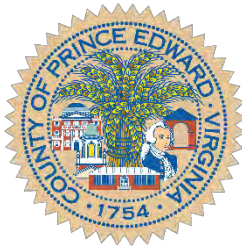




## MISSION STATEMENT

*"The mission of the Board of Supervisors of the County of Prince Edward is to represent all citizens, provide leadership, create vision and set policy to accomplish positive change and planned growth and to provide essential services, enhancing the quality of life and maintaining fiscal responsibility."*

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**BOARD OF SUPERVISORS  
MEETING AGENDA**

**September 12, 2023**

The Prince Edward County Board of Supervisors encourages citizens participation in public meetings through in-person participation, written comments and/or remote participation by calling: **1-844-890-7777, Access Code: 390313** (*If busy, please call again.*) Additionally, citizens may view the Board meeting live in its entirety at the County’s YouTube Channel, the link to which is provided on the County’s website.

~~~~~

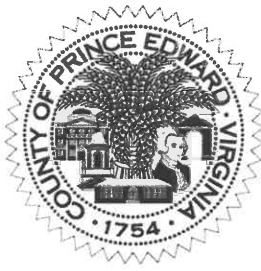
|           |                                                                                                                                                                                                                                                                                                                                                          | <u>Staff Contact</u> | <u>Page #</u> |
|-----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|---------------|
| 7:00 p.m. | 1. The Chair will call to order the September meeting of the Board.                                                                                                                                                                                                                                                                                      |                      | 5             |
|           | 2. Invocation                                                                                                                                                                                                                                                                                                                                            |                      | 5             |
|           | 3. Pledge of Allegiance                                                                                                                                                                                                                                                                                                                                  |                      | 5             |
|           | 4. Conflict of Interest Disclosures                                                                                                                                                                                                                                                                                                                      |                      | 7             |
|           | 5. Recognitions                                                                                                                                                                                                                                                                                                                                          | Cheryl Stimpson      | 9             |
|           | 6. <b><u>PUBLIC PARTICIPATION</u></b><br><i>Citizens wishing to address the Board are asked to please sign the Public Participation register prior to the beginning of the meeting.</i>                                                                                                                                                                  |                      | 11            |
|           | 7. Board of Supervisors Comments                                                                                                                                                                                                                                                                                                                         |                      | 15            |
|           | 8. <u>Consent Agenda:</u>                                                                                                                                                                                                                                                                                                                                |                      |               |
|           | a. Treasurer’s Report                                                                                                                                                                                                                                                                                                                                    |                      | 17            |
|           | b. Approval of Minutes                                                                                                                                                                                                                                                                                                                                   |                      | 21            |
|           | c. Account & Claims, Mileage Reports, County Attorney Invoices                                                                                                                                                                                                                                                                                           |                      | 49            |
|           | d. The County Administrator has reported that checks have been issued pursuant to the order of the Board as to salaries, etc., the amount of which has been heretofore approved.                                                                                                                                                                         |                      | 75            |
|           | 9. <u>Community Partner Updates:</u>                                                                                                                                                                                                                                                                                                                     |                      | 77            |
|           | a. Maria Almond, MD, MPH, Piedmont Health District Director.                                                                                                                                                                                                                                                                                             |                      |               |
|           | b. C. Scott Davis, LP.D., Town Manager                                                                                                                                                                                                                                                                                                                   |                      |               |
|           | 10. Mary E. Branch Community Center Update: Sherby Scott Brown                                                                                                                                                                                                                                                                                           |                      | 79            |
| 7:30 p.m. | 11. <b><u>PUBLIC HEARINGS:</u></b> The Board will receive public input on the following:                                                                                                                                                                                                                                                                 |                      |               |
|           | a. A request by C-Store Developer, LLC for a Special Use Permit to construct and operate a car wash on land identified as Tax Map Parcels 051-A-33 and 051-10-2D, located on the west side of Farmville Road (State Route 15), at its intersection with Commerce Road (State Route 628).                                                                 | Robert Love          | 81            |
|           | b. Proposed restrictions on “through trucks” for the entire length of State Route 640 (Monroe Church Road) from its northern terminus with U.S. 460 (Prince Edward Highway) to its southern terminus with State Route 696 (Green Bay Road) in Prince Edward County, in accordance with §46.2-809 of the <i>Code of Virginia</i> and the ( <i>cont.</i> ) | Sarah Puckett        | 103           |

*VDOT Guidelines for Considering Requests to Restrict Through-Trucks on Primary and Secondary Highways.* The proposed alternate route is State Route 696 (Green Bay Road) from its intersection with State Route 640 (Monroe Church Road) to its northern terminus with U.S. 460 (Prince Edward Highway).

|     |                                                    |                     |     |
|-----|----------------------------------------------------|---------------------|-----|
| 12. | Community Policy Management Team                   | Kim Allen           | 115 |
| 13. | Highway Matters                                    | Sarah Puckett       | 121 |
| 14. | Structure of Planning Commission                   | Doug Stanley        | 123 |
| 15. | Citizen Volunteer Vacancies                        | Sarah Puckett       | 127 |
| 16. | <u>Finance &amp; Human Resources Report:</u>       | Cheryl Stimpson     |     |
|     | a. Business Park Road Reimbursement                |                     | 129 |
|     | b. County Meals Tax                                |                     | 131 |
|     | c. Transient Occupancy Tax                         |                     | 133 |
|     | d. Transfer to Committed Funds                     |                     | 135 |
|     | e. FY 24 Carry-Over Funds                          |                     | 137 |
| 17. | <u>County Attorney's Report:</u>                   | Terri Atkins Wilson | 139 |
|     | a. Easement Agreement                              |                     | 141 |
| 18. | County Administrator's Report                      | Doug Stanley        | 147 |
| 19. | November Meeting Date                              | Doug Stanley        | 149 |
| 20. | <u>Closed Session:</u>                             | Doug Stanley        | 151 |
|     | a. Contract Negotiations – Section 2.2-3711(a)(29) |                     |     |
| 21. | <u>Correspondence/Informational</u>                |                     | 153 |
|     | a. Letter, Auditor of Public Accounts              |                     | 154 |
|     | b. Citizen Thank You, Justin Pope                  |                     | 155 |
|     | c. SVCC Proud Panther Newsletter                   |                     | 156 |
| 22. | <u>Monthly Reports</u>                             |                     | 165 |
|     | a. Animal Control                                  |                     | 166 |
|     | b. Building Office                                 |                     | 167 |
|     | c. Cannery – Home Canning                          |                     | 168 |
|     | d. Cannery – Virginia Food Works                   |                     | 169 |
|     | e. Commonwealth Regional Council                   |                     | 171 |
|     | f. Tourism & Visitor Center                        |                     | 172 |

*(NOTE: Additional agenda items may be added to the Table Pack is available for review after 4:30 p.m. on September 12, 2023.)*





**Board of Supervisors  
Agenda Summary**

**Meeting Date:** September 12, 2023  
**Item #:** 1, 2, 3  
**Department:** Board of Supervisors  
**Staff Contact:** Douglas P. Stanley / Sarah Elam Puckett  
**Agenda Item:** Call to Order, Invocation, Pledge of Allegiance, Remote Participation

---

**SUMMARY:**

1. **Call To Order:** Board Chairman Gilliam will call to order the September meeting of the Prince Edward Board of Supervisors.
2. **Invocation**
3. **Pledge of Allegiance**

**COST:**

**ATTACHMENTS:**

**RECOMMENDATION:**

**SAMPLE MOTION:**

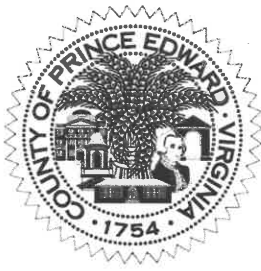
Motion \_\_\_\_\_  
Second \_\_\_\_\_

Cooper-Jones \_\_\_\_\_  
Emert \_\_\_\_\_

Gilliam \_\_\_\_\_  
Jenkins \_\_\_\_\_  
Jones \_\_\_\_\_

Pride \_\_\_\_\_  
Townsend \_\_\_\_\_  
Watson \_\_\_\_\_

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**Board of Supervisors  
Agenda Summary**

**Meeting Date:** September 12, 2023  
**Item #:** 4  
**Department:** Board of Supervisors  
**Staff Contact:** Douglas P. Stanley / Sarah Elam Puckett  
**Agenda Item:** Conflict of Interest Act Disclosures

---

**SUMMARY:**

The Chair will ask if any member of the Board of Supervisors has a conflict or disclosure regarding any item pending before the Board of Supervisors, per the requirements of the *Virginia State and Local Government Conflict of Interests Act*. A disclosure form is attached, if needed.

**COST:**

**ATTACHMENTS:**

**RECOMMENDATION:**

**SAMPLE MOTION:**

Motion \_\_\_\_\_  
Second \_\_\_\_\_

Cooper-Jones \_\_\_\_\_  
Emert \_\_\_\_\_

Gilliam \_\_\_\_\_  
Jenkins \_\_\_\_\_  
Jones \_\_\_\_\_

Pride \_\_\_\_\_  
Townsend \_\_\_\_\_  
Watson \_\_\_\_\_



## STATEMENT OF DISCLOSURE

### DECLARATION OF INTEREST

1. Transaction Under Discussion/Consideration: \_\_\_\_\_

\_\_\_\_\_

2. Nature of Public Official's Personal Interest Affected by the Transaction: \_\_\_\_\_

\_\_\_\_\_

3. Identify Membership in Business, Profession, Occupation or Group of Members that are Affected by the Transaction: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

4. I do hereby certify and declare that I am able to participate in the above identified transaction fairly, objectively and in the public interest: Yes \_\_\_\_\_ No \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### DECLARATION OF ACCURACY

I, the undersigned, certify that all statements in this statement of disclosure are true and correct to the best of my knowledge, are accurate and complete, and include all information required by the *Virginia Conflict of Interest Act*, Title 2.2, Chapter 31, of the *Code of Virginia*.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_



**Board of Supervisors  
Agenda Summary**

**Meeting Date:** September 12, 2023  
**Item #:** 5  
**Department:** Human Resources  
**Staff Contact:** Crystal Baker  
**Agenda Item:** Recognitions

---

**Summary:**

“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.

The Board would like to recognize Howard Estes as Employee of the Month for September. Chief Deputy Farley stated, “Howard is one of the most knowledgeable people we know. Although Howard is a Courtroom Deputy, he strives to help all of us with anything we ask him to do. He helps with IT issues, delivers paperwork, and offers his advice which is always excellent advice. He also never complains or lets anything get him down. Howard is one in a million!” We’d like to thank Deputy Estes for his hard work and dedication. We’re lucky to have a person of his caliber employed at Prince Edward County.

**Attachments:**

**Recommendation:**

**SAMPLE MOTION:**

Motion \_\_\_\_\_ Cooper-Jones \_\_\_\_\_ Gilliam \_\_\_\_\_ Pride \_\_\_\_\_  
Second \_\_\_\_\_ Emert \_\_\_\_\_ Jenkins \_\_\_\_\_ Townsend \_\_\_\_\_  
Jones \_\_\_\_\_ Watson \_\_\_\_\_

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**Board of Supervisors  
Agenda Summary**

**Meeting Date:** September 12, 2023  
**Item #:** 6  
**Department:** Board of Supervisors  
**Staff Contact:** Douglas P. Stanley / Sarah Elam Puckett  
**Agenda Item:** Public Participation

**SUMMARY:** *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 our Administrator, Attorney or county staff to immediately correct any factual error that might occur.*

**OPPORTUNITIES FOR PUBLIC PARTICIPATING & PUBLIC INPUT**

Public Participation and Public Hearing comments for County meetings will be received by Karin Everhart, Deputy Clerk to the Board of Supervisors, using one the following methods:

1. **Written Comments:** Please limit word count to no more than 500 words. Comments must be received by 2:00 p.m. the day of the meeting.

- a. **Mailed:** Board of Supervisors  
P.O. Box 382, Farmville, VA 23901.
- b. **E-Mailed:** Board of Supervisors: [board@co.prince-edward.va.us](mailto:board@co.prince-edward.va.us)  
Planning Commission: [info@co.prince-edward.va.us](mailto:info@co.prince-edward.va.us)

2. **Verbal Comments:** Citizens may also participate remotely during the meeting. Using the meeting call-in information provided, citizens may **phone-in to the meeting and provide comments during the Public Participation/Public Hearing portion of the agenda;** however, **citizens must pre-register** with the County Administrator’s Office at 434-392-8837 **by 2:00 p.m. the day of the meeting.** Callers must be on the line and ready to speak when called upon by the Chair. Please state your name and district of residence. Based upon the # of pre-registered speakers, the Chair will determine the time allotted to each speaker.

**Attachments:** Public Participation Tracking Form

**Recommendation:** None.

|              |                    |               |                |
|--------------|--------------------|---------------|----------------|
| Motion _____ | Cooper-Jones _____ | Gilliam _____ | Pride _____    |
| Second _____ | Emert _____        | Jenkins _____ | Townsend _____ |
|              |                    | Jones _____   | Watson _____   |



*Mission Statement of the Board of Supervisors of the County of Prince Edward*

*"The mission of the Board of Supervisors of the County of Prince Edward is to represent all citizens, provide leadership, create vision and set policy to accomplish positive change and planned growth and to provide essential services, enhancing the quality of life and maintaining fiscal responsibility."*

## **PROTOCOL FOR PUBLIC PARTICIPATION**

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



# PUBLIC INPUT TRACKING LOG

| ITEM NUMBER | CITIZEN REMARK | REMARK DATE | REPEAT REMARK | STATUS |
|-------------|----------------|-------------|---------------|--------|
| 1           |                |             | Y N           |        |
| 2           |                |             |               |        |
| 3           |                |             |               |        |
| 4           |                |             |               |        |
| 5           |                |             |               |        |
| 6           |                |             |               |        |
| 7           |                |             |               |        |
| 8           |                |             |               |        |
| 9           |                |             |               |        |
| 10          |                |             |               |        |
| 11          |                |             |               |        |
| 12          |                |             |               |        |
| 13          |                |             |               |        |
| 14          |                |             |               |        |

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**Board of Supervisors  
Agenda Summary**

**Meeting Date:** September 12, 2023  
**Item #:** 7  
**Department:** Board of Supervisors  
**Staff Contact:** Douglas P. Stanley / Sarah Elam Puckett  
**Agenda Item:** Board of Supervisors Comments

---

**SUMMARY:**

The Board has set aside ten minutes for Board members to respond to citizen input from Public Participation.

**Cost:**

**Attachments:**

**Recommendation:** None.

**Sample Motion:**

Motion \_\_\_\_\_  
Second \_\_\_\_\_

Cooper-Jones \_\_\_\_\_  
Emert \_\_\_\_\_

Gilliam \_\_\_\_\_  
Jenkins \_\_\_\_\_  
Jones \_\_\_\_\_

Pride \_\_\_\_\_  
Townsend \_\_\_\_\_  
Watson \_\_\_\_\_



*Mission Statement of the Board of Supervisors of the County of Prince Edward*

*"The mission of the Board of Supervisors of the County of Prince Edward is to represent all citizens, provide leadership, create vision and set policy to accomplish positive change and planned growth and to provide essential services, enhancing the quality of life and maintaining fiscal responsibility."*

**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 member(s) 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.

Adopted: May 12, 2009



**Board of Supervisors  
Agenda Summary**

**Meeting Date:** September 12, 2023  
**Item #:** 8-a  
**Department:** Board of Supervisors  
**Staff Contact:** Donna Nunnally  
**Agenda Item:** Treasurer's Report

---

**SUMMARY:**

The Treasurer's Report is attached.

**Cost:**

**Attachments:** Treasurer's Report

**Recommendation:** Approval.

**Sample Motion:**

Motion \_\_\_\_\_  
Second \_\_\_\_\_

Cooper-Jones \_\_\_\_\_  
Emert \_\_\_\_\_

Gilliam \_\_\_\_\_  
Jenkins \_\_\_\_\_  
Jones \_\_\_\_\_

Pride \_\_\_\_\_  
Townsend \_\_\_\_\_  
Watson \_\_\_\_\_

**Prince Edward Board of Supervisors Treasurer's Report  
July 2023**

| Bank Account Balances         |       |           |  |  |                 |  |                        |
|-------------------------------|-------|-----------|--|--|-----------------|--|------------------------|
| Name of Bank                  | Ref # | Int. Rate |  |  | Bank Balance    |  | Available Balance      |
| Benchmark Pooled Fund Account | 7654  |           |  |  | \$ 6,029,238.33 |  | \$ 6,029,238.33        |
| Benchmark Social Services     | 9746  |           |  |  | \$ 177,004.06   |  | \$ 177,004.06          |
| Benchmark School Fund         | 3352  |           |  |  | \$ 2,569,564.02 |  | \$ 2,569,564.02        |
| Benchmark Food Service        | 3742  |           |  |  | \$ 423,234.37   |  | \$ 423,234.37          |
| <b>TOTAL</b>                  |       |           |  |  |                 |  | <b>\$ 9,199,040.78</b> |

\*Note: School Fund and Cafeteria Fund balances shown above are estimated balances due to end of the fiscal year.

| Certificates of Deposit            |       |           |      |          |                 |  |                         |
|------------------------------------|-------|-----------|------|----------|-----------------|--|-------------------------|
|                                    | Ref # | Int. Rate | Term | Maturity | Bank Balance    |  | Available Balance       |
| <b>Benchmark</b>                   |       |           |      |          |                 |  |                         |
|                                    | 0994  | 1.00      | 24   | 01/15/26 | \$ 123,192.71   |  |                         |
|                                    | 0995  | 1.00      | 24   | 01/15/26 | \$ 123,192.71   |  |                         |
| Recreation Fund                    | 0998  | 0.50      | 36   | 02/14/24 | \$ 17,551.09    |  |                         |
| Benchmark 5 Yr CD-letter of credit | 0632  | 1.00      | 60   | 01/04/26 | \$ 666,406.72   |  | \$ 930,343.23           |
|                                    |       |           |      |          |                 |  |                         |
| Benchmark Investment Acct          | L796  | 3.35      | 36   | 05/13/25 | \$ 2,476,835.41 |  | \$ 2,476,835.41         |
|                                    |       |           |      |          |                 |  |                         |
| <b>Farmers Bank</b>                |       |           |      |          |                 |  |                         |
|                                    | 2465  | 0.50      | 36   | 06/17/24 | \$ 110,178.70   |  |                         |
|                                    | 2466  | 0.50      | 36   | 06/17/24 | \$ 110,178.70   |  |                         |
| <b>Underground Storage</b>         | 2478  | 0.60      | 36   | 10/27/24 | \$ 23,007.64    |  |                         |
|                                    | 2501  | 2.09      | 36   | 08/19/25 | \$ 2,260,087.68 |  |                         |
|                                    | 3465  | 4.15      | 6    | 11/16/23 | \$ 2,546,004.17 |  |                         |
|                                    | 3438  | 4.95      | 6    | 08/16/23 | \$ 2,520,827.78 |  |                         |
|                                    | 3454  | 4.65      | 12   | 04/05/24 | \$ 2,528,500.69 |  |                         |
|                                    | 3457  | 4.75      | 6    | 10/05/23 | \$ 5,000,000.00 |  |                         |
|                                    |       |           |      |          |                 |  | \$ 15,098,785.36        |
| <b>TOTAL</b>                       |       |           |      |          |                 |  | <b>\$ 18,505,964.00</b> |

|                    |  |  |  |  |  |  |                         |
|--------------------|--|--|--|--|--|--|-------------------------|
| <b>GRAND TOTAL</b> |  |  |  |  |  |  | <b>\$ 27,705,004.78</b> |
|--------------------|--|--|--|--|--|--|-------------------------|

**Prince Edward Board of Supervisors Treasurer's Report - July 2022**

| <b>Name of Bank</b>                | <b>Bank Balance</b> |  | <b>Available Balance</b> |
|------------------------------------|---------------------|--|--------------------------|
| Benchmark Pooled Fund Account      | \$ 18,359,272.12    |  | \$ 18,359,272.12         |
| Benchmark Social Services          | \$ 213,949.24       |  | \$ 213,949.24            |
| Benchmark School Fund              | \$ 1,315,974.41     |  | \$ 1,315,974.41          |
| Benchmark Food Service             | \$ 495,215.17       |  | \$ 495,215.17            |
| <b>TOTAL</b>                       |                     |  | <b>\$ 20,384,410.94</b>  |
|                                    |                     |  |                          |
|                                    |                     |  |                          |
| <b>Certificate of Deposits</b>     |                     |  |                          |
| Benchmark                          |                     |  | \$ 2,662,533.22          |
| Farmers Bank                       |                     |  | \$ 2,461,076.42          |
| Benchmark 5 Yr CD-letter of credit |                     |  | \$ 659,784.09            |
| <b>TOTAL</b>                       |                     |  | <b>\$ 5,783,393.73</b>   |
|                                    |                     |  |                          |
|                                    |                     |  |                          |
| <b>GRAND TOTAL</b>                 |                     |  | <b>\$ 26,167,804.67</b>  |

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**Board of Supervisors  
Agenda Summary**

**Meeting Date:** September 12, 2023  
**Item #:** 8-b  
**Department:** Board of Supervisors  
**Staff Contact:** Karin Everhart  
**Agenda Item:** Approval of Minutes

---

**SUMMARY:**

Attached are draft minutes for the Board's review and approval.

**Cost:**

**Attachments:** Board minutes.

**Recommendation:** Approval.

**Sample Motion:**

Motion \_\_\_\_\_  
Second \_\_\_\_\_

Cooper-Jones \_\_\_\_\_  
Emert \_\_\_\_\_

Gilliam \_\_\_\_\_  
Jenkins \_\_\_\_\_  
Jones \_\_\_\_\_

Pride \_\_\_\_\_  
Townsend \_\_\_\_\_  
Watson \_\_\_\_\_

August 8, 2023

At the regular meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 8<sup>th</sup> day of August, 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; and Terri Atkins Wilson, County Attorney.

Chairman Gilliam called the August 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.

The Board recognizes the following individuals for their achievements:

1. Vaccinate Prince Edward Scholarships:
  - Kolorado Webb, a 2022 graduate of Prince Edward County High School, was one of the ten students awarded a \$2,000 Vaccinate Prince Edward Scholarship in 2021. After graduation, Kolorado entered the United States Marine Corps Reserves. This fall he will begin attending Longwood University.
  - Earlier this year, the County awarded a Vaccinate Prince Edward Scholarship to Izaiah Harrison, a 2023 graduate of Prince Edward County High School, who will also be attending Longwood University this fall. Izaiah was recognized and his scholarship was presented at the High School's Senior Recognition Day in May.
2. Employee of the Month
  - The Board has the opportunity to recognize Rodney Scott as the County's Employee of the Month for August. Of note, he is the first employee to be nominated by both citizens and an employee. Rodney has worked at the Prince Edward Cannery for the last 24 years. Just recently, Rodney has been asked to step into a much larger role as Interim Cannery Manager, which he has done and has excelled.

3. Employee Retirements

- The Board has the opportunity to recognize Patty Gulick, Cannery Manager for the Prince Edward Cannery for the past nine years. Patty has helped the cannery grow its user base, has coordinated with Virginia Food Works, the County's commercial-user partners and participated on the team that managed the recent AFID grant upgrades of the infrastructure at the cannery, to include a new boiler and steam pipes. Patty's retirement was effective July 14, 2023.
- The Board has the opportunity to recognize Stephen Mercer, a Prince Edward County Sheriff's Deputy and a Resource Officer at the Prince Edward County Public Schools since August of 2006. For the past seventeen years, Deputy Mercer has helped ensure the safety of Prince Edward County students and has mentored many students along the way.

4. Employee Achievement

The Board of Supervisors encourages County employees to increase their technical and professional skills so they may perform their duties and serve our residents to the best of their abilities. Earlier this year, Daniel Townsend, Refuse Driver with the County's Solid Waste Department, spent six weeks attending the Southside Virginia Community College Truck Driver Training Program. He graduated with a 4.0 grade point average and received his Class A CDL with Tanker Endorsement. With this training, Daniel is now qualified to operate every commercial vehicle the county owns.

Mr. Stanley stated the Prince Edward County Cannery has been in use in the community for canning since 1975 for area residents to make shelf-stable food products for personal consumption. Public canneries began to disappear in the latter part of the 20<sup>th</sup> century due in part to the lack of government funding and support. Today there are far fewer, and at last count, about 11 community canneries remain operating in the state of Virginia, most of which are located in rural, central and southwest Virginia. Despite the difficulties plaguing community canneries across Virginia, the Prince Edward County Cannery has continued to thrive due to the County's commitment to innovation. The success of the Cannery has largely been due to the collaboration between local governments and the non-profit entity, Virginia Food Works, which operates a commercial contract packing service out of the Cannery, food businesses creating products for retail sales across the Commonwealth and across the United States. This partnership was formed in 2010 and has allowed for a unique and creative solution for preserving local produce by serving both home canners, local farmers and entrepreneurs, creating additional value to support the Cannery. The Board of Supervisors has always thought the Cannery an important part of the fabric for both the local residents who enjoy the canning and it's support of our community's agricultural heritage. Using funds from the Virginia Tobacco Commission in 2010, the County upgraded the Cannery to make it a commercial kitchen. This enabled farmers and food entrepreneurs to have a place to make food for resale and create a resource on a small scale of value-added manufacturing businesses. The County's collaboration with Virginia Food Works provides farmers and food

businesses access to Virginia Department of Agriculture and Consumer Services Certified Commercial Kitchen in Prince Edward County. Virginia Food Works staff provides hands-on assistance to take food product ideas from recipe to retail. Staff recruit and work individually with each commercial client to help navigate both food production and food loss. The Cannery functions as a shared use facility during the months of June through December, with the busy harvest season, when home canners utilize the facility three days per week, and commercial productions take place two to three days a week. During the off-season of January through May, Virginia Food Works has exclusive use of the facility for production. From January of 2017 to date, Virginia Food Works processed 222,835 units of product with a retail value of \$1.95 million. During this time, Virginia Food Works served over 70 unique clients, 85% of which are Virginia based clients. In 2022 alone, Virginia Food Works served 29 clients, six of which were new, and 25 Virginia based. Also of note, Virginia Food Works also helps clients get their various projects into various retailers, farmers markets and small businesses to national chains like Whole Foods, Food Lion, and Amazon.

Jeremy Bennett, Director of Intergovernmental Affairs, VACo, said that in 2003, VACo established their achievement award program to recognize counties that have adopted innovative approaches providing public services, identifying programs that can serve as models for other counties. He then presented Prince Edward County with its first ever Achievement Award. He said this year, 135 entries were received and 33 winners were selected from 20 counties. Mr. Bennett added that Prince Edward County will be featured on the VACo website.

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.*

Sue Yeatts, Nottoway County, expressed her concerns regarding the First Amendment right to flying the American flag. She stated she applauds Ms. Bowman and said she encourages “all God-loving patriots who love America to come together and fight this before the woke mob infiltrates our small towns. Do not let the woke left silence us.”

Jesse Yeatts, Lockett District, expressed his concern that this flag issue has gone too far. He said a lot of money has been spent on the new dump (convenience) site and there is going to be an accident happen. He said if

you design another one, get someone else in to design [it]. He said someone will get hurt going up and down the steps.

Julia Maserjian, Lockett District, expressed her thanks to the Board for their efforts in getting the speed reduced in her area (Monroe Church Road) and for taking the concerns seriously. She commended the Board for their compromise on the flag ordinance which shows good governance. She added patriotism isn't determined by pole height or the flag width.

Bemeché Hicks, Lockett District, expressed his concerns regarding the schools and the increasing tax rates, and asked how much of the taxes are going to the schools. He then stated Samuel Dabney is still missing, and George Simmons, Sr., was beaten and burned and there has been no closure to those cases, adding there are additional public safety concerns. Mr. Hicks then reported issues with drugs in his community which has been ongoing, and believes there is a link between that and the increased danger. He asked that the Board build infrastructure and provide opportunity for good jobs here.

Hilton Lee, Lockett District, questioned the strange things happening with the property line. He said he has lived in the same home for 76 years, and it always has been in Prince Edward County. He said in 1959, when Prince Edward County schools were closed, his parents tried to get him into the schools at Nottoway County, but he wasn't allowed to live with his grandmother in Nottoway. He said he is now told he has to vote in Nottoway, but he never paid taxes in Nottoway, went to Prince Edward's school when it was reopened, and he still pays taxes in Prince Edward County. He asked for an explanation.

Kenneth Jackson, Lockett District, expressed his concerns about the most recent design work by VDOT at the intersection of Routes 460 and 307. He said the sign needs moved back, and the flashing light is not helping. Mr. Jackson then stated the crime in his neighborhood is increasing, that his neighbor was killed; he said Sammy Dabney has been missing since last June. He then stated that if the Confederate flag is educational, put some context to it. He said the Confederacy is part of this country's history. He said he hopes that God comes in to "put us back together as a County, because we're just falling apart."

In Re: Public Hearing – Zoning Ordinance Amendment

Chairman Gilliam announced that this was the date and time scheduled for a public hearing to receive citizen input prior to considering an ordinance amendment to amend Appendix B of the PRINCE EDWARD County Code (Zoning) to Amend Section 3-104.1 to amend the language for temporary signs to provide for a maximum area for

flags of 120 square feet and to Section 6-100 to add definitions for signs, flagpoles, temporary signs, and structures. Notice of this hearing was advertised according to law in the Wednesday, July 26, 2023, and Wednesday, August 2, 2023 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

The Prince Edward County Board of Supervisors requested that staff review the existing Zoning Ordinance as it related to flags in the Spring of 2022 after numerous calls and emails to members of the Board and Planning Commission from County residents. After researching how other localities in the region regulate flags, an emergency ordinance was drafted. The ordinance placed a maximum limit on the size of flags at 40 square feet (5'x8') and a maximum height of flagpoles in all districts of 20 feet. There is an allowance for the issuance of a special use permit for a taller pole in the A1, A2, C1, I1 and CR zoning districts but excluded all residential zoning districts from the option for a taller pole.

Several speakers spoke out during public participation at the May 9, 2023 regular meeting concerning the maximum allowed size of flags and asked the Board to consider exempting the American flag. Since the County can only regulate the size of flags, but not flag content, it cannot exempt any particular flag regardless of what it may signify. To do so has been seen by the courts as a violation of constitutional rights.

The Board of Supervisors adopted an Emergency Ordinance at its June 13, 2023 meeting that reflected the standards as outlined in Option 4. This allows for a larger individual flag but also specifies an overall site square footage maximum of 120 square feet, much like what is required for signs in zoning districts. Section 15.2-1427 of the Code of Virginia outlines the procedures for adoption of an emergency ordinance. The emergency ordinance may be adopted without prior notice; however, no such ordinance shall be enforced for more than 60 days unless readopted in conformity with the provisions of the code. As a zoning ordinance amendment, it required that the ordinance be sent to the Planning Commission for a public hearing and recommendation.

The Planning Commission held a public hearing on July 18, 2023, where several citizens spoke in both support and opposition of the proposed new language. The Planning Commission discussed the matter after hearing comments and made recommended modifications to the proposed Ordinance Amendment, referring the matter to the Board of Supervisors. The changes they considered were less intensive than the Draft Zoning Ordinance. These included an exception for cemeteries and the allowance for a Special Use Permit for flags larger than 120 square feet in size much like Option 3 that was not considered by the Board in July, and potentially remove the three-flag

limitation per site. Staff has incorporated all recommendations by the Planning Commission into the Zoning Ordinance Amendment with changes shown in red for consideration by the Board.

Mr. Love said there is no permit or fee required for a flag, but there is a requirement for the structure which is the flag pole. He added that the County cannot exempt or regulate the content of a flag, and this ordinance is content-neutral.

Chairman Gilliam opened the public hearing.

Brenda Puryear, District 1, stated the Board is trusted to protect and help the interest of the public, and asked why restrictions benefit the public; she asked the Board to reconsider their decision. Mrs. Puryear said she could understand if there was a safety issue, and asked for the justification of this ordinance.

Frank Puryear, District 1, expressed his concern that the Board has no business telling citizens what they can do with an American flag on their own property.

Dr. Peter Gur, District 1, expressed his support for Option 3; he said Prince Edward County has a colorful historical history, in April 1865, General Lee retreated from Farmville. In April 1951, Barbara Johns, and in 1954, Brown vs. Board of Education, the Supreme Court said separation isn't legal. Now we are here regarding the American glad and to unite races, genders and allegiance so the County can move in the correct direction.

Cindy Koether, Lockett District, stated [citizen] rights come from the Creator and are in the Bill of Rights and Constitution. She questioned the arbitrary size of the flag and why the government gets to decide how much freedom of speech a citizen may have. She said citizens do not want more taxpayer money wasted to take away their rights.

Mary Prevo, District 1, stated that the flag is too big, too tall, and it's all you see. The placement of this flag welcomes people to Farmville in a big way. She said with the coming commercial projects, it is a good time to think about height restrictions of signs on private property. She said given how that flag makes many people feel, then she would like it to not be there at all. Mrs. Prevo said this is home and was the easiest place she had ever moved to, but the flag says she is not welcome here. She said that if the presentations given at the beginning of this meeting didn't prove to us what a wonderful, broad, equitable, charming, positive place Prince Edward County is, then she doesn't know what would. She thanked the Board for listening, and she is sorry that she disagrees with some of her friends that have already spoken.

Tim Dotson, Lockett District, said he is opposed to anything with the flag. He said it is taking the taxpayer's money and throwing it away. He said a lot of flags will go up. He said all this with the flag needs to be audited and investigated.

Brandon Whitehead, Heights, asked if anyone asked Mrs. Bowman to replace the Confederate flag with an American flag. He said we are fighting over something that doesn't make a difference. He said we could have saved a lot if we'd have just asked questions.

Supervisor Watson stated that he knows she was asked several times to take it down, that he knows several people that have asked her. He said he doesn't think any of the Board members have shown her any disrespect.

Mr. Whitehead said "Prince Edward County is the 57<sup>th</sup> ranked school from the bottom and we're fighting over a flag." He added that the Sheriff has asked for a raise several times. He said he doesn't know what the salary is people are going to other counties because the County doesn't pay enough.

Bemeché Hicks, Lockett District, said the flag issue has gotten out of hand. He said we saw what happened on January 6<sup>th</sup> and make sure that doesn't happen in Prince Edward County. He said that in the 1960s, when we went 14 years without a school, his grandfather had to "put up his property to sign a petition to say "Separate but equal," to get schools built for us, while Prince Edward County had a meeting and went and took their money out of the bank for Prince Edward County for the building of the Prince Edward Academy. We better make sure that that flag doesn't represent a movement in this County and beyond."

Jan Magruder, Buffalo District, stated that it has been said the data center would be deterred by certain flags in our County. She asked if they would be more deterred after seeing the news articles about what has happened when someone gets a permit, jumps through all the hoops required, and if the Board doesn't like some aspect, it will go into emergency meetings and change the law, and spend taxpayer money to fight in the courts. She said that prospective business would be more upset with that fact. She said there is tremendous growth in other counties but this is not the case in Prince Edward County "because certain members on this Board are trying to crucify the rights of its citizens." She questioned why, if a landowner has obtained permits and had it inspected, the County has disregarded their rights.

Robin Simpson, Prospect District, stated she does not find the Confederate flag offensive, it represents southern history. She spoke highly of Carolyn Bowman and said she was not asked to replace her flag. She said the Board doesn't have the right to limit the number or the size of flags.



Sue Yeatts, Nottoway County, said she was glad that this Board allows the citizens to speak their mind, and criticized Supervisor Watson for his comments.

Supervisor Cooper-Jones interjected that first of all, Ms. Yeatts is not a Prince Edward County resident, and she will not be allowed to sanction the Prince Edward County Board members. Supervisor Cooper-Jones said that Ms. Yeatts may speak on her behalf, but will not tolerate direct comments to the Board members.

