Chair is to call for discussion but no call was made for discussion of the draft resolution. She said the alternate draft motion did have discussion and Supervisor Wilck called for discussion. She said much of the crowd seemed satisfied with the alternative until Supervisor Wilck pointed out that it did not specifically include [the words] "Sanctuary City" language. She said that with the motion he supported, he did not call for discussion and went straight to the vote, demonstrating clear bias and unwillingness to consider alternatives or amendments

to the proposal. She said it was clear that his mind, as well as those of the majority of the Board, was made up before the public hearing. She said the purpose of a public hearing is to listen to citizen input before making an informed decision. She said the Board needs to adopt policies, procedures and leadership behaviors that allow for civil, respectful public exchange of ideas and Board members must base their voting decisions on thoughtful, careful consideration of all constituents.

Ian Danielsen, Farmville District, stated while his comments are pointed and critical regarding the December 17 meeting, he holds Mr. Wilck in high esteem and good faith as he does all Board members and staff. He said he values the relationship and collaboration. He stated he is a citizen deeply concerned over the ways in which last December's public hearing regarding gun sanctuary was handled. He urged the Board to engage in heightened communication to ensure that in future meetings, the attendees' rights are not usurped. He said it was not accurate to be called a public hearing because so many who were in support of the resolution were allowed to disrupt and prevented opponents from freely speaking, the meeting turned instead into more of a one-sided rally. He said when his peer, Susan, attempted to give comment, she was so roundly and hostilely booed, jeered and shouted down, she respectfully requested that the time denied her be reinstated, but it was not afforded her. When the clock reached zero, she was again shouted down by the unruly crowd and she left abruptly in tears, essentially drummed out. He said he brought his nine-year-old son to see a civic hearing in action, his son was made so anxious he crawled into his lap and asked that they leave. He said as they left, a gentleman took him aside and apologized saying the crowd acted horribly. Another man followed him out of the school and said all the hate speech was constitutional. Mr. Danielsen said that is just an example of a tactic of intimidation was used to hijack the process and denied opponents of the measure of any real chance to speak.

Mr. Danielsen said the Board didn't maintain order among supporters of the resolution, and in one constituency's defense of their Second Amendment rights, they trampled on others' First Amendment rights. He said this is not a new strategy; this was planned, systematic and worst of all, permitted, and a case in point of "freedom for me, but not for thee."

Mr. Danielsen said Supervisor Wilck did apologize and but the apology didn't state what should have been done or what will be done in future. He said the integrity of future meetings will be assessed according to their ability and willingness to guarantee that all points of view will be heard without hostile interference. He said the meeting could have been suspended or ended when the meeting was clearly out of

order, or utilized the resource of the Sheriff's office to ensure order. He said given the systematic Sanctuary Circuit rides through the state this past fall, the Board should have expected this and asked that the Board, in the future, preplan actions for ensuring order, fairness and equality. He said citizens can expect the same from some of the constituencies, among many who feel the ends justified the means because the means weren't checked but were reinforced. He asked in what future settings will they use intimidation as a strategy to squelch viewpoints other than their own, such as future Board meetings or at voting precincts.

John Miller, Farmville District, expressed his thanks for the support of the Board for the Prince Edward Volunteer Rescue Squad and thanked the Board for the investment through the EMS Levy. He said it provided a catalyst for other agencies and governmental authorities to invest in the Squad. He said an offer was made to fill the Executive Director position and that offer has been accepted. He said the Squad is aggressively pursuing grants, including one to replace the radio system. He said the current system is old and replacement parts are no longer made. He said the grant requires a 50/50 match and asked the Board to consider an amendment to include \$25,900 up-front "advance" to place an order for new radios by the end of February. He said the funds are not needed until July; this would allow the Squad to get the radios for half price. He said the radios (14) total cost is \$62,000; an entire system would be several million dollars

Ryan Taney, Prince Edward Volunteer Rescue Squad President, thanked the Board for its support, stating the Board is instrumental in helping the Squad grow in the community and meet its needs. He said the Squad has overcome trying times and has succeeded in part thanks to the Board's guidance. He asked the Board to reach out with any questions or concerns.

Mr. Bartlett asked how long the Rescue Squad has to spend the grant funding. Mr. Miller said they have to have the funding match approval by the end of February and the PO order in to the State by June or July.

Chairman Townsend referred the request to the EMS Committee for their review and recommendation back to the Board.

Supervisor Jones asked if the February 11 [2020] meeting would allow enough time; following some discussion, Mr. Miller said that it would give enough time.

In Re: Board Comments

Supervisor Wilck stated that in regards to the [December 17] meeting, no one [else] sitting on this Board has any blame and accepted all the blame, but not as much as Ms. Bidwell suggested. He said he was overwhelmed, expecting only 350-400 people. He said that Ms. Bidwell told him that the only people that were asked their names were those opposed. He said the reason for that was that the list of everybody else that was signed up with their name and district, so there was no need to [ask]. He said the Board needs their names for the record and it is put into the minutes. He said when Ms. Bidwell made accusations that were not true, he did hang up. He apologized for other things, saying he tried to stop people talking over other speakers by banging the gavel and holding his hand up, but with 600 raucous people, he had little effect and isn't sure what he could have done. Supervisor Wilck said he wrote a letter to the Editor [of the Farmville Herald], but the publisher said it was too long and placed it in as a column. He said people stopped and thanked him for the way the meeting was handled; he said it was nobody's responsibility but his.

Supervisor Pride thanked the citizens for attending and welcomed Supervisor Booth.