Ms. Yeatts then said this is a First Amendment rights issue. She said people need to stand up for the Constitution, don't need to have feelings hurt all the time, and then added that people need to take a deep breath and to treat each other with kindness.

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

Chairman Gilliam stated he has considered this issue at length. He said he is proud of all veterans, that they followed this flag when someone was trying to oppress someone else, the veterans went to help. The Civil War was fought and lives were lost. At the end of the Civil War, Federal troops respected Southern troops and lined up and saluted them. He said the Civil War was settled in 1865 and everyone went home. Chairman Gilliam said all are citizens and all in the same boat together. He said he would like to see [the American] flag flown everywhere. The dilemma that we have been set upon is that when someone pushes the limit that offends or hurts someone, and it doesn't matter if it's the County, or churches, or the workplace, that if everybody does the right thing up front, everyone will say thank you. Chairman Gilliam said that is the end goal at the end of the day, that he doesn't want anybody to be oppressed, hurt, pushed aside, ignored – that's not why we are here on this Earth. He said he is thankful for his family and he is blessed. He said the Board is working to get everything smooth, to not hurt anyone, and asked everyone to think about what he has said. He closed by saying the exemption for the cemetery is a fine thing.

Supervisor Jones thanked everyone for coming and congratulated those that received recognition for their accomplishments and service. He said there is a full room for the third time this summer, but most don't get involved in government when they are happy. He expressed concerns about the 120 square foot limitations as they are derived from other flags as an arbitrary measure, exposing the County to lawsuits. He then said the American flag represents the Constitution of the United States, and the First Amendment was created to protect free speech. He said this law was enacted in response to one particular flag and he cannot support the ordinance that, in some people's eyes, tramples on the rights of American people. He entreated the other Board members to vote against limiting free speech.

Supervisor Cooper-Jones made a motion, seconded by Supervisor Townsend, to approve the Ordinance Amendment (as advertised) to amend and re-ordain Appendix B of the Prince Edward County Code (Zoning) Section 3-104.1 to amend the language for temporary signs to provide for a maximum area for flags of 120 square feet, Section 3-104.1.9(d), to include the Planning Commission recommendation for the exemption: “Temporary flags located at a cemetery of no more than one (1) square foot shall be exempted from these requirements,” and to Section 6-100 to add definitions for signs, flagpoles, temporary signs, and structures; the motion carried:

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

Nay: J. David Emert  
E. Harrison Jones

In Re: Board of Supervisors Comments

Supervisor Emert thanked the citizens for their input, and thanked the Veterans for their service. He said sometimes the issues do not go the way we want. He congratulated everyone that received recognition, and to Melody Foster with the Commonwealth Regional Council for receiving the Gordon N. Dixon Achievement Award.

Supervisor Townsend thanked all for being in attendance and congratulated the recipients of the awards.

Supervisor Jones said that we have the representative system, and if they don’t like how he votes on an issue, November is coming. He encouraged citizens to get involved with the system through the coming elections.

Supervisor Cooper-Jones said she does hear the citizens’ concerns, regarding of which side the constituents are on. She then congratulated the recipients of the awards and said there are great things happening in Prince Edward County.

Supervisor Watson congratulated those that received recognition, adding they are richly deserved. He said that with respect to the flag issue, he was not [on the Board] when the changes were made, but because of the public’s participation, everyone that came up said they were proud of their neighbor’s American flags. He said all are in compliance under this restriction which is larger than any of the surrounding counties that have restrictions on them, and most of them do. He said the tax rate was restored from \$0.47 back to \$0.51; he said [the County] has to get into the water business, and build school buildings, and put our best foot forward to attract good career jobs. He said the County has assets to make it work, without making meaningful tax increases.

Supervisor Pride reminded everyone that school has started and to please look out for the students and educators. She then thanked Supervisor Cooper-Jones for hosting the “Friday Night Out” adding that the people there likely had differering views but that all need to come together as a district, as a community, as a county.

Supervisor Jenkins stated he agreed with all said previously.

Chairman Gilliam said the Board listens to what they say and try to come to a good conclusion asked all to try to come together.

Chairman Gilliam called a five-minute recess.

Chairman Gilliam called the meeting back to order at 8:51 p.m.

In Re: Consent Agenda

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

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

the Board accepted the June 2023 Treasurer’s Report; the minutes of the meeting held July 11, 2023; Accounts and Claims, Board Mileage Sheets; and Salaries.

**Prince Edward Treasurer's Report - June 2023**

| Name of Bank                  | Ref # | Int. Rate | Bank Balance   | Available Balance      |
|-------------------------------|-------|-----------|----------------|------------------------|
| Benchmark Pooled Fund Account | 7654  |           | \$9,484,090.63 | \$9,484,090.63         |
| Benchmark Social Services     | 9746  |           | \$115,819.78   | \$115,819.78           |
| Benchmark School Fund         | 3352  |           | \$1,548,139.05 | \$1,548,139.05         |
| Benchmark Food Service        | 3742  |           | \$504,042.42   | \$504,042.42           |
| <b>TOTAL</b>                  |       |           |                | <b>\$11,652,091.88</b> |

\*Note: School Fund and Cafeteria Fund balances shown above are estimated balances due to end of the fiscal year.

**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 | \$110,178.70   |                |

|                     |      |      |                |                        |
|---------------------|------|------|----------------|------------------------|
|                     | 2466 | 0.50 | \$110,178.70   |                        |
| 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 | \$15,070,284.67        |
| TOTAL               |      |      |                | \$18,475,193.25        |
| GRAND TOTAL         |      |      |                | <u>\$30,127,285.13</u> |

In Re: Intern Reports

During the summer of 2023, the Prince Edward County Administrator's Office, and the Community Development Office each hosted one student intern. The internship program, under the direction of the County Administrator, is designed to provide an excellent opportunity for undergraduate students to learn more about careers in public administration.

County Administration Intern - Luis Fernando Velho Dos Reis - Luis is a Brazilian native currently attending Longwood University and majoring in Economics. Luis is a tutor at the QR Tutor Center at LU and a member of the LU Men's Tennis Team.

Mr. Reis thanked Mr. Stanley and the Board of Supervisors for the opportunity, and reviewed the projects worked on, including researching the history of the Board of Supervisors and County Administrators of Prince Edward County. He also reviewed the county's website to find errors to be corrected, worked on the GIS system, scanned files to put into the new document system, and an annual calendar for the County across all departments. In addition, he did a comparative analysis on expenditures for Prince Edward County and other counties, including Amelia, Appomattox, Charlotte, Cumberland, Lunenburg and Nottoway. Some sectors that were analyzed were public safety, education and health. He said he was able to provide suggestions. Mr. Reis said he learned a lot about the County; prior to this experience, he stayed within Farmville. He was able to go to various sites throughout the County. He said he learned several terms while scanning the documents, such as "whereas" and "hereinafter." He said he was glad to learn about the projects and the reasoning for the projects, and to attend meetings with Mr. Stanley. He thanked the County Administration for the opportunity.

Community Development Intern - Jeno D. Ball - Jeno is attending J. Sargeant Reynolds Community College. He is currently studying to become a paralegal and plans to pursue law school. He is an alumnus of the MCJROTC program at J.R. Tucker High School.

Mr. Ball said much of his work focused on researching and correcting GIS errors, receiving training from the Commissioner of the Revenue and Chief Deputy Commissioner. He said he has corrected over 600 errors; some issues required the Commissioner's assistance. Mr. Ball said the internship has been an amazing experience, with the opportunity to work in an office with the most caring, compassionate, and friendly people. He encouraged anyone to apply to the internship program; he said it provided him exposure to government administration and civics in general, and thanked Mr. Stanley for the opportunity.

Mr. Stanley said he has been eager to get the Geographic Information System (GIS) up running, which shows all the parcels in the county, and Jeno has helped us get there. He presented Mr. Reis and Mr. Ball with a County tumbler and thanked them for their work this past summer.

In Re: Highway Matters

Staff will report any issues from the Board to Mr. Frederick:

Chairman Gilliam reported that on Five Forks Road near Jack Davis's residence, where they are cutting timber, the culverts are full and the water is running in the road. He added that it also needs mowed and trees trimmed back.

Supervisor Townsend asked that the trees be trimmed back on Green Bay Road, and at the curve on Levi Road in front of Levi Church.

Supervisor Emert reported that Prospect Road has several dead trees along it; one is just after you cross the [High Bridge] Trail on the eastern end. He said on Hard Times Road and Oliver Road, there are several trees that the limbs are falling out of them. A citizen reported that on Peak's Road, the water is standing every time it rains, even though the pulled the ditches several months ago. He said it is approximately one-quarter mile past Holliday Lake [Road].

Supervisor Jenkins asked that Mr. Frederick give him a call regarding Monroe Church Road for a status update. He reported Miller's Lake Road has a couple potholes. He said there are brush and traffic concerns.

In Re: Monroe Church Road - Through Truck Restrictions

At the July Board meeting, the Board discussed with VDOT Resident Engineer, Scott Frederick, PE, the reduction of the speed limit on Monroe Church Road (SR 640). Mr. Frederick also indicated that the Board could make a request to VDOT for through-truck restrictions on the road.

Per Section 46.2-809 of the *Code of Virginia*, which addresses the regulation of truck traffic on primary and secondary highways, states “*The Commonwealth Transportation Board, or its designee, in response to a formal request by a local governing body after such body has held public hearings, may, after due notice and a proper hearing, prohibit or restrict the use by through traffic of any part of a primary or secondary highway if a reasonable alternate route is provided.*”

Also, for the Board's information, staff presented the Board with a copy of Chapter 580 of the Virginia Administrative Code which provides the guidelines by which VDOT will consider requests for restricting through trucks on secondary roads.

Should the Board wish to consider truck restrictions on Monroe Church Road, a public hearing must be held prior to action by the Board.

Supervisor Cooper-Jones made a motion, seconded by Supervisor Watson, to authorize a public hearing for its September 12, 2023 meeting, pursuant to Section 46.2-809 of the *Code of Virginia*, prior to considering making a request to VDOT for through-truck restrictions on State Route 640, Monroe Church Road; the motion carried:

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

In Re: Festival Permits – Appomattox Young Farmers Truck & Tractor Pull, and the Five County Fair

Supervisor Watson made a motion, seconded by Supervisor Townsend, to approve event permit applications for the Appomattox Young Farmers Truck & Tractor Pull on September 2, 2013 and the Five County Fair from September 26 – 30, 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: Appointment – Piedmont Alcohol Safety Action Program (ASAP)

Effective June 21, 2023, the Commission on the Virginia Alcohol Program regulations 24VAC35-80-10 through 24VAC35-80-140, were revised. These revisions included codifying the term of policy board members to three years. Piedmont Alcohol Safety Action Program (ASAP) policy board members previously served as long as appointed by their governing body.

Kimberly Lettner, Director of Piedmont ASAP, has contacted the County Administrator's Office asking if Donna Nunnally could be re-appointed for a three-year term to the Piedmont ASAP Board. Her new term would expire June 30, 2026.

Supervisor Townsend made a motion, seconded by Supervisor Emert, to approve the re-appointment of Donna Nunnally to the Piedmont ASAP Policy Board for a three-year term, expiring June 30, 2026; 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 \$625.00. The Board is asked to appropriate \$625.00 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 |          | \$625.00 |
| 4 (Exp) | 100  | 031200 | 3311   | Motor Vehicle Repair | \$625.00 |          |

Supervisor Townsend made a motion, seconded by Supervisor Emert, 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: VDOT Reimbursement

The County received a disbursement in May totaling \$214,724.90 from VDOT for the Business Park Road Development Project. The Board is asked to approve the appropriation of these funds as follows.

**FY23 BUDGET AMENDMENTS**

| Rev/Exp | Fund | Dept  | Object | Description              | Debit        | Credit       |
|---------|------|-------|--------|--------------------------|--------------|--------------|
| 3 (Rev) | 100  | 24040 | 0021   | VDOT Access Road Project |              | \$214,724.90 |
| 4 (Exp) | 100  | 94000 | 0007   | Business Park Road Dev   | \$214,724.90 |              |

Supervisor Townsend made a motion, seconded by Supervisor Emert, 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: Generator Appropriation

General Properties incurred a cost of \$45,670.25 for the repair of the emergency generator. We ask that the Board approve and appropriate as follows:

**FY23 BUDGET AMENDMENTS**

| Rev/Exp | Fund | Dept  | Object | Description          | Debit       | Credit      |
|---------|------|-------|--------|----------------------|-------------|-------------|
| 3 (Rev) | 100  | 41050 | 0100   | General Fund Balance |             | \$45,670.25 |
| 4 (Exp) | 100  | 43200 | 3310   | Repairs/Maintenance  | \$45,670.25 |             |

Supervisor Cooper-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: FY24 Appropriation – VFD Carryover Funds

On June 30, 2023, the following fire departments had unexpended or over expended funds to be carried forward into the FY24 budget. The Board is asked to approve and appropriate the carryover funds from FY23 to FY24 as follows:

**FY24 BUDGET SUPPLEMENT**

| Rev/Exp | Fund | Dept  | Object | Description                      | Debit        | Credit       |
|---------|------|-------|--------|----------------------------------|--------------|--------------|
| 3 (Rev) | 100  | 41050 | 0100   | From General Fund Balance        |              | \$211,047.21 |
| 4 (Exp) | 100  | 32200 | 7001   | Farmville Vol Fire Dept          | -\$14.49     |              |
| 4 (Exp) | 100  | 32200 | 7002   | Rice Vol Fire Dept               | \$14,956.32  |              |
| 4 (Exp) | 100  | 32200 | 7003   | Prospect Vol Fire Dept           | \$127,416.94 |              |
| 4 (Exp) | 100  | 32200 | 7004   | Darlington Heights Vol Fire Dept | \$36,335.12  |              |
| 4 (Exp) | 100  | 32200 | 7005   | Hampden-Sydney Vol Fire Dept     | \$1,430.47   |              |
| 4 (Exp) | 100  | 32200 | 7006   | Pamplin Vol Fire Dept            | \$5,073.17   |              |
| 4 (Exp) | 100  | 32200 | 7007   | Meherrin Vol Fire Dept           | \$25,849.68  |              |

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 the plat has been recorded from the tax sale; she said work continues on the ordinance review, with a little more complete each month. She said she was present during a Board of Zoning Appeals hearing, and she has done work regarding two unclaimed bodies. Mrs. Atkins Wilson said there was a court hearing with Animal Control, and she met with Chief ACO Mumma; she said the case went well.

The Building Inspector had questions regarding issues that arose; she said she also worked on landfill collection letters in the second round with those that did not respond to the first round.

Mr. Stanley asked for the status of the agreement drafted with the Town [of Farmville] regarding the sewer line under the new access road. Mrs. Atkins Wilson said they had approved the draft; the Board will need to approve it.

In Re: County Administrator Update

Mr. Stanley presented his report:

- ***Congratulations*** to Melody Foster, Executive Director of the Commonwealth Regional Council (CRC). She was awarded **The Gordon N. Dixon Achievement Award**, which recognizes an executive director, a VAPDC commissioner or a PDC commissioner, who has provided leadership and made outstanding contributions to promoting the concept of regionalism in the Commonwealth. Melody was nominated for this award by the seven member governments that comprise the CRC, which cited her for “effective management of the CRC and her positive leadership through any challenge.” They also noted that she distinguishes herself for her work with stakeholders, and has an unwavering commitment to excellence, innovative thinking, and ability to navigate complex challenges. Special thanks to Sarah Puckett for writing the award nomination. Mr. Stanley said he was able to attend the award luncheon on July 27<sup>th</sup> in Norfolk.
- ***VACO Achievement Awards*** – The County received its first ever VACO Achievement Award for our Prince Edward Cannery Partnership with Virginia Food Works: “Our Recipe for Success.”
- ***FY 2023 Budget/Revenue*** – Through July 31<sup>st</sup>, total revenue collected for FY 2023 is \$28,399,552 which is \$155,726 (0.55%) greater than the \$28,183,826 estimated in the budget. We will still have some accruals in August to post back to the fiscal year. The important thing is that we met and exceeded budget estimates. This is the second year in a row we have been right on our projection.
- ***FY 2023 Audit*** – The 1<sup>st</sup> portion of Fieldwork for the FY 2023 Audit is completed. Auditors will be back in October to complete their work. Staff will be working in August to finish work on the FY 2023 closeout.
- ***Prince Edward County Elementary School Renovation*** – The Ad-Hoc Committee held a virtual meeting on July 25<sup>th</sup>. The purpose of the meeting was to review the designs that had been developed along with cost estimates. Dr. Pride and I attended the meeting. Last year we were looking at a budget of \$30-35 million for the project. Based on the estimate provided by Moseley Architects, the proposed design has escalated to \$43+ million. We anticipate scheduling a meeting with the Board/School Board, Moseley Architects, and Davenport in the next few weeks to review options and get direction from the Board. School staff are working to submit a grant request to the State which should cover 20% of the cost. We are looking at setting up a meeting in the next couple weeks.
- ***IDA Director Position*** – The County will hold interviews for the position next week. We had a deep applicant pool of 20+ applications.
- ***Nottoway Boundary Line Issue*** – We are working to set up a Zoom call with Nottoway and our Chair, Vice-Chair, and Commissioner of the Revenue to discuss the line. We are currently looking at August 15<sup>th</sup>.
- ***Amelia Boundary Line Issue*** – As of August 8<sup>th</sup>, we are awaiting a response from Amelia County on their interest in splitting the cost of the proposed boundary survey. The letter was sent July 14, 2023.

- **HIT Park** – As part of the request for information from DEQ and VRA for the Sandy River Permit and financing, we engaged a consultant to prepare an economic analysis of the financial implications of the development of the HIT Park site. I have attached a draft of the Economic and Fiscal Contribution study. As indicated, the initial development is projected to generate \$10+ million based on current tax rates with an initial 500,000 data center. At full build-out, the report is projecting revenue in excess of \$25 million. For comparison, Prince Edward’s current General Fund budget is \$28+ million.
- **Industrial Access Road** – The Access Road is substantially completed. Staff met with the contractor, VDOT, and County engineer (Timmons) last week to develop a punch list of items. The remaining issue that we are still trying to work out is the entrance that we agreed to provide Tri-Boro as part of the land swap to shift the road towards their site. Based on their proposed building location, they do not want us to install the entrance on the new access road, but off Commerce Road (Route 628). Tri-Boro’s engineer provided a design this week matching the design of the Faces Food Pantry entrance that will handle anticipated truck traffic of the site. The plan is to get the contractor back to construct the entrance prior to completing the project.
- **Rice Convenience Site** – The County opened the new Rice Convenience Site on Friday, August 4. We are only using open containers at the present until we set the new compactor (which arrived this week). The slope of the drains in the compactor pads are causing issues and we are looking to modify the pads to “level” up the compactor and bin.
- **Ag Building** – The County held a non-mandatory pre-bid conference on Tuesday, August 1<sup>st</sup> for improvements at the Ag Building. The improvements have been requested by the USDA to bolster security and accessibility including a new security vestibule, isolation of the server room, and replacement of flooring. They requested parking lot fencing which we are including as an “add alternate” but the Properties Committee is not inclined to approve. Bids were due on August 11<sup>th</sup> but we have extended deadline until August 25<sup>th</sup> to provide bidders additional time. USDA has proposed to pay for the bulk of the requested improvements.
- **Car Wash/SUP** – The County has received a special use permit application for a car wash on the site adjacent to the Wawa site. The IDA will hold a meeting on August 11<sup>th</sup> to consider a contract on the site. The Planning Commission will hold a public hearing on the application at its meeting on August 15<sup>th</sup>.
- **Economic Development Prospect Updates** – The following are updates on our various economic development projects:
  - Five Pillars Meats – Sales contract from IDA to Sekou signed. Site plan, Stormwater, E&S approved - awaiting final building plans.
  - Wawa – Stormwater and Site Plan approved; Traffic Impact Analysis (TIA) submitted to VDOT.
  - IDA Parcel next to Wawa – IDA to consider contract at special meeting on 8/11
  - Harbor Freight - Site plan, Stormwater, E&S approved - awaiting final building plans and closing on property.
  - Kingsville Dollar General - Site plan, Stormwater, E&S approved - building plans approved and permit issued. Site construction started this week with clearing.

In Re: Review of Accounts & Claims (Addendum)

Supervisor Emert made a motion, seconded by Supervisor Cooper-Jones, to accept the County Attorney invoice submitted June 30, 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: Planning Commission Vacancy

At its meeting on April 11, 2006, the Board of Supervisors passed a resolution to increase the membership of the Prince Edward County Planning Commission to its current 10 members.

Mr. Stanley said that since he has been with the County, there have been comments made by members of the Board of Supervisors, the Planning Commission, and the public of shifting to a District appointment process for membership. In that format, there would be eight appointees and the Board member appointee which would reduce the overall membership from ten to nine members. In June, Preston Hunt resigned from the Commission which presents an opportunity to consider this option. Mr. Stanley said the current membership is distributed among the districts with the Buffalo District having three members, Town – 7 with 2, and Districts, 2, 3 (now vacant), and 8 with no representation.

With the upcoming start of the Comprehensive Plan and the updating of the CIP, Mr. Stanley said he is not advocating asking members of the current Planning Commission to resign because the County needs their background and experience. If the Board wants to move forward with the concept, the current vacancy could be left open and, as each vacancy occurs in the future, the Board can look to restructure the Commission with the goal of a representative of each District.

The other option is to try to refill the current vacancy with another resident of District 3 (Leigh) and readdress the membership when there are vacancies in the future.

Following discussion, the Board concurred to bring the issue before the Board at the September meeting.

In Re: 2024 Big South Men's and Women's Basketball Tournament Sponsorship

Mr. Stanley said the County has received a request for support for Longwood's application to host the 2024 Big South Men's and Women's Basketball Tournament. Longwood has asked by the Town and County to provide a financial contribution to support the endeavor and show community commitment to the effort.

The Tournament, typically held the first week of March, would provide a significant local economic boost the week of the tournament bringing players, coaches, staff, families, and fans of 20 Division I men's and women's basketball teams to the Town. It would have a significant impact on meals, lodging, and sales tax for the community. If the request is approved, staff proposed using lodging tax proceeds to support the effort.

Supervisor Townsend made a motion, seconded by Supervisor Watson, to approve the contribution of \$15,000 to support Longwood University in its bid to host the 2024 Big South Men's and Women's Basketball Tournament; the motion carried:

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

In Re: Properties Committee Report

The Properties Committee, comprised of Supervisor Emert, Supervisor Jenkins, and Supervisor Townsend, met Tuesday, August 8, 2023 at 5:00 p.m. Mrs. Puckett stated the Committee discussed Cell F at the Landfill; the engineers recommend the County clear timber off the three- to four-acre site prior to construction of the landfill cell. She stated the Committee recommends that the Board advertise for bids to clear the timber.

Supervisor Jones made a motion, seconded by Supervisor Cooper-Jones, to advertise for bids to clear timber on the Cell F site at the landfill; the motion carried:

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

Mrs. Puckett then stated the County had both the Dam Emergency Spillway and the riser structure and infrastructure at Sandy River Reservoir inspected. She said this was the first time that staff is aware that the riser

structure have been inspected; the company found that there are four projects that need repairs which will require the reservoir to be lowered by six inches in order for the gates to be access safely by the individuals that will go in.

Supervisor Townsend made a motion, seconded by Supervisor Emert, to accept the proposal for four valve repairs at a cost of \$55,400; the motion carried:

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

Mrs. Puckett the Committee discussed furniture that was stored when the Department of Social Services moved from the Courthouse to their new building; she said that over the years, the furniture has been culled, but several old metal desks and other items need to be removed. The Committee reviewed the items and recommend declaring the items as salvage.

Supervisor Jones made a motion, seconded by Supervisor Emert, to declare the remaining items in storage as salvage for disposition; the motion carried:

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

In Re: Closed Session

Supervisor Cooper-Jones made a motion, seconded by Supervisor Townsend, that the Board convene in Closed Session for discussion of the performance of the County Attorney and discussion of the terms of a public contract for legal services, pursuant to the exemptions provided for in Section 2.2-3711(A)(1) and (A)(29) 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

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

On motion of Supervisor Cooper-Jones, seconded by Supervisor Townsend, 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

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 July 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 July 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 July 2023, which was reviewed and ordered to be filed with the Board papers.

In Re: Tourism and Visitor Center Report

Ms. Molly Kinahan, Marketing Assistant, Department of Economic Development and Tourism, submitted a report for the month of July 2023, which was reviewed and ordered to be filed with the Board papers.

On motion of Supervisor Emert, seconded by Supervisor Townsend, 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 10:15 p.m.



August 31, 2023

At the special meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 31st day of August, at 5:30 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; and Terri Atkins Wilson, County Attorney.

Chairman Gilliam called the special meeting to order.

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

In Re: Presentation of Elementary School Renovation Options

Stephen HalseyMoseley Architects, presented a background of the design process to date, and reviewed the steps taken. He then presented several options.

Option 1 – Replace Existing Roof on all flat areas. Total cost: \$2,016,360

Option 2 – Targeted Renovation to PE Elementary Schools (approximately 120,000 sf). Total cost  
\$23,687,500

Option 3 – Comprehensive Renovation to PE Elementary Schools (approximately 120,000 sf). Total cost  
\$28,375,000

Option 4 – Replacement of PE Elementary School on same site (98,500 sf). Total cost \$39,059,375

Mr. Halsey reviewed items that will be included in the renovation, such as safety and limiting building access points, improved ventilation and natural light, updated restrooms and ADA space inside and outside the building, improved traffic situation, to name a few.

Mr. Halsey reviewed the options in more detail, pointing out what each option would provide for the Elementary school. He added that the new mechanical/electrical systems will include underground utility work.

Chairman Gilliam led a discussion on the various options. He then questioned the percentage of funding from the state. Mr. Stanley said the School Board can apply for a grant to cover up to 20% of the total cost of either of the options.

Supervisor Jones asked about the differences in parking between the different options. Mr. Halsey stated Option 2 and Option 3 allow more vehicles off of Eagle Drive and have better circulation and additional parking.

Supervisor Watson questioned the life span of the renovation. Mr. Halsey stated renovations of this type would have a lifespan of about 25 years, with a replacement after 50 years.

Mr. Stanley said Option 3 would convert the existing nine buildings into one, and questioned management of the elevation changes within the building. Mr. Halsey said the elevation changes would be handled by stairs, ramps that are internal, adding that these can be also used for student learning areas and for students to gather to collaborate.

Mr. Halsey said the site plan review would take about two months; working with County and VDOT involvement with the design team, he estimated that if given the go-ahead, it would take approximately eight months to get documents to bid. He added it would take two months for the bid process, which would take it to ten months. He then said a modular compound would be used to cycle the students out of the buildings during renovation.

The Board members discussed the options available.

#### In Re: Financing Options

James Sanderson, Davenport, reviewed plans and financing options. He said all debt is currently on track to be paid by 2035. He reviewed potential estimated tax impacts and structuring the debt service for each option. Mr. Sanderson said to limit the impact, the up-front payment of \$2 million can be applied to offset some of the cost.

Mr. Stanley said the County has \$2.7 million in the Special Projects Fund that the Schools have not yet used that can be used to offset the payments. He added that the County is preparing for the reassessment process; a \$0.02-\$0.03 increase in the reassessment could negate real estate tax rate increases in the future.

Chairman Gilliam stated he would like to see other campuses that Moseley has worked on. Mr. Stanley said Moseley has done campus style renovations before. Mr. Stanley said the County is still actively working with the General Assembly on allowing a referendum to allow the voters to determine a sales tax in the county.

Following discussion, Supervisor Cooper-Jones made a motion, seconded by Supervisor Townsend, to accept Option 3 as the preferred renovation option. Further discussion followed.

Chairman Gilliam queried the School Board members and public in attendance for their input. All that spoke agreed with Option 3 as the best choice.

Supervisor Watson asked if the construction hinges on the grant. Mr. Stanley said the Board will have to continue to spend for development of the architectural plans, and will not award the bid until the grant is awarded. He said the application will go in on the 20% of the \$43 million estimate; the School Board will move forward with Moseley Architects on the plans for Option 3, and Mr. Sanderson will work on the financing and timing options based on when we bid the project. Mr. Stanley added the Board will make that call next year based on the advice from the financial consultant. He said it will not go out to bid until the grant is in hand.

Chairman Gilliam called for the vote on Supervisor Cooper-Jones' motion, seconded by Supervisor Townsend, to accept Option 3, Comprehensive Renovation, at a cost of \$28,375,000; the motion carried unanimously:

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

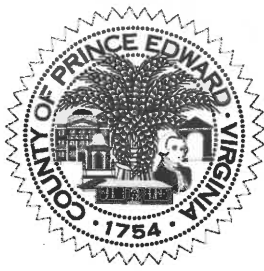
Supervisor Emert stated that if the Board is able to get the referendum to pass through the General Assembly, it will be up to the citizens to pass the referendum; he said the Board cannot lobby for it.

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

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

the meeting was adjourned at 6:49 p.m.

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**Board of Supervisors  
Agenda Summary**

**Meeting Date:** September 12, 2023  
**Item #:** 8-c  
**Department:** County Administration  
**Staff Contact:** Crystal Baker  
**Agenda Item:** Review of Accounts & Claims

---

**SUMMARY:**

The Bill List, Mileage Reports, and County Attorney Invoices are attached.

**Cost:**

**Attachments:**

**Recommendation:**

**Sample Motion:**

Motion \_\_\_\_\_  
Second \_\_\_\_\_

Cooper-Jones \_\_\_\_\_  
Emert \_\_\_\_\_

Gilliam \_\_\_\_\_  
Jenkins \_\_\_\_\_  
Jones \_\_\_\_\_

Pride \_\_\_\_\_  
Townsend \_\_\_\_\_  
Watson \_\_\_\_\_

FROM DATE- 8/01/2023  
 TO DATE- 8/31/2023

ACCOUNTS PAYABLE CHECKS  
 PRINCE EDWARD

| FUND NO. | DESCRIPTION                  | \$\$\$ PAY \$\$\$ |
|----------|------------------------------|-------------------|
| 100      | GENERAL FUND                 | \$1,483,310.83    |
| 205      | EMS DISTRICT FUND            | \$333.61          |
| 501      | WATER FUND                   | \$196,114.25      |
| 502      | SEWER FUND                   | \$93,403.05       |
| 520      |                              | \$22,964.93       |
| 605      |                              | \$4,000.00        |
| 705      |                              | \$210,806.89      |
| 741      | PIEDMONT COURT SERVICES FUND | \$8,179.02        |
|          | TOTAL                        | 2,019,112.58      |

| MAJOR#<br>ACCT# | VENDOR<br>NUMBER            | VENDOR<br>NAME                                        | INV#        | DESCRIPTION           | AMOUNT       |
|-----------------|-----------------------------|-------------------------------------------------------|-------------|-----------------------|--------------|
| 012050          | MOTOR VEHICLE LICENSE TAXES |                                                       |             |                       |              |
| 2022            | 29332                       | Motor Vehicle Licenses -<br>TOWN OF FARMVILLE         | DECALS 0623 | AUTO DECAL PAYMENT    | 87,833.06    |
|                 |                             |                                                       |             | ACCOUNT TOTAL         | 87,833.06 *  |
|                 |                             |                                                       |             | MAJOR TOTAL           | 87,833.06 ** |
| 011010          | BOARD OF SUPERVISORS        |                                                       |             |                       |              |
| 3161            | 21756                       | Strategic Planning<br>LETTERPRESS COMMUNICATIONS      | 2715        | CITY COMM HRS JULY 23 | 2,343.75     |
|                 |                             |                                                       |             | ACCOUNT TOTAL         | 2,343.75 *   |
| 3600            | 11250                       | Advertising<br>BENCHMARK COMMUNITY BANK               | 1555        | INDEED ADS            | 525.00       |
|                 | 15240                       | FARMVILLE NEWSMEDIA                                   | 222498      | BID FOR AG BUILDING   | 252.37       |
|                 | 15241                       | FARMVILLE HERALD                                      | 222498      | BOS HEARING 0623      | 356.83       |
|                 | 15241                       | FARMVILLE HERALD                                      | 222498      | BOS MTG 7/11/2023     | 492.02       |
|                 |                             |                                                       |             | ACCOUNT TOTAL         | 1,626.22 *   |
| 5530            | 11250                       | Travel-Subsistence & Lodg<br>BENCHMARK COMMUNITY BANK | 6828        | OMNI HOTEL/CONF       | 2,510.28     |
|                 |                             |                                                       |             | ACCOUNT TOTAL         | 2,510.28 *   |
| 5540            | 11250                       | Travel-Convention & Educa<br>BENCHMARK COMMUNITY BANK | 6828        | VACO SUPERVISR LEAD   | 1,350.00     |
|                 | 11250                       | BENCHMARK COMMUNITY BANK                              | 6828        | VACO ANNUAL CONF      | 2,450.00     |
|                 | 11250                       | BENCHMARK COMMUNITY BANK                              | 6828        | VACO ANNL CONF        | 525.00       |
|                 |                             |                                                       |             | ACCOUNT TOTAL         | 4,325.00 *   |
|                 |                             |                                                       |             | MAJOR TOTAL           | 10,805.25 ** |
| 012110          | COUNTY ADMINISTRATOR        |                                                       |             |                       |              |
| 3320            | 28587                       | Maintenance Service Contr<br>SOUTHERN COPIER          | INV000934   | MAINT CONTRACT        | 727.76       |
|                 |                             |                                                       |             | ACCOUNT TOTAL         | 727.76 *     |
| 5530            | 11250                       | Travel-Subsistence & Lodg<br>BENCHMARK COMMUNITY BANK | 6828        | GRITSMILL HOTEL       | 229.53       |
|                 |                             |                                                       |             | ACCOUNT TOTAL         | 229.53 *     |
| 5540            | 11250                       | Travel-Convention & Educa<br>BENCHMARK COMMUNITY BANK | 1555        | VAPDC SUMMER CONF     | 77.25        |
|                 | 11250                       | BENCHMARK COMMUNITY BANK                              | 6828        | VACO ANNUAL CONF      | 700.00       |
|                 |                             |                                                       |             | ACCOUNT TOTAL         | 777.25 *     |
| 5810            | 11250                       | Dues & Association Member<br>BENCHMARK COMMUNITY BANK | 1555        | VML DUES              | 367.20       |
|                 | 11250                       | BENCHMARK COMMUNITY BANK                              | 6828        | VML DUES              | 300.85       |
|                 | 31330                       | VEMA                                                  | 6172        | MEMBERSHIP RENEWAL    | 100.00       |
|                 |                             |                                                       |             | ACCOUNT TOTAL         | 768.05 *     |
| 6001            | 12947                       | Office Supplies<br>CRYSTAL SPRINGS                    | 23465833    | WATER 3RD FLOOR       | 38.26        |
|                 | 28587                       | SOUTHERN COPIER                                       | INV000933   | METER CHARGE          | 99.05        |
|                 |                             |                                                       |             | ACCOUNT TOTAL         | 137.31 *     |

| MAJOR#<br>ACCT# | VENDOR<br>NUMBER | VENDOR<br>NAME                                      | INV#            | DESCRIPTION          | AMOUNT       |
|-----------------|------------------|-----------------------------------------------------|-----------------|----------------------|--------------|
| 6012            | 11250            | Books and Subscriptions<br>BENCHMARK COMMUNITY BANK | 1555 ADMIN 0823 | START MEETING        | 28.40        |
|                 | 22211            | RELX INC. DBA LEXIS NEXIS                           | 37185373        | VA CDE 23 ANNO CITAT | 156.43       |
|                 |                  |                                                     |                 |                      | 184.83 *     |
|                 |                  |                                                     |                 |                      | 2,824.73 **  |
|                 |                  |                                                     |                 | ACCOUNT TOTAL        |              |
|                 |                  |                                                     |                 | MAJOR TOTAL          |              |
| 012210          |                  | LEGAL SERVICES                                      |                 |                      |              |
| 3160            |                  | Professional Services                               |                 |                      |              |
|                 | 28062            | SANDS ANDERSON PC                                   | 592158 107766   | BOWMAN ZONING APPEAL | 565.06       |
|                 | 28062            | SANDS ANDERSON PC                                   | 597089 107766   | BOWMAN ZONING APPEAL | 4,637.00     |
|                 | 28062            | SANDS ANDERSON PC                                   | 602142 107766   | BOWMAN ZONING APPEAL | 12,772.50    |
|                 | 29126            | TERRI ATKINS WILSON PC                              | MAY 2023 1055   | LEGAL SERVICES       | 3,650.00     |
|                 |                  |                                                     |                 | ACCOUNT TOTAL        | 21,624.56 *  |
|                 |                  |                                                     |                 | MAJOR TOTAL          | 21,624.56 ** |
| 012220          |                  | PERSONNEL                                           |                 |                      |              |
| 3199            | 15145            | Purchase of Services<br>FADS                        | PECA230731      | DRUG TESTING         | 200.00       |
|                 |                  |                                                     |                 | ACCOUNT TOTAL        | 200.00 *     |
|                 |                  |                                                     |                 | MAJOR TOTAL          | 200.00 **    |