Supervisor Gilliam asked the two citizens that spoke during Public Participation to contact him regarding their concerns, and to share his with them. He then welcomed Supervisor Booth.

Chairman Townsend thanked the citizens for attending and thanked the Board for their confidence in him as Chair. He said he will do the best he can for the Board and the citizens. He congratulated Sheriff Epps and Supervisor Booth; he asked the citizens to continue their support and voice concerns.

Supervisor Emert welcomed all to the meeting and welcomed Supervisor Booth and Sheriff Epps.

Supervisor Cooper-Jones congratulated Chairman Townsend, Vice-Chairman Emert, Supervisor Booth, and Sheriff Epps. She thanked the citizens for their participation. She then said the gun sanctuary meeting was a disgusting action regarding how it was handled. She said that in the newspaper, according to Mr. Wilck, "I asked Jerry Townsend and Pattie Cooper-Jones who sat near me and voted differently from the way I voted, if they thought I had handled the meeting fairly and they both responded 'yes.' That question was never asked of Pattie Cooper-Jones because Mr. Wilck did not speak to me, I heard him addressing Jerry Townsend, but that conversation never happened because I did not think the meeting was handled fairly." She said life goes on and the Board is here to serve the constituents and do what they need the Board to do to serve the citizens of Prince Edward County.

Supervisor Jones said he wished to reiterate the congratulations to all the new office-holders, and said that he hopes the Board learned from that public hearing because it did get out of control. He said in the future the Board can be better prepared for it.

Supervisor Booth said Happy New Year to all and thanked all for coming to the meeting.

In Re: Consent Agenda

On motion of Supervisor Jones, seconded by Chairman Townsend, and carried:

Aye:	Beverly M. Booth Pattie Cooper-Jones J. David Emert Llew W. Gilliam, Jr. Robert M. Jones Odessa H. Pride Jerry R. Townsend James R. Wilck	Nay: None
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the Board accepted the Treasurer’s Report for November 2019; the minutes of the meetings held December 10, 2019 and December 17, 2019; Accounts and Claims, Board Mileage Sheets and County Attorney Invoice; Salaries; and Appropriations as follows:

FY20 BUDGET AMENDMENTS						
REV/EXP	FUND	DEPARTMENT	OBJECT	DESCRIPTION	DEBIT	CREDIT
REAPPROPRIATION						
3	100	41050	100	From Fund Balance		\$313,000
4	100	94000	301	Sheriff-Communication Equip.	\$313,000	
VFD INSURANCE						
3	100	93000	100	To General Fund Balance		\$60,000
4	100	32200	7040	VFD Insurance	\$60,000	
PIEDMONT COURT SERVICES						
3	741	24040	0021	Community Corrections Grant		\$13,261
4	741	21400	1300	Salaries & Wages	-\$40,954	
4	741	21400	2100	FICA	\$6,696	
4	741	21400	2210	VRS	-\$2,272	
4	741	21400	2211	VRS-Hybrid Employer	\$2,375	
4	741	21400	2212	ICMA – Employer	\$558	
4	741	21400	2213	The Standard	-\$100	
4	741	21400	2300	Blue Cross Blue Shield	\$19,036	
4	741	21400	2400	Group Life	\$1,023	
4	741	21400	2600	Unemployment	-\$41	
4	741	21400	2700	Workers Comp	\$301	
4	741	21400	3199	Purchase of Service – Other	\$3,000	
4	741	21400	3310	Repairs & Maint.	\$750	
4	741	21400	3500	Printing & Binding	\$399	
4	741	21400	3600	Advertising	\$460	

4	741	21400	5110	Electrical Service	\$170	
4	741	21400	5210	Postal	\$300	
4	741	21400	5230	Telecommunications	\$1,616	
4	741	21400	5420	Lease	\$7,850	
4	741	21400	5510	Travel – Mileage	\$5,352	
4	741	21400	5530	Travel- Subsistence & Lodging	\$2,148	
4	741	21400	5540	Travel-Convention	\$1,959	
4	741	21400	5810	Dues	\$45	
4	741	21400	6601	Office Supplies	\$2,590	
4	741	97001	2300	Blue Cross Blue Shield	-\$13,261	

Prince Edward Treasurer's Report - November 2019

Name of Bank	Bank Balance	Available Balance
Benchmark Pooled Fund Account	7,797,343.49	7,797,343.49
Wells Fargo Social Services	214,809.29	214,809.29
Benchmark School Fund	165,033.11	165,033.11
Benchmark Food Service	230,226.75	230,226.75
TOTAL		8,407,412.64
 Certificates of Deposit		
Benchmark		609,724.91
Farmers Bank		211,676.94
TOTAL		821,401.85
 GRAND TOTAL		 9,228,814.49

Accounts & Claims:

<u>BOARD OF SUPERVISORS</u>		
Perry Carrington	PA Set up for meeting	200.00
Farmville Newsmedia	Advertising	414.79
 <u>COUNTY ADMINISTRATOR</u>		
VACORP	Workers compensation	74.67
National Association of Counties	Membership dues	465.00
Business Data of Virginia, Inc.	Norton antivirus	39.95
Diamond Springs Water, Inc.	Water & equipment rental	19.20
HR Direct	Attendance cards	67.12
Key Office Supply	Envelopes / post-its	7.92
	Cartridges	535.88
		543.80

RR Donnelley	W-2 / 1099 forms	114.87
Walmart Community / SYNCB	Halloween candy	206.36
Dominion Wholesalers	Copier	400.00

COMMISSIONER OF REVENUE

VACORP	Workers compensation	40.59
Farmville Newsmedia	Advertising	
Farmville Printing	Postage envelopes	1,475.00
Treasurer of Virginia	Online service	71.10