| 012240          |                  | INDEPENDENT AUDITOR                                 |                 |                      |              |
| 3120            | 25801            | Accountings & Auditing Se<br>MARY K EARHART PLLC    | 203792          | PROFESSIONAL SERVICE | 1,422.50     |
|                 |                  |                                                     |                 | ACCOUNT TOTAL        | 1,422.50 *   |
|                 |                  |                                                     |                 | MAJOR TOTAL          | 1,422.50 **  |
| 012310          |                  | COMMISSIONER OF REVENUE                             |                 |                      |              |
| 5510            | 999999           | Travel-Mileage<br>COR CENTRAL DISTRICT DEPUT        | CLASS 823 HEAVN | CLASS H STROCKBINE   | 15.00        |
|                 | 999999           | COR CENTRAL DISTRICT DEPUT                          | CLASS 823 LEE   | ANDREA LEE           | 15.00        |
|                 |                  |                                                     |                 | ACCOUNT TOTAL        | 30.00 *      |
| 6001            | 20600            | Office Supplies<br>KEY OFFICE SUPPLY                | 416 577601      | SHREDDER             | 1,229.96     |
|                 | 20600            | KEY OFFICE SUPPLY                                   | 416 578282      | FILE POCKETS         | 24.79        |
|                 | 20600            | KEY OFFICE SUPPLY                                   | 416 578317      | FILE POCKETS         | 28.12        |
|                 | 20600            | KEY OFFICE SUPPLY                                   | 416 579454      | INK CARTRIDGES       | 209.97       |
|                 |                  |                                                     |                 | ACCOUNT TOTAL        | 1,492.84 *   |
| 6040            | 20600            | ADP Equipment<br>KEY OFFICE SUPPLY                  | 416 579713      | CANON IRC5535I       | 3,995.00     |
|                 |                  |                                                     |                 | ACCOUNT TOTAL        | 3,995.00 *   |
|                 |                  |                                                     |                 | MAJOR TOTAL          | 5,517.84 **  |
| 012320          |                  | ASSESSOR                                            |                 |                      |              |
| 3160            | 32122            | Professional Services<br>WAMPLER-EANES APPRAISAL    | 2023 NEW CONST  | ASSESS NEW CONSTRUCT | 12,880.00    |
|                 |                  |                                                     |                 | ACCOUNT TOTAL        | 12,880.00 *  |
|                 |                  |                                                     |                 | MAJOR TOTAL          | 12,880.00 ** |



| MAJOR#<br>ACCT#<br>012410 | VENDOR<br>NUMBER<br>NAME<br>TREASURER                                                            | INVT#                                     | DESCRIPTION                                                       | AMOUNT                                           |
|---------------------------|--------------------------------------------------------------------------------------------------|-------------------------------------------|-------------------------------------------------------------------|--------------------------------------------------|
| 5540                      | 30378 UNIVERSITY OF VIRGINIA<br>30378 UNIVERSITY OF VIRGINIA<br>30378 UNIVERSITY OF VIRGINIA     | RCERT41898<br>RCERT41916<br>RCERT42069    | TAV2023 DIST JPWELL<br>TAV 23 DIST A BRYANT<br>TAV 2023 S BAPPERT | 80.00<br>80.00<br>80.00<br>240.00 *              |
| 6020                      | DMV Stops<br>13012 DMV                                                                           | 202321200770                              | DMV STOP FEES                                                     | 2,950.00<br>2,950.00 *<br>3,190.00 **            |
| 013100                    | ELECTORAL BOARD AND OFFICIALS                                                                    |                                           |                                                                   |                                                  |
| 3320                      | Maintenance Service Contr<br>14551 ELECTION SYSTEMS &<br>28587 SOUTHERN COPIER                   | CD2062380<br>INV000666                    | ES&S SERV CONTRACT<br>QTRLY BILLING                               | 6,699.00<br>175.44<br>6,874.44 *                 |
| 5210                      | Postal Services<br>32961 WRIGHT LYNETTE                                                          | REIMB 0823                                | POSTAGE ELEC DATA                                                 | 54.05<br>54.05 *<br>6,928.49 **                  |
| 013200                    | REGISTRAR                                                                                        |                                           |                                                                   |                                                  |
| 5210                      | Postal Services<br>25483 PITNEY BOWES GLOBAL FINAN                                               | 3317846916                                | LEASE MAIL METER                                                  | 156.39<br>156.39 *                               |
| 5510                      | Travel-Mileage<br>32961 WRIGHT LYNETTE<br>32961 WRIGHT LYNETTE                                   | MILEAGE 0723<br>MILEAGE 0823              | MILEAGE REIMBURSMNT<br>MILEAGE-CONFERENCE                         | 77.29<br>128.38<br>205.67 *                      |
| 5530                      | Travel-Subsistance & Lodg<br>32961 WRIGHT LYNETTE<br>32961 WRIGHT LYNETTE                        | HOTEL 0823<br>MEALS 0823                  | CONF HOTEL ROANOKE<br>MEALS - CONFERENCE                          | 459.69<br>54.49<br>514.18 *                      |
| 6001                      | Office Supplies<br>10259 AMAZON CAPITAL SERVICES                                                 | 1VMF-364F-HV9V                            | OFFICE SUPPLIES                                                   | 316.98<br>316.98 *<br>1,193.22 **                |
| 021100                    | CIRCUIT COURT                                                                                    |                                           |                                                                   |                                                  |
| 6001                      | Office Supplies<br>20600 KEY OFFICE SUPPLY<br>20600 KEY OFFICE SUPPLY<br>20600 KEY OFFICE SUPPLY | 8868 579890<br>8868 579936<br>8868 579937 | PEPSI<br>COPY PAPER<br>PENS/WATER/WHTOUT                          | 14.99<br>48.99<br>57.34<br>121.32 *<br>121.32 ** |

| MAJOR#<br>ACCT# | VENDOR<br>NUMBER<br>GENERAL | VENDOR<br>NAME<br>DISTRICT COURT                                                                                                                                        | INV#                                                                       | DESCRIPTION                                                                                                        | ACCOUNT TOTAL                                                 | AMOUNT      |
|-----------------|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------|-------------|
| 021200          | 3320                        | Maintenance Service Contr<br>KEY OFFICE SUPPLY                                                                                                                          | 424 580217                                                                 | SERVICE CONTRACT CPR                                                                                               | 595.00                                                        | 595.00 *    |
| 021200          | 5210                        | Postal Services<br>QUADIENT LEASING USA, INC.                                                                                                                           | N10045316                                                                  | LEASE PAYMENT                                                                                                      | 350.19                                                        | 350.19 *    |
| 021200          | 6001                        | Office Supplies<br>KEY OFFICE SUPPLY<br>KEY OFFICE SUPPLY                                                                                                               | 424 580159<br>424 580185                                                   | FOLDERS<br>DRYLINE CORR/FILE                                                                                       | 34.99<br>75.98                                                | 110.97 *    |
| 021250          | 021250                      | JUVENILE & DOMESTIC COURT                                                                                                                                               |                                                                            |                                                                                                                    | 1,056.16                                                      | 1,056.16 ** |
| 021300          | 3160                        | Professional Services<br>STEPS, INC                                                                                                                                     | 18172                                                                      | SHRED SERVICE                                                                                                      | 21.40                                                         | 21.40 *     |
| 021300          | 5210                        | Postal Services<br>QUADIENT FINANCE USA, INC.                                                                                                                           | JDR PSTG 0723                                                              | POSTAGE                                                                                                            | 281.76                                                        | 281.76 *    |
| 021300          | 5899                        | Miscellaneous<br>HAMIDULLAH, RASHEEDAH                                                                                                                                  | REIMB 0723                                                                 | STAFF MTG LUNCH REIM                                                                                               | 303.16                                                        | 303.16 **   |
| 021600          | 021600                      | CLERK OF THE CIRCUIT COURT                                                                                                                                              |                                                                            |                                                                                                                    | 51.50                                                         | 51.50 *     |
| 021600          | 5210                        | Postal Services<br>QUADIENT LEASING USA, INC.                                                                                                                           | N10047092                                                                  | POSTAGE LEASE                                                                                                      | 382.29                                                        | 382.29 *    |
| 021600          | 5230                        | Telecommunications<br>BRIGHTSPEED                                                                                                                                       | 309863799 0723                                                             | PHONE CC CLERK                                                                                                     | 77.19                                                         | 77.19 *     |
| 021600          | 6012                        | Books and Subscriptions<br>FARMVILLE NEWSMEDIA<br>KEY OFFICE SUPPLY<br>KEY OFFICE SUPPLY<br>KEY OFFICE SUPPLY<br>KEY OFFICE SUPPLY<br>KEY OFFICE SUPPLY<br>T&N PRINTING | 129579 1635326<br>579445<br>579446<br>579447<br>579547<br>579593<br>461400 | DEPUTY CLERK AD<br>COPY PAPER<br>PENS/HAND TOWELS/ITA<br>CHAIRMAT<br>9V BATTERIES<br>NAME BDGS/BDGE REELS<br>PLATS | 110.61<br>69.99<br>122.69<br>149.99<br>5.98<br>77.28<br>17.31 | 553.85 *    |
|                 |                             |                                                                                                                                                                         |                                                                            |                                                                                                                    | ACCOUNT TOTAL                                                 | 1,013.33 ** |

| MAJOR#<br>ACCT# | VENDOR<br>NUMBER<br>NAME                                                                                                                                                                 | INV#                                                     | DESCRIPTION                                                                                            | AMOUNT                                          |
|-----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|--------------------------------------------------------------------------------------------------------|-------------------------------------------------|
| 021800          | LAW LIBRARY                                                                                                                                                                              |                                                          |                                                                                                        |                                                 |
| 6012            | Books and Subscriptions<br>22211 RELX INC. DBA LEXIS NEXIS                                                                                                                               | 3094607761                                               | JULY PAYMENT                                                                                           | 403.00<br>403.00 *<br>403.00 **                 |
| 022100          | COMMONWEALTH'S ATTORNEY                                                                                                                                                                  |                                                          |                                                                                                        |                                                 |
| 5230            | Telecommunications<br>29715 TREASURER OF VIRGINIA                                                                                                                                        | 24-C5807-VPN                                             | VIRTUAL NETWRK MAINT                                                                                   | 192.00<br>192.00 *                              |
| 5510            | Travel-Mileage<br>29220 THOMAS EVANS                                                                                                                                                     | MILEAGE 0823                                             | TRAVEL MILEAGE                                                                                         | 246.28<br>246.28 *                              |
| 5530            | Travel-Subsistence & Lodg<br>29220 THOMAS EVANS                                                                                                                                          | MEALS 0823                                               | MEAL REIMBURSEMENT                                                                                     | 35.96<br>35.96 *                                |
| 5810            | Dues & Association Member<br>11250 BENCHMARK COMMUNITY BANK<br>11250 BENCHMARK COMMUNITY BANK<br>11250 BENCHMARK COMMUNITY BANK                                                          | 2256 CWA 0823<br>2256 CWA 0823<br>2256 CWA 0823          | VA STATE BAR THOMAS<br>VA STATE BAR THOMAS<br>VA STATE BAR TRENT                                       | 305.00<br>285.00<br>285.00<br>875.00 *          |
| 5899            | Miscellaneous<br>28866 STEPS, INC                                                                                                                                                        | 18170                                                    | SHRED SERVICE                                                                                          | 74.90<br>74.90 *                                |
| 6001            | Office Supplies<br>11250 BENCHMARK COMMUNITY BANK<br>11250 BENCHMARK COMMUNITY BANK                                                                                                      | 2256 CWA 0823<br>2256 CWA 0823                           | PENS<br>BATTERIES                                                                                      | 18.36<br>27.52<br>45.88 *                       |
| 6003            | Community Outreach<br>999999 DOWNTOWN FARMVILLE PARTNER                                                                                                                                  | ROCK THE BLK 23                                          | ROCK THE BLOCK                                                                                         | 250.00<br>250.00 *<br>1,720.02 **               |
| 031200          | SHERIFF                                                                                                                                                                                  |                                                          |                                                                                                        |                                                 |
| 3170            | Drug Testing<br>22347 MEDTOX LABORATORIES INC                                                                                                                                            | 07202394888                                              | DRUG TEST                                                                                              | 50.00<br>50.00 *                                |
| 3310            | Repairs/Maintenance-Radio<br>22495 MOBILE COMMUNICATIONS AMER                                                                                                                            | 408001283-1                                              | REMLV ITEMS WRKD CAR                                                                                   | 525.00<br>525.00 *                              |
| 3311            | Repairs & Maint-Auto & Eq<br>11254 BERNARD S TOWING LLC<br>12365 CHARLOTTE COLLISION CENTER<br>14300 EAST END MOTOR CO INC<br>14300 EAST END MOTOR CO INC<br>14300 EAST END MOTOR CO INC | 0825<br>WRKPLE E7779522<br>0229625<br>0229711<br>0230456 | WRECKER SERVICE<br>11 FORD EXP REPAIR<br>RPLCD BELT/BATTERY<br>CK ENGINE LIGHT<br>OIL CHNG/TR ROTAT/WP | 250.00<br>2,410.36<br>366.88<br>45.00<br>155.10 |
|                 | ACCOUNT TOTAL                                                                                                                                                                            |                                                          |                                                                                                        |                                                 |
|                 | MAJOR TOTAL                                                                                                                                                                              |                                                          |                                                                                                        |                                                 |

| MAJOR#<br>ACCT# | VENDOR<br>NUMBER | VENDOR<br>NAME             | INV#            | DESCRIPTION           | AMOUNT     |
|-----------------|------------------|----------------------------|-----------------|-----------------------|------------|
|                 | 14300            | EAST END MOTOR CO INC      | 0230534         | VEH INSPECTION        | 20.00      |
|                 | 14915            | EXPRESS CARE               | 26172 0723      | OIL CHANGE            | 85.97      |
|                 | 14915            | EXPRESS CARE               | 26637           | OIL CHANGE            | 93.98      |
|                 | 14915            | EXPRESS CARE               | 26890 0723      | OIL CHNG/FLTR/BLADES  | 185.95     |
|                 | 14915            | EXPRESS CARE               | 26947           | OIL CHANGE            | 126.96     |
|                 | 27490            | RUNDSTROM AUTO LLC         | 14788           | REPL CONDSR/TRNSCOOL  | 672.37     |
|                 | 27490            | RUNDSTROM AUTO LLC         | 14810           | VEHICLE INSPECTION    | 20.00      |
|                 | 27490            | RUNDSTROM AUTO LLC         | 14827           | BRK ROTORS/BATTERY    | 381.07     |
|                 | 27490            | RUNDSTROM AUTO LLC         | 14832           | DIAG FOR FRONT END    | 41.00      |
|                 | 27490            | RUNDSTROM AUTO LLC         | 14942           | BTRY/AC SYS/FAN/BELT  | 953.95     |
|                 | 27490            | RUNDSTROM AUTO LLC         | 14971           | BATTERY/TRANS ISSUE   | 335.25     |
|                 | 27767            | ROCKWELL AUDIO             | POSR10338 (S01) | INSTALL 100AM SELINO  | 118.99     |
|                 | 29199            | THIRD STREET WRECKER INC   | T11864          | WRECKER SERVICE       | 150.00     |
|                 | 29199            | THIRD STREET WRECKER INC   | T12048          | WRECKER SERVICE       | 450.00     |
|                 | 29199            | THIRD STREET WRECKER INC   | T12096          | WRECKER SERVICE       | 250.00     |
|                 | 29925            | TRI-COUNTY FORD INC        | 155394          | CNTRL MOD/NEW BATTERY | 906.24     |
| 3320            |                  | Maintenance Service Contr  |                 |                       | 8,019.07 * |
|                 | 10895            | AXON ENTERPRISE INC        | INUS157185      | MAINT SVC CONTRACT    | 552.10     |
|                 | 21767            | LEXISNEXIS RISK DATA MANAG | 692908320230731 | JULY MAINT SVC CONTR  | 133.11     |
|                 | 31339            | VERIZON WIRELESS           | 9940672942      | MDT MONTHLY CHARGE    | 1,042.09   |
| 5210            |                  | Postal Services            |                 |                       | 1,727.30 * |
|                 | 15380            | FARMVILLE PRINTING         | 20221115        | POSTAGE PAID ENVELOPS | 1,078.94   |
| 5230            |                  | Telecommunications         |                 |                       | 1,078.94 * |
|                 | 10102            | AT&T MOBILITY              | 677451 0723     | CELL SERVICE PECSCO   | 1,374.64   |
|                 | 20904            | KINEX NETWORKING SOLUTION  | 2308-0021801    | RMTE BCKUP/FBR CONN   | 119.95     |
|                 | 21319            | BRIGHTSPEED                | 309468839 0823  | VCIN                  | 10.36      |
|                 | 21319            | BRIGHTSPEED                | 309558628 0823  | PHONE                 | 1.98       |
| 5530            |                  | Travel-Subsistence & Lodg  |                 |                       | 1,506.93 * |
|                 | 11894            | BUSINESS CARD              | 0555SHERIFF0723 | EMBASSY SUTIES        | 281.08     |
|                 | 23232            | MCWILLIAN, MATT            | REIMB 0723      | MEAL REIMBURSEMENT    | 22.33      |
| 5540            |                  | Travel-Convention and Edu  |                 |                       | 303.41 *   |
|                 | 11894            | BUSINESS CARD              | 0555SHERIFF0723 | TRAINING              | 740.00     |
|                 | 11894            | BUSINESS CARD              | 0555SHERIFF0723 | GLOCK TRAINING COURS  | 250.00     |
|                 | 19489            | JENKINS, JASON             | REIMB 0723      | REIMB DAMAGED WATCH   | 100.00     |
|                 | 31663            | VIRGINIA HOMICIDE INVESTIG | SPRAGUE 0723    | 23 VHIA FALL TRAIN    | 400.00     |
| 6001            |                  | Office Supplies            |                 |                       | 1,490.00 * |
|                 | 10259            | AMAZON CAPITAL SERVICES    | 1C97-4W9V-JLDV  | ENVELOPES             | 24.98      |
|                 | 10259            | AMAZON CAPITAL SERVICES    | 1KQJ-RVY4-7GLJ  | SD CARD READER        | 27.35      |
|                 | 10259            | AMAZON CAPITAL SERVICES    | 1KXR-1FT4-DWJJ  | RUBBR BND/ROOM/PAN    | 51.23      |
|                 | 10259            | AMAZON CAPITAL SERVICES    | 1PVJ-RMQR-CN3N  | REMOVABLE TAPE        | 14.00      |
|                 | 10259            | AMAZON CAPITAL SERVICES    | 1YQ6-LNL7-D6F3  | AIR FRESHENERS        | 29.97      |
|                 | 11894            | BUSINESS CARD              | 0555SHERIFF0723 | ADOBE                 | 19.99      |
|                 | 12947            | CRYSTAL SPRINGS            | 23464551 070723 | WATER DELIVERY        | 187.70     |

| MAJOR#<br>ACCT# | VENDOR<br>NUMBER | VENDOR<br>NAME            | INV#            | DESCRIPTION          | AMOUNT     |
|-----------------|------------------|---------------------------|-----------------|----------------------|------------|
| 6003            | 20600            | KEY OFFICE SUPPLY         | 545 579486      | LABELS               | 16.98      |
|                 | 20600            | KEY OFFICE SUPPLY         | 545 579670      | ENVLPS/STMP/NTEBKS   | 644.59     |
|                 | 20600            | KEY OFFICE SUPPLY         | 545 579671      | FOLDERS              | 60.68      |
|                 | 20600            | KEY OFFICE SUPPLY         | 545 579672      | HANGING FOLDERS      | 34.04      |
|                 | 20600            | KEY OFFICE SUPPLY         | 545 579760      | COPY PAPER           | 244.95     |
|                 | 20600            | KEY OFFICE SUPPLY         | 545 579761      | CLIP BOARDS          | 10.52      |
|                 | 20600            | KEY OFFICE SUPPLY         | 545 579784      | SPOONS/FORKS         | 191.10     |
|                 | 20600            | KEY OFFICE SUPPLY         | 545 579860      | LABELS               | 29.44      |
|                 | 21153            | CAPITAL ONE/ WALMART      | 636325 0723     | OFFICE SUPPLIES      | 179.41     |
|                 |                  |                           |                 | ACCOUNT TOTAL        | 1,766.93 * |
| 6004            | 10647            | Public Education/Crime Pr | 2424            | STRESS BALL KEY CHAI | 573.10     |
|                 | 24853            | ARMAND ADVERTISING LLC    | 18510           | GLOW STICKS          | 900.61     |
|                 |                  |                           |                 | ACCOUNT TOTAL        | 1,473.71 * |
| 6008            | 28640            | Virso Comm Center Crime P | 526776002 0723  | VIRSO REC & COMM CTR | 16.30      |
|                 |                  |                           |                 | ACCOUNT TOTAL        | 16.30 *    |
| 6009            | 11894            | Vehicle & Powered Equip F | 0555SHERIFF0723 | GAS                  | 49.15      |
|                 |                  |                           |                 | ACCOUNT TOTAL        | 49.15 *    |
| 6010            | 10259            | Amazon Capital Services   | 1TJ7-MDND-F1FQ  | JUMP BOX             | 199.95     |
|                 | 14300            | EAST END MOTOR CO INC     | 0229711         | TIRES                | 802.20     |
|                 | 14300            | EAST END MOTOR CO INC     | 0230353         | TIRE 22 FORD         | 722.88     |
|                 | 14300            | EAST END MOTOR CO INC     | 0230534         | TIRES 15 TAHOE       | 750.63     |
|                 | 14300            | EAST END MOTOR CO INC     | 0230665         | TIRES 2018 FORD      | 638.56     |
|                 | 17004            | HALEY AUTO MALL           | 65645105        | KEY FOB BATTERY      | 8.46       |
|                 |                  |                           |                 | ACCOUNT TOTAL        | 3,122.68 * |
| 6011            | 10259            | Police Supplies           | 1FDC-K6HX-DVQ3  | TATICAL DUFFLE BAG   | 31.98      |
|                 | 13012            | AMAZON CAPITAL SERVICES   | 202321200150    | SPECIAL ID           | 10.00      |
|                 | 16102            | GALLS LLC                 | 025029777       | LEG IRONS-OVERSIZED  | 151.76     |
|                 | 16102            | GALLS LLC                 | 025066845       | SENTRY FED SCABBARD  | 35.45      |
|                 | 22346            | MED-TECH RESOURCE INC     | 142525          | GLOVES               | 95.29      |
|                 | 32734            | WITMER PUBLIC SAFETY GRP  | INV253385       | COLT CARBINE M4 GUN  | 1,200.00   |
|                 | 32734            | WITMER PUBLIC SAFETY GRP  | INV295599       | GUN SLINGS           | 105.00     |
|                 | 32734            | WITMER PUBLIC SAFETY GRP  | INV297420       | GUN SLING            | 52.50      |
|                 | 32734            | WITMER PUBLIC SAFETY GRP  | INV305828       | GUN SLINGS           | 892.50     |
|                 |                  |                           |                 | ACCOUNT TOTAL        | 2,574.48 * |
| 6011            | 10380            | Uniforms & Wearing Appare | 00062336        | ARMOR SKINS          | 223.38     |
|                 | 11021            | AMERICAN UNIFORM SALES    | 569148          | RETIREMENT BADGE/WLT | 153.45     |
|                 | 16102            | BADGE & WALLET            | 025020607       | SAFETY VEST          | 91.47      |
|                 | 16102            | GALLS LLC                 | 025180068       | BOOTS                | 109.50     |
|                 | 16102            | GALLS LLC                 | 025210682       | BOOTS                | 180.75     |
|                 | 22166            | CREATIVE MONOGRAMMING     | 16546           | POLO SHIRTS/PANTS    | 550.00     |
|                 | 22166            | CREATIVE MONOGRAMMING     | 16555           | POLO SHIRTS          | 203.00     |
|                 | 22166            | CREATIVE MONOGRAMMING     | 16568           | POLO SHIRTS          | 108.00     |
|                 | 27153            | READ'S UNIFORMS LLC       | 190713-99       | PANTS                | 212.16     |

| MAJOR#<br>ACCT# | VENDOR<br>NUMBER | VENDOR<br>NAME             | INV#            | DESCRIPTION           | AMOUNT              |
|-----------------|------------------|----------------------------|-----------------|-----------------------|---------------------|
| 6026            | 27153            | READ'S UNIFORMS LLC        | 194568-99       | PANTS/SHIRTS          | 408.25              |
|                 | 27153            | READ'S UNIFORMS LLC        | 196229-99       | SHIRTS                | 150.87              |
|                 | 27153            | READ'S UNIFORMS LLC        | 196235-99       | SHIRT                 | 44.54               |
|                 | 27153            | READ'S UNIFORMS LLC        | 199436-99       | PANTS                 | 146.44              |
|                 | 27153            | READ'S UNIFORMS LLC        | 199443-99       | PANTS                 | 212.16              |
|                 | 27153            | READ'S UNIFORMS LLC        | 199638-99       | SHIRTS                | 82.58               |
|                 | 27153            | READ'S UNIFORMS LLC        | 199640-99       | PANTS, SHIRTS, FLASHL | 500.48              |
|                 |                  |                            |                 | <b>ACCOUNT TOTAL</b>  | <b>3,377.03 *</b>   |
|                 | 21450            | ARPA Equip Grant - Sheriff | 405338          | POWERPLUS INVEST SYS  | 3,773.00            |
|                 | 32734            | LEADSONLINE PARENT LLC     | INV297117       | BALLISTIC SHLD/PLATE  | 25,584.00           |
|                 |                  | WITMER PUBLIC SAFETY GRP   |                 | <b>ACCOUNT TOTAL</b>  | <b>29,357.00 *</b>  |
|                 |                  |                            |                 | <b>MAJOR TOTAL</b>    | <b>56,437.93 **</b> |
| 032200          |                  | VOLUNTEER FIRE DEPARTMENT  |                 |                       |                     |
| 7002            |                  | Payment to Rice VFD        |                 |                       |                     |
|                 | 11240            | BENCHMARK COMMUNITY BANK   | RICE TRK 0723   | LOAN 15019407005      | 10,080.00           |
|                 | 14695            | ELLINGTON'S LAWN SERVICE   | 112             | MOWING                | 360.00              |
|                 | 21319            | BRIGHTSPEED                | 310013979 0723  | PHONE RICE FD         | 536.14              |
|                 |                  |                            |                 | <b>ACCOUNT TOTAL</b>  | <b>10,976.14 *</b>  |
| 7003            |                  | Payment to Prospect VFD    |                 |                       |                     |
|                 | 13166            | DAVIS GMC TRUCK INC        | W087834         | INSP/SVC UTILITY 4    | 109.10              |
|                 | 13166            | DAVIS GMC TRUCK INC        | W087853         | AUXILIARY AC REPAIR   | 240.46              |
|                 | 25920            | PROSPECT VOL FIRE DEPT     | SO250615        | TOOL COMPERT MNT BRKT | 344.67              |
|                 |                  |                            |                 | <b>ACCOUNT TOTAL</b>  | <b>694.23 *</b>     |
| 7004            |                  | Payment to Darlington VFD  |                 |                       |                     |
|                 | 12996            | CYRUS PEST CONTROL CO      | JULY 2023 DHVFD | PEST CONTROL          | 45.00               |
|                 | 13083            | DARLINGTON HGT FIRE DEPT   | REIMB 0723      | INTERNET VIASAT       | 66.31               |
|                 | 13083            | DARLINGTON HGT FIRE DEPT   | REIMB 0723 2    | FIRE & SAFETY         | 51.98               |
|                 | 14300            | EAST END MOTOR CO INC      | 0230616 DHVFD   | OIL CHANGE/INSPECT    | 394.79              |
|                 | 28640            | SOUTHSIDE ELECTRIC COOP    | 38156001 0823   | DARLINGTON HEIGHTS    | 444.01              |
|                 |                  |                            |                 | <b>ACCOUNT TOTAL</b>  | <b>1,002.09 *</b>   |
| 7005            |                  | Payment to Hampden-Sydney  |                 |                       |                     |
|                 | 10102            | AT&T MOBILITY              | 777474 0623     | WIRELESS HSVFD        | 229.44              |
|                 | 10102            | AT&T MOBILITY              | 777474 0723     | WIRELESS HSVFD        | 76.48               |
|                 | 11772            | BUG BUSTERS PEST CONTROL   | 870971 HSVFD    | MONTHLY PEST CONTROL  | 48.15               |
|                 | 11772            | BUG BUSTERS PEST CONTROL   | 883419 HSVFD    | PEST CONTROL          | 48.15               |
|                 | 21319            | BRIGHTSPEED                | 310187773 0723  | PHONE HSVFD           | 155.72              |
|                 | 21319            | BRIGHTSPEED                | 310187773 0823  | PHONE HSVFD           | 77.99               |
|                 | 31421            | VACORP                     | 106164 HSVFD    | WORKERS COMP INS      | 4,683.00            |
|                 | 31846            | DOMINION ENERGY VIRGINIA   | 8350720002 0723 | ELECTRIC HSVFD        | 316.94              |
|                 | 31846            | DOMINION ENERGY VIRGINIA   | 8350720002 0823 | ELECTRIC HSVFD        | 353.81              |
|                 |                  |                            |                 | <b>ACCOUNT TOTAL</b>  | <b>5,989.68 *</b>   |
| 7007            |                  | Payment to Meherrin VFD    |                 |                       |                     |
|                 | 14801            | ESO SOLUTIONS, INC         | ESO-113705      | SOFTWARE UPGRADES     | 928.93              |
|                 | 31846            | DOMINION ENERGY VIRGINIA   | 0519881510 0723 | ELECTRIC MEHERRIN     | 651.98              |
|                 | 31846            | DOMINION ENERGY VIRGINIA   | 1913347348 0723 | ELECTRIC MEHERRIN     | 33.34               |
|                 |                  |                            |                 | <b>ACCOUNT TOTAL</b>  | <b>1,614.25 *</b>   |

| MAJOR#<br>ACCT# | VENDOR<br>NUMBER | VENDOR<br>NAME                                        | INV#            | DESCRIPTION          | AMOUNT       |
|-----------------|------------------|-------------------------------------------------------|-----------------|----------------------|--------------|
| 7012            | 11240            | BENCHMARK COMMUNITY BANK                              | RICE TRK 0723   | LOAN 15019407005     | 14,920.00 *  |
| 7013            | 22397            | Fire Programs/ATL-Rice VF<br>MUNICIPAL EMERGENCY SERV | IN1913629       | LEATHER STRUCT BOOT  | 648.00 *     |
| 7041            | 25210            | VFD Fuel<br>PAMPLIN EXXON                             | 1032 PAMPLIN FD | DIESEL               | 41.21        |
|                 | 25210            | PAMPLIN EXXON                                         | 3494 PAMPLIN FD | DIESEL               | 36.70        |
|                 | 25210            | PAMPLIN EXXON                                         | 3991 PAMPLIN FD | GAS                  | 119.50       |
|                 | 25210            | PAMPLIN EXXON                                         | 8433 PAMPLIN FD | DIESEL               | 25.19        |
|                 |                  |                                                       |                 | ACCOUNT TOTAL        | 222.60 *     |
|                 |                  |                                                       |                 | MAJOR TOTAL          | 36,066.99 ** |
| 032300          |                  | AMBULANCE AND RESCUE SERVICES                         |                 |                      |              |
| 7040            | 25880            | RESCUE SQUAD INSURANCE<br>PRINCE EDWARD VOL RESCUE    | INSURANCE 2023  | SQUAD INSURANCE      | 10,000.00    |
|                 |                  |                                                       |                 | ACCOUNT TOTAL        | 10,000.00 *  |
|                 |                  |                                                       |                 | MAJOR TOTAL          | 10,000.00 ** |
| 032500          |                  | EMERGENCY SERVICES                                    |                 |                      |              |
| 3160            | 29280            | Professional Service E-91<br>TIMMONS GROUP            | 320787 34335102 | PEC ADDR DATA MAINT  | 375.00 *     |
|                 |                  |                                                       |                 | ACCOUNT TOTAL        | 375.00 *     |
|                 |                  |                                                       |                 | MAJOR TOTAL          | 375.00 **    |
| 033200          |                  | REGIONAL JAIL & DETENTION                             |                 |                      |              |
| 3196            | 25375            | Purchase of Services - JD<br>PIEDMONT RGNL JUVENILE   | 2138            | JUVENILE DETENTION   | 2,375.00 *   |
|                 |                  |                                                       |                 | ACCOUNT TOTAL        | 2,375.00 *   |
|                 |                  |                                                       |                 | MAJOR TOTAL          | 2,375.00 **  |
| 034100          |                  | BUILDING OFFICIAL                                     |                 |                      |              |
| 3311            | 10602            | Repairs & Maint-Auto<br>APPOMATTOX GLASS &            | 319598          | WINDSHIELD           | 337.00 *     |
|                 |                  |                                                       |                 | ACCOUNT TOTAL        | 337.00 *     |
| 3320            | 28587            | Maintenance Service Contr<br>SOUTHERN COPIER          | INV000820       | ANNUAL CONTRACT      | 150.00 *     |
|                 |                  |                                                       |                 | ACCOUNT TOTAL        | 150.00 *     |
| 6001            | 20600            | Office Supplies<br>KEY OFFICE SUPPLY                  | 415 580787      | COPY PAPER           | 195.96       |
|                 | 28587            | SOUTHERN COPIER                                       | INV000819       | COLOR COPY METER CHG | 28.14        |
|                 |                  |                                                       |                 | ACCOUNT TOTAL        | 224.10 *     |
|                 |                  |                                                       |                 | MAJOR TOTAL          | 711.10 **    |

| MAJOR#<br>ACCT# | VENDOR<br>NUMBER<br>NAME                                                                                                                                                                                   | INV#                                                                                                                       | DESCRIPTION                                                                                                                                 | AMOUNT                                                                    |
|-----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------|
| 035100          | ANIMAL CONTROL                                                                                                                                                                                             |                                                                                                                            |                                                                                                                                             |                                                                           |
| 3110            | Vet Care<br>27524 RIDGE ANIMAL HOSPITAL<br>27524 RIDGE ANIMAL HOSPITAL<br>27524 RIDGE ANIMAL HOSPITAL<br>27524 RIDGE ANIMAL HOSPITAL                                                                       | 13113 354823<br>13113 355155<br>13113 355358<br>13113 355447                                                               | VET CARE<br>VET CARE<br>VET CARE<br>VET CARE                                                                                                | 301.00<br>336.84<br>144.42<br>19.91<br>802.17 *                           |
|                 |                                                                                                                                                                                                            |                                                                                                                            | ACCOUNT TOTAL                                                                                                                               |                                                                           |
| 3310            | Repairs/Maintenance<br>13730 DODSON BROS EXTERMINATING<br>13730 DODSON BROS EXTERMINATING                                                                                                                  | 719313 0523<br>719313 0623                                                                                                 | PEST CONTROL ACO<br>PEST CONTROL ACO                                                                                                        | 50.00<br>50.00<br>100.00 *                                                |
|                 |                                                                                                                                                                                                            |                                                                                                                            | ACCOUNT TOTAL                                                                                                                               |                                                                           |