ASSESSOR

Wampler-Eanes Appraisal	Reassessment	14,355.00
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TREASURER

VACORP	Workers compensation	45.25
ComputerPlus Sales/Service	Printer maintenance	386.55
Farmville Newsmedia	Tax bill ad	165.92
Neofunds	Postage	1,000.00
Benchmark Community Bank	Payflow/Paypal	5.90
Treasurer of Virginia	Online service	71.10
Mail Finance	Postage machine lease	1,527.00
Business Data of Virginia, Inc.	Norton antivirus	39.95
Key Office Supply	BSN 65650	1.96
	Greenbar paper	342.95
DMV	DMV Stop fees	2,125.00

INFORMATION TECHNOLOGY

Business Data of Virginia, Inc.	Travel & expense	3,250.00
	Contract agreement	9,000.00
BAI Municipal Software	Technical support	12,512.00
ComputerPlus Sales/Service	Printer service contract	79.00

ELECTORAL BOARD AND OFFICIALS

Owen G. Dunn Co.	Ballot services	1,700.00
Claudia Somers	Office assistance	185.00
Farmville Newsmedia	Advertising	98.32
Lynette Wright	Postage	20.90

REGISTRAR

VACORP	Workers compensation	13.91
Lynette Wright	Mileage	125.28
Caitlin Bryant	Meal	8.74
Key Office Supply	Poll supplies	32.99
	Copy paper	69.90

CIRCUIT COURT

VACORP	Workers compensation	6.89
Key Office Supply	Bookcase	162.99
	Printer stand	54.99

	Clear project	7.39	
	Copy paper	69.90	
	Water	18.58	313.85

GENERAL DISTRICT COURT

Mail Finance	Postage lease payment		376.17
U. S. Postal Service	Box rental		64.00
Diamond Springs Water, Inc.	Water & equipment rental		26.45
Key Office Supply	PFX 9024	128.85	
	Supplies	25.77	
	Shredder	299.95	
	Storage boxes	49.95	
	File pockets	26.67	
	Toner	84.89	
	Binders	30.84	646.92

CLERK OF THE CIRCUIT COURT

VACORP	Workers compensation		68.48
Farmville Newsmedia	Advertising		196.64
Key Office Supply	Service contracts (2)	1,553.00	
	Juror supplies	39.64	
	HEW CE505D	345.98	
	Copy paper	139.90	
	Cartridges	357.98	
	Hand towels	31.39	
	Pens / holder / keyboard	96.22	
	Envelopes / staple remover	23.86	
	AOP LT512M / MMMDS330	105.96	2,693.93
Mail Finance	Postage lease payment		407.13
CenturyLink	Phone		58.45
Jurors	Juror		2,280.00
Treasurer of Virginia	Annual maintenance	4,480.00	
	Courtroom printer	200.00	4,680.00
Caskie Graphics, Inc.	Will folders		429.85
Diamond Springs Water, Inc.	Water & equipment rental		46.20

LAW LIBRARY

Relx, Inc. DBA LexisNexis	Monthly subscription		366.00
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COMMONWEALTH'S ATTORNEY

VACORP	Workers compensation		117.81
Megan Clark	Meals / mileage	83.92	
	Lodging	230.04	313.96
Wendy Hannah	Meals / lodging		326.58
Marchella Rustioni	Lodging - CC Case		116.79
National District Attorney Association	Annual dues		181.00
Key Office Supply	Folders / tabs / hi-lighters	137.56	
	Planner	21.99	159.55

VICTIM WITNESS ASSISTANCE PROGRAM

VACORP	Workers compensation		10.27
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<u>SHERIFF</u>		
VACORP	Workers compensation	5,706.52
Beale, Davidson, Etherinton	Legal fees	222.50
Verizon Connect NWF, Inc.	GPS service	454.80
Verizon Wireless	Vehicle modems	600.23
	Cellular service	82.06
Business Card	Postage	30.50
	Meals	108.85
	Accreditation	0.99
	Gas	51.68
	Police supplies	906.93
Kinex Networking Solution	Remote data backup	19.95
CenturyLink	Phone	10.36
	Sheriff's VCIN	7.97
Business Data of VA, Inc.	Norton antivirus	159.80
Diamond Springs Water, Inc.	Water & equipment rental	60.20
Key Office Supply	Binders	150.70
	Dividers	30.38
	Folders / markers / dvd / cds	536.82
	Labels	10.44
	Sharpies	49.54
	Paper	30.78
Kevin Randolph	Gas	808.66
Mike Jackson	Fuel	30.00
DMV Special Plates	Registration	10.00
Fisher Auto Parts, Inc.	Key fob battery	2.06
DMV	Special ID	10.00
Galls, LLC	Gun case	77.90
	Boots	502.95
	Belt	26.25
	Hashmarks	105.00
	Shoes	79.20
Town Police Supply	Ammo	791.30
	Glock mags	2,669.40
American Uniform Sales	Shirts / armor skins	42.00
	Shirts	371.42
		112.96
		484.38

SHERIFF - COURTS

VACORP	Workers compensation	1,944.56
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FARMVILLE VOLUNTEER FIRE DEPARTMENT

Key Office Supply	Printer	899.00
Municipal Emergency Service	Covert vest	66.13
NAFECO, Inc.	Shirts	75.88
NAPA of Farmville	12V plug	2.69
Taylor-Forbes Equipment Company	Motomix	50.75
Witmer Public Safety Group	Bugles pins	16.19

RICE VOLUNTEER FIRE DEPARTMENT

County Waste	Trash collection	102.00
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Ellington's Lawn Service	Mowing		75.00
Industrial Repair, Inc.	Tires / inspection	1,824.00	
	Repair	1,121.45	
	Steering pump	457.20	3,402.65
Key Office Supply	Printer		499.00
CenturyLink	RVFD Phone		197.01
Dominion Energy Virginia	RVFD Electric		251.64

DARLINGTON HEIGHTS VOLUNTEER FIRE DEPARTMENT

Atlantic Emergency	LED light		178.80
Cyrus Pest Control Company	Pest control		45.00
Darlington Heights Fire Department	Computer / internet		478.13
East End Motor Company, Inc.	Oil change / inspection / bat	143.53	
	Oil change / inspection	352.14	
	Oil change	69.36	
	Oil change / inspection / flt	634.40	1,199.43
Ellington Energy Service	Propane		376.22
Farmville Wholesale Electric	Light repair		408.69
Fire & Safety Equipment Company	Turnout gear	2,776.95	
	Boots	280.00	3,056.95
Southside Electric Cooperative	DHVFD electric		298.75

MEHERRIN VOLUNTEER FIRE DEPARTMENT

Fire & Safety Equipment Company	Particulate hood		1,754.60
NAPA of Farmville	Batteries		319.10
Parker Oil Company, Inc.	Diesel	1,399.92	
	Propane	653.94	2,053.86
Verizon Wireless	Cellular service		269.64
VACORP	Workers compensation		2,482.75

EMERGENCY SERVICES

VACORP	Line of Duty insurance		4,554.00
Korman Signs	Road signs		1,271.96

REGIONAL JAIL & DETENTION

Piedmont Regional Juvenile Detention Center	Juvenile detention		375.00
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BUILDING OFFICIAL

VACORP	Workers compensation		285.63
Coy Leatherwood	Meal / registration		25.26

ANIMAL CONTROL

VACORP	Workers compensation		314.82
Cumberland Animal Hospital	Vet services		513.94
Ridge Animal Hospital	Vet services		391.53
Dodson Brothers Exterminating	Pest control		50.00
CenturyLink	Phone		138.40
Crater Criminal Justice	Training		100.00

GENERAL PROPERTIES

VACORP	Workers compensation		1,309.28
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Doli / Boiler Safety	Boiler inspections		60.00
Dodson Brothers Exterminating	Pest control		237.00
Dominion Energy Virginia	SCOPE building	188.32	
	Courthouse	11,794.78	
	STEPS Headquarters	790.34	
	Lights at Rice	114.30	
	Ag building	1,515.84	14,403.58
Rohr Mechanical, LLC	A/C unit repair		2,328.75
Town of Farmville	Water & sewer		722.02
AT&T	Shop phone		47.15
CenturyLink	Phone		166.45
O. O. Stiff, Inc.	Monthly service		100.00
Diamond Paper Company	Credit	-22.27	
	Towels/trash bags/cleaner	785.30	
	Cleaning supplies	2,255.83	
	Duster	44.00	3,062.86
Air Conditioning Equipment	Actuators		600.00
Diamond Springs Water, Inc.	Water & equipment rental		16.20
Key Office Supply	Wire organizers	15.00	
	Copy paper/tabs/stapl	28.35	43.35
Lowe's	Battery / foil tape	31.68	
	Duct fan	23.75	55.43
Price Supply Company, Inc.	Wax rings	7.91	
	Booster fan/reducer	70.68	78.59
Cintas Corporation #524	Uniform rental		604.26
Davis GMC Truck, Inc.	Repair parts / labor		587.81
Fisher Auto Parts, Inc.	Credit	-30.86	
	Stblizr bar/wpr blde	133.14	
	Fuel stb / btry / filtr	71.81	
	Oil & filter	132.40	306.49

CANNERY

VACORP	Workers compensation		93.74
Virginia Food Works	Commercial contract		2,916.67
Parker Oil Company, Inc.	Fuel		700.32
CenturyLink	Phone		282.01
Diamond Paper Company	Cleaning supplies		67.00

COMPREHENSIVE SERVICES ACT

Acewall Scholars	Professional services		1,100.00
Bear Creek Academy	Professional services		3,420.00
Morgan Carraway	Professional services		721.00
Centra Health	Professional services		15,876.00
Chestnut Hill Mental Health	Professional services		8,010.00
Faison School for Autism	Professional services		6,382.00
Fulcrum Counselors, LLC	Professional services		1,298.75
Hallmark Youthcare - Richmond	Professional services		17,962.00
Harbor Point Behavioral	Professional services		2,520.00
James River Therapy Services	Professional services		1,200.00
Prince Edward County Dept of Social Services	Professional services		258.71
Thomas Brothers Software	Maintenance fee		250.00