| 3311            | Repairs & Maint-Auto & Po<br>14300 EAST END MOTOR CO INC                                                                                                                                                   | 02229980                                                                                                                   | AC CONDENSER                                                                                                                                | 768.96<br>768.96 *                                                        |
|                 |                                                                                                                                                                                                            |                                                                                                                            | ACCOUNT TOTAL                                                                                                                               |                                                                           |
| 5110            | Electrical Services<br>31846 DOMINION ENERGY VIRGINIA                                                                                                                                                      | 0890745003 0723                                                                                                            | ANIMAL CONTROL                                                                                                                              | 378.09<br>378.09 *                                                        |
|                 |                                                                                                                                                                                                            |                                                                                                                            | ACCOUNT TOTAL                                                                                                                               |                                                                           |
| 5230            | Telecommunications<br>21319 BRIGHTSPEED                                                                                                                                                                    | 310119726 0823                                                                                                             | ANIMAL CONTROL                                                                                                                              | 136.03<br>136.03 *                                                        |
|                 |                                                                                                                                                                                                            |                                                                                                                            | ACCOUNT TOTAL                                                                                                                               |                                                                           |
| 5899            | Miscellaneous<br>25840 PRINCE EDWARD HEALTH DPT                                                                                                                                                            | 134545562 0723                                                                                                             | IMMUNIZATIONS                                                                                                                               | 385.10<br>385.10 *                                                        |
|                 |                                                                                                                                                                                                            |                                                                                                                            | ACCOUNT TOTAL                                                                                                                               |                                                                           |
| 6002            | Supplies for Shelter<br>10259 AMAZON CAPITAL SERVICES<br>10259 AMAZON CAPITAL SERVICES<br>11250 BENCHMARK COMMUNITY BANK<br>11250 BENCHMARK COMMUNITY BANK<br>21811 LOWE'S<br>21811 LOWE'S<br>21811 LOWE'S | 14M1-RWHW-G4V3<br>14M1-RWHW-G4V3<br>6828 ADMIN 0823<br>6828 ADMIN 0823<br>971060-LKWTLLJ<br>973185-LNFSBL<br>984104 LLURKW | REPELLENT SPRAY<br>BRUSH HEAD/HANDLE<br>PATTERSON VET SUPPLY<br>PATTERSON VET SUPPLY<br>HOSE NOZZLES<br>WANT/FLOOR SQUEEG<br>FLY TRAPS/FOAM | 31.52<br>54.79<br>169.68<br>297.21<br>27.97<br>25.14<br>54.45<br>660.76 * |
|                 |                                                                                                                                                                                                            |                                                                                                                            | ACCOUNT TOTAL                                                                                                                               |                                                                           |
| 6003            | Shelter Food<br>21153 CAPITAL ONE/ WALMART<br>28596 SOUTHERN STATES                                                                                                                                        | 630109 0723<br>1224597                                                                                                     | JANITORIAL SUPPLIES<br>DOG FOOD                                                                                                             | 118.80<br>29.99<br>148.79 *                                               |
|                 |                                                                                                                                                                                                            |                                                                                                                            | ACCOUNT TOTAL                                                                                                                               |                                                                           |
| 6005            | Janitorial Supplies<br>21153 CAPITAL ONE/ WALMART                                                                                                                                                          | 630109 0723                                                                                                                | JANITORIAL SUPPLIES                                                                                                                         | 18.08<br>18.08 *                                                          |
|                 |                                                                                                                                                                                                            |                                                                                                                            | ACCOUNT TOTAL                                                                                                                               |                                                                           |
| 6009            | Vehicle & Powered Equip S<br>10259 AMAZON CAPITAL SERVICES                                                                                                                                                 | 14M1-RWHW-G4V3                                                                                                             | JUMP START W/COMPRSR                                                                                                                        | 134.38<br>134.38 *                                                        |
|                 |                                                                                                                                                                                                            |                                                                                                                            | ACCOUNT TOTAL                                                                                                                               |                                                                           |
|                 |                                                                                                                                                                                                            |                                                                                                                            | MAJOR TOTAL                                                                                                                                 | 3,532.36 **                                                               |
| 035300          | MEDICAL EXAMINER                                                                                                                                                                                           |                                                                                                                            |                                                                                                                                             |                                                                           |
| 3110            | Professional Health Serv<br>29459 TREASURER OF VIRGINIA                                                                                                                                                    | FRANK,DERICK T                                                                                                             | CORONOR                                                                                                                                     | 20.00                                                                     |



| MAJOR#<br>ACCT# | VENDOR<br>NUMBER<br>NAME                                                                                                                                                                                                                                                                                                                                                                                                               | INVOICE<br>NUMBER                                                                                                                                                      | DESCRIPTION                                                                                                                                                                                                                                                                     | AMOUNT                                                                                                                      |
|-----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------|
| 042610          | SANDY RIVER RESERVOIR                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                        |                                                                                                                                                                                                                                                                                 |                                                                                                                             |
| 3150            | Legal Services<br>10651 AQUALAW PLC                                                                                                                                                                                                                                                                                                                                                                                                    | 15570 0354 001                                                                                                                                                         | PROFESS SVC JULY 23                                                                                                                                                                                                                                                             | 10,914.00 *                                                                                                                 |
| 3160            | Professional Services<br>29280 TIMMONS GROUP<br>29415 TRC ENGINEERS INC.                                                                                                                                                                                                                                                                                                                                                               | 319325 46844<br>109790 540139                                                                                                                                          | SRR WITHDRAW PERMIT<br>DAM INSPECTION 10%                                                                                                                                                                                                                                       | 2,565.00<br>662.40<br>3,227.40 *                                                                                            |
| 043200          | GENERAL PROPERTIES                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                        |                                                                                                                                                                                                                                                                                 | 14,141.40 **                                                                                                                |
| 3160            | Professional Services<br>17877 HUDSON-PAYNE ELECTRONICS<br>17877 HUDSON-PAYNE ELECTRONICS                                                                                                                                                                                                                                                                                                                                              | 16072238<br>16072239                                                                                                                                                   | ANNL MONITR CRT DSS<br>ANNL MONITR CTR YAK                                                                                                                                                                                                                                      | 400.00<br>400.00<br>800.00 *                                                                                                |
| 3310            | Repairs/Maintenance<br>12408 CHEWTREAT INC<br>13730 DODSON BROS EXTERMINATING<br>13730 DODSON BROS EXTERMINATING<br>13730 DODSON BROS EXTERMINATING<br>13730 DODSON BROS EXTERMINATING<br>13730 DODSON BROS EXTERMINATING<br>13730 DODSON BROS EXTERMINATING<br>13730 DODSON BROS EXTERMINATING<br>13730 DODSON BROS EXTERMINATING<br>15655 FIDELITY POWER SYSTEMS<br>16915 GULLY TAVERN LANDSCAPING<br>16915 GULLY TAVERN LANDSCAPING | CIN010545712<br>158003 0523<br>158003 0623<br>158005 0523<br>158005 0623<br>158007 0523<br>158007 0623<br>158010 0523<br>158010 0623<br>FPS0089944<br>6775<br>6776     | AUGUST 23 SERVICE<br>PEST CONTROL CANNERY<br>PEST CONTROL CANNERY<br>PEST CNTRL FRMVLE RD<br>PEST CNTRL FRMVLE RD<br>PEST CONTROL CRTHSE<br>PEST CONTROL CRTHSE<br>PEST CNTRL VISTR CTR<br>PEST CNTRL VISTR CTR<br>SERVICE CALL<br>LANDSCPE MONTHLY CNT<br>MONTHLY LAWN FERTIZL | 133.75<br>39.00<br>39.00<br>39.00<br>39.00<br>85.00<br>85.00<br>39.00<br>39.00<br>1,035.75<br>650.00<br>61.39<br>2,284.89 * |
| 5110            | Electrical Services<br>28640 SOUTHSIDE ELECTRIC COOP<br>31846 DOMINION ENERGY VIRGINIA<br>31846 DOMINION ENERGY VIRGINIA<br>31846 DOMINION ENERGY VIRGINIA<br>31846 DOMINION ENERGY VIRGINIA<br>31846 DOMINION ENERGY VIRGINIA<br>31846 DOMINION ENERGY VIRGINIA<br>31846 DOMINION ENERGY VIRGINIA<br>31846 DOMINION ENERGY VIRGINIA                                                                                                   | 114379002 0823<br>1230385005 0723<br>3646262521 0723<br>4883315659 0823<br>4951935099 0723<br>5856894620 0723<br>6669158583 0723<br>8105475944 0823<br>9670710004 0723 | SANDY RIVER ELECT<br>ROY CLARK MONUMENT<br>SOUTH ST PARKING LOT<br>STEPS<br>SHERIFF SHED<br>WORSHAM CLERKS OFFIC<br>LIGHTS AT RICE<br>AG BUILDING<br>RECYCLE                                                                                                                    | 25.08<br>7.36<br>53.64<br>1,747.75<br>6.59<br>76.13<br>147.96<br>1,209.76<br>96.15<br>3,370.42 *                            |
| 5130            | Water & Sewer<br>29332 TOWN OF FARMVILLE<br>29332 TOWN OF FARMVILLE                                                                                                                                                                                                                                                                                                                                                                    | AG BLDG 0723<br>CH LAWN 0723                                                                                                                                           | WATER & SEWER<br>WATER                                                                                                                                                                                                                                                          | 59.55<br>79.57                                                                                                              |
|                 |                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                        | ACCOUNT TOTAL                                                                                                                                                                                                                                                                   |                                                                                                                             |

| MAJOR#<br>ACCT# | VENDOR<br>NUMBER<br>NAME                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | INVOICE#                                                                                                                                                                                                                                                                                                     | DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                    | AMOUNT                                                                                                                                                                                       |
|-----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 5230            | 29332 TOWN OF FARMVILLE<br>29332 TOWN OF FARMVILLE<br>Telecommunications                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | STEPS 0723<br>56 SMI WAY 0723                                                                                                                                                                                                                                                                                | WATER & SEWER<br>WATER & SEWER                                                                                                                                                                                                                                                                                                                                                                                 | 204.35<br>87.06<br>430.53 *                                                                                                                                                                  |
|                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                              | ACCOUNT TOTAL                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                              |
| 5305            | 10105 AT&T<br>21319 BRIGHTSPEED<br>21319 BRIGHTSPEED<br>Auto Insurance                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 7305055660 0823<br>310441360 0723<br>491005300 0723                                                                                                                                                                                                                                                          | LONG DIST CO SHOP<br>ELEVATOR<br>PEFYA BLDG FIRE ALRM                                                                                                                                                                                                                                                                                                                                                          | 47.43<br>122.38<br>52.27<br>222.08 *                                                                                                                                                         |
|                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                              | ACCOUNT TOTAL                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                              |
| 5440            | 31421 VACORP<br>28869 STIFF O O INC<br>Portable Toilet Rental                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 107888 AUTO<br>10558                                                                                                                                                                                                                                                                                         | BUSINESS AUTO INS<br>MONTHLY SERVICE                                                                                                                                                                                                                                                                                                                                                                           | 565.00<br>565.00 *                                                                                                                                                                           |
|                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                              | ACCOUNT TOTAL                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                              |
| 6005            | 13367 DIAMOND PAPER COMPANY<br>13367 DIAMOND PAPER COMPANY<br>21153 CAPITAL ONE/ WALMART<br>30239 UNIFIRST CORPORATION<br>30239 UNIFIRST CORPORATION<br>30239 UNIFIRST CORPORATION<br>Janitorial Supplies                                                                                                                                                                                                                                                                                                                                                                          | 319742<br>320573<br>630109 0723<br>1680080957<br>1680085395<br>1680087553                                                                                                                                                                                                                                    | JANITORIAL SUPPLIES<br>JANITORIAL SUPPLIES<br>JANITORIAL SUPPLIES<br>JANITORIAL SUPPLIES<br>JANITORIAL SUPPLIES<br>JANITORIAL SUPPLIES                                                                                                                                                                                                                                                                         | 230.04<br>1,337.86<br>92.55<br>47.95<br>47.95<br>54.88<br>1,811.23 *                                                                                                                         |
|                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                              | ACCOUNT TOTAL                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                              |
| 6007            | 10259 AMAZON CAPITAL SERVICES<br>11250 BENCHMARK COMMUNITY BANK<br>11250 BENCHMARK COMMUNITY BANK<br>11250 BENCHMARK COMMUNITY BANK<br>11250 BENCHMARK COMMUNITY BANK<br>11250 BENCHMARK COMMUNITY BANK<br>12947 CRYSTAL SPRINGS<br>15560 FARMVILLE WHSALE ELECTRIC<br>15799 FLAMELESS SPECIALTIES<br>21811 LOWE'S<br>21811 LOWE'S<br>21811 LOWE'S<br>21811 LOWE'S<br>21811 LOWE'S<br>21811 LOWE'S<br>21830 LUCK STONE CORPORATION<br>25680 PRICE SUPPLY CO INC<br>25680 PRICE SUPPLY CO INC<br>28352 SHERWIN WILLIAMS CO<br>32926 WRIGHT AUTO SUPPLY<br>Repairs and Maintenance S | 1QCC-F3W6-JQGL<br>3197 ADMIN 0823<br>3197 ADMIN 0823<br>3197 ADMIN 0823<br>3197 ADMIN 0823<br>23455833 070723<br>771473<br>F32660-IN<br>979795-LLITWC<br>984436-LLURLI<br>984531-LLURLM<br>994932-LKGTKS<br>994954-LMLPWK<br>997273-LMOWNE<br>IV-101834791<br>2307-163081<br>2307-163280<br>0080-6<br>257701 | UNIV LOCK WITH COMB<br>5GL 1" METAL HOSE<br>DRYLOCK PROTECTION<br>CREDIT DRYLOCK<br>GRASS/WEED KILLER<br>WATER 2ND FLOOR<br>WLPLT/BRKT/SNAPIN JK<br>GASOLA PIPE 80Z<br>NAILS/GRAFFITI REMVVR<br>MAINT SUPPLIES<br>HAMMER/KNIFE/SPDLTE<br>STEEL CHAIN<br>MAINT SUPPLIES<br>STAIR GAUGE/STLFRMG<br>VDOT #10 SANDY RIVER<br>PVC4C80 4" COUP<br>MOTOR BLOWER/SCRDRVR<br>MAINT SUPPLIES DSS<br>FUSE-GENERATOR BITRY | 19.79<br>861.99<br>185.49<br>185.49-<br>64.99<br>38.26<br>217.93<br>12.48<br>39.84<br>45.53<br>420.17<br>28.46<br>802.71<br>18.01<br>93.77<br>69.44<br>725.90<br>94.67<br>2.21<br>3,556.15 * |
|                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                              | ACCOUNT TOTAL                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                              |
| 6009            | 11250 BENCHMARK COMMUNITY BANK<br>15721 FISHER AUTO PARTS, INC.<br>15721 FISHER AUTO PARTS, INC.<br>15721 FISHER AUTO PARTS, INC.<br>29083 TAYLOR-FORBES EQUIP CO<br>Vehicle & Powered Equip S                                                                                                                                                                                                                                                                                                                                                                                     | 3197 ADMIN 0823<br>056-324598<br>056-324946<br>056-325177<br>IN03746                                                                                                                                                                                                                                         | BOLTS<br>CAR WSH/RAINX/SOAP<br>OIL/WNDSHLD WSHR NZL<br>TRAILER LGHT/TUBING<br>CONTROLLER FOR TRCTR                                                                                                                                                                                                                                                                                                             | 132.97<br>65.34<br>37.10<br>64.06<br>297.98<br>597.45 *                                                                                                                                      |
|                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                              | ACCOUNT TOTAL                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                              |

| MAJOR#<br>ACCT# | VENDOR<br>NUMBER | VENDOR<br>NAME                    | INV#           | DESCRIPTION          | AMOUNT       |
|-----------------|------------------|-----------------------------------|----------------|----------------------|--------------|
| 6011            | 27922            | Uniforms & Wearing Appare         | 41622227552    | UNIFORM RENTAL       | 125.94       |
|                 | 27922            | CINTAS CORPORATION #524           | 41629226637    | UNIFORM RENTAL       | 106.06       |
|                 | 27922            | CINTAS CORPORATION #524           | 4163628368     | UNIFORM RENTAL       | 106.06       |
|                 | 27922            | CINTAS CORPORATION #524           | 41643226036    | UNIFORM RENTAL       | 106.06       |
|                 |                  |                                   |                | ACCOUNT TOTAL        | 444.12 *     |
| 8206            | 21811            | Lawn Equipment                    | 9732223-LLBDDL | TIRE SEALANT         | 12.33        |
|                 |                  | LOWE'S                            |                |                      | 12.33 *      |
|                 |                  |                                   |                | ACCOUNT TOTAL        | 14,219.20 ** |
| 043400          |                  | CANNERY                           |                |                      |              |
| 3161            | 31653            | Professional Services-Can         | 796            | COMM CANNERY CONTRAT | 2,916.67 *   |
|                 |                  | VIRGINIA FOOD WORKS               |                |                      | 2,916.67 *   |
| 3310            | 12408            | Repairs & Maintenance             | CIN010538596   | CLEARNER FOR CANNERY | 1,139.87 *   |
|                 |                  | CHEMTREAT INC                     |                |                      | 1,139.87 *   |
| 5110            | 28640            | Electrical Services               | 44435001 0823  | ELECT CANNERY        | 523.99 *     |
|                 |                  | SOUTHSIDE ELECTRIC COOP           |                |                      | 523.99 *     |
| 5230            | 21319            | Telecommunications                | 310248529 0823 | CANNERY              | 138.21 *     |
|                 |                  | BRIGHTSPEED                       |                |                      | 138.21 *     |
|                 |                  |                                   |                | ACCOUNT TOTAL        | 4,718.74 **  |
| 053500          |                  | COMPREHENSIVE SERVICES ACT        |                |                      |              |
| 3160            | 12929            | CSA Programs                      |                | PROFESSIONAL SERVICE | 367.31       |
|                 | 12929            | CROSSROADS SERVICES BD            |                | PROFESSIONAL SERVICE | 367.31       |
|                 | 15965            | FULCRUM COUNSELORS, LLC           |                | PROFESSIONAL SERVICE | 1,820.00     |
|                 | 16672            | GRAFTON SCHOOL INC                |                | PROFESSIONAL SERVICE | 7,586.15     |
|                 | 27578            | SH VARSITY ACQUISITION SUB        |                | PROFESSIONAL SERVICE | 4,224.00     |
|                 |                  |                                   |                | ACCOUNT TOTAL        | 14,364.77 ** |
|                 |                  |                                   |                | MAJOR TOTAL          | 14,364.77 ** |
| 071100          |                  | SUPERVISION OF PARKS & RECREATION |                |                      |              |
| 5651            | 21811            | County Recreation                 | 979434-LNNDJN  | WOOD/SCREWS          | 97.58        |
|                 |                  | LOWE'S                            |                |                      | 97.58 *      |
|                 |                  |                                   |                | ACCOUNT TOTAL        | 97.58 **     |
| 081100          |                  | PLANNING                          |                |                      |              |
| 3320            | 28587            | Maintenance Service Contr         | INV000820      | ANNUAL CONTRACT      | 150.00       |
|                 |                  | SOUTHERN COPIER                   |                |                      | 150.00 *     |

| MAJOR#<br>ACCT#<br>3600 | VENDOR<br>NUMBER | VENDOR<br>NAME                                          | INVT#           | DESCRIPTION          | AMOUNT       |
|-------------------------|------------------|---------------------------------------------------------|-----------------|----------------------|--------------|
|                         | 15241            | FARMVILLE HERALD<br>Advertising                         | 222498 1652988  | PLANNING HEARING 623 | 442.86       |
|                         | 15241            | FARMVILLE HERALD                                        | 222498 1672597  | PC MTG 7-18-2023     | 307.25       |
|                         | 15241            | FARMVILLE HERALD                                        | 222498 1672619  | BZA APPEAL FLAG      | 344.54       |
|                         |                  |                                                         |                 | ACCOUNT TOTAL        | 1,094.65 *   |
| 6001                    | 20600            | Office Supplies<br>KEY OFFICE SUPPLY                    | 415 580787      | COPY PAPER           | 195.96       |
|                         | 20600            | KEY OFFICE SUPPLY                                       | 415 580788      | HNG FLDRS/DATE STMP  | 73.23        |
|                         | 28587            | SOUTHERN COPIER                                         | INV000819       | COLOR COPY METER CHG | 28.13        |
|                         |                  |                                                         |                 | ACCOUNT TOTAL        | 297.32 *     |
|                         |                  |                                                         |                 | MAJOR TOTAL          | 1,541.97 **  |
| 081500                  |                  | ECONOMIC DEVELOPMENT                                    |                 |                      |              |
| 6001                    | 11250            | Office Supplies<br>BENCHMARK COMMUNITY BANK             | 1555 ADMIN 0823 | ADOBE SUBSCRIPTION   | 19.99        |
|                         |                  |                                                         |                 | ACCOUNT TOTAL        | 19.99 *      |
|                         |                  |                                                         |                 | MAJOR TOTAL          | 19.99 **     |
| 081600                  |                  | TOURISM                                                 |                 |                      |              |
| 3600                    | 21756            | Advertising<br>LETTERPRESS COMMUNICATIONS               | 2715            | TRSM IMPL HRS JULY23 | 1,093.75     |
|                         |                  |                                                         |                 | ACCOUNT TOTAL        | 1,093.75 *   |
| 3700                    | 21756            | Transient Occupancy Tax E<br>LETTERPRESS COMMUNICATIONS | 2715            | TRSM MLTWTR AUGUST   | 150.00       |
|                         |                  |                                                         |                 | ACCOUNT TOTAL        | 150.00 *     |
| 5110                    | 31846            | Electrical Services<br>DOMINION ENERGY VIRGINIA         | 0675198071 0723 | VISITOR CENTER A     | 199.29       |
|                         | 31846            | DOMINION ENERGY VIRGINIA                                | 1059387447 0723 | VISITORS CENTER B    | 100.77       |
|                         |                  |                                                         |                 | ACCOUNT TOTAL        | 300.06 *     |
| 5130                    | 29332            | Water & Sewer<br>TOWN OF FARMVILLE                      | VISITR CTR 0723 | WATER & SEWER        | 53.04        |
|                         |                  |                                                         |                 | ACCOUNT TOTAL        | 53.04 *      |
| 5210                    | 11250            | Postal Services<br>BENCHMARK COMMUNITY BANK             | 6828 ADMIN 0823 | UPS CHARGES          | 50.63        |
|                         |                  |                                                         |                 | ACCOUNT TOTAL        | 50.63 *      |
| 5892                    | 15958            | VTC ARPA Tourism Grant<br>FRAZIER & FRAZIER INC         | 04-8024         | PEC WAYFINDING       | 1,015.00     |
|                         |                  |                                                         |                 | ACCOUNT TOTAL        | 1,015.00 *   |
| 5893                    | 21756            | VTC DMO Marketing Grant<br>LETTERPRESS COMMUNICATIONS   | 2716            | WLNS WKLY AD JULY23  | 779.90       |
|                         | 21756            | LETTERPRESS COMMUNICATIONS                              | 2716 2          | WONDRFL WLNES WKND 2 | 6,875.00     |
|                         |                  |                                                         |                 | ACCOUNT TOTAL        | 7,654.90 *   |
|                         |                  |                                                         |                 | MAJOR TOTAL          | 10,317.38 ** |
| 082300                  |                  | FLOOD & EROSION CONTROL                                 |                 |                      |              |
| 5470                    | 17925            | Stormwater Review Fees<br>HURT & PROFFITT, INC          | 79539 20220727  | PEC PLAN REVIEW      | 1,705.00     |
|                         |                  |                                                         |                 | ACCOUNT TOTAL        | 1,705.00 *   |
|                         |                  |                                                         |                 | MAJOR TOTAL          | 1,705.00 **  |

| MAJOR#<br>ACCT# | VENDOR<br>NUMBER<br>NAME        | DESCRIPTION          | INV#            | AMOUNT        |
|-----------------|---------------------------------|----------------------|-----------------|---------------|
| 083500          | COOPERATIVE EXTENSION OFFICE    |                      |                 |               |
| 5230            | Telecommunications              |                      |                 |               |
|                 | 21319 BRIGHTSPEED               | PE COOP EXT SVC      | 309520098 0723  | 149.38        |
|                 |                                 |                      |                 | 149.38 *      |
|                 |                                 |                      |                 | 149.38 **     |
|                 |                                 |                      |                 | ACCOUNT TOTAL |
|                 |                                 |                      |                 | MAJOR TOTAL   |
| 091000          | GENERAL EXPENSE                 |                      |                 |               |
| 5230            | Internal Telecom Account        |                      |                 |               |
|                 | 23933 SEGRA                     | INTERNET             | 165866886 0723  | 1,247.39      |
|                 |                                 |                      |                 | 1,247.39 *    |
|                 |                                 |                      |                 | ACCOUNT TOTAL |
| 5807            | Contingency                     |                      |                 |               |
|                 | 11250 BENCHMARK COMMUNITY BANK  | EMPL OF THE MONTH    | 6828 ADMIN 0823 | 90.00         |
|                 |                                 |                      |                 | 90.00 *       |
| 5811            | Flores Admin Fee                |                      |                 |               |
|                 | 15837 FLORES & ASSOCIATES, LLC  | AUGUST 2023          | 460376          | 102.70        |
|                 |                                 |                      |                 | 102.70 *      |
|                 |                                 |                      |                 | 1,440.09 **   |
|                 |                                 |                      |                 | ACCOUNT TOTAL |
|                 |                                 |                      |                 | MAJOR TOTAL   |
| 094000          | CAPITAL PROJECTS                |                      |                 |               |
| 0002            | Computer System                 |                      |                 |               |
|                 | 10259 AMAZON CAPITAL SERVICES   | WIFI6 OUTDOOR ACC PT | 1YQ6-LNL7-JLIY  | 257.84        |
|                 | 28354 SHI INTERNATIONAL CORP    | ACCESS POINT HARDWRE | B17153260       | 4,547.20      |
|                 | 28354 SHI INTERNATIONAL CORP    | ACC POINT HARDWRE 2  | B17203007       | 4,547.20      |
|                 |                                 |                      |                 | 9,352.24 *    |
|                 |                                 |                      |                 | ACCOUNT TOTAL |
| 0003            | Sandy River Project             |                      |                 |               |
|                 | 29280 TIMMONS GROUP             | SRR WTR SMPING PRGM  | 319327 53411    | 4,258.75      |
|                 |                                 |                      |                 | 4,258.75 *    |
|                 |                                 |                      |                 | ACCOUNT TOTAL |
| 0007            | BUSINESS PARK ROAD DEVELO       |                      |                 |               |
|                 | 12745 COMMONWEALTH REGIONAL     | PEC ACC ROAD PROJECT | PEC ACC RD PRJ2 | 7,500.00      |
|                 | 19931 J.R. CASKEY, INC.         | IND ROAD ACC PMT 6   | APPLICATION 6   | 237,088.69    |
|                 | 29280 TIMMONS GROUP             | PEBP ACC RD CONST SV | 319328 56908    | 15,345.00     |
|                 | 29280 TIMMONS GROUP             | PE BUS PRK ACCESS RD | 320233 46958    | 1,400.00      |
|                 |                                 |                      |                 | 261,333.69 *  |
|                 |                                 |                      |                 | ACCOUNT TOTAL |
| 0010            | Compactor Site Improvemen       |                      |                 |               |
|                 | 10020 A MILLER TRANSPORT LLC    | MOVE DUMP STATIONS   | 0124268         | 350.00        |
|                 | 11250 BENCHMARK COMMUNITY BANK  | ROLLER FRAME/CVR RCE | 3197 ADMIN 0823 | 233.05        |
|                 | 11250 BENCHMARK COMMUNITY BANK  | DIAMOND CLEAR 5GL    | 3197 ADMIN 0823 | 222.92        |
|                 | 15560 FARMVILLE WHSALE ELECTRIC | TPE/WIRE/ADPT/REDUC  | 770289          | 693.16        |
|                 | 15560 FARMVILLE WHSALE ELECTRIC | WIRE/PVC CONN/STRAP  | 770913          | 105.18        |
|                 | 15560 FARMVILLE WHSALE ELECTRIC | SEAL/CAP/FILLER PLT  | 771331          | 84.48         |
|                 | 16671 GRAINGER                  | PHONE NEW SITE       | 9795959148      | 32.31         |
|                 | 28352 SHERWIN WILLIAMS CO       | RICE SITE PAINT      | 6978-9          | 101.86        |
|                 | 28352 SHERWIN WILLIAMS CO       | PAINT BRUSH RICE STE | 7073-8          | 2.37          |
|                 | 28352 SHERWIN WILLIAMS CO       | PAINT FOR RICE SITE  | 7155-3          | 57.13         |
|                 | 29280 TIMMONS GROUP             | RICE CONV STE CA SVC | 319330 59285    | 3,000.00      |
|                 | 31846 DOMINION ENERGY VIRGINIA  | RICE TEMP CONV SITE  | 4848632024 0723 | 31.22         |

AP375H  
9/05/2023  
FUND # - 100 GENERAL FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 8/01/2023 -- 8/31/2023

AFTER CHECKS  
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| MAJOR#<br>ACCT# | VENDOR<br>NUMBER<br>NAME                                                           | INVT#<br>APPLICATION 4 | DESCRIPTION                             | AMOUNT                     |
|-----------------|------------------------------------------------------------------------------------|------------------------|-----------------------------------------|----------------------------|
| 0302            | 32285 WEBB DEVELOPMENT LLC<br>Countywide Comm System<br>12944 CTA CONSULTANTS, LLC | 1010                   | RICE CONV SITE PMT 4<br>EMS COMM SYSTEM | 172,287.13<br>177,200.81 * |
|                 |                                                                                    |                        | ACCOUNT TOTAL                           | 12,000.00                  |
|                 |                                                                                    |                        | ACCOUNT TOTAL                           | 12,000.00 *                |
|                 |                                                                                    |                        | MAJOR TOTAL                             | 464,145.49 **              |
| 095000          | DEBT SERVICE                                                                       |                        |                                         |                            |
| 0112            | 30420 US BANK<br>2017 Bond Financing-Princ                                         | VRA 2017B 0823         | PRINCIPAL GF                            | 204,042.52<br>204,042.52 * |
| 0113            | 30420 US BANK<br>2017 Bond Financing-Inter                                         | VRA 2017B 0823         | INTEREST GF                             | 46,177.67<br>46,177.67 *   |
| 0114            | 30420 US BANK<br>2019 Bond Financing - Pri                                         | VRA 2019B 0823         | PRINCIPAL                               | 315,000.00<br>315,000.00 * |
| 0115            | 30420 US BANK<br>2019 Bond Financing - Int                                         | VRA 2019B 0823         | INTEREST                                | 122,603.13<br>122,603.13 * |
|                 |                                                                                    |                        | ACCOUNT TOTAL                           | 687,823.32 **              |
|                 |                                                                                    |                        | FUND TOTAL                              | 1,483,310.83               |

| MAJOR#<br>ACCT#<br>032301 | VENDOR<br>NUMBER<br>EMS | VENDOR<br>NAME                            | INV#    | DESCRIPTION                 | AMOUNT    |
|---------------------------|-------------------------|-------------------------------------------|---------|-----------------------------|-----------|
| 7008                      | 14734                   | Meherrin EMS<br>EMERGENCY MEDICAL PRODUCT | 2569261 | MVFR<br>BAXTER/NALOXONE KIT | 333.61    |
|                           |                         |                                           |         | ACCOUNT TOTAL               | 333.61 *  |
|                           |                         |                                           |         | MAJOR TOTAL                 | 333.61 ** |
|                           |                         |                                           |         | FUND TOTAL                  | 333.61    |

AP375H  
9/05/2023  
FUND # - 501 WATER FUND

PRINCE EDWARD  
LISTING OF INVOICES FOR 8/01/2023 -- 8/31/2023

AFTER CHECKS  
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| MAJOR#<br>ACCT# | VENDOR<br>NUMBER<br>GENERAL | VENDOR<br>NAME<br>PROPERTIES         | INV#            | DESCRIPTION   | AMOUNT        |
|-----------------|-----------------------------|--------------------------------------|-----------------|---------------|---------------|
| 5130            | 29332                       | Water Service<br>TOWN OF FARMVILLE   | WATER TANK 0723 | WATER & SEWER | 110.88        |
|                 |                             |                                      |                 | ACCOUNT TOTAL | 110.88 *      |
|                 |                             |                                      |                 | MAJOR TOTAL   | 110.88 **     |
| 095000          |                             | DEBT SERVICE                         |                 |               |               |
| 0024            | 30420                       | 2017 Bond Financing-Princ<br>US BANK | VRA 2017B 0823  | PRINCIPAL WF  | 159,831.32    |
|                 |                             |                                      |                 | ACCOUNT TOTAL | 159,831.32 *  |
| 0025            | 30420                       | 2017 Bond Financing-Inter<br>US BANK | VRA 2017B 0823  | INTEREST WF   | 36,172.05     |
|                 |                             |                                      |                 | ACCOUNT TOTAL | 36,172.05 *   |
|                 |                             |                                      |                 | MAJOR TOTAL   | 196,003.37 ** |
|                 |                             |                                      |                 | FUND TOTAL    | 196,114.25    |



| MAJOR#<br>ACCT#<br>043200 | VENDOR<br>NUMBER<br>GENERAL PROPERTIES | VENDOR<br>NAME<br>Electrical Services<br>DOMINION ENERGY VIRGINIA | INV#            | DESCRIPTION   | AMOUNT                                   |
|---------------------------|----------------------------------------|-------------------------------------------------------------------|-----------------|---------------|------------------------------------------|
| 5110                      | 31846                                  | Electrical Services<br>DOMINION ENERGY VIRGINIA                   | 4148700281 0823 | SEWER PUMP    | 48.48<br>48.48 *<br>48.48 **             |
| 095000                    | DEBT SERVICE                           |                                                                   |                 | ACCOUNT TOTAL |                                          |
| 0024                      | 30420 US BANK                          | 2017 Bond Financing-Princ                                         | VRA 2017B 0823  | PRINCIPAL SF  | 76,126.16<br>76,126.16 *                 |
| 0025                      | 30420 US BANK                          | 2017 Bond Financing-Inter                                         | VRA 2017B 0823  | INTEREST SF   | 17,228.41<br>17,228.41 *<br>93,354.57 ** |
|                           |                                        |                                                                   |                 | FUND TOTAL    | 93,403.05                                |

| MAJOR#<br>ACCT#<br>042300 | VENDOR<br>NUMBER<br>COLLECTIONS | VENDOR<br>NAME                                        | INV#            | DESCRIPTION          | AMOUNT      |
|---------------------------|---------------------------------|-------------------------------------------------------|-----------------|----------------------|-------------|
| 3310                      | 10259                           | Repairs/Maintenance<br>AMAZON CAPITAL SERVICES        | 1TW7-T3C3-JNP6  | RCHR/WTHR STRIP/HNDL | 364.70      |
|                           | 21811                           | LOWE'S                                                | 984878-LJPJPL   | DUMPFSTER RPR PARTS  | 110.96      |
|                           | 21811                           | LOWE'S                                                | 989098-LJYVRL   | DUCT TAPE (2)        | 10.98       |
|                           | 21811                           | LOWE'S                                                | 994864-LKGTKQ   | PITCHFRK/GLASS CLENR | 121.53      |
|                           |                                 |                                                       |                 | ACCOUNT TOTAL        | 608.17 *    |
| 3311                      | 25680                           | Repairs & Maint-Auto & Eq<br>PRICE SUPPLY CO INC      | 2306-161838     | 440V CAPACITOR       | 28.58       |
|                           | 28596                           | SOUTHERN STATES                                       | 1225445         | FERTILIZER/STRAW     | 135.46      |
|                           | 32926                           | WRIGHT AUTO SUPPLY                                    | 257046          | BUG CLNR/ANTIFRZ/GLV | 25.66       |
|                           |                                 |                                                       |                 | ACCOUNT TOTAL        | 189.70 *    |
| 3840                      | 10254                           | Contract Landfill - POS<br>REPUBLIC SERVICES #974     | 0974-000626944  | TRASH COLLECTION     | 479.71      |
|                           | 10254                           | REPUBLIC SERVICES #974                                | 0974-000626945  | TRASH COLLECTION     | 274.17      |
|                           | 10254                           | REPUBLIC SERVICES #974                                | 0974-000626946  | TRASH COLLECTION     | 316.96      |
|                           |                                 |                                                       |                 | ACCOUNT TOTAL        | 1,070.84 *  |
| 3841                      | 14723                           | Purchase of Service - Rec<br>EMANUEL TIRE OF VIRGINIA | 505711          | TIRE RECYCLING       | 546.00      |
|                           | 14723                           | EMANUEL TIRE OF VIRGINIA                              | 505712          | TIRE RECYCLING       | 606.00      |
|                           | 28866                           | STEPS, INC                                            | JULY 2023       | RECYCLING            | 1,711.12    |
|                           |                                 |                                                       |                 | ACCOUNT TOTAL        | 2,863.12 *  |
| 5110                      | 28640                           | Electrical Services<br>SOUTHSIDE ELECTRIC COOP        | 114379001 0823  | DARLINGTON HEIGHTS   | 51.29       |
|                           | 28640                           | SOUTHSIDE ELECTRIC COOP                               | 114379003 0723  | RECYCLE CENTER       | 66.28       |
|                           | 31846                           | DOMINION ENERGY VIRGINIA                              | 0670040567 0723 | CELL C PUMP STATION  | 21.50       |
|                           | 31846                           | DOMINION ENERGY VIRGINIA                              | 1144204110 0723 | GREEN BAY CONV SITE  | 55.69       |
|                           | 31846                           | DOMINION ENERGY VIRGINIA                              | 210005242362    | RICE CONV SITE       | 69.86       |
|                           | 31846                           | DOMINION ENERGY VIRGINIA                              | 4268948512 0723 | LANDFILL OFFICE      | 80.58       |
|                           | 31846                           | DOMINION ENERGY VIRGINIA                              | 5181167213 0723 | SCLHSE LEACHATE PUMP | 350.41      |
|                           | 31846                           | DOMINION ENERGY VIRGINIA                              | 7471653571 0723 | WORSHAM CONV SITE    | 45.50       |
|                           | 31846                           | DOMINION ENERGY VIRGINIA                              | 8535655636 0723 | LANDFILL SHOP        | 16.76       |
|                           | 31846                           | DOMINION ENERGY VIRGINIA                              | 8601161519 0723 | PROSPECT CONV SITE   | 52.37       |
|                           | 31846                           | DOMINION ENERGY VIRGINIA                              | 8970737501 0723 | SCALE HOUSE          | 84.87       |
|                           | 31846                           | DOMINION ENERGY VIRGINIA                              | 9176847250 0723 | LANDFILL SHELTER     | 28.60       |
|                           |                                 |                                                       |                 | ACCOUNT TOTAL        | 923.71 *    |
| 5230                      | 21319                           | Telecommunications<br>BRIGHTSPEED                     | 309480181 0723  | GREEN BAY CONV SITE  | 62.13       |
|                           | 21319                           | BRIGHTSPEED                                           | 309615846 0723  | TUGGLE CONV SITE     | 56.89       |
|                           | 21319                           | BRIGHTSPEED                                           | 309714661 0823  | PROSPECT CONV SITE   | 21.59       |
|                           | 21319                           | BRIGHTSPEED                                           | 310039285 0823  | WORSHAM CONV SITE    | 56.89       |
|                           | 31337                           | VERIZON                                               | 743213759 0723  | VIRSO CONV SITE      | 76.52       |
|                           |                                 |                                                       |                 | ACCOUNT TOTAL        | 274.02 *    |
| 5440                      | 28869                           | Portable Toilet Rental<br>STIFF O O INC               | 10558           | MONTHLY SERVICE      | 877.50      |
|                           |                                 |                                                       |                 | ACCOUNT TOTAL        | 877.50 *    |
|                           |                                 |                                                       |                 | MAJOR TOTAL          | 6,807.06 ** |

| MAJOR#<br>ACCT#<br>LANDFILL OPERATIONS | VENDOR<br>NUMBER<br>VENDOR NAME                            | DESCRIPTION          | INV#            | AMOUNT       |
|----------------------------------------|------------------------------------------------------------|----------------------|-----------------|--------------|
| 3160                                   | Professional Services<br>14693 ELLINGTON ANTHONY           | CDL PHYSICAL REIMB   | REIMB 0823      | 129.00       |
|                                        | 21105 LABELLA ASSOCIATES, D.P.C.                           | PEC 23 ENV ANNL SVC  | 202138 2223133  | 10,201.84    |
|                                        | 21105 LABELLA ASSOCIATES, D.P.C.                           | PEC 24 ENV ANNL SVC  | 202139 2232668  | 2,775.37     |
|                                        |                                                            | ACCOUNT TOTAL        |                 | 13,106.21 *  |
| 3310                                   | Repairs/Maintenance<br>10259 AMAZON CAPITAL SERVICES       | DISCOUNT             | 1TW7-T3C3-JNP6  | .50-         |
|                                        | 12220 CARTER MACHINERY CO INC                              | ELECT MOTOR          | 4615868         | 1,695.21     |
|                                        | 12220 CARTER MACHINERY CO INC                              | BLADE/FILTERS        | 4622223         | 149.92       |
|                                        | 12220 CARTER MACHINERY CO INC                              | CORE DEP 4615868INV  | 4628833         | 803.40-      |
|                                        | 20600 KEY OFFICE SUPPLY                                    | RIBBON/NOTEBOOKS     | 415 580098      | 24.65        |
|                                        | 21811 LOWE'S                                               | AIR FRESH/SANIT/FLYT | 995552-LKGTLG   | 48.27        |
|                                        |                                                            | ACCOUNT TOTAL        |                 | 1,114.15 *   |
| 3311                                   | Equipment Repairs & Maint<br>10259 AMAZON CAPITAL SERVICES | CPE WATT GEN W/GSKTS | 1TW7-T3C3-JNP6  | 20.99        |
|                                        | 11491 ARC3 GASES                                           | CYLINDER RENTAL      | 0010081710      | 33.48        |
|                                        | 12947 CRYSTAL SPRINGS                                      | WATER LANDFILL       | 23465833 070723 | 34.31        |
|                                        | 21297 LANGLOIS PAUL                                        | BOLTS                | REIMB 0823 2    | 8.29         |
|                                        | 21811 LOWE'S                                               | BLADES/ABASV/LASER   | 988621-LJYYRD   | 630.00       |
|                                        | 32926 WRIGHT AUTO SUPPLY                                   | OIL 2008 FORD TRK    | 257990          | 35.94        |
|                                        |                                                            | ACCOUNT TOTAL        |                 | 763.01 *     |
| 5230                                   | Telecommunications<br>21319 BRIGHTSPEED                    | LANDFILL             | 309326764 0723  | 121.48       |
|                                        |                                                            | ACCOUNT TOTAL        |                 | 121.48 *     |
| 6001                                   | Office Supplies - Landfil<br>20600 KEY OFFICE SUPPLY       | RIBBON FOR PRINTER   | 415 580147      | 7.30         |
|                                        |                                                            | ACCOUNT TOTAL        |                 | 7.30 *       |
| 6008                                   | Fuel<br>14700 ELLINGTON ENERGY SERVICE                     | DIESEL               | 21022T 2599     | 200.00       |
|                                        | 14700 ELLINGTON ENERGY SERVICE                             | DIESEL               | 21022T 6297     | 164.00       |
|                                        |                                                            | ACCOUNT TOTAL        |                 | 364.00 *     |
| 6009                                   | Vehicle & Powered Equip S<br>21297 LANGLOIS PAUL           | FUEL TANK PUMP       | REIMB 0823      | 395.68       |
|                                        |                                                            | ACCOUNT TOTAL        |                 | 395.68 *     |
| 6011                                   | Uniforms & Wearing Appare<br>27922 CINTAS CORPORATION #524 | UNIFORM RENTAL       | 4162227552      | 71.51        |
|                                        | 27922 CINTAS CORPORATION #524                              | UNIFORM RENTAL       | 4162926637      | 71.51        |
|                                        | 27922 CINTAS CORPORATION #524                              | UNIFORM RENTAL       | 4163628368      | 71.51        |
|                                        | 27922 CINTAS CORPORATION #524                              | UNIFORM RENTAL       | 4164326036      | 71.51        |
|                                        |                                                            | ACCOUNT TOTAL        |                 | 286.04 *     |
|                                        |                                                            | MAJOR TOTAL          |                 | 16,157.87 ** |
|                                        |                                                            | FUND TOTAL           |                 | 22,964.93    |

AF375H  
9/05/2023  
FUND # - 605

PRINCE EDWARD  
LISTING OF INVOICES FOR 8/01/2023 -- 8/31/2023

AFTER CHECKS  
PAGE 22

| MAJOR#<br>ACCT#<br>040900 | VENDOR<br>NUMBER | VENDOR<br>NAME                                | INV#            | DESCRIPTION       | AMOUNT      |
|---------------------------|------------------|-----------------------------------------------|-----------------|-------------------|-------------|
| 0001                      | 21413            | Checks Written to Recipie<br>LONGWOOD COLLEGE |                 |                   |             |
|                           | 21413            | LONGWOOD COLLEGE                              | #VACC PEC SCHLR | IZAIAH N HARRISON | 2,000.00    |
|                           |                  |                                               | #VACC PEC SCHLR | KOLORADO WEBB     | 2,000.00    |
|                           |                  |                                               |                 | ACCOUNT TOTAL     | 4,000.00 *  |
|                           |                  |                                               |                 | MAJOR TOTAL       | 4,000.00 ** |
|                           |                  |                                               |                 | FUND TOTAL        | 4,000.00    |

| MAJOR#<br>ACCT#<br>094000 | VENDOR<br>NUMBER | VENDOR<br>NAME                                 | INV#            | DESCRIPTION       | AMOUNT        |
|---------------------------|------------------|------------------------------------------------|-----------------|-------------------|---------------|
| 7051                      | 20904            | Broadband Project<br>KINEX NETWORKING SOLUTION | BRDBND PRJCT 10 | BROADBAND PROJECT | 56,935.08     |
|                           | 20904            | KINEX NETWORKING SOLUTION                      | BRDBND PRJCT 11 | BROADBAND PROJECT | 153,871.81    |
|                           |                  |                                                |                 | ACCOUNT TOTAL     | 210,806.89 *  |
|                           |                  |                                                |                 | MAJOR TOTAL       | 210,806.89 ** |
|                           |                  |                                                |                 | FUND TOTAL        | 210,806.89    |

| MAJOR#<br>ACCT# | VENDOR<br>NUMBER | VENDOR<br>NAME                                        | INV#            | DESCRIPTION          | AMOUNT       |
|-----------------|------------------|-------------------------------------------------------|-----------------|----------------------|--------------|
| 097001          |                  | PCS SUPERVISION FEES EXPENDITURES                     |                 |                      |              |
| 3199            | 27159            | PCS - Purchase of Service<br>REDWOOD TOXICOLOGY LAB   | 802808          | 6 PANEL & FENTY TST  | 784.58       |
|                 | 28095            | ALERE TOXICOLOGY SERV INC                             | L358873         | LAB CONFIRMATIONS    | 279.18       |
|                 |                  |                                                       |                 | ACCOUNT TOTAL        | 1,063.76 *   |
| 3310            | 28587            | PCS - Repairs and Mainten<br>SOUTHERN COPIER          | INV000935       | MAINT CONTRACT       | 360.00       |
|                 | 29715            | TREASURER OF VIRGINIA                                 | 24-C5805-VPN    | VPN ANNUAL MAINT     | 24.00        |
|                 |                  |                                                       |                 | ACCOUNT TOTAL        | 384.00 *     |
| 5110            | 31846            | PCS - Utilities<br>DOMINION ENERGY VIRGINIA           | 4324962309 0723 | ELECTRIC PCS         | 99.79        |
|                 | 31846            | DOMINION ENERGY VIRGINIA                              | 7218131923 0723 | ELECTRIC PCS         | 232.88       |
|                 |                  |                                                       |                 | ACCOUNT TOTAL        | 332.67 *     |
| 5230            | 20904            | PCS - Telecommunications<br>KINEX NETWORKING SOLUTION | 2308-0021970    | INTERNET/BU/FAX LINE | 2,685.60     |
|                 | 23933            | SEGRA                                                 | 174057257 0723  | TELECOMMUNICATIONS   | 301.82       |
|                 |                  |                                                       |                 | ACCOUNT TOTAL        | 2,987.42 *   |
| 5420            | 28724            | PCS - Lease/Rent of Build<br>SRP CORPORATION LLC      | RENT 0823       | AUGUST 2023 RENT     | 2,750.00     |
|                 |                  |                                                       |                 | ACCOUNT TOTAL        | 2,750.00 *   |
| 5510            | 21790            | PCS - Travel-Mileage<br>LIGHT, PAMELA                 | MILEAGE 0723    | TRAVEL MILEAGE       | 250.21       |
|                 | 28833            | STATON REBECCA                                        | MILEAGE 0723    | TRAVEL MILEAGE       | 96.55        |
|                 | 31091            | VITALE MATT                                           | MILEAGE 0823    | TRAVEL MILEAGE       | 112.00       |
|                 | 32682            | WILLIAMSON DONALD                                     | MILEAGE 0723    | TRAVEL MILEAGE       | 106.11       |
|                 |                  |                                                       |                 | ACCOUNT TOTAL        | 564.87 *     |
| 6001            | 28866            | PCS - Office Supplies<br>STEPS, INC                   | 18167           | SHRED SERVICE        | 96.30        |
|                 |                  |                                                       |                 | ACCOUNT TOTAL        | 96.30 *      |
|                 |                  |                                                       |                 | MAJOR TOTAL          | 8,179.02 **  |
|                 |                  |                                                       |                 | FUND TOTAL           | 8,179.02     |
|                 |                  |                                                       |                 | TOTAL DUE            | 2,019,112.58 |

Approved at meeting of \_\_\_\_\_ on \_\_\_\_\_.

Signed \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_  
 \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_  
 \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_



**Board of Supervisors  
Agenda Summary**

**Meeting Date:** September 12, 2023  
**Item #:** 8-d  
**Department:** County Administration  
**Staff Contact:** Cheryl Stimpson  
**Agenda Item:** Salaries

---

**SUMMARY:**

The County Administrator reported that checks have been issued pursuant to the order of the Board of Supervisors as to salaries, etc., the amount of which salaries have been heretofore approved.

**COST:**

**ATTACHMENTS:** None.

**RECOMMENDATION:** None.

**SAMPLE MOTION:**

Motion \_\_\_\_\_  
Second \_\_\_\_\_

Cooper-Jones \_\_\_\_\_  
Emert \_\_\_\_\_

Gilliam \_\_\_\_\_  
Jenkins \_\_\_\_\_  
Jones \_\_\_\_\_

Pride \_\_\_\_\_  
Townsend \_\_\_\_\_  
Watson \_\_\_\_\_

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**Board of Supervisors  
Agenda Summary**

**Meeting Date:** September 12, 2023  
**Item #:** 9  
**Department:** County Administration  
**Staff Contact:** Douglas P. Stanley  
**Agenda Item:** Community Partner Updates

---

**SUMMARY:** The following community partners will join the Board at its September meeting:

- a. **Piedmont Health District** – Maria Almond, MD, MPH, Health District Director
- b. **Town of Farmville** – Scott Davis, LP.D., Town Manager

Motion \_\_\_\_\_  
Second \_\_\_\_\_

Cooper-Jones \_\_\_\_\_  
Emert \_\_\_\_\_

Gilliam \_\_\_\_\_  
Jenkins \_\_\_\_\_  
Jones \_\_\_\_\_

Pride \_\_\_\_\_  
Townsend \_\_\_\_\_  
Watson \_\_\_\_\_

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**Board of Supervisors  
Agenda Summary**

**Meeting Date:** September 12, 2023  
**Item #:** 10  
**Department:** County Administration  
**Staff Contact:** Douglas P. Stanley  
**Agenda Item:** Mary E. Branch Community Center Update

---

**SUMMARY:** Shirby Scott Brown will be present at the meeting to update the Board on the Mary E. Branch Community Center project.

Motion \_\_\_\_\_ Cooper-Jones \_\_\_\_\_ Gilliam \_\_\_\_\_ Pride \_\_\_\_\_  
Second \_\_\_\_\_ Emert \_\_\_\_\_ Jenkins \_\_\_\_\_ Townsend \_\_\_\_\_  
Jones \_\_\_\_\_ Watson \_\_\_\_\_

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**Board of Supervisors  
Agenda Summary**

**Meeting Date:** September 12, 2023  
**Item #:** 11-a  
**Department:** Community Development  
**Staff Contact:** Robert Love  
**Agenda Item:** Public Hearing – C-Store Developer LLC – Car Wash SUP

**Summary:**

The County has received an application request by C-Store Developer LLC for a Special Use permit to construct and operate a car wash on a parcel of land denoted as Tax Map Parcels 051-A-33 & 051-10-2D, located on the west side of Farmville Road (State Route 15), at its intersection with Commerce Road (State Route 628). This parcel is in the Commercial zoning district and requires a Special Use Permit to locate and operate a car wash.

The public hearing notice was published in the August 30, 2023 and September 6, 2023 editions of the Farmville Herald, Attachment (2). The list of adjoining property owners and the sample letter sent to each can be found in Attachments (3) and (4). Attachment (5) is a copy of the tax map page that depicts the tax map parcel of the parcel and surrounding property. The parcel is outlined in blue.

The Planning Commission held a public hearing on August 15, 2023, no one spoke in opposition of the application and the County has received no correspondence opposing the request. The Planning Commission recommended approval with conditions, forwarding the request to the Board of Supervisors for Public Hearing. Attachment (6) is a list of Potential Conditions as recommended by the Planning Commission.

This development site is within the Highway Corridor Overlay District with specific design standards requiring the provision of shared entrances with an inter-parcel connection, upgraded architectural details visible from the public right-of-way, landscaped parking islands, full cutoff fixture site lighting, and monument signage not exceeding 30 square feet on each face.

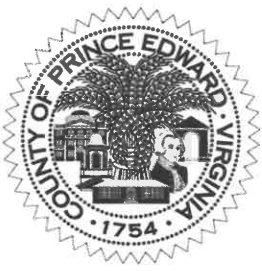
**Attachments:**

- 1. Special Use Permit Application
- 2. Notice of Public Hearing
- 3. List of adjoining property owners
- 4. Sample Letter sent to adjoining property owners & Town of Farmville
- 5. Tax Parcel Map
- 6. Potential Conditions
- 7. Excerpt of the draft minutes of the August 15, 2023 meeting of the Planning Commission.

**Recommendations:**

- 1. Conduct the Public Hearing and render a decision concerning the request for the Special Use.

Motion \_\_\_\_\_ Cooper-Jones \_\_\_\_\_ Gilliam \_\_\_\_\_ Pride \_\_\_\_\_  
Second \_\_\_\_\_ Emert \_\_\_\_\_ Jenkins \_\_\_\_\_ Townsend \_\_\_\_\_  
Jones \_\_\_\_\_ Watson \_\_\_\_\_



**Board of Supervisors  
Agenda Summary**

**Recommended Motions:**

I move that the Board of Supervisors approve the Special Use Permit request by C-Store Developer LLC to construct and operate a car wash with the following conditions: *(list of conditions)*

**OR**

I move that the Board of Supervisors deny the Special Use Permit request by C-Store Developer LLC to construct and operate a car wash due to the following: *(list reasons)*

**OR**

I move that the Board of Supervisors table the Special Use Permit request by C-Store Developer LLC to construct and operate a car wash for further discussion at a work session.

Motion \_\_\_\_\_  
Second \_\_\_\_\_

Cooper-Jones \_\_\_\_\_  
Emert \_\_\_\_\_

Gilliam \_\_\_\_\_  
Jenkins \_\_\_\_\_  
Jones \_\_\_\_\_

Pride \_\_\_\_\_  
Townsend \_\_\_\_\_  
Watson \_\_\_\_\_

COMMENTS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PERMIT/APPLICATION NO \_\_\_\_\_  
ZONING DISTRICT \_\_\_\_\_  
MAGISTERIAL DISTRICT \_\_\_\_\_  
DATE SUBMITTED \_\_\_\_\_

**County of Prince Edward**

PLEASE PRINT OR TYPE

**PRINCE EDWARD COUNTY APPLICATION  
FOR SPECIAL USE PERMIT**

TO: PRINCE EDWARD COUNTY PLANNING COMMISSION      SPECIAL EXCEPTION REQUESTED:  
VIA: ZONING ADMINISTRATOR

The undersigned owner of the following described property hereby applies for a Special Use permit as provided in Section 5-124 of Article V, Site Plan requirements are found in Section 4-100 of Article IV Development Standards of the Zoning Ordinance of Prince Edward County, Virginia.

Applicant's Name: C-Store Developer LLC  
Applicant's Address: 7301 Boulder View Lane North Chesterfield, VA  
Applicant's Telephone Number: (804) 320-0422

Present Land Use: Vacant

Legal Description of Property with Deed Book and Page No. or Instrument No. THE SUBJECT PARCEL IS RECORDED IN STATE HIGHWAY BOOK 6, PAGE 236 AND BEING THE LANDS OF RB REAL ESTATE, LLC AS RECORDED IN INSTRUMENT NO. 150002186 AMONG THE LANDS RECORDS OF PRINCE EDWARD COUNTY, VIRGINIA AND HAVING A MAP ID OF 051 A 33 PER THE DEPARTMENT OF ASSESSMENTS.

Tax Map # 051-A-33      Acreage: 4.147

Narrative statement evaluating effects on adjoining properties (noise, odor, dust, fumes, etc.): (Attach additional sheet if necessary.) The adjoining properties are vacant and zoned C-1. Buffer areas and landscaping required by the Zoning Ordinance will be provided and shown on this application. The proposed use will comply with all Ordinances related to noise, odor, and lighting. No detrimental effects are anticipated.

Statement of general compatibility with adjacent and other properties in the zoning district. (Attach additional sheet if necessary.) All properties border the subject site share the same C-1 zoning. The site's location, just south of the Route 460 Interchange, is appropriate for the proposed use.

Height of Principal Building (s): Feet ±35      Stories 1

**APPLICANT'S STATEMENT: (if not owner(s) of property):**

I hereby certify that I have the authority to make the foregoing application, that the information given is complete and correct to the best of my knowledge, and that development and/or construction will conform with the regulations as set forth in the Prince Edward County Zoning Ordinance as written and also with the description contained in this permit application.

Marc A. Greenberg      7/24/2023  
Signature of Applicant (if not property owner)      Date

**PROPERTY OWNER(S) STATEMENT:**

I hereby certify that I/We own the above described property, that the information given is complete and correct to the best of my knowledge, and the above person(s), group, corporation, or agent has the full and complete permission of the undersigned owner(s) to make application for a Conditional Use permit as set forth in the Prince Edward County Zoning Ordinance as written.

[Signature]      07/18/2023  
Signature of Property Owner(s)      Date

\_\_\_\_\_  
Signature of Property Owner(s)      Date

\_\_\_\_\_  
Signature of Property Owner(s)      Date

NOTE: THIS PERMIT APPLICATION IS NOT VALID UNLESS ALL PROPERTY OWNER(S) SIGNATURES ARE AFFIXED AND DATED. ATTACH ADDITIONAL SHEETS IF NECESSARY.

Application Fee \$300.00      Fee Received by [Signature]      Date 7/31/2023

The above mentioned application charges are nonrefundable, regardless of whether the permit application is approved or denied once submitted.

All checks for payment should be made payable to: **Treasurer, Prince Edward County, Virginia.**

Mail to: Department of Planning &  
Community Development  
P. O. Box 382  
Farmville, VA 23901  
(434) 392-8837

COMMENTS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PERMIT/APPLICATION NO \_\_\_\_\_  
ZONING DISTRICT \_\_\_\_\_  
MAGISTERIAL DISTRICT \_\_\_\_\_  
DATE SUBMITTED \_\_\_\_\_

**County of Prince Edward**

PLEASE PRINT OR TYPE

**PRINCE EDWARD COUNTY APPLICATION  
FOR SPECIAL USE PERMIT**

TO: PRINCE EDWARD COUNTY PLANNING COMMISSION      SPECIAL EXCEPTION REQUESTED:  
VIA: ZONING ADMINISTRATOR

The undersigned owner of the following described property hereby applies for a Special Use permit as provided in Section 5-124 of Article V, Site Plan requirements are found in Section 4-100 of Article IV Development Standards of the Zoning Ordinance of Prince Edward County, Virginia.

Applicant's Name: C-Store Developer LLC  
Applicant's Address: 7301 Boulder View Lane, North Chesterfield, VA  
Applicant's Telephone Number: (804) 320-0422

Present Land Use: Vacant

Legal Description of Property with Deed Book and Page No. or Instrument No. \_\_\_\_\_  
The subject parcels are recorded in State Highway Book 6, Page 236 and being the lands of RB Real Estate, LLC as recorded in instrument number 150002186, and Book 281, Page 553 and being the lands of Prince Edward County as recorded in instrument number 200601797.

Tax Map # 051-A-33 & 051-10-2D      Acreage : 4.147 & 1.353

Narrative statement evaluating effects on adjoining properties (noise, odor, dust, fumes, etc.): (Attach additional sheet if necessary.) The adjoining properties are vacant and zoned C-1. Buffer areas and landscaping required by the Zoning Ordinance will be provided and shown on this application. The proposed use will comply with all Ordinances related to noise, odor, and lighting. No detrimental effects are anticipated.

Statement of general compatibility with adjacent and other properties in the zoning district. (Attach additional sheet if necessary.) All properties border the subject site share the same C-1 zoning. The site's location, just south of the Route 460 Interchange, is appropriate for the proposed use.

Height of Principal Building (s): Feet ±27.5      Stories 1

APPLICANT'S STATEMENT: (if not owner(s) of property):

**I hereby certify that I have the authority to make the foregoing application, that the information given is complete and correct to the best of my knowledge, and that development and/or construction will conform with the regulations as set forth in the Prince Edward County Zoning Ordinance as written and also with the description contained in this permit application.**

Marc A. Greenberg      7/24/2023  
Signature of Applicant (if not property owner)      Date

PROPERTY OWNER(S) STATEMENT:

**I hereby certify that I/We own the above described property, that the information given is complete and correct to the best of my knowledge, and the above person(s), group, corporation, or agent has the full and complete permission of the undersigned owner(s) to make application for a Conditional Use permit as set forth in the Prince Edward County Zoning Ordinance as written.**

[Signature]      7.31.2023  
Signature of Property Owner(s)      Date

\_\_\_\_\_  
Signature of Property Owner(s)      Date

\_\_\_\_\_  
Signature of Property Owner(s)      Date

NOTE: THIS PERMIT APPLICATION IS NOT VALID UNLESS ALL PROPERTY OWNER(S) SIGNATURES ARE AFFIXED AND DATED. ATTACH ADDITIONAL SHEETS IF NECESSARY.

Application Fee **\$300.00**      Fee Received by Rumove      Date 7/31/2023

The above mentioned application charges are nonrefundable, regardless of whether the permit application is approved or denied once submitted.

**All checks for payment should be made payable to: Treasurer, Prince Edward County, Virginia.**

Mail to: Department of Planning &  
Community Development  
P. O. Box 382  
Farmville, VA 23901  
(434) 392-8837



July 28, 2023  
Via Electronic Mail  
& Federal Express

Prince Edward County  
Planning & Community Development  
111 N. South Street, 3<sup>rd</sup> Floor  
Farmville, VA 23901

Attn: Robert Love

Re: Special Use Permit  
Car Wash  
Farmville Road & Commerce Road  
Farmville, VA 23901  
Prince Edward County  
#VAC230082.00

Mr. Love,

Pursuant to the request of our client, C-Store Developer LLC, Bohler is filing an application for a Special Use Permit (SUP) for a proposed 5,000 SF+/- car wash on the subject property. The subject property (Tax Map #051-A-33, DB 6, PG 236 and Tax Map #051-10-2D, DB 281, PG 553) is located at the corner of Farmville Road and Commerce Road in Farmville, Virginia, which is approximately 4.15 acres and 1.35 acres respectively. A convenience store and fuel center is proposed on Tax Map #051-A-33. Tax Map #051-A-33 and #051-10-2D are to be combined and resubdivided along a new lot line between the two proposed uses.

The proposed car wash will have approximately 15 total employees, 3-4 on property at any time, and operate 12 hours a day, seven (7) days a week. The car wash includes a single-tunnel express wash and vacuum parking stalls.

The subject property is currently zoned for Commercial/Industrial use and is also located within the Highway Corridor Overlay District, as outlined in the Prince Edward County Zoning Ordinance. The subject property is located just south of the U.S. 460 interchange, described in the Prince Edward County Comprehensive Plan as a major east-west highway and commerce route. Furthermore, this road is a major asset in the County's efforts to promote economic development.

The proposed development directly supports and follows the Prince Edward County Comprehensive Plan through being located in a corridor outlined for Future Land Use including commercial development. The adjoining properties are vacant and zoned C-1, General Commercial. The site location is appropriate for the proposed use and compatible with other surrounding properties in the area.

The property will meet the architectural and design standards outlined in the Highway Corridor District in the Prince Edward County Zoning Ordinance, which includes a 10' landscape buffer along Farmville Road. All proposed signs will meet the requirements of the Prince Edward Zoning Ordinance and Highway Corridor District. The exact locations and sizes of proposed signage will be addressed at the time of Site Plan submittal and will meet all requirements per Prince Edward County code Section 3-104.11.

The proposed development will meet all applicable standards for Erosion and Sediment Control and Stormwater Management and will feature Erosion and Sediment Control Measures.

The car wash will utilize a previously approved entrance being installed as part of the Convenience Store and Fuel Station.

Architectural renderings of the building along with the Special Use Permit Plan were provided along with this application and narrative.

Should you have any questions regarding this project or require additional information, please do not hesitate to contact me at (804) 893-8200.

Sincerely,

**Bohler Engineering VA, LLC**



**Ryan Yauger, PE  
Branch Manager**

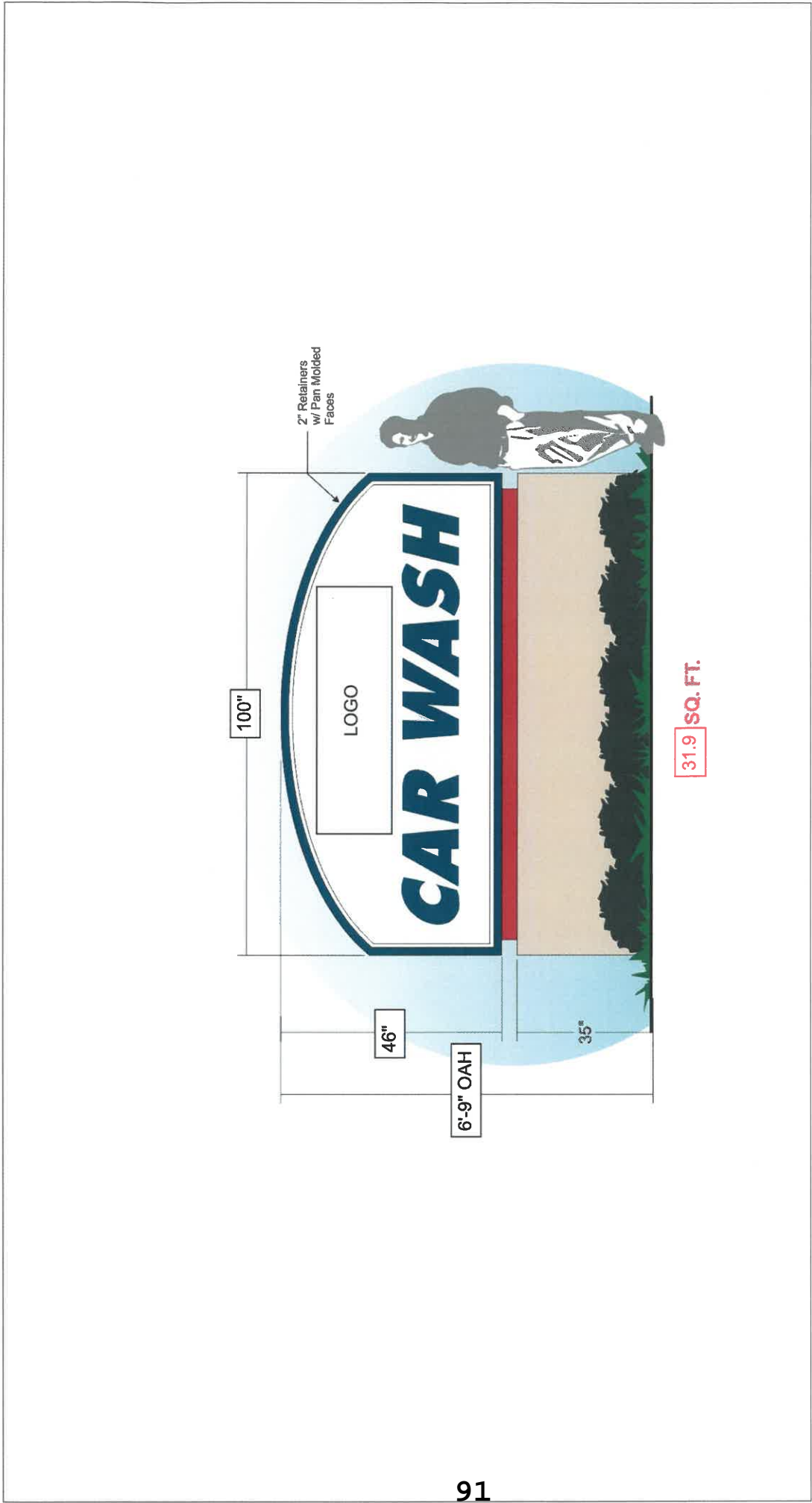














## NOTICE OF PUBLIC HEARINGS

The Prince Edward County Board of Supervisors will hold the following **PUBLIC HEARING** on Tuesday, September 12, 2023, commencing at 7:30 p.m. in the Board of Supervisors Room, Prince Edward County Courthouse, 111 N. South Street, 3<sup>rd</sup> Floor, Farmville, Virginia, to receive citizen input prior to considering the following:

1. A request by C-Store Developer, LLC for a Special Use Permit to construct and operate a car wash on land identified as Tax Map Parcels 051-A-33 and 051-10-2D, located on the west side of Farmville Road (State Route 15), at its intersection with Commerce Road (State Route 628).
2. Proposed restrictions on “through trucks” for the entire length of State Route 640 (Monroe Church Road) from its northern terminus with U.S. 460 (Prince Edward Highway) to its southern terminus with State Route 696 (Green Bay Road) in Prince Edward County, in accordance with §46.2-809 of the *Code of Virginia* and the *VDOT Guidelines for Considering Requests to Restrict Through-Trucks on Primary and Secondary Highways*. The proposed alternate route is State Route 696 (Green Bay Road) from its intersection with State Route 640 (Monroe Church Road) to its northern terminus with U.S. 460 (Prince Edward Highway).

Citizen input for Public Hearings will be received through: (1) in-person participation; (2) remote participation by calling 1-844-890-7777, Access Code # 390313; or (3) by written comments mailed to P.O. Box 382, Farmville, VA 23901; via email to [board@co.prince-edward.va.us](mailto:board@co.prince-edward.va.us); or via facsimile at 434-392-6683. Based on the number of speakers, the Chair will determine the time allotted to each. Citizens may also view the monthly Board of Supervisors meeting live (no public input) at the County’s YouTube Channel by using the link on County website under Meetings & Public Notices.

Additional information regarding (1) the special use permit, and (2) a copy of the map showing the proposed locations of the through truck restrictions and the proposed alternate route and a copy of the *VDOT Guidelines for Through Truck Restrictions* are available for public review on the County’s web site at [www.co.prince-edward.va.us](http://www.co.prince-edward.va.us) or in the Prince Edward County Administrator’s Office, 111 N. South Street, 3<sup>rd</sup> Floor, Farmville, VA. It is the County’s intent to comply with the Americans with Disabilities Act. Should you have questions or require special accommodation, please contact the County Administrator’s Office at 434-392-8837.

###





**BOARD OF SUPERVISORS**

Llew W. Gilliam, Jr.  
Chair

Pattie Cooper-Jones  
Vice Chair

J. David Emert  
Victor "Bill" Jenkins  
E. Harrison Jones  
Odessa H. Pride, Ed.D.  
Jerry R. Townsend  
B. VonCannon Watson



**COUNTY OF PRINCE EDWARD, VIRGINIA**

**Director of Planning and  
Community Development**

Robert Love

Post Office Box 382  
111 N. South Street, 3<sup>rd</sup> Floor  
Farmville, VA 23901

Office: (434) 392-8837  
Fax: (434) 392-6683

rlove@co.prince-edward.va.us  
www.co.prince-edward.va.us

August 28, 2023

To: Property Owners

From: Robert Love, Director of Planning and Community Development

Subject: Special Use Permit – C-Store Developer, LLC - Farmville Road

The Prince Edward County Board of Supervisors will hold a public hearing on Tuesday, September 12, 2023 at 7:30 p.m. to receive citizen input on a request by Blackwood Capital, LLC for a Special Use Permit to construct and operate a car wash on parcels of land denoted as Tax Map Parcels 051-A-33 and 051-10-2D, located on the west side of Farmville Road (State Route 15), at its intersection with Commerce Road (State Route 628). These parcels are zoned C1, General Commercial and the proposed use requires approval of a Special Use Permit in this zoning district.