	<u>PLANNING</u>		
VACORP	Workers compensation		666.79
	<u>ECONOMIC DEVELOPMENT</u>		
VACORP	Workers compensation		10.33
Kate Eggleston	Mileage		85.72
Key Office Supply	Envelopes / post its		7.92
	<u>TOURISM</u>		
VACORP	Workers compensation		11.81
Town of Farmville	Water & sewer		48.84
CenturyLink	Phone		336.62
Business Data of VA, Inc.	Norton antivirus		39.95
Midtown Mailboxes	LVE SUMMR cardstock		3.61
	<u>COOPERATIVE EXTENSION OFFICE</u>		
CenturyLink	Phone		124.90
	<u>GENERAL EXPENSE</u>		
Segra	Phone		2,499.25
Rochette's Florist	Flowers (Carrington)		149.00
	<u>CAPITAL PROJECTS</u>		
Blair Construction, Inc.	PJT 3269 Courthouse	1,091,712.21	
	PJT 3246 STEPS Renov	59,450.01	
	PJT 3251 DSS Bldg	150,814.04	1,301,976.26
Crabtree, Rohrbaugh & Assoc	CH construction		2,645.48
Compro Computers	Equip camera system	1,484.85	
	CH Renov equipment	8,249.05	9,733.90
Town of Farmville	Install hydrant		3,240.00
Precision Doors & Hardware	Key combinator		3,056.87
	<u>FORFEITED DRUG ASSETS</u>		
Thomson Reuters-West	Court screen access		63.00
	<u>CDA SPECIAL LEVY FUND</u>		
Poplar Hill CDA	Special levy payment		41,795.00
	<u>WATER FUND</u>		
Town of Farmville	Water & sewer		94.16
	<u>SEWER FUND</u>		
Dominion Energy Virginia	Sewer pump		48.48
	<u>COLLECTIONS</u>		
VACORP	Workers compensation		2,772.53
East End Motor Company, Inc.	Flat repair		66.95
Farmville Wholesale Electric	Light bulb / wire / nuts	20.71	
	Bulb / tape / knife	127.19	
	Photo sensor / reducer	31.48	

	Screws / wire nuts	21.68	
	Light fixtures / rfrctr	274.54	
	Credit	-92.98	382.62
Lowe's	Paint / paint tray		56.95
Moore Scale Service-Western VA	Scale serviced		325.00
Sherwin Williams Company	Paint & supplies	355.09	
	Tape / pail / coveralls	41.60	
	Paint & coveralls	659.57	
	Paint / shoe covers	856.98	1,913.24
Republic Services #974	Trash collection		664.01
Emanuel Tire of Virginia	Tire recycling		1,597.40
STEPS, Inc.	Recycling		3,305.76
Synergy Recycling, LLC	Electronic recycling		2,442.25
Southside Electric Cooperative	Electric		128.82
Dominion Energy Virginia	Rice collection center		65.64
CenturyLink	Phone	114.41	
	Phone - Worsham	47.93	162.34
O. O. Stiff, Inc.	Monthly service		702.50

LANDFILL OPERATIONS

VACORP	Workers compensation		2,018.07
Resource International	Landfill monitoring	9,363.57	
	Project management expense	2,611.00	
	SWP PJT Compliance mgmt.	1,485.50	13,460.07
Carter Machinery Company, Inc.	Roller		508.84
Cavalier Hose & Fittings	Hydraulic oil		194.60
Diamond Springs Water, Inc.	Water & equipment rental		8.95
Ferguson Enterprises, LLC	Clevis		38.90
Lowe's	Shms / sw blades / hammer	86.91	
	Magnet / key box	35.12	
	Lock nut / wshrs / bolts	14.63	
	Scalehouse door	301.90	438.56
Sherwin Williams Company	Paint		212.95
CenturyLink	Phone		114.64
Andy Leatherwood	Cell case		39.99
Ronald Van Eps	Landfill license		50.00
Arc3 Gases	Gloves	81.00	
	Tank rental	27.90	108.90
East End Motor Company, Inc.	Tire repair	88.65	
	Inspection	20.00	108.65
NAPA of Farmville	Dust mask	8.99	
	Thread lock / mask	43.98	
	Hyd oil / battery / core	657.89	
	Light bulbs	8.91	
	Glass cleaner / squeegee	12.48	
	Puller	38.49	
	Tool set / chisel	64.47	
	Penetrant	11.98	
	Battery / core / fusehld	280.27	1,127.46
Southern States	Ratchet / chain		479.94

<u>RETIREMENT BENEFIT FUND</u>		
Vicki K. Johns	Retiree benefit	1,187.00
<u>PIEDMONT COURT SERVICES</u>		
VACORP	Workers compensation	75.05
Southside Messenger	Advertising	144.00
Dominion Energy Virginia	Electric	169.74
CenturyLink	Fax line	77.05
Segra	Phone	312.39
Meri Dalton	Mileage / meals	233.66
Connie Stimpson	Mileage / meals / supply	213.37
Renee T. Maxey	Meals/parking	58.16
Business Data of VA, Inc.	Norton antivirus	119.85
<u>PCS SUPERVISION FEES EXPENDITURES</u>		
Amelia Bulletin Monitor	Advertising	140.00
SRP Corporation, LLC	Rent	2,750.00

In Re: Properties Committee Report

Mr. Bob Timmons, Chair, reported Juvenile Court and their offices are moved in and the Clerk of the Court has been moved in. He said the construction on the sally-port, the entrance, the atrium and the Magistrates office area will be completed by the end of this month. He said the relocation should be complete by mid-February. He stated the final two phases are the Commonwealth Attorney's office which has the stud-walls erected and the General District Courtroom and office area will be started tomorrow. Those should be complete and occupied by mid-March. He said there is a meeting with the Properties Committee to review details; there is one more change order that is being worked on, and a total of change orders with all the properties will be less than \$50,000. He said the renovation is ahead of schedule and under budget.

Supervisor Pride thanked Mr. Timmons for a job well done.

In Re: Commonwealth Regional Council Dues Refund

Ms. Melody Foster, Executive Director of the Commonwealth Regional Council, presented a dues refund to Prince Edward County in the amount of \$4,830.60.

Ms. Foster explained that the Annual CRC Membership Dues Policy states that at the end of each fiscal year, if the CRC Audited Cash Fund Balance is in excess of \$500,000, the dollar amount over this amount will be divided and returned to the member counties.