You are receiving this notice because you own land in the vicinity of the property requested to be approved for the special use permit. Following the hearing the Prince Edward County Board of Supervisors may vote to approve or deny the request.

Instructions of how to listen or participate in the meeting and public hearing are contained on the reverse side of this letter. If you have any questions or comments, please do not hesitate to contact me at: 434-414-3037 or by email at: rlove@co.prince-edward.va.us

Respectfully,

Robert Love

Director of Planning and Community Development

**BOARD OF SUPERVISORS**

Llew W. Gilliam, Jr.  
Chair

Pattie Cooper-Jones  
Vice Chair

J. David Emert  
Victor "Bill" Jenkins  
E. Harrison Jones  
Odessa H. Pride, Ed.D.  
Jerry R. Townsend  
B. VonCannon Watson



**COUNTY OF PRINCE EDWARD, VIRGINIA**

**Director of Planning and  
Community Development**

Robert Love

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August 28, 2023

C. Scott Davis, Town Manager  
Town of Farmville, Virginia  
P.O. Box 368  
Farmville, VA 23901

From: Robert Love, Director of Planning and Community Development

Subject: Special Use Permit – C-Store Developer, LLC - Farmville Road

Dear Mr. Davis;

Per §15.2-2204 (C) of the Code of Virginia (1950), as amended, you are being sent written notification of a Special Use Permit application as listed in the attached public notice which involves a parcel of land within one-half mile of a boundary with an adjoining locality.

The Prince Edward Board of Supervisors will hold a public hearing on September 12, 2023 at 7:30 p.m. to receive input on the requests. Instructions of how to listen or participate in the meeting and public hearing are contained on the reverse side of this letter.

If you have any questions or comments, please forward them to my attention no later than noon on the date of the public meeting. please do not hesitate to contact me at: 434-414-3037 or by email at: rlove@co.prince-edward.va.us

Respectfully,

Robert Love

Director of Planning and Community Development

# Special Use Permit: C-Store Developer LLC



August 8, 2023

- Road Centerline
- ▭ County Boundary
- ▭ Parcel Labels
- ▭ Farmville Boundary

1:2,257  
0 80 160 320 ft  
0 25 50 100 m

Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community

Special Use Permit – C-Store Developer, LLC  
Tax Parcel Map #: 051-A-33 & 051-10-2D  
POTENTIAL CONDITIONS

**SITE PLAN**

1. Development activities on the site shall be limited to those as specified in the Special Use Permit Application and Site Plan. The final locations of incidental facilities may be adjusted provided no such adjustment violates any buffers, setbacks, or other statutory requirement. The concepts reflected in the filed special use permit dated 07/24/2023 are hereby made part of these development conditions.
2. Final site plan approval for the car wash 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 pursuant to Section 2-1300, Highway Corridor Overlay District, 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 Director of Planning and Community Development. Any vegetation found to be of poor condition shall be replaced and/or improved at the reasonable direction of the Director of Planning and Community Development 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 statues 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. 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.
13. Outdoor storage of trash containers shall be appropriately screened in materials matching the building façade.
14. The Permittee is responsible for the appearance of the site including litter pick-up and other orderly site appearance.
15. 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.
16. 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.

The following is an excerpt of the draft minutes of the regular meeting of the Prince Edward County Planning Commission held August 15, 2023.

**In Re: Public Hearing – Special Use Permit, C-Store Developer LLC**

Chairman Pregarman announced this was the date and time scheduled to receive citizen input prior to considering an application request by C-Store Developer LLC for a Special Use permit to construct and operate a car wash on a parcel of land denoted as Tax Map Parcels 051-A-33 & 051-10-2D, located on the west side of Farmville Road (State Route 15), at its intersection with Commerce Road (State Route 628). Notice of this hearing was advertised according to law in the Wednesday, August 2, 2023 and Wednesday, August 9, 2023 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Robert Love said the County has received an application request by C-Store Developer LLC for a Special Use permit to construct and operate a car wash on a parcel of land denoted as Tax Map Parcels 051-A-33 & 051-10-2D, located on the west side of Farmville Road (State Route 15), at its intersection with Commerce Road (State Route 628). This parcel is in the Commercial zoning district and requires a Special Use Permit to locate and operate a car wash. He said there have been no comments in support or in opposition to this application.

This development site is within the Highway Corridor Overlay District with specific design standards requiring the provision of shared entrances with an inter-parcel connection, upgraded architectural details visible from the public right-of-way, landscaped parking islands, full cutoff fixture site lighting, and monument signage not exceeding 30 square feet on each face. The dumpsters will be fully screened.

County staff is of the opinion the use is generally compatible with the zoning district and will have minimal impacts on surrounding properties as far as traffic and noise. He stated VDOT did a TIA for the Wawa, which is included, as the car wash is in this same lot. Both sites are being reviewed by VDOT, and it is a shared entrance.

Mr. Love stated he provided potential conditions for consideration by the Planning Commission, but did not place hours of operation in the conditions.

Commissioner Weiss questioned the flow of traffic and asked how that would work with the shared entrance on Farmville Road. Mr. Love explained that the entrance from Commerce Road will get people onto the property, and exit is by right-turn only. He said people can exit via Dominion Drive.

Commissioner Weiss asked for clarification regarding cars entering the car wash; the applicants showed the intended flow of traffic for entering the car wash on a preliminary site plan.

Ryan Yauger, PE, Bohler Engineering VA, LLC, stated the stacking is shown for eight vehicles, this stacking opportunity is also available within the Wawa parking lot. He humbly requested the special use permit for a car wash use; the site plans come after approval, to show the layout and landscaping.

Mr. Marc Greenburg said specific hours are not yet set but it is not a 24-hour operation. He said the car wash will have its own employees, separate from Wawa, and Wawa does not oversee the car wash.

Commissioner Peery asked if the car wash will recycle any of the water; the applicant said it will recycle all water.

Commissioner Fuller questioned the number of staff. Mr. Greenburg said currently there is no specific user yet but the information on the application is regarding the user they expect will be there; there will be three on staff. He said the car wash is one tunnel, and there will be multiple vacuum stations.

Commissioner Fuller said that in his experience, car wash locations start nice but over time, fall off in their upkeep. Mr. Love said there is language in the Highway Corridor Overlay District, so if anyone, not just this applicant, would protect the County. He said letters could be sent to take care of any tenant of any Highway Corridor Overlay that is permitted.

Commissioner Womack asked what the employees will do. Mr. Greenburg stated employees will take payment, clip the rear window wiper, and ensure car wash users are lined up correctly to drive into the tunnel. They will also provide maintenance and upkeep of the site.

Chairman Prengaman opened the public hearing.

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

Commissioner Womack made a motion, seconded by Commissioner Peery, to recommend to the Board of Supervisors approval of the Special Use Permit request by C-Store Developer LLC to construct and operate a car wash with conditions as presented; the motion carried:

|         |                           |      |        |
|---------|---------------------------|------|--------|
| Aye:    | Brad Fuller               | Nay: | (None) |
|         | Llew W. Gilliam, Jr.      |      |        |
|         | Clifford Jack Leatherwood |      |        |
|         | Whitfield M. Paige        |      |        |
|         | John "Jack" W. Peery, Jr. |      |        |
|         | John Prengaman            |      |        |
|         | Rhett Weiss               |      |        |
|         | Henry Womack              |      |        |
| Absent: | Teresa Sandlin            |      |        |

Special Use Permit - C-Store Developer, LLC  
Tax Parcel Map#: 051-A-33 & 051-10-2D  
POTENTIAL CONDITIONS

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2. Final site plan approval for the car wash 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 pursuant to Section 2-1300, Highway Corridor Overlay District, 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 Director of Planning and Community Development. Any vegetation found to be of poor condition shall be replaced and/or improved at the reasonable direction of the Director of Planning and Community



Development 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. 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.
13. Outdoor storage of trash containers shall be appropriately screened in materials matching the building facade.
14. The Permittee is responsible for the appearance of the site including litter pick-up and other orderly site appearance.
15. 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.
16. 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.

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**Board of Supervisors  
Agenda Summary**

**Meeting Date:** September 12, 2023  
**Item #:** 11-b  
**Department:** County Administration  
**Staff Contact:** Douglas P. Stanley/Sarah Elam Puckett  
**Agenda Item:** Public Hearing: Through-Truck Traffic on Monroe Church Road

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**Summary:** At its August meeting, the Board voted to hold a public hearing to receive public input prior to considering through-truck restrictions on Monroe Church Road (State Route 640). **Per Section 46.2-809 of the Code of Virginia, which addresses the regulation of truck traffic on primary and secondary highways, the Commonwealth Transportation Board, or its designee, in response to a formal request by a local governing body, after such body has held public hearing.**

For the Board’s information, staff has attached is a copy of the **VDOT Guidelines for Considering Requests to Restrict Through Trucks on Primary and Secondary Highways**, which provides the specifics by which VDOT will consider requests for restricting through trucks on secondary roads.

Also, attached is the draft resolution for consideration by the Board and two citizen emails, both in support of through truck restrictions on Monroe Church Road.

- Attachment:** Public Hearing Notice  
Draft Resolution Requesting Through Truck Restrictions on Monroe Church Road  
Map Showing Monroe Church Road and Proposed Truck Detour  
VDOT Guidelines for Through Truck Restrictions  
Email – David Call – Supporting Through Truck Restrictions  
Email – Paul Maserjian – Supporting Through Truck Restrictions

**Sample Motions:**

1. **To proceed with Through-Truck Restrictions:** I move the Board of Supervisors adopt the attached resolution requesting VDOT enact through-truck restrictions on State Route 640, Monroe Church Road.
2. **To table consideration of Through Truck Restrictions:** I more the Board of Supervisors table the consideration of the resolution to request through-truck restrictions on State Route 640, Monroe Church Road., *until* . . .
3. No action is required if the Board wishes to not make the request for through-truck restrictions, unless the Board wishes to document its decision to not have through truck restriction on Monroe Church Road.

|              |                    |               |                |
|--------------|--------------------|---------------|----------------|
| Motion _____ | Cooper-Jones _____ | Gilliam _____ | Pride _____    |
| Second _____ | Emert _____        | Jenkins _____ | Townsend _____ |
|              |                    | Jones _____   | Watson _____   |



Please publish the following public hearing notice in **THE FARMVILLE HERALD** on **Wednesday August 30, 2023, and Wednesday, September 6, 2023.**

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### NOTICE OF PUBLIC HEARINGS

The Prince Edward County Board of Supervisors will hold the following **PUBLIC HEARING** on Tuesday, September 12, 2023, commencing at 7:30 p.m. in the Board of Supervisors Room, Prince Edward County Courthouse, 111 N. South Street, 3<sup>rd</sup> Floor, Farmville, Virginia, to receive citizen input prior to considering the following:

1. A request by C-Store Developer, LLC for a Special Use Permit to construct and operate a car wash on land identified as Tax Map Parcels 051-A-33 and 051-10-2D, located on the west side of Farmville Road (State Route 15), at its intersection with Commerce Road (State Route 628).
2. Proposed restrictions on “through trucks” for the entire length of State Route 640 (Monroe Church Road) from its northern terminus with U.S. 460 (Prince Edward Highway) to its southern terminus with State Route 696 (Green Bay Road) in Prince Edward County, in accordance with §46.2-809 of the *Code of Virginia* and the *VDOT Guidelines for Considering Requests to Restrict Through-Trucks on Primary and Secondary Highways*. The proposed alternate route is State Route 696 (Green Bay Road) from its intersection with State Route 640 (Monroe Church Road) to its northern terminus with U.S. 460 (Prince Edward Highway).

Citizen input for Public Hearings will be received through: (1) in-person participation; (2) remote participation by calling 1-844-890-7777, Access Code # 390313; or (3) by written comments mailed to P.O. Box 382, Farmville, VA 23901; via email to [board@co.prince-edward.va.us](mailto:board@co.prince-edward.va.us); or via facsimile at 434-392-6683. Based on the number of speakers, the Chair will determine the time allotted to each. Citizens may also view the monthly Board of Supervisors meeting live (no public input) at the County’s YouTube Channel by using the link on County website under Meetings & Public Notices.

Additional information regarding (1) the special use permit, and (2) a copy of the map showing the proposed locations of the through truck restrictions and the proposed alternate route and a copy of the *VDOT Guidelines for Through Truck Restrictions* are available for public review on the County’s web site at [www.co.prince-edward.va.us](http://www.co.prince-edward.va.us) or in the Prince Edward County Administrator’s Office, 111 N. South Street, 3<sup>rd</sup> Floor, Farmville, VA. It is the County’s intent to comply with the Americans with Disabilities Act. Should you have questions or require special accommodation, please contact the County Administrator’s Office at 434-392-8837.

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**BOARD OF SUPERVISORS**

Llew W. Gilliam, Jr.  
Chair  
Pattie Cooper-Jones  
Vice Chair  
J. David Emert  
Victor "Bill" Jenkins  
E. Harrison Jones  
Odessa H. Pride, Ed.D.  
Jerry R. Townsend  
B. VonCannon Watson

**COUNTY ADMINISTRATOR**

Douglas P. Stanley, AICP, ICMA-CM  
Post Office Box 382  
111 N. South Street, 3<sup>rd</sup> Floor  
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[www.co.prince-edward.va.us](http://www.co.prince-edward.va.us)

**COUNTY OF PRINCE EDWARD, VIRGINIA**

**A RESOLUTION OF THE  
BOARD OF SUPERVISORS OF THE COUNTY OF PRINCE EDWARD, VIRGINIA**

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**TO REQUEST THE RESTRICTION OF THROUGH-TRUCK TRAFFIC  
ON MONROE CHURCH ROAD, STATE ROUTE 640**

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, September 12, 2023, at 7:00 p.m.:

MEMBERS PRESENT:

Llew W. Gilliam, Jr., Chair  
Pattie Cooper-Jones, Vice Chair  
J. David Emert  
Victor "Bill" Jenkins  
E. Harrison Jones  
Odessa H. Pride, Ed.D.  
Jerry R. Townsend  
B. VonCannon Watson

MEMBERS ABSENT:

On motion of Supervisor \_\_\_\_\_, seconded by Supervisor \_\_\_\_\_, and carried by the following vote:

AYE:

NAY:

**WHEREAS**, the Board of Supervisors of the County of Prince Edward, Virginia, prioritizes the health, safety and welfare of its citizens, including highway safety and the prevention of motor vehicle accidents and injuries caused by large truck traffic in rural, residential areas; and

**WHEREAS**, State Route 640 (Monroe Church Road) is approximately 1.7 miles of Rural Rustic, surface-treated roadway with a current speed limit of 35 mph; the nature of the road is rural and residential, with recreational boat trailer traffic on the northern end providing access to the Sandy River Reservoir; and

**WHEREAS**, the functional classification of State Route 640 is a local road; and

**WHEREAS**, large trucks are using State Route 640 as a “short-cut or cut-through” between State Route 696 and U.S. 460 creating safety concerns for residents as large trucks are not compatible with the neighborhood and the width of the roadway; and

**WHEREAS**, the Board of Supervisors commits to “using its good offices for the enforcement of the proposed through truck restriction by the Prince Edward County Sheriff’s Department;” and

**WHEREAS**, the proposed alternate truck route is U.S. 460 and State Route 696 (Green Bay Road), each of which provides a more desirable routing for truck traffic, as both have greater pavement width, better shoulders and compatible geometry/fewer curves and is only 0.7 miles longer than “cutting through” on State Route 640; and

**WHEREAS**, the County of Prince Edward is required to conduct and transcribe a public hearing for the proposed restrictions, in accordance with Section 46.2-809 of the *Code of Virginia*, as amended; and

**WHEREAS**, Board of Supervisors considered the public testimony received at the public hearing prior to submitting its request to the Virginia Department of Transportation;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Supervisors of the County of Prince Edward, Virginia, on this 12th day of September, 2023, that the Virginia Department of Transportation is hereby requested to restrict through truck traffic on State Route 640 (Monroe Church); and

**BE IT FURTHER RESOLVED**, that State Route 696 (Green Bay Road) and U.S. 460 (Prince Edward Highway) be designated as the alternate route for said truck traffic.

Certification

*I hereby certify that the foregoing resolution was duly considered by the Board of Supervisors of the County of Prince Edward, Virginia at a regular board meeting in Prince Edward County, Virginia, at which a quorum was present and that same was passed this 12<sup>th</sup> day of September, 2023.*

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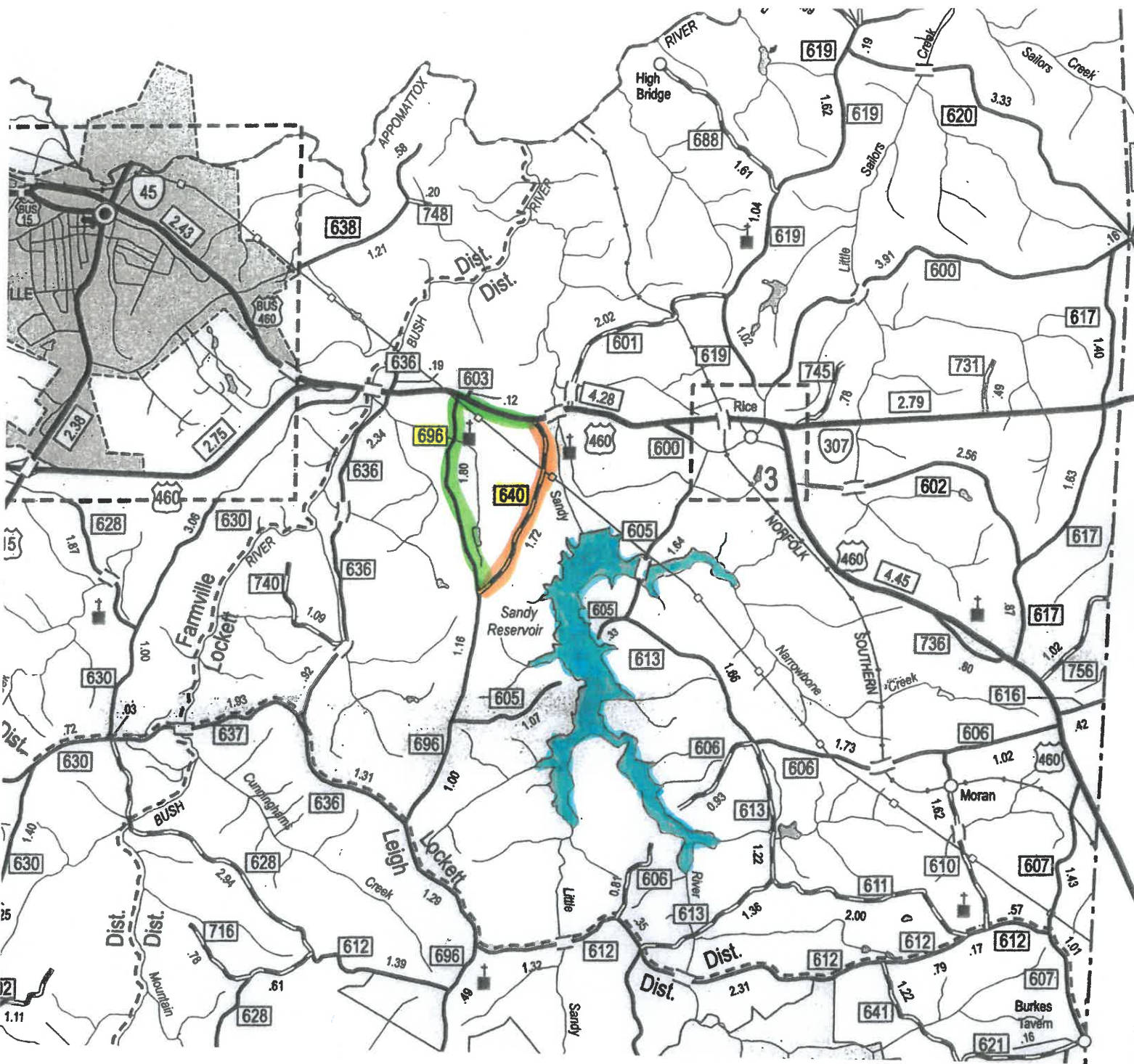
Llew W. Gilliam, Jr., Chair

CERTIFIED TRUE COPY:

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Douglas P. Stanley, County Administrator





**Map Key:**

- Proposed Through Truck Restrictions:  
State Route 640 (Monroe Church Road)
- Proposed Alternate Route:  
State Route 696 (Green Bay Road)

GUIDELINES FOR CONSIDERING REQUESTS TO  
RESTRICT THROUGH TRUCKS ON PRIMARY AND SECONDARY HIGHWAYS

Section 46.2- 809 of the Code of Virginia provides:

The Commonwealth Transportation Board, *or its designee*, in response to a formal request by a local governing body, after such body has held public hearings, may, after due notice and a proper hearing, prohibit or restrict the use by through traffic of any part of a *primary or secondary* highway if a reasonable alternate route is provided. *The Board, or its designee, shall act upon any such formal request within nine months of its receipt, unless good cause is shown.* Such restriction may apply to any truck or truck and trailer or semitrailer combination, except a pickup or panel truck, as may be necessary to promote the health, safety, and welfare of the citizens of the Commonwealth. Nothing in this section shall affect the validity of any city charter provision or city ordinance heretofore adopted.

Background

It is the philosophy of the Commonwealth Transportation Board that all vehicles should have access to the roads on which they are legally entitled to travel. Travel by any class of vehicle on any class of highway should be restricted only upon demonstration that it will promote the health, safety and welfare of the citizens of the Commonwealth without creating an undue hardship on any of the users of the transportation system. The Board recognizes that there may be a limited number of instances when restricting through trucks from using a segment of a primary or secondary roadway will reduce potential conflicts, creating a safer environment and one that is in accord with the current use of the roadway. The Board has adopted these guidelines to govern and regulate requests for through truck restrictions on primary and secondary highways.

Process

The Commonwealth Transportation Board delegates the authority to restrict through truck traffic on secondary highways to the Commissioner of the Virginia Department of Transportation. Such



restrictions can apply to any truck, truck and trailer or semi trailer combination, or any combination of those classifications. Consideration of all such restrictions by the Commissioner is subject to these guidelines as adopted by the Board. The Commonwealth Transportation Board retains the authority to restrict through truck traffic on primary highways.

In order to conform to the requirements of the Code of Virginia and to insure that all concerned parties have an opportunity to provide input, the local governing body must hold a public hearing and make a formal request of the Department. The following must be adhered to:

- (A) The public notices for the hearing must include a description of the proposed through truck restriction and the alternate route with the same termini. A copy of the notices must be provided.
- (B) A public hearing must be held by the local governing body and a transcript of the hearing must be provided with the resolution.
- (C) The resolution must describe the proposed through truck restriction and a description of the alternate, including termini.
- (D) The governing body must include in the resolution that it will use its good offices for enforcement of the proposed restriction by the appropriate local law enforcement agency.

Failure to comply with (A), (B), (C) and (D) will result in the request being returned. The Commonwealth Transportation Board and the Commissioner shall act upon any such formal request within nine months of its receipt, unless good cause is shown.

#### Criteria

Travel by any class of vehicle should be restricted only upon demonstration that it will promote the health, safety and welfare of the citizens of the Commonwealth without creating an undue hardship on any users of the transportation network. The Virginia Department of Transportation will consider criteria 1 through 4 in reviewing a requested through truck restriction. The proposed restriction must meet **both** the first and second criteria in order to be approved:

1. Reasonable alternate routing is provided. The alternate route will be evaluated for traffic and

safety related impacts. To be considered “reasonable”, the alternate route(s) must be engineered to a standard sufficient for truck travel, and must be judged at least as appropriate for truck traffic as the requested truck restriction route. If an alternate route must be upgraded, the improvement shall be completed before the truck restriction can be implemented. The termini of the proposed restriction must be identical to the alternate routing to allow a time and distance comparison to be conducted between the two routings. Also, the alternate routing must not create an undue hardship for trucks in reaching their destination.

2. The character and/or frequency of the truck traffic on the route proposed for restriction is not compatible with the affected area. Evaluation will include safety issues, accident history, engineering of the roadway, vehicle composition, and other traffic engineering related issues.

In addition to meeting the first two criteria, the proposed restriction must meet either the third or the fourth criteria in order to be approved.

3. The roadway is residential in nature. Typically, the roadway will be judged to be residential if there are at least 12 dwellings combined on both sides within 150' of the existing or proposed roadway center line per 1,000 feet of roadway.
4. The roadway must be functionally classified as either a local or collector.

Failure to satisfy criteria 1 and 2, and either criteria 3 or 4 will normally result in rejection of the requested restriction.

The Commonwealth Transportation Board when deemed necessary may modify or revise any provisions or criteria contained in these guidelines.

**From:** Doug Stanley <dstanley@co.prince-edward.va.us>  
**Sent:** Monday, August 21, 2023 1:14 PM  
**To:** Sarah Elam Puckett  
**Subject:** Fwd: Safe And Welcoming Community

Sincerely,  
Doug Stanley

Begin forwarded message:

**From:** David Call <davidwcall1962@gmail.com>  
**Date:** August 21, 2023 at 1:10:19 PM EDT  
**To:** dstanley@co.prince-edward.va.us  
**Subject:** Fwd: Safe And Welcoming Community

----- Forwarded message -----

**From:** David Call <davidwcall1962@gmail.com>  
**Date:** Mon, Aug 21, 2023 at 12:52 PM  
**Subject:** Safe And Welcoming Community  
**To:** <[board@co.prince-edward.va.us](mailto:board@co.prince-edward.va.us)>, <dstanley@co.prince>, <Scott.Frederick@vdot.virg>

'Speed Limit 35' what a welcome sight to finally see on Monroe Church Road and a huge Thank You for all in making that happen. I understand a decision will be made soon on whether to continue to allow through trucks to travel Monroe Church Road. I strongly support to restrict these trucks due to Adventure Park and narrow and curvy road. This neighborhood is unique in that it has an Adventure Park and the Sandy River close together and both are tied closely together as patrons and locals will drive, walk, bike back and forth. I am a resident and still have Safety concerns about Monroe Church Road. I feel I am qualified to engage because my career for 39 years was Corrections starting as an Officer and retiring as Warden of Nottoway Correctional and Work Center overseeing 1600+ Offenders and 372 Staff. My first responsibility was Safety everyday for everyone. I would bet I see more of Monroe Church Road than most others as I jogged 1200 miles in 2022 and have 820 miles thus far in 2023 all on Monroe Church Road. I have no personal connection to the Adventure Park owners or Staff as we only exchange waves. But I will share what I see daily. They have 5 driveway entries to there Park, 3 on one side of the road and 2 on the other. Staff must cross the road NUMEROUS times daily on golf carts to perform there duties and at 35 mph I still feel that is dangerous. Also with 35 mph would they be liable operating golf carts if an accident which would be unfortunate for them trying to make a living and have no control of the speed limit. I see license plates from all over the Country as these patrons come here spending money to enjoy themselves. These patrons and especially the kids have fun on there agenda and should be in as Safe environment as us locals can provide. Within just the last week I have witnessed an adult go ahead of a child leaving the child on a bicycle still in the road and another child turn his bicycle back into the road with a vehicle coming after the adults with him thought he was going down the driveway. I would hope it could be considered to have a 25 mph speed limit turning off Green Bay to Monroe to the right turn to Sandy River and also down to Sandy River. This would cover all

the Adventure Park areas and to the Sandy River and all the homes on the road. This would make this a Safer community and more enjoyable for all. I believe permissions could be granted to allow golf carts at 25 mph which would be legal for the Park to operate them and even enhance there business. The section on Monroe Church Road from 460 to the left turn to the Sandy river where no homes are could remain 35 mph. Sandy River Adventure Park is very positive and goes hand in hand with the Sandy River and the business is growing . Why not make area as Safe and Enjoyable as possible for the locals and those that visit for fun and relaxation. Thank You For

Your Service

David W. Call 434-547-9704

**From:** Paul Maserjian <pmaserjian@outlook.com>  
**Sent:** Monday, September 4, 2023 7:11 AM  
**To:** board@co.prince-edward.va.us  
**Cc:** dstanley@co.prince-edward.va.us  
**Subject:** Monroe Church Road (SR 640)

**TO:** Prince Edward County Board of Supervisors

**CC:** Doug Stanley

**FROM:** Paul Maserjian

**RE:** Monroe Church Road (SR 640)

**DATE:** September 4, 2023

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Our household is grateful for the Board's consideration of the "No Through Trucks" on Monroe Church Road. Because much of this road is too narrow for larger work trucks to safely travel, we fully support implementing this restriction. The work trucks that take this road as a "shortcut" would find it safer and faster to travel on Green Bay Road.

We thought that speed limits were based on an engineering study. We were recently pleased to see the placement of 35 MPH signs at either end of Monroe Church Road. While this is a positive first step, we still believe that 35 MPH is too fast for some sections of our road, particularly between Green Bay and Reservoir Roads. For many motorists, 35 means 40 or 45 which continues to cause safety issues for residents and visitors. It is our understanding that 35 MPH is the maximum speed limit for Rural Rustic Roads (§ 46.2-873.2). We believe 25 MPH would be more in keeping with the density of residential and rental properties.

How was 35 MPH decided for Monroe Church Road? Performing an engineering study should consider "physical characteristics of the road; geometry, lane and shoulder widths, nature of traffic on the roadway; volume and type of vehicles, commercial and residential development along the road and the related traffic, pedestrian activity," and many other factors.

I am not familiar with local roads with the same conditions. The closest road I know of is Milnwood Road in Farmville. It is posted at 35 MPH, is approximately the same length, and has "No Through Trucks." That's where the similarities end. Milnwood is much wider than the section of Monroe Church Road between Reservoir and Green Bay. Milnwood is the only direct connection between two major downtown roadways (Main Street and Third Street), and does not have a pedestrian crossing. It is impressive that vehicles adhere relatively closely to the speed limit. Perhaps it is the seven speed limit signs posted in either direction or maybe enforcement plays a role.

If the speed limit cannot be lower than 35 MPH, we respectfully request more signage, lower speed at curves, clearer road markings for the pedestrian crossing, and enforcement of the speed limit.

Thank you for your time and consideration.

Sincerely,

Paul Maserjian  
567 Monroe Church Road  
Rice, VA 23966  
pmaserjian@msn.com



**Board of Supervisors  
Agenda Summary**

**Meeting Date:** September 12, 2023  
**Item #:** 12  
**Department:** County Administration  
**Staff Contact:** Doug Stanley  
**Agenda Item:** Community Policy Management Team Introduction

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**Summary:**

As the Board may be aware, the Community Policy Management Team (CPMT) is comprised of members from agencies within the County, to include a representative for the Board of Supervisors (County Administrator), Prince Edward County Public Schools, Social Services, the Court Service Unit, the Crossroads Services Board, the Health Department, a private provider representative, and a parent representative, as directed by Code of Virginia, Section 2.2-5205.

Section 2.2-5206 states that the CPMT “shall manage the cooperative effort in each community to better serve the needs of troubled and at-risk youths and their families and to maximize the use of state and community resources”. The Code further defines the roles and responsibilities of the team regarding setting specific policies and procedures to complete the overall mission of the Children’s Services Act. A key strategic direction for the Prince Edward County CPMT is to keep county government and the community well informed. A goal under that strategic direction is to introduce members of the CPMT to the Board of Supervisors and the community through not only attendance at board meetings, but also through posts on the CSA webpage on the County website.

Tonight, we have members of the team here to briefly introduce themselves, and for the CPMT Chair, Ms. Kimberly Allen, DSS Director, to discuss how the Family Assessment and Planning Team (FAPT) and CMPT are assisting our community youth within the guidelines of the CSA program.

**Attachments:** CPMT roster, CPMT 2023-2026 Strategic Plan

**PROPOSED MOTION:**

None. Information Only.

Motion \_\_\_\_\_ Cooper-Jones \_\_\_\_\_ Gilliam \_\_\_\_\_ Pride \_\_\_\_\_  
Second \_\_\_\_\_ Emert \_\_\_\_\_ Jenkins \_\_\_\_\_ Townsend \_\_\_\_\_  
Jones \_\_\_\_\_ Watson \_\_\_\_\_

**CPMT Team**

Douglas P. Stanley  
Fiscal Agent/BOS Representative  
[dstanley@co.prince-edward.va.us](mailto:dstanley@co.prince-edward.va.us)

Cheryl Stimpson  
Prince Edward County CSA Coordinator  
[cstimpson@co.prince-edward.va.us](mailto:cstimpson@co.prince-edward.va.us)

Karen Townsend  
Piedmont Health District  
[Karen.townsend@vdh.virginia.gov](mailto:Karen.townsend@vdh.virginia.gov)

Erica Hazelwood  
Director of Exceptional Children  
Prince Edward County Schools  
[erica.hazelwood@pecps.k12.va.us](mailto:erica.hazelwood@pecps.k12.va.us)

Kimberley Allen, Director, CPMT Chair  
Prince Edward County Department of Social Services  
[kimberley.allen@dss.virginia.gov](mailto:kimberley.allen@dss.virginia.gov)

Kara Comer, Director  
10<sup>th</sup> District Court Service Unit  
[kara.comer@djj.virginia.gov](mailto:kara.comer@djj.virginia.gov)

Cyntina Bagley, Crossroads Emergency Services Director  
Crossroad Services Board  
[cbagley@crossroadscsb.org](mailto:cbagley@crossroadscsb.org)

Taylor Allen, Vendor Rep.  
Family Preservation  
[teallen@fpscorp.com](mailto:teallen@fpscorp.com)





## PRINCE EDWARD COUNTY CPMT – FAPT

### Strategic Plan FY2023-2026

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#### **A Plan for Change**

Prince Edward County's Community Policy and Management Team (CPMT) met on April 20<sup>th</sup>, 2023, to collectively participate in updating its Strategic Plan.

#### Participants:

- Douglas P. Stanley, County Administrator
- Kimberly Allen, Prince Edward County DSS
- Karen Townsend, VDH, Piedmont District
- Kara Comer, 10<sup>th</sup> District Court Service Unit (DJJ)
- Erica Hazelwood, Prince Edward County Schools
- Cyntina Bagley, Crossroads Community Services Board
- Taylor Allen, Provider Representative
- Cheryl Stimpson, CSA Coordinator

#### **Vision**

Prince Edward County strives for CSA to be a leader in improving outcomes for children and their families; facilitating the highest quality collaboration between community organizations; maintaining high standards for sound fiscal accountability and responsible use of taxpayer funds; and partnering with family and all CSA stakeholders to implement best practices to continually improve the health of children, families, and the whole community.

#### **Strategic Directions (updated April 20<sup>th</sup>)**

The following Strategic Directions were developed:

1. Keep county government and community well informed.
2. Define meaningful outcomes data and a means to measure them for youth, families and/or the community.
3. Promote and leverage community connections of the team to address the needs of youth and their families.

#### **Strategic Goals**

From each Strategic Direction came specific Strategic Goals. Under each Strategic Goal are a series of activities that are operationally stated, and when completed indicate achievement of the goal.

## Strategic Direction #1

### Keep County Government and Community well informed.

<b>Goal # 1.1</b>	Develop an ongoing relationship with community leaders, including, but not limited to the Board of Supervisors and citizens			
	Activity	Due Date	Responsible Person	Status
1.1.1	Ensure BOS receives adequate background information to support any CPMT financial requests	9/12/23	All	ongoing
1.1.2	Introduce CPMT members to the BOS and community through BOS meetings and CSA Website	9/12/23	All	ongoing

<b>Goal # 1.2</b>	Use tools to engage citizens of Prince Edward County by providing more information regarding the CSA program, and better service for our youth within the community			
	Activity	Due Date	Responsible Person	Status
1.2.1	Utilize CSA web page to provide information to families regarding services provided	7/2023	Provide Facebook post to show families where to find information (all)	ongoing
1.2.2	Develop questionnaires to address family needs and address areas of concern for the CSA program and providers	7/2023	Provide Facebook post to show families where to find information (all)	ongoing
1.2.3	Evaluate customer service procedures, including family questionnaire regarding provider services and CSA program offerings to families		Provide Facebook post to show families where to find information (all)	ongoing

<b>Goal # 1.3</b>	Use data and performance measures to inform the Board of Supervisors and citizens regarding the outcome of the CSA program			
	Activity	Due Date	Responsible Person	Status
1.3.1	Utilize data obtained from Strategic Direction 2 to help tell the county CSA story.	7/2024	CSA Coordinator	ongoing
1.3.2	Provide annual report to the BOS and citizens regarding outcomes of the CSA program	7/2024	CPMT Chairperson	ongoing

## Strategic Direction #2

**Define meaningful outcomes data and means to measure them for youth, families, and/or the community.**

Goal #				
<b>2.1</b>	Assess long-term outcomes for all services provided by CSA.			
	Activity	Due Date	Responsible Person	Status
2.1.1	Utilize the criteria established by OCS to measure the function of CSA programs	12/2023	CSA Coordinator/CPMT	ongoing
2.1.2	Select the outcome variables	12/2023	CSA Coordinator/CPMT	ongoing
2.1.3	Establish methods of measurement	12/2023	CSA Coordinator/CPMT	ongoing
2.1.4	Record and analyze results	12/2023	CSA Coordinator/CPMT	ongoing

Goal #				
<b>2.2</b>	Measure cost effectiveness of Community Based Services.			
	Activity	Due Date	Responsible Person	Status
2.2.1	Develop utilization rate data for CPMT members	10/2023	CSA Coordinator	ongoing
2.2.2	Compare current provider rates with Medicaid established rates	10/2023	CSA Coordinator	ongoing
2.2.3	Analyze length of service provisions	10/2023	CSA Coordinator	ongoing

Goal #				
<b>2.3</b>	Assess effectiveness of preparing families of children discharged from services.			
	Activity	Due Date	Responsible Person	Status
2.3.1	Establish criteria of effectiveness of preparing families of children discharged from services	2/2024	CPMT	ongoing
2.3.2	Develop measurements and outcome variables	2/2024	CPMT	ongoing
2.3.3	Train all core agency case managers on expectations	2/2024	All	ongoing
2.3.4	Analyze outcome data	2/2025	CPMT	ongoing

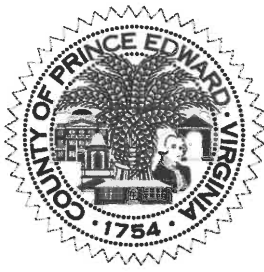
### Strategic Direction #3

**Promote and leverage community connections of the team to address the needs of the youth and their families.**

<b>Goal #</b> <b>3.1</b>	Create or support a centralized data base.			
	<b>Activity</b>	<b>Due Date</b>	<b>Responsible Person</b>	<b>Status</b>
3.1.1	Establish a resource guide for all core agency case workers.	5/2024	CSA Coordinator/CPMT	ongoing
3.1.2	Inform all stakeholders with agency updates	5/2024	All	ongoing
3.1.3	Monitor the resource guide to ensure updates are completed as necessary	5/2025	All	ongoing

<b>Goal #</b> <b>3.2</b>	Promote inner agency communication.			
	<b>Activity</b>	<b>Due Date</b>	<b>Responsible Person</b>	<b>Status</b>
3.2.1	Promote consistent communication between core agencies by providing quarterly updates	10/2023	Schools/SPED	ongoing
3.2.2	Evaluate FAPT/CPMT participation	10/2023	CPMT	ongoing
3.2.3	Develop a plan based on evaluation of all activities related to this goal	10/2023	CPMT	ongoing

<b>Goal #</b> <b>3.3</b>	Develop a communication plan for broader advocacy in the community.			
	<b>Activity</b>	<b>Due Date</b>	<b>Responsible Person</b>	<b>Status</b>
3.3.1	Complete a service gap analysis	6/2023	CPMT	complete
3.3.2	Establish advocacy priorities	6/2026	CPMT	ongoing
3.3.3	Determine who stakeholders for advocacy plan are	6/2026	CPMT	ongoing
3.3.4	Develop and implement a communication plan	6/2026	CPMT	ongoing



**Board of Supervisors  
Agenda Summary**

**Meeting Date:** September 12, 2023  
**Item #:** 13  
**Department:** County Administration  
**Staff Contact:** Sarah Elam Puckett  
**Agenda Item:** Highway Matters

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**SUMMARY:**

VDOT Resident Engineer, Scott D. Frederick, P.E., will not be in attendance at the September meeting. Staff will record any Board concerns to report to Mr. Frederick.

**COST:**

**ATTACHMENTS:**

**RECOMMENDATION:** None.

**SAMPLE MOTION:**

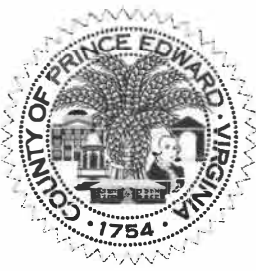
Motion \_\_\_\_\_  
Second \_\_\_\_\_

Cooper-Jones \_\_\_\_\_  
Emert \_\_\_\_\_

Gilliam \_\_\_\_\_  
Jenkins \_\_\_\_\_  
Jones \_\_\_\_\_

Pride \_\_\_\_\_  
Townsend \_\_\_\_\_  
Watson \_\_\_\_\_

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**Board of Supervisors  
Agenda Summary**

**Meeting Date:** September 12, 2023  
**Item #:** 14  
**Department:** County Administration  
**Staff Contact:** Douglas P. Stanley  
**Agenda Item:** Planning Commission Vacancy

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**Summary:** At its meeting on April 11, 2006, the Board of Supervisors passed a resolution to increase the membership of the Prince Edward County Planning Commission to its current 10 members.

Since I have been with the County, there have been comments made by members of the Board of Supervisors, the Planning Commission, and the public of shifting to a District appointment process for membership. In that format, there would be 8 appointees and the Board member appointee which would reduce the overall membership from 10 to 9 members. In June, Preston Hunt resigned from the Commission which presents an opportunity to consider this option. As the attached spreadsheet shows, the current membership is distributed among the districts with the Buffalo District having 3 members, Town – 701 with 2, and Districts, 201, 301 (now vacant), and 801 with no representation.

With the upcoming start of the Comprehensive Plan and the updating of the CIP, I am not advocating asking members of the current Planning Commission to resign. Honestly, we need their background and experience. If, the Board wants to move forward with the concept, we could not fill the current vacancy and, as each vacancy occurs in the future, look to restructure the Commission with the goal of a representative of each District.

The other option is to try to refill the current vacancy with another resident of District 301 (Leigh) and readdress the membership when we have vacancies in the future.

**Attachments:** Draft Resolution – Reorganization of County Planning Commission

**Recommendation:** Make a determination whether the Board wishes to shift to a District appointment for Planning Commission members or stay with the status quo of nine appointees and one Board member.

Motion \_\_\_\_\_ Cooper-Jones \_\_\_\_\_ Gilliam \_\_\_\_\_ Pride \_\_\_\_\_  
Second \_\_\_\_\_ Emert \_\_\_\_\_ Jenkins \_\_\_\_\_ Townsend \_\_\_\_\_  
Jones \_\_\_\_\_ Watson \_\_\_\_\_



**Board of Supervisors  
Agenda Summary**

**Sample Motion:** I move the Board of Supervisors direct staff to draft a resolution for the Board to consider to provide for the ultimate restructuring of the Planning Commission so that one member will be appointed from each Election District. Such restructuring will be accomplished as members of the current Planning Commission are reappointed.

OR

I move the Board of Supervisors reaffirm the current membership of the Planning Commission and direct staff to advertise for the current vacancy created by the resignation of Preston L. Hunt.

OR

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

Motion \_\_\_\_\_  
Second \_\_\_\_\_

Cooper-Jones \_\_\_\_\_  
Emert \_\_\_\_\_

Gilliam \_\_\_\_\_  
Jenkins \_\_\_\_\_  
Jones \_\_\_\_\_

Pride \_\_\_\_\_  
Townsend \_\_\_\_\_  
Watson \_\_\_\_\_



BOARD OF SUPERVISORS



Llew W. Gilliam, Jr.  
Chair  
Pattie Cooper-Jones  
Vice Chair  
J. David Emert  
Victor "Bill" Jenkins  
E. Harrison Jones  
Odessa H. Pride, Ed.D.  
Jerry R. Townsend  
B. VonCannon Watson

COUNTY OF PRINCE EDWARD, VIRGINIA

COUNTY ADMINISTRATOR  
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A RESOLUTION OF THE  
BOARD OF SUPERVISORS OF THE COUNTY OF PRINCE  
EDWARD, VIRGINIA