The Board will need to decide if they want to accept the check or reinvest this amount with the CRC. If reinvested, it could be used to provide a match for any future grants that the CRC would administer for the County; if the refund is accepted, it will be placed into the General Fund's Fund Balance.

Mr. Bartlett recommended the Board accept the refund in order to keep a continuous even amount to be provided to the CRC.

Supervisor Pride made a motion, seconded by Supervisor Gilliam, to accept the refund of \$4,830.60 from the Commonwealth Regional Council; the motion carried:

Aye:	Beverly M. Booth	Nay:	J. David Emert
	Pattie Cooper-Jones		
	Llew W. Gilliam, Jr.		
	Robert M. Jones		
	Odessa H. Pride		
	Jerry R. Townsend		
	James R. Wilck		

In Re: Highway Matters

Mr. Scott D. Frederick, P.E., stated crews are busy with typical winter routine maintenance schedule; he said they are running the boom axe behind the guard rails and on the slopes and doing brush-cutting. He said they are machining shoulders, adding stone in low spots; he said Darlington Heights Road, Five Forks Road, Singleton Road, Worsham Road, and Abilene Road will be next. He said potholes are being filled.

Mr. Frederick said work is being done on the Route 652, Harris Creek Road Bridge; there are a few loose ends they are tying up and are demobilizing the structure and bridge crew equipment, and starting to tie the roadway back in. He said it appears completion will be on February 1. He said the Operational Safety Improvement funds are being used for spot leveling near the landfill, and for radius improvements on Route 15, work at the school and on County Line Road at Route 15. He said those funds are usually about \$70,000; \$55,286 has been spent, \$15,308 remains. He said VDOT plans to use that funding for 18'-widenings on some inside-curve areas where traffic runs off the road, in the hopes to bring the crash rate down.

Mr. Frederick then requested a work session on the Six Year Plan. Following some discussion, it was determined the work session will be held Tuesday, February 11, 2020 at 5:00 p.m.

Mr. Frederick asked for road issues. He stated currently in line for review or work include the pond on Morris Creek and the spillway which is clogged again. He said they will look at the ditch on Singleton

Road; work needs to be done on a culvert on Spring Creek Road due to the road settling, and he is going to look for accident data regarding the turn-off at Route 460 and Rice's Depot Road for a Smart Scale project. He said there is a possible sight distance issue on Harris Creek Road at the Dollar General.

Supervisor Pride asked about the speed study on Douglas Church Road. Mr. Frederick said it has been submitted; he said they do not allow convex mirrors as has been suggested for use.

Chairman Townsend said the bridge at Worsham Road over Briery Creek has potholes that would knock a vehicle out of alignment; it also has a weight limit issue.

Mr. Bartlett said citizens have called Supervisor Booth regarding Briarwood. The hydrology has changed due to the construction and during rain events, flooding occurs and the ditch needs to be reworked.

Supervisor Emert asked for a speed study on Peaks Road, and requested the 25mph limit be extended down to the first bridge.

Supervisor Jones asked about the work on Old Ridge Road. Mr. Frederick said he reviewed VDOT's report and sent it back for a second review.

Supervisor Gilliam asked the status of work on Green Bay Road, Route 696. He said there is a sight issue. Mr. Frederick said he will check into this issue.

In Re: Public Hearing – Amendments to the TransTech Alliance Regional Development Ordinance and Agreement

Chairman Townsend announced that this was the date and time scheduled for a public hearing prior to considering amendments to and the approval of the Transtech Alliance Regional Development Agreement. Notice of this hearing was advertised according to law in the Friday, January 3, 2020 and Friday, January 10, 2020 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Bartlett stated that at its December meeting, the Board approved advertising a public hearing on proposed amendments to the TransTech Alliance Regional Development Agreement, which must be adopted by Ordinance. The Board of the TransTech Alliance, doing business as the Virginia Growth Alliance (VGA), has voted to amend both the Regional Development Agreement and the By-Laws.

Mr. Bartlett said the substantive change proposed in the Agreement can be found in Item 9 – Withdrawal of Membership. The existing agreement states that members can withdraw by merely giving a six-month's written notice to the other members. The proposed change requires the leaving Jurisdiction to

adopt a resolution of withdrawal and still requires a six-month written notice to the other members. Mr. Bartlett added that Section 15.2-1300 of the *Code of Virginia* requires joint agreements be approved by ordinance.

Chairman Townsend opened the public hearing.

Paul Hoffman, Prospect District, stated his approval of the amendment. He said he wanted to speak about Economic Development and the County's role in that. He said that like most citizens of Prince Edward County, most of his worldly wealth is in real estate in Prince Edward County. He said he looks to the Board of Supervisors to help protect the value of that property and therefore, the tax base which helps fund the services. He said that is done through economic development, which is one of the few things done that a return is expected. The challenge is if the County is not engaged in Community Development, funding just the most basic of services means localities must raise [tax] rates on citizens. He said Prince Edward County is fortunate currently and asked that the Board not neglect economic development.

Mr. Hoffman said the VGA allows the Board to partner with other communities, learn from them and participate with them. He said the cost of participating in the VGA is about \$20,000, which is "a whiff" in a \$23 million budget; he added the \$9 million on education, of which the principle purpose is to prepare the student to enter the workforce. He said it would be nice to have jobs in Prince Edward County so that after they're educated, they could stay here, buy property, contribute to the economy. He asked that the Board invest in the County's future, and said if they don't invest, he fears for what the future may bring for this County.

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

Supervisor Jones made a motion, seconded by Supervisor Pride, to approve the Ordinance Approving a Regional Development Agreement and to authorize the Chair and/or County Administrator to execute the documents; the motion carried:

Aye:	Beverly M. Booth	Nay:	J. David Emert
	Pattie Cooper-Jones		James R. Wilck
	Llew W. Gilliam, Jr.		
	Robert M. Jones		
	Odessa H. Pride		
	Jerry R. Townsend		

Mr. Bartlett then said the substantive change in the By-Laws can be found in Article II, Item 2. The existing By-Laws state "Additional members may be added by an affirmative two-thirds vote of the Board

of Directors.” Mr. Bartlett said the proposed new By-Laws amend that section to read: “Additional members may be added to the Alliance as provided in the Agreement.” The Agreement states that localities “may become members of the Alliance by the adoption of a resolution to that effect adopted by all of the members of the Alliance.” This language is the same as it always has been in the Agreement. This action merely aligns the By-Laws and the Agreement.

Supervisor Cooper-Jones made a motion, seconded by Supervisor Jones, approve the amendments to the TransTech Alliance By-Laws; the motion carried:

<p>Aye: Beverly M. Booth Pattie Cooper-Jones J. David Emert Llew W. Gilliam, Jr. Robert M. Jones Odessa H. Pride Jerry R. Townsend</p>	<p>Nay: James R. Wilck</p>
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In Re: Board Appointments to Outside Agencies

Mr. Bartlett stated the following positions require appointment or re-appointment:

<p>Granite Falls CDA Beverly M. Booth Robert M. Jones Odessa Pride Pattie Cooper-Jones Llew W. Gilliam, Jr.</p>	<p>Term Expires 12/31/2023 12/31/2023 12/31/2023 12/31/2023 12/31/2021</p>
<p>Virginia’s Heartland Water & Sewer Authority Beverly M. Booth Robert M. Jones Odessa Pride Pattie Cooper-Jones Llew W. Gilliam, Jr.</p>	<p>Term Expires 12/31/2023 12/31/2023 12/31/2023 12/31/2023 12/31/2021</p>
<p>Workforce Development Consortium Jerry Townsend Wade Bartlett, Alternate</p>	<p>Term Expires 12/31/2020 12/31/2020</p>
<p>Moton Board Jerry Townsend</p>	<p>Term Expires 12/31/2020</p>
<p>Local Emergency Planning Comm. (LEPC) Llew W. Gilliam, Jr.</p>	<p>Term Expires 12/31/2021</p>
<p>Planning Commission Robert M. Jones (Board of Supervisors Representative)</p>	<p>Term Expires 12/31/2023</p>
<p>Poplar Hill CDA (County Appointee) Beverly M. Booth</p>	<p>Term Expires 6/30/2021</p>

Virginia Growth Alliance
Odessa Pride
Wade Bartlett
Kate Pickett, Alternate

Term Expires
12/31/2020
12/31/2020
12/31/2020

Supervisor Emert made a motion, seconded by Supervisor Pride to approve all appointments as presented; the motion carried:

Aye:	Beverly M. Booth Pattie Cooper-Jones J. David Emert Llew W. Gilliam, Jr. Robert M. Jones Odessa H. Pride Jerry R. Townsend James R. Wilck	Nay: None
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In Re: County Administrator's Report

Fiscal Year 2021 Budget Schedule

Mr. Bartlett reviewed the proposed budget schedule for the development of the Fiscal Year 2021 Budget. He said the dates closely mirror prior year schedules and has been coordinated with the Schools. He said the Board may also wish to consider the adoption of the Policy for Funding Non-County Agencies and Organizations.

Supervisor Cooper-Jones made a motion, seconded by Supervisor Jones, to approve the revised FY20 Budget Schedule; the motion carried:

Aye:	Beverly M. Booth Pattie Cooper-Jones J. David Emert Llew W. Gilliam, Jr. Robert M. Jones Odessa H. Pride Jerry R. Townsend James R. Wilck	Nay: None
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**County of Prince Edward
Proposed FY 21 Budget Schedule**

DATE	ACTIVITY	TIME/LOCATION
January 28, 2020	Budget Preparation Guide distributed to County Departments and Constitutional Offices	
January 28, 2020	Donation Request forms distributed	
Feb. 3 – Mar. 6, 2020	Budget work sessions between Departments and County Administrator	
February 4, 2020 (Tues)	Board of Supervisors Budget Planning meeting	5:30 p.m. 3 rd Floor Conference Room
February 12, 2020	Joint meeting of Finance Committees of the Board of Supervisors and School Board.	12:00 p.m. Visitor Center
February 25, 2020 (Tues)	Budget worksheets submitted to County Administrator.	
March 3, 2020 (Tues)	Board of Supervisors budget work session - presentation by Outside Agencies	5:30 p.m. Board of Supervisors Room
March 4, 2020 (Wed)	Joint meeting of Finance Committees of the Board of Supervisors and School Board.	1:00 p.m. School Board Conference Room
March 17, 2020 (Tues)	Joint budget work session of Board of Supervisors and School Board	5:30 p.m. P.E. High School Library
March 20, 2020 (Fri)	School Superintendent submits local funding request to County Administrator	5:00 p.m.
March 20, 2020 (Fri)	Revenue estimates completed by County Administrator	5:00 p.m.
March 24, 2020 (Tues)	Presentation of County Administrator's proposed budget to Board of Supervisors.	5:30 p.m. Board of Supervisors Room
March 26, 2020 (Thurs)	Board of Supervisors budget work session	2:00 p.m. Board of Supervisors Room
March 26, 2020 (Thurs)	Superintendent submits school budget to County Administrator	5:00 p.m.
March 31, 2020 (Tues)	Board of Supervisors budget work session	5:30 p.m. 3 rd Floor Conference Room
April 7, 2020 (Tues)	Board of Supervisors Budget Work Session - Presentation of School Budget. Board authorizes Public Hearing for April 21 (Ad dates April 10 & April 17)	5:30 p.m. Board of Supervisors Room
April 14, 2020 (Tues)	Board of Supervisors Budget Work Session	5:30 p.m. 3 rd Floor Conference Room
April 21, 2020 (Tues)	Board of Supervisors Budget Work Session	5:30 p.m. 3 rd Floor Conference Room
April 21, 2020 (Tues)	Joint Public Hearing on County & School Budgets & Tax Rates	7:00 p.m. Board of Supervisors Room
April 28, 2020 (Tues)	Budget Work Session, Adoption of County & School Budgets & Tax Rates	7:00 p.m. Board of Supervisors Room
June 9, 2020 (Tues)	Approval of Appropriations.	7:00 p.m. Board of Supervisors Room