~~~~~

REORGANIZATION OF COUNTY  
PLANNING COMMISSION

WHEREAS, Virginia Code Title 15.2, Chapter 22, Article 2 provides that every locality shall create a local planning commission to promote the orderly development of the locality and its environs; and

WHEREAS, the Board of Supervisors of Prince Edward County, Virginia, wishes to reorganize the Prince Edward Planning Commission;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Supervisors of the County of Prince Edward, Virginia, as follows:

Section 1. The County Planning Commission of Prince Edward County, Virginia, shall consist of ~~ten (10)~~ **nine (9)** members, one of whom shall be a member of the Board of Supervisors, and the remaining ~~nine (9)~~ **eight (8)**, hereinafter referred to as appointed members, shall be residents of Prince Edward County, Virginia and freeholders qualified by knowledge and experience to make decisions on questions of community growth and development. ~~Further, three (3) of the nine appointed members shall be residents of the Town of Farmville. However, membership on the County Planning Commission shall not follow district lines.~~ All of the members shall be appointed by the Board of Supervisors of Prince Edward County, Virginia, for terms of four (4) years beginning on January 1st. **It is the intent of the Board that each of the eight (8) appointed members shall be appointed by election district if there are qualified applicants. It is understood that the current Planning Commission membership is currently not balanced by election district and that the Board will consider future appointments by district as vacancies occur.** Any vacancy in membership shall be filled by appointment by the Board of Supervisors of Prince Edward County, Virginia, and such appointment, in the case of an appointed member, shall be for the unexpired term. In September of each year, the County shall advertise any expiring terms indicating ~~whether the expiring term is a Town seat or a County seat~~ **the open seat(s)** and request that residents wishing to submit letters ~~citizen~~ **citizen volunteer applications** do so by October 31st. The names of all residents submitting letters ~~citizen~~ **citizen**

**volunteer applications** will be presented to the Prince Edward County Board of Supervisors at its regular monthly meeting in November and the Prince Edward County Board of Supervisors shall make appointments at its regular monthly meeting in December. Any appointed member may be removed by the Board of Supervisors of Prince Edward County, Virginia, for inefficiency, neglect of duty, or malfeasance in office, provided that such removal may be made only after a public hearing at which said member is given an opportunity to appear and be heard on the charges against him.

Section 2. **Following adoption of this resolution,** There ~~are currently~~ **shall be** eight (8) **appointed** members on the County Planning Commission whose terms have been established by the Prince Edward County Board of Supervisors. Those terms are hereby confirmed. ~~The two (2) vacancies created by this resolution shall be filled by residents of the County who are also residents of the Town of Farmville in the manner prescribed in Section 1. The terms of these two vacancies shall begin on July 1, 2006 and terminate on December 31, 2010. Thereafter, these two positions shall be filled for four year terms.~~

Section 3. The County Planning Commission shall have the functions, powers, and duties which are prescribed by law and generally contained in Title 15.2, Chapter 22, Article 2.

Section 4. The Prince Edward County Planning Commission shall adopt by-laws and establish a program of work ~~after consultation with the~~ **with input from the** Board of Supervisors of Prince Edward County, Virginia. This program of work shall outline the activities in which the Planning Commission expects to engage in (a) assembling such data regarding Prince Edward County, Virginia, and the surrounding territory as said Planning Commission shall deem necessary in exercising its functions, powers, and duties; (b) analyzing such data and making such studies as may be necessary in the preparation of a comprehensive plan for Prince Edward County, Virginia; (c) preparing the comprehensive plan as a general guide for the development of Prince Edward County, Virginia, and as a basis for the preparation of zoning and other regulations; and (d) recommending to the Board of Supervisors of Prince Edward County, Virginia, appropriate procedures for effectuating the comprehensive plan.

Section 5. This resolution shall take effect and shall be in full force and effect from and after the date of its adoption.

*Certification*

*I hereby certify that the foregoing resolution was duly considered by the Board of Supervisors of the County of Prince Edward, Virginia at a regular board meeting in Prince Edward County, Virginia, at which a quorum was present and that same was passed this 11th day of July, 2023.*

CERTIFIED TRUE COPY

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Llew W. Gilliam, Jr., Chair, Board of Supervisors



**Board of Supervisors  
Agenda Summary**

**Meeting Date:** September 12, 2023  
**Item #:** 15  
**Department:** County Administration  
**Staff Contact:** Sarah Elam Puckett  
**Agenda Item:** Citizen Volunteer Appointments

**Summary:** Below is a chart summarizing the boards and commissions with upcoming vacancies and/or expiring terms of office in December 2023.

Note: The Board’s discussion and decision(s) on the Planning Commission structure, per the previous agenda item, may determine action on the advertisement of vacancies for the Planning Commission.

| APPOINTMENT                              | TERM OF OFFICE | # OF VACANCIES                          | IN OFFICE       |
|------------------------------------------|----------------|-----------------------------------------|-----------------|
| Prince Edward County Planning Commission | 4 Years        | 1<br>County Position                    | Whitfield Paige |
|                                          |                | 1<br>County Vacancy<br>(unexpired term) | Vacant          |
| Board of Zoning Appeals <sup>1</sup>     | 5 Years        | 1                                       | Paul Hoffman    |

**Notes:**

<sup>1</sup> The Board makes a recommendation to the Circuit Court Judge for positions on the BZA.

**ATTACHMENTS:**

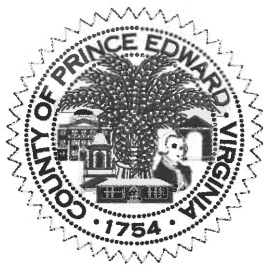
**RECOMMENDATION:** The Board will wish to consider authorizing the advertisement of the Citizen Volunteer vacancies.

Motion \_\_\_\_\_ Cooper-Jones \_\_\_\_\_ Gilliam \_\_\_\_\_ Pride \_\_\_\_\_  
 Second \_\_\_\_\_ Emert \_\_\_\_\_ Jenkins \_\_\_\_\_ Townsend \_\_\_\_\_  
 Jones \_\_\_\_\_ Watson \_\_\_\_\_

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**Board of Supervisors  
Agenda Summary**

**Meeting Date:** September 12, 2023  
**Item #:** 16-b  
**Department:** Finance  
**Staff Contact:** Crystal Baker  
**Agenda Item:** County Meals Tax

**Summary:**

The County received \$19,981.41 for FY23 meals tax. The meals tax is to be set aside for PECPS Capital Improvement Projects. We ask the Board to appropriate as follows:

**FY23 BUDGET SUPPLEMENT**

| Rev/Exp | Fund | Dept  | Object | Description | Debit        | Credit       |
|---------|------|-------|--------|-------------|--------------|--------------|
| 3 (Rev) | 100  | 12010 | 0004   | Meals Tax   |              | \$ 19,981.41 |
| 4 (Exp) | 100  | 94000 | 0250   | School CIP  | \$ 19,981.41 |              |

**Recommendation:** The Board approve and appropriate the FY23 Budget Supplement as outlined.

**SAMPLE MOTION:** I move the Board approve the FY23 Budget Supplement and appropriate funds as outlined above.

Motion \_\_\_\_\_  
 Second \_\_\_\_\_

Cooper-Jones \_\_\_\_\_  
 Emert \_\_\_\_\_

Gilliam \_\_\_\_\_  
 Jenkins \_\_\_\_\_  
 Jones \_\_\_\_\_

Pride \_\_\_\_\_  
 Townsend \_\_\_\_\_  
 Watson \_\_\_\_\_

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**Board of Supervisors  
Agenda Summary**

**Meeting Date:** September 12, 2023  
**Item #:** 16-c  
**Department:** Finance  
**Staff Contact:** Crystal Baker  
**Agenda Item:** Transient Occupancy Tax

**Summary:**

The County received \$75,599.74 for FY23 Transient Occupancy Tax. This tax is set aside for Tourism. We ask the Board to appropriate the funds as follows:

**FY23 BUDGET SUPPLEMENT**

| Rev/Exp | Fund | Dept  | Object | Description             | Debit        | Credit       |
|---------|------|-------|--------|-------------------------|--------------|--------------|
| 3 (Rev) | 100  | 12010 | 0003   | Transient Occupancy Tax |              | \$ 75,599.74 |
| 4 (Exp) | 100  | 81600 | 3700   | Transient Occupancy Tax | \$ 75,599.74 |              |

**Recommendation:** The Board approve and appropriate the FY23 Budget Supplement as outlined.

**SAMPLE MOTION:** I move the Board approve the FY23 Budget Supplement and appropriate funds as outlined above.

Motion \_\_\_\_\_  
 Second \_\_\_\_\_

Cooper-Jones \_\_\_\_\_  
 Emert \_\_\_\_\_

Gilliam \_\_\_\_\_  
 Jenkins \_\_\_\_\_  
 Jones \_\_\_\_\_

Pride \_\_\_\_\_  
 Townsend \_\_\_\_\_  
 Watson \_\_\_\_\_

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**Board of Supervisors  
Agenda Summary**

**Meeting Date:** September 12, 2023  
**Item #:** 16-d  
**Department:** Finance  
**Staff Contact:** Crystal Baker  
**Agenda Item:** FY23 Committed Funds Transfer

**Summary:**

The Board is asked to approve the transfer of the below referenced FY23 funds into the Special Projects Committed Fund as detailed below. This fund enables Prince Edward County to better prepare for future expenses, both planned and unexpected.

**FY23 BUDGET AMENDMENTS**

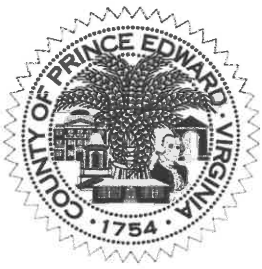
| Rev/Exp | Fund | Dept  | Object | Description                         | Debit               | Credit        |
|---------|------|-------|--------|-------------------------------------|---------------------|---------------|
| 4 (Exp) | 100  | 12110 | 8205   | Co. Admin – Vehicles                |                     | \$ 5,000.00   |
| 4 (Exp) | 100  | 32300 | 8006   | Rescue Squad Capital Equip          |                     | \$ 20,000.00  |
| 4 (Exp) | 100  | 35100 | 8205   | Animal Control - Vehicles           |                     | \$ 2,500.00   |
| 4 (Exp) | 100  | 43400 | 1300   | Cannery – P/T Salaries & Wages      |                     | \$ 15,000.00  |
| 4 (Exp) | 100  | 81100 | 3160   | Planning – Professional Services    |                     | \$ 50,000.00  |
| 4 (Exp) | 100  | 81500 | 5602   | Regional Development Partnership    |                     | \$ 25,000.00  |
| 4 (Exp) | 100  | 81600 | 1300   | Tourism – P/T Salaries & Wages      |                     | \$ 19,359.18  |
| 4 (Exp) | 100  | 81600 | 1100   | Tourism – Salaries & Wages          |                     | \$ 640.82     |
| 4 (Exp) | 100  | 12320 | 3160   | Assessor – Professional Services    |                     | \$ 56,310.00  |
| 4 (Exp) | 100  | 94000 | 0250   | School CIP                          |                     | \$ 269,981.41 |
| 4 (Exp) | 100  | 52400 | 5601   | Opioid Remediation                  |                     | \$ 56,636.26  |
| 4 (Exp) | 100  | 71100 | 5651   | County Recreation                   |                     | \$ 10,000.00  |
| 4 (Exp) | 100  | 72200 | 5640   | Worsham’s Clerk Office              |                     | \$ 5,300.00   |
| 4 (Exp) | 100  | 81600 | 3700   | Transient Occupancy Tax             |                     | \$ 72,943.43  |
| 4 (Exp) | 520  | 42400 | 8400   | Landfill – Property                 |                     | \$ 45,000.00  |
| 4 (Exp) | 520  | 93000 | 0202   | Transfer to Special Projects        | \$ 45,000.00        |               |
| 4 (Exp) | 100  | 93000 | 0202   | Transfer to Special Projects        | \$ 608,671.10       |               |
|         |      |       |        | <i>Committed CIP</i>                | <i>\$ 70,000.00</i> |               |
|         |      |       |        | <i>Committed Rescue Cap Equip</i>   | <i>\$ 20,000.00</i> |               |
|         |      |       |        | <i>Committed Regional Dev Part</i>  | <i>\$ 25,000.00</i> |               |
|         |      |       |        | <i>Committed Animal Control</i>     | <i>\$ 2,500.00</i>  |               |
|         |      |       |        | <i>Committed Tourism</i>            | <i>\$ 20,000.00</i> |               |
|         |      |       |        | <i>Committed Assessor</i>           | <i>\$ 56,310.00</i> |               |
|         |      |       |        | <i>Committed School CIP</i>         | <i>\$269,981.41</i> |               |
|         |      |       |        | <i>Committed Opioid Remediation</i> | <i>\$ 56,636.26</i> |               |
|         |      |       |        | <i>Committed County Recreation</i>  | <i>\$ 10,000.00</i> |               |

Motion \_\_\_\_\_  
 Second \_\_\_\_\_

Cooper-Jones \_\_\_\_\_  
 Emert \_\_\_\_\_

Gilliam \_\_\_\_\_  
 Jenkins \_\_\_\_\_  
 Jones \_\_\_\_\_

Pride \_\_\_\_\_  
 Townsend \_\_\_\_\_  
 Watson \_\_\_\_\_



**Board of Supervisors  
Agenda Summary**

|         |     |       |      |                                      |                     |               |
|---------|-----|-------|------|--------------------------------------|---------------------|---------------|
|         |     |       |      | <i>Comitted Worsham Clerk</i>        | <i>\$ 5,300.00</i>  |               |
|         |     |       |      | <i>Committed Transient Occup Tax</i> | <i>\$ 72,943.43</i> |               |
|         |     |       |      | <i>Committed Solid Waste</i>         | <i>\$ 45,000.00</i> |               |
| 3 (Rev) | 202 | 41050 | 0202 | From SP Fund Balance                 | \$ 653,671.10       |               |
| 3 (Rev) | 202 | 41050 | 0520 | Transfer from Solid Waste Fund       |                     | \$ 45,000.00  |
| 3 (Rev) | 202 | 41050 | 0100 | Transfer from General Fund           |                     | \$ 608,671.10 |

**Recommendation:** The Board approve and appropriate the FY23 Budget Transfer to committed funds as outlined.

**SAMPLE MOTION:** I move the Board approve the FY23 Budget Transfer and appropriate funds as outlined above.

Motion \_\_\_\_\_  
Second \_\_\_\_\_

Cooper-Jones \_\_\_\_\_  
Emert \_\_\_\_\_

Gilliam \_\_\_\_\_  
Jenkins \_\_\_\_\_  
Jones \_\_\_\_\_

Pride \_\_\_\_\_  
Townsend \_\_\_\_\_  
Watson \_\_\_\_\_



**Board of Supervisors  
Agenda Summary**

**Meeting Date:** September 12, 2023  
**Item #:** 16-e  
**Department:** Finance  
**Staff Contact:** Crystal Baker  
**Agenda Item:** FY24 Carryover Funds

**Summary:**

On June 30, 2023, the following funds were left remaining for FY23. The Board is asked to approve and appropriate the carryover funds from FY23 to FY24 as follows:

**FY24 BUDGET SUPPLEMENT**

| Rev/Exp | Fund | Dept  | Object | Description                | Debit         | Credit        |
|---------|------|-------|--------|----------------------------|---------------|---------------|
| 3 (Rev) | 100  | 41050 | 0100   | From General Fund Balance  |               | \$ 177,738.80 |
| 3 (Rev) | 205  | 41050 | 0205   | From EMS Levy Fund Balance |               | \$ 91,548.86  |
| 4 (Exp) | 100  | 31200 | 6002   | Sheriff - Ammunition       | \$ 4,975.94   |               |
| 4 (Exp) | 100  | 31200 | 8205   | Sheriff - Vehicles         | \$ 141,139.16 |               |
| 4 (Exp) | 100  | 32300 | 7040   | Rescue Squad Insurance     | \$ 808.50     |               |
| 4 (Exp) | 100  | 81600 | 5892   | VTC ARPA Tourism Grant     | \$ 4,629.19   |               |
| 4 (Exp) | 100  | 81600 | 5893   | VTC DMO Marketing Grant    | \$ 5,136.01   |               |
| 4 (Exp) | 100  | 94000 | 0302   | Countywide Comm System     | \$ 21,050.00  |               |
| 4 (Exp) | 205  | 32301 | 7005   | PEVRS                      | \$ 8,025.64   |               |
| 4 (Exp) | 205  | 32301 | 7008   | Meherrin EMS               | \$ 72,371.78  |               |
| 4 (Exp) | 205  | 32301 | 7010   | Hampden Sydney             | \$ 11,151.44  |               |

**Recommendation:** The Board approve and appropriate the FY24 Budget Supplement as outlined.

**SAMPLE MOTION:** I move the Board approve the FY24 Budget Supplement and appropriate funds as outlined above.

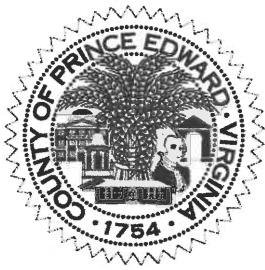
Motion \_\_\_\_\_  
 Second \_\_\_\_\_

Cooper-Jones \_\_\_\_\_  
 Emert \_\_\_\_\_

Gilliam \_\_\_\_\_  
 Jenkins \_\_\_\_\_  
 Jones \_\_\_\_\_

Pride \_\_\_\_\_  
 Townsend \_\_\_\_\_  
 Watson \_\_\_\_\_

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**Board of Supervisors  
Agenda Summary**

**Meeting Date:** September 12, 2023  
**Item #:** 17  
**Department:** County Attorney  
**Staff Contact:** Terri Atkins Wilson, Esq.  
**Agenda Item:** County Attorney's Report

---

**SUMMARY:**

The County Attorney will provide the Board an update on any outstanding legal issues.

**COST:**

**ATTACHMENT:**

**RECOMMENDATION:** None.

**SAMPLE MOTION:**

Motion \_\_\_\_\_  
Second \_\_\_\_\_

Cooper-Jones \_\_\_\_\_  
Emert \_\_\_\_\_

Gilliam \_\_\_\_\_  
Jenkins \_\_\_\_\_  
Jones \_\_\_\_\_

Pride \_\_\_\_\_  
Townsend \_\_\_\_\_  
Watson \_\_\_\_\_

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**Board of Supervisors  
Agenda Summary**

**Meeting Date:** September 12, 2023  
**Item #:** 17-a  
**Department:** County Administration  
**Staff Contact:** Terri Atkins Wilson, Esq-County Attorney/Doug Stanley  
**Agenda Item:** Town of Farmville, Sewer Pipe, Access Road

---

**Summary:** During the construction of the new access road in the Prince Edward County Business Park, located across Commerce Road from the Southside Virginia Family YMCA, there is a section of sewer pipe that had to be installed and located approximately twenty-five (25) feet under fill dirt, and the Town of Farmville did not want to have the responsibility for the installation, future repair, upkeep or maintenance for this particular section of pipe.

Therefore, a Memorandum of Understanding (MOU) has been drafted in order to memorialize the agreement and more clearly reflect the rights, duties and obligations of the County of Prince Edward and the Town of Farmville in the installation, construction, repair, upkeep and maintenance of this section of pipe. As part of the MOU, Prince Edward accepts responsibility for the portion of sewer line between manholes as noted and which has been placed within a metal pipe sleeve for repair/removal if needed in the future.

**Attachments:** Draft of the Memorandum of Understanding with the County of Prince Edward and the Town of Farmville, as well as two sketches with the two views of the pipe installation by the Timmons Group.

**Recommendation:** That the Board consider authorizing the County Administrator to sign this agreement, agreeing to the installation, construction, repair, upkeep and maintenance of this section of sewer pipe.

**Sample Motion:** I move the Board of Supervisors to authorize the County Administrator to sign the Memorandum of Understanding with the Town of Farmville, to include the sketches of the pipe by Timmons Group of the pipe and its location.

OR

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

Motion \_\_\_\_\_ Cooper-Jones \_\_\_\_\_ Gilliam \_\_\_\_\_ Pride \_\_\_\_\_  
Second \_\_\_\_\_ Emert \_\_\_\_\_ Jenkins \_\_\_\_\_ Townsend \_\_\_\_\_  
Jones \_\_\_\_\_ Watson \_\_\_\_\_

## MEMORANDUM OF UNDERSTANDING

THIS MEMORANDUM OF UNDERSTANDING, made this \_\_\_ day of September, 2023, by and between the County of Prince Edward and the Town of Farmville, states as follows:

WHEREAS, the Town of Farmville owns infrastructure improvements including a sewer line that is located in the Prince Edward Business Park; and

WHEREAS, the County of Prince Edward desires to connect its own sewer line to the existing sewer line owned by the Town of Farmville, in a location more fully described on a drawing attached to this agreement as “Exhibit A,” with said County connection being used for a business that will be locating in the Prince Edward Business Park; and

WHEREAS, it is the desire of both the Town of Farmville and the County of Prince Edward that the responsibility for maintenance, upkeep and repair of the sewer line being installed by Prince Edward County and connected to the existing line owned by the Town of Farmville, in the location indicated on “Exhibit A,” be clearly addressed and delineated prior to commencement of the project;

NOW THEREFORE, the parties to this Memorandum of Understanding hereby agree to the following:

1. That the County of Prince Edward shall be permitted to install and construct a sewer line and to connect the same to the existing Town of Farmville sewer line in the Prince Edward Business Park. The location at which the lines shall connect is described more accurately on drawings attached to this Agreement as “Exhibit A”.
2. The County of Prince Edward shall be solely responsible for all of the expense related to the construction, maintenance and repair of the sewer line that it is installing, and shall further be responsible for any necessary repair to the sewer line owned and maintained by the Town of Farmville for repairs necessitated by the connection and use by the County.
3. The County of Prince Edward shall indemnify and hold harmless the Town of Farmville for any malfunctions or other issues that result in reduced operability or inoperability of the existing Town sewer line.

(The remainder of this page is intentionally left blank.)

WITNESS THE FOLLOWING SIGNATURES AND SEALS:

THE COUNTY OF PRINCE EDWARD

THE TOWN OF FARMVILLE

by: \_\_\_\_\_

by: \_\_\_\_\_

STATE OF VIRGINIA,

COUNTY of PRINCE EDWARD, to-wit:

I, the undersigned, a Notary Public in and for the jurisdiction aforesaid, whose commission expires \_\_\_\_\_, do hereby certify that \_\_\_\_\_, whose name is signed to the foregoing Memorandum of Understanding, has acknowledged same before me this \_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Notary Public

ID # \_\_\_\_\_

STATE OF VIRGINIA,

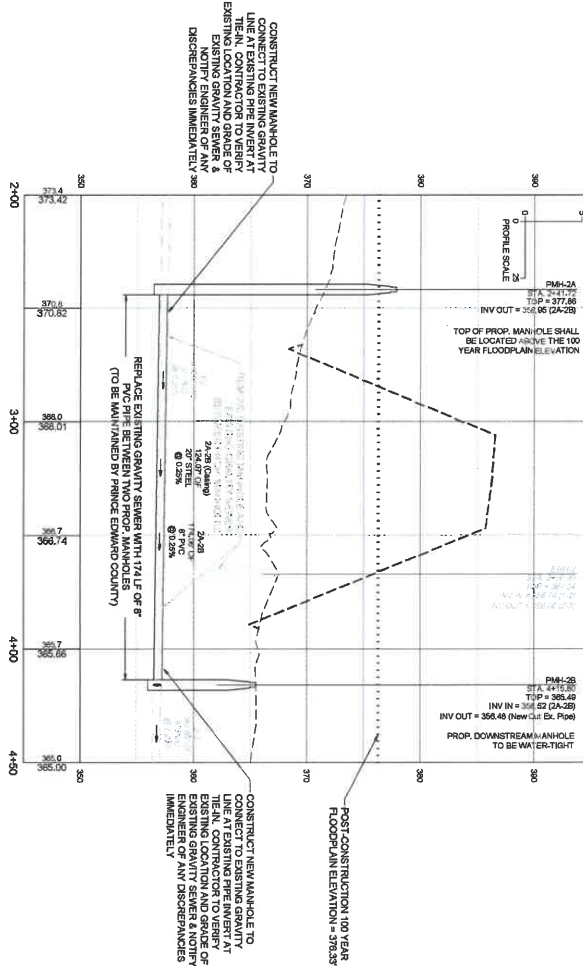
COUNTY of PRINCE EDWARD, to-wit:

I, the undersigned, a Notary Public in and for the jurisdiction aforesaid, whose commission expires \_\_\_\_\_, do hereby certify that \_\_\_\_\_, whose name is signed to the foregoing Memorandum of Understanding, has acknowledged same before me this \_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Notary Public

ID # \_\_\_\_\_





See enlargement on following page.

# TIMMONS GROUP

YOUR VISION ACHIEVED THROUGH OURS.

THIS DRAWING PREPARED AT THE CORPORATE OFFICE  
 1001 Southern Parkway, Suite 300 | Richmond, VA 23225  
 TEL: 804-270-6500 FAX: 804-250-1116 www.timmons.com

Site Development | Residential | Infrastructure | Technology

| DATE       | REVISION DESCRIPTION |
|------------|----------------------|
| 04/28/2022 |                      |
|            |                      |
|            |                      |
|            |                      |

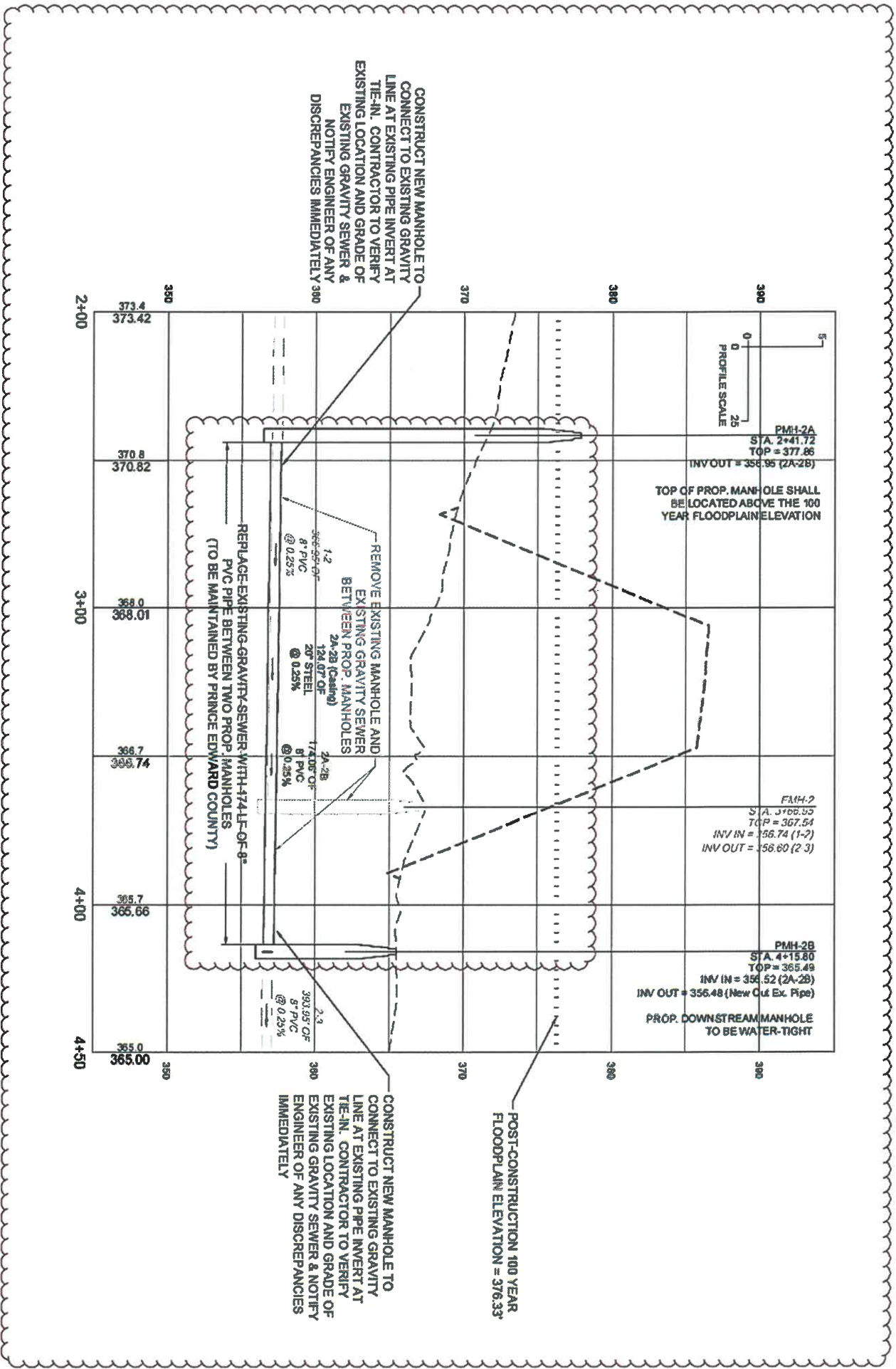


## PRINCE EDWARD BUSINESS PARK ACCESS RD

PRINCE EDWARD COUNTY - VIRGINIA

### UTILITY PROFILE

DATE: 4/29/22  
 SHEET NO.: 61(2)B



CONSTRUCT NEW MANHOLE TO CONNECT TO EXISTING GRAVITY LINE AT EXISTING PIPE INVERT AT THE IN. CONTRACTOR TO VERIFY EXISTING LOCATION AND GRADE OF EXISTING GRAVITY SEWER & NOTIFY ENGINEER OF ANY DISCREPANCIES IMMEDIATELY 380

CONSTRUCT NEW MANHOLE TO CONNECT TO EXISTING GRAVITY LINE AT EXISTING PIPE INVERT AT THE IN. CONTRACTOR TO VERIFY EXISTING LOCATION AND GRADE OF EXISTING GRAVITY SEWER & NOTIFY ENGINEER OF ANY DISCREPANCIES IMMEDIATELY

POST-CONSTRUCTION 100 YEAR FLOODPLAIN ELEVATION = 376.33'

REMOVE EXISTING MANHOLE AND EXISTING GRAVITY SEWER BETWEEN PROP. MANHOLES  
 2A-2B (Cast Iron) 24" OF 20" STEEL @ 0.25%  
 2A-2B 174.05' OF 8" PVC @ 0.25%  
 1.2 366.55' OF 8" PVC @ 0.25%  
 2.3 393.95' OF 8" PVC @ 0.25%

REPLACE EXISTING GRAVITY SEWER WITH 474'-L OF 8" PVC PIPE BETWEEN TWO PROP. MANHOLES (TO BE MAINTAINED BY PRINCE EDWARD COUNTY)

TOP OF PROP. MANHOLE SHALL BE LOCATED ABOVE THE 100 YEAR FLOODPLAIN ELEVATION

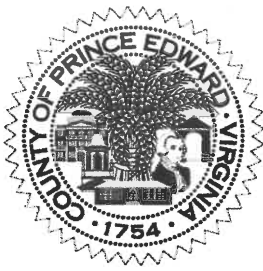


PMH-2A  
 STA. 2+41.72  
 TOP = 377.86  
 INV OUT = 358.95 (2A-2B)

FMH-2  
 STA. 3+66.55  
 TOP = 367.54  
 INV IN = 356.74 (1-2)  
 INV OUT = 358.60 (2-3)

PMH-2B  
 STA. 4+15.80  
 TOP = 365.49  
 INV IN = 358.52 (2A-2B)  
 INV OUT = 356.48 (New Cl. Ex. Pipe)  
 PROP. DOWNSTREAM MANHOLE TO BE WATER-TIGHT

2+00 373.4  
 373.42  
 370.8  
 370.82  
 368.0  
 368.01  
 366.7  
 366.74  
 365.7  
 365.66  
 365.0  
 365.00  
 350  
 350  
 350



**Board of Supervisors  
Agenda Summary**

**Meeting Date:** September 12, 2023  
**Item #:** 18  
**Department:** County Attorney  
**Staff Contact:** Douglas P. Stanley  
**Agenda Item:** County Administrator's Report

---

**SUMMARY:**

The County Administrator will provide the Board an update on additional matters or concerns of the County.

**COST:**

**ATTACHMENT:**

**RECOMMENDATION:** None.

**SAMPLE MOTION:**

Motion \_\_\_\_\_  
Second \_\_\_\_\_

Cooper-Jones \_\_\_\_\_  
Emert \_\_\_\_\_

Gilliam \_\_\_\_\_  
Jenkins \_\_\_\_\_  
Jones \_\_\_\_\_

Pride \_\_\_\_\_  
Townsend \_\_\_\_\_  
Watson \_\_\_\_\_

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**Board of Supervisors  
Agenda Summary**

**Meeting Date:** September 12, 2023  
**Item #:** 19  
**Department:** County Administration  
**Staff Contact:** Douglas P. Stanley  
**Agenda Item:** Date of November Board Meeting

---

**Summary:** The regular November Board meeting date is Tuesday, November 14<sup>th</sup>. As a majority of the members of the Board plan to attend the VACo Conference, which is Sunday, November 12 - Tuesday, November 14., the Board may wish to consider changing the date of its November meeting.

Historically, the Board has moved its November meeting to the Thursday following the VACo Conference, which would be Thursday, November 16.

Board consideration is requested.

**SAMPLE MOTION:** I move that the Board of Supervisors approve moving the date of its November 2023 meeting to \_\_\_\_\_ and authorize staff to publish the required public notice to advertise the new meeting date.

Motion \_\_\_\_\_  
Second \_\_\_\_\_

Cooper-Jones \_\_\_\_\_  
Emert \_\_\_\_\_

Gilliam \_\_\_\_\_  
Jenkins \_\_\_\_\_  
Jones \_\_\_\_\_

Pride \_\_\_\_\_  
Townsend \_\_\_\_\_  
Watson \_\_\_\_\_

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**Board of Supervisors  
Agenda Summary**

**Meeting Date:** September 12, 2023  
**Item #:** 20  
**Department:** Board of Supervisors  
**Staff Contact:** Douglas P. Stanley/Terri Atkins Wilson  
**Agenda Item:** Closed Session

---

**I. MOTION GOING INTO CLOSED SESSION**

- I move that the Board of Supervisors convene in Closed Session for discussion of the award of a public contract for survey work involving the discussion of the terms and scope of such contact, pursuant to the exemptions provided for in Sections 2.2-3711 (A)(29) of the *Code of Virginia*.

Chair: Is there a second to the motion?

Chair: Roll call vote.

---

**II. MOTION FOR COMING OUT OF CLOSED SESSION**

- I move that the Board of Supervisors return to open session.

Chair: Is there a second to the motion?

Chair: Roll call vote.

---

**III. MOTION AFTER RETURNING TO OPEN SESSION:**

- Whereas, the Prince Edward County Board of Supervisors has convened in closed session 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 the Board that such closed session was conducted in conformity with Virginia Law;
- Now, therefore, be it resolved that the Board hereby certifies that to the best of each member’s knowledge: (i) only public business matters lawfully exempted from open meeting requirements of Virginia law were discussed in closed session to which this certification resolution applies; and (ii) only such public matters as were identified in the motion by which the closed session was convened were heard, discussed, or considered in the meeting by the Board.

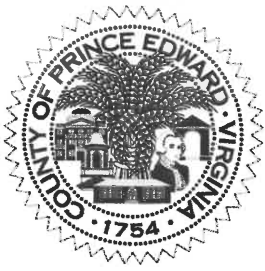
Chair: Is there a second to the motion?

Chair: Any member who believes that there was a departure from the requirements of clauses (i) and (ii) shall state the substance of the departure that, in his judgement has taken place. (Such statement will be recorded in the minutes.)

Chair: Roll call vote.

|              |                    |               |                |
|--------------|--------------------|---------------|----------------|
| Motion _____ | Cooper-Jones _____ | Gilliam _____ | Pride _____    |
| Second _____ | Emert _____        | Jenkins _____ | Townsend _____ |
|              |                    | Jones _____   | Watson _____   |

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**Board of Supervisors  
Agenda Summary**

**Meeting Date:** September 12, 2023  
**Item #:** 21  
**Department:** County Administration  
**Staff Contact:** Douglas P. Stanley / Sarah Elam Puckett  
**Agenda Item:** Correspondence/Informational

---

**SUMMARY:**

Please see attachments.

**COST:**

**ATTACHMENTS:**

- a. Letter, Auditor of Public Accounts
- b. Citizen Thank You, Justin Pope
- c. SVCC Proud Panther Newsletter

**RECOMMENDATION:** None.

**SAMPLE MOTION:**

Motion \_\_\_\_\_ Cooper-Jones \_\_\_\_\_ Gilliam \_\_\_\_\_ Pride \_\_\_\_\_  
Second \_\_\_\_\_ Emert \_\_\_\_\_ Jenkins \_\_\_\_\_ Townsend \_\_\_\_\_  
Jones \_\_\_\_\_ Watson \_\_\_\_\_



Staci A. Henshaw, CPA  
Auditor of Public Accounts

# Commonwealth of Virginia

*Auditor of Public Accounts*

P.O. Box 1295  
Richmond, Virginia 23218

August 25, 2023

Donna B. Nunnally  
Treasurer

Edna T. Goldman  
Commissioner of the Revenue

L.A. Epps  
Sheriff

Locality: County of Prince Edward

We have reviewed the Commonwealth collections and remittances of the Treasurer, Commissioner of the Revenue, and Sheriff of the locality indicated for the year ended June 30, 2023. Our primary objectives were to determine that the officials have maintained accountability over Commonwealth collections, established internal controls, and complied with state laws and regulations. We limited our work to the collection of Commonwealth revenues. Local governments hire certified public accountants to audit all other financial activities of the locality and these firms issue separate reports on the results of their audits.

The results of our tests found the constitutional officers complied, in all material respects, with state laws, regulations and other procedures relating to the receipt, disbursement, and custody of state funds.

Staci A. Henshaw  
AUDITOR OF PUBLIC ACCOUNTS

LJH

cc: Llewellen Gilliam, Jr., Board Chair  
Douglas P. Stanley, County Administrator

**From:** Justin Pope <jnn\_pope97@yahoo.com>  
**Sent:** Friday, September 1, 2023 12:20 PM  
**To:** board@co.prince-edward.va.us  
**Subject:** Support for Schools

Dear Supervisors,

I just wanted to make sure you heard from me, as a grateful PECPS parent, a word of thanks for the continued steps toward ensuring our children and teachers have schools that are safe, and supportive of learning, and which demonstrate to students, teachers and anyone considering moving to Prince Edward that we are a place where education matters.

Any large, long-term investment is always something of a leap – so the care and thought you all have put into this process are important. The improved facilities will help encourage future growth in the County. Future assessments, refinancing opportunities, state support, and new revenue tools will also help, along with the continued prudent financial management of the Board and county executive. For all of these reasons, I believe we are in an especially strong position to move forward – and am reassured as a taxpayer that you are making a needed but thoughtful investment.

But whatever the future may hold, fixing our school facilities now is not something we will ever regret. Whatever challenges we may face, there is no imaginable circumstance where future Board members would have said, “I’m glad we’re still throwing money at a broken school building. I’m glad we postponed dealing with these problems. I’m glad we didn’t make it a priority to have a school that will help us retain teachers and young families in our community.” To the contrary, they will be immensely grateful you all stepped up to do what needed doing.

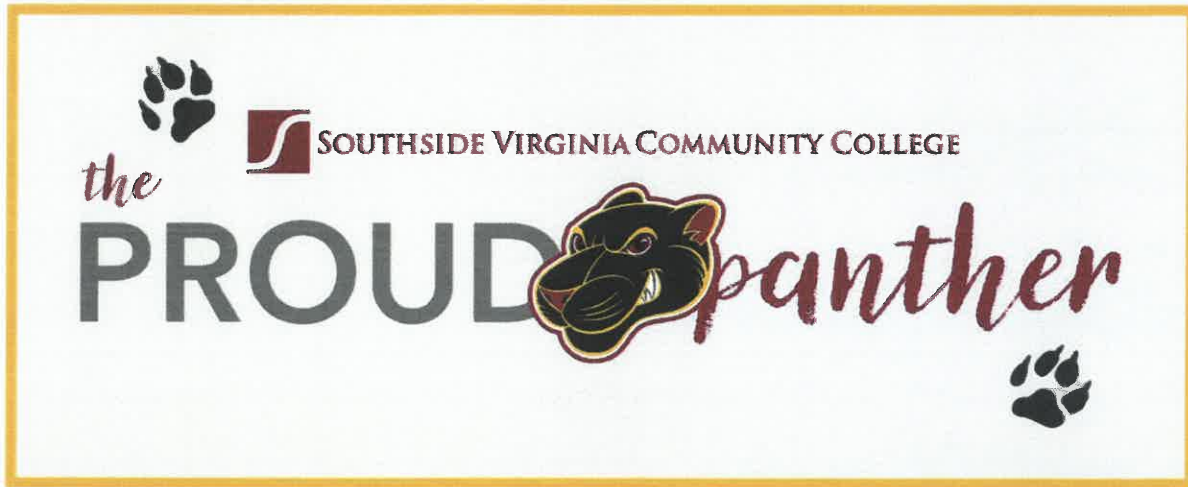
I know public service means mostly hearing from folks only when they have something to complain about. So I just wanted to make sure you heard from me a word of gratitude – I know speaking for many families. My youngest daughter is in 4th grade so will have long since departed the elementary school before completion, but I’m delighted this is moving forward – both what it will mean for future students, and the signal it sends more broadly.

Please also be assured I and others will continue doing whatever we can to persuade the General Assembly to finally allow us to make our own choices locally about tools for raising revenue – and if they do allow that, in support of a sales tax referendum. Your actions last night will I believe help us make that case when the time comes. The urgent need for this project and our commitment to it are clear. The only question remaining is about the basic fairness of local voters and elected officials making our own decisions about the best way to support that.

Thank you gain.

Justin Pope

**From:** Southside VA Community College <svcc.newsletter@southside.edu>  
**Sent:** Thursday, August 31, 2023 2:52 PM  
**To:** [board@co.prince-edward.va.us](mailto:board@co.prince-edward.va.us)  
**Subject:** August 2023



August 2023



## United States Senators Visit SVCC



United States Senators, Tim Kaine and Mark Warner, recently visited SVCC locations. Senator Kaine was the graduation speaker for SVCC's Power Line



Worker Training program where he addressed the graduates of Cohort 22 at the Officer's Club inside Fort Barfoot in Blackstone. Senator Warner toured the Lake Country Advanced Knowledge Center in South Hill where he met with SVCC instructors and students while learning more about programs offered at the center including welding, electrical, HVAC and Information Technology.

---

## **Inaugural Weekend Associate Degree Nursing (ADN) Program Graduates**



Pictured: Aisha Muhammad (Faculty senior level) Katrina Manning, Ronald Adams, Ivy Pettus, Austing Nneji, and Emily Newcomb (Faculty first year).

Congratulations to SVCC's first class of weekend ADN graduates. These determined students completed their courses on weekends while also completing clinical hours. Ronald Adams also completed a co-enrollment BSN program while enrolled at SVCC. "We are very proud of the dedication these graduates demonstrated to complete the program; all of the students currently have nursing jobs!" said Melissa Arthur, Dean of Nursing, Allied Health and Natural Sciences.

---



Catrina's goal of walking across the stage as an SVCC graduate was achieved during the commencement ceremony held in May on the John. H. Daniel Campus in Keysville as she received a certificate from Dr. Quentin R. Johnson, SVCC President.

## **A Goal Achieved and a Legacy Bestowed**

Adult learners at Southside Virginia Community College often tell stories about overcoming personal challenges. The determination they demonstrate in reaching their goals is and can be inspiring. One amazing recent graduate, Catrina Roberts, displayed outstanding courage as she pursued her desire to hold a postsecondary credential in her hands.

Catrina's life included many medical challenges. She endured 40 surgeries, including some related to kidney issues, some following an accident, and two heart valve replacements. Although these issues sometimes slowed her progress, they did not stop her. Her family supported her through these challenges; especially her brother,

Robert Jackson, whom Catrina looked up to. He was always there for her and encouraged her after each surgery.

Catrina suffered a stroke after her second heart valve replacement surgery and set walking across the stage at graduation as her goal for recovery. She accomplished this at SVCC's ceremony on May 13, 2023. She stood up from her wheelchair and stepped forward to receive the Early Childhood Career Studies Certificate for which she had worked so hard.

It was a proud moment for her and her family, and on that stage, Catrina was able to savor her success. Sadly, just a few weeks later, she passed away.

Ryan Roberts, Catrina's husband says: "Catrina was a people person. She was always tenacious and would always find a way to push through every challenge she faced."

He explains that Catrina had a long-standing interest in early childhood education. She worked at Kenston Forest as a substitute teacher, as a bus driver, and in the cafeteria.

Her daughter, Elena, is a rising 10th grader at Nottoway High School. She notes that Catrina's involvement as a Girl Scouts leader and 4-H volunteer gave them a special bond.

The Roberts family credits Catrina's mother, Mary Gordon, for serving as a role model. Elena says her mother learned a lot from her grandmother, who worked in a school setting and in home health care and demonstrated a huge capacity for empathy. Ryan recalls his mother-in-law's willingness to take early retirement to become Catrina's caregiver, enabling him to remain employed at his job and keep the family's health insurance intact.

The Early Childhood Career Studies Certificate Catrina pursued is designed to prepare students for jobs in daycare or pre-school environments. During her studies, she learned about early childhood development and practical strategies for encouraging prosocial behavior. She studied conflict resolution and problem solving, and took courses that reviewed positive health, hygiene, nutrition, and safety issues. After finishing her coursework, Catrina worked at Pickett Park Daycare. This gave her an opportunity for hands-on experience implementing creative age-appropriate activities.

In honor of her mother's legacy, Elena plans to follow in her footsteps by continuing her own education after high-school graduation. "Education was a lifelong experience for my mom. She believed that education was a pathway to a better life."

Ryan explains that although Catrina had many medical challenges which required her to take most of her classes online, she found that she always had access to help through her teachers.

As Catrina's story demonstrates, determination can help a person overcome a multitude of obstacles. If you are a working adult and have been thinking about a new career, you can honor her memory by taking steps in your desired direction.





Catrina (left) is shown surrounded by love and support from friends and family.

---

## Power2Degree - A Career Pathway



Pictured below with his wife, Jennifer, Ronald Jones grew up in Lynchburg, Virginia. He attended Jefferson Forest High School, and he now lives in Buckingham, Virginia. Ronald works for Dominion Energy as a Substation Electrician.

In the fall of 2022, Ronald enrolled in SVCC after hearing about the Power2Degree program. The Power2Degree program accepts power line training and work experience as credit for prior learning. Qualifying students can earn up to 35 college credits toward the completion of an associate degree in industrial maintenance. Ronald says that he chose to attend SVCC due to the credits offered for his company's training program, which he'd already completed.

Referring to his associate degree, Ronald says, "It was a realistic goal I could achieve while working full time."

With the help of his credit for prior learning, Ronald completed his associate degree through SVCC this summer. He says, "Now that I have completed the degree, I am eligible to progress into more technical jobs for my company that require a minimum of a 2 year degree."

Ronald isn't the only one who attended SVCC in his family. His wife is also an SVCC student! She is set to graduate in December from the Cosmetology program!

If you would like information about SVCC's Power2Degree program, visit <https://southside.edu/PI2-Degree> or email Meredith Dawson at [meredith.dawson@southside.edu](mailto:meredith.dawson@southside.edu).

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## Fall Semester Underway - Welcome New Panthers



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## Scholarship Fund for Emergency Medical Services Program Established



The Mecklenburg County Emergency Medical Services Agency Scholarship Fund, recently established at the Southside Virginia Community College Foundation, will

provide support for residents of Mecklenburg County to pursue classes in the Emergency Medical Services program of study.

Every day, and oftentimes frequently during the day, EMS providers respond to calls for help. They are often the first healthcare professionals on the scene of an accident or called to assist someone with a sudden serious illness or injury.

This scholarship will allow students wishing to become an emergency medical technician Advanced EMT or paramedic to provide patient care to the citizens of their local community whether as a volunteer or career provider.

Graduates of the SVCC EMS programs are eligible for testing through the National Registry of Emergency Medical Technicians, which is mandatory for Virginia Certification. Graduates work in the areas such as hospital, fire and rescue departments, military, volunteer services, nursing homes and other fields that require emergency services.

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**Read More About the  
Power Line Worker  
Graduation on the PLW  
Newsletter!**

[Read Latest PLW Update](#)

**Learn About Our  
Campus Within Walls  
Program on the new  
CWW Newsletter!**

[Read New CWW Update](#)



**What's Going On With SVCC  
Alumni?**

**Panthers are Everywhere!**

Paw the button to view exciting news about what our alumni have been doing!





## College Community Connections

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Dr. Quentin R. Johnson, President  
Southside Virginia Community College  
*Panther Pride, Catch It!*

Affirmative Steps to Welcome Everyone

By Quentin R. Johnson, Ph.D.

[READ LATEST CONNECTION](#)

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**Support Our Students!**

[Invest in SVCC](#)

Southside VA Community College | 109 Campus Drive, Alberta, VA 23821

[Unsubscribe board@co.prince-edward.va.us](mailto:board@co.prince-edward.va.us)

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**Board of Supervisors  
Agenda Summary**

**Meeting Date:** September 12, 2023  
**Item #:** 22  
**Department:** County Administration  
**Staff Contact:** Douglas P. Stanley / Sarah Elam Puckett  
**Agenda Item:** Monthly Reports

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**SUMMARY:**

Please see attachments.

**COST:**

**ATTACHMENTS:**

- a. Animal Control
- b. Building Office
- c. Cannery – Home Canning
- d. Cannery – Virginia Food Works
- e. Commonwealth Regional Council
- f. Tourism & Visitor Center

**RECOMMENDATION:** None.

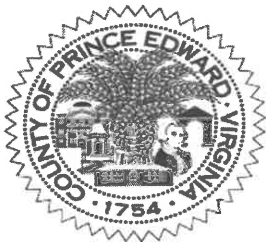
**SAMPLE MOTION:**

Motion \_\_\_\_\_  
Second \_\_\_\_\_

Cooper-Jones \_\_\_\_\_  
Emert \_\_\_\_\_

Gilliam \_\_\_\_\_  
Jenkins \_\_\_\_\_  
Jones \_\_\_\_\_

Pride \_\_\_\_\_  
Townsend \_\_\_\_\_  
Watson \_\_\_\_\_



**Animal Control Monthly Report**

**"August 2023"**

**Dogs**

|                     |    |
|---------------------|----|
| Surrendered         | 14 |
| Picked Up           | 7  |
| Claimed By Owner    | 2  |
| Adopted             | 5  |
| Transferred P/U     | 0  |
| Euthanized          | 7  |
| Injured / Euth.     | 0  |
| Transferred to SPCA | 8  |
| Seized              | 0  |
| Bite Case           | 0  |
| Other               | 0  |

**Fees Collected** \$236

**Cats**

|                     |   |
|---------------------|---|
| Surrendered         | 8 |
| Picked Up           | 3 |
| Claimed By Owner    | 0 |
| Adopted             | 4 |
| Transferred         | 4 |
| Euth - Injury       | 0 |
| Euthanized          | 2 |
| Died in Kennel      | 1 |
| Transferred to SPCA | 0 |
| Dead on Arrival     | 0 |
| Bite case           | 0 |

**Fees Collected** \$100.00

**Bill the Town of Farmville**

0 animals housed.

**Total Billed:** \$0.00

**Wildlife**

|              |   |
|--------------|---|
| Handled      | 0 |
| Euthanized   | 0 |
| Rabies Case  | 0 |
| Injured/Euth | 0 |

**Livestock**

|                   |   |
|-------------------|---|
| Returned to Owner | 0 |
| Sold at Market    | 0 |
| Adopted           | 0 |

**Fees Collected** \$0.00

**Other Companion Animals**

|                   |   |
|-------------------|---|
| Returned to Owner | 0 |
| Surrendered       | 0 |
| Transferred       | 0 |
| Adopted           | 0 |

**Miles Driven** 2,906

**Days at or above capacity** 31

**Number of Calls to Shelter** 231

**Summons Issued** 5

**Warrants Served** 0

**Days in Court** 1

**Nuisance Dogs** 3

**Dangerous Dogs** 0

**Calls After Hours/Comp Time** 35.5

**Dogs Brought in by Farmville PD** 0

**Total Fees Collected** \$336.00

**Total Fees Collected and Billed** \$336.00

**Total Fees Collected and Billed**

*Adam Mumma, Chief Animal Control Officer*

*Ariel Witmer, Deputy Animal Control Officer.*

**Notes:**

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# BUILDING OFFICIAL

Permits Issued Report  
8/01/2023 Through 8/31/2023

|                                |                   |                |
|--------------------------------|-------------------|----------------|
| ADDITIONS                      | - Issued          | 16             |
|                                | - Value           | \$427,933.33   |
|                                | - Permit Fees     | \$3,554.80     |
|                                | - 2.00% STATE TAX | \$71.10        |
|                                | - Fees Collected  | \$1,598.85     |
| CELL TOWER                     | - Issued          | 5              |
|                                | - Value           | \$148,900.00   |
|                                | - Permit Fees     | \$3,750.00     |
|                                | - 2.00% STATE TAX | \$75.00        |
|                                | - Fees Collected  | \$1,530.00     |
| ONE & TWO FAMILY DWELLING      | - Issued          | 3              |
|                                | - Value           | \$688,699.00   |
|                                | - Permit Fees     | \$1,522.00     |
|                                | - 2.00% STATE TAX | \$30.44        |
|                                | - Fees Collected  | \$1,552.44     |
| ELECTRICAL                     | - Issued          | 12             |
|                                | - Value           | \$1,151,205.00 |
|                                | - Permit Fees     | \$2,130.62     |
|                                | - 2.00% STATE TAX | \$42.60        |
|                                | - Fees Collected  | \$1,614.59     |
| MECHANICAL                     | - Issued          | 7              |
|                                | - Value           | \$1,320,845.00 |
|                                | - Permit Fees     | \$1,648.74     |
|                                | - 2.00% STATE TAX | \$32.97        |
|                                | - Fees Collected  | \$563.99       |
| MECHANICAL/GAS                 | - Issued          | 12             |
|                                | - Value           | \$1,016,830.00 |
|                                | - Permit Fees     | \$2,132.24     |
|                                | - 2.00% STATE TAX | \$42.64        |
|                                | - Fees Collected  | \$765.00       |
| MANUFACTURED HOMES             | - Issued          | 1              |
|                                | - Value           | \$ .00         |
|                                | - Permit Fees     | \$264.50       |
|                                | - 2.00% STATE TAX | \$5.29         |
|                                | - Fees Collected  | \$269.79       |
| OCCUPANCY                      | - Issued          | 1              |
|                                | - Value           | \$ .00         |
|                                | - Permit Fees     | \$100.00       |
|                                | - 2.00% STATE TAX | \$2.00         |
|                                | - Fees Collected  | \$102.00       |
| PLUMBING                       | - Issued          | 7              |
|                                | - Value           | \$ .00         |
|                                | - Permit Fees     | \$1,648.74     |
|                                | - 2.00% STATE TAX | \$32.97        |
|                                | - Fees Collected  | \$563.99       |
| WORK STARTED W/OUT PERMIT      | - Issued          | 1              |
|                                | - Value           | \$ .00         |
|                                | - Permit Fees     | \$200.00       |
|                                | - Fees Collected  | \$200.00       |
| REMODELING                     | - Issued          | 2              |
|                                | - Value           | \$14,000.00    |
|                                | - Permit Fees     | \$552.00       |
|                                | - 2.00% STATE TAX | \$11.04        |
|                                | - Fees Collected  | \$ .00         |
| SIGN                           | - Issued          | 1              |
|                                | - Value           | \$1,500.00     |
|                                | - Permit Fees     | \$50.00        |
|                                | - 2.00% STATE TAX | \$1.00         |
|                                | - Fees Collected  | \$ .00         |
| IN LIEU OF SOIL & EROSION      | - Issued          | 14             |
|                                | - Value           | \$ .00         |
|                                | - Permit Fees     | \$350.00       |
|                                | - Fees Collected  | \$200.00       |
| Total Permits - Issued         |                   | 82             |
| Total Permits - Value          |                   | \$4,769,912.33 |
| Total Permits - Permit Fees    |                   | \$17,903.64    |
| Total Permits - Surcharge Fee  |                   | \$347.05       |
| Total Permits - Other Fees     |                   | \$ .00         |
| Total Permits - Fees Collected |                   | \$8,960.65     |

**INSPECTIONS FOR AUGUST 120**

**August 2023**

**Cannery Report**

**930 Total Cans**

**573 quarts @\$1.05=\$601.65**

**96 quarts @\$1.37=\$131.52**

**200 pints @\$0.60=\$120.00**

**38 pints @\$0.78=\$ 29.64**

**23 gallons @\$2.00=\$ 46.00**

**Non Processing Fee=\$ 20.00**

**Usage fee@ \$1.00=\$ 22.00**

**During the month of August we processed a variety of produce such as corn, tomatoes, potatoes, chili, string beans, grape juice, apple juice, applesauce, fried apples, pear sauce which is an offshoot of applesauce tomato soup and ketchup**

**The Total Revenue from visits\$970.81**

# VIRGINIA FOOD WORKS



Hannah Evans  
Director  
401-864-0402  
hannah@virginiafoodworks.org  
info@virginiafoodworks.org

## UPDATES:

### JUNE:

Total Boiler Hours: 18.5  
Total Non-Boiler Hours: 3.75

### JULY:

Total Boiler Hours: 21\*  
Total Non-Boiler Hours: 4.5

\*In July, Pamplin Poultry produced an overnight production that accounts for 14.25 of those Boiler hours

In June and July we saw a decrease in production, which is to be expected based on:

- 1) Home canners coming back to the cannery, reducing our available production days from 5 to 2.
- 2) Last year, the boiler was replaced in June (and we did not know how long the project would take), so we did not have many clients in June or July in 2022 to return/repeat in 2023. Many clients tend to come at the same exact time each year so this was also somewhat expected.
- 3) Many crops don't hit prime harvest until later in the summer/fall.

Despite our slower production months, there has been lots of positive movement in VFW over the past few weeks. We have had 3 new clients come product test batches with us, including two garlic producers, one of which utilized VFW's own garlic scape relish recipe for the first time in recent years. All 3 new clients are VA based farmers. In addition to the 2 garlic growers, we had a lavender farm that has been in discussions

with us for about a year, finally getting to come in and produce a simple syrup with their own lavender buds!

In the office, I've been in extensive discussions with Dean from Oden Machinery, negotiating his initial proposal about a new automatic pourer. He has offered a 5% discount, and is seeing if they have a new-but-retained unit available that we may be able to save additional money on. After multiple discussions, the machine he is hoping to set us up with will have higher heat ratings than our current model (which is over 20 years old, even though it has only been with VFW for ~10), as well as the potential for filling chunkier particulates (like a marinara sauce with onion chunks, etc). Dean has also connected me to a potential financier that has worked with Oden before. I am currently waiting to hear back from Dean about an updated invoice!

Financially, July marks the first month with the new payment rate for the county, but as we had limited productions we won't get a better sense of how this affects our finances until August when we see our standard number of processing days.

### BY THE NUMBERS JUNE:

|                                 |             |                           |   |
|---------------------------------|-------------|---------------------------|---|
| <b>Lbs Produce</b>              | 400         | <b># Clients</b>          | 5 |
| <b>Lbs Local Produce</b>        | 400         | <b># New Clients</b>      | 3 |
| <b># Units Processed</b>        | 1203        | <b># VA Based Clients</b> | 5 |
| <b>Retail Value of Products</b> | \$17,369.15 | <b># Processing Days</b>  | 6 |
| <b>Revenue Generated (PEC)</b>  | \$370       | <b># Unique Products</b>  | 5 |

### BY THE NUMBERS JULY:

|                                 |          |                           |   |
|---------------------------------|----------|---------------------------|---|
| <b>Lbs Produce</b>              | 50       | <b># Clients</b>          | 2 |
| <b>Lbs Local Produce</b>        | 50       | <b># New Clients</b>      | 0 |
| <b># Units Processed</b>        | 777      | <b># VA Based Clients</b> | 2 |
| <b>Retail Value of Products</b> | \$13,127 | <b># Processing Days</b>  | 3 |
| <b>Revenue Generated (PEC)</b>  | \$378.75 | <b># Unique Products</b>  | 3 |



# CRC's AUGUST ITEMS OF INTEREST

## Grant Assistance:

- **Prince Edward County Fire** was awarded **\$162,585** from the **Assistance to Firefighters Grant Program** to purchase thermal imaging cameras for all the fire departments in the County. The CRC assisted with this application.
- **VDOT Transportation Alternative Program:** The CRC assisted Amelia Co., Lunenburg Co., Farmville, and Keysville with pre-application submissions to fund the construction of pedestrian sidewalks/trails. VDOT screened through Lunenburg Co., Amelia Co., and Farmville to move forward with full applications. VDOT has recommended that Keysville proceed with another grant program to seek funding.

## Project Updates:

- **Buckingham County Comp. Plan:** The CRC presented the draft of the Community Survey on August 21st to the Planning Commission.
- **CRC New Regional Economic Development Organization:** Penny Whiteheart, the consultant with Creative EDC, was available prior to the CRC monthly meeting for Advisory board members. Ms. Whiteheart also provided an update to the CRC during the monthly CRC meeting.



## Virginia Telecommunications Initiative (VATI)

CRC VATI grant for the expansion of broadband in Cumberland, Lunenburg, and Prince Edward Counties. As of August 7th, Kinex has completed a total of 3,721 passings and 508 installs for new customers have been completed. Kinex stated that electricity has been built out for 90% of the build out area.

## Prince Edward Access Road Project

The CRC is assisting Prince Edward County with administration of the Prince Edward Access Road Project. The Contractor, J.R. Caskey, Inc. has completed the paving and is currently working on punch list items after the final inspection by VDOT. The CRC has assembled and submitted the final reimbursement request on the project.

## CRC & VA Housing Staff Completed Final Site Visit

VA Housing, CRC Staff, and Piedmont Habitat staff completed a compliance review of Piedmont Habitat's four completed homes on Andrew Drive in Farmville. Piedmont Habitat is building eleven affordable housing units through the CRC's Workforce Affordable Housing Program.

## Crewe Community Meeting

The Town of Crewe will be hosting a Community Meeting on September 5th at 6pm at the Crewe Community Center. The Community Meeting is intended to inform citizens of a planned application for a CBDG planning grant and the potential future activities that could be involved. The CRC is contracted by the Town to complete pre-planning activities for the application including facilitating this meeting.

## Upcoming Funding Opportunities:

DHCD's Industrial Revitalization Fund (IRF): Opens 9/28

VDOT Transportation Alternative Program (TAP): Full Application closes 10/1

VDOF, Virginia Trees for Clean Water: Open, Rolling Basis through 12/1

DHCD, CBDG - Planning Grants: Open, Closes 12/30

NPS, African American Civil Rights Grant: Closes 10/10

SCRC, State Economic and Infrastructure Development (SEID): Pre. app. closes 9/15

Rescue Squad Assistance Fund (RSAF): Closes on 9/15

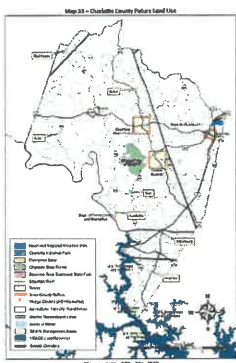
VBAF, Assessment and Planning Grant: Open; Rolling Basis

VBAF Site Remediation Grant: Open, Closes 9/29

The CRC provides free grant writing services for member localities and local 501C3 non-profits.

## Charlotte County Comprehensive Plan

The CRC is assisting Charlotte County with an update of the County's Comprehensive Plan. The last work session was held on August 17th. The CRC reviewed the revised draft section 6 (Goals, Objectives, and Strategies) and draft section 7. The next work session will be held on September 21st. At this time, the Planning Commission will review revised the draft sections and discuss solar density.



## Tourism & Visitor Center Monthly Report for August 2023

| HEARTLAND REGIONAL VISITOR CENTER ATTENDANCE: |                    |                 |                    |              |                                |
|-----------------------------------------------|--------------------|-----------------|--------------------|--------------|--------------------------------|
|                                               | Virginia<br>Guests | Other<br>States | Other<br>Countries | Total Guests | Average Visitors per<br>Month: |
| YTD 2023                                      | 903                | 183             | 21                 | 1,107        | 138.4                          |
| 2022                                          | 1,257              | 314             | 35                 | 1,606        | 133.3                          |
|                                               |                    |                 |                    |              | Total / 8 Months               |
|                                               |                    |                 |                    |              | Total / ALL of 2023            |

### Requests for Information:

|              | Phone<br>Inquiries | Video<br>Views (All) | Center<br>Visits | GoogleMyBusiness<br>Finding the<br>Visitor Center | Monthly Totals: |
|--------------|--------------------|----------------------|------------------|---------------------------------------------------|-----------------|
| August 2023  | 22                 | 7                    | 131              | 1,337                                             | 1,497           |
| August 2022  | 32                 | 2                    | 185              | 1,051                                             | 1,270           |
| % Difference | -31.25%            | 250.00%              | -29.19%          | 27.21%                                            | 17.87%          |

| TOTAL YTD    |        |         |         | Total YTD Inquiries: |
|--------------|--------|---------|---------|----------------------|
| 2023 YTD     | 161    | 26      | 1,334   | 4,061                |
| 2022 YTD     | 170    | 56      | 917     | 6,739                |
| % Difference | -5.29% | -53.57% | 45.47%  | -39.74%              |
|              |        |         | 100.00% |                      |

### September Report to Board of Supervisors:

- A \$10,000 grant proposal was submitted for a new installation project and media campaign for the visitor center.
- We are working to prepare a \$10,000 marketing grant proposal to promote tourism to Prince Edward County and our small business campaign partners during the shoulder season.
- The Wonderful Wellness Weekend (Be Well in PEC) campaign has commenced with great results.
- The campaign included a streaming and video advertisement running from May through June. The Facebook campaign resulted in reaching just under 88,000 Facebook users. The audience included Facebook users from the following locations: Baltimore, MD, Virginia Beach, Roanoke, Richmond, and Boydton, VA.
- The website results include 809 total page views of the newly refreshed tourism webpages which featured our 13 campaign partners. The campaign also included over 400 promotional gift bags that were given out to visitors staying in hotels located in Prince Edward County.
- The hours of operation for the Visitor Center have changed. It is open from 8:30 a.m. to 4:30 p.m., Monday through Friday, Saturday from 12:30 p.m. to 4:30 p.m., and is closed on Sundays.