Note: Schedule subject to change by authority of the Board of Supervisors.

EMS Tax

Mr. Bartlett stated the budget approved for the EMS fund was \$300,000. Of that amount \$255,000 was budgeted for Vehicles, \$8,920 for communication equipment and \$36,080 was to remain in the fund balance. As of January 7, 2020, a total of \$261,437 has been collected. This is 87% of the levy and is a normal collection rate, more will be collected as time goes on. There has been \$254,386 expended for one ambulance and \$8,919.14 on communication equipment. Mr. Bartlett said he is working with PEVRS to determine their long-term needs to include the paid director and ascertaining the help being provided by the partners – the Town of Farmville, Longwood University and Hampden-Sydney College. He presented an updated six-year summary of anticipated Revenues and Expenses.

Mr. Bartlett said the Town of Farmville is providing fuel and up to \$50,000 for labor and repairs for the ambulances.

Mrs. Broadwater said the Town is paying for the parts and labor. Mr. Bartlett asked if the ambulances are staying on the road better; Mr. Miller said all five are operational.

Mr. Bartlett said the plan is to immediately buy another ambulance this fiscal year with the total cost to be almost \$519,000; he said this will expend more than collected but that the County would front the money. He said the following year, the County would purchase another ambulance, giving them three ambulances. He said the projection is to buy an ambulance every other year; every 8-10 years one would be rotated out and replace it. He said this budgeting forecast will help build solid response units, but doesn't take into account what improvements the new director will make. Discussion followed.

Mr. Bartlett said no action is needed. He asked that the EMS make sure the new radios will fit into the new system just installed in the Sheriff's office.

Update on Revenues

Mr. Bartlett presented an update on the Revenues. He stated the County revenues are extremely strong in almost every category. He said one of the best is the local sales tax; if it continues at the rate it has been, the County will be about \$200,000 over the budgeted amount and would be the highest amount ever collected in sales tax. He said the Public Service Corporation, which are utilities, and are assessed by the State Corporation Commission and that amount is never seen until they tell us what it is. This jumped up about \$79,000 greater than what was budgeted. He said the Treasurer's office is doing a great job on

collecting the Personal Property tax and the DMV Stop is helping with collections and helps increase the penalty and interest collected. He said \$100,000 more in each should be collected this fiscal year. Collections are strong at the landfill because of a large amount of demolition, such as at Longwood University.

Supervisor Wilck questioned how the proposed landfill in Cumberland would affect Prince Edward County's landfill. Mr. Bartlett said it will not affect Prince Edward County at all in the short-term because Cumberland does not use Prince Edward County's landfill, but it could have an effect in the future.

In Re: Other Business

Mr. Bartlett said one night a year, a count is taken of the homeless; this year the Point In Time Homeless Count will be taken Wednesday, January 22 at 6:00 p.m. to January 23 at 6:00 a.m. He said they go where the homeless are known to shelter and the information is used to provide statistics.

In Re: Animal Warden's Report

Mr. Adam Mumma, Animal Control Officer, submitted a report for the month of December 2019, which was reviewed and ordered to be filed with the Board papers.

In Re: Building Official's Report

Mr. Coy Leatherwood, Building Inspector, submitted a report for the month of December 2019, which was reviewed and ordered to be filed with the Board papers.

In Re: Cannery – Home Canning

Ms. Patty Gulick, Cannery Manager, submitted a report for December 2019, which was reviewed and ordered to be filed with the Board papers.

In Re: Cannery – Commercial

Ms. Allie Hill, Food Works Board President, submitted reports for December 2019, 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 December 2019, which was reviewed and ordered to be filed with the Board papers.

In Re: Prince Edward County Public Schools

Dr. Barbara Johnson, Superintendent, submitted a financial summary report for the month of December 2018, which were reviewed and ordered to be filed with the Board papers.

In Re: Tourism and Visitor Center Report

Mrs. Magi Van Eps, Tourism & Visitor Center Coordinator, submitted a report for the month of December 2019, which was reviewed and ordered to be filed with the Board papers.

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

Aye:	Beverly M. Booth	Nay: None
	Pattie Cooper-Jones	
	J. David Emert	
	Llew W. Gilliam, Jr.	
	Robert M. Jones	
	Odessa H. Pride	
	Jerry R. Townsend	
	James R. Wilck	

the meeting was recessed at 8:43 p.m. until Tuesday, February 11, 2020 at 5:00 p.m. in the Prince Edward County Board of Supervisors Conference Room, 111 N. South Street, Third Floor, Farmville, Virginia for a work session on the Six-Year Plan